

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
November 4, 2010  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, November 4, 2010 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, Jay Kadakia, Harry Leopold, Paul Mercer and John Piwko.

**ABSENT:** Trustee Niko Kanakaris,

**IN ATTENDANCE:** Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Finance Jennifer Chernak and Village Attorney Mike Coppedge.

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

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) October 14, 2010 Village Board, October 19, 2010 Joint Meeting of the Village of Huntley and Community School District 158 and October 21, 2010 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Board had any changes to the noted minutes; there were none.

*A MOTION was made to approve the October 14, 2010 Village Board, October 19, 2010 Joint Meeting of the Village of Huntley and Community School District 158 and October 21, 2010 Committee of the Whole Meeting Minutes, as presented.*

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

- b) Approval of the November 4, 2010 Bill List in the Amount of \$726,177.69

Mayor Sass reported that included in the agenda packet was the November 4, 2010 Bill List. Mayor Sass reported that \$539,429.48 (74%) of the Bill List is for payment of the 2010 Crack Sealing Program, SSA and TIF property taxes. All is in order for Village Board approval at this time.

Mayor Sass asked if there were any comments or questions; there were none.

***A MOTION was made to approve the November 4, 2010 Bill List in the Amount of \$726,177.69.***

**MOTION: Trustee Fender**  
**SECOND: Trustee Leopold**  
**AYES: Trustees Fender, Kadakia, Leopold, Mercer and Piwko**  
**NAYS: None**  
**ABSENT: Trustee Kanakaris**  
**The motion carried: 5-0-1**

- c) Ordinance (O)2010-11.55 - An Ordinance Approving the Zoning Map Amendment from “R-2” Single Family Residence District to “B-4” Adaptive Re-Use Business District and Site Plan Review for 11503 Main Street

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that the residence on the 0.77 acre parcel at 11503 Main Street was constructed in 2001 and the petitioner Joann Jones purchased the property in the spring of 2007 with the intention of converting the property from a residential use to a professional office use.

#### *Zoning Map Amendment*

The petitioner is requesting approval to rezone 11503 Main Street from “R-2” Single Family Residence District to “B-4” Adaptive Reuse to allow the existing house to be used as an insurance and retirement planning services office. The proposed conversion will allow the business to operate on the first floor of the building and business related storage on the second floor. No sleeping quarters are permitted within the structure as part of the office conversion.

The Adaptive Reuse district was intended for residences located on East and West Main Street where it may no longer be desirable to live due to the increased traffic levels on Main Street. This petition is the fourth request to rezone a property to Adaptive Reuse.

#### *Site Plan Review*

The petitioner has previously made alterations to the 2,248 square foot residence, which included conversion of the garage to living space and adding a covered entry in the place of a garage door. Additionally, a portico/vestibule structure was erected on the rear of the structure along with a wheelchair accessible ramp. The 950 square foot detached garage at the southeast corner of the site will remain intact.

#### *Parking*

Proposed site improvements include a thirteen (13) stall parking lot on the south side (rear) of the building with a single handicap space and loading zone. The proposed 13 parking spaces exceeds the required

parking (9 stalls) for the 2,248 square foot building. The 10'-6" parking stall width exceeds the requisite minimum width of nine feet resulting in the turnaround at the west end of lot (6'-10" from the property line) requiring relief from the 10 foot setback requirement. Staff recommends reducing the parking stall width thereby eliminating the need for relief for this particular design element. The parking area is served by a ten-foot wide driveway at the east side of the site requiring relief from the required 24 foot drive aisle width.

### *Landscaping*

Much of the existing landscaping on the site will remain with exception of the removal of plant materials necessary to accommodate development of the parking area at the rear of the site. The redesign of the existing drive and pavement at the front of the site provides opportunities for groundcover and foundation landscaping along the front elevation and flanking the doorway/portico feature. Foundation landscaping is proposed to extend along the east side of the building and adjacent to the rear vestibule. Two (2) 2.5" caliper Crabapple trees are proposed for the front lawn and a row of 30" tall spirea shrubs along the west side of the property frames the property and screens the HVAC unit on that side of the structure. The landscape plan will be revised to reflect the inclusion of a rain garden on the south side of the parking lot to enhance stormwater management. The rain garden is shown on the site plan.

### *Lighting*

Lighting for the site includes two light poles; a single lantern-fixture on a 10' tall Lithonia pole at the center of the south side of the parking area; and a set of two lantern-fixtures on a 10' tall Lithonia pole oriented within the bump-out at the northeast corner of the proposed parking area. A photometric plan for the lighting is required to insure footcandles at the property lines and that glare produced by the lighting fixtures is minimized.

### *Signage*

The new 5'-2" tall, 23.92 square foot ground sign and 2'-4" tall, 3.33 square foot directional sign are not illuminated and both signs meet the Sign Regulations and Commercial Design Guidelines. The site plan does not specify the location of either sign. The ground sign must be located no closer than 10 feet from any property line.

### *Required Relief for Site Plan Review*

The following relief is requested by the petitioner as part of the site plan review:

1. Relief of to allow a 10'-wide drive aisle narrower than the requisite 24-foot minimum required per Zoning Ordinance Section 156.106 (C) (13) *Size of Parking Spaces and Aisle Widths*.

### Staff Analysis

The Plan Commission reviewed the petition and held a public hearing at their October 25, 2010 meeting. Having fully heard and considered testimony, the Plan Commission unanimously (6 to 0) recommended approval, subject to the following conditions:

1. All public improvements and site development must occur in full compliance with all applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.

2. The petitioners will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner, its agents and assignees is responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume through “retention” and design of multi stage outlet structures.
4. The petitioner shall reduce the width of the parking stalls in order to provide the required ten (10) foot setback from the parking lot to the nearest property line.
5. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
6. The petitioner shall obtain final approval of the Photometric Plan from the Development Services Department.
7. No building plans or permits are approved as part of this submittal.
8. No sign permits are approved as part of this submittal.

Ms. Armour reported that Ms. Joann Jones was in attendance to answer questions.

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

Trustee Fender asked Staff if spot lights on the sign would be permissible; Ms. Armour reported that spot lights on signs were permissible as long as the light has no impact on the neighbors. Trustee Fender asked that if someone wanted to live on the second floor of the building would it be permitted. Ms. Armour reported that it would not be allowed unless a fire sprinkler system was installed per building code requirements.

Trustee Mercer asked about the use in the garage; Ms. Armour reported that the garage would be used for office space.

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

***A MOTION was made to approve Ordinance (O) 2010-11.55 - Granting Approval of the Zoning Map Amendment from “R-2” Single Family Residence District to “B-4” Adaptive Re-Use Business District and Site Plan Review for the property at 11503 Main Street.***

**MOTION: Trustee Fender**  
**SECOND: Trustee Leopold**  
**AYES: Trustees Fender, Kadakia, Leopold, Mercer and Piwko**  
**NAYS: None**  
**ABSENT: Trustee Kanakaris**  
**The motion carried: 5-0-1**

- d) Referral of Vektor Development LLC to the Plan Commission to begin the formal development review process

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that Vektor Development Group, owner of the 20.15 acre site located on West Main Street, is proposing to develop a skilled nursing and assisted living facility for seniors. This property was originally planned to be Neighborhood 39 of Sun City; however, Pulte Homes sold the property to the Vektor Development Group in 2007.

The proposed site plan calls for developing the easternmost 12.04 acres of the property with a 3-story assisted living facility (81 units) and 1-story skilled nursing facility (77 units). A 29,910 square foot resident services building would be located between the two facilities. The proposed site plan provides 206 parking spaces and four driveways on West Main Street, which will require approval from the McHenry County Department of Transportation.

Staff Analysis

The 20.15 acre property is currently zoned “SF-2” Garden Residential, “MF-2” Multi-Family and “P” Parks and Open Space in accordance with amendments to the Prime Annexation Agreement. Healthcare facilities require a special use permit in both the “SF-2” Garden Residential and “MF-2” Multi-Family zoning districts. Health care facilities are not permitted in the “P” Parks and Open Space district. The proposed assisted living and skilled nursing facility is proposed on the portion of the property zoned “MF-2” Multi-Family and “P” Parks and Open Space; therefore, a zoning map amendment will be required to rezone the area of “P” Parks and Open Space to “MF-2” Multi-Family. A plat of subdivision is also required to create the proposed lots.

The following regulations and guidelines are applicable for the MF-2 district:

	<u>Required</u>	<u>Proposed</u>	<u>Relief Required</u>
Lot Area	10 acres min.	12.04 acres	No
Lot Width	No minimum width	1,040 ft.	No
Lot Coverage	30% max.	18%	No
Building Setbacks			
Front	30 ft. min.	85 ft.	No
Side	20 ft. min.	90 ft. min.	No
Combined Side Yard	40 ft. min.	190 ft.	No
Rear	20 ft. min.	150 ft. min.	No
Parking/Drive Setbacks			
<b>Front</b>	<b>30 ft. min.</b>	<b>10 ft.</b>	<b>YES</b>
Side	10 ft. min.	10 ft.	No
<b>To Buildings</b>	<b>20 ft. min.</b>	<b>10 ft.</b>	<b>YES</b>
Rear	10 ft. min.	110 ft. min.	No
Building Height	3 stories + 1 story parking/60 ft. max.	3 stories	No
Open Space	25%	28%	No

Ms. Armour reported that Mr. Dorine Tchoudine from Vektor Development and, the project architect, Mr. Wayne Marth from Shive-Hattery, Inc. were present to answer questions.

Mayor Sass asked if the Board had comments or questions.

Trustee Fender asked if the petitioners have done a market study for need in this area. Mr. Marth reported that a study has been done and found that there is a need for skilled nursing; however, before offering this service a Certificate of Need (CON) is required so they plan to start with assisted living as their main function and progress with skilled nursing once the CON is received. A CON usually takes approximately two years to obtain and is awarded by the County and is based on the number of beds allowed.

Trustee Leopold asked if the assisted living facility would be rental units; Mr. Marth reported that they would be rental units. Trustee Leopold stated that he believes this is a good use for this area.

Trustee Piwko asked if the facility were to expand does the petitioner plan to do this with height of building or width of buildings; Mr. Marth stated that they are looking at this but would prefer to keep the buildings lower in height.

Mayor Sass stated that he has concerns with the four (4) curb cuts into the property but recognizes that it is the decision of McHenry County Division of Transportation. Mr. Marth reported that they would like to separate the staff entrance from the visitor and emergency entrances but would consider right-in/right-out access.

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

***It was the consensus of the Village Board to refer Vektor Development Group to the Plan Commission to begin the formal development review and approval process.***

e) FY2010 Project Status Reports and Accomplishments

Village Manager David Johnson reviewed a Power Point Presentation and reported that 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 FY2011 budget.

- 1) The Village Board completed a Strategic Plan for 2011-2015 that affirms the Village's mission, vision, and values that will guide decision-making for the future.
- 2) The Village web site was completely re-designed and updated.
- 3) Implemented new electronic newsletters for regular updates regarding Village agendas, news, Farmers' Market, and Route 47 updates, and began recording of Village Board meetings, making it available on the Village web site.
- 4) The GFOA Certificate of Achievement Award for Excellence in Financial Reporting for the FY2008 audit was received for the seventh consecutive year and the Distinguished Budget Presentation Award for the FY2010 budget was awarded for the seventh year in a row.
- 5) The Police Department was accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA) in July, completing a four-year process.

- 6) A Downtown Revitalization Plan was completed which will serve as a guideline to future development and redevelopment in the core downtown and adjacent areas.
- 7) The Village remained the Lead Agency for the full interchange reconstruction project at Illinois Route 47 and Interstate 90. Phase I Design Engineering has been substantially completed and will be re-submitted for review in November.
- 8) The State of Illinois Department of Transportation began widening of Route 47 from Kreutzer Road to Reed Road. Village improvements and obligations include major water and sewer infrastructure reconstruction, roadway lighting and sidewalks.
- 9) The Village received its first individual bond rating of AA from Standard & Poors.
- 10) The 2010 Street Improvement Program resulted in the reconstruction and resurfacing of Grove Street and the east half of the Southwind Subdivision. In addition, the annual crack sealing program was completed in various neighborhoods.
- 11) Phase I Engineering continued for the Kreutzer Road Extension Project for the planned extension of Kreutzer Road from west of Route 47 to West Main Street (west of the Lion's Chase Subdivision).
- 12) The Village completed the resurfacing of Brier Hill Road.
- 13) The UPRR completed installation of railroad crossing gates on Kreutzer Road and Grove Street.
- 14) The Village was awarded \$573,000 from the McHenry County Council of Mayors for the widening and reconstruction of Reed Road from Haligus Road east to Cambridge Drive (main entrance to the Southwind Subdivision). The Village and Centegra Health System entered into a cost sharing agreement in 2009 and the project was bid and a contract awarded in the amount of \$715,985.81 in September, 2009. Construction was completed in July, 2010.
- 15) The Haligus Road Pedestrian Path Extension adjacent to the Marlowe Middle School was constructed, providing a connection between the existing path and sidewalk to the north and south.
- 16) Northbridge Subdivision Public Improvement Concrete Spot Repairs were completed in September with funds provided by the developer, Lennar Chicago, Inc.
- 17) Construction was completed on the dome for the sludge storage pad at the West Wastewater Treatment Plant.
- 18) Painting of Public Areas at Municipal Complex was completed throughout the building.
- 19) Installation of Additional Distribution Sampling Hydrants.
- 20) Initiated Pre-Treatment/Sampling Manhole Program.

- 21) Brine Pump Motor (Well No. 9) and Spec Meter (Well No. 8) were replaced.
- 22) An Ultra Terrain Vehicle was purchased to facilitate movement around the West Wastewater Treatment plant and to assist with snow removal at the plant and in the downtown.
- 23) Completed replacement of waste pit pumps at Well No. 8, Southwind Subdivision.
- 24) Pond Remediation in Special Service Area No. 5 (Southwind) continued with the installation of additional rip-rap material.
- 25) Replaced leaking roof and ceiling, and painted inside of plant at Well No. 7.
- 26) Completed seal coating of municipal parking facilities, including the parking lots downtown, the Village Hall, and the water and wastewater sites.
- 27) Drainage study for Church Street/Douglas Avenue area was completed, with recommendations of study to alleviate problems implemented by McHenry County Department of Transportation along Algonquin Road.
- 28) Completed the fourth year of the 50/50 Residential Tree Replacement Program, with 20 trees replaced through the program.
- 29) Emerald Ash borer program continued, with monitoring, inspection, and removal of 97 trees.
- 30) Two police officers were certified as gang officers and assigned to the McHenry County Gang Task Force.
- 31) The School Resource Officer began teaching FACES4 curriculum in conjunction with the Driver's Education classes.
- 32) A Teen Safety Camp was held in August.
- 33) Five neighborhoods were qualified as "Neighborhood Watch" areas and posted with signs.
- 34) The Police Department developed a Leadership Training and Succession Plan.
- 35) The Police Department participated in the National Take Back Initiative sponsored by the Drug Enforcement Administration (DEA).
- 36) Enrolled in the Nixle Notification System for emergency/disaster notifications.
- 37) The Farmer's Market completed its fourth season.
- 38) Revised and updated the Sign Ordinance.
- 39) Adopted the 2006 International Code Council building codes with local amendments.

- 40) Continued implementation of the Geographic Information System.
- 41) General RV began construction of a 33,280 square-foot recreational vehicle sales center at the Huntley Auto Mall.
- 42) Walgreens opened a second store at the northeast corner of Route 47 and Reed Road.
- 43) Harris Bank opened a 4,940 s.f. south branch facility at the Huntley Crossings Phase I (Klein Development) Commercial Development at the southeast corner of Route 47 and Powers Road.
- 44) DeFiore Jorgensen Funeral and Cremation Services completed construction and opened a new facility at the Wing Pointe Commercial Subdivision.
- 45) Huntley Professional Center began construction of its first office condo building on Ruth Road.
- 46) Approved new models for Richmond American Homes Lion's Chase residential development.
- 47) Continued Economic Development Program activities, including Business Retention Program, marketing outreach to prospective businesses, and participation in regional ICSC events.
- 48) The Village hosted business seminars for area businesses to assist with the basics of business planning, assessing and current business understanding. The seminars were facilitated by staff from McHenry County College's Small Business Development Center.
- 49) Entered into a contract with Northern Illinois Municipal Electric Cooperative (NIMEC) to purchase electric power for Village street lights.
- 50) The Village initiated efforts to locate an Amtrak station in the downtown along a new service route that will run from Chicago to Dubuque, Iowa.
- 51) The Village continued working with the United States Postal Service to relocate the Huntley Post Office.
- 52) Village representatives participated in neighborhood meetings throughout the community.
- 53) Continued the Pride in Preservation Awards acknowledging pride in ownership and maintenance of historic homes.
- 54) Held a joint meeting with the District 158 School Board.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold remarked that it was a very impressive list and asked for a clarification on what an Ultra Terrain Vehicle was. It was reported that it was like a gator with a cab and steering wheel.

There were no other comments or questions.

*This agenda item was for informational purposes which required no action to be taken by the Village Board.*

f) Policy Direction for Property Tax Levy Ordinance

Mayor Sass reported that on November 18, 2010 the Village Board is scheduled to adopt the 2010 Tax Levy Ordinance. Due to unprecedented activity that will affect the rate and dollar amount, staff is seeking policy direction from the Village board two weeks in advance of the scheduled meeting.

Staff Analysis

Staff has been in contact with both counties regarding projected valuations. Kane County has submitted valuations with an overall 2% decrease from the 2009 base valuation. McHenry County valuations are not yet available however; the Grafton Township Assessor has stated valuation reductions will vary between 7% and 15% below the 2009 base valuation. An overall 11% decrease in valuation is the McHenry County recommendation.

Financial Impact

Estimated financial impact on the Village and individual property owners varies upon policy direction of the Village Board. For the Village, estimates range from a loss of \$315,000 to the General Fund to an increase of \$110,000. The Police Pension Fund will affect any decision as funding requirements will increase by \$45,111 in the 2010 levy which is a direct loss to the General Fund. The following is an estimate of the impacts on a \$225,000 house in each of the possible scenarios.

Levy/Bill	Market Value		Assessed Value	Rate	VOH Taxes	
2009/2010	\$ 225,000.00	33.33%	\$ 74,992.50	0.4116	\$ 308.67	
<b>1.) Estimated affect with maximum levy: Change</b>						
<b>(This option has historically been the Village's standard practice.)</b>						
-15%	\$ 191,250.00	33.33%	\$ 63,743.63	0.4639	\$ 295.71	\$ (12.96)
-11%	\$ 200,250.00	33.33%	\$ 66,743.33	0.4639	\$ 309.62	\$ 0.95
-7%	\$ 209,250.00	33.33%	\$ 69,743.03	0.4639	\$ 323.54	\$ 14.87
-2%	\$ 220,500.00	33.33%	\$ 73,492.65	0.4639	\$ 340.93	\$ 32.26
<b>2.) Estimated affect holding the same dollar value (2009 Tax Levy/2010 Collections): Change</b>						
-15%	\$ 191,250.00	33.33%	\$ 63,743.63	0.4446	\$ 283.40	\$ (25.26)
-11%	\$ 200,250.00	33.33%	\$ 66,743.33	0.4446	\$ 296.74	\$ (11.93)
-7%	\$ 209,250.00	33.33%	\$ 69,743.03	0.4446	\$ 310.08	\$ 1.41
-2%	\$ 220,500.00	33.33%	\$ 73,492.65	0.4446	\$ 326.75	\$ 18.08
<b>3.) Estimated affect holding the same dollar with Pension increase (2009 Tax Levy with Pension Increase/2010 Collections with Pension Increase): Change</b>						
-15%	\$ 191,250.00	33.33%	\$ 63,743.63	0.4502	\$ 286.97	\$ (21.70)
-11%	\$ 200,250.00	33.33%	\$ 66,743.33	0.4502	\$ 300.48	\$ (8.19)
-7%	\$ 209,250.00	33.33%	\$ 69,743.03	0.4502	\$ 313.98	\$ 5.31
-2%	\$ 220,500.00	33.33%	\$ 73,492.65	0.4502	\$ 330.86	\$ 22.19

<b>4.) Estimated affect holding the same rate (2009 Levy Property Tax Rate):</b>							<b>Change</b>
-15%	\$ 191,250.00	33.33%	\$ 63,743.63	0.4116	\$	262.37	\$ (46.30)
-11%	\$ 200,250.00	33.33%	\$ 66,743.33	0.4116	\$	274.72	\$ (33.95)
-7%	\$ 209,250.00	33.33%	\$ 69,743.03	0.4116	\$	287.06	\$ (21.61)
-2%	\$ 220,500.00	33.33%	\$ 73,492.65	0.4116	\$	302.50	\$ (6.17)

**1.) Estimated affect with maximum levy:**

In this scenario, the process would remain consistent with all previous tax levy ordinances. The levy request of \$3,800,000 would capture all dollars available to the Village. This levy would provide an estimated increase of \$155,958 of which \$45,111 would be allocated to the Police Pension Fund. Depending on the market value adjustments, some homeowners could potentially realize an increase from the 2010 tax bill, however the amount varies. The property tax rate increase is potentially .05 or 12%. This does not mean that property owners would be subject to a 12% increase in property taxes paid.

**2.) Estimated affect holding the same dollar value as the 2010 collections:**

In this scenario, levy request would be the 2010 collections of \$3,608,068. This would reduce the allocation to the General Fund by \$45,111 for the Police Pension Fund levy. The Village would potentially lose \$155,958 permanently of which \$110,847 would be to the General Fund. The property tax rate increase is potentially .03 or 7%. This does not mean that property owners would be subject to a 7% increase in property taxes paid.

**3.) Estimated affect holding the same dollar value with Police Pension increase:**

In this scenario, the levy request would be \$3,653.179 (\$3,608,068 + \$45,111) which would keep the General Fund with the same property tax revenues as 2010, but allowing the higher funding level of the Police Pension Fund. The Village would potentially lose \$110,847 permanently. The property tax rate increase would be the same as scenario #2.

**4.) Estimated affect holding the same tax rate:**

In this scenario, the levy request would be \$3,800,000; however the rate would be adjusted or reduced next year to the same tax rate as the 2010 tax bills of .4116 when the Counties issue the final reports. This would be a loss of approximately \$315,000 to the General Fund permanently. The property tax would potentially remain the same; however, property taxes paid to the Village would be reduced.

Mayor Sass reported that as discussed at the Budget Workshop meeting, the Village Board is scheduled to adopt the 2010 Tax Levy Ordinance on November 18<sup>th</sup>. Due to the estimated reduction in the Village’s overall assessed valuation that likely will impact the Village’s property tax rate, policy direction is needed on how to proceed with the tax levy process. The Village Board is aware that Kane County has submitted valuations with an overall 2% decrease from the 2009 base valuation and McHenry County valuations are not yet available; however, the Grafton Township assessor has stated valuation reductions will vary between 7% and 15% below the 2009 base valuation. An overall 11% decrease in valuation is the McHenry County recommendation. The decreases in both counties take into consideration new growth. Mayor Sass stated that the Board had the opportunity to review the four different scenarios provided in the packet and asked if the Village Board had additional comments or questions. The policy direction was to proceed with preparing the property tax levy in accordance with the Village’s past practice as found in scenario No. 1 which will be included on the November 18<sup>th</sup> Village Board Agenda.

g) Approval of the 2010 Christmas in the Square Event

Management Assistant Barbara Read reviewed a Power Point Presentation and reported that the Huntley Jaycees are requesting approval and assistance to conduct a Christmas in the Square event on Saturday December 4, 2010 from Noon – 6:00 pm. The following events tentatively scheduled:

Noon – 4:30 p.m. Free Hayrides, Free Kids Crafts sponsored by the Huntley Park District and the Reading of Classic Holiday Stories sponsored by the Huntley Area Public Library.

Noon – 5:00 p.m. Friends of the Library Book Sale in Old Village Hall, Kris Kringle Market, Free Family Games sponsored by the Jaycees, Free hot cocoa sponsored by Westlake Community Church and Free popcorn sponsored by Cornerstone Baptist Church.

4:00 – 4:30 p.m. Caroling led by Westlake Community Church.

4:30 p.m. – 6:00 p.m. Santa will arrive at the square on a fire truck at 4:30 p.m. (sun sets at 4:22 p.m.), Holiday Tree Lighting in the Gazebo (immediately following Santa's arrival) and Free Pictures with Santa in the Gazebo by Kelly Eagan Photography.

Village Responsibilities

- Coordination of the event
- Purchase of Christmas Tree for Gazebo
- Installation of lights on Village Holiday Tree in the Gazebo and trees/bushes in the Square (week of November 15<sup>th</sup>)
- Installation of banner over Main Street (November 19<sup>th</sup>)
- Use of Village barricades for closure of Coral Street between Church and Woodstock Streets

Other Responsibilities

- Purchase / obtain additional lights, if needed, for the Square – Huntley Jaycees
- Purchase and installation of snipe signs to be placed at the entrances of the subdivisions on November 19<sup>th</sup> and removed no later than December 6<sup>th</sup> – Huntley Jaycees
  - Del Webb Blvd at Route 47 (Sun City)
  - Kreutzer Road at Main Street (Lion's Chase)
  - Talamore Blvd at Route 47 (Talamore)
  - Northbridge Drive at Algonquin Road (Northbridge)
  - Faiths Way Drive at Haligus Road (Northbridge)
  - Rainsford Drive at Route 47 (Covington Lakes)
  - Evendale Road at Haligus Road (Huntley Meadows & Georgian Place)
  - Lansdale Street at Haligus (Heritage)
  - Haligus at Huntley-Dundee (Wing Pointe)
  - Beacon Avenue at Huntley-Dundee (Cider Grove)

Management Assistant Read requested approval from the Village Board to authorize Staff to proceed with the event as proposed.

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

*It was the consensus of the Village Board to approve the Christmas on the Square Event, as presented.*

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:** None

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass reported that due to the Veteran's Day holiday there will be no Village Board meeting on November 11<sup>th</sup>.

Mayor Sass reported that the Historic Preservation Commission is hosting a *Tour of Duty of Huntley Veteran's* event in the Old Village Hall on Saturday, November 6<sup>th</sup>.

**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 7:46 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Fender**

**The Voice Vote noted all ayes and the motion carried.**

Respectfully submitted,

Barbara Read  
Recording Secretary