

PUBLIC MEETING NOTICE AND AGENDA
VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING



THURSDAY, NOVEMBER 17, 2011
7:00 P.M.
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Items for Discussion and Consideration:
 - a. October 27, 2011 Village Board and November 3, 2011 Committee of the Whole Meeting Minutes
 - b. November 17, 2011 Bill List in the amount of \$2,224,724.61
 - c. Appointment of Mr. Ron Hahn to the Village Board of Trustees
 - d. Ordinance (O)2011-11.49 – Approving amendments to the Land Use Plan of the Village of Huntley Comprehensive Plan
 - e. Resolution (R)2011-11.37 – Authorizing Phase II Design Engineering Services Agreement Supplement for the Full Reconstructed Interchange at Interstate 90 and Route 47
 - f. Resolution (R)2011-11.38 – Resolution for Construction in Route 47 Rights-of-Way
 - g. FY2011 Project Status Reports and Accomplishments
 - h. Policy Direction -Village of Huntley Property Tax Levy Ordinance
5. Village Attorney's Report
6. Village Manager's Report
7. Village President's Report
8. Unfinished Business
9. New Business
10. Executive Session
 - a) Probable or Imminent Litigation and Pending Litigation
 - b) Contractual


- c) Property Acquisition, Purchase, Sale or Lease of Real Estate
- d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
- e) Collective Bargaining
- f) Appointment, Discipline or Removal Public Officers
- g) Appointment of a Public Officer
- h) Review of Closed Session Minutes
- i) Other

11. Possible Action on any Closed Session Item

12. Adjournment

MEETING LOCATION
Village of Huntley Municipal Complex
10987 Main Street
Huntley, IL 60142

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.



David J. Johnson, Village Manager

Agenda Item: **Approval of the October 27, 2011 Village Board and November 3, 2011 Committee of the Whole Meeting Minutes**

Department: **Village Manager's Office**

Introduction

The following meeting minutes are being presented for Village Board approval:

- October 27, 2011 Village Board
- November 3, 2011 Committee of the Whole

Action Requested

A motion of the Village Board to approve the above referenced meeting minutes.

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
October 27, 2011
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, October 27, 2011 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, IL 60142.

ATTENDANCE:

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

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read, Village Clerk Rita McMahon, Police Chief John Perkins, Director of Development Services Charles Nordman, Director of Public Works Jim Schwartz, Director of Finance and Human Resources Jennifer Chernak and Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: Huntley American Legion Color Guard presented the colors and led the Pledge of Allegiance.

SPECIAL PRESENTATION:

a) Honor Flight Recognition – Al Jordi

Mayor Sass announced that World War II Veteran Mr. Al Jordi will be honored on November 2nd along with 100 other World War II Veterans on a trip to the World War II Memorial in Washington, DC as part of the Honor Flight Program. Mayor Sass presented Mr. Jordi with the following recognition:

The Village of Huntley Board of Trustees
congratulates and acknowledges

Al Jordi
World War II Veteran

Honor Flight-Chicago Recipient

The Village Board is pleased to recognize Mr. Al Jordi as a deserving recipient to fly to Washington DC for a day of honor for WWII veterans. This emotional time will be a day that will be remembered forever. Thank you Al for your time served during WWII and preserving and protecting the freedom of the United States of America. God Speed.

Mayor Sass asked if Mr. Jordi would like to say a few words. Mr. Jordi thanked the Village Board for the presentation and told of his service during World War II. Mr. Jordi stated that he is a life long resident of Huntley and told of his life experiences.

PUBLIC COMMENT: None

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Appointment of Jay Kadakia to the Village Board of Trustees

Mayor Sass outlined the reasons why he believed that Mr. Jay Kadakia should be appointed to the Village Board: he had the fourth highest vote count in the last election; he would always be prepared; he could start up running and needs no time to learn the position; he continues to represent the Village at McHenry County transportation and water planning meetings; Mayor Sass gave other examples as well for his reasons for Mr. Kadakia as his appointment. Mayor Sass also explained his review of the other individuals who were suggested by Village Board members or residents that contacted him with interest in the position.

Mayor Sass asked the Village Board if they had any comments on his recommendation.

Trustee Leopold stated that he fully supported the Mayor's decision to appoint Mr. Kadakia and stated that he echoed the Mayor's reasons that Mr. Kadakia always did his homework and was very prepared when he was on the Board; no other person is as qualified as Mr. Kadakia; and he would be able to begin the appointment without the learning curve which is very important as the Village Board begins the budget process.

Trustee Kanakaris stated that he also supports the appointment of Mr. Kadakia as he is very capable, would require no learning time to begin in the position and he did a great job as a trustee when he was in the position.

Trustee Piwko stated that the Board is here to do the will of the people and the voters did not choose Mr. Kadakia during the last election. Trustee Piwko stated that he could not support the appointment.

Trustee Fender stated that she personally liked Mr. Kadakia and that they had a good working relationship. Trustee Fender stated that she did not like how the appointment was handled and did not support the appointment.

Trustee Hanson stated that he would like to see a female from Sun City appointed to represent a different group of people and did not support the appointment.

Mayor Sass stated that he did not see the other individuals that were suggested running for office in the last election. Mayor Sass responded to the comment on how the appointment was handled and stated that the Village Board discussed it about six weeks ago when he informed them that he was going to appoint Mr. Kadakia; he then considered the suggestions by the Village Board as well as the letters of interest he received from the public and felt that Mr. Kadakia was still the best qualified.

Mayor Sass asked if the Village Board had any other comments; there were none.

Mayor Sass asked how the Village Board wanted to proceed.

A MOTION was made by Trustee Fender to TABLE the appointment decision. The motion failed due to a lack of a Second.

Mayor Sass requested a Roll Call vote to determine if Mr. Jay Kadakia should be appointed to the Village Board.

AYES: Mayor Sass, Trustees Kanakaris and Leopold
NAYS: Trustees Fender, Hanson and Piwko
ABSENT: None
The motion failed: 3-3-0

b) Ordinance (O)2011-10.46 - Approving Temporary Off-Premise Signage for Centegra Health System

Mayor Sass reported that Centegra Health System is requesting approval to display temporary off-premise ground signs throughout the Village to promote the proposed Centegra Hospital Huntley which is scheduled to be reviewed again by the Illinois Health Facility and Services Review Board later this year. The proposed signage includes up to 100 4’x4’ signs that would be displayed at businesses throughout the Village (a list of possible locations is provided as an exhibit) and up to 3,000 yard signs that would be displayed on residential property throughout the Village. The proposed signage would be installed once approved by the Village Board and remain displayed until the Illinois Health Facilities and Services Review Board has acted on Centegra’s application.

The signs are considered off-premise signage because they are designed to advertise/direct attention to a business located elsewhere other than the same lot upon which the sign is located. The Village’s Sign Regulations allow off-premise signs provided they receive Village Board approval and adhere to certain standards and criteria. The below table details the criteria identified in Section 156.121 of the Sign Regulations and how the proposed signage adheres to the criteria:

Criteria	Proposed
Sign adjacent to and intended to be viewed from Route 47 Only	Many of the 4’x4’ signs will be displayed adjacent to Route 47; however, many will not. The residential yard signs will not be displayed adjacent to Route 47
Prohibited within a residentially zoned property	The yard signs will be displayed on residentially zoned property.
Maximum area of a sign face, whether a single sign face, two back-to-backs, or a V-shaped type sign is 100 square feet	The largest sign will be 16 square feet.
Maximum height is 15 feet above grade	The tallest sign will be 4 feet.
The location shall not obscure or interfere with an official traffic control device or railroad safety signal or sign, or obstruct or interfere with a driver’s view of approaching, merging or intersecting traffic for a distance of 500 feet	A specific location for each sign has not been provided; however, no sign shall be allowed to be displayed so not to obscure or interfere with an official traffic control device or railroad safety signal or sign, or obstruct or interfere with a driver’s view of approaching, merging or intersecting traffic for a distance of 500 feet

Staff Analysis

Should the Village Board approve the request for off-premise signage, Staff recommends the following conditions of approval:

1. Centegra Health System must obtain an owner’s written approval and provide the Village’s Development Services Department a copy of the approval prior to installing a 4’x4’ sign on a property.
2. Not more than one off-premise ground sign shall be displayed per property and the 4’x4’ signs shall only be displayed on non-residential zoned property.

3. All signage shall be removed within two (2) days following a decision by the Illinois Health Facilities and Services Review Board.
4. No signage shall be installed within any State, County or Village rights-of-way.
5. A sign permit shall be obtained from the Development Services Department prior to the installation of a 4'x4' sign on any property.
6. Signage proposed outside the corporate limits of the Village of Huntley cannot be approved by the Village Board. It shall be the responsibility of Centegra Health System to obtain the any required municipal or county approval for signs displayed beyond the Village of Huntley corporate limits.

Financial Impact

In accordance with Section 156.115 of the Sign Regulations, a temporary sign permit fee of \$50.00 shall be required for each 4'x4' off-premise ground sign.

Legal Analysis

The Village Board's authorization for this request is required in accordance §156.128 which identifies the appeal process for relief from the Sign Regulations and §156.121 which provides the standards and criteria for reviewing Off-Premise Signs.

Mayor Sass asked if the Village Board had any comments or questions; there were none.

A MOTION was made to approve Ordinance (O)2011-10.46 – An Ordinance approving off-premise signage for Centegra Health System.

- MOTION: Trustee Leopold**
- SECOND: Trustee Kanakaris**
- AYES: Trustees Fender, Hanson, Kanakaris, Leopold and Piwko**
- NAYS: None**
- ABSENT: None**
- The motion carried: 5-0-0**

CONSENT AGENDA:

(All items listed under Consent Agenda have been discussed at the Committee of the Whole and may be approved/accepted by one motion.)

- a) Approval of the October 27, 2011 Bill List in the amount of \$352,936.63
- b) Authorization to move forward with the Municipal Electricity Aggregation Program
- c) Authorization to move forward with the Comprehensive Plan Update: Proposed Land Use Plan
- d) Approval of Snow Plow Agreements for Lion's Chase and Talamore Subdivisions:
 - i. Approval of Resolution (R)2011-10.33 – A Snow Plow Agreement with Richmond American Homes for the Lion's Chase Subdivision
 - ii. Approval of Resolution (R)2010-10.34 – A Snow Plow Agreement with Huntley Venture for the Talamore Subdivision

Mayor Sass asked if the Village Board had any comments or changes to the Consent Agenda; there were none.

A MOTION was made to approve the Consent Agenda.

MOTION: Trustee Hanson
SECOND: Trustee Fender
AYES: Trustees Fender, Hanson, Kanakaris, Leopold and Piwko
NAYS: None
ABSENT: None
The motion carried: 5-0-0

DISCUSSION AND CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA:

- a) October 6, 2011 Committee of the Whole Meeting Minutes

Mayor Sass reported that the October 6, 2011 Committee of the Whole Meeting Minutes were removed from the Consent Agenda due to the absence of Trustee Hanson.

Mayor Sass asked if the Village Board had any comments or changes to the Minutes; there were none.

A MOTION was made to approve the October 6, 2011 Committee of the Whole Meeting Minutes.

MOTION: Trustee Piwko
SECOND: Trustee Leopold
AYES: Trustees Fender, Kanakaris, Leopold and Piwko
NAYS: None
ABSENT: None
ABSTAIN: Trustee Hanson
The motion carried: 4-0-0-1

FISCAL YEAR 2012 BUDGET WORKSHOP

Village Manager David Johnson reviewed and Power Point Presentation and reported that the presentation will focus on the Village's proposed capital expenditures for FY12. The presentation will also provide a brief overview of the Village's daily operations and programs.

FISCAL YEAR (FY)2012 BUDGET CALENDAR

October 7, 2011	Budget requests due from Departments
October 27, 2011	Village Board Workshop Meeting
October 24 – 31, 2011	Budget compilation - Draft
November 3, 2011 On hold until Kane County certifies Rutland Township property valuations	Property tax levy – Village Board Discussion and Policy Direction
November 1 – November 4, 2011	Staff Budget review
November 7 – 10, 2011	Budget revisions
November 15, 2011	Staff review and finalization of proposed budget

November 17, 2011	Property tax levy resolution – Village Board (20 days before adoption of levy)
November 18, 2011	Distribute proposed budget to Mayor and Board of Trustees
November 28, 2011	Publish Property Tax Levy Hearing Notice (Must appear no more than 14 days and no less than 7 days prior to hearing.) Publish Budget Hearing Notice
December 5 – December 6, 2011	Village Board breakdown sessions
December 6, 2011	Village Board Budget workshop
December 8, 2011	Public Hearing – FY2012 Proposed Budget Public Hearing – 2011 Property Tax Levy Additional Village Board Discussion Village Board Consideration of FY2012 Budget Village Board Consideration of 2011 Tax Levy (levy finances 2012 budget)
December 16, 2011	File Property Tax Levy with Counties

Village Manager Johnson reported that this workshop meeting is the beginning of the budget process with the Village Board; however, Staff started preliminary FY2012 discussions in early September, and this document is presented under similar external economic conditions that existed in formulating the FY2011 Budget. Due to the strong financial policies enacted and followed by the Mayor and Village Board of Trustees, the Village remains in a sound financial position even after three of the most turbulent years in recent memory. Your Management Team remains committed to ensuring the long term financial solvency of the Village while providing exceptional levels of customer service.

On-Going Services, Programs and Capital Projects

The Village provides benefit to the residents through daily operations that provide on-going services, programs that target specific benefit to residents and major capital projects that provide infrastructure for the community. On-Going Services / Daily Operations and Programming are typically funded by the Village’s Operating Funds (Corporate, Water and Sewer). Capital improvements are funded via the Village’s specific Capital Funds (Capital Project Fund, Street Improvement Fund, Tollway Fund, etc.). The Village currently budgets for twenty (20) separate funds. The FY12 Budget proposes the establishment of a 21st fund, the Downtown Improvement Fund.

General Programs

1. Residential Wastehauling Program
2. Annual Independence, Memorial Day and Christmas on the Square Celebrations
3. Farmers Market
4. Senior Transportation Services
5. Public Information (Website, Newsletter, E-Newsletter, Village Calendar)
6. Employee Assistance and Wellness Program
7. *Business Retention and Economic Development Program (\$25,000 increase proposed for FY12)
8. Adopt-a-Highway Program

9. Mosquito Abatement / Management Program
10. Geographic Information System (GIS) Program
11. 50/50 Residential Tree Parkway Replacement Program
12. Emerald Ash Borer Program
13. Sidewalk Replacement Program
14. Pavement Management Program
15. National Pollutant Discharge Elimination System (NPDES) Program
16. Backflow Prevention Program
17. Brush Pickup Program (conducted in Spring and Fall)
18. Road Side Maintenance Program
19. Street Light Maintenance Program
20. Fire Hydrant Flushing Program
21. Infrastructure Maintenance Program
22. J.U.L.I.E. Locate Program
23. B.A.S.S.E.T. Education and Training
24. Bicycle Patrol
25. Citizen Police Academy & Alumni Association
26. Crime Prevention
27. D.A.R.E.
28. National Night Out Against Crime
29. School Resource Officer
30. Teen Summer Safety Camp
31. Bike Rodeos
32. Care Trak
33. CERT – Citizen Emergency Response Team
34. Child Safety Seat Installation
35. Citizen Corps Council
36. Domestic Violence Program
37. Family Finder
38. Forensic Interview Program
39. Home Security Survey Program
40. Lock it Up! Light it Up!
41. Neighborhood Watch
42. Operation Traffic Watch
43. Peer Jury
44. Police Chaplain Program
45. Project Child Safe
46. Speakers Bureau
47. Special Olympics
48. Vacation House Watch
49. Victim Advocacy Program

*Major funding increase proposed for FY12

Trustee Piwko asked how successful the business recruitment letters were in responses; Village Manager Johnson stated that the Village does not typically get a response and Staff is currently looking at a better way to reach out and improve the process. Trustee Leopold stated that he knows that currently restaurants are consolidating and not expanding; Village Manager Johnson agreed that there is less expansion of businesses at this time.

Trustee Piwko asked if the Village was prepared for snow removal in 2012; Village Manager Johnson reported that all is in order to supplement full-time snow plow drivers with part-time drivers for the upcoming winter months. Trustee Fender asked if the Village should consider purchasing snowmobiles for the police rescue; Chief Perkins reported that it is not necessary to purchase snowmobiles as they would not be used on a regular basis and noted that the snowmobiles used last winter were donated.

A New Era in Capital Improvement Planning

For over a decade the Village diligently pursued the completion of the combined \$95 million in State improvements for the widening of Route 47 and the Full Interchange Project. With these two priority projects moving closer to completion, the Village will begin a new era in Capital Improvement Planning.

Proposed Fiscal Year 2012 Capital Project/Purchases (including equipment replacement) \$4,929,000.

Village Manager Johnson noted that the major capital projects are funded without borrowing through the 10-year process of not using one-time revenue sources and departments making due with personnel and equipment that are in place.

Village Manager's Office and Engineering Department

Reconstructed Full Interchange I-90 & Route 47 \$1,895,000 (First Payment and Remaining Engineering)

Justification

- The project will add ramps to and from the west making the Village accessible for vehicles traveling eastbound on I-90, west of Route 47. It will also allow Route 47 travelers the option of heading westbound on I-90.
- Anticipated Bid Letting March 2012
- Funding Source: Tollway Fund

Trustee Leopold asked when the bid letting is going to take place; Village Manager Johnson reported that the bid letting is scheduled to take place in March 2012 with construction anticipated to commence in May 2012.

Annual Street Improvement Program \$600,000

Justification

- This project would include grinding off the existing asphalt and installing new binder and a new asphalt surface course on the streets of north Algonquin Road and west of Pinecrest. The exact limits of the program are still being reviewed.
- Funding Source: Motor Fuel Tax Fund

Kreutzer Road Extension (West) \$300,000 (Engineering)

Justification

- This project includes extending Kreutzer Road from the southern limit of existing Kreutzer Road south of Main Street, south and east to connect to Route 47. The total length of improvement is 0.7 miles. Anticipated bid letting November 2012
- Funding Source: Street Improvement Fund

Dean Street Widening \$110,000

Justification

- This project would widen Dean Street to accommodate truck traffic from Dean Foods. The existing average pavement width is 22 feet. Staff recommends a width of 27 feet. The estimate reflects adding approximately 5 feet of pavement (2.5 feet on each side of street to maintain the current center line), and grinding and overlaying 1.5 inches of existing pavement. No storm sewer, drainage work, landscaping or street lighting is proposed.
- Funding Source: Street Improvement Fund: \$50,000
Capital Projects Fund: \$60,000

Reed Road Extension (Concept Design) \$60,000

Justification

- The extension of Reed Road west to Coyne Station Road would provide an east-west arterial north of Main Street to facilitate movement of traffic west of Route 47. Reed Road currently ends on the west side of the Talamore Subdivision. The total length of improvement is approximately 0.66 miles.
- Funding Source: Street Improvement Fund

Geographical Information System \$50,000

Justification

- GIS is an invaluable tool in answering resident, developer and staff inquiries about property boundaries, existing utilities, zoning and floodplain issues, among others. Updates to the GIS in 2012 would include gathering additional field data on existing utilities in select areas throughout the Village, and adding that information to the database, which can be viewed by Village Staff with the currently installed ArcView Software.
- Funding Source: Water Capital Fund

Trustee Piwko asked how far along the program was; Village Manager Johnson reported that the Village is four (4) years in to information gathering and stated the total estimated cost of the entire of the completed the program is \$1 million. Village Manager Johnson stated that the budget includes the purchase of two (2) hand held units so that Staff may continue gathering information during slower times.

Cemetery Drive Resurfacing \$45,000

Justification

- The driveways in the cemetery need to be resurfaced. Staff is recommending a grind and overlay improvement in conjunction with the Dean Street improvement.
- Funding Source: Cemetery Fund: \$45,000

Trustee Fender asked if information can be put together showing the areas of the cemetery, the number of plots available and information on the number of burials per year; Village Manager Johnson reported that the Village is looking into purchasing software that would assist in tracking that information, therefore eliminating the need to manually tracking the information. Trustee Hanson asked about the possibility of constructing a Columbarium in the cemetery; Village Manager Johnson reported that the Cemetery Board is currently looking into the costs and information will be included in the Village's 5-Year Capital Improvement Plan.

Pedestrian Bridge Over Route 47 (Concept Design) \$25,000

Justification

- A pedestrian bridge over Route 47 would provide a vital link between the East and West sides of the Village.
- Funding Source: Downtown Improvement Fund

Trustee Fender asked if there were grants available to construct this type of bridge; Village Manager Johnson reported that this concept preparation would help provide the necessary information for grant applications.

50/50 Residential Parkway Tree Program \$20,000

Justification

- The 50/50 tree program allows a cost share between residents and the Village to replace residential parkway trees that were inspected and found to be hazardous, sick or dead. Residential property owners request that their parkway tree be inspected and if the tree meets the criteria of this program then an order form is sent to the resident. Typically a selection of three to five trees are offered for planting.
- Funding Source: Street Improvement Fund

Route 47 Decorative Banners and Street Name Signs \$15,000

Justification

- The new decorative street lights being installed as a part of the Route 47 widening project include banner arms. Ninety-four (94) 24" x 48" banners are proposed to be purchased to be displayed on the decorative street light poles.
- Funding Source: Downtown Improvement Fund

50/50 Sidewalk Program \$10,000

Justification

- This program offers residents the option to have sidewalk replaced that would not otherwise meet the criteria for Village replacement, by splitting 50% of the cost with the Village. For \$10,000 it is estimated that 3,000 square feet of sidewalk could be replaced with this program.
- Funding Source: Motor Fuel Tax Fund

Bridge Inspections \$10,000

Justification

- Bridges meeting a certain size criteria are required to be inspected biannually in accordance with the National Bridge Inspection Standards (NBIS) and the IDOT Structure Information and Procedure Manual. There are 7 bridges in Huntley that meet these criteria. Keeping our inspections up to date ensures that these roads will not be disqualified from receiving federal aid funds for future pavement replacement or rehabilitation.
- Funding Source: Road & Bridge Fund

Development Services Department

Downtown Tax Increment Financing (TIF) Feasibility Analysis \$50,000

Justification

- A priority of the Downtown Revitalization Plan is to expand local financing tools for implementation of the Downtown Revitalization Plan. To accomplish this goal, the Plan

recommends conducting a TIF Feasibility Analysis to determine the potential for establishing a Downtown TIF District. The establishment of a Downtown TIF would ultimately increase available funding to support Downtown improvement activities (i.e. streetscape improvements, public infrastructure improvements, etc.).

- Funding Source: Downtown Improvement Fund

Façade Improvement Program \$50,000

Justification

- A priority of the Downtown Revitalization Plan is to develop support for and establish a façade improvement 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 program would be to provide assistance to business owners for building improvements that contribute to the economic revitalization and historic character of the downtown area and surrounding area.
- Funding Source: Downtown Improvement Fund

Trustee Leopold suggested that Staff look into an enterprise fund to actually purchase properties for revitalization; Village Manager Johnson reported that the consultant hired to complete the TIF Feasibility Analysis will include that information.

Finance / Human Resource Department

Information Technology Updates \$90,000

Justification

- Village software and hardware has not been updated since 2005. Microsoft will no longer support our current operating system (Windows XP) and staff is currently working under Office Suite 2003 which is outdated.
- Funding Source: Water Equipment Replacement Fund: \$30,000
Sewer Equipment Replacement Fund: \$30,000
Equipment Replacement Fund: \$30,000

Public Works Department

Repaint Tower #4 \$275,000

Justification

- Era Valdivia was awarded the contract for repainting Tower #4 exterior only at a cost of \$275,000. Staff and Era Valdivia had scheduled the painting to be done in the month of September. Due to the extreme amount of rainfall this year, Era Valdivia is requesting to delay the painting until May 2012.
- Era Valdivia is offering to negotiate a cost for the delay that can either be applied as a credit or provided in additional work.
- Bid Cost: \$275,000
- Funding Source: Water Equipment Replacement Fund

East Plant Digester Dome Replacements \$200,000

Justification

- Replace fiberglass digester domes with metal ones. The existing domes have become brittle, weather damaged and unsafe. Replacement aluminum domes will be sturdier and visibly appealing.

- Funding Source: Sewer Capital Fund

Trustee Fender asked if there was a cost differential between the fiberglass domes and the aluminum domes; Public Works Director Schwartz reported that the fiberglass domes have been discontinued.

Repaint Tower #1 (by Huntley Center) \$175,000

Justification

- Repainting tower provides additional protection for the steel structure and enhances the aesthetic value of the tower. Exterior design will match recently painted Tower #2
- Funding Source: Water Equipment Replacement Fund

Pull and Service Well #9 Well Pump \$100,000

Justification

Routine maintenance due every 5 – 7 years to maintain well pump in top working condition. Routine maintenance will include:

- Pulling well pump and piping
- Inspecting well pump and piping
- Televising well
- Minor repairs to well pump and piping
- Reinstallation of well pump and piping

Funding Source: Water Equipment Replacement Fund

MXU Replacement \$100,000

Justification

- The MXU is a device that reads the water meter and sends the signal to the billing program. The original units have a normal useful life of 5 – 7 years. Failures are now being realized throughout the Village and need to be replaced. New and improved units have a 20 year battery life.
- Funding Source: Water Equipment Replacement Fund

Trustee Fender asked if these units were installed inside or outside of the houses; Director of Finance and Human Resources Jennifer Chernak reported that the Southwind Subdivision was the only area with the MXU installed inside the house with the rest of the Village installed outside. Ms. Chernak reported that at this time they are mostly being replaced in Sun City.

Sewer Lining Program \$100,000

Justification

- This is a continuation of the sewer lining and rehabilitation program, which allows the Village to repair sewers more cost effectively with minimal disruption to traffic. The area proposed to be lined are the cross roads along Algonquin Road which was recently resurfaced during the Route 47 widening project.
- Funding Source: Sewer Capital Fund

Asphalt Paver \$50,000

Justification

- The asphalt paver will provide a quality paving job and repair. The paver will be used to repair asphalt roads and bike paths. Machine has a paving width range of 4' to 13'. Currently, Public Works crews are paving by hand.
- Funding Source: Capital Projects Fund

Pump Maintenance and Replacement \$40,000

Justification

- Village owned sanitary collection systems and wastewater treatment plants operate over 100 various sizes and configurations of pumps. Pump repair and replacement has become a regular and high priority function of our operations requiring funds to be allocated for this maintenance work.
- Funding Source: Sewer Equipment Replacement Fund

Ford F250 Truck (Includes lift gate) \$36,000

Justification

- Staff is recommending replacing Vehicle 1805 (2001 Dodge Dakota) which is 11 years old and needs to be upgraded to a Super Duty Truck for snow removal. The current vehicle is not capable of snow removal.
- Funding Source: Water Equipment Replacement Fund

Ford F250 Truck (Does not include lift gate) \$32,000

Justification

- Staff is recommending replacement of Vehicle 1905 (2001 Dodge Dakota), which is 11 years old and needs to be upgraded to a Super Duty Truck for snow removal. The current vehicle is not capable of snow removal.
- Funding Source: Sewer Equipment Replacement Fund

Upgrade Vehicle 1602 (1994 Intl 5-Yd) Hydraulics, Dump Box, and Cab \$25,000

Justification

- Install a new hydraulic system, replace deteriorating dump box, upgrade interior (cab) and add a new 100-gallon pre-wetting system. Due to the high cost of replacing this vehicle, staff is recommending refurbishing it instead.
- Funding Source: Equipment Replacement Fund

Village Manager Johnson reported that the truck has only 40,000 miles and to replace it would cost approximately \$130,000.

Computerize Daily Water Well Rounds \$18,000

Justification

- At this time, daily readings are handwritten then transposed to the computer manually. Automating I.E.P.A. required reporting will reduce amount of employee hours spent on monthly paperwork and improve accuracy.
- Funding Source: Water Capital Fund

Furnace Replacement Well #8 and Well #9 \$17,000

Justification

- Both furnaces are over 10 years old. Units have become unreliable and require frequent repairs. Maintaining heat in these facilities is critical to the overall operation of the water treatment facility.
- Funding Source: Water Equipment Replacement Fund

20 Foot, 10-Ton Tag Trailer \$14,500

Justification

- This trailer would enable staff to move larger pieces of equipment to various work sites and would be required to transport the paving machine. Driving the equipment to a site is not always practical due to traffic and the additional wear and tear placed on equipment.
- Funding Source: Capital Projects Fund

Re-roof West Plant Control and Sludge Processing Building \$14,500

Justification

- Existing roof is weather damaged, has leaked and is showing signs of deterioration. Existing roof is over 13 years old and requires replacement in order to maintain its integrity.
- Funding Source: Sewer Equipment Replacement Fund

Trustee Leopold suggested that Staff look into upgrading the shingles to get additional years; Public Works Director Schwartz reported that the quote they received was for 25 year shingles.

Lighting at Public Works Bakley Street Facility Garage \$10,000

Justification

- The lighting inside the Public Works Bakley Street Facility consumes a large amount of energy and provides marginal lighting for inspecting or repairing vehicles. Staff is proposing the replacement of the current 400 watt HID bulbs with six lamp fluorescent lighting. This will be a “green” initiative project that qualifies for energy rebates and has a return on investment of 1-1/2 years.
- Funding Source: Municipal Buildings Fund

Rip-Rap Scott Drive Detention Pond Basin \$10,000

Justification

- Pond is located at Scott Drive & Haligus Road. Stabilization of the shore line will help with the scrub willow trees that are invading the shoreline. Project will be spread over four (4) years for a total of \$40,000.
- Funding Source: Special Service Area No. 5 Fund

Annual Sewer Line Televising \$10,000

Justification

- Annual televising of sanitary and storm sewer collection systems is conducted to identify existing conditions of pipe and assist with strategic planning for spot repairs and pipe lining programs. The area proposed to be televised this year is the entire Route 47 area as well as the crossroads through the recently resurfaced area along Algonquin Road.
- Funding Source: Sewer Capital Fund

East Plant Ultraviolet Disinfection System Rehabilitation \$10,000

Justification

- UV System is used to disinfect wastewater to meet I.E.P.A. permit requirements. Existing units are over 10 years old. Replacement parts and bulbs are needed to repair system to near new working condition.
- Funding Source: Sewer Equipment Replacement Fund

Police Department

Police Department Vehicle Replacement \$162,000

Justification

- Prior to 2010, the Police Department replaced marked squad cars every 2 years while unmarked cars were on a 4 or 5 year rotation. That changed because of the economic situation. In FY2010 only 2 marked cars were replaced and no unmarked cars. In FY2011 no vehicles were purchased for the Police Department.
- Based on current vehicle use and projected mileage of patrol vehicles, FY2012 replacement plan will include four (4) patrol vehicles and one (1) administrative vehicle. This replacement plan will address vehicles achieving and approaching the 100,000 mile point and spread the replacement of patrol vehicles out over the course of three years.
- The present patrol squad is the Ford Crown Victoria. It is no longer being produced by Ford. The Police Department worked with Public Works and the Village mechanic to study the new Ford police vehicle, the Chevy police vehicle and the Dodge police vehicle. It is the consensus of the group to purchase the new Ford Interceptor. The Ford Interceptor is offered in both sedan and SUV versions. Both are offered in all wheel drive and have numerous exchangeable parts designed for efficient repairs. Both are equipped with a V-6 engine and are rated as flex-fuel vehicles which will allow the department to continue to utilize E-85 fuel for the fleet.
- The new sedan is considerably smaller inside than the Crown Victoria. The SUV is larger. The Patrol Bureau was surveyed on preference for vehicle format. Seventy percent of the officers preferred the SUV as a patrol vehicle. This replacement plan would include 2 SUV's and 2 sedans. The 2 SUV type vehicles would accommodate larger statured police officers and provide storage for large items like truck scales. Since these vehicles are totally redesigned, most equipment from the Crown Victoria cannot be retrofitted and will have to be replaced. Once the entire patrol fleet is replaced, the price per vehicle will decrease since the equipment lasts many more years than the vehicle.
- The administrative vehicle that is being replaced is a 2004 Impala that has intermittent engine issues. The vehicle's main user is the Detective Sergeant.
- Estimated Cost:

2 – Ford Interceptor SUV (All Wheel Drive) w/equipment	\$72,000
2 – Ford Interceptor Sedan (All Wheel Drive) w/equipment	68,000
1 - Administrative vehicle w/equipment	<u>22,000</u>
Total Cost	\$162,000
- Funding Source: Equipment Replacement Fund

Trustee Leopold asked about the size of the vehicles; Chief Perkins reported that the SUV is smaller than the current Ford Explorer and the sedan is a little larger than the Ford Edge. Trustee Fender asked about the gas mileage; Chief Perkins stated that the gas mileage is about the same. Trustee Fender asked if there were concerns about the new model of vehicles; Chief Perkins reported that all the vehicles offered are the new model and there are concerns about working out the bugs. Chief Perkins stated that the vehicles will be purchased through the State buying program.

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL IMPROVEMENT PROGRAM

Capital improvement planning is an important part of the Village's long-range financial planning process. The Village Board reviews the Village's Five-Year Capital Improvement Program (CIP) annually as a

part of the budget process. The CIP establishes the Village's capital spending priorities for a rolling five year time period.

Mayor Sass asked if the Village Board had any additional comments or questions; there were none.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Trustee Leopold asked if IDOT could mow the medians as they are overgrown; Village Manager Johnson stated that contractor has informed Staff that they do not own lawnmowers; Mayor Sass stated that he will follow up with the contractor.

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reported that the next National Take Back Initiative medication collection will be held on Saturday, October 29th from 10 am – 2 pm at the Police Department.

Mayor Sass announced that Trick or Treat hours on Monday, October 31st are from 4pm to 7 pm.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:11 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
Thursday, November 3, 2011
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, November 3, 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, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: Mayor Sass led the Pledge of Allegiance.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – October 13, 2011 Liquor Commission Hearing, October 13, 2011 Village Board and October 20, 2011 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Committee had any comments or changes to the Minutes; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the October 13, 2011 Liquor Commission Hearing, October 13, 2011 Village Board and October 20, 2011 Committee of the Whole Meeting Minutes.

- b) Discussion – November 10, 2011 Bill List in the amount of \$912,636.56

Mayor Sass reported that 78% of the Bill List is the payment of TIF and SSA Property Taxes and the Final Payout for the 2011 MFT Street Program to Arrow Road Construction.

Mayor Sass asked if the Committee had any questions regarding items on the Bill List.

Trustee Piwko asked for a description of services from Ryan Zimmerman. Village Manager Johnson reported that this is for winter weather forecast services which the Public Works Department uses for snow plowing. This service provides a very local approach to weather reporting.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the November 10, 2011 Bill List in the amount of \$912,636.56.

c) Discussion – Ordinance (O)2011-11.47 – Acceptance of Goodwill Store – Offsite Public Improvements in the Kreutzer Road ROW

Mayor Sass reported that the Village Board routinely accepts public improvements for ownership and maintenance once said improvements have been successfully constructed and inspected. The Village has received a request from Plote Homes, LLC for acceptance of the Goodwill Store – Offsite Public Improvements in the Kreutzer Road ROW and release of the performance guarantee for said public improvements.

Staff Analysis

The public improvements punch lists generated by the Village and CBBEL have been successfully completed by Plote Homes, LLC. It is recommended that the Village accept the Goodwill Store – Offsite Public Improvements in the Kreutzer Road ROW as follows:

Project	Current Performance Bond Amount	Proposed Disposition	Maintenance Security Required (10%)
Goodwill Store – Offsite Public Improvements in the Kreutzer Road ROW	\$125,036.10	Release	\$12,503.61

A three-year maintenance security in the amount of \$12,503.61 has been received. The current performance security will, therefore, be released upon acceptance of the offsite public improvements.

Financial Impact

All applicable escrow accounts shall be current prior to release of the performance bond.

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

Trustee Leopold asked if the accepted public improvements included the driveway on the Goodwill property; Village Manager Johnson reported that the improvements only included the roadway and not the private driveway as that is on Goodwill property.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2011-11.47 – Acceptance of the Goodwill Store Offsite Public Improvements in the Kreutzer Road Right-of-Way.

d) Discussion – Ordinance (O)2011-11.48 – Acceptance of Public Improvements for Huntley Corporate Park

Mayor Sass reported that the Village Board routinely accepts subdivision public improvements for ownership and maintenance once the improvements have been successfully constructed and inspected. The Village has received a request from Reiche Construction, Inc. for acceptance of Huntley Corporate Park infrastructure along with the release of the performance guarantee for said public improvements.

Staff Analysis

Reiche Construction, Inc. has successfully completed the public improvements with the exception of some outstanding street lighting work along Dhamer Drive and Hennig Road which is expected to be completed

by the end of the year. The total estimated cost of public infrastructure is \$4,088,983.70. The 10% maintenance security is in the amount of \$409,000.00. It is recommended that the Village accept the public improvements for Huntley Corporate Park infrastructure with modification to the financial security as follows:

Project	Current Performance Bond Amount	Proposed Disposition	Maintenance Security Required (10%)
Huntley Corporate Park	\$1,338,554.00	Reduction	\$409,000.00

The maintenance security shall remain in effect for one (1) year from the date of acceptance by the Village Board of Trustees, at which time the performance security will then be released.

Financial Impact

All applicable escrow accounts shall be current prior to release of the performance bond.

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

Trustee Leopold noted that he saw Nicor working in the area and asked if that was part of the project; Village Manager Johnson stated that he will follow up but Hennig Road south of Jim Dhamer Drive is not part of the project.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2011-11.48 – Acceptance of Public Improvements for Huntley Corporate Park.

- e) Discussion – Payout Request #5 (Final) to Arrow Road Construction Co. – 2011 MFT Street Program

Mayor Sass reported that on January 13, 2011 the Village Board accepted and approved the Professional Design Engineering and Construction Observation Services contract with Christopher B. Burke Engineering, Ltd. (CBBEL) for the 2011 MFT Street Program.

On March 24, 2011 the Village Board approved Resolution (R)2011-03.11 - To appropriate \$760,847.00 in Motor Fuel Tax Funds for Contract Construction for the 2011 Street Improvement Program and Resolution (R)2011-03.12 - Execution of the Construction Contract to the lowest responsible bidder, Arrow Road Construction, Co., in the amount of \$1,111,412.35.

CBBEL has submitted the fifth and final payout request under the 2011 MFT Street Program.

Following is a summary of change orders and final pay estimates:

Original Contract Amount	\$	1,111,412.35
Change Order to the Contract (Change Order No. 1 Contract Start / End Date Revision)	\$	0.00
Change Order to the Contract (Change Order No. 2 Addition of Kiley Drive)	\$	105,358.90
Change Order to the Contract (Change Order No. 2A Addition of Kiley Drive Revision)	\$	(459.45)
Change Order to the Contract (Change Order No. 3 Additional Grinding / Surface Course)	\$	13,136.30
Change Order to the Contract (Change Order No. 4 Signage Sheeting Material Change)	\$	(2,240.51)
Revised Contract Amount (Original Contract Amount + Change Orders)	\$	1,227,207.59
Final Contract Amount (Based Directly on Agreed Final Quantities)	\$	1,208,931.71
Final Balancing Change Order Amount (Revised Contract Amount – Final Contract Amount)	\$	18,275.88

Staff Analysis

Mayor Sass reported that the program is now 100% complete. Waivers of Lien and payroll certifications have been received.

As discussed at the June 9th Village Board meeting, the estimated net cost of additional grinding and surface course in Southwind was \$43,000, bringing the total estimated contract cost to \$1,259,771.25. However, the final cost associated with the additional work was \$13,136.30. The final contract amount, as detailed above, is \$1,208,931.71 or \$50,839.54 (4%) less than the estimated cost of \$1,259,771.25.

<u>Pay Request</u>	<u>Completed Work</u>	<u>Retention</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$145,006.10	\$14,500.61	-0-	\$130,505.49
#2	\$365,929.00	\$36,592.90	\$130,505.49	\$198,830.61
#3	\$492,818.88	\$49,281.89	\$329,336.10	\$114,200.89
#4	\$1,108,323.12	\$55,416.16	\$443,536.99	\$609,369.97
#5 Final	\$1,208,931.71	-0-	\$1,052,906.96	\$156,024.75

Financial Impact

The FY2011 Budget includes funding for the 2011 MFT Street Program in the amount of \$1,380,847. The funding sources are through the Motor Fuel Tax Fund (\$760,847), the Capital Projects Fund (\$310,000), and the Street Improvement Fund (\$310,000).

The Engineering Department recommends payment to Arrow Road Construction Co. in the amount of \$156,024.75.

The final project cost comes to \$1,347,731.71, which includes the contract amount of \$1,208,931.71 and construction engineering and observation fee of \$138,800.

Mayor Sass asked if the Committee had any 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 Pay Request No. 5 (Final) to Arrow Road Construction Co. in the amount of \$156,024.75 for work completed under the 2011 MFT Street Program.

- f) Discussion – Resolution (R)2011-11.35 – Providing for the Submission to the Electors of the Village of Huntley, McHenry and Kane Counties, the Question whether the Village should have the Authority under Public Act 096-0176 to Arrange for the Supply of Electricity for its Residential and Small Commercial Retail Customers who have not Opted Out of Such Program

Mayor Sass reported that Illinois Public Act 096-0176 (20 ILCS 3855/1-92) provides municipalities with the authority to aggregate residential and small commercial retail accounts and buy electricity at a negotiated group rate. Municipalities can do so on their own or in conjunction with other municipalities or consortiums.

Staff Analysis

At the October 20th Village Board meeting, the Village Board heard a presentation regarding municipal aggregation and directed staff to place a resolution authorizing placement of the question regarding an opt-out program on the ballot for the March 20, 2012, primary election.

Legal Analysis

The next available election date is the March 20, 2012 primary election. To go to referendum for this election, the Village Board must pass a resolution and notify the County Clerks of McHenry and Kane County no later than January 3rd.

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

Trustee Leopold asked if the Referendum would be advisory or binding; Village Manager David Johnson reported that the referendum would be binding unless the bids come in without adequate savings for the residents at which time the Village would not move forward.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2011-11.35 – Providing for the Submission to the Electors of the Village of Huntley, McHenry and Kane Counties, the Question Whether the Village should have the Authority under Public Act 096-0176 to Arrange for Supply of Electricity for its Residential and Small Commercial Retail Customers who have not Opted Out of Such Program.

- g) Discussion – Quarterly Financial Reports – Transmittal of the Third Quarter Financial Reports for the Village of Huntley

Village Manager Johnson reported that transmitted for review and acceptance were the Village's third Quarter 2011 Financial and Investment Reports.

Staff Analysis

As of the third quarter, revenues have increased due to the receipt of the 2nd installment property tax payments. Expenditures are within expected thresholds. Notes to consider when reviewing this report:

Revenues

- 01-00-0-4010, 01-00-0-4012 and 01-00-0-4015 Property Tax: Receipts as of September 30, 2011 are \$3,063,212.20 or 90% of the budgeted revenue. Kane County receipts will be over \$30,000 higher than projected due to the absence of the state multiplier calculation on the 2011 tax bills. Kane County residents will receive an adjustment, as will the Village, on the 2012 tax bills. Staff is currently waiting to receive 2011 estimated valuations as Rutland Township has yet to certify their numbers with Kane County. McHenry County has estimated a 2.43% increase in valuation which *may* result in a lower tax rate; however the McHenry County Assessor has stated another multiplier will be likely in 2012.
- 01-00-0-4020 Sales Tax: Sales tax receipts are current however distributions to the TIF are in arrears by three months due to lag reporting from the Department of Revenue.
- 01-00-0-4025 Income Tax: 2011 income tax receipts in the amount of \$1,796,764.81 as of September 30, 2011 include \$728,513.83 which has been recorded as revenue for 2010. The State has vouchered through October 2011 with a current balance due to the Village in the amount of \$639,028.12.
- 01-00-0-4021 Local Use Tax: Local Use Tax received as of September 30, 2011 is \$289,215.54 of which \$111,024.13 has been recorded as revenue for 2010.
- 01-00-2-4210 Building Permits: Building Permit revenue continues to exceed expectations with \$540,142.83 collected as of September 30, 2011.

Expenditures

- 01-30-1-6075 Part-Time Salaries: Part-time salaries in Buildings and Grounds is higher than budgeted due to the fact that part-time employees were used to complete the renovations at the Old Village Hall which will lead to savings in the Municipal Complex Fund.
- 01-60-1-6020 and 01-60-1-6075: The over-time, part-time salaries, snow plowing and snow maintenance equipment line items in the Streets and Underground Utilities budget are over the budget amount due to the Blizzard of 2011. The Village completed the required FEMA documentation to receive disaster fund reimbursement and received \$46,185.59 on October 4, 2011.
- 01-60-3-6665: The road salt line item shows the Village expenditures at almost 100% of the budgeted amount to have both salt storage facilities fully stocked (1,500 tons) for the 2011-2012 snow and ice removal season.

Continuously high fuel costs remain a concern to the Village. Through the third quarter, the Village's fuel costs are over budget in the General Fund and Water Fund. The Sewer Fund fuel costs are under budget by 20% as of September 30, 2011.

Overall, through the third quarter, the Village's General Fund expenditures are right on target at 74.5% of the total 2011 budget (excludes interfund transfers). All department expenditures are within total budget through the third quarter.

The Village's Water Operating Fund expenditures are at 75.9% of the total 2011 budget and the Sewer Operating Fund expenditures are at 71.9% of the total 2011 budget (excluding capital transfers).

Investment Report

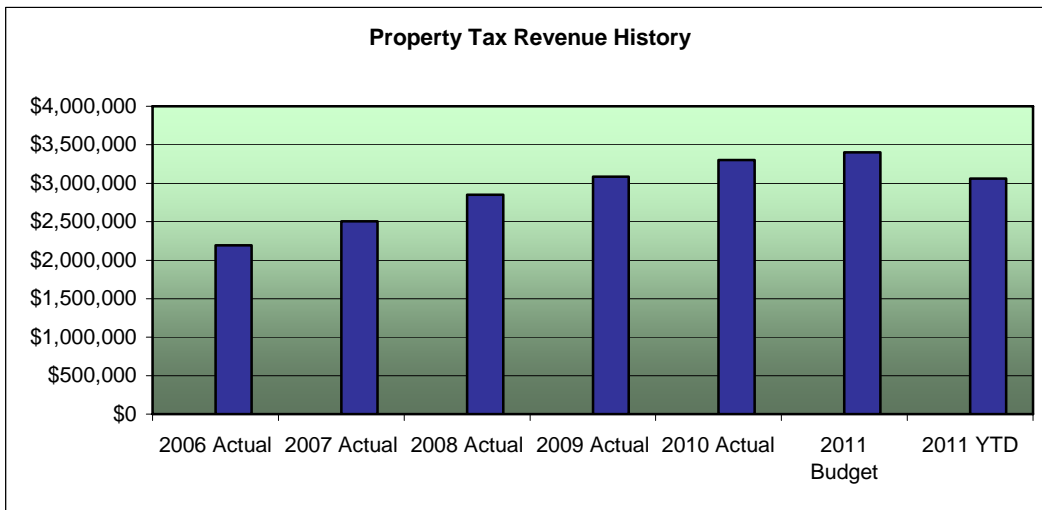
The Village's investment report as of September 30, 2011 provides detail of the Village's cash position by

financial institution, maturity and allocation by fund. In anticipation of the 2012 Tollway project, maturing investments will be transferred to short term securities or money market accounts. All funds are fully insured and/or collateralized and placed in interest bearing accounts as allowed by State Statutes.

Analysis of Major Revenue Sources through September 2011

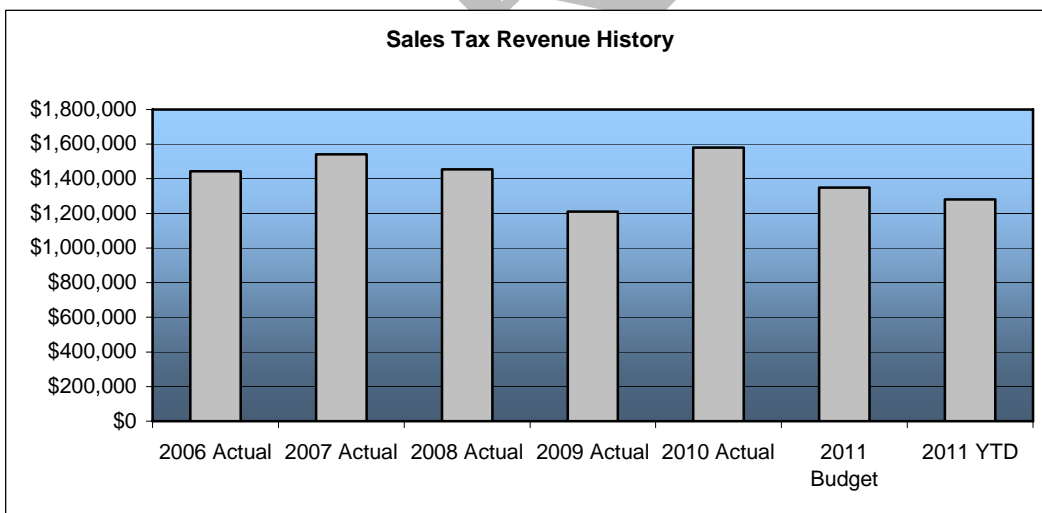
Property Tax

This revenue is derived from a tax levy on real estate valuations within the corporate limits of the Village of Huntley. Property tax revenues were received beginning June 2011 through the end of November 2011. Collections as of September 30, 2011 are \$3,063,212 or 90% of budgeted revenues.



Sales Tax

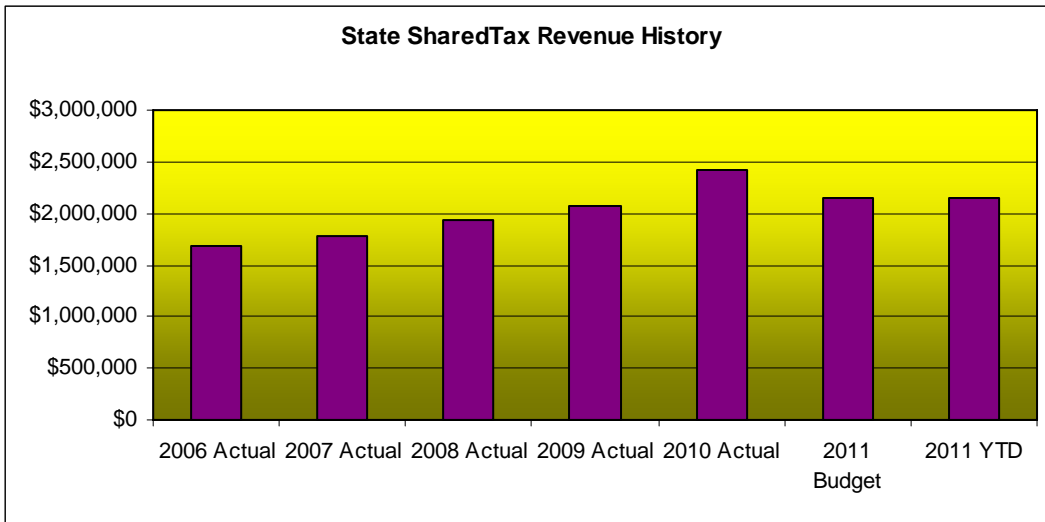
Sales tax at a rate of 7% is collected on all retail sales within the Village, and the Village's share of tax revenue is 1%. Collections and distributions are in arrears. Collections shown through September 30, 2011 in the amount of \$1,281,326 include \$394,260.19 from 2010 sales and will be adjusted at year end.



State Shared Tax Revenues

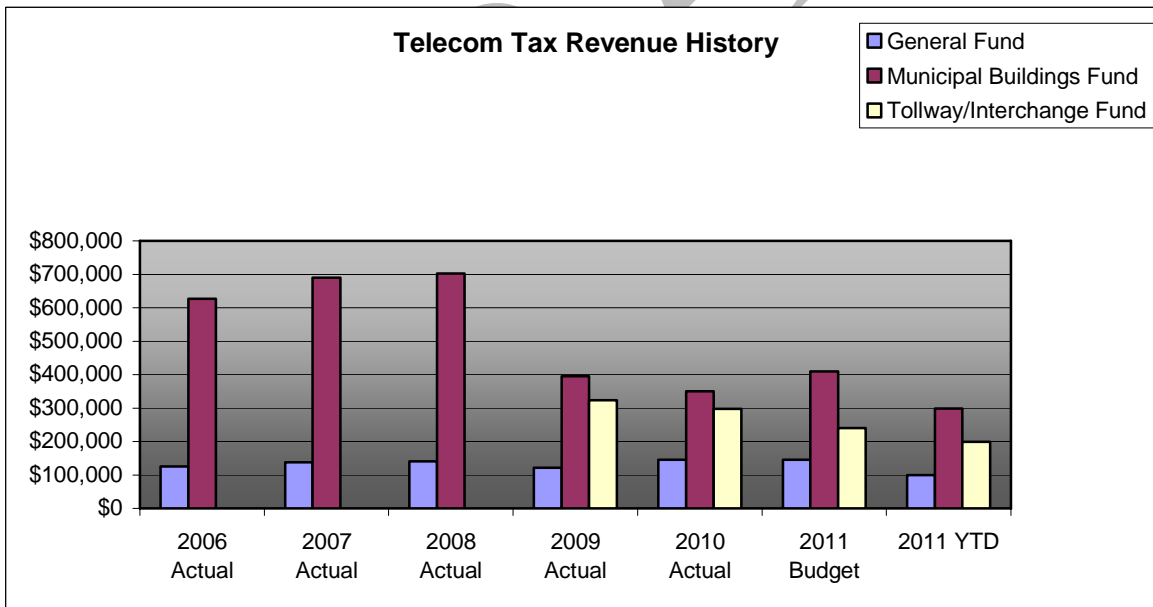
State shared revenues are comprised of Local Use Tax and Income Tax which are based on the Village's State of Illinois certified population of 24,291. State Shared revenues also include Replacement Tax which is collected from corporations, trusts and public utilities. Collections shown as of September 30,

2011 are \$2,144,008 however, \$728,513.83 are for September, October, November and December 2010 sales which have been recorded as 2010 revenue.



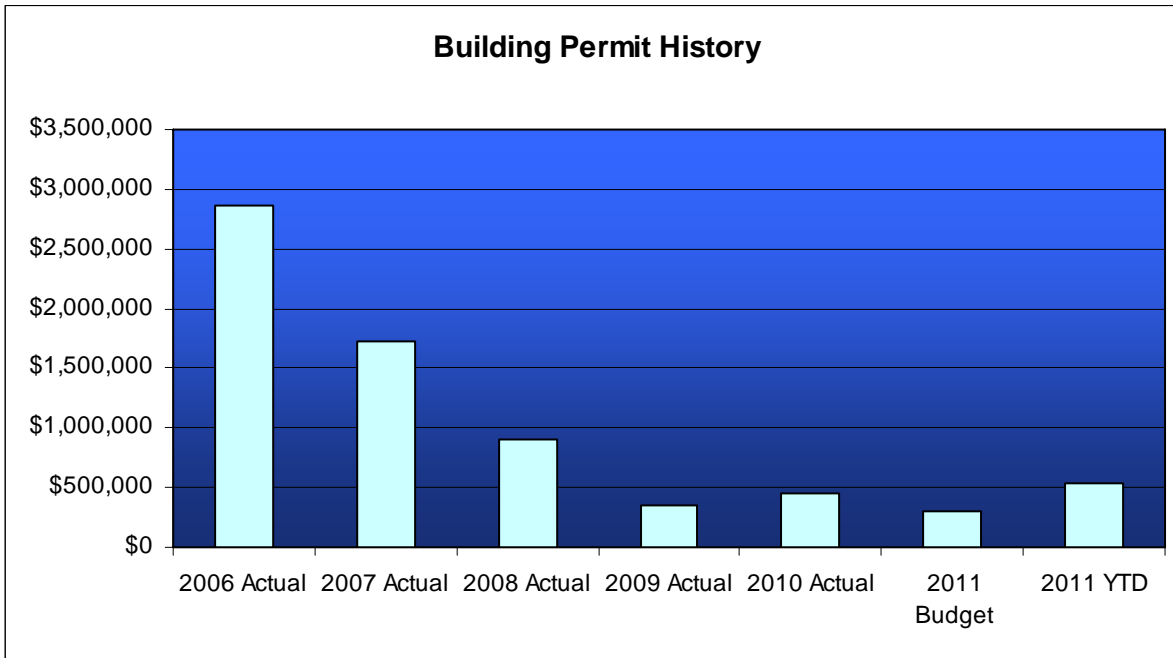
Simplified Telecommunications Tax

This tax is collected for the use of all of the public right-of-ways located within the Village by providers of telecommunications services. The Village of Huntley rate is 6% of gross receipts on local, long-distance, and wireless calls from each service address within the Village, and for services originating from or transmitted into the Village corporate limits. The 2011 budget allocation is as follows, General Fund: \$145,000, Municipal Buildings Fund: \$410,000 and Tollway/Interchange Fund: \$240,000 for a total 2011 budget of 795,000 of which \$598,035 has been collected as of September 30, 2011.



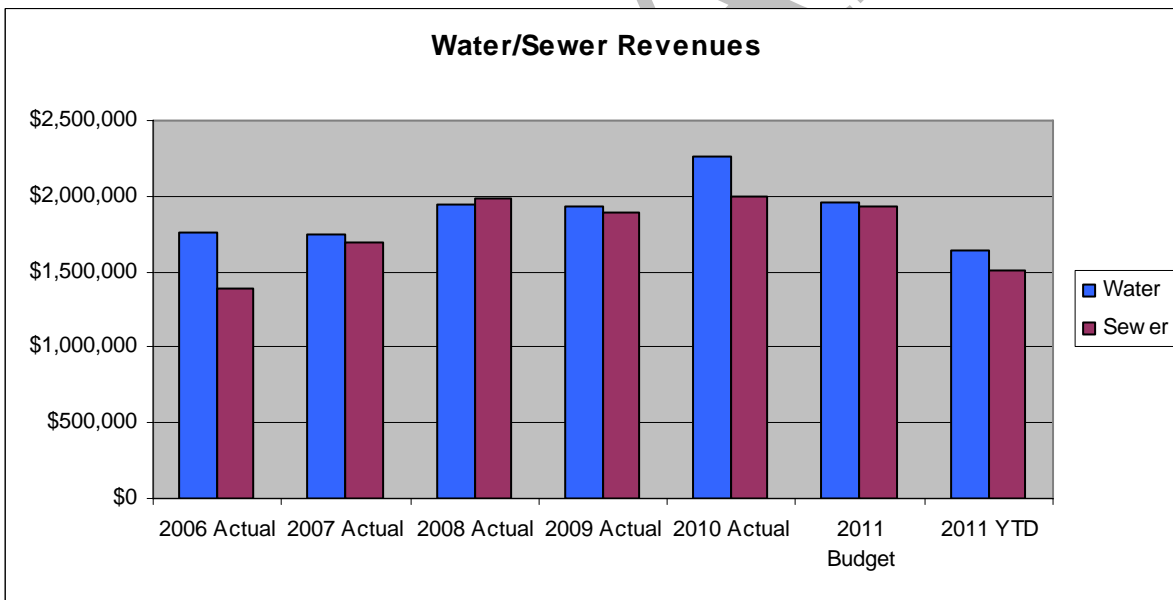
Building Permits

Building permits and administrative fees for the 2011 fiscal year are based on the construction of residential and commercial buildings. Fees are based on the square footage of the house or unit. Revenues as of September 30, 2011 are \$540,143 or 180% over the 2011 budget of \$300,000.



Water/Sewer Sales

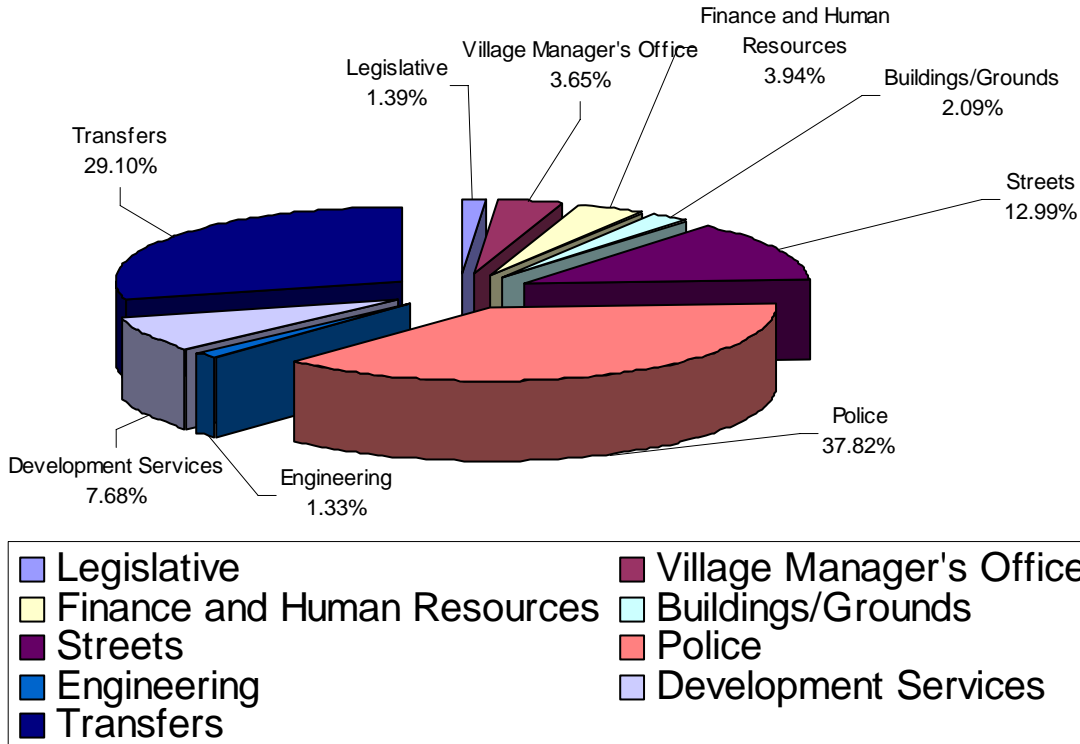
Budgeted revenues and expenses are dependent upon customer usage, new home construction, and weather conditions. As of September 30, 2011 Water Revenues were \$1,642,452 or 84.1% of budget and Sewer Revenues were \$1,503,180 or 78% of budget.



Analysis of Major Expenditures through September 30, 2011

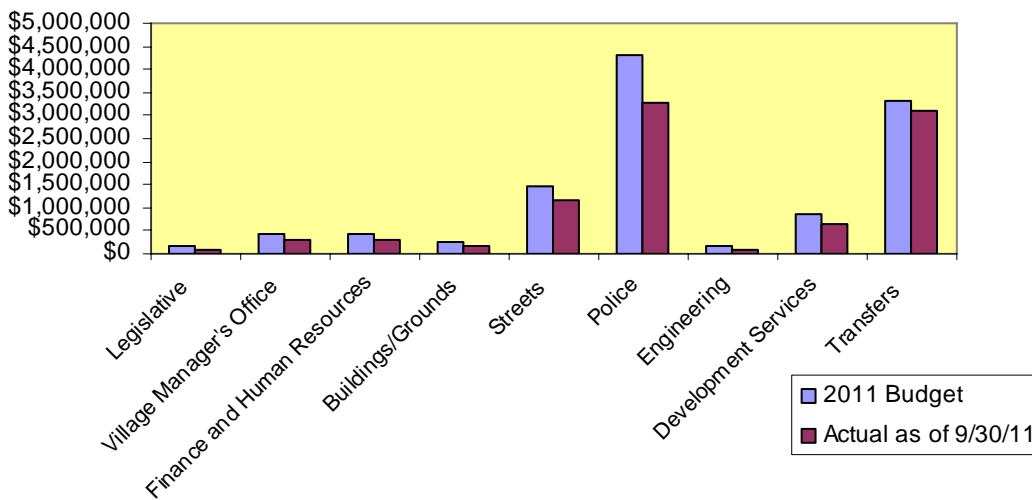
The 2011 General Fund expenditure budget is \$11,345,346 or \$8,245,346 after subtracting transfers of \$3,100,000. Department expenditures through September 30, 2011 are \$6,140,934 or 74.5% of the total budget expended to date.

General Fund Expenditures - Department Budget Allocation



All departments are within their respective 2011 budget limits. Individual line items may be over budget as long as the total expenditures by category are not exceeded (i.e. Contractual Services, Commodities, etc).

General Fund Budget by Department vs. Actual as of 9/30/2011



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

Trustee Fender asked timing wise how late can the Village pass a budget and know the exact numbers from the Counties and the Townships. Village Manager Johnson reported that there are a number of variables but the budget is kept as simple as possible and staff will continue to analyze the figures and the 11.03.11 COW Minutes

numbers come in from the other agencies. Village Manager Johnson stated that he felt comfortable that all the information will be received before the budget will be approved in December. Trustee Fender asked if the budget can be amended; Village Manager Johnson said yes that the budget could be amended.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board to Accept and Place on File the Third Quarter 2011 Financial and Investment Reports for the Village of Huntley.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reported that Centegra Hearing is scheduled for December 7th in Bolingbrook.

Mayor Sass reported that southbound Route 47 is open from Main Street to Kreutzer Road and that the rest of the roadway should be open during the week of November 7th.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Trustee Leopold stated that he would like to add a second referendum on the March 2012 ballot asking the voters to use part of the savings they will receive from the Aggregation Program to be put into an Enterprise Account for downtown revitalization. Village Attorney Coppedge stated that this request would need to be on the agenda as a separate question; Village Manager Johnson stated that a resolution regarding the second referendum would be forwarded to the Village Board for consideration by the end of December.

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:19 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Fender

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary

Agenda Item: **November 17, 2011 Bill List in the amount of \$2,224,724.61**

Department: **Finance Department**

Included in the agenda packet is the November 17, 2011 Bill List. The Bill List has been reviewed by Staff. All is in order for Village Board approval at this time.

• Bill List - Detail Board Report	\$	742,705.90
• Bill List – Manual Checks Issued - 10/03/11	\$	76,580.58
• Bill List – Manual Checks Issued - 10/07/11	\$	14,686.34
• Bill List – Manual Checks Issued - 10/14/11	\$	18,342.82
• Bill List – Manual Checks Issued - 10/19/11	\$	59,099.50
• Bill List – Manual Checks Issued - 10/24/11	\$	3,941.58
• Bill List – Manual Checks Issued - 10/26/11	\$	1,308,722.71
• Bill List – Petty Cash Checking Account	\$	<u>645.18</u>
Total for approval:	\$	2,224,724.61


- Vendor Summary Report

Please note that \$2,053,716.19(92.3%) of the Bill List is for payment of SSA property taxes, a Sales Tax Rebate to Tucker Development, Impact Fees, deposit of two matured investments, and purchase of a land acquisition on Kreutzer Road.

Village Board Action

A motion of the Village Board to authorize the payment of the November 17, 2011 Bill List in the amount of \$2,224,724.61

Reviewed by: 
Village Manager

Reviewed by: 
Finance Director

Detail Board Report 11/17/2011

DRAFT - SUBJECT TO CHANGE

<i>Fund</i>	<i>Department</i>	<i>Item Description</i>	<i>Amount</i>
4IMPRINT INC			
GENERAL	FINANCE & H R	COLOR TOUCH STAINLESS TUMBLER	\$481.50
GENERAL	FINANCE & H R	SET-UP CHARGE	\$55.00
GENERAL	FINANCE & H R	SHIPPING	\$80.79
Vendor Total:			\$617.29
ACE HARDWARE			
GENERAL	BLDGS & GROUNDS	CALC BATTERY/PHILLIP FH WS Z	\$16.97
GENERAL	STRTS/UNDRGRND UTIL	RSTP VOCOILENM SFTYEL/SNOW PL'	\$29.99
GENERAL	STRTS/UNDRGRND UTIL	RSTP VOCOILENM SFTYEL GL	\$29.99
GENERAL	STRTS/UNDRGRND UTIL	RSTP VOCOILENM GLSBLK/SNOW PL	\$59.98
GENERAL	POLICE DEPARTMENT	KEYS & EQUIP PD FITNESS TEST	\$21.36
SEWER OPERATING	SEWER FUND	FASTENERS/CONNECTOR COMP 1/2"	\$20.18
GENERAL	STRTS/UNDRGRND UTIL	WHITE LITHIUM GRSE#1691ڜ	\$13.47
Vendor Total:			\$191.94
PLOTE CONSTRUCTION INC			
GENERAL	STRTS/UNDRGRND UTIL	IDOT SURFACE	\$466.50
Vendor Total:			\$466.50
BACKGROUNDS ONLINE			
GENERAL	FINANCE & H R	BACKGROUNDS	\$280.00
Vendor Total:			\$280.00
BAXTER & WOODMAN INC			
SEWER CAPITAL DEVL	SEWER CAPL DEVL	WEST WWTP DRAIN PS CNTRL	\$240.00
Vendor Total:			\$240.00
BOULDER RIDGE INC.			
GENERAL	LEGISLATIVE & EXEC	MAYOR EXPENSES	\$40.45
Vendor Total:			\$40.45
THE BRICKMAN GROUP LTD			
GENERAL	BLDGS & GROUNDS	LANDSCAPE MAINT - ALG&REED RD	\$745.00
SPECIAL SVC AREA #5	SPECIAL SVC AREA #5	LANDSCAPE MAINT 2011-SW	\$1,125.00
GENERAL	BLDGS & GROUNDS	LANDSCAPE MAINT 2011-M.C.	\$1,380.00
Vendor Total:			\$3,250.00
BROITZMAN PROFESSIONAL			
CEMETERY	CEMETERY	CEMETERY MAINT - NOV. 2011	\$717.00
Vendor Total:			\$717.00
C & L SERVICE & SUPPLY CO INC			
GENERAL	STRTS/UNDRGRND UTIL	OIL,STIHL BAR & CHAIN 1 GAL	\$15.98
GENERAL	STRTS/UNDRGRND UTIL	WRENCH,STIHL SCREWDRIVER	\$25.86
Vendor Total:			\$41.84
CDW GOVERNMENT INC			
EQUIPMENT RPLCMNT	EQUIP REPL	MS SLD OFFICE PRO PLUS(11 LIC)	\$1,213.56
SEWER EQUIP RPLCMNT	SEWER ERF	MS SLD OFFICE PRO PLUS(11 LIC)	\$1,213.56
WATER EQUIP RPLCMNT	WATER ERF	MS SLD OFFICE PRO PLUS(11 LIC)	\$1,213.55
Vendor Total:			\$3,640.67
CENTEGRA OCCUPATIONAL MEDICINE			
GENERAL	FINANCE & H R	SEASONAL EMPLOYEE SCREEN	\$130.00
GENERAL	FINANCE & H R	SEASONAL EMPLOYEE SCREEN	\$90.00
GENERAL	FINANCE & H R	SEASONAL EMPLOYEE SCREEN	\$90.00
Vendor Total:			\$310.00

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DRAFT - SUBJECT TO CHANGE

<i>Fund</i>	<i>Department</i>	<i>Item Description</i>	<i>Amount</i>
CHERRY HILL CONSULTING			
EQUIPMENT RPLCMNT	EQUIP REPL	TOSHIBA LAPTOP/FINANCE DIR	\$1,280.00
GENERAL	FINANCE & H R	COMPUTER CONSULTANT	\$975.00
GENERAL	POLICE DEPARTMENT	COMPUTER CONSULTANT	\$56.25
Vendor Total:			\$2,311.25
CLA-VAL			
WATER OPERATING	WATER FUND	BCKWSH VALVE/WELL 9 SOFTENER#	\$895.00
WATER OPERATING	WATER FUND	SHIPPING	\$25.00
Vendor Total:			\$920.00
COLUMBIA PIPE & SUPPLY CO			
SEWER OPERATING	SEWER FUND	PVC UNIONS & ELBOWS	\$26.19
Vendor Total:			\$26.19
COMCAST CABLE			
GENERAL	POLICE DEPARTMENT	DIGITAL ADAPTER SERVICE	\$4.21
GENERAL	LEGISLATIVE & EXEC	INTERNET SERVICES	\$8.87
GENERAL	VILLAGE MGR'S OFC	INTERNET SERVICES	\$8.87
GENERAL	FINANCE & H R	INTERNET SERVICES	\$8.88
GENERAL	POLICE DEPARTMENT	INTERNET SERVICES	\$8.88
GENERAL	STRTS/UNDRGRND UTIL	INTERNET SERVICES	\$8.88
GENERAL	ENGINEERING	INTERNET SERVICES	\$8.88
GENERAL	DEVELOPMENT SVCS	INTERNET SERVICES	\$8.88
WATER OPERATING	WATER FUND	INTERNET SERVICES	\$8.88
SEWER OPERATING	SEWER FUND	INTERNET SERVICES	\$8.88
Vendor Total:			\$84.11
COWLIN, CURRAN & COPPEDGE			
LIABILITY INSURANCE	LIABILITY INS	LEGAL SERVICES	\$440.00
GENERAL	LEGISLATIVE & EXEC	LEGAL SERVICES	\$160.00
GENERAL	POLICE DEPARTMENT	LEGAL SERVICES	\$5,654.91
GENERAL	LEGISLATIVE & EXEC	LEGAL SERVICES	\$1,162.00
Vendor Total:			\$7,416.91
EXELON ENERGY COMPANY			
GENERAL	STRTS/UNDRGRND UTIL	ELECTRIC	\$537.19
Vendor Total:			\$537.19
ANTHONY FATIGATO			
GENERAL	DEVELOPMENT SVCS	EXP REIMB/TRAINING	\$180.58
Vendor Total:			\$180.58
FILTERSUSA.COM			
GENERAL	BLDGS & GROUNDS	12 X 25 X 2 FILTERS W PLANT	\$386.76
GENERAL	BLDGS & GROUNDS	12 X 20 X 2 FILTERS W PLANT	\$56.52
GENERAL	BLDGS & GROUNDS	16 X 20 X 2 FILTERS W PLANT	\$23.28
GENERAL	BLDGS & GROUNDS	16 X 25 X 1 FILTERS W PLANT	\$11.04
Vendor Total:			\$477.60
THE FONE ZONE-HUNTLEY			
GENERAL	POLICE DEPARTMENT	CELL PHONE EQUIPMENT	\$144.40
Vendor Total:			\$144.40
G&K SERVICES - ROCKFORD 11TH			
WATER OPERATING	WATER FUND	#8435101 UNIFORM SVC 10/27/11	\$15.56
SEWER OPERATING	SEWER FUND	#8435101 UNIFORM SVC 10/27/11	\$36.42
GENERAL	BLDGS & GROUNDS	#8435001 UNIFORM SVC 10/27/11	\$15.95

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Fund	Department	Item Description	Amount
GENERAL	STRTS/UNDRGRND UTIL	#8435001 UNIFORM SVC 10/27/11	\$83.60
SEWER OPERATING	SEWER FUND	#8435001 UNIFORM SVC 10/27/11	\$17.25
Vendor Total:			\$168.78
GRAINGER			
GENERAL	BLDGS & GROUNDS	PAR 38 FLOOD LAMP	\$143.52
WATER OPERATING	WATER FUND	2YU33 HEATER-WELL 8 CHEM ROOM	\$657.00
WATER OPERATING	WATER FUND	2YU33 THERMOSTAT-WELL8 CHEM R	\$95.72
Vendor Total:			\$896.24
HARRIS COMPUTER SYSTEMS			
GENERAL	GENERAL FUND	2012 MAINT AGRMNT/ATTNDC ENT	\$1,947.75
Vendor Total:			\$1,947.75
HAWK'S AUTO PARTS INC			
SEWER OPERATING	SEWER FUND	REMAN ALTERNATOR #1908	\$202.76
SEWER OPERATING	SEWER FUND	RETURN REMAN ALTERNATOR #1908	-\$202.76
GENERAL	STRTS/UNDRGRND UTIL	OIL & FUEL FILTER #1664	\$63.42
GENERAL	POLICE DEPARTMENT	641-3381 LUG NUTS #10	\$35.30
GENERAL	POLICE DEPARTMENT	FR BRAKE PAD & ROTOR KIT #2010	\$246.02
WATER OPERATING	WATER FUND	DISC BRAKE PADS #1860	\$103.28
GENERAL	STRTS/UNDRGRND UTIL	HALOGEN BULBS #1602/STOCK	\$14.76
GENERAL	STRTS/UNDRGRND UTIL	FUEL FILTER #1691	\$25.04
GENERAL	STRTS/UNDRGRND UTIL	HEAD LGHT BULBS/SNOW PLW TRCK	\$63.92
GENERAL	STRTS/UNDRGRND UTIL	SPRDR LGHT BLBS/SNOW PLW TRCK	\$81.04
GENERAL	STRTS/UNDRGRND UTIL	WORK LAMP #1663	\$10.20
GENERAL	DEVELOPMENT SVCS	BRAKE PADS FR & REAR #1706	\$88.48
GENERAL	POLICE DEPARTMENT	BRAKE PADS FRONT #2409	\$64.62
GENERAL	STRTS/UNDRGRND UTIL	BRAKE PADS FRONT #1663	\$103.28
Vendor Total:			\$899.36
HD SUPPLY WATERWORKS LTD			
WATER OPERATING	WATER FUND	1 X 1-1/4" DUAL CHECKS (36)	\$1,764.00
WATER OPERATING	WATER FUND	SHIPPING	\$18.68
WATER OPERATING	WATER FUND	1 1/2" FLANGE KIT (1)	\$30.00
WATER OPERATING	WATER FUND	5000 FT METER WIRE	\$800.00
Vendor Total:			\$2,612.68
LINDA HOOTEN			
GENERAL	POLICE DEPARTMENT	EXP REIMB/TRAINING	\$58.17
GENERAL	POLICE DEPARTMENT	EXP REIMB/TRAINING	\$105.66
Vendor Total:			\$163.83
HUNTLEY CHAMBER OF COMMERCE			
GENERAL	GENERAL FUND	2012 MEMBERSHIP RENEWAL	\$150.00
Vendor Total:			\$150.00
HUNTLEY FIRE PROTECTION DIST			
GENERAL	GENERAL FUND	IMPACT FEES - SEPT 2011	\$10,907.88
GENERAL	GENERAL FUND	IMPACT FEES - OCT 2011	\$11,256.43
Vendor Total:			\$22,164.31
HUNTLEY LIBRARY DISTRICT			
GENERAL	GENERAL FUND	IMPACT FEES - SEPT 2011	\$5,328.32
GENERAL	GENERAL FUND	IMPACT FEES - OCT 2011	\$5,581.77
Vendor Total:			\$10,910.09
HUNTLEY PARK DISTRICT			

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Fund	Department	Item Description	Amount
GENERAL	GENERAL FUND	IMPACT FEES - SEPT 2011	\$6,411.20
GENERAL	GENERAL FUND	IMPACT FEES - OCT 2011	\$400.70
		Vendor Total:	\$6,811.90
HUNTLEY SCHOOL DISTRICT #158			
GENERAL	GENERAL FUND	IMPACT FEES - SEPT 2011	\$67,640.80
GENERAL	GENERAL FUND	IMPACT FEES - OCT 2011	\$57,106.30
		Vendor Total:	\$124,747.10
ILLINOIS METROPOLITAN			
GENERAL	GENERAL FUND	DEPOSIT MATURED INVSTMNT P1171	\$509,265.66
		Vendor Total:	\$509,265.66
INTOXIMETERS INC			
GENERAL	POLICE DEPARTMENT	22-0080-1/108 LITER DRY GAS	\$149.00
GENERAL	POLICE DEPARTMENT	FREIGHT	\$44.45
		Vendor Total:	\$193.45
J G UNIFORMS INC			
GENERAL	POLICE DEPARTMENT	UNIFORM SHIRTS/GREENE	\$159.55
		Vendor Total:	\$159.55
BRADLEY KUMMER			
GENERAL	POLICE DEPARTMENT	EXP REIMB/TRAINING	\$133.84
		Vendor Total:	\$133.84
LEXISNEXIS RISK DATA MGT			
GENERAL	POLICE DEPARTMENT	LAW ENFRMNT DATAB SEPT&OCT	\$385.00
		Vendor Total:	\$385.00
LEONARD J MARAK			
GENERAL	POLICE DEPARTMENT	EXP REIMB/TRAINING	\$87.02
		Vendor Total:	\$87.02
MCHENRY ANALYTICAL			
SEWER OPERATING	SEWER FUND	WATER SAMPLE SERVICE	\$90.00
WATER OPERATING	WATER FUND	WATER SAMPLE SERVICE	\$75.00
		Vendor Total:	\$165.00
MCHENRY COUNTY COUNCIL OF GOVT			
GENERAL	LEGISLATIVE & EXEC	MCCG DINNER 10/19/11	\$100.00
		Vendor Total:	\$100.00
VICTOR NARUSIS			
GENERAL	DEVELOPMENT SVCS	EXP REIMB/ECON DEV/FIBEROPTICS	\$37.35
		Vendor Total:	\$37.35
NEOPOST USA INC.			
GENERAL	FINANCE & H R	IJINK3456S-INK CART PSTG MCHN	\$15.63
GENERAL	STRTS/UNDRGRND UTIL	IJINK3456S-INK CART PSTG MCHN	\$15.63
GENERAL	POLICE DEPARTMENT	IJINK3456S-INK CART PSTG MCHN	\$15.63
GENERAL	ENGINEERING	IJINK3456S-INK CART PSTG MCHN	\$15.62
GENERAL	DEVELOPMENT SVCS	IJINK3456S-INK CART PSTG MCHN	\$15.62
GENERAL	VILLAGE MGR'S OFC	IJINK3456S-INK CART PSTG MCHN	\$15.62
SEWER OPERATING	SEWER FUND	IJINK3456S-INK CART PSTG MCHN	\$15.62
WATER OPERATING	WATER FUND	IJINK3456S-INK CART PSTG MCHN	\$15.62
		Vendor Total:	\$124.99
NICOR GAS			
SEWER OPERATING	SEWER FUND	NATURAL GAS	\$573.32

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<i>Fund</i>	<i>Department</i>	<i>Item Description</i>	<i>Amount</i>
WATER OPERATING	WATER FUND	NATURAL GAS	\$332.27
		Vendor Total:	\$905.59
CHARLES NORDMAN			
GENERAL	DEVELOPMENT SVCS	EXP REIMB/TRAINING	\$21.00
		Vendor Total:	\$21.00
NORTH AMERICAN SALT CO			
WATER OPERATING	WATER FUND	SOFTENER SALT	\$3,040.33
		Vendor Total:	\$3,040.33
OFFICE DEPOT			
GENERAL	FINANCE & H R	OFFICE SUPPLIES	\$70.71
		Vendor Total:	\$70.71
PALATINE OIL CO INC			
GENERAL	GENERAL FUND	FUEL	\$8,094.69
GENERAL	BLDGS & GROUNDS	10W30 MOTOR OIL	\$50.00
GENERAL	DEVELOPMENT SVCS	10W30 MOTOR OIL	\$200.00
GENERAL	VILLAGE MGR'S OFC	10W30 MOTOR OIL	\$50.00
GENERAL	FINANCE & H R	10W30 MOTOR OIL	\$50.00
GENERAL	POLICE DEPARTMENT	10W30 MOTOR OIL	\$260.00
GENERAL	STRTS/UNDRGRND UTIL	10W30,15W40 & HYDRAULIC OIL	\$854.80
WATER OPERATING	WATER FUND	10W30,15W40 & HYDRAULIC OIL	\$847.55
SEWER OPERATING	SEWER FUND	10W30,15W40 & HYDRAULIC OIL	\$849.80
		Vendor Total:	\$11,256.84
PETTY CASH			
GENERAL	LEGISLATIVE & EXEC	PC/COPIES KN CNTY CLERK	\$2.00
GENERAL	LEGISLATIVE & EXEC	PC/HONOR FLGHT CHIC/LIMO/JORDI	\$225.00
GENERAL	POLICE DEPARTMENT	PC/FBI NATL ACADEMY/FULTON	\$25.00
GENERAL	POLICE DEPARTMENT	PC/INTL CHIEFS MTG/FULTON	\$19.00
GENERAL	POLICE DEPARTMENT	PC/MC CNTY CHFS MTG(6)	\$90.00
GENERAL	POLICE DEPARTMENT	PC/KN CNTY CHFS MTG(1)	\$15.00
GENERAL	POLICE DEPARTMENT	PC/NOTARY COMMISSION/FULTON	\$5.00
GENERAL	DEVELOPMENT SVCS	PC/IL PLUMBING INSP MTG	\$20.00
GENERAL	DEVELOPMENT SVCS	PC/METRO MGRS MTG/VLG MGR	\$24.00
GENERAL	DEVELOPMENT SVCS	PC/IL PLUMBING INSP MTG	\$20.00
		Vendor Total:	\$445.00
POMP'S TIRE SERVICE			
GENERAL	POLICE DEPARTMENT	PASSENGER SCRAP DISPOSAL FEE	\$59.50
GENERAL	DEVELOPMENT SVCS	TIRES #1710,1711&1712	\$1,620.24
GENERAL	DEVELOPMENT SVCS	USER FEE	\$30.00
GENERAL	DEVELOPMENT SVCS	DELIVERY SURCHARGE	\$5.00
		Vendor Total:	\$1,714.74
MARILYN POPE			
GENERAL	GENERAL FUND	CBOND#20110914 12821 W BULL RI	\$200.00
		Vendor Total:	\$200.00
POSTAL PROS, INC.			
WATER OPERATING	WATER FUND	POSTAGE - UB OCTOBER 2011	\$848.30
SEWER OPERATING	SEWER FUND	POSTAGE - UB OCTOBER 2011	\$848.31
WATER OPERATING	WATER FUND	PRINTING - UB OCTOBER 2011	\$386.96
SEWER OPERATING	SEWER FUND	PRINTING - UB OCTOBER 2011	\$386.95
		Vendor Total:	\$2,470.52

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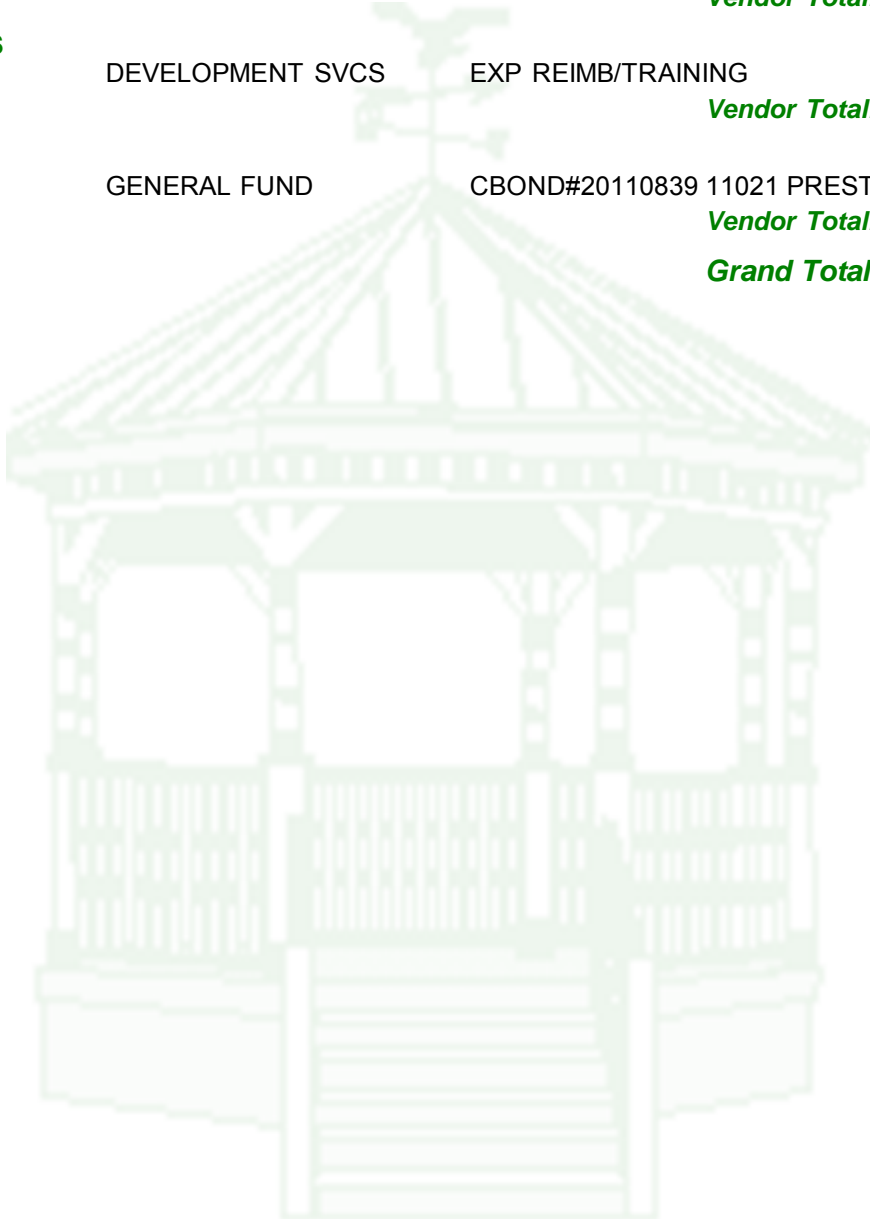
DRAFT - SUBJECT TO CHANGE

<i>Fund</i>	<i>Department</i>	<i>Item Description</i>	<i>Amount</i>
QUILL CORPORATION			
SEWER OPERATING	SEWER FUND	OFFICE SUPPLIES	\$12.92
WATER OPERATING	WATER FUND	OFFICE SUPPLIES	\$12.92
GENERAL	DEVELOPMENT SVCS	OFFICE SUPPLIES	\$9.72
GENERAL	FINANCE & H R	OFFICE SUPPLIES	\$33.47
GENERAL	LEGISLATIVE & EXEC	OFFICE SUPPLIES	\$19.80
GENERAL	DEVELOPMENT SVCS	OFFICE SUPPLIES	\$32.37
GENERAL	POLICE DEPARTMENT	OFFICE SUPPLIES	\$12.66
GENERAL	POLICE DEPARTMENT	OFFICE SUPPLIES	\$482.02
			Vendor Total:
			\$615.88
RADICOM BUSINESS COMM SYSTEMS			
GENERAL	STRTS/UNDRGRND UTIL	REPAIR (2) KENWOOD PORT RADIOS	\$138.86
			Vendor Total:
			\$138.86
ROYAL REFRIGERATION			
WATER OPERATING	WATER FUND	DEHUMIDIFIER REPAIR-WELL#9	\$502.63
			Vendor Total:
			\$502.63
PETER SCHINTGEN			
GENERAL	GENERAL FUND	CBOND#20110872 12070 BARTON	\$200.00
			Vendor Total:
			\$200.00
SHAW SUBURBAN MEDIA			
GENERAL	LEGISLATIVE & EXEC	LEGAL NTC/VOH COMPRHNSV PLAN	\$65.90
ESCROW/RECAPTURE	ESCROW/RECAPTURE	BILL: HARRIS/CANOPY RELOCATION	\$444.20
			Vendor Total:
			\$510.10
SHERMAN BENEFIT MANAGER			
GENERAL	FINANCE & H R	EMPLOYEE SCREEN	\$72.88
			Vendor Total:
			\$72.88
TOM PECK FORD OF HUNTLEY INC			
GENERAL	STRTS/UNDRGRND UTIL	FLANGE & SEAL ASY #1660	\$213.73
GENERAL	STRTS/UNDRGRND UTIL	BULBS #1663/STOCK	\$40.38
			Vendor Total:
			\$254.11
TYLER PRESS INC			
GENERAL	DEVELOPMENT SVCS	(500)WHITE WINDOW ENV. W/PSTGE	\$60.55
GENERAL	VILLAGE MGR'S OFC	BUS CARDS/NARUSIS	\$83.00
			Vendor Total:
			\$143.55
U.S. BANK OPERATIONS CENTER			
SSA #10 1999A AGENCY FUND		#117073002/SSA#10 PROPERTY TAX	\$2,884.16
SSA #7 AGENCY		#117069002/SSA #7 PROPERTY TAX	\$2,261.91
SSA #8 AGENCY FUND		#117070002/SSA #8 PROPERTY TAX	\$1,496.93
SSA #9 1998A AGENCY FUND		#117071002/SSA #9 PROPERTY TAX	\$6,595.06
			Vendor Total:
			\$13,238.06
ULTRA STROBE			
GENERAL	POLICE DEPARTMENT	RPLC PRE-EMPTION PWR SPLY #21	\$194.95
			Vendor Total:
			\$194.95
VARGHESE ORTHODONTICS			
GENERAL	GENERAL FUND	CBOND#20110580 10703 RUTH RD	\$100.00
			Vendor Total:
			\$100.00
VILLAGE OF ALGONQUIN			
GENERAL	POLICE DEPARTMENT	IT SERVICES OCT 2011 - PD	\$1,975.00

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DRAFT - SUBJECT TO CHANGE

<i>Fund</i>	<i>Department</i>	<i>Item Description</i>	<i>Amount</i>
		<i>Vendor Total:</i>	<u>\$1,975.00</u>
VILLAGE OF HUNTLEY			
GENERAL	GENERAL FUND	DPST/CIT POLICE ACAD ALUM FNDS	\$395.33
		<i>Vendor Total:</i>	<u>\$395.33</u>
BUCKEY WEISS			
GENERAL	STRTS/UNDRGRND UTIL	BOOT REIMBURSEMENT	\$100.00
		<i>Vendor Total:</i>	<u>\$100.00</u>
JAMES WILLIAMS			
GENERAL	DEVELOPMENT SVCS	EXP REIMB/TRAINING	\$22.00
		<i>Vendor Total:</i>	<u>\$22.00</u>
JOHN WOJCIK			
GENERAL	GENERAL FUND	CBOND#20110839 11021 PRESTON	\$100.00
		<i>Vendor Total:</i>	<u>\$100.00</u>
		<i>Grand Total:</i>	<u>\$742,705.90</u>



Agenda Item: **Appointment of Ron Hahn to the Village Board of Trustees**

Department: **Village President's Office**

The appointment of Mr. Ron Hahn to the Village Board of Trustees would fill the vacant position on the Board, through April 2013, which was created by the resignation of Paul Mercer.

Mr. Hahn has been an active member of the Village's Planning Commission for over 30 years and its Chairman for the past decade. His dedication to the Village of Huntley and his knowledge and experience will make him an asset to this position.

Exhibit

- Trustee Vacancy Memorandum prepared by Village Attorney Coppedge

Agenda Item: **Ordinance (O)2011-11.49 – Approving amendments to the Land Use Plan of the Village of Huntley Comprehensive Plan**

Department: **Development Services Department – Planning and Zoning**

Introduction

In the continuing effort to update the Land Use Plan of the Comprehensive Plan, the Development Services Department is presenting proposed amendments to the Plan that incorporate the recommendations of the Transit Oriented Development Guidelines and Downtown Revitalization Plan. The Land Use Plan has also been updated to accurately reflect existing and proposed land uses, such as Centegra's Health Care Campus, and boundary agreements between the Village and surrounding municipalities.

Most recently, the plan was reviewed by the Village Board on October 20, 2011, at which time the Board did not recommend any additional changes to the plan. The Plan Commission has reviewed the proposed plan on several occasions, most recently on October 10, 2011 and at a public hearing on November 14, 2011.

The following summarizes significant revisions to the Land Use Plan:

- (1) **Rosenwinkel Farm Property (±400 acres)** – The proposed Land Use Plan was revised to reflect the recommendations of the Transit Oriented Development Guidelines which were approved by the Village Board in 2009.
- (2) **Garlieb/Hardy/Westland Golf property south of Reed Road and West of Vine Street (±66.00 acres)** – Staff recommends revising the Land Use Plan on the Garlieb Hardy/Westland Golf parcel from Retail and Service Commercial to Mixed-Use (Business / Residential). Staff notes the parcel does not have frontage on Route 47; however, it could be assembled with other properties to give it Route 47 frontage. This could occur on the southern one-third of the property near the intersection of Route 47 and Algonquin Road. Despite the potential to assemble the various properties at the southern one-third of the property, it is unlikely the entire property could support retail and service commercial without frontage on Route 47. The proposed change would encourage a mixed-use concept and provide a buffer between the commercial adjacent to Route 47/Vine Street and proposed residential to the west.
- (3) **North Half of Halat Property (±38 acres) and Tom's Farm (±40 acres)** – Staff recommends revising the Land Use Plan on the north half of the Halat property from Single Family to Mixed-Use (Commercial/Office). Staff also recommends changing the Land Use Plan to reflect Mixed-Use (Commercial/Office) on the Tom's Farm property. These changes are recommended to facilitate the development of medical offices adjacent to Centegra's Healthcare Campus and possible future hospital. Staff notes, there are no other opportunities immediately adjacent to Centegra's campus to support the development of medical offices. The southern half of the Halat property is proposed to remain as Single Family Residential.
- (4) **Downtown Area** – The proposed Land Use Plan was revised to reflect the recommendations of the Downtown Revitalization Plan which was approved by the Village Board in 2010.

- (5) **Sinclair and Caranci Properties (South side of Kreutzer Road)** – The proposed Land Use Plan was revised to reflect the recommendations of the Transit Oriented Development Guidelines which were approved by the Village Board in 2009.
- (6) **Unincorporated Kane County property south of the I-90 Tollway and west of Sandwald Road** – Staff recommends revising the Land Use Plan from Business Park to Single Family for property west of Sandwald Road. Sandwald Road provides a logical point of transition between the Lakewood Crossings subdivision in the Village of Hampshire and the Business Park and Retail and Service Commercial proposed east of Sandwald Road.
- (7) **Unincorporated Kane County property north of Big Timber Road** – The current Land Use Plan provides Retail and Service Commercial along the Big Timber Road frontage from Route 47 to what is now the entrance of the Lakewood Crossings subdivision in the Village of Hampshire. The overall size and depth of the Retail and Service Commercial shown along Big Timber Road is approximately 1½ times the combined size of the Huntley Grove and Huntley Crossings Phase 1 and Phase 2. Staff recommends revising the Land Use Plan to remove the Retail and Service Commercial from the Big Timber Road frontage, with exception to the intersection of Big Timber Road and Sandwald Road, as it is unlikely that future traffic on Big Timber Road will ever support such a large area of Retail and Service Commercial.
- (8) **Sherman Hospital-owned ±66 acre tract at the Northwest corner of Route 47 and Big Timber Road** – The proposed Land Use Plan has been revised from Business Park and Retail and Service Commercial to Health Care for the 66 acre Sherman owned parcel.
- (9) **Barancik property at the southwest of the I-90 Tollway and Route 47** – The proposed Land Use Plan has been revised from Park, Conservation Districts Environmentally Sensitive Lands to Retail and Service Commercial. This change is consistent with conceptual development plans that have been prepared for the site.

Plan Commission Action

The Plan Commission will review the proposed Land Use Plan and conduct a public hearing on Monday, November 14, 2011.

Financial Impact

Not applicable.

Legal Analysis

The Land Use Plan of the Comprehensive Plan is important to update regularly as it provides the framework and policy direction for land use decisions by elected and appointed officials.

Action Requested

A motion of the Village Board to approve Ordinance (O)2011-11.49 – Approving Amendments to the Land Use Plan of the Village of Huntley Comprehensive Plan

Exhibits

- Draft Ordinance
- Land Use Map is available if requested; the same map was reviewed by the Board on October 20th

AN ORDINANCE APPROVING
AMENDMENTS TO THE LAND USE PLAN
OF THE VILLAGE OF HUNTLEY COMPREHENSIVE PLAN

Ordinance (O)2011-11.49

WHEREAS, the Village of Huntley Board of Trustees have determined the Land Use Plan of the Comprehensive Plan required amending in accordance with §156.203 of the Zoning Ordinance; and

WHEREAS, the Land Use Plan shall be an official statement of the policy of the Village of Huntley with respect to the existing and developing character of the various areas of the Village and its vicinity; and

WHEREAS, the Land Use Plan shall provide direction for future maintenance, growth, development and redevelopment of the Village; and

WHEREAS, the amendments to the Land Use Plan incorporate the recommendations of the Transit Oriented Development Guidelines and Downtown Revitalization Plan; and

WHEREAS, the Land Use Plan has also been amended to reflect existing land uses, such as Centegra's Health Care Campus, and boundary agreements between the Village and surrounding municipalities; and

WHEREAS, the Plan Commission conducted a Public Hearing on November 14, 2011, for the purpose of hearing and considering testimony regarding the proposed amendments; and

WHEREAS, the Plan Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, recommended approval of the proposed amendments by a vote of ~~X-X~~.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The proposed amendments to the Land Use Plan of the Comprehensive Plan, attached hereto and made a part hereof, are hereby approved and adopted.

SECTION II: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

SECTION III: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Fender	_____	_____	_____	_____
Trustee Hanson	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Piwko	_____	_____	_____	_____

PASSED and APPROVED this 17th day of November 2011.

APPROVED:

Village President

ATTEST:

Village Clerk

Agenda Item: **Resolution (R)2011-11.37 – Authorizing Phase II Design Engineering Services Agreement Supplement for the Full Reconstructed Interchange at Interstate 90 and Route 47**

Department: **Village Manager’s Office**

Introduction

In October 2009, the Village Board approved an Intergovernmental Agreement (IGA) with Kane and McHenry Counties for Phase II Design Engineering Services with GRAEF, the Project Engineer for the full reconstructed interchange at Interstate 90 and Route 47. Phase II plans will be completed by the end of November and submitted to the Tollway and IDOT for review in preparation for a February, 2012 bid letting and construction starting in May.

Staff Analysis

With the approval of the Tollway Authority’s new capital program, Move Illinois, the Tollway is planning for additional improvements to the I-90 mainline. In order to coordinate these improvements with the new interchange, some additional design work is required for the interchange project. The most effective way to keep the interchange construction schedule on track is to move forward with a supplemental agreement with GRAEF to complete the added design work. As the Village has served as the lead agency for the design engineering process, the Village would continue in this role and execute the supplemental agreement with GRAEF.

Financial Impact

The additional design engineering fee of \$595,000 will be paid by the Village and then credited towards the Village’s share of the overall project cost.

Legal Analysis

None required.

Action Requested

A motion of the Village Board to approve Resolution (R)2011-11.37 – Phase II Design Engineering Services Agreement Supplement for the Full Reconstructed Interchange at Interstate 90 and Route 47.

Exhibits

- Draft Resolution

**RESOLUTION AUTHORIZING
PHASE II DESIGN ENGINEERING SERVICES AGREEMENT SUPPLEMENT
FOR THE FULL RECONSTRUCTED INTERCHANGE
AT INTERSTATE 90 AND ROUTE 47**

GRAEF

Resolution (R)2011-11.37

WHEREAS, the Village of Huntley has received an Engineering Services Agreement Supplement from Graef to provide additional Phase II design services for the reconstructed interchange at Route 47 and I-90; and

WHEREAS, the Phase II Engineering Services Agreement was approved via Resolution (R)2009-09.59 in September, 2009; and

WHEREAS, this Phase II Engineering Services Agreement Supplement is beneficial in that it will expedite the overall design engineering for the project and the Village of Huntley shall be credited \$595,000 towards its share of the overall project cost for the reconstructed interchange; and

WHEREAS, the Village of Huntley has reviewed the agreement submitted and has determined that it is in the best interest to enter into a contract with Graef.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The Village of Huntley adopts and approves the execution of the Engineering Services Agreement Supplement with Graef to provide professional design services to the Village for the Phase II Design for the full interchange at I-90 and Route 47 in an amount not to exceed \$595,000.

SECTION II: The Village President and Village Clerk are authorized to execute said Engineering Services Agreement Supplement in the form attached hereto and a copy of which is incorporated herein.

SECTION III: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

SECTION IV: All Resolutions and parts of resolutions in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Fender	_____	_____	_____	_____
Trustee Hanson	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Piwko	_____	_____	_____	_____

PASSED and APPROVED this 17th day of November, 2011

APPROVED:

ATTEST:

Village President

Village Clerk

Agenda Item: **Resolution (R)2011-11.38 – Resolution for Construction in Route 47 Rights-of-Way**

Department: **Village Manager's Office**

Introduction

The Village is in receipt of a request from Illinois Department of Transportation (IDOT) regarding performing construction work within the right-of-way along Route 47. Any person, firm or corporation desiring to do work on state maintained rights of way must first obtain a written permit from IDOT. This includes any emergency work on broken water mains or sewers.

A surety bond is required with each permit application to ensure that all work is completed in accordance with state specifications and that the right-of-way is properly restored. For permit work to be performed by employees of a municipality a resolution is acceptable in lieu of the surety bond. The resolution does not relieve contractors hired by the municipality from conforming to the normal bonding requirements nor from obtaining permits.

Staff Analysis

The Village of Huntley has approved a Resolution for right-of-way construction for previous years. It is proposed that the resolution be enacted for the two year period of 2012 and 2013.

Financial Impact

Not applicable.

Legal Analysis

Not required.

Action Requested

A motion of the Village Board to approve Resolution(R)2011-11.38 – Resolution for Construction in Route 47 Rights-of-Way.

Exhibits

- Draft Resolution

RESOLUTION FOR
CONSTRUCTION ON STATE HIGHWAY 47 RIGHT OF WAY
ILLINOIS DEPARTMENT OF TRANSPORTATION

Resolution (R)2011-11.38

WHEREAS, the Village of Huntley, hereinafter referred to as MUNICIPALITY, located in the Counties of McHenry and Kane, State of Illinois, desires to undertake, in the years of 2012 and 2013, the location, construction, operation and maintenance of driveways and street returns, watermains, sanitary and storms sewers, street lights, traffic signals, sidewalk, landscaping, etc., on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as Department; and

WHEREAS, an individual working permit must be obtained from the Department prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person or firm under contract and supervision of the MUNICIPALITY.

NOW, THEREFORE, be it resolved by the MUNICIPALITY:

FIRST: That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with conditions of the permit to be granted by the Department, and to hold the State of Illinois harmless during the prosecution of such work, and assume all liability for damages to person or property due to accident or otherwise by reason of the work which is to be performed under the provision of said permit.

SECOND: That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Fender	_____	_____	_____	_____
Trustee Hanson	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Piwko	_____	_____	_____	_____

PASSED and APPROVED this 17th day of November 2011.

APPROVED:

Village President

ATTEST:

Village Clerk

I, Rita M. McMahon, hereby certify the above to be true copy of the Resolution passed by the MUNICIPALITY.

Dated this _____ day of November A.D. 2011

Agenda Item: **FY2011 Project Status Reports and Accomplishments**

Department: **Village Manager's Office**

Introduction

As part of the annual budget process, a summary of projects and accomplishments for the year is provided for review. The list will be included in the FY2012 budget.

Exhibits

- FY2011 Significant Accomplishments

SIGNIFICANT ACCOMPLISHMENTS – FY2011

- 1) The Village Board adopted a Legislative Agenda for 2011.
- 2) A Resident Customer Service Survey was completed and results made available on-line, with a 59% increase in participation from 2010.
- 3) The Farmers Market completed its fifth season.
- 4) Holiday Lights Parade was added to the Christmas on the Square Event.
- 5) FYH Bearings, Japan's largest manufacturer of ball bearings, relocated from Wauconda to a new 42,000 square foot distribution facility in the Huntley Corporate Park.
- 6) General RV completed construction of a 33,280 square foot recreational vehicle sales center at the Huntley Auto Mall and opened to the public in June.
- 7) H.S. Crocker completed a 20,000 square foot expansion of its labeling printing facility in the Kreutzer Road Industrial Park.
- 8) Goodwill Industries completed a 16,000 square foot retail store on Kreutzer Road and opened in October.
- 9) AutoTech constructed a 10,000 square foot auto service facility at Joan Avenue and Route 47.
- 10) Deer Path Supportive Living Facility received approval for a 128-unit building to serve disabled adults ages 22-64, with the facility located in Regency Square adjacent to the Heritage Woods Assisted Living Center.
- 11) Continued Economic Development Program activities, including Business Retention Program, marketing outreach to prospective businesses, and participation in regional International Council of Shopping Center (ICSC) events.
- 12) The Village hosted an Economic Development Summit for local brokers and investors to highlight development opportunities along the Route 47 corridor.
- 13) The GFOA Certificate of Achievement Award for Excellence in Financial Reporting for the FY2009 audit was received for the eighth consecutive year and the Distinguished Budget Presentation Award for the FY2011 budget was awarded for the eighth year in a row.
- 14) Began acceptance of credit card payments for on-line payments and other transactions.

- 15) Completed a comprehensive analysis of the Village's Health Insurance Program as part of the 2011 renewal process.
- 16) Developed Red Flag Rules flow chart to include with Utility Billing policies providing staff with a policy compliance tool.
- 17) Introduced Employee Information Center portal on Village web site.
- 18) Expanded the training database system to enhance tracking of required and completed employee training conducted throughout the year.
- 19) Conducted POWER Fitness Test for employees.
- 20) Developed Emergency Contingency Plan for other Public Works facilities.
- 21) Replaced 618 MXU water meter reading units through September.
- 22) The Village continued as the Lead Agency for the full interchange reconstruction project at Interstate 90 and Illinois Route 47. Phase II Design Engineering is to be substantially completed by the end of 2011 and the project is expected to go out to bid in early 2012, with construction starting later in the year. The Master Intergovernmental Agreement with the Illinois State Toll Highway Authority, the Illinois Department of Transportation, Kane and McHenry Counties, and the Village outlining funding commitments and other responsibilities of the various agencies was approved.
- 23) The Village and Kane County Completed the jurisdictional transfer agreement (JTA) for Manning Road as part of the I-90/Route 47 project.
- 24) The State of Illinois Department of Transportation substantially completed the widening of Route 47 from Kreutzer Road to Reed Road. Village improvements and obligations included major water and sewer infrastructure reconstruction, roadway lighting and sidewalks.
- 25) The 2011 Street Improvement Program resulted in the reconstruction and resurfacing the west half of the Southwind Subdivision (4.19 miles of street) and a new binder course on Kiley Drive. The Program was augmented by additional funding from a State of Illinois Department of Commerce and Economic Opportunity Grant of \$150,000 and \$110,847 from the Illinois Jobs Now! Capital Program.
- 26) Phase I Engineering was completed and the required public hearing held for the Kreutzer Road Extension Project from west of Route 47 to West Main Street; Phase II Engineering was started and a 2012 bid letting is anticipated.
- 27) Eleven intersections on Route 47 from Reed Road south to Kreutzer Road were improved with the widening of Route 47.

- 28) The Union Pacific Railroad completed replacement of the railroad crossing on Kreutzer Road.
- 29) The old Village Hall building on Coral Street was renovated and a lease agreement was entered into with the Huntley Area Chamber of Commerce, which relocated to the building in July.
- 30) Completed re-paving of Main Street from Bonnie Brae Street to Church Street in conjunction with the widening of Route 47.
- 31) The Pavement Management Report completed in 2008 was updated, identifying priorities for upcoming MFT projects.
- 32) The 2008 Wastewater Study and Capacity Analysis was updated to reflect current and revised growth and development projections.
- 33) The Subdivision Regulations ordinance was revised and adopted by the Village Board.
- 34) A Sidewalk Repair and Replacement Rebate Program was implemented, providing matching funds for homeowners to make sidewalk repairs.
- 35) Continued implementation of the Geographic Information System.
- 36) Revised and updated the Sign Ordinance Regulations.
- 37) Completed an update to the Village's Comprehensive Plan and Land Use Map.
- 38) Created guidelines for a Downtown Façade Improvement Program.
- 39) Completed an intergovernmental agreement with Lake in the Hills to share plumbing inspection services in lieu of utilizing a private firm to cover absences and provide back-up assistance as needed.
- 40) Tracked 220 properties, issued 85 Notices of Violation, and maintained 27 residential properties through the Code Enforcement Program.
- 41) Began Backflow Device Testing Program for residential customers, with 420 devices tested through October.
- 42) Continued the Pride in Preservation Awards acknowledging pride in ownership and maintenance of historic homes.
- 43) The Village achieved the Certificate of Recognition for participation and compliance with the EPA's Discharge Monitoring Report Quality Assurance Study Program.

- 44) The Village received the Fluoridation Award from the Illinois Department of Public Health.
- 45) Tours of the West Wastewater Treatment Plant were conducted for District 158 students.
- 46) An Adopt-a-Highway Program was established to enhance beautification efforts throughout the Village.
- 47) The Village has met IEPA Discharge Monitoring Requirements for January, February, March, April, May, June, July, August, and September.
- 48) Replaced the roof at Well No. 9.
- 49) Installed SCADA controls for West Wastewater Treatment Plant drain lift station.
- 50) Upgraded Public Works Department Radio System.
- 51) Completed replacement of waste pit pumps at Well No. 8, Southwind Subdivision.
- 52) Upgraded site landscaping at Wells No. 8, 10, and 11.
- 53) Replaced leaking roof and ceiling, and painted inside of plant at Well No. 7.
- 54) Completed Scheduled maintenance of Well #7 Pump (Village Green).
- 55) Purchased additional effluent meter for the West Wastewater Treatment Plant.
- 56) Completed landscaping work in Special Service Area No. 5 (Southwind)
- 57) Completed the fifth year of the 50/50 Residential Tree Replacement Program, with 101 trees replaced through the program.
- 58) Emerald Ash Borer program continued, with monitoring, inspection, and removal of 119 trees.
- 59) A ceremony was held in the Village Square on September 11th to commemorate the tenth anniversary of the September 11, 2001 terrorist attacks.
- 60) FACES4 curriculum in conjunction with the Driver's Education classes conducted by the School Resource Officer.
- 61) A Teen Safety Camp for middle school children was held in August.
- 62) Two neighborhoods were qualified as "Neighborhood Watch" areas and posted with signs.

- 63) Completed a quality service evaluation of the Police Department through an on-line survey and posted results on Village website.
- 64) The Police Department participated in the National Take Back Initiative sponsored by the Drug Enforcement Administration (DEA), with 372 pounds of prescription drugs collected for disposal at events held in April and October.
- 65) Established a Speakers Bureau for the Police Department.
- 66) Updated the Parking Ticket and Code Violation fine structure as approved by the Village Board.
- 67) Conducted 3,024 hours of training through September, 2011.
- 68) Began Permit Program utilizing State-mandated fee structure for Overweight Truck Permits.
- 69) Began a Truck Enforcement Detail.
- 70) Implemented and trained a Surveillance Team.
- 71) Implemented a Traffic Unit.
- 72) Conducted a mock critical incident exercise in cooperation with the Huntley Outlet Center in November.
- 73) Contracted with Village of Algonquin Police Department to provide advanced informational technology support.
- 74) Updated the Village's Emergency Operations Plan.
- 75) Upgraded Police Department Radio system.
- 76) Replaced In-Car Camera system in police vehicles.
- 77) The third class of Citizen Emergency Response Team (CERT) graduated.
- 78) The fifth class of Citizen Police Academy (CPA) graduated.
- 79) Started Phase II of a fitness center in the Police Department basement.

Agenda Item: **Policy Direction – Village of Huntley Property Tax Levy Ordinance**

Department: **Finance Department**

Introduction

The Village Board must approve the annual property tax levy in sufficient time to file the approved property tax levy ordinance with the County Clerks by the last Tuesday in December, which is December 27, 2011.

Staff Analysis

Property Tax Extension Limitation Law (PTELL)

The collar counties (DuPage, Kane, Lake, McHenry and Will) became subject to the PTELL for the 1991 levy year for taxes paid in 1992. Cook County was added in 1994. Under this property tax cap legislation (for non-home rule taxing districts), the Village's maximum property tax increase without requiring referendum approval is limited to the lower of 5.0% or the consumer price index (CPI). The County Clerks have notified the Village that the CPI to use for the 2011 property tax levy is 1.5%.

Truth-in-Taxation Disclosure Requirements

The Village of Huntley is required to comply with Public Act 89-102, known as the "Truth in Taxation Act." This Act places requirements on the Village in the adoption of the 2011 property tax levy if the proposed 2011 gross property tax levy is 105% greater than the 2010 net property tax extension. If the Village Board agrees to the recommendation to levy \$3,800,000 (same levy amount as last year), the Village will not be required to publish the Truth in Taxation as the increase for 2011 will show a 1.22% increase. (\$3,754,130 actual 2011 receipts vs. \$3,800,000 request).

Previous Village Board policy has been for the levy request to exceed 105% of the prior year's property tax extension for the following reasons:

1. The Village does not levy for the tax rate, the Village levys for dollars. The rate is calculated based on the total request. The dollar request has been greater than the anticipated dollar amount to allow for adjustments by the counties in their calculations of the assessed values and added multipliers.
2. As a non-home rule community, the Village cannot recover any lost levy dollars if a levy request is not maximized due to the calculation of the property tax caps.

The 2011 tax levy will realize unprecedented changes. In 2010, assessed valuations generally dropped throughout the Village of Huntley, however many tax bills increased. McHenry County taxpayers generally saw reductions or small increases and Kane County taxpayers generally saw increases of which some were significant.

Sources of 2010 Property Tax Increases:

Use of estimated McHenry County values in 2010 Kane County extensions

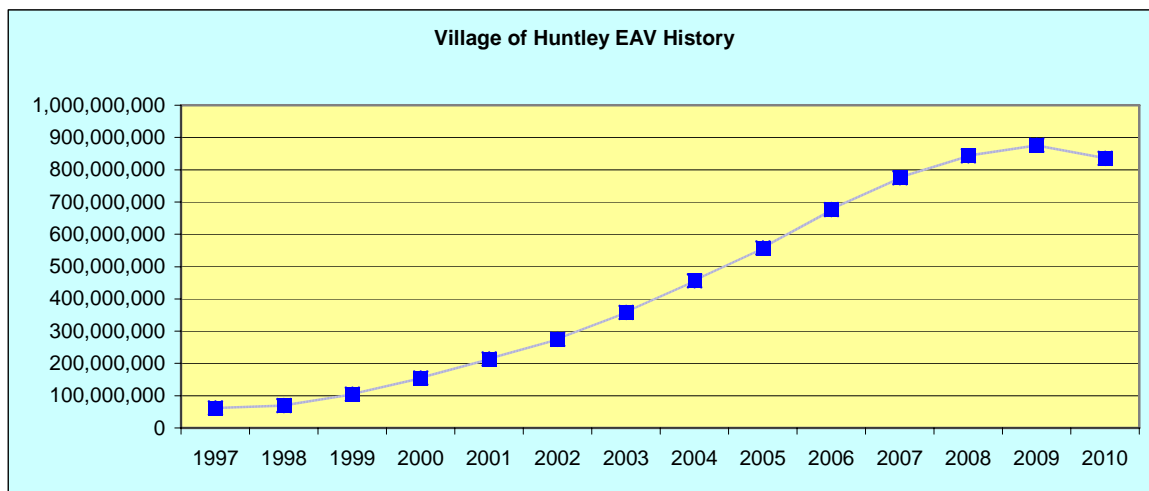
At the time Kane County calculated the tax rates, only estimated values had been received from McHenry County. By using the estimated EAV's increased tax rates were realized for overlapping tax districts (Village of Huntley, School District, Park District, Library District and Fire District) and increased real estate taxes for those property owners. The solution to this disparity would be to recalculate the tax rates when the actual values were certified or apply the recalculation to the next year's tax levy calculation. As of April 1, 2011, the McHenry County final EAV's were not yet available, therefore Kane County proceeded using the estimated valuations. **The Kane County adjustment will allocate a refund to some Kane County residents and reduce the Village's 2012 tax allocation by approximately \$31,000.**

Impact of Exemptions on Property Values

The proportional share of property tax levies are based upon "billable equalized assessed value". Billable EAV is the equalized assessed value minus any exemptions. Properties with exemptions have a lower billable EAV and will pay a lower percentage of the tax burden than they would if they did not have those exemptions. Properties without exemptions are then responsible for a higher percentage of the tax burden.

Increased levy requests from taxing bodies with declining assessments

While PTELL limits annual inflation to 5%, additional taxes can be extended to pay for new growth. In 2010, the Village of Huntley realized a 9.14% reduction in the rate setting EAV (excluding the TIF) however there was \$9.9 million dollars of added new construction. Capturing the available dollars ensures equitable distribution of the burden for all parcels within the Village limits.



Kane County request for apportionment

The 2010 assessment levels significantly differed between the Kane and McHenry County sides of the Village. In April 2010 Rutland Township (Kane County) projected an aggregate reduction in assessed valuations of 4.28%. Grafton Township (McHenry County) projected an aggregate

reduction in assessed valuations of 6.14%. After processing taxpayer complaints, Rutland Township corrected assessments on 51 parcels while Grafton Township corrected 9,348 parcels. While Rutland levels remained unchanged, Grafton levels declined by another 11.99%. In order to correct this inequity, the Kane County Supervisor of Assessments requested an apportionment from the State of Illinois as provided for in the Illinois Property Tax Code. Apportionment is a method of addressing inequities that cannot be addressed by countywide equalization. This method will be applied to those taxing bodies that have jurisdiction in both counties. Ultimately, this will decrease the burden of the Kane County parcels while increasing the burden on the McHenry County parcels.

2011 Tax Levy Options

1. Adhere to previous Village Board Policy and request a levy amount of \$3,900,000 which would maximize available dollars to the Village of Huntley. This request would estimate revenue of \$3,848,652 prior to any potential multiplier adjustments.
2. Freeze the levy amount of \$3,800,000 which would represent a 0% increase from the 2010 levy request which would result in a permanent loss of revenue to the Village of Huntley estimated to be \$48,652 at this time.

The 2012 draft budget document assumes no increase in the levy request (\$3,800,000) therefore staff recommends Option 2.

Either option may result in a higher tax “rate” as set by the County Clerks

Estimated 2011 Tax Rate - Payable 2012						
Levy/Bill	Market Value		Assessed Value	Rate	VOH Taxes	
2010/2011	\$ 225,000.00	33.33%	\$ 74,992.50	0.4820	\$ 361.46	Kane
2010/2011	\$ 225,000.00	33.33%	\$ 74,992.50	0.4714	\$ 353.51	McHenry
2011/2012	\$ 225,000.00	33.33%	\$ 74,992.50	0.4715	\$ 353.59	

The shift of tax burden, the devaluation of property and multiplier adjustments all factor into the final rate. Again, rates are not calculated by the counties until spring 2012.

VILLAGE OF HUNTLEY TAX LEVY HISTORY

Levy	Rate	%Chng	EAV	%Chng	Levy Request	%Chng	Received	%Chng
1999	0.5734		104,126,744					
2000	0.5712	-0.38%	154,736,202	48.60%				
2001	0.5416	-5.18%	213,675,280	38.09%	1,500,000		\$ 1,257,595	
2002	0.5304	-2.07%	274,778,282	28.60%	1,800,000	20.00%	\$ 1,457,428	15.89%
2003	0.4678	-11.80%	358,059,795	30.31%	2,100,000	16.67%	\$ 1,674,170	14.87%
2004	0.4520	-3.38%	455,734,372	27.28%	2,500,000	19.05%	\$ 2,059,825	23.04%
2005	0.4442	-1.73%	557,318,704	22.29%	3,000,000	20.00%	\$ 2,476,135	20.21%
2006	0.4296	-3.29%	676,220,947	21.33%	3,500,000	16.67%	\$ 2,904,886	17.32%
2007	0.4155	-3.28%	775,261,883	14.65%	3,750,000	7.14%	\$ 3,220,979	10.88%
2008	0.4138	-0.41%	843,255,156	8.77%	3,950,000	5.33%	\$ 3,489,390	8.33%
2009	0.4119	-0.46%	876,512,659	3.94%	3,665,000	-7.22%	\$ 3,608,084	3.40%
2010	0.4714	14.45%	796,378,817	-9.14%	3,800,000	3.68%	\$ 3,754,130	4.05%
2011	0.4762	1.02%	797,978,895	0.20%	3,800,000	0.00%	\$ 3,800,000	1.22%

Summary

- The tax levy process is an **estimation** based on assessed valuations, estimated new construction and annexations that have occurred during the year.
- The 2011 tax levy must consider multiple factors when attempting to calculate the potential property tax revenue.
- The Township Assessors calculate the estimated valuations and the County Clerks ensure that the Village's net levy does not exceed authorized rate limits.
- Final valuations are also affected by rate multipliers imposed by the Counties and the State of Illinois.

It should be noted that property tax revenues do not affect any enterprise funds, such as the water/sewer funds. The water/sewer funds operate like a business where user fees are the primary source of income.

The following schedule will be followed for the 2011 Tax Levy process:

November 17, 2011 Present a report estimating total funds to be levied for 2011 tax levy.

December 8, 2011 Village Board to approve:
a.) 2012 Annual Budget
b.) 2011 Property Tax Levy Ordinance
c.) 2011 Special Service Area Levy Ordinances

Action Requested:

Village Board is requested to conduct a public hearing on December 8, 2011 to elicit comments on the 2011 tax levy and direct staff to prepare a Tax Levy Ordinance freezing the levy request at \$3,800,000, the same amount as the 2010 tax levy.