

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
December 11, 2014  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, December 11, 2014 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Mayor Charles Sass; Trustees: Ronda Goldman, Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

**ABSENT:** Trustee Charles Huffman

**IN ATTENDANCE:** Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Finance and Human Resources Jennifer Chernak, Director of Development Services Charles Nordman, Village Engineer Tim Farrell, Police Chief John Perkins, Director of Public Works Jim Schwartz and Village Attorney Mike Coppedge.

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

**PUBLIC HEARING:**

Village of Huntley Fiscal Year 2015 Annual Operating and Capital Budget

**A MOTION was made to open the Public Hearing at 7:02 p.m.:**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

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

Village Manager David Johnson reviewed a Power Point Presentation highlighting the major sections of the FY2015 Operating Budget.

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

Mayor Sass asked if anyone from the Public wished to make a comment.

Pam Fender, 11601 Frederick Way, commented on the success of the recent A Very Merry Huntley and the farmers market and stated that she would like the Village to offer more public events as other communities do as they benefit the downtown and Huntley businesses.

There were no other comments or questions from the Public.

**A MOTION was made to close the Public Hearing at 7:14 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Westberg**

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

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of an Ordinance Adopting the Village of Huntley Fiscal Year 2015 Annual Operating and Capital Budget

Village Manager David Johnson reported that in accordance with Illinois State Statute and direction received from the Village Board of Trustees, the 2015 Annual Operating and Capital Budget is presented for final consideration. Upon final Village Board approval, staff will file the required budget documentation with all appropriate County offices in both McHenry and Kane Counties.

Staff Analysis

Through the budget preparation and review process, operational and capital projects goals have been identified for completion in 2015. Goals have been proposed which are in support of the mission, vision, and values statement of the 2011-2015 Strategic Plan. The operating and capital budgets have been reviewed with the Village Board in the following meetings:

- October 9, Review of Strategic Plan; Financial Policies; Major Capital Revenue Sources; Capital Projects and Projected Capital Fund Balances; and Preliminary List of FY15 Capital Projects
- October 23, Village Board Budget Workshop – Review of On-Going Services, Programs and Preliminary Capital Requests from Departments
- November 13, Village Board Meeting – Policy Direction Regarding 2014 Tax Levy

The FY15 Operating and Capital Budget totals \$28,871,878 in expenditures for all funds. The FY15 budget includes funding for implementation of the Downtown Revitalization Plan (\$3,750,000) and the AMTRAK passenger rail project (\$2,950,000) in the downtown. These downtown improvement projects of approximately \$7 million represent 25% of the total FY15 budget, and the Village will be reimbursed 80% of the AMTRAK project costs from the State of Illinois.

In accordance with Village Financial and Budget Policies, the proposed budget for the General Operating Fund is balanced with \$10,144,768 in revenues and expenditures.

Legal Analysis

Pursuant to State law, the draft budget document was made available for public inspection on the Village's web site and at the front counter of the Municipal Complex beginning Monday, December 1, 2014. In addition, the required public notice was published in the Northwest Herald on December 1, 2014, informing the general public of the budget public hearing scheduled for Thursday, December 11, 2014, at 7:00 p.m. at the regularly scheduled Village Board meeting.

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

Trustee Leopold stated that he wanted to publically thank Staff for reviewing and answering the 40 questions he had on the budget. Trustee Leopold stated that he appreciates the very conservative budget and commended Staff on their work.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance Adopting the Village of Huntley Fiscal Year 2015**

**Annual Operating and Capital Budget and to direct the Village Treasurer to file the document accordingly.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Piwko**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

- b) Consideration – Approval of an Ordinance Authorizing the levy and collection of taxes for the Village of Huntley 2014 Annual Property Tax Levy in the amount of \$3,800,000 and to direct the Village Treasurer to record the document accordingly

Village Manager David Johnson reported that the Village's 2014 Tax Levy request is for \$3,800,000. Once approved by the Village Board, staff will file the property tax levy ordinance with all appropriate offices at both McHenry and Kane Counties.

Staff Analysis

The Village's 2014 Levy request is \$3,800,000. As the request is less than 105% from the prior year, the Truth in Taxation publication and a public hearing were not required.

State law requires that the levy cannot be adopted sooner than twenty (20) days after the initial discussion on the levy, which took place at the November 13, 2014 Village Board meeting.

Financial Impact

Funding for the 2015 Village of Huntley Annual Budget.

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

**A MOTION was made to approve an Ordinance Authorizing the levy and collection of taxes for the Village of Huntley 2014 Annual Property Tax Levy in the amount of \$3,800,000 and to direct the Village Treasurer to record the document accordingly.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Piwko**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

- c) Consideration – Approval of an Ordinance Amending Ordinance (O) 2008-05.27 Relating to the Simplified Municipal Telecommunications Tax Assessed in the Village of Huntley, McHenry and Kane Counties, Illinois

Village Manager David Johnson reported that the Village previously adopted Ordinance (O) 2003-09.84, which provided for an amendment to the Simplified Municipal Telecommunications Tax Rate to create a funding mechanism to provide revenue for the annual debt service for tax debt certificates issued by the Village to offset the construction costs for the new Municipal Complex. The ordinance was subsequently amended in 2008 (Ordinance (O) 2008-05.27) to also provide a funding mechanism for the Village's share of the costs for the reconstruction of a full interchange at I-90 and Route 47.

Staff Analysis

The 2003 ordinance approved an increase in the tax rate from one percent to six percent, with the provision that of the six percent amount collected, five percent would be pledged for and used by the Village for costs associated with the construction of the Municipal Complex. The remaining one percent collected was for General Fund operations. The 2008 amended ordinance authorized a portion of the tax to be used to fund the Village's share of the interchange project.

The proposed amendment would allow for the rate to remain at six percent, with five percent pledged for capital projects such as the annual Pavement Management Program, Downtown Revitalization Plan Streetscape Improvements, and any other capital projects approved by the Village Board. The remaining one percent is proposed to be used for General Fund operations, as is the current practice.

Financial Impact

The amendment does not generate additional funds. The tax rate currently imposed remains the same.

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

**A MOTION was made to approve an Ordinance Amending Ordinance (O) 2008-05.27 Relating to the Simplified Municipal Telecommunications Tax Assessed in the Village of Huntley, McHenry and Kane Counties, Illinois.**

**MOTION: Trustee Goldman**

**SECOND: Trustee Kanakaris**

**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**

**NAYES: None**

**ABSENT: Trustee Huffman**

**The motion carried: 5-0-1**

d) Consideration of the following Ordinances allowing for the amendment and abatement of the Village of Huntley Special Service Areas as follows:

- i: Approval of an Ordinance Amending the Special Tax Roll for Special Service Area Number 5 (Southwind Subdivision) *in the amount of \$23,000.00.*
- i. Approval of an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 6 (Southwind Subdivision) in the amount of \$467,498.16 of which \$67,497.24 is hereby abated, *resulting in a Special Tax Requirement of \$400,000.92.*
- ii. Approval of an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 7 (Southwind Subdivision) in the amount of \$420,524.66 of which \$99,522.18 is hereby abated, *resulting in a Special Tax Requirement of \$321,002.48.*
- iii. Approval of an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 8 (Southwind Subdivision) in the amount of \$505,722.09 of which \$115,719.99 is hereby abated, *resulting in a Special Tax Requirement of \$390,002.10.*
- iv. Approval of an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 9 (Wing Pointe

Subdivision) in the amount of \$1,256,881.44 of which \$266,876.76 is hereby abated ***resulting in a Special Tax Requirement of \$990,004.68.***

- v. Approval of an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 10 (Heritage of Huntley Subdivision) in the amount of \$693,155.83 of which \$153,154.57 is hereby abated, ***resulting in a Special Tax Requirement of \$540,001.26.***
- vi. Approval of an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 11 (Georgian Place Subdivision).
- vii. Approval of an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 12 (Northbridge Subdivision).
- viii. Approval of an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 13 (Covington Lakes Subdivision).
- ix. Approval of an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 14 (Lions Chase Subdivision).
- x. Approval of an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 15 (Cider Grove Subdivision).
- xi. Approval of an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 16 (Talamore Subdivision).

Mayor Sass reported that the Village Board is being requested to amend the tax rolls and abate taxes for each Special Service Area (SSA) in the Village of Huntley. The need to amend the Special Tax Rolls and abatement of SSA taxes is the result of the actual Special Tax requirement in each service area for the 2014 levy year.

#### Staff Analysis

The Village is not requesting to actually levy taxes for Special Service Areas 6, 7, 8, 9, and 10, but is required to file Special Service Area Ordinances to ensure that adequate funds are available to pay for the annual bond and interest payment of each Special Service Area. The actual levy was requested at the time of bond issuance for each service area.

MuniCap, Inc. calculates the special tax requirements for each service area and prepares a report pursuant to the “Rate and Method of Apportionment of the Special Tax” as stated in the bond documents. The 2014 special tax requirement has increased due to decreasing investment rates and increasing principal payments, however the tax is still well below the maximum tax for each service area.

2014 Tax Levy/2015 Tax Bills					
		Maximum	Abated	Tax	Final Pymt Yr
SSA #6	Southwind	\$2,236.83	\$322.95	\$1,913.88	2024
SSA #7	Southwind	2,236.83	529.37	1,707.46	2027
SSA #8	Southwind	2,292.01	524.61	1,767.40	2028
SSA #8	SW/Townhome	1,148.03	262.57	885.46	2027
SSA #9	Wing Pointe	2,280.20	484.16	1,796.04	2028
SSA #9	WP/Townhome	1,424.62	302.50	1,122.12	2027
SSA #10	Heritage	2,119.74	468.36	1,651.38	2028

**Financial Impact**

Special Service Areas 5, 11, 12, 13, 14, 15 and 16 are for maintenance of open space and common area in the residential subdivisions. SSA #5 (Southwind) is the only active maintenance SSA levy at this time. The common area and open space in the other six service areas are the responsibility of the homeowner’s associations in each of the respective neighborhoods, and the SSA’s are considered “dormant”. The Village would only enact the SSA’s if the common area and open space was not being maintained properly.

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

Mayor Sass stated that the Village Board is requested to approve the following Ordinances and to direct the Treasurer to file the documents accordingly in the McHenry County Clerk's office.

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll for Special Service Area Number 5 (Southwind Subdivision) in the amount of \$23,000.00.**

- MOTION:** Trustee Westberg
- SECOND:** Trustee Leopold
- AYES:** Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg
- NAYES:** None
- ABSENT:** Trustee Huffman
- The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 6 (Southwind Subdivision) in the amount of \$467,498.16 of which \$67,497.24 is hereby abated, resulting in a Special Tax Requirement of \$400,000.92.**

- MOTION:** Trustee Goldman
- SECOND:** Trustee Kanakaris
- AYES:** Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg
- NAYES:** None
- ABSENT:** Trustee Huffman
- The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 7 (Southwind Subdivision) in the amount of \$420,524.66 of which \$99,522.18 is hereby abated, resulting in a Special Tax**

*Requirement of \$321,002.48.*

**MOTION:** Trustee Kanakaris  
**SECOND:** Trustee Westberg  
**AYES:** Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg  
**NAYES:** None  
**ABSENT:** Trustee Huffman  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 8 (Southwind Subdivision) in the amount of \$505,722.09 of which \$115,719.99 is hereby abated, *resulting in a Special Tax Requirement of \$390,002.10.***

**MOTION:** Trustee Leopold  
**SECOND:** Trustee Piwko  
**AYES:** Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg  
**NAYES:** None  
**ABSENT:** Trustee Huffman  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 9 (Wing Pointe Subdivision) in the amount of \$1,256,881.44 of which \$266,876.76 is hereby abated *resulting in a Special Tax Requirement of \$990,004.68.***

**MOTION:** Trustee Piwko  
**SECOND:** Trustee Leopold  
**AYES:** Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg  
**NAYES:** None  
**ABSENT:** Trustee Huffman  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 10 (Heritage of Huntley Subdivision) in the amount of \$693,155.83 of which \$153,154.57 is hereby abated, *resulting in a Special Tax Requirement of \$540,001.26.***

**MOTION:** Trustee Piwko  
**SECOND:** Trustee Westberg  
**AYES:** Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg  
**NAYES:** None  
**ABSENT:** Trustee Huffman  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 11 (Georgian Place Subdivision).**

**MOTION:** Trustee Westberg  
**SECOND:** Trustee Goldman  
**AYES:** Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg  
**NAYES:** None  
**ABSENT:** Trustee Huffman  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 12 (Northbridge Subdivision).**

**MOTION: Trustee Goldman**  
**SECOND: Trustee Westberg**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 13 (Covington Lakes Subdivision).**

**MOTION: Trustee Kanakaris**  
**SECOND: Trustee Leopold**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 14 (Lions Chase Subdivision).**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Piwko**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 15 (Cider Grove Subdivision).**

**MOTION: Trustee Piwko**  
**SECOND: Trustee Leopold**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

**A MOTION was made to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 16 (Talamore Subdivision).**

**MOTION: Trustee Piwko**  
**SECOND: Trustee Westberg**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

- e) Consideration – Approval of the December 11, 2014 Bill List in the Amount of \$1,303,046.01



Mayor Sass reported that \$1,106,512.54 (or 85%) of the total bill list is attributable to payment to Engineering Enterprises for the Master Utility Planning project, to Ruekert & Mielke for the Utility Field Inventory project, payment to Huntley Venture for the WWTP Recapture Buyout and Payout#2 to Geske & Sons for the 2014 MFT Street Program.

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

**A MOTION was made to approve the December 11, 2014 Bill List in the amount of \$1,303,046.01.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Westberg**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

- f) Consideration – Approval of a Resolution Approving a General Services Agreement with Layne Christensen Company for the Maintenance and Repair of Village Wells and Pumps

Mayor Sass reported that since 2011, the Village has entered into a general services agreement with Layne Christensen Company for the maintenance and repair of Village wells and pumps. Layne Christensen Company has been drilling and servicing Village wells and pumps for over 20 years. Because of this long-standing business relationship, Layne Christensen is continuing to offer a loyalty discount of 5% to 10 % based on work performed.

Staff Analysis

Layne Christensen is a sole vendor for all five wells currently installed at all Village facilities. The proposed contract is for one-year and can be renewed based on satisfactory performance.

Financial Impact

Savings will vary depending on the type of work performed.

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

Trustee Leopold asked if the Village has ever had a problem with their service; Director of Public Works Jim Schwartz reported that the Village has never had a problem with the company.

There were no other comments or questions.

**A MOTION was made to approve a Resolution for a General Services Agreement with Layne Christensen Company for the Maintenance and Repair of Village Wells and Pumps.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Kanakaris**  
**AYES: Trustees Goldman, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: Trustee Huffman**  
**The motion carried: 5-0-1**

**VILLAGE ATTORNEY’S REPORT: None**

**VILLAGE MANAGER'S REPORT:** None

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass reported that the last meeting of the year will be on December 18<sup>th</sup> and that will include a Liquor Commission Hearing.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Trustee Piwko stated that Staff did a great job of coordinating A Very Merry Huntley.

Trustee Leopold commented that the lights in the Town Square look good.

**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 7:30 p.m.**

**MOTION:** Trustee Piwko

**SECOND:** Trustee Kanakaris

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

Respectfully submitted,

Barbara Read  
Recording Secretary