

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
July 21, 2011
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, July 21, 2011 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Pam Fender, Nick Hanson, Niko Kanakaris, Harry Leopold, Paul Mercer and John Piwko.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Chief of Police John Perkins, Director of Development Services Charles Nordman, Management Assistant Barbara Read, Village Clerk Rita McMahon and Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: Members of Girl Scout Troop 828 led the Pledge of Allegiance.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – July 21, 2011 Bill List in the amount of \$360,760.96

Mayor Sass reported that \$255,611.66 (70.8%) of the Bill List is for payment to Graef for Engineering Services for Route 47/I-90 Phase II and Impact Fees. In addition he noted that 60.7% (\$5,447.13) of the \$8,959.63 TPI invoice is billable and will be recovered. Mayor Sass asked if the Committee had any comment or questions regarding the Bill List. There were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the July 21, 2011 Bill List in the amount of \$360,760.96.

- b) Presentation – Girl Scout Troop 828 Presentation of Huntley Cemetery Map

Girl Scout Leader Carolyn Krich and the members of Troop 828 were in attendance to present to the Village Board a project they completed to earn their Bronze award.

The Scouts researched and prepared a map of the Huntley Cemetery highlighting all of the Veterans' headstones. The Scouts place American Flags on the headstones each year for Memorial Day and have never had a way of knowing which headstones to decorate. The Scouts also presented a new Huntley Cemetery sign that they made out of wood to be used in the cemetery. Bill Eisenmenger of the Huntley Cemetery Board commended the Scouts and thanked them for their interest in the cemetery and hard work.

Mayor Sass thanked Leader Krich and the members of Troop 828 for their hard work and dedication and
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congratulated the troop on earning their bronze award.

No action is required from the Village Board on this agenda item.

- c) Discussion – Ordinance (O)2011-07.31 – Amendment to Huntley Code of Ordinances – Business Regulations 110.24 – Limitation on Licenses – Adding one Class “A” License – Liquor Control Ordinance

Mayor Sass reported that the Village of Huntley regulates the sale of alcoholic beverages in the Village through its Liquor Control Ordinance which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

Staff Analysis

The Liquor Commission is being requested to amend the Liquor Control Ordinance to make available nine (9) Class “A” licenses instead of eight (8) in order to provide for the application from School Street Bistro LLC d/b/a School Street Station Bistro; 9704 Route 47. The application has been reviewed by Staff is reported that all is in order for consideration.

The Class “A” license shall permit the retail, sale on the premises specified, of alcoholic liquor, for consumption on the premises, as well as other retail sale of alcoholic liquor in the original package. Listed below are the current licensed establishments with a Class “A” license:

1. Del Toro’s Mexican American Grill
2. Jamesons / Del Webb
3. Luigi’s Pizzeria
4. Niko’s Grill & Pub
5. Offie’s Tap
6. Bricks and Ivy LLC d/b/a Parkside Pub
7. Sammy’s Restaurant & Lounge
8. Soula’s Village Inn

Financial Impact

The fee for a six month Class “A” license is \$475.00.

Legal Analysis

Section 110.24 of the Village Code of Ordinances limits the number of available licenses in each class. There is no available Class “A” license; therefore, if the Liquor Commission elects to issue a license to School Street Bistro LLC, the Commission must create an additional Class “A” license.

Mayor Sass asked if the Committee had comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Liquor Commission for approval Ordinance (O)2011-07.31 – Amendment to Huntley Code of Ordinances – Business Regulations 110.24 – Limitation on Licenses – Adding one Class “A” License – Liquor Control Ordinance

- d) Discussion – Ordinance (O)2011-07.32 – Approval and Issuance of a Class “A” Liquor License – School Street Bistro LLC; d/b/a School Street Station Bistro located at 9704 Rt. 47

Mayor Sass reported that the Village of Huntley regulates the sale of alcoholic beverages in the Village

through its Liquor Control Ordinance, which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

Staff Analysis

The Liquor Commission is being presented with an application for a Class “A” liquor license from Mr. David Horan of School Street Bistro, LLC. Mr. Horan has signed the lease and is planning on opening the School Street Station Bistro “Bistro” at the Covington Lakes Retail Center north of Reed Road. Due to a stipulation in the Covington Lakes Retail Center By-Laws, Mr. Horan will offer liquor for consumption on the premise only and no sale of packaged liquor even though the Class “A” license provides for both.

All documents required have been submitted with the exception of the State Liquor License. This is not uncommon to be waiting on the State’s approval while asking for approval from the local Liquor Commission. The Liquor Commission can approve the Class “A” liquor license with the condition of approval being that Bistro must provide a certified copy (proof) that they obtained a State Liquor License before the Village’s liquor license becomes effective.

Financial Impact

The six month payment of \$475.00 has been received and deposited to 01-00-1-4120 / Liquor License revenue line item.

Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sale in the Village. The application has been reviewed and is in compliance with Section 110: Alcoholic Beverages requirements.

Mayor Sass reported that David Horan, owner of the School Street Station Bistro, was in attendance and would answer any questions from the Trustees.

Trustee Fender requested that Mr. Horan come forward and provide further details of his business. Mr. Horan reported that he is very happy to be a resident of the Village of Huntley and excited to be opening his business in the Covington Lakes Retail Center. He stated that his business will be a place for patrons to sit and relax and enjoy a cup of coffee, ice cream or bistro type food such as salads, etc, acoustic music on Saturday night along with a glass of wine or beer. He plans on becoming involved in the community and Huntley Chamber.

Mayor Sass thanked Mr. Horan and asked if the Committee had any further comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Liquor Commission for approval Ordinance (O)2011-07.32 – Approval and Issuance of a Class “A” Liquor License – School Street Bistro LLC; d/b/a School Street Station Bistro located at 9704 Rt. 47 subject to the following conditions of approval:

- 1. Petitioner must show proof of the State of Illinois Liquor Licenses before the Village of Huntley Class “A” Liquor License becomes effective.***
- 2. Petitioner must obtain a certificate of occupancy from the Village of Huntley.***

- e) Discussion – Resolution (R)2011-07.23 – Authorization to Waive the Formal Bidding Process and to Purchase an Upgrade to the Police Department’s Radio Communication System

Village Manager Johnson reported that the Huntley Police Department relies on radio communication for
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providing the public safety functions on behalf of the Village. Radio communication is the primary means of communication from the Dispatch Center located at the Lake in the Hills Police Department to the officers patrolling the Village limits, and beyond. The system allows for the information exchange necessary to accomplish the functions required by the department and ensures the accountability and safety of the activities of the officers on the street. Radio communications is also the sole means of activating the Village's Early Warning System in the event of a severe imminent weather threat.

Staff Analysis

The radio communication system is a complex configuration of equipment utilized to enhance radio signals from various locations within the radio system network. The Police Department currently utilizes two water tower locations for the implementation of parts of the radio system in conjunction with the Lake in the Hills Dispatch Center. The Police Department's current system is over 10 years old and will require an update to meet the Federal Communications Commission (FCC) 2013 mandate for radio frequency narrow-banding, as well as software updates to make the system P25 compliant. P25 Compliance involves digitally optimizing the frequencies available for the radios, thus streamlining the Huntley radio system and allowing for inter-operability with other frequencies.

Updates will not prolong the life of the system; only make it operable within the current parameters. However, replacing the system hardware to a P25 system will ensure compliance with the current FCC mandate, future projected mandate, and additionally provide the benefits of the P25 system to be put into use immediately. The P25 system will allow for digital optimization of equipment to get enhanced reception and transmission, it also ensures that other systems utilizing P25 capabilities are compatible. P25 compliant portable and mobile radios have already been purchased in Fiscal Years 2006, 2008, and 2009 in preparation of making the system P25 capable. This upgrade will complete the process and make the Huntley Police Department frequency(ies) digital capable and will accommodate future channels (Lake in the Hills, County, State, and Federal) as they become converted, to enhance the interoperability of our equipment. Additionally, this project will include the combining of two frequencies to a single channel, as required by the police department's original FCC license (WPPC452) that had not been completed, these frequencies are already narrow-band and ready for use.

Financial Impact

The Police Department radio consultant, Radicom, has identified the equipment required to make this change a reality. Radicom has been the consultant for the Village of Huntley for a number of years. They are familiar with the radio system and installed the tower at the Municipal Complex. More importantly, Radicom is the consultant for Lake in the Hills (LITH) and their dispatch center. This project will involve inputting new frequencies into the LITH radio console as necessary for LITH to dispatch Huntley calls for service.

The project will consist of upgrades to the two water towers and the new installation of a system for the repeated frequency license, at one of the towers. The project had originally been proposed and approved as a Fiscal Year 2011 Capital project for \$51,550. The project had been delayed pending mid-year review of Village finances. The current estimated cost of the project is \$56,024.68, with a monthly telephone access charge of 187.50 for the repeated channel relay. Funds for the upgrade will come from the Village's Equipment Replacement Fund line item:
48-10-4-7750.

Legal Analysis

By January 1, 2013, the Federal Communications Commission (FCC) has mandated that all public safety and business industrial land mobile radio (LMR) systems operating in the 150-512 MHz radio bands must cease operating using 25 kHz efficiency technology and begin operating on channel bandwidths of 12.5 kHz.

kHz or less, or that meet a specific efficiency standard, e.g., utilize two- or four-slot TDMA.

This mandate affects any users operating at VHF (150-174 MHz) and UHF (421-512 MHz) utilizing Part 90 frequencies. This includes but is not limited to public safety, public works, utilities, hospitals, higher education, and K-12 schools. After January 1, 2013, licensees not operating at 12.5 KHz efficiency will be in violation of the Commission's rules and could be subject to FCC enforcement action. In addition to the FCC's deadline of January 1, 2013 for all licensees to cut-over to new narrowband equipment, there are some "interim" deadlines. For example, there is a date by which no more new or modified operations on 25 kHz bandwidth channels may be initiated, and there are certain deadlines that apply to equipment manufacturers and importers.

Because the upgrade involves both Huntley and LITH equipment and both use Radicom, the Village needs to continue purchasing equipment through the same vendor, Radicom Business Communications Systems. Therefore, staff requests that the formal bidding process be waived.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Fender asked if the cost difference is due to the length of time since the original quote. Chief Perkins replied that it was not. Upon further review of the situation with the radios it was discovered that more of the radios needed to be rewired and updated than originally anticipated.

Trustee Mercer commented that it appeared to be a 10% increase in the original bid and questioned if that was why the bill is now higher. Chief Perkins did not believe it was and again referenced the additional work, but told the Village Board he would check with the vendor.

Mayor Sass asked if the Committee had any further questions or comments. There were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2011-07.23 – Authorization to Waive the Formal Bidding Process and to Purchase an Upgrade to the Police Department's Radio Communication System

- f) Discussion – Resolution (R)2011-07.24 – Authorization to Enter Into an Intergovernmental Agreement between the Village of Algonquin and the Village of Huntley for Information Technology Support Services

Village Manager Johnson reported that the Police Department relies on information technology to efficiently serve the community. The majority of the software utilized by the police department is proprietary to police work. The systems require regular maintenance and updating by a trained and experienced technician.

Staff Analysis

The Huntley Police software and equipment is a complex configuration that is a very specialized field. The police department uses a combination of in-house employees and the Village's Project Administrator in the Finance and Human Resources Department in an attempt to keep up with the required maintenance for all the systems. Not only does this pull employees away from their assigned responsibilities it also puts the employees in a position for which they have not been trained. Presently, only the basic amount of maintenance is done to the police systems.

The Village of Algonquin has a staff of Information Technology personnel who maintain police specific software and equipment. Discussions with Algonquin IT staff have shown that they possess the necessary knowledge to work on our systems, improve the capabilities of our present systems, and the background to consult on the purchase of future technical equipment.

The proposed agreement also provides the benefit of allowing Huntley employees to work with the Algonquin personnel. Over time, this should result in more work being accomplished in-house and a lesser reliance on Algonquin IT.

In an era where we all must learn to work with less, technology advances are key ingredients. Upgrading the software and equipment of the police department will better serve the citizens of the Village.

It is anticipated that the agreement will be considered by the Village of Algonquin on July 26th (Committee of the Whole) and August 2nd (Village Board).

Financial Impact

It is anticipated that the Algonquin IT service will be required one day a week for the first few months. It is then expected to be reduced to 4 hours a week.

The proposed Agreement sets a standard general labor rate at \$650 a day (\$81.25 per hour) or \$325 for a half day (\$81.25 per hour). This hourly rate is in the same range as other Village technology consultants.

Legal Analysis

The Village Attorney has reviewed and approved the proposed agreement.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Fender asked if any Chamber of Commerce members had been asked to look at the computer system. Manager Johnson responded by saying that the law enforcement equipment is a very specialized area and very few people are trained in the area.

Chief Perkins added that the Village of Algonquin has 3 employees on their IT staff with 1 specializing in the law enforcement programs and software. The Algonquin IT employee visited the Huntley Police Department last week and spent approximately two hours looking at the Huntley system and was able to run several software updates which have already improved Huntley's system.

Trustee Piwko questioned if Algonquin had a similar system as Huntley's. Chief Perkins responded by saying yes they are almost identical.

Trustee Piwko asked if the technicians will have to go into each squad car to perform all the updates. Chief Perkins said yes they will.

Mayor Sass asked the Committee if they had any further questions or comments. There were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2011-07.24 – Authorization to enter into an Intergovernmental Agreement with the Village of Algonquin for Information Technology Support Services

Program

Village Manager Johnson provided a brief outline of the Façade Improvement Assistance Program including that Staff is seeking Village Board input in preparation for the 2012 budget process. Director of Development Services Charles Nordman made a power point presentation outlining the Façade Improvement Assistance Program and reported that a priority of the Downtown Revitalization Plan is to develop support for and establish a façade improvement assistance program to enhance the appearance of structures in Downtown Huntley. Implementation of the Downtown Revitalization Plan is also one of the primary goals of the Village's Strategic Plan. The purpose of the façade improvement assistance program would be to provide financial assistance to business owners for building improvements that contribute to the economic revitalization and historic character of the downtown area.

To facilitate the creation of a façade improvement assistance program Staff has researched programs in other communities to prepare a draft proposal for consideration by the Village Board. Thirteen municipalities were surveyed that currently operate some type of façade improvement assistance program. Of the programs surveyed, several also provide grants for interior, demolition, new construction, landscaping and parking improvements.

Summary of Surveyed Programs

Staff reviewed the façade improvement grant programs of thirteen municipalities from the Chicago metropolitan area. Municipalities surveyed with façade improvement grant programs included Barrington, Batavia, Crystal Lake, Elburn, Elmhurst, Lisle, Lombard, Mount Prospect, Plainfield, St. Charles, West Chicago, Wheeling and Woodstock. All programs surveyed had grant programs that focus on their downtown with exception to Crystal Lake and Wheeling. Crystal Lake's program is citywide and Wheeling's includes all five of the Village's Tax Increment Financing (TIF) districts, including their town center. All grant programs, with exception to St. Charles and Woodstock, are available to businesses only. St. Charles and Woodstock also allow residential buildings to participate in the program provided they are located within a Special Services Area or Tax Increment Financing (TIF) district, respectively.

Staff found that nearly all programs surveyed provided matching grants (the municipality would reimburse up to 50% of the improvement cost) for improvements that contribute to the historic character of the municipality's downtown. Several municipalities (Barrington, Crystal Lake, Mount Prospect and Plainfield) also require or give preference to grant applications for retail and sales tax generating businesses. Eligible grant improvements were most often limited to improvements that were visible to the general public, these commonly included the following:

- Design professional fees
- Restoration of original architectural features
- Exterior exit doors
- Painting
- Shutters and awnings
- Exterior stairs, porches, and railings
- Walls
- Windows
- Lighting
- Roof (some programs did not consider flat roofs eligible because they were not visible)
- Landscaping

Crystal Lake, Mount Prospect and Wheeling also consider grants for certain interior improvements
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(acceptable interior improvements include ADA accessibility compliance, life safety improvements, historic renovation to the interior, interior drywall, electrical or plumbing repair installation or upgrade, and permanent fixtures). Elmhurst and Lisle consider demolition costs to be grant eligible, but only when plans for new development are submitted at the same time.

The maximum grant amount that each municipality will award varies greatly and ranges from as little as \$5,000 (Batavia and Elburn) to as much as \$150,000 (Plainfield). Six municipalities (Barrington, Crystal Lake, Lombard, Mount Prospect, St. Charles and West Chicago) allowed a maximum grant award up to \$10,000. Elmhurst, Lisle and Wheeling allowed maximum grant awards ranging from \$20,000 to \$50,000. The City of Woodstock left maximum funding amounts to the discretion of the City Council based on the merits of the project. In all cases, the Village Board/City Council or an appointed selection committee are reviewing and ultimately approving each request for funding.

Staff Analysis

To assist in the creation of a façade improvement assistance program, staff requested the Village Board consider the following questions:

1. Does the Village Board wish to pursue the creation of a façade improvement assistance program?

2. What geographic area will be eligible for the funding from the façade improvement assistance program?

To facilitate discussion, Staff prepared two exhibits for consideration by the Village Board. The maps illustrate two possible boundaries for a façade improvement assistance program. Exhibit A illustrated the core downtown as identified in the Downtown Revitalization Plan. Exhibit B included the periphery downtown as identified in the Downtown Revitalization Plan and also included the Route 47 corridor from Kreutzer Road to Reed Road.

3. Should eligible improvements be limited to the exterior of the building/property or should interior improvements also be eligible for funding?

Several programs allow landscaping improvements to be eligible for funding. Crystal Lake, Mount Prospect and Wheeling also consider grants for certain interior improvements. Elmhurst and Lisle consider demolition costs to be grant eligible, but only when plans for new development are submitted at the same time.

4. Are there any other eligibility requirements the Village Board would like to establish for a façade improvement assistance program?

For example, Barrington, Crystal Lake, Mount Prospect and Plainfield either require or give preference to retail and sales tax generating businesses.

Financial Impact

If it is the consensus of the Village Board to establish a façade improvement assistance program, Staff will include the program in the preparation of the FY 2012 annual budget.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Fender stated that she likes the overall façade program; specifically Exhibit A, but would like to see it also include the Union Special building. Trustee Fender went on to state that she would rather not see money included for demolition projects and would rather not commit at this time to a minimum or maximum range for the grant. She would like to see a budget for the program first. Trustee Fender added

that parking and landscaping should only be eligible for grant funds if it is being done in conjunction with an outside improvement program.

Trustee Kanakaris stated that it would cost a lot to improve the Union Special building.

Trustee Hanson believes that is why there should be a maximum on what should be allowed through the grant program.

Trustee Mercer questioned what would happen if an existing business didn't want to participate in the program.

Director Nordman replied that no business would have to participate if they did not want to. If this façade program was not in place, businesses would still have to seek Village approval for building improvements and follow the Village's design guidelines already in place.

Trustee Leopold stated that he believes the Village has spent a lot of money to get to where we are today and would like to see more of a hybrid type of redevelopment program. He believes that this façade program, as presented, is piecemeal. He would rather see something with more continuity with artist concepts and renderings such as when the municipal complex was presented.

Trustee Piwko stated that piecemeal or not, the Village should definitely offer the façade program. The Village needs to encourage the businesses to get involved and invest in the community. Trustee Piwko added that he would rather not focus on just the outside of the downtown businesses, but also include the inside of the buildings as well. He would also like to see a mix of both maps as presented.

Trustee Hanson said he likes the façade program and being able to possibly help the downtown businesses. Trustee Hanson likes the periphery downtown map and would like to see a maximum of dollars allowed per business. He would like to see the downtown more consistent from building to building.

Trustee Kanakaris stated that he would like to see the downtown area more than it is today. He believes that the Village is waiting for the businesses to make improvements, but thinks the Village needs to do more downtown also.

Mayor Sass added that the Village will be changing the parking on Main Street.

Trustee Kanakaris stated that something needs to be done with the Catty Building on Church Street.

Trustee Fender added that she thought this program is a building block and a good place to start. The Village should encourage business owners to at least bring in their ideas for feedback.

Trustee Leopold asked for the scope of funding the façade program and questioned what revenue sources will be used for fund this program.

Village Manager Johnson suggested using Capital Funds and starting with funding between \$20,000 - \$50,000.

Mayor Sass added that he thought that was a lot of money to be used for the program. He stated that a fresh coat of paint would be an improvement for some of the buildings downtown. The Mayor said he does not see the downtown area growing much more than it is until the Village looks at more re-adaptive uses. He also stated that the maps should include the Route 47 area.

Mayor Sass stated that he is not always in favor of a Tax Increment Finance (TIF) District; however, the downtown area would be perfect for a TIF. The TIF could assist in the re-development process.

Trustee Leopold added that he also doesn't favor a TIF District, but agreed that in this particular area a TIF could work. Trustee Leopold said he actually favored the TIF District more than the façade program proposed.

Trustee Kanakaris asked if someone bought the Catty building could they ask us for financial assistance.

Mayor Sass answered yes they could through a development agreement similar to other agreements that have been created in recent years.

Trustee Kanakaris also asked if there was a way for the Village to plan for a larger parking lot downtown.

Village Manager Johnson said that a parking lot plan could be included in the Village's long range improvement plans.

Trustee Kanakaris stated that the Village also needs to improve the sidewalks.

Village Manager Johnson stated that the intent is to partner this program with the Village's sidewalk program, streetscape etc. Staff is seeking Village Board feedback and input at this time on the façade program. He added that Staff will bring back an updated program with a streetscape program, etc.

Trustee Fender said if someone was interested and looking at the Village and noticed that there was a façade assistance program like this in place, they would get the impression that the Village cares. She likes the program.

It was the consensus of the Committee of the Whole to direct Staff to establish a Façade Improvement Assistance Program.

- h) Discussion – Resolution (R)2011-07.25 – Accept and Place on File the Christopher B. Burke Engineering, Ltd. (CBBEL) Village of Huntley Pavement Management Program Report, 2011 Update

Mayor Sass reported that on January 20, 2011, the Village Board approved an Engineering Services Agreement with Christopher B. Burke Engineering, Ltd. (CBBEL) in the amount of \$12,000 to update the Village's Pavement Management Program, previously revised in 2008. The 2008 report utilized a rating system to evaluate overall pavement condition of Village roadways. This information was used to determine which roadways were to be completed each year as part of the annual street improvement program. Annual street improvement programs in 2009, 2010, and 2011 were based on the 2008 report recommendations. Due to the favorable bid environment, additional areas were added to each year's program and the timeframe to complete work in the subject areas has been accelerated. The Village was also fortunate to obtain additional funds from the Council of Mayors and the ARRA program that

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provided for the resurfacing of Huntley-Dundee Road and Kreutzer Road.

Staff Analysis

The update of the Pavement Management Report includes an analysis of the new streets added to the street system as well updating information on existing roadways. The evaluation was based on a visual inspection, which has been used to identify a Pavement Condition Index (PCI) for each street segment. CBBEL has reviewed the information with staff and has generated an updated Pavement Management Report. The report includes a recommended street maintenance program and estimated costs associated with each proposed treatment method.

In 2008, the report evaluated 91.7 miles of street. In 2011, 16.4 miles were added, totaling 108.1 centerline miles of streets. An additional 14.5 miles of street have been constructed but not yet accepted by the Village. Most of these streets are in the Talamore and Lions Chase subdivisions.

The evaluation of streets completed in 2011 compared to the 2008 results indicates that the Pavement Condition Index (PCI) has remained consistent and in fact the condition of the streets was found to be somewhat better than expected. The anticipated PCI was 3.67, with the actual PCI coming in at 3.5. (The PCI ranges from 1 to 10, with 1 being the best rating and 10 being the worst). The condition of the roads is reflective of the preventive maintenance measures that have been utilized such as crack sealing, patching, and pothole repairs. It is also important to note that approximately 90% of Village streets have been built within the last 15 years.

The Village's ability to continue or increase the annual funding level for the Street Improvement Program must be re-evaluated given the continued state of the economy, possible decreases in state shared revenues, and decreased revenue for capital projects. Without additional revenue sources, it may be necessary to limit funding for the program to just those monies received from the State through the annual MFT allotment. This is approximately \$600,000. If additional revenue sources are identified, it may be possible to continue the current level of funding of \$1.2 million. The report identifies two options based on these funding levels for fiscal years 2012 and 2013. Staff is seeking policy direction regarding funding level and revenue sources to incorporate in preparation of the FY2012 budget.

Financial Impact

The Village budgeted \$12,000.00 in the Street Improvement Fund (04-10-4-7500) for the update to the Pavement Management Report.

Legal Analysis

None required.

Mayor Sass introduced Greg Sanders of Christopher B. Burke Engineering, Ltd (CBBEL). Mr. Sanders presented a Power Point presentation outlining the Pavement Management Report 2011 Addendum which highlighted the following:

- Visually re-evaluate the Village's overall street network pavement condition.
- Incorporate streets not listed in the 2008 report but subsequently accepted into the Village's network after 2008.
- Update the Village's database modified in 2008 to include each individual street's condition.
- Provide a written report outlining the results of the evaluation and multi-year project alternatives based on available funding.
- CBBEL estimates the worth of this street network to be approximately \$200 million dollars

Progression of street network's deterioration consistent with its age

- Progression of street network from 2008 to 2011 consistent with theoretical PCI progression
- 96% of the Village's roadways have been constructed since 1997
- 45% of the Village's streets possess a PCI value of either 3 or 4
- 45% of the Village's streets will become due for resurfacing in approximately 6 years
- Cost of Resurfacing 45% of the Village's streets equals approximately \$12 million at today's material cost

Mr. Sanders concluded his presentation and asked the Village Board if they had any questions or comments.

Trustee Fender questioned what the value of the Southwind streets were prior to the 2011 Street Improvement Program and what the value is now that the project is nearing completion.

Mr. Sanders responded that prior to the program the streets had a PCI value of 4 – 6, but now they are a 1.

Village Manager Johnson added the Southwind streets were included in the 2008 report due to the high PCI values. It was originally targeted as a three year plan to do the entire subdivision, but to minimize the cost it was decided to complete the project in two years. Village Manager Johnson continued saying that it is unprecedented to complete four miles in one improvement project.

Trustee Fender asked Mr. Sanders if there is a pattern that mostly high truck volume roads need to be repaired faster than most streets. Mr. Sanders responded yes.

Trustee Fender pointed out the Northbridge Subdivision seems to be failing faster than other subdivisions and asked if there was a reason. Village Manager Johnson replied that there is a difference due to increasing requirements for constructing roadways in the Village. Mr. Sanders cited the example of the Northbridge Subdivision using 3" of asphalt over 10" of stone as compared to the Talamore Subdivision which used 7 1/2" of asphalt over 6" of stone. The Talamore Subdivision will last longer because it is a more solid base.

Mr. Sanders added that as many streets that are due for repair, there are many more streets that aren't far behind that will also need repair.

Trustee Leopold questioned where the funds would come from to support a \$2.4 million per year improvement plan. Village Manager Johnson stated Staff is already looking at the 2012 and 2013 budget to only utilize the Motor Fuel Tax Fund receipts to fund the program which would be \$600,000 per year. The Village no longer has the one-time developer fees and at some point the Village will need to commit to using only the MFT funds or will have to find an alternate revenue source. Village Manager Johnson continued with pointing out that the Village's primary capital project focus in the near future will be the I-90 Full Interchange, the widening of Route 47 and the Kreutzer Road extension projects, which could total \$13 - \$15 million in Village expenses.

Trustee Leopold stated that the Village should not look for anyone else to fund the program, the Village needs to be prepared and figure out how to fund it.

Mayor Sass asked if the Committee if they had any further comments or questions. There were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2011-07.25 – Accept and Place on File the Christopher B. Burke Engineering, Ltd.

(CBBEL) Village of Huntley Pavement Management Program Report, 2011 Addendum

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reminded the Board that there will be a liquor hearing next week for the School Street Bistro request.

Mayor Sass reported that the Marathon gas station at the corner of Route 47 and Main Street was in the process of being demolished.

Mayor Sass gave a brief overview of two tollway meetings he attended during the week.

Mayor Sass reminded the Board that Huntley will host the July McCOG dinner on Tuesday July 26th at Pinecrest.

Mayor Sass said that the sidewalk condition is bad on the north side of East Main Street from Dwyer to Woodstock Street and would be replaced.

UNFINISHED BUSINESS:

Trustee Fender announced that the first annual meeting of the Huntley Historical Society would take place on Saturday July 23, 2011 at 10:00 am at the American Community Bank. Many historical artifacts would be on display.

NEW BUSINESS:

Trustee Kanakarlis asked Staff if something could be done about the landscaping on and around the Rosati property by the Walgreens in Covington Lakes. Sr. Assistant to the Village Manager Lisa Armour reported that Staff is currently working with the receiver for the property since it is in foreclosure. She also reported clean up of the property should be starting soon, but the berm and plantings will be completed in the fall.

EXECUTIVE SESSION:

A MOTION was made at 8:35 p.m. to enter into Executive Session for a) probable or Imminent Litigation and Pending Litigation; and b) Contractual

MOTION: Trustee Piwko

SECOND: Trustee Leopold

The Voice Vote noted all ayes and the motion carried.

A MOTION was made at 8:56 p.m. to exit Executive Session.

MOTION: Trustee Mercer

SECOND: Trustee Kanakarlis

The Voice Vote noted all ayes and the motion carried.

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:57 p.m.

MOTION: Trustee Hanson

SECOND: Trustee Fender
The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Rita McMahon
Village Clerk