

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
March 8, 2018
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, March 8, 2018 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, Timothy Hoeft, Harry Leopold, Niko Kanakaris, John Piwko and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Public Works and Engineering Timothy Farrell, Director of Finance Cathy Haley and Village Attorney John Cowlin.

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

SPECIAL RECOGNITION:

- a) Huntley High School Boys Wrestling Team – 4th Place State Finish

Mayor Sass read the following certificate which was then given to each team member, manager and coaches:

The Village of Huntley Board of Trustees congratulates and acknowledges the Huntley High School Boys Wrestling Team.

The Village Board is pleased to recognize and congratulate the players, coaching staff and managers of the Huntley High School Boys Wrestling Team for placing 4th in the Class 3A State Wrestling Finals. The team represented the community with dignity, honor and class throughout the season. The Village Board congratulates each of you for your hard work and dedication. Job Well Done!

Coach Bertelsman thanked the Village Board for the recognition and stated that this is the second boys team in Huntley High School history to bring home a trophy from State.

Player David Ferrante stated that on behalf of his teammates he wanted to thank the Village Board for the recognition. He also thanked the coaches, parents and families for the support.

PUBLIC COMMENTS:

Jen Lehmann, 9550 Farley Drive, addressed the Village Board regarding the proposed enhancements to the existing landscaping along the collector roads in the Talamore Subdivision. She stated that she had lived in Talamore for 10 years, and one of the reasons she chose that subdivision was because of the

beautification of the roadways. She asked the Board members if any of them had driven through Talamore recently and pointed out that the HOA had the trees and bushes along most of the collector roads trimmed last fall. She stated she agreed some of the plantings needed to be removed and that some of the islands needed to be reduced in height, but she did not agree with the proposed plans as provided in the Board packet. She stated her belief that the proposed plans are going overboard with what is trying to be achieved. She agreed there were some line of sight issues that needed to be addressed but not the extent proposed. She stated she could not find a list with the quantity of plantings to be removed. She stated she was confused by the developer having installed the original plantings and being back out last fall to install additional plantings per Village direction, but was now being asked to remove other plantings. She expressed her concern that the landscaping removal would be viewed negatively by the developer and perhaps would be a detriment to other developers considering the remaining lots at Talamore. She also expressed her concern as to what impact the costs of this would have on the HOA fees paid by the residents for the maintenance of the common areas. She stated she drove through Sun City and noticed other areas with what she perceived to be sight line issues and asked when those areas would be addressed. She stated she believed that Talamore was being singled out and requested the Board to look at all factors before approving this item and that this item be table until all Board members had an opportunity to drive through the subdivision. She asked for further clarification of items to be removed and offered to drive through the community with any of the Board members to point out what she sees as a homeowner. She also stated that if she had had more time, she would have rallied the troops and brought them in, but she only found about this on Monday. She concluded by thanking the Board for their time and consideration. Mayor Sass thanked her and informed her that the Board would not be voting on the issuing tonight, and that in the near future there would be a meeting with the residents in Talamore.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the February 22, 2018 Village Board Meeting Minutes

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

A MOTION was made to approve the February 22, 2018 Village Board Meeting Minutes.

MOTION: Trustee Leopold
SECOND: Trustee Kanakaris
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

- b) Consideration – Approval of the March 8, 2018 Bill List in the amount of \$392,393.85

Mayor Sass reported that \$71,829.01 of the bill list expenditures is from the FY17 Budget and the remaining \$320,564.84 is from the FY18 Budget. Mayor Sass asked if the Village Board had any comments or questions; there were none.

A MOTION was made to approve the March 8, 2018 Bill List in the amount of \$392,393.85.

MOTION: Trustee Westberg
SECOND: Trustee Goldman
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None

ABSENT: None
The motion carried: 6-0-0

- c) Consideration – A Resolution Authorizing a Letter of Intent with the Illinois Department of Transportation (IDOT) for the Improvements of Illinois Route 47 from Reed Road to U.S. 14 Including Cost Participation for Sidewalks and a Shared-Use Path

Director of Public Works and Engineering Timothy Farrell reported that the Illinois Department of Transportation (IDOT) is in the process of finalizing preliminary engineering and environmental studies (Phase I) for the improvement of Illinois Route 47 from Reed Road to U.S. 14. IDOT has issued the attached Letter of Intent (LOI) dated October 24, 2017 between the Village of Huntley and IDOT that, if executed, would confirm Village concurrence with the proposed improvement plan and the cost participation responsibilities for the project.

Staff Analysis

The general scope of work for the improvement consists of reconstructing Illinois Route 47 to provide two lanes in each direction with a median, bridge replacement, intersection improvements, bicyclist and pedestrian accommodations, and drainage improvements.

Bicyclist and Pedestrian Accommodations

According to IDOT policy, a separate shared-use path and/or sidewalk is required to accommodate bicyclists and pedestrians along the project limits if the local agency is willing to participate in cost sharing and take maintenance responsibilities for the shared-use path and/or sidewalk.

The following bicycle and pedestrian accommodations within the Village limits are proposed:

- An eight-foot wide shared-use path within the Village limits on the east side of Illinois 47 from Rainsford Drive north to Ackman Road (4,300 feet)
- A five-foot wide sidewalk within Village limits on the west side of Illinois 47 from Reed Road to the Village northern boundary (10,900 feet)

The estimated total construction cost of the new shared-use path and sidewalk within the Village boundary is \$532,000. The Village cost share, 20% of the construction cost along with a 15% engineering fee, would be approximately \$122,360. In addition, the Village would agree to accept long-term responsibility for the administration, control, reconstruction and maintenance of the shared-use path and sidewalk within the Village boundary. Maintenance of the path would be the responsibility of the Park District via the intergovernmental agreement with the Park District.

If the Village chooses not to participate in the bicyclist or pedestrian accommodations, IDOT will consider a means to accommodate bicyclist and pedestrian facilities in the future. At this time, this consists of the proposed installation of an eight-foot wide shelf on the east side of Illinois 47 and a five-foot wide shelf on the west side of Illinois 47 as mentioned above. A path or sidewalk could then be installed on the shelf in the future via permit at 100% Village cost.

Landscaped Medians

Based upon previous coordination with IDOT, the Village has expressed interest in upgrading the proposed grass medians to include additional landscape items, such as trees. Per IDOT, the Village would need to agree to accept responsibility for the long-term maintenance of the landscaping in the medians, all within the municipal boundaries of the Village. The inclusion of trees on the landscaped median would not typically require local cost participation. Additional shrubs and perennials as well as other ornamental median or roadside features can be included with the project but may require some

Village cost participation. IDOT would work with the Village on the development of an enhanced landscape plan, noting the Village will be responsible for the future maintenance of all median and roadside landscaping within the highway right-of-way (ROW).

Utility Relocation

Per the LOI, public utilities installed in the highway ROW via permit and requiring relocation will be relocated at no expense to IDOT. The Village will be responsible for relocation of its facilities in conflict with the Illinois Route 47 improvements. Facilities subject to the previously stated condition may include, but may not be limited to water main and fire hydrants as well as storm, sanitary and/or combined sewers.

A small potential for conflict exists for Village owned water main and fire hydrants currently installed in an easement west of the current west ROW line of Illinois 47 from Rainsford Drive north to Ackman Road. However, the project proposes additional ROW on both sides of the existing ROW thereby placing the existing water main within the proposed ROW limits. Village staff met with IDOT officials to develop a better understanding of possible relocation and cost responsibilities. Per the attached meeting minutes as prepared by IDOT staff, *if during contract plan preparation it is determined that the water main is impacted and requires relocation, then the water main will be relocated at the Department's (IDOT's) expense within the proposed right-of-way. The Department notified the Village that it will only pay for the relocation of the water main once. If the water main is not impacted, it can remain within the Department's right-of-way via the permit process.*

Financial Impact

This project is not currently included in IDOT's FY2018-2023 Proposed Highway Improvement Program. However, the project will be included in the IDOT's priorities for future funding consideration. Any identified Village cost sharing will be programmed and tracked as part of the Village's Capital Improvement Program (CIP) and budgeted at that time in a future budget.

Director Farrell reported that Cary Lewis, IDOT Project Engineer, was in attendance to answer questions.

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

Trustee Leopold asked if curbs will be part of the improvements; Mr. Lewis reported that curbs were included. Trustee Leopold asked if the sidewalk would be adjacent to the street or if there would be a grassy area between the roadway and the sidewalk; Mr. Lewis stated that there would be grass between the road and sidewalk.

Trustee Westberg noted that the report shows that the project would take place between 2018 – 2023; Mr. Lewis reported that except for the replacement of the Kishwaukee bridge, the project is still unfunded.

Trustee Piwko asked if the bridge would be widened when it was replaced; Mr. Lewis said yes it would be widened to four (4) lanes.

Mr. Lewis reported that the project was still in planning and that more information would be available when finalized.

There were no other comments or questions.

A MOTION was made to approve a Resolution Authorizing a Letter of Intent with the Illinois Department of Transportation (IDOT) for the Improvements of Illinois Route 47 from Reed Road to U.S. 14 including cost participation for sidewalks and a shared-use path in the Village limits.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- d) Consideration – A Resolution Authorizing Enhancements to the Approved Existing Landscaping Along the Collector Roads in the Talamore Subdivision

Mayor Sass reported that this item is for discussion only and no vote will take place at this time.

Village Manager David Johnson reported that routinely during the Village's steady growth period, the Village was regularly inspecting the public improvements made by the homebuilders to ensure compliance with Village standards. The Talamore subdivision has turned into an absolutely beautiful subdivision and an important part of the community. The Talamore developer's request for the Village to accept the public improvements has been pushed back by the developer, even though there have been residents living there for a decade. The public improvements have not been accepted to date. Village staff and the Village's consulting engineering have had discussions with multiple representatives of the homebuilders in Talamore to put together a list of improvements needing to be taken care of to move forward with the final acceptance process. As an example, in 2014 the Village worked with what was then Ryland Homes to have the final surface course placed on the roads in Talamore in the hopes of accepting the public improvements in 2014. As we sit here in 2018, the improvements have yet to be accepted, as the punchlist items have not been completed. The improvements that are being discussed have been on the developer's punch list over the course of this time. We appreciate the resident's concerns and will go out and speak with them; we know that the residents that live out there have grown accustomed to the landscaping and we will take that information and bring it back to the Board. We have never seen such a prolonged timeframe from when a subdivision was started to when a developer is asking for final acceptance.

Director of Public Works and Engineering Timothy Farrell reported that the developer for the Talamore Subdivision, CalAtlantic Homes, a Lennar Company, has submitted for consideration a revised landscaping plan that provides enhancements along certain collector roads within the Talamore Subdivision generally as follows:

Founders Field Boulevard:

- | | |
|------------------------|--|
| At Ackman Road: | Remove existing trees, bushes, and sign as designated; Restore and maintain low height landscape material |
| At Keating Drive: | Remove existing trees, bushes and landscape material as designated; Replace with topsoil and sod |
| At Haley Lane: | Remove existing trees, bushes and landscape material as designated; Replace with low height landscape material – Phlox Subulata (Snowflake) |
| At Baumgartner Street: | Remove existing trees, bushes and landscape material as designated; Regrade and replace with topsoil, sod and low height landscape material – Thymus Praecox (Purple Carpet) |

At Williams Drive: Remove existing trees, bushes, sign and landscape material as designated; Reset existing streetlight pole; Regrade and replace with topsoil, sod and low height landscape material – Phlox Subulata (Snowflake)

Talamore Boulevard:

At Kaslow Lane: Remove existing trees, bushes, and sign as designated; Restore and maintain low height landscape material

At Keating Drive: Remove existing trees and bushes as designated; Restore and maintain low height landscape material

Staff Analysis

Staff has reviewed the proposed landscaping plans. The developer will proceed with the work upon approval of the Village Board.

Financial Impact

Improvements will be contracted and paid for by the developer prior to subdivision acceptance.

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

Trustee Kanakaris stated that he does not want to see any trees removed and that they should just be trimmed up for better site lines.

Village Manager Johnson reported that it is more than a landscaping issue, as it is a site line issue subject to specific IDOT roadway standards need to be followed as it is ultimately a safety concern.

Trustee Kanakaris reiterated his preference to retain as many trees as possible and kept up through trimming. Village Manager Johnson referenced the recent tree trimming activity that had taken place throughout the subdivision which has improved visibility. Trustee Kanakaris confirmed that the Board would review this item again.

Trustee Hoeft stated there would be 129 trees and bushes coming out and asked if the developer installed these plantings to make things look nice, to which Village Manager Johnson replied no. Trustee Hoeft asked if it was per the Village's direction to install the trees or decided on their own. Village Manager Johnson stated he was not aware of what was presented to the Village at the time the development was approved. Trustee Hoeft concurred with Trustee Kanakaris that he would like to see as few trees removed as possible while acknowledging the safety concern.

Trustee Westberg stated that he understood that the 4' tall bushes might be an issue, but he believed that a 6" to 8" caliper would not obstruct a site line for a vehicle; Village Manager Johnson agreed if they are properly maintained; however, there is still a concern that the trees could impair site lines. Village Manager Johnson stated that it seems like 129 trees is a lot, but of all the trees planted it is a small percentage.

There were no other comments or questions.

- e) Consideration – Approval of Payout Request No. 3 in the Amount of \$99,450.00 to Independent Mechanical Industries, Inc. for Wastewater Treatment Facilities Upgrades Project

Director of Public Works and Engineering Timothy Farrell reported that on September 14, 2017 the 03.08.18 VB Minutes

Village Board of Trustees awarded a contract for the Wastewater Treatment Facilities Upgrades project to Independent Mechanical Industries, Inc. (IMI). The contract amount was \$2,940,000.00. IMI started working on November 13, 2017 and has submitted the third payout request for the project for work completed through January 31, 2018. Village staff and the Village’s project engineer, EEI, has reviewed the request and recommend approval of the payout request No. 3.

Staff Analysis

<u>Pay Request</u>	<u>Total Completed Work</u>	<u>Retention</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$65,000.00	\$6,500.00	\$0.00	\$58,500.00
#2	\$115,000.00	\$11,500.00	\$58,500.00	\$45,000.00
#3	\$225,500.00	\$22,550.00	\$103,500.00	\$99,450.00

Financial Impact

The FY2017 Budget included partial funding for the Wastewater Treatment Facility Upgrades in the amount of \$1,226,250.00 in the Sewer Capital Fund, 30-90-4-7500. The project carried over into FY2018. The project is funded by a \$3,000,000 debt issuance that was approved by the Village Board on August 24, 2017.

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

A MOTION was made to approval of Payout Request No. 3 in the amount of \$99,450.00 to Independent Mechanical Industries, Inc. for the Wastewater Treatment Facilities Upgrades project.

- MOTION: Trustee Westberg**
- SECOND: Trustee Goldman**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- f) Consideration – Approval of Payout Request No. 3 in the amount of \$80,753.75 to Alliance Contractors, Inc. for 1st Street Parking Lot Improvements

Director of Public Works and Engineering Timothy Farrell reported that on July 27, 2017 the Village Board of Trustees awarded a contract for the 1st Street Parking Lot Improvements to Alliance Contractors, Inc. The revised contract amount is \$473,764. The project includes the parking lot improvements at 1st Street as well as resurfacing a portion of the parking lot at First Congregational Church to be used for overflow parking.

Alliance Contractors, Inc. has submitted a progress payment request for the 1st Street Parking Lot Improvements. Village staff and the Village’s project engineer, CBEL, has reviewed the request and all is in order for payout.

Staff Analysis

<u>Pay Request</u>	<u>Total Completed Work</u>	<u>Retention</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$58,000.00	\$0.00	\$0.00	\$58,000.00
#2	\$88,979.00	\$4,448.95	\$58,000.00	\$26,530.05
#3	\$173,982.95	\$8,699.15	\$84,530.05	\$80,753.75

Financial Impact

A budget amendment that transferred funds from the Capital Projects Fund to the Downtown TIF Fund 16-10-2-6320 was previously approved for the project in 2017 and funds were carried over to complete the project in FY18.

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

A MOTION was made to approve Payout Request No. 3 in the amount of \$80,753.75 to Alliance Contractors, Inc. for the 1st Street Parking Lot Improvements.

MOTION: Trustee Hoeft

SECOND: Trustee Leopold

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- g) Consideration – A Supplemental Resolution to Appropriate \$123,164.73 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2012 Street Improvement Program

Director of Public Works and Engineering Timothy Farrell reported that in a follow up to an IDOT Documentation Review of the Village’s MFT fund expenditures, IDOT has requested a supplemental resolution for the 2012 MFT Street Improvement Program. The Village approved the use of MFT funds for professional engineering services and additional construction contract change order work resulting in a value of the final MFT funds expended for the 2012 project above the original MFT funds appropriated by the Village and IDOT by resolution on April 26, 2012, and change order work approved by the Village Board on August 9, 2012. Excerpts of meeting minutes are attached regarding the original approvals.

Staff Analysis

The IDOT MFT appropriation is a procedural requirement for the use of MFT funds. In this case, the funds have already been expended from the MFT fund for this project. Appropriating the additional \$123,164.73 in MFT funds by resolution administratively appropriates the expenditure.

Financial Impact

The funds were already expended in 2012. No financial impact at this time.

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

A MOTION was made to approve a Resolution to Appropriate \$123,164.73 in Motor Fuel Tax Funds for the 2012 MFT Street Improvement Program.

MOTION: Trustee Leopold
SECOND: Trustee Westberg
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

- h) Consideration – A Resolution Authorizing the Waiver of the Formal Bidding Process and Approving the Purchase of Water Meters and Radio Transmitters from Core & Main in an Amount Not to Exceed \$100,000

Director of Finance Cathy Haley reported that board approval is requested for the purchase of up to \$100,000 in water meters and radio transmitters from Core & Main. The Village Board's approval of the request will allow for the on-going replacement and maintenance of aging water meters and non-functioning radio devices. This will help ensure the accurate and efficient gathering of water meter readings and proper billing of water use consumption to the Village's customers. Due to the proprietary nature of the meter radio transmitters and mobile drive-by reading equipment, staff is requesting the Board waive competitive bidding.

Staff Analysis

Accurate reading and billing of water use is vital to ensure adequate funding to support operational and capital needs within the Water and Wastewater Divisions.

The Village uses a drive-by meter radio system to gather meter reads for the Village's bi-monthly billing of utilities. Replacement of the water meter and radio device typically occur every 15 to 20 years, at which time the accuracy of the water meter begins to decrease and the battery life of the radio transmitter has been exhausted. Once the battery stops functioning, the radio ceases to transmit and the drive-by reading equipment can no longer read the water meter. Accounts that have radio transmitting devices that no longer function require the water bill to be estimated until such time that the radio device can be replaced and an actual meter reading can be taken off the face of the water meter.

The meter radio transmitters and mobile drive-by reading equipment are specific to each meter company. In other words, the reading equipment from one manufacturer cannot read the meter radios from another manufacturer. For this reason, staff is requesting the Village Board waive competitive bidding and proceed with the purchase of the water meters and radio devices through Core & Main.

Financial Impact

The Water Equipment Replacement Fund has \$125,000 as part of the FY2018 budget under line item 21-10-4-7500 for the MXU Replacement Program. Of this amount, \$100,000 is for the replacement of water meters and radio transmitters. The remaining \$25,000 is for the MXU read program computer upgrades that, if needed, would come to the Village Board for approval if the cost were to exceed \$20,000.

Because the warranty period for water meters and radio transmitters begins upon purchase and not installation, it is preferred not to keep an extraordinary amount of stock on hand. For that reason, staff is requesting authorization to expend up to the budgeted amount of \$100,000 for the purchase of water meters and radio transmitters with an understanding that these items would not be purchased as part of a single order, but would be purchased on an as-needed basis throughout this fiscal year. If this item is approved, staff would not return to the Board for approval of the subsequent purchases (within the 03.08.18 VB Minutes

budgeted amount) in this fiscal year.

Legal Analysis

Given the proprietary, single-source nature of meter radio devices, waiver of competitive bidding is requested.

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

Trustee Leopold asked how the equipment would fail; Director Haley reported that each unit has a 15 - 20 year battery life and the batteries cannot be changed out or replaced.

There were no other comments or questions.

A MOTION was made to approve a Resolution Authorizing the Waiver of the Formal Bidding Process and Approving the Purchase of Water Meters and Radio Transmitters from Core & Main in an Amount Not to Exceed \$100,000.

MOTION: Trustee Kanakaris

SECOND: Trustee Hoeft

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- i) Consideration – A Resolution Authorizing the Waiver of the Formal Bidding Process and Approving a Contract Extension to Apex Landscaping, Inc. of Hawthorn Woods, IL for the 2018 50/50 Residential Parkway Tree Replacement Program

Director of Public Works and Engineering Timothy Farrell reported that bids for the purchase and installation of trees for the Village’s 50/50 Residential Parkway Tree Replacement Program were opened and read aloud on Thursday, February 18, 2016. Bids were received from the following vendors:

Vendor	Average Cost Per Tree Size (caliper)			Overall Average Cost Per Tree
Acres Group Wauconda, IL	2.5” \$301	3.0” \$372	4.0” \$820	\$498.00
Alaniz Landscape Group Elgin, IL	2.5” \$306	3.0” \$339	4.0” \$451	\$365.00
Apex Landscaping, Inc. Hawthorn Woods, IL	2.5” \$343	3.0” \$380	4.0” \$429	\$384.00
Trees Unlimited, Inc. Hampshire, IL	2.5” \$467	3.0” \$509	4.0” \$606	\$527.00

Staff Analysis

The bids received provided prices for the following trees: Cleveland Select Pear (Spring planting only), Deborah Norway Maple, Red Sunset Maple, Accolade Elm, Northern Red Oak, Bald Cypress, Sugar Maple, State Street Maple and Skyline Honey Locust in 2.5” caliper, 3.0” caliper and 4.0” caliper sizes.

The price per tree included the following:

- Excavate and remove unnecessary soil from sites
- Install trees as specified
- Backfill trees and properly mulch sites
- Clean up and haul away debris
- Initial watering

The bid form also asked bidders to include additional parkway tree recommendations and prices so that residents could be offered a wide variety of trees.

Apex Landscaping was determined to be the most qualified and competitive bidder and the Village Board awarded a contract to Apex at the March 10, 2016 Village Board Meeting. Apex held their bid price and the contract was extended for the 2017 program. Apex has planted a total of 446 trees (271 in 2016 and 175 in 2017).

Apex is offering to hold the price again for the 2018 program. It is estimated that approximately 250 trees may be planted in 2018. Based on satisfactory performance and competitive pricing, consideration to extend the contract is warranted.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Improve Appearance of Public and Private Properties*.

Financial Impact

The Village Board approved \$50,000 for the 50/50 Parkway Tree Replacement Program as part of the 2018 Budget and is included in the Street Improvement Fund, 04-10-4-7510.

A MOTION was made to approve a Resolution Authorizing the Waiver of the Formal Bidding Process and Approving a Contract Extension to Apex Landscaping of Hawthorn Woods, IL for the 2018 50/50 Residential Parkway Tree Replacement Program.

MOTION: Trustee Kanakaris

SECOND: Trustee Westberg

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- j) Consideration – Resolutions Authorizing Submittal of Applications to the ComEd Green Region Program

Assistant Village Manager Lisa Armour reported that ComEd is partnering with Openlands to administer the ComEd Green Region Program. Grants are available to public agencies to support efforts to plan for, protect, and improve open space in ComEd’s service area. Grants up to \$10,000 may be used to pay for up to 50% of eligible activities. The application deadline is March 16, 2018. Notification of grant awards is expected in early July. Funds cannot be used retroactively for projects that happen before the grants are awarded. Award funds must be spent within 18 months after receipt.

Staff Analysis

The proposed project for submittal is for the continued ecological restoration and maintenance activities

in the Southwind and Wing Pointe subdivisions. The maximum amount of \$10,000 would be requested, as it is anticipated that the 2019 activities would be at least \$25,000. A resolution authorizing submittal of the application is required, as well as a commitment to the expenditure of matching funds.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Sound Financial Management and Fiscal Sustainability* as a priority, and “explore grant opportunities in each department to offset costs of programs and capital improvements” as an objective.

Financial Impact

These activities are on-going annually and are included in the Five-Year Capital Improvement Program, with \$15,000 currently planned for 2019 for Wing Pointe and \$10,000 for Southwind.

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

A MOTION was made to approve a Resolution Authorizing Submittal of an Application to the ComEd Green Region Program.

MOTION: Trustee Leopold

SECOND: Trustee Goldman

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- k) Consideration – Authorization to Proceed with the Implementation of the 2018 Special Events

Mayor Sass invited Bryant Haniszewski, Chairman, Huntley Goes Bald to address the Village Board as to why they needed to close Coral Street a day prior to the approved date. Mr. Haniszewski stated that they would need more time to set up the 120 foot tent for the event. They would like to set the tent up on Coral Street on Thursday afternoon as opposed to Friday morning.

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

Trustee Leopold told Mr. Haniszewski that Coral Street must kept open as best as possible for the continued construction of the BBQ King building. Mr. Haniszewski stated that he would.

It was the consensus of the Village Board to allow the Huntley Goes Bald event to begin setting up on Thursday afternoon, March 15th.

Special Events Manager Barbara Read reported that in preparation for the 2018 Farmers Market and other special events sponsored or coordinated by the Village, staff is requesting Village Board approval for the list of special events that was included in the Village Board’s packet.

Staff Analysis

There are several new events scheduled in 2018 which are dedicated to highlighting the revitalized downtown and downtown businesses. Staff will be working with the businesses to coordinate their involvement.

As part of coordinating the special events, most of the groups will receive a Letter of Understanding from the Village outlining their requirements to proceed such as Certificate of Liability Insurance, signage, clean up and important requirements specifically needed to insure that each event is safe and non-intrusive to the surrounding residents and/or businesses.

Financial Impact

Expenses for the Farmers Market will come from line item 01-10-2-6352; \$8,500 has been budgeted for the 2018 Farmers Market.

Expenses for the other Village sponsored special events will come from line item 01-10-2-6351; \$35,000 has been budgeted for: Green & Clean Huntley Day, Ladies Night Out on the Square, Concerts in the Square, Family Fun Day at the Farmers Market, Independence Day Fireworks (\$20,000) Show, Bike Huntley, Fall Harvest Fest, A Very Merry Huntley and other special events.

Staff has reached out to Huntley businesses that have sponsored events in previous years or have shown interest in sponsoring events to offset costs.

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

It was the consensus of the Village Board to authorize the implementation of the 2018 Village of Huntley Special Events and approval of the non-Village sponsored events. Authorization will allow staff to proceed with issuance of Letters of Understanding, where necessary.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION:

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

A MOTION was made at 8:05 p.m. to Enter into Closed Session for pending litigation with intent to return to open session and take action.

MOTION: Trustee Leopold

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

A MOTION was made to exit Executive Session at 8:23 p.m.

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

The Voice Vote noted all ayes and the motion carried.

POSSIBLE ACTION ON ANY CLOSED SESSION ITEM:

A MOTION was made to Authorize Execution of a Settlement Agreement with Huntley Investment Partners, LLC.

MOTION: Trustee Kanakaris

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:24 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary