

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
AND 2010 BUDGET WORKSHOP
October 22, 2009
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, October 22, 2009 at 6:00 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, Niko Kanakaris, Harry Leopold, Paul Mercer and John Piwko.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Management Assistant Barbara Read, Police Chief John Perkins, Village Engineer William Geegan, Public Works Director Jim Schwartz, Director of Finance and Human Resources Jennifer Chernak, Chief Building Official Keith Rooney, Senior Planner Charles Nordman, Project Manager Keith Schaedel, Building & Grounds Superintendent Rob Klemm, Accounting Supervisor Julie Baumgartner, Civil Engineer Rob Scardino, Deputy Chief Mike Klunk, Deputy Chief Todd Fulton and Village Attorney Mike Coppedge.

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

APPROVAL OF AGENDA: There were no changes to the agenda.

PUBLIC COMMENTS: None

CONSENT AGENDA:

- a) Approval of the September 17, 2009 Committee of the Whole and September 24, 2009 Village Board Meeting Minutes
- b) Approval of the October 22, 2009 Bill List in the amount of \$897,394.38
- c) Approval of Ordinance (O)2009-10.44 – An Ordinance Approving a Map Amendment to Rezone 11613 Main Street from “O-PUD” Office - Planned Unit Development to “B-4” Adaptive Reuse
- d) Approval of Resolution (R)2009-10.63 – A Resolution Granting a Temporary Use Permit to allow a Temporary Banner for Shepherd of the Prairie Church, 10805 Main Street
- e) Approval of Resolution (R)2009-10.64 – A Resolution Granting a Temporary Use Permit For a Tent Sale at Tom Peck Ford of Huntley, Inc., 13900 Auto Mall Drive

- f) Approval of Resolution (R)2009-10.65 – Christopher B. Burke Engineering, Ltd. (CBBEL) Proposal for Professional Engineering Services to Provide Assistance with the Continuation of GIS Base Maps and Utility Atlases
- g) Approval of Resolution (R)2009-10.66 – An Intergovernmental Agreement with the Huntley Park District for the Installation of a Pedestrian Path
- h) Approval of Resolution (R)2009-10.67 – An Agreement Between the County of McHenry and the Village of Huntley for Maintenance and Care of the Village Improvements and Enhancements Along Algonquin Road
- i) Approval of Transportation and Legislative Priorities to be Submitted to the McHenry County Council of Governments (McCOG), *as amended*
- j) Approval of the Village of Huntley Economic Development Incentive Policy
- k) Approval of Payout Request No. 4 in the amount of \$20,359.45 – Schroeder Asphalt Services, Inc. – 2009 Street Improvement Program
- l) Approval of Payout Request No. 1 in the amount of \$220,300.24 – Schroeder Asphalt Services, Inc. – 2009 Street Improvement Program Extension

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

A MOTION was made to approve the Consent Agenda.

MOTION: Trustee Leopold
SECOND: Trustee Kadakia
Ayes: Trustees: Fender, Kadakia, Kanakarlis, Leopold, Mercer and Piwko
Nays: None
Absent: None
The motion carried 6-0-0

DISCUSSION/APPROVAL OF ITEMS REMOVED FROM THE CONSENT AGENDA:

- 6a) Approval of Ordinance (O)2009-10.40 – An Ordinance Granting a Simplified Residential Zoning Variation for Rear Yard Setback Relief for Shane and Samantha Myers, 9925 Bedford Drive

Village Manager David Johnson reported that this item was removed from the Consent Agenda at the Committee of the Whole meeting in order to table action until October 22, 2009 on the variance until a plan is presented and approved and building code compliance for the structure, as currently constructed, can be confirmed. Village Manager Johnson stated that because there were a significant amount of building code violations and Shane and Samantha Myers were out of town and had not received Chief Building Official Keith Rooney’s formal report that Staff requests the Village Board table this item until the November 5th Committee of the Whole Meeting for further discussion prior to considering the Simplified Residential Zoning Variation Request for Rear Yard Setback Relief.

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

Trustee Paul Mercer requested that this item be tabled until all information is received and evidence is acquired and not to a date certain. Mayor Sass asked Village Attorney Coppedge if this item could be tabled without an end date. Attorney Coppedge said an end date was not necessary to table an agenda item.

There were no other comments or questions.

A MOTION was made to table consideration of Ordinance (O)2009-10.40 – An Ordinance Granting a Simplified Residential Zoning Variation for Rear Yard Setback Relief for Shane and Samantha Myers, 9925 Bedford Drive.

MOTION: Trustee Leopold
SECOND: Trustee Fender
AYES: Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer and Piwko
NAYS: None
ABSENT: None
The motion carried 6-0-0.

ITEMS FOR CONSIDERATION:

- 7a) Quarterly Financial Reports – Transmittal of the Third Quarter Financial Reports for the Village of Huntley – Revenue and Expense Report

Village Manager David Johnson reported that in the Board’s packet, they received the Village’s Third Quarter Financial Reports. Village Manager Johnson reported that Staff typically provides a full PowerPoint presentation on the Quarterly Financial Reports but this same information will be covered in the 2010 Budget Workshop presentation.

Village Manager Johnson summarized by reporting that the third quarter financial reports for the General Fund show revenues exceeding expenditures by \$417,700.18; however, it is important to note that nearly all of the revenues from property taxes have now been received meaning that no additional revenues will be derived from this source for FY2009.

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

Trustee Kadakia requested that the quarterly reports include an investment report. There were no other questions or comments.

A MOTION was made to accept and place on file the Third Quarter Financial Reports.

MOTION: Trustee Kadakia
SECOND: Trustee Mercer
Ayes: Trustees: Fender, Kadakia, Kanakaris, Leopold, Mercer and Piwko
Nays: None
Absent: None
The motion carried 6-0-0

7b) Discussion – 2010 Budget Workshop

Village Manager David Johnson reviewed a PowerPoint presentation and reported that the workshop document in the Board’s Packet as well as this workshop is intended to be the foundation for beginning the FY2010 Budget process.

Staff started preliminary FY2010 discussions in early September, and this workshop document is presented under the same, if not worse, external economic conditions that existed in formulating the FY2009 Budget. Once again, the revenue projections remain conservative, yet realistic, and all Village Departments have made efforts to reduce expenditures.

The preliminary estimated cost savings measures proposed for the FY2010 general fund budget are \$543,000. Adding the cost savings measures approved as a part of the FY2009 budget (\$520,000) with those proposed for FY2010 means that the Village will implement \$1,063,000 in cost controls over this two year period. Village Manager Johnson stressed that this does not necessarily mean that the Village’s overall financial performance has improved by this dollar amount. These cost savings measures are being made to offset the reduction in revenues received by the Village and in some cases the increased cost of doing business.

Over 50% of the reduction is attributed to leaving positions vacant and making internal transfers to fill vacant positions that were required to be filled for operational purposes. The total number of employees proposed for FY2010 is 92, which is 4 fewer than the 96 full-time employees approved as a part of the FY2009 budget. With the increase in the Village’s population to 25,525, this means the Village employs 3.6 employees per 1,000 residents, one of the lowest ratios in the area. Village Manager Johnson commended the “can do attitude” of the Village’s Executive Management Team and the majority of Village employees in promoting an organizational culture that allows for the Village to provide quality municipal services in this cost efficient manner.

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 two 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.

Village Manager Johnson stated that Staff looks forward to beginning the FY2010 budget process with the Village Board, and in the end, producing a budget document that is proactive in meeting the expectations of our citizens.

FISCAL YEAR (FY)2010 BUDGET CALENDAR

Friday, October 16, 2009	Budget requests due from Departments
Thursday, October 22, 2009	Village Board Workshop Meeting
October 26 – 30, 2009	Budget compilation - Draft
November 2 – November 6, 2009	Staff Budget review
November 9 – 13, 2009	Budget revisions

Tuesday, November 17, 2009	Staff review and finalization of proposed budget
Thursday, November 19, 2009	Property tax levy resolution – Village Board (20 days before adoption of levy)
Friday, November 20, 2009	Distribute proposed budget to Mayor and Board of Trustees
Monday, December 1, 2009	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
Monday 12/7 – Tuesday 12/8/09	Village Board breakdown sessions
Tuesday, December 8, 2009	Village Board Budget workshop
Thursday, December 10, 2009	Public Hearing – FY 2010 Proposed Budget Public Hearing – 2009 Property Tax Levy Additional Village Board Discussion Village Board Consideration of FY 2010 Budget Village Board Consideration of 2009 Tax Levy (levy finances 2010 budget)
Friday, December 18, 2009	File Property Tax Levy with Counties

On-Going Services

The Village of Huntley, a home rule municipality, is governed by a Village President (Mayor) and a board of six trustees, which make up the Village Board of Trustees. The Village Board of Trustees functions as the legislative branch of the Village government. In accordance with state law the Board of Trustees establishes the policy and legislative direction of the Village, adopts all ordinances and resolutions, and maintains the authority of final determination on land use matters. The Village operates under the Council-Manager form of government and employs a full-time Village Manager who manages and is responsible for the daily operations of the Village.

On a daily basis, the Village delivers a wide variety of primary services to its residents and businesses. These services, outlined below, do not include capital improvements or major programs:

Village Manager's Office

1. Supervision and coordination of all Departments and appointment of Village personnel
2. Preparation of Village Board agendas, development of proposed annual budget, implementation of Village Board decisions, oversight of internal and external communications, and recommendations to the Village Board on policy issues
3. Execution of policies, enforcement of ordinances and resolutions, and management of day-to-day operations
4. Oversight of the Village's Business and Economic Development functions

Village Clerk's Office

5. Maintenance of ordinances, resolutions, minutes, and all other official Village records
6. Monitoring of licenses and applications including those for liquor, wastehauling, and raffles
7. Coordination of Freedom of Information Act requests and other citizen inquiries

Finance and Human Resources

8. Implementation of the Village's budget and management of the Village's financial and human resources
9. Coordination and processing of payroll, accounts payable/receivable, and water and sewer billing functions serving over 11,000 customers
10. Administration of employee benefit programs, hiring process, and risk management programs
11. Processing of bi-monthly bill lists for Village Board approval
12. Risk Management and Claims Administration
13. IT Administration and Data Systems Management

Development Services

14. Coordination of long-range planning activities, review of planning and zoning petitions, and review and revision of land use ordinances
15. Review and approval of construction plans, issuance of building permits, and inspection services of all new construction
16. Enforcement of building, property maintenance, and zoning codes

Engineering

17. Review and inspection of new public improvements in residential, commercial, and industrial developments
18. Management of capital improvement projects and coordination with other governmental agencies
19. Management and tracking of developer guarantees from the approval process through the end of maintenance and acceptance

Public Works – Buildings and Grounds Division

20. Maintenance and repair of all municipal buildings and grounds, including cleaning, mowing, and snow removal, which includes 103,000 square feet of space and over 37 acres
21. Coordination of maintenance service contracts for HVAC, elevators, and fire suppression systems

Public Works – Streets and Underground Division

22. Maintenance and repair of all Village-owned roadways, including snow plowing and street cleaning (over 120 miles), sidewalks, street lighting, signage, pavement marking, and water distribution (over 120 miles of water main), storm and sanitary collection systems
23. Assistance with special community events with placement of traffic control devices and set-up and breakdown of other equipment as needed

Public Works – Water and Sewer

24. Operation and maintenance of five wells and water treatment facilities, five elevated storage tanks, and two wastewater treatment plants that have the capacity on a daily basis to treat 6.5 millions gallons of water and to process 4.4 million gallons of wastewater

Police

25. Enforcement of all laws of the Village, including code and traffic enforcement
26. Response to daily calls for service (Approximately 8,000 annually)
27. Processing of reports and maintenance of records

FY2009 Department Statistical Information

Village Manager's Office (through September, 2009)

- 100 Freedom of Information Act (FOIA) requests processed
- 48 raffle permits processed
- 100 ordinances and resolutions processed
- 4 cemetery deeds processed
- 33 Village Board agenda packets processed
- 3 newsletters produced and distributed
- 105 business recruitment letters and meetings
- 37 business retention visits conducted
- 11 ribbon-cutting and groundbreaking events attended
- 23 Huntley Chamber events attended

Finance and Human Resources (through September, 2009)

- 54,575 water bills issued
- 2,984 lockbox payments processed (implemented on 8/24/09)
- 42,621 checks processed
- 1,739 checks issued
- 721 purchase orders issued
- 11 liability insurance claims
- 8 worker's compensation claims
- 10,172 calls for water bills handled

Development Services (through September, 2009)

- 56 residential units permitted; \$7,583,450 construction value
- 3 new commercial buildings; \$3,900,000 construction value
- 910 miscellaneous residential and commercial permits; \$7,820,557 construction value
- 969 total permits issued; \$19,304,007 total construction value
- 3,812 building inspections conducted (including plumbing, electrical, code enforcement and miscellaneous inspections)
- 639 plan reviews processed
- 14 development applications received or processed

Engineering (through September, 2009)

- 140 permit plan reviews processed for single-family units
- 10 permit plan reviews processed for commercial projects
- 323 inquiries responded to regarding traffic, flood plain, drainage, and other issues

Public Works (through September, 2009)

- 1,015 resident requests/inquiries responded to including mailboxes, street lights, water and sewer, water quality checks, Emerald Ash Borer and other tree inspections, and miscellaneous issues
- 60 building maintenance requests responded to
- 3,257.25 hours worked; 2,415 tons of salt used; 10,524.60 gallons of fuel used for snow removal operations for Winter 2008-2009 (12-1-08 through 3-31-09)
- 1,751 J.U.L.I.E. locates performed
- 619 maintenance and repair jobs completed on Village vehicles
- 11,953 gallons of flex fuel used
- 31,025 gallons of regular fuel used
- 25,567 gallons of bio-diesel fuel used

Police (through September, 2009)

- 6,336 calls for service
- 1,146 ordinance violations
- 193 domestic contacts
- 3,446 traffic tickets issued
- 372 traffic accidents
- 1,791 warning tickets issued
- 28 DUI arrests
- 7,746 records phone calls
- 136 Freedom of Information Act (FOIA) requests processed
- 182 investigation cases
- 3,472 lobby visits
- 57 public relations/community policing events
- 163 Part I Crimes
- 686 Part II Crimes

On-Going Programs

The following is a list of the Village's major programs.

General Programs:

1. Residential Wastehauling Program
2. Annual Independence and Memorial Day Celebrations
3. Farmer's Market
4. Senior Transportation Services
5. Public Information (Website, Newsletter and Village calendar)
6. Employee Assistance and Wellness Program
7. Business Retention and Economic Development Program
8. Downtown Revitalization
9. Mosquito Abatement / Management Program
10. Geographic Information System (GIS) Program

Public Works and Engineering Programs:

11. 50/50 Tree Replacement Program
12. Emerald Ash Borer Program
13. Pavement Management Program (Crack Sealing)
14. National Pollutant Discharge Elimination System (NPDES) Program
15. Backflow Prevention Program
16. Brush Pickup Program (conducted twice per year Spring and Fall)
17. Brush Drop-off Program (conducted four times over the Summer months June – Sept.)
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

Police/Public Safety Programs:

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. 2010 – 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

FY2010 Preliminary General Fund Revenue Outlook

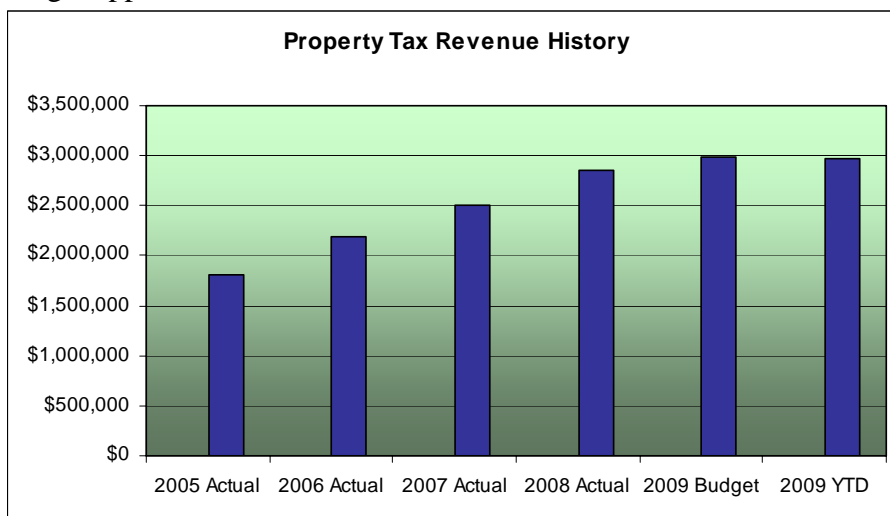
Staff's preliminary revenue estimates for the major General Fund revenue sources are found below. The major revenue sources account for approximately 83% of the Village's General Fund revenues.

FY 2009 Financial Review – Revenues and Expenditures

Analysis of Major Revenue Sources through September 2009

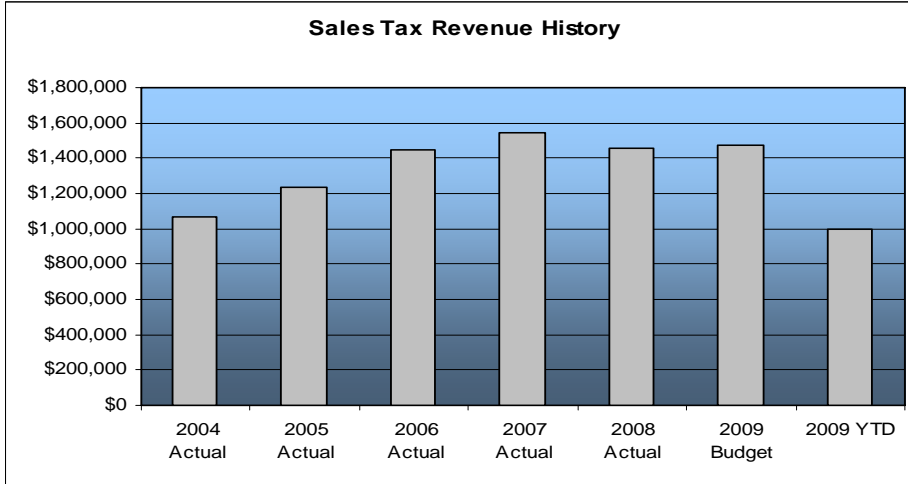
Property Tax

This revenue is derived from a tax levy on real estate valuations within the corporate limits of the Village of Huntley. Property tax revenues are received beginning May 2009 through the end of November 2009. Property tax collections as of September 30, 2009 are \$2,974,669 or 99.42% of the total 2009 budget. This line item is budgeted conservatively based on estimates received from Township Assessors as the actual tax levy amounts are not known at time of budget approval.



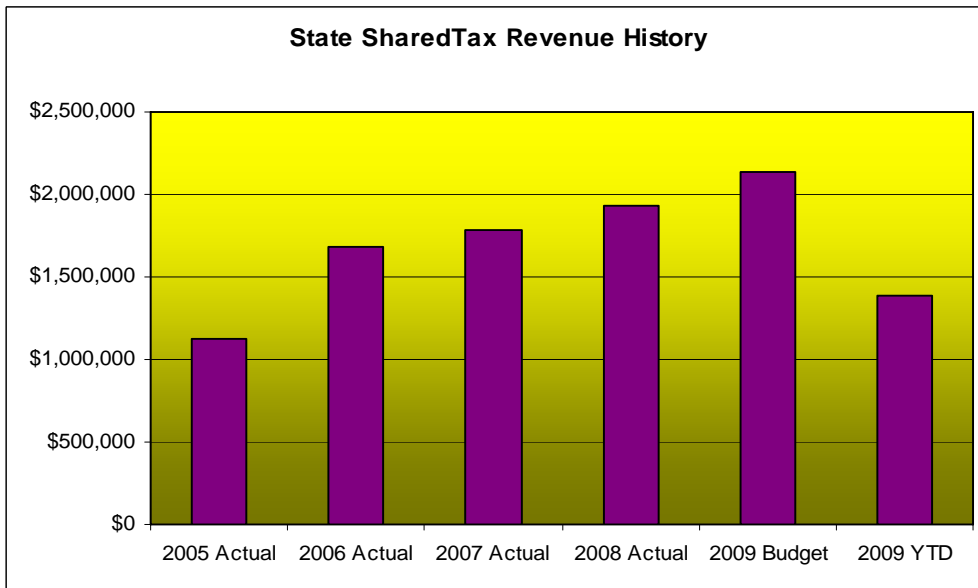
Sales Tax

Effective 4/1/08 the sales tax rate increased from 6.5% to 7%. Sales tax is collected on all retail sales within the Village. Collections and distributions are in arrears. The Village's share of the sales tax revenue is 1%. Collections through September 30, 2009 are \$998,916 or 67.72% of the total 2009 budget. Currently, amounts due to the TIF district are included in this total due to the reporting lag from the State of Illinois Department of Revenue.



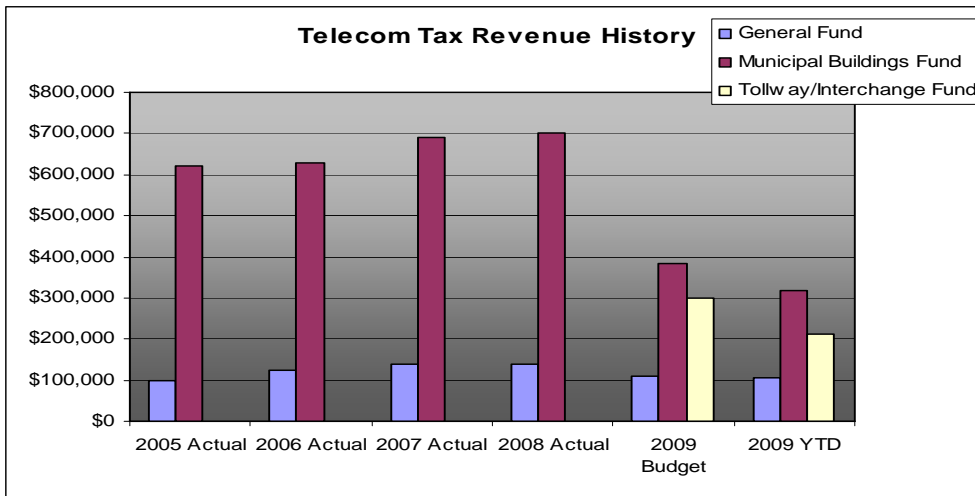
State Shared Tax Revenues

State shared revenues are comprised of Local Use Tax and Income Tax which are based on the Village's previous official population of 16,719 (2005 Special Census) through May 2009 and Village's new official population of 25,525 beginning in June 2009. State Shared revenues also include Replacement Tax which is collected from corporations, trusts and public utilities. Collections as of September 30, 2009 are at \$1,387,061 or 64.79% of the total 2009 budget of \$2,141,000. *Note-these taxes are distributed in arrears.



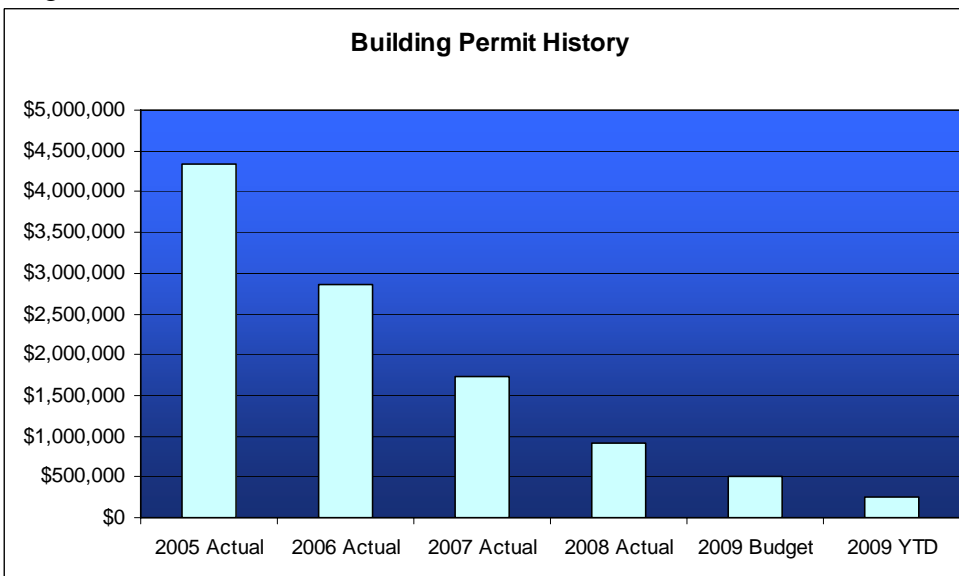
Simplified Telecommunications Tax

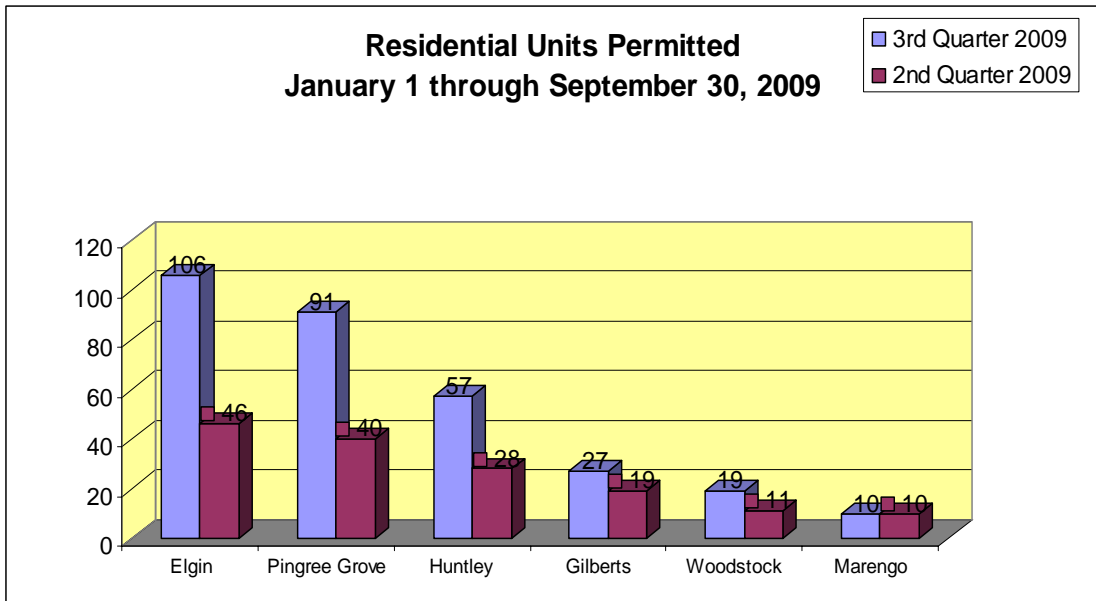
This tax is collected for the use of all of the public right-of-ways located within the Village by providers of telecommunications services. The Village of Huntley rate is 6% of gross receipts of local, long-distance, and wireless calls from each service address within the Village for services originating from or transmitted into the Village corporate limits. (For 2009, \$110,000 is budgeted in the General Fund, \$385,000 in the Municipal Buildings Fund and \$300,000 in the Tollway/Interchange Fund). Revenues as of September 30, 2009 are \$636,141 or 80.02% of total 2009 budgeted amount of \$795,000.



Building Permits

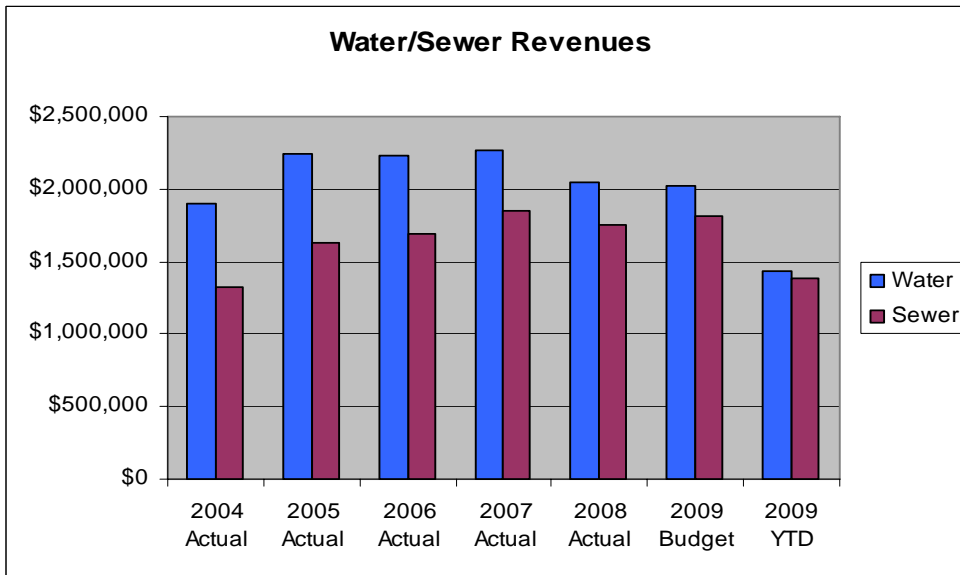
Building permits and administrative fees for the 2009 fiscal year are based on the construction of residential and commercial construction. The 2009 housing market continued a dramatic decline in new housing starts. Revenues as of September 30, 2009 are \$249,172 or 49.83% of budgeted amount of \$500,000.





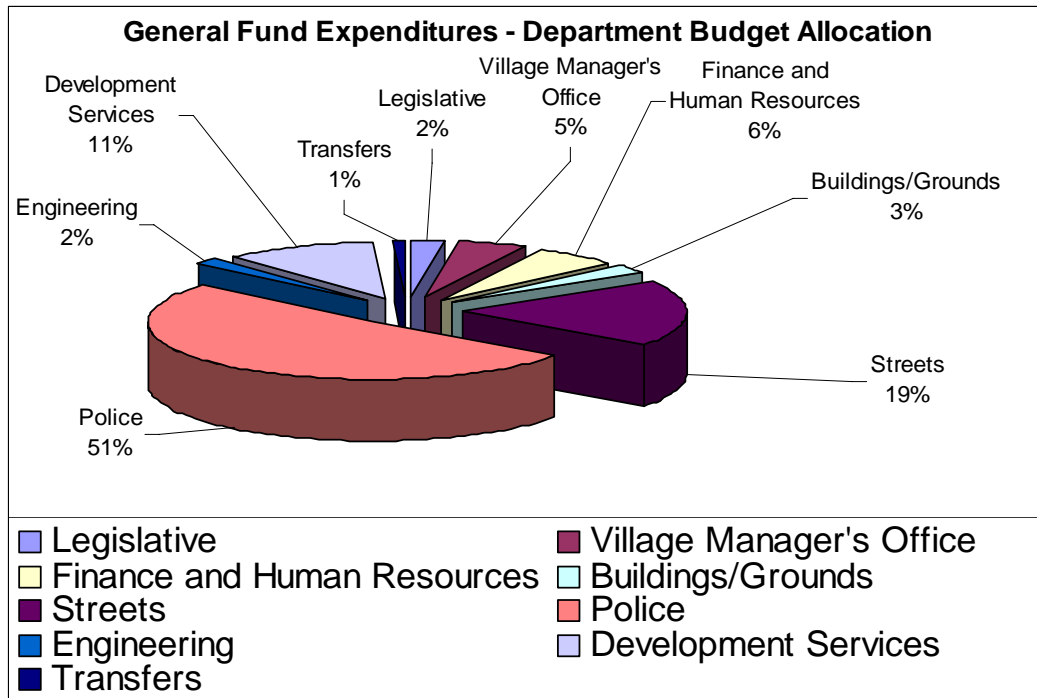
Water/Sewer Sales

Budgeted revenues and expenses are dependent upon customer usage, new home construction and weather conditions. Water Revenues are \$1,429,799 and Sewer Revenues are \$1,382,520 as of September 30, 2009.

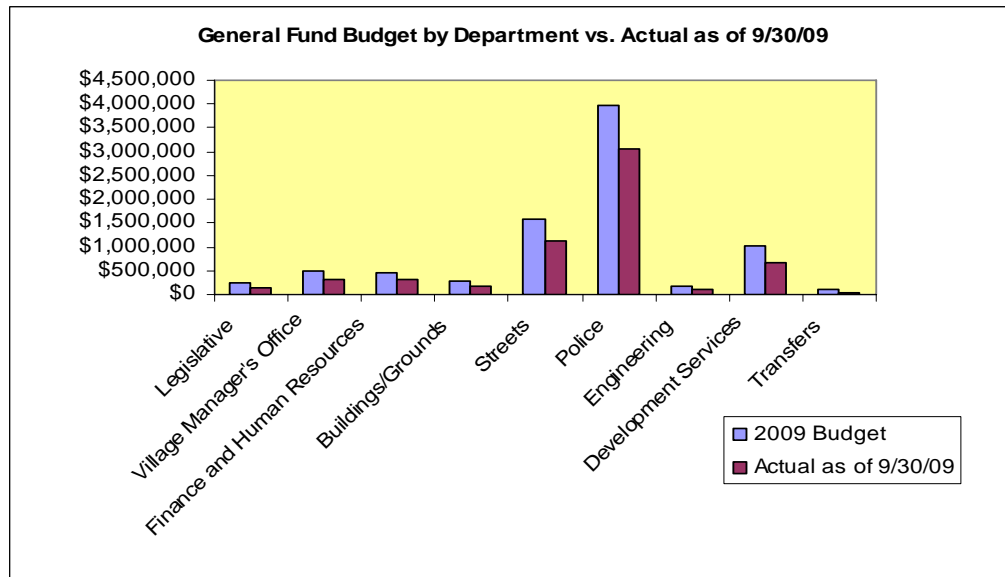


Analysis of General Fund and Major Expenditures through September 30, 2009

The 2009 General Fund expenditure budget is \$8,321,500. Department expenditures through September 30, 2009 are \$5,954,865 or 71.56% of the budget expended to date.



All departments are within their respective 2009 budget limits. Individual line items may be over budget as long as the total expenditures are not over per category, (i.e. Contractual Services, Commodities, etc).



FY2010 Preliminary/Proposed Cost Savings Measures

1. Personnel services costs are proposed to be reduced approximately \$343,520 due to operational adjustments and by deferring the hiring of vacant positions.
2. Due to finding a vendor with better pricing, it is proposed that the Village's Public Information Budget be reduced from \$30,000 to \$20,000 for a reduction of \$10,000.
3. Currently all police officer positions with the Village are filled. With this being the case, it is proposed that \$32,000 for new officer expenses be removed from the FY2010 budget.
4. The use of outside consultants in the Development Services Department is proposed to be reduced from \$60,000 to \$17,500 for a savings of \$42,500.
5. Contractual janitorial services for the Municipal Complex are proposed to be cut for an additional savings of \$25,000.
6. Landscaping and beautification expenditures are proposed to be reduced a total of \$10,000.
7. The road salt budget is proposed to be reduced from \$200,000 to \$120,000 for a savings of \$80,000.

The proposed cost savings measures total an estimated \$543,020.

FY2010 Proposed Maintenance Programs

In addition to the Village's primary services, on-going service programs and the Capital Improvement Program, the Village budgets funds each year to maintain its existing infrastructure and to replace equipment that has reached the end of its useful life.

Maintenance programs and equipment replacement proposed as a part of the FY2010 budget are as found below.

Water

1. Clean and Paint the Exterior of Water Tower No. 1 - \$150,000
2. GIS Implementation - \$75,000
3. Replace Waste Pit Pumps at Well No. 8 - \$25,000
4. Replace Leaking Roof/Ceiling and Paint Inside of Plant at Well No. 7 - \$12,500
5. Distribution Sampling Systems (5) - \$5,000
6. Brine Pump Motor and Spec Meter - \$4,000
7. Pavement Seal Coating for water facilities - \$5,000

Wastewater

1. Annual Sewer Lining and TVing - \$110,000
2. GIS Implementation - \$25,000
3. Miscellaneous belts, parts, pumps, meters and hoses for maintenance purposes - \$20,000
4. Pavement Seal Coating for plants and lift stations - \$7,500

Municipal Buildings

1. Seal Coating of Parking Lots - \$20,000
2. Painting of Public Areas (hallways and conference rooms) on the Municipal Complex - \$3,500

3. Main Signage Repair at Municipal Complex - \$3,000
4. Public Works Facility / General Maintenance (elevators and floors) – \$6,500

Road and Bridge

1. Annual Crack Sealing Program - \$50,000
2. Annual Pavement Marking Program - \$10,000
3. Street Light Pole Re-painting - \$10,000

Maintenance and Special Service Area No. 5 (Southwind)

1. Aquatic Weed - \$4,000
2. Continue Rip-Rap Project / Southwind Pond - \$10,000

FY2010 Proposed Capital Purchases and New Programs

In addition to the Village’s Capital Improvement Program (CIP), each year the Village considers the purchase of Capital equipment and new program expenditures to enhance the level of service provided to the community.

Proposed Capital purchases and program enhancements for FY2010 are found below.

New Programs

1. Implementation of Pre-Treatment / Sampling Manhole Program (this program is mandated under the Village’s new NPDES operating permit for the West Wastewater Treatment Plant) - \$50,000

Capital Expenditures

1. Construction of dome over the West Wastewater Treatment Plant Sludge Storage Pail (to provide odor relief) - \$100,000
2. Wing Plow for 6-Wheeler - \$25,000
3. Fleet Maintenance Equipment Upgrades including Hydraulic Hose Machine - \$6,750
4. Ultra Terrain Vehicle (Gator) for West Wastewater Treatment Plant and to be utilized in removing snow from the downtown area - \$15,000
5. Pedestrian Path Extension / West side of Haligus Road from entrance of Marlowe Middle School to northern Village limits - \$45,000
6. Local Drainage Study – Church and Douglas - \$25,000

Full Description of Capital Improvement Program (CIP) Projects
Updated as of September 24th Village Board meeting

1. RECONSTRUCTED FULL INTERCHANGE I-90 / ROUTE 47

Project Description:

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. With a full interchange, Huntley predicts to add 1.9 million square feet of commercial/retail, 815,000 square feet of office and 2.5 million square feet of light industrial development by the year 2030 which will create thousands of new jobs.

Participating agencies in the project include the Illinois State Toll Highway Authority (ISTHA), Illinois Department of Transportation (IDOT), Kane County and McHenry County and the Village of Huntley.

The target construction date is 2011 / 2012.

Estimated Project Cost: \$67,000,000 (2010 estimate)

Funding Overview:

- The Village's estimated share of the project is \$6,000,000.
- IDOT included its share of the \$16.48 million in the department's five year capital plan subject to available funding.
- The Tollway Fund was established in the FY2009 Budget as directed by the Village Board in May 2008. The beginning fund balance of \$3 million was made possible by a \$2 million transfer from the Village's General Fund Unreserved Fund Balance and a \$1 million transfer from the Village's Municipal Buildings Fund. The primary future revenue source for the fund is \$300,000 annually from the Simplified Telecommunications Tax collected by the Village.

2. ROUTE 47 WIDENING (KREUTZER ROAD TO REED ROAD)

Project Description:

The project will widen the roadway to five lanes including a barrier median from Kreutzer Road on the south to Reed Road on the north for a total of 2.51 miles. The project includes the following Village improvements:

- Water Main Relocation
- Main Street Lift Station Relocation
- Sanitary Sewer Lining
- Sanitary Manhole Replacements
- Allowance for Sanitary Repairs
- Utility Engineering
- Decorative Street Lighting (South of Deicke to Algonquin Road)
- Decorative Traffic Signals (to be painted black)
- Sidewalk Installation
- Railroad Pedestrian Crossings
- Construction Engineering

The target construction date is 2010 / 2011

Estimated Overall Project Cost: \$43,100,000

Funding Overview:

- The Village's estimated share of the project is \$5,822,499.
- The approved State Wide Capital Construction Program included the project in IDOT's FY2010 – 2015 Highway Improvement Program.
- \$1,980,833 was set-aside in the FY2009 in the following Funds:
 - Capital Projects Fund: \$ 775,000

- Water Capital Fund:	\$ 690,000
- Sewer Capital Fund:	<u>\$ 475,833</u>
Total Set-Aside:	\$1,940,833

- Per Village Board direction, the \$1,940,833 set-aside will take place for three years for a total contribution of \$5,822,499.

3. ANNUAL STREET IMPROVEMENT PROGRAM

Project Description:

Pursuant to the Village of Huntley Pavement Management Plan (Plan), adopted by the Village Board in November 2008, funds are set aside each fiscal year for the Village's Annual Street Improvement Program. The Plan summarizes the pavement evaluation and recommended street maintenance program on a yearly basis.

Estimated Project Cost: \$1,000,000

Funding Overview

- \$1,000,000 is budgeted annually in the following funds:

- Motor Fuel Tax Fund:	\$ 650,000
- Capital Projects Fund:	<u>\$ 350,000</u>
Total:	\$1,000,000

4. ALGONQUIN ROAD WATER MAIN RELOCATION PROJECT

Project Description

In 2008 the McHenry County Division of Transportation (McDOT) widened Algonquin Road from Annandale in Lake in the Hills through Huntley to Church Street. As a component of the project, the Village was required to remove and relocate approximately 4,500 lineal feet of water main.

The project was completed in 2008.

Estimated Project Cost: \$640,000

Funding Overview

- The final overall project cost was \$568,050
- The Village's final cost for the project was \$568,050
- The project was approved as part of the CIP in May 2008
- Funds were provided from the Water Capital Fund

5. ALGONQUIN ROAD LANDSCAPING ENHANCEMENTS AND BIKE PATH PROJECT

Project Description

In conjunction with McDOT's Algonquin Road widening project, the Village committed to enhancing the landscaping on the south side of Algonquin Road from Ruth Road to Route 47 to provide a buffer for those Village residents directly abutting the road right-of-way and to improve the overall Algonquin Road streetscape appearance. A bike path was also constructed as part of the overall project.

The bike path was completed in Spring 2009. The landscaping enhancements are targeted for completion in Fall 2009.

Estimated Project Cost: \$289,320

Funding Overview

- The estimated final cost of the project is \$198,465 (\$121,100 + \$73,365)
- The Village's estimated share of the project is \$183,257 (\$198,465 – \$23,546)
- The bike path final cost was \$77,365
- The landscaping cost is estimated at \$121,100 (\$118,000 + \$3,100)
- \$200,000 was included in the FY2009 Budget in the Capital Projects Fund.
- A credit in the amount of \$23,546 was received from McDOT to go towards the Village's landscaping in lieu of trees they were planning on planting along Algonquin Road.

6. HALIGUS ROAD TRAFFIC SIGNALIZATION PROJECT

Project Description

As part of the Haligus Road extension improvement from Algonquin Road to Reed Road, in cooperation with the McHenry County Division of Transportation, a traffic signal was installed at the intersection of Haligus Road and Algonquin Road in 2007.

In Spring 2008, it was determined that traffic conditions warranted the installation of a traffic signal at Haligus and Reed Roads. In conjunction with the Haligus/Reed Road traffic signal installation, it was also determined that the intersection of Haligus and Huntley/Dundee Road also warranted a traffic signal.

A contribution of \$167,910 was secured through Capital Development fees as part of the Centegra Annexation Agreement to go towards the signalization at the Haligus /Reed Road intersection. The School District also agreed to a contribution for the Haligus/Reed Road signalization. Centerville Properties participated in a cost share for the Haligus – Huntley/Dundee Road signalization.

The project was completed in 2008

Estimated Project Cost: \$600,000

Funding Overview

- The Village's estimated share of the project was \$600,000
- The final overall project cost was \$478,183
- The Village's final cost for the project was \$225,213
- \$252,970 in reimbursements were received from adjoining property owners as follows:

School District 158:	\$ 22,425
Centerville:	\$ 62,635
Centegra:	<u>\$167,910</u>
Total:	\$252,970

- The project was approved as part of the CIP in May 2008
- Funds were provided from the Capital Projects Fund

7. PHASE II SANITARY SEWER INTERCEPTOR AND WATER MAIN CROSSING PROJECT (POWERS ROAD TO SOUTH OF I-90)

Project Description

This project consisted of installing 10,500 linear feet of 18” diameter HDPE (plastic) force main from Powers Road to the proposed lift station site (Phase III of the project) located south of I-90. In addition to the sanitary sewer force main, approximately 2,000 linear feet, of 12” ductile iron water main was extended from north of I-90 to the proposed lift station site south of I-90. The improvements were made to provide utility services to property in the Village’s Facilities Planning Area (FPA) south of I-90.

The project commenced in 2008 and is substantially complete.

Estimated Project Cost: \$2,500,000

Funding Overview

- The estimated final overall project cost is \$2,651,219
- The Village’s estimated share of the project is \$2,651,219
- Funds were provided through the 2008 Village of Huntley Utility System Upgrade Project Debt Certificate Issuance.

8. PHASE III I-90 LIFT STATION PROJECT

Project Description

The final phase of the Village’s South Sanitary Sewer Interceptor Project is the construction of a lift station located south of I-90 and east of Route 47. The Village entered into an agreement with the property owner to site the Lift Station on the Barancik / Pancor property in May 2008.

Targeted construction date is undetermined at this time. The project is not needed until a building permit is issued south of I-90.

Estimated Project Cost: \$3,200,000

Funding Overview

- The overall project is currently unfunded
- The Village’s estimated share of the project is \$3,200,000
- \$150,000 was set-aside for final engineering costs in the FY2009 budget in the Sewer Capital Fund.

9. HUNTLEY / DUNDEE ROAD RESURFACING PROJECT

Project Description

The project included the milling and resurfacing of 1.7 miles of Huntley / Dundee Road from Kreutzer Road to Main Street. The project was submitted in August 2008 as part of the McHenry County Council of Mayors (MCCM) Special Call for Federal Fiscal

Year 2009 Projects and was accepted for Federal participation at an 80/20 funding split with a maximum of \$700,000 federal participation.

The project is complete.

Estimated Project Cost: \$974,473

Funding Overview

- The final cost for the project was \$707,446 (\$631,830 + \$75,616)
- The Village's estimated share of the project was \$470,000
- The final Village cost for the project is \$75,616 (\$24,866 + \$50,570) CBBEL Eng. costs
- \$700,000 was received from MCCM for construction costs
- The project was funded by the Street Improvement Fund

10. KREUTZER ROAD RESURFACING PROJECT

Project Description

The Kreutzer Road resurfacing project encompassed improvements from the UPRR right-of-way to the Walmart entrance for a total of 4,760 lineal feet. The project includes 2¼" asphalt overlay from Walmart to West Smith Drive and 4 ½" asphalt removal and replacement from West Smith to the UPRR.

In March 2009, the Village was informed that the Kreutzer Road resurfacing project was included in the American Recovery and Reinvestment Act (ARRA) Program through the McHenry County Council of Mayors. The Village received ARRA funding in the amount of \$262,105.

The project is expected to be complete by Fall 2009.

Estimated Project Cost: \$554,962

Funding Overview

- The final cost for the project is \$405,875
- The final estimated Village cost for the project is \$150,000
- The project was submitted by the Village as part of the American Recovery and Reinvestment Act (ARRA) call for projects in February 2009
- \$262,105 was received from ARRA funding
- The project was funded by the Street Improvement Fund as a transfer of funds from the Kreutzer Road Phase II Engineering project in the amount of \$150,000.

11. KREUTZER ROAD EXTENSION (WEST) PROJECT

Project Description

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. The proposed improvements along Kreutzer Road consists of one (1) 12' through lane in each direction with a 12' painted median. Curb and gutter will also be constructed at the outer edges of pavement. A roadway bridge structure will be provided for Kreutzer Road to travel over the south branch of the

Kishwaukee River and will be wide enough to accommodate a future 8' shared use path along the east side of Kreutzer Road. The west leg of the Route 47 / Kreutzer Road intersection will also be reconfigured to provide one (1) through lane with left turn and right turn channelization.

Estimated Project Cost: \$6,500,000

Funding Overview

- The Village's estimated share of the project is \$5,000,000
- The Village has received a commitment for \$1,500,000 from the McHenry County Council of Mayors for the project.
- \$350,000 was included in the FY2009 budget for Phase II Engineering in the following funds:

\$100,000	Capital Projects Fund
<u>\$250,000</u>	Street Improvement Fund
\$350,000	Total
- \$150,000 was transferred from the Street Improvement Fund for the Kreutzer Road Resurfacing Project in 2009

12. REED ROAD RECONSTRUCTION PROJECT

Project Description

This project is located along Reed Road from east of Haligus Road to 300' west of Annandale Drive / Cambridge Drive (entrance to Southwind). The total length of improvements is 2,418'. Improvements include hot mix asphalt resurfacing, hot mix asphalt overlay and widening of Reed Road with the cross section consisting of two (2) 12' through lanes in each direction with a 12' median and center left turn lane. The work will include pavement milling, combination concrete curb and gutter, hot mix asphalt pavement, open and closed drainage system, pavement marking and all incidental work as necessary.

Funding Overview

This project was submitted in August 2008 as part of the McHenry County Council of Mayors (MCCM) Special Call for Federal Fiscal Year 2009 Projects and was accepted for Federal participation at an 80/20 funding split with a maximum of \$700,000 federal participation.

13. BRIER HILL RESURFACING PROJECT

Project Description

When the Final Plat of Subdivision for Sun City Neighborhood 37 was approved in 2006, the Village collected \$227,515 for future Brier Hill Road improvements. Both townships (Coral and Hampshire) have resurfaced their sections up to the Village's section. The road is in need of maintenance, and it is proposed that the money collected from Pulte be used to resurface the Village's section of road +/- 2,300 lineal feet.

Funding Overview

The engineer's estimate for this project is \$220,000. All of the funds for the project would come from the money collected from Pulte.

14. DOWNTOWN IMPROVEMENT PROJECT

In June 2009 a downtown revitalization planning process was started by the Village. As the downtown planning process continues, the Village may want to consider setting aside funds for road improvements, parking reconfiguration, utility analysis and dry utility relocation.

Funding Overview

There is currently no available funding for downtown improvements. An estimate from 2009 for these improvements is \$1 million.

15. DEEP WELL DEVELOPMENT (SOUTH OF INTERSTATE 90) PROJECT

In accordance with the Strand Aquifer Water Supply Report adopted by the Village Board on June 21, 2007, the Village remains cognizant of the need to expand the Village's water production system to keep up with the demand for future use. A deep well is planned south of Interstate 90 to support future development in the Village's Facilities Planning Area (FPA) in this area.

Funding Overview

Due to the slow down in development, the project was left unfunded in the initial Capital Improvement Program. Staff continues to seek funding options and developer negotiations south of Interstate 90 to acquire a well site are on-going. The use of previously collected developer water system improvement fees may be used to fund the improvement.

16. JOINT FIREARMS RANGE TRAINING PROJECT

Project Description

This proposed project will be a joint venture between the Villages of Huntley and Algonquin. A site will be acquired by the Village of Algonquin. The property acquired will be specifically for a Firearms Training Facility with proper grading and firearms rated berming. Range equipment will be shared by both communities. Setup costs will be split between the two Villages. New users will be required to pay user fees to offset the cost of future improvements.

Estimated Project Cost: \$200,000

Funding Overview

- The Village's estimated share of the project is \$100,000
- \$50,000 was set-aside in the FY2008 and FY2009 budgets for a pistol range in the Municipal Buildings Fund

Village Board FY2010 Program, Service, Capital Project Goals and Requests

The following is a list of projects/programs that have been suggested for consideration over the last year by either the Village Board as a whole or Trustees individually. For the purpose of the workshop meeting, Trustees were asked to rank each item below by its importance.

Greatest Importance 5 4 3 2 1 0 Least Importance

Rank Proposed Project Proposed Revenue Source

_____ Sidewalk Replacement Program _____

Concrete:

- 5 squares = 2.3 yards of concrete
- Concrete cost = \$112/yd
- 2.3 yd x \$112 = \$257.60
- Total 8 man hours

Resurfacing of Pitted Sidewalk

- 5 squares = 2.5 bags of resurfacing material and 1.5 gallons of bonding agent
- Resurfacing material cost = \$12.36/bag
- Bonding agent cost = \$13.84/gal
- 5 squares = \$65.50
- Total 1 man hour

_____ Strategic Planning Initiative _____

- A strategic planning initiative can be directed by Village staff or through the utilization of consultant.
- Staff has researched consultant costs to be between \$20,000 - \$25,000

_____ Video Streaming of Village Board Meetings _____

Estimated Cost: \$11,197 Start Up Costs; \$855 / Monthly Fee

Mokena; Est. Population 20,336

- 6,060 hits in the last 12 months – their numbers show that they get 505 hits for the live streaming of their Board Meetings (2 per month). Their broadcast goes through Comcast. They originally had a very high attendance rate at their meetings and now they have very few in attendance.

Addison; Population 35,914

- 4,941 hits in the last 12 months – most of the hits were not for watching board meetings but viewing some of their other 10 programs available on line.

Lake Zurich; Population 18,104

- Lake Zurich staff reported that they do not yet have a live stream of their Board Meetings. They are in the process of getting it set up for a January start date.

Elgin; Population 94,487

- Approximately 3,200 hits in the last 12 months – approximately 1,900 were for viewing meetings.

Highland Park; Population 31,365

- Approximately 10,800 hits in the last 12 months – they were not able to give a break down by video (meetings or other programs). According to their graph, about 30-40 people view their Board Meetings.

School District 158

- Costs: Set-up was under \$5,000 – Set-up and maintained completely in-house.
- The most hits the streaming server has received are 13 viewers (during the teachers strike). D158 typically would have between 3 and 7 viewers at a time.

It was the consensus of the Village Board to move forward with the implementation of the Sidewalk Replacement Program using the resurfacing product and the Strategic Planning Initiative directed by in-house staff. It was the consensus of the Village Board not to move forward on the Video Streaming of Village Board Meetings.

Mayor Sass asked if the Village Board had questions.

Trustee Leopold asked if the Village, as a Home Rule Community, would see relief from the maximum capped amount of taxes levied. Village Manager Johnson responded that Home Rule communities are not bound by PTEL.

Trustee Leopold asked, during discussions regarding the FY2010 Preliminary General Fund Revenue Outlook, what the 16.3% decrease in the State Shared Municipal Revenue Projections was from; Village Manager Johnson stated that the decrease was likely due to the loss of jobs in the State and the reduction in Income Tax received by the Village. Director of Finance Jennifer Chernak added that the State is also delaying the distribution of funds.

During discussions of the FY2010 Proposed Maintenance Programs it was noted that Staff may want to look at handling the Light Pole Maintenance program in-house and also suggested electro-static spraying, if possible.

During discussions on the FY2010 Proposed Capital Purchases and New Programs, Trustee Fender suggested that McHenry County assist with the funding of the Local Drainage Study at Church and Douglas Streets as she believes that the new drainage issue might have been caused by the Algonquin Road Widening Project. Village Manager Johnson stated that the study will address the cause of the drainage issue in this area. Trustee Kadakia suggested that there may not be a sufficient amount of manholes. Village Engineer Bill Geegan stated that both Village information and McHenry County information will be reviewed.

During discussions regarding the On-Going Programs, Trustee Paul Mercer stated that he believed that the Domestic Violence Programs are the best programs the Village has ever offered. Trustee Mercer asked about the number of contacts made to date. Deputy Chief Mike Klunk reported that the program started in April and the Village has received 191 calls regarding this program. Deputy Chief Klunk stated that not all calls require follow up assistance. Staff has needed to follow up on 34 cases.

Trustee Leopold asked about increasing the number of newsletters from three to four per year as residents appreciate this service. Village Manager Johnson reported that a fourth newsletter is planned for December.

Trustee Leopold asked about the status of the Emerald Ash Borer Program. Project Manager Keith Schaedel reported that an estimated 2,200 Ash trees were identified in the Village's parkways. Of those, 33 infested trees were removed and discarded in 2009. It is anticipated that the number of infested trees to be removed will substantially increase in 2010. Inspections of Ash trees in the Village parkways will be scheduled for June 2010.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reported on the following:

- McCOG reservations are due to staff
- The Mayor and Staff met with IDOT regarding the Rt. 47 Widening Project
- The Mayor and Staff met with Senator Pam Althoff and Village Lobbyist Kim Morreale regarding the 2012 Tollway Plan; met the new Acting Director of the Tollway

UNFINISHED BUSINESS:

Trustee Fender reported that the Huntley Fall Fest made a \$12,000 profit and the Committee is planning on extending the fest to 2.5 days. Trustee Fender thanked the Village Staff for their assistance during the fest.

NEW BUSINESS: None

EXECUTIVE SESSION:

A MOTION was made at 7:37 p.m. to enter into Executive Session for a) Pending Litigation and b) Contractual.

MOTION: Trustee Piwko
SECOND: Trustee Leopold
The Voice Vote noted all ayes and the motion carried

A MOTION was made at 8:01 p.m. to exit Executive Session.

MOTION: Trustee Leopold
SECOND: Trustee Piwko
The Voice Vote noted all ayes and the motion carried.

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

A MOTION was made to adjourn the meeting at 8:02 p.m.

MOTION: Trustee Kanakaris

SECOND: Trustee Kadakia

The voice vote noted all ayes and the motion carried

Respectfully submitted,

Barbara Read
Recording Secretary