

**VILLAGE OF HUNTLEY  
VIRTUAL VILLAGE BOARD  
May 14, 2020  
MEETING MINUTES**

**CALL TO ORDER:**

A virtual meeting of the Village Board of the Village of Huntley was called to order on Thursday, May 14, 2020 at 7:00 p.m. Call in number: 847-748-0565 PIN: 85545.

**ATTENDANCE:**

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

**ABSENT:** None

**IN ATTENDANCE VIA TELEPHONE:** Interim Village Manager Lisa Armour, Village Clerk Rita McMahon, Director of Finance Cathy Haley, Director of Development Services Charles Nordman, Chief of Police Robert Porter, Director of Public Works and Engineering Tim Farrell, and Village Attorney John Cowlin.

Mayor Sass read the following into the record:

Thank you for joining us for the May 14<sup>th</sup> virtual Village of Huntley Board meeting. Pursuant to Governor Pritzker's Executive Order No. 2020-07 (COVID-19 Executive Order No. 5), Governor Pritzker has suspended certain rules of the Open Meetings Act – specifically the Executive Order permits remote public meetings. In light of the current COVID-19 public health emergency and the prohibition of public gathering of 10 or more, the Village Board has chosen to conduct the board meeting remotely.

All public comments received prior to 5:00 p.m. today will be read into the record under Public Comments.

All other members of the public are now asked to mute your phones. Village Trustees, please do not mute your phones.

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

**MOMENT OF SILENCE:**

Mayor Sass asked for a moment of silence for the sudden passing of Mrs. Shirley Becker, wife of former Mayor Charlie Becker, Mrs. Shirley Dhamer, wife of former Mayor James Dhamer and Aaron Shepley, Mayor of the City of Crystal Lake.

**SPECIAL PRESENTATIONS:**

- a) Proclamation – National Police Week, May 10-16, 2020

Mayor Sass read the following proclamation recognizing the commitment and dedication of the Huntley Police Department in serving and protecting our residents, businesses and visitors.

Honoring the Huntley Police Department and Law Enforcement Personnel Nationwide

National Police Week, May 10 – May 16, 2020

WHEREAS, there are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Village of Huntley Police Department;

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the men and women of the Huntley Police Department have made the commitment to provide upstanding and unequalled dedication in serving and protecting Huntley residents, businesses and visitors;

WHEREAS, the Huntley Police Department sponsors community events and services such as Bike Huntley, National Night Out, Citizen Police Academy, Neighborhood Watch, Police Explorers, and L.E.A.D. the Way just to name a few; and

WHEREAS, the mission statement of the Village of Huntley Police Department states *“With crime prevention and law enforcement as our cornerstone, the Huntley Police Department is committed to providing professional service through a well-trained staff working with the community and other departments and agencies to maintain a safe, friendly village”*.

NOW, THEREFORE, BE IT PROCLAIMED, on behalf of the Village Board of Trustees, I Mayor Charles H. Sass, hereby request all residents to publicly salute the service of law enforcement officers in our great community and in all communities across the nation.

Dated this 14<sup>th</sup> day of May, 2020 and signed by Charles H. Sass, Village President

b) Proclamation – National Public Works, Week, May 17-23, 2020

Mayor Sass read the following proclamation recognizing the substantial contributions Public Works employees make in protecting our health, safety, and quality of life.

National Public Works Week  
May 17-23, 2020

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the Village of Huntley; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in the Village of Huntley to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2020 marks the 60<sup>th</sup> annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, I, Charles Sass, Village President do hereby designate the week May 17 – 23, 2020 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Dated this 14<sup>th</sup> day of May, 2020 and signed by Charles H. Sass, Village President.

**PUBLIC COMMENTS:**

Interim Village Manager Armour reported that five Public Comments were submitted and read them into the record:

1. With Governor Pritzker continually moving the end date for his shelter in place executive order, there is no telling when our local businesses will be able to operate.

Safety and the well-being of all Huntley residents is a priority. There is a very large portion of McHenry County residents who feel that those who are at risk should remain sheltered while those who choose so, should be able to exercise their God-given rights to provide for themselves and their families.

We have no faith in the Governor. We know his true allegiance is with the Chicago machine. When will our elected officials in Huntley stand up and say, "Enough!?", Michael Thompson

2. Please open up Huntley we still have a choice to stay home this is a free nation let the choice be made by us not one governor thanks, Phil Poliak, Huntley IL

3. Sharing my support for the Mayor and Trustees of the Village of Huntley to reopen our town as soon as possible with precautions and guidelines in place, even if it is without the permission of the governor. Huntley should not be included in the region we have been designated in. Our village and surrounding towns around us need to advocate appropriately for our communities and their residents since it has become apparent that our governor will not. Our community can and will band together to support each other. Sean and Leslie Smith

4. According to the MCDPH website which I will include in this email, it reports 42 cases in Huntley as of today 5/12/20. We should be able to open back up! Our small businesses are DYING and our people need to go back to work and need to socialize again. The immediate surrounding towns have very few numbers as well. LITH 74, Algonquin, 46. Population combined for those 3 towns is 87,373. We have 162 cases so that makes it 0.001854% of our population. We're shut down why??

Enough is Enough!!!!

We are NOT Chicago, we are NOWHERE near Chicago and yet we are being held hostage by the UNCONSTITUTIONAL Tyrant of a "Governor" who doesn't care at all about us!! We need to take our own county into our own hands and do what is best for our communities!

Please take Mr. Franks letter into consideration and let our businesses OPEN. Thank you, Danae Zaitz; Lake in the Hills, IL

5. OPEN HUNTLEY!

To Whom It May Concern,  
05.14.20 VB Meeting

I appreciate that Huntley, along with McHenry, is taking steps to opt out of J.B. Pritzker's zoning. I am not a numbers person, but I understand that our numbers of infection and death are low. I do not hold a medical degree, but I understand that the vast majority infected with covid recover completely. I do not hold an economics degree, but I understand that the small businesses around the state and in our very town of Huntley are being ravished by this lockdown. I am not a psychiatrist, but I understand that the mental toll that this lockdown is taking on children and adults alike is devastating. (I understand this first hand because my children and I are suffering.)

As a wife of a paramedic, I understand that my family is more than exposed to our fair share of germs. As are the families of police officers, doctors, nurses, etc. Keep in mind that the members of our community who hold those aforementioned roles have been shopping in your stores, ordering pick up, pumping gas and frequenting the bank as you and yours have been doing all this time. There is more exposure going on than you think, regardless of stay at home orders. With that being said, our at-risk community has been spared.

Respectfully, we've all sheltered in place for 2 months for the at-risk community. We were expected to shift, adapt and make changes we didn't want to. We did it. Our society cannot sustain if this order remains in place. So many families do not have an income and are suffering. I would gather that these citizens are considered just as at-risk, but in a different manner. They're at risk of losing their homes, their health insurance, their savings accounts and consequently the stability of their mental health. Our town (and all of those in it) will be affected negatively for years to come if we don't turn it around now. Apart from re-zoning (which Governor Pritzker will likely dismiss), I kindly ask that you consider following the other counties in IL who are opening up despite the zoning procedures. The survival of our town depends upon it. Thank you for your consideration, Dani Athans, Huntley, IL

Trustee Leopold asked Mayor Sass at this time if he had an update from the McHenry County Council of Government (McCOG) letter that went out earlier in the week regarding the request from McHenry County to be shifted to a new recovery region and separated from the City of Chicago. Mayor Sass said he had not heard anything from McCOG yet, but would inform the Village Board once he had an update. Trustee Leopold then asked if the Mayor heard if the McHenry County Sheriff was going to enforce the two people per boat rule. Mayor Sass said he did not know for certain but did hear that the Sheriff's office was debating to enforce the rule.

#### **ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the April 23, 2020 Village Board Meeting Minutes

Mayor Sass reported that everyone was in attendance at both meetings and asked if the Village Board had any comments or changes; there were none.

#### **A MOTION was made to approve the April 23, 2020 Village Board Meeting Minutes.**

**MOTION:** Trustee Hoefft

**SECOND:** Trustee Leopold

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

**NAYS:** None

**ABSENT:** None

**The motion carried: 6-0-0**

- b) Consideration – Approval of the May 14, 2020 Bill List in the amount of \$302,182.58

Mayor Sass reported that \$141,836.60 (or 46.94%) of the total bill list is attributable to the payment of development impact fees to other taxing bodies (\$41,357.00), payment of a 50% deposit to Advanced Business Networks Inc. for the SAN & Server Project (\$52,167.07), payment to Steiner Electric Co. for the 2020 LED Lighting Incentive Program (\$27,898.08) and Payout to Patrick Engineering Inc. for the Kreutzer Road Phase 1 Project (\$20,414.45).

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

**A MOTION was made to approve the May 14, 2020 Bill List in the amount of \$303,182.58.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

- c) Consideration – An Ordinance Granting Relief for Wall Signage for Shopko Optical, 9940 Route 47

Director of Development Services Charles Nordman reported that Shopko Optical recently submitted buildout plans for the south tenant space in the new multi-tenant building located north of the Walgreens at Reed and Route 47. Shopko Optical was founded in 2019 and currently has 81 stores. Shopko has stated their prototypical signage starts at a minimum of 17-feet in width and totaling 40 square feet. They would like to keep their signage consistent with their existing fleet of stores.

The 9,070 square foot multi-tenant retail building located on Lot 3 of Rosati's Resubdivision was approved in June 2019, and construction of the shell of the building is now complete, with several tenants in various stages in the buildout process. When the project went through the development review process, the Starbucks sign plans were approved; however, the remaining tenant spaces were shown with prototypical channel letter signage and no additional relief requested.

#### Staff Analysis

The Sign Regulations provide for one square foot of wall signage for each lineal foot of frontage for the tenant space. Shopko's tenant space is 25 feet wide, thus allowing a 25 square foot wall sign. Shopko Optical is appealing to the Village Board to request relief to allow a 40 square-foot sign on their front façade (15 additional square feet, or a 60% increase). Shopko's proposed signage on the rear elevation measures 25 square feet and does not require relief.

Staff proposes that all future tenants in the Rosati's Lot 3 multi-tenant retail building be allowed to use a 1.6 multiplier for their lineal frontage to calculate the maximum square footage for the front façade wall signs, similar to the request by Shopko Optical. This will provide consistency in the development.

Staff recommends the following conditions be applied should the Village Board approve the relief for front wall signs:

- 1) The other tenant spaces within the retail building shall be permitted a wall sign to have an area that is 1.6 times the lineal frontage of their tenant space.

- 2) No sign permits are approved as part of this submittal. Sign permits must be applied for with the Development Services Department.

Director Nordman reported that the petitioner was on the call to answer questions.

Mayor Sass asked Director Nordman if all the units were the same size in front to keep the signs the consistent. Director Nordman said the units were all the same size.

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

**A MOTION was made to approve an Ordinance Granting Relief for Wall Signage for Shopko Optical, 9940 Route 47.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Leopold**

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

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

- d) Consideration – An Ordinance Granting Relief for Additional Wall Signs for the Suites on Main Building, 11810 Main Street

Director of Development Services Charles Nordman reported that Embassy Builders, a high-end residential construction company, has shown interest in signing a 3-year lease for the entire first floor of the Suites on Main building located at 11801 Main Street. One condition of signing the lease is for Embassy Builders to be able to place their signage on the west façade of the building with the hopes of gaining better visibility from Route 47. In addition, Century 21 New Heritage, located just down the block, is requesting an off-premise sign to be placed on the west façade of the Suites on Main building. Both Embassy Builders and Century 21 have stated they already work closely together on building and selling custom homes, and the co-signage on the west façade will strengthen and grow both businesses. The Suites on Main signage on the front (south) façade will remain.

The owners of the Suites on Main building and the two adjacent lots are Lisa Rossow and Lynn Klein (MD Huntley, LLC), and they own the Century 21 New Heritage business. MD Huntley came before the Village Board last year with a plan to tear down the building and construct a larger building. They have stated that plan is now tabled because of difficulty in securing an anchor restaurant, and limited parking in the downtown.

Staff Analysis

The Suites on Main building currently has one 15 square-foot wall sign on the front façade. The allowed wall signage for the front façade of the building is 25 square feet, based on 1 square-foot allowed for each lineal foot of frontage. As the building also fronts Coral Street, the petitioner does have the ability to post another 25 square foot sign on the Coral Street façade; however, they do not propose signage on Coral Street.

Embassy Builders proposes to install a 40 square-foot wall sign on the west façade in an effort to gain visibility from Route 47. The sign matches the look of the signage in the downtown area and is proposed to be illuminated with a gooseneck light fixture. The Sign Regulations do not allow for signage on the west

façade as this parcel is considered an interior lot. Relief is required for the size (40 square feet), and for the location on the west façade.

The Century 21 signage matches the design of the Embassy sign, and measures 28 square feet. The Century 21 sign is considered off-premise signage. The Sign Regulations classify off-premise signs as prohibited, and all off-premise signage requires relief to be approved by the Village Board. Per the Sign Regulations, off-premise signs are required to be adjacent to, and intended to be viewed from Route 47 only. The lot is not adjacent to Route 47; however, the west façade is visible from Route 47. Relief is required for the Century 21 sign for size (28 square feet) and for the off-premise location.

	Signage Proposed	Amount Allowed	Relief Required
Main Street Façade (south)	Suites on Main Sign 15 SF (existing)	25 SF	None
Coral Street Façade (north)	No sign proposed	25 SF	None
West Façade	Embassy Sign, 40 SF	None	40 SF, and location
West Facade	Century 21 Sign, 28 SF	None	28 SF, and Off-Premise Sign

Staff recommends the following conditions be applied should the Village Board approve the relief for two wall signs:

- 1) No sign permits are approved as part of this submittal. Sign permits must be applied for with the Development Services Department.
- 2) The off-premise sign permit shall be valid for one year with an automatic renewal at the discretion of the Village Board. The off-premise sign permit may be rescinded by the Village Board on a case-by-case basis.

Director Nordman reported that the petitioner was on the call to answer questions.

Trustee Westberg said he would like to see a second gooseneck fixture to help illuminate the signs better. Trustee Kankaris agreed.

Mayor Sass asked why the signs were stacked instead of next two each other. He understands there is a window there for the apartment, but thinks the signs could work side by side.

Petitioner, Ms. Lynn Klein agreed to add a second gooseneck and would work with the sign company to try a side by side layout. Ms. Klein will coordinate the new plans with Director Nordman for feedback.

Trustee Piwko questioned if perhaps painting the wall a different color would also help make the signs more noticeable. Trustee Leopold said he is glad something is going on that wall.

Trustee Kanakaris said Century 21 is a great business to have downtown and knows they will make it look great.

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

**A MOTION was made to approve an Ordinance Granting Relief for Two (2) Additional Wall Signs on the Suites on Main Building, 11810 Main Street.**

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

- e) Consideration – An Ordinance Approving a Minor Amendment to the Final Planned Unit Development for Pod 8A – Phase 1 and for 17 Lots in Pod 8A – Phase 3 of the Talamore Subdivision for New Single-Family Products

Director of Development Services, Charles Nordman reported that on August 3, 2006, the Village Board adopted Ordinance (O)2006-08.70 approving the Final Plat of Subdivision and Final Planned Unit Development (“PUD”) for Lennar for Pod 8A-Phase 1 of the Talamore Subdivision. Pod 8A-Phase 1 includes 83 single-family lots and is bound by Founders Field Boulevard to the east and Hadley Drive to the south. The Final PUD approved in 2006 consisted of three (3) models/floorplans ranging in size from 2,937 square feet to 3,467 square feet. Lennar also owns 17 vacant lots in the abutting Pod 8A-Phase 3 to the west which are subject to Ordinance (O)2013-09.50. Lennar is proposing to development these 17 lots in conjunction with the 83 lots in Pod 8A-Phase 1. There are no modifications to the Final Plat of Subdivision for Pod 8A-Phase 1 or Phase 3.

Lennar is requesting approval of seven (7) models/floorplans ranging in size from 2,146 to 3,237 square feet. Three of the seven proposed models have been previously built in Talamore and all will include three car garages as a standard feature. The following table provides a summary of the proposed models/floorplans:

<u>Model</u>	<u>Type</u>	<u>Square Feet</u>	<u>Bedrooms</u>	<u>Garage</u>
Adams	1 Story	2,146	3 BR	3 Car
Matisse*	1 Story	2,365	3 BR	3 Car
Galveston*	2 Story	2,612	4 BR	3 Car
Rainier	2 Story	2,758	4 BR	3 Car
Weston*	2 Story	2,907	4 BR	3 Car
Santa Rosa	2 Story	3,084	4 BR	3 Car
Sequoia	2 Story	3,237	4 BR	3 Car

*\*previously constructed in Talamore.*

For reference, the home sizes approved in the adjacent Pod 8B and Pod 8A Phases 2 and 3 range between 2,652 – 4,229 square feet.

Ordinance (O)2006-08.70, which approved the Final PUD, also required all homes in Pod 8A – Phase 1 to provide specific architectural elements as listed below. Similarly, Ordinance (O)2013-09.50 which applies to the 17 lots in Pod 8A-Phase 3 required the same architectural elements. The proposed models meet these requirements with exception to the requirement for at least one rear gable.

- Minimum foundation plantings packages for all front and corner side yards
- All front elevations shall include a brick/masonry element
- All garage doors require windows and at least 3 different garage designs are required for each product line



- Window grills on all front elevations
- The following architectural upgrades are standard for all side and rear elevations for the detached single family homes
  - 5/4” window surrounds
  - 5/4” frieze boards
  - Window grills are standard (as an option, a homeowner may opt out of window grills on non-corner/non-rear facing road lots)
  - Shutters around windows
  - At least one rear gable
  - Different color architectural shingles
  - Trim will carry over from the front elevation
  - All corner lots will have a minimum of two first floor windows along the corner side elevation

Lennar has also requested that condition #4 of Ordinance (O)2006-08.70 be deleted. Condition #4 states “the petitioner is required to install 1½” water service, and to meet residential sprinkler requirements according to specifications of the Huntley Fire Protection District.” At the time Pod 8A-Phase 1 was approved there was a requirement for fire sprinkler systems in single family detached homes; however, in 2007 the Village Board of Trustees approved Ordinance (O)2007-09.41 which eliminated this requirement. The petitioner is requesting the condition be removed to prevent any confusion about whether a fire sprinkler system is required. Lennar will continue to offer a fire sprinkler system as an option to all buyers and will be required to provide an acknowledgement form along with the building permit indicating whether a buyer has chosen or declined the option.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a Strategic Priority, “Diversify Residential Development Options” as a goal, and “Pursue new residential development” as an objective.

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

Trustee Hoeft discussed the continuity with the ranch models being across the street from a two-story model along the perimeter. The houses are different sizes and maybe would look better if similar houses were by each other. Mr. Rick Murphy of Lennar addressed Trustee Hoeft’s concern and said the ranch style home is a premium product and stands up to whatever type of house it is near. The construction costs are higher because of the larger footprints and basements for the ranch style which in turn increases the value of the neighboring homes. Mr. Murphy added ranch homes are in great demand with Lennar selling many of them in each of their developments and would be devastating to lose 30 homes if they eliminated the ranch by the two story homes.

Mayor Sass said that makes sense but driving by on the street you still see a ranch instead of a two story and thinks it looks like a smaller home. Mr. Murphy said it includes a 3 car garage and that the ranch is actually comparable in size to the two story in some cases even bigger.

Mr. Scott Gerard of Lennar continued saying Lennar had 90 ranch sales last year in 3 communities in the area. Not having 2 ranch style model would change the financials drastically and honestly wish they could have 3 ranch models.

Trustee Goldman said to leave the plans the way they are. She lives in a 3,300 s.f. home with no basement across the street from a 5,500 s.f. home and it doesn't matter to her. She appreciated having an option to install a fire sprinkler system for her home and is happy just the way her street looks. Trustee Leopold said when he travels Square Barn Road to Bunker Hill Drive he notices a mixture of two story and ranch style homes by each other and has no problem with it.

Trustee Westberg addressed elevation option D for the Adams and Matisse ranch models saying the option is too plain vanilla and would like to see the option removed. Mayor Sass agreed. Trustee Westberg thanked the petitioner for finishing up the development and said he's pleased with the way everything looks. Mr. Murphy agreed to remove elevation option D for the Adams and Matisse. Trustee Leopold thanked the developer for agreeing to drop the D elevation.

Trustee Kanakaris agreed with eliminating option D for the ranch models and asked if all the windows were completely wrapped with a 1 x 4. Mr. Murphy replied yes, all the windows were wrapped completely with a 5/4" board; front, side and back.

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

**A MOTION was made to approve an Ordinance Approving a Minor Amendment to the Final Planned Unit Development for Pod 8A – Phase 1 and 17 lots in Pod 8A – Phase 3 of the Talamore Subdivision for New Single-Family Products.**

**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**

- f) Consideration – A Resolution Authorizing Payment of \$20,000 to the Association for Individual Development (AID) Contractual Services for the period of January 1, 2020 through December 31, 2020

Chief Robert Porter reported that it is the policy of the Village of Huntley Police Department to treat victims and witnesses of crimes and traumatic incidents with fairness, compassion and dignity in accordance with constitutional rights, the Illinois Compiled Statutes Bill of Rights for Victims and Witnesses of Violent Crime Act and recognized professional public service standards. Victims and witnesses of violent crimes in most cases may be confused and intimidated by police procedure and the judicial process. The Department will strive to provide direction and coordination of available services to the community in the most efficient and professional manner.

The Association for Individual Development is on call 24 hours a day and 7 days a week. Its purpose is to assist distraught victims, which allows emergency personnel to concentrate on departmental tasks and less on the social/psychological needs of the victim(s) that can be better served by those with advanced subject matter credentials. The organization can be contacted for such matters as: death, death notifications, serious injuries, trauma cases, debriefings, on-going neighbor issues, hoarding, mental health issues, and domestic violence to name a few.

Staff Analysis

The Police Department has contracted with the Association for Individual Development (AID) since 2014  
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in various configurations. In 2019, AID was teamed up with the Police Department’s Community Response Team (CRT), sharing an office, and experienced a significant increase in cooperation and teamwork to address various needs within the community. The below chart shows the progression of involvement of AID within the community.

	FY 19	FY 18	FY 17	FY 16	FY 15	FY 14
Total Cases:	140	69	7	32	10	24
Total Clients:	262	119	14	65	22	74

Financial Impact

This contract is included in the FY20 budget under dues and publications (100-50-00-6275) for Police Department victim services.

Mayor Sass asked Chief Porter how the amount due was calculated. Chief Porter stated last year was a pilot program and included the Village of Cary and the McHenry County Mental Health Board. This year the cost is somewhat higher because the McHenry County Health Board cut the program and is no longer participating. He acknowledged the cost increase but felt it was certainly worth it and added the Village of Cary does not pay as much because AID is only there for one day, but is at Huntley for two days per week. Trustee Goldman asked if Sgt. Hooten was still involved. Chief Porter said yes, but Sgt. Sullivan and Officer Racila are the key employees involved, but there are many officers training for crisis prevention. Trustee Goldman asked the difference between the Child Advocacy Center (CAC) and the Association for Individual Development (AID). Chief Porter stated that CAC typically involves a child and a more serious crime of abuse and AID is more for a somewhat lesser degree of domestic or verbal violence case. The officers will try to work with the parties involved to come to a mutual understanding and calm them down onsite.

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

**A MOTION was made to approve Authorize the Payment of \$20,000 to the Association for Individual Development for Contractual Services for the period of January 1, 2020 through December 31, 2020.**

- 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**

- g) Consideration – A Resolution Expressing Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation to be issued by the Village of Huntley, McHenry and Kane Counties, Illinois

Finance Director Cathy Haley reported that the FY20 budget includes several major capital projects within the Downtown TIF District. These projects associated with the proposed Passenger Rail expansion include funds for engineering and design services for the station and associated improvements such as parking lot expansion and stormwater management. Other projects include the Catty Building site improvements as well as Streetscape Improvements along S. Church Street. The estimated total cost of these projects is \$4.2

million. The reimbursement resolution would authorize debt up to this amount, but would allow a lesser amount of debt to be issued depending upon available funding.

### Staff Analysis

With the current COVID-19 pandemic situation, staff is monitoring and evaluating potential revenue that may be available to pay toward any future debt issuance associated with these projects. In order to continue moving forward with parts of these projects without waiting to determine the full impact of the current situation, the reimbursement resolution is proposed so that engineering work being done now (as previously approved by the Board) would be eligible for reimbursement from any future bond proceeds. The reimbursement resolution sets the stage for a future bond issuance if the Village chooses to move forward with any of the projects identified in the description of capital projects identified in Exhibit A of the resolution. At this time, it is anticipated that a potential bond issuance in the amount of approximately \$1 - \$1.5 million would be considered to complete stormwater management improvements to serve the Catty property.

### Financial Impact

The resolution does not obligate the Village to issue debt. If bonds are issued, bond proceeds must be allocated to reimburse the original expenditure within 18 months after the later of the date the original expenditure was paid, or the date the project was placed in service or abandoned, but in no event more than three years after the original expenditure was paid.

In follow-up to the discussion with the Board on February 27<sup>th</sup>, options for refinancing existing debt include:

- Refinance the existing 2015 (Downtown Improvements) and 2017 (Wastewater Upgrades) Debt Certificates, with no new debt at this time (however, new debt could be issued at a later date and the reimbursement resolution will allow for bond proceeds to be used to reimburse costs incurred prior to the bond issuance); or
- Refinance the existing 2015 (Downtown Improvements) and 2017 (Wastewater Upgrades) Debt Certificates, extend the payment timeframe for the Downtown Improvements to the end of the TIF (2037), and issue new debt in the amount of approximately \$1.5 million for stormwater management improvements for Catty; or
- Refinance the existing 2015 (Downtown Improvements) and 2017 (Wastewater Upgrades) Debt Certificates, extend the payment timeframe for the Downtown Improvements to the end of the TIF (2037), and issue new debt in the amount of \$4.2 million for various public infrastructure improvements in the Village, including: infrastructure improvements in the Downtown TIF District; replacement, repair and improvement of sidewalks, streets, curbs, gutters and parking lots; and utility, water and sewer system and stormwater improvements

Based on an analysis completed by Bernardi Securities, the Village could maintain the same or somewhat reduced annual debt payment with the additional debt in the \$1.5 million range if the debt for the 2015 Downtown Improvements payment timeframe were extended to the end of the TIF (2037) and refunded at a lower interest rate.

Per Village Board direction regarding the proposed options, staff will bring forward authorization to proceed with the refinancing option and any approved new debt.

Legal Analysis

Bond Counsel Chapman and Cutler prepared the draft resolution.

Director Haley stated representatives from Chapman and Cutler and Bernardi Securities were on the call to assist with any questions.

Mayor Sass reminded the Village Board the request tonight is for reimbursement purposes only and no action is being sought at this time for approval to issue bonds or financing. He added the \$1.5 million is for offsite water storage which is needed no matter what happens with the Catty property. The \$4.2 million would include downtown improvements such as curbs, gutters, sidewalks, etc. Trustee Leopold asked how the \$1.2 million was calculated and if it included anything other than run-off. Mayor Sass said CBBEL made the calculations and asked Director of Public Works and Engineering Tim Farrell to explain what the \$1.2 million included. Director Farrell said it includes running the storm sewer east on Mill Street, South on Grove, then over to Myrtle Street. On Grove, Myrtle and Mill Streets improvements would be made where there is currently no curb and gutters. The Village cannot use barrier curb and gutters in some places along these streets, so existing curb and gutters will remain in place.

Interim Village Manager Armour stated a consensus is requested of the Village Board to move forward with Option 2. It was the Board’s consensus to do so, with authorization to proceed to be presented at a later date.

Mayor Sass asked if there were any further questions. There were none.

**A MOTION was made to approve a Resolution Expressing Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation to be Issued by the Village of Huntley McHenry and Kane Counties, Illinois.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Leopold**

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

**NAYS: None**

**ABSENT: None**

**The motion carried: 6-0-0**

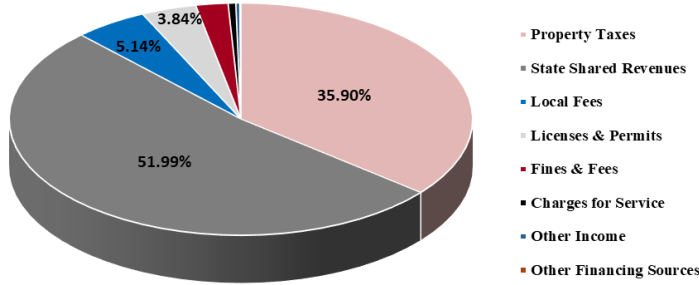
- h) Transmittal – A First Quarter for FY20 Financial and Investment Reports for the Village of Huntley

Director of Finance Cathy Haley reported that submitted for review and acceptance are the Village’s first quarter FY20 Financial and Investment Reports.

**FISCAL YEAR 2020 FIRST QUARTER FINANCIAL REPORT  
GENERAL FUND REVENUE SOURCES**

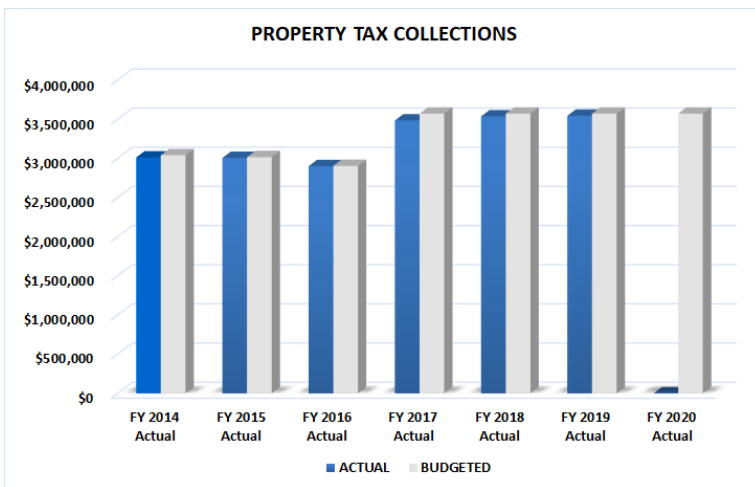
General Fund Revenues are the taxes, fees and other charges that the Village assesses to provide services to its citizens. General Fund Revenues for the FY20 budget are composed of the following revenue percentages:

**BUDGETED REVENUES FY20**



The three largest sources of revenue for FY20 continue to be property tax, sales tax, and income tax, which is part of the State shared revenue. Other taxes and fees include local use tax, telecommunications tax, building permits, video gaming and police fines. At the end of the first quarter for FY20, General Fund revenues appear to be trending behind budget. However, property tax revenue does not begin to come in to the Village until the second quarter of the fiscal year and accounts for 35.90% of General Fund revenues. Revenue collections for the first quarter of FY19 were showing a 12% collection rate; FY20 collections are also showing a 12% collection rate.

- Property Taxes – Every December, the Village levies property taxes to provide funding for General Village operations, employer portion of IMRF, Social Security and Police Pension obligations. The following graph indicates the amount levied, or budgeted for the General Fund, the amount actually received through FY19, and the amount budgeted in FY20. As a home rule community, the Village levies for dollars and has received between 98.00% and 100.00% of dollars levied the last six years as noted by the chart. As a result of the current pandemic situation this revenue stream may come in at slower rate due to no late penalties being assessed by the counties, but the Village still expects to receive 95% – 99% of these dollars at this point in time.

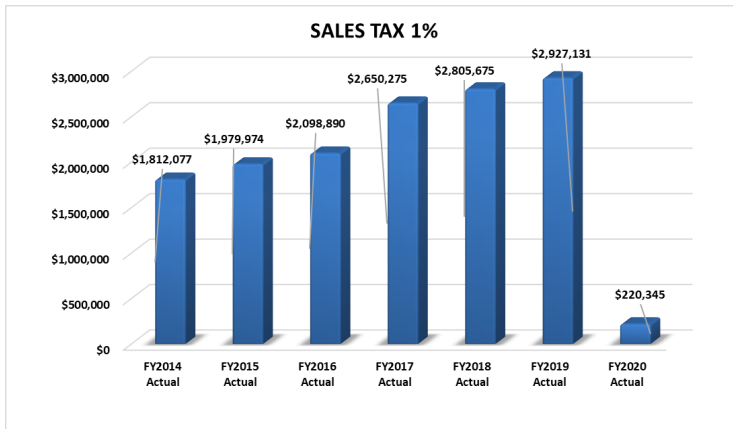


- Sales Tax Revenues – Sales tax at a rate of 7% is collected on all retail sales within the Village. The sales tax is administered and collected by the Illinois Department of Revenue (IDOR). One percent of this sales tax is distributed to the municipality where the sale

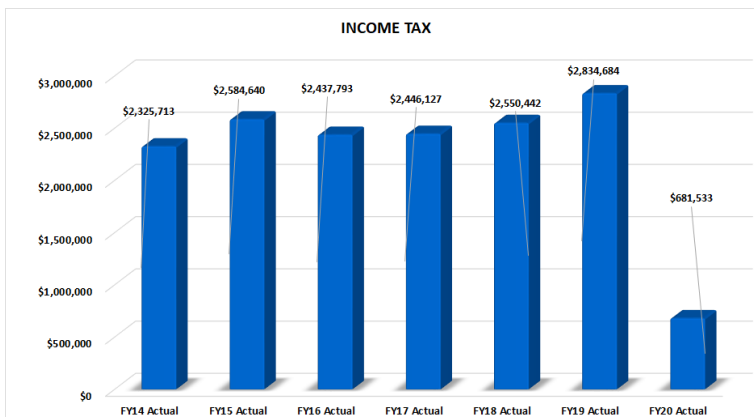
occurred. This tax is recorded in the Village’s General Fund and is used for basic Village operations.

Sales tax has a lag of three months from the time the sale occurs and when the Village receives the money from the state. Therefore, in FY20, January revenue which was collected in April, is the only month appearing on the ledger for this first quarter. This one month of revenue totals \$220,345 vs. \$230,133 for the same period last year, about a 5% decrease.

Beginning July 1, 2020 the Village will receive an additional 1% for the new Home Rule Sales Tax filed with the IDOR in February of this year. This revenue source is dedicated to Capital Projects and Streets.



- Income Tax – Income tax is currently outpacing FY19 receipts; however it is slightly behind the Illinois Municipal Leagues projections for the FY20 budget year. The first quarter FY20 actual dollars are at 24% of budgeted dollars instead of the expected 25%. The chart below displays ending actual dollars through FY19 and three months of actual dollars for FY20.



The next two pages report other revenue sources such as local use tax, telecommunications tax, building permit revenue, video gaming tax, and police fines & fees. Local Use Tax is trending in ahead of budgeted parameters at 30.54%. At this first quarter, 25% is the expectation for revenue receipts compared to the budget dollars. Original projections from the Illinois Municipal League (IML) indicated local use tax continuing to increase. New projections for this revenue source have not yet come out from IML based on the COVID-19 pandemic. This revenue could still increase as more individuals may be purchasing items on

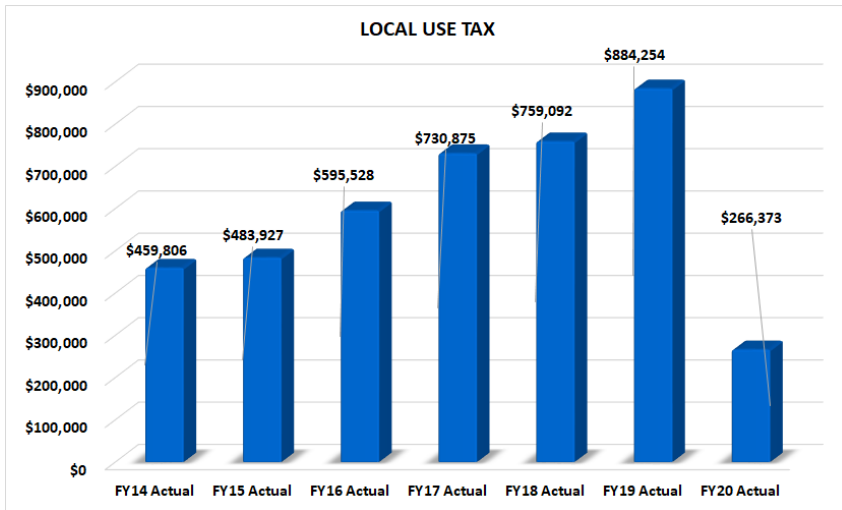
line and not going out to a physical location.

Telecommunications tax revenue, like sales tax revenue, has a lag of three months from the time the tax is remitted to the State and the revenue is received by the municipality. Therefore, in FY20, January revenue which was collected in April, is the only month appearing on the ledger for this first quarter. This one month of revenue totals \$35,255 vs. \$40,897 for the same time period last year. This revenue is allocated between the General Fund, the Facilities and Grounds Maintenance Fund and the Downtown TIF Fund.

Both police fines and fees, and building permit revenues are trending ahead of the first three months from this same period last fiscal year. Video gaming revenue was trending in ahead of budgeted parameters for January and February. However, due to the COVID-19 crisis, video gaming operations were suspended effective March 16, 2020. FY20 March revenue came in at \$8,378 vs \$17,682 in FY19. Potential loss in revenue if this is suspended for the remainder of FY20 could be more than \$140,000. This would impact the General Fund and Downtown TIF Fund by approximately \$70,000 each.

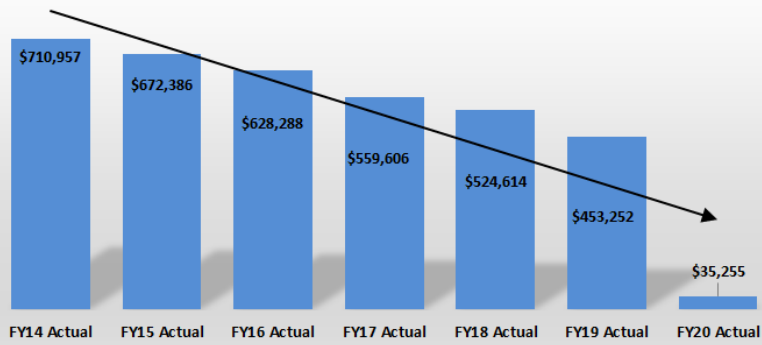
Building permit dollars through March are well above budget at \$128,868. The chart on Page 5 shows the dramatic drop in this revenue source compared to its peak year in 2014. The impact the COVID-19 crisis may have on building has yet to be determined.

Police fines are trending in at 30.81% of budget through March 31, 2020 as shown in the chart on Page 6.



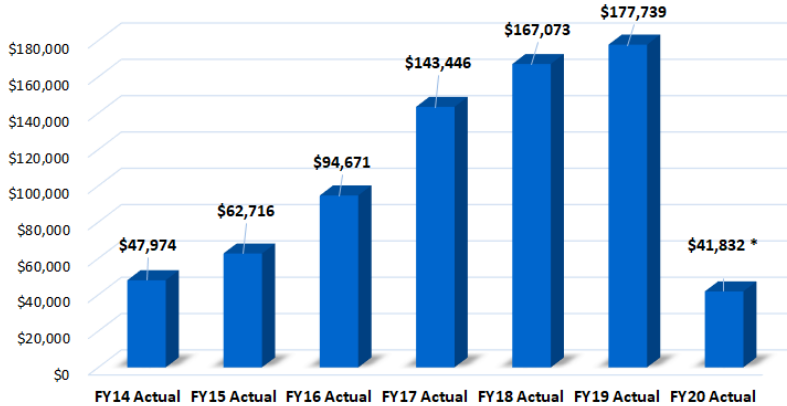


### Telecommunications Tax - Total Revenue



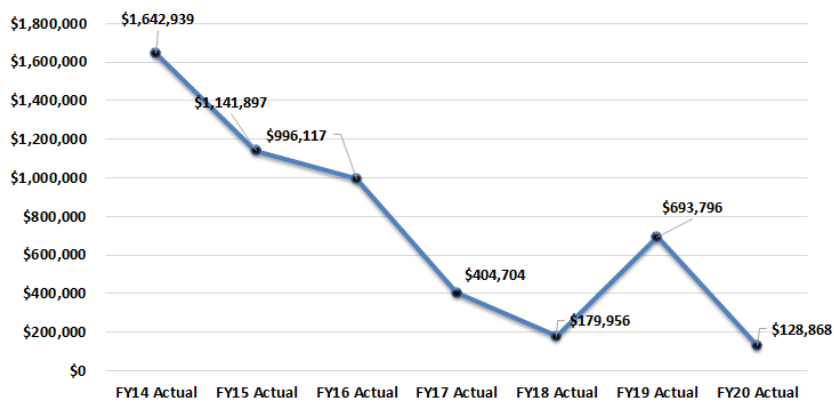
General Fund = \$5,876  
 Facilities & Grounds Maintenance Fund = \$22,599  
 Downtown TIF Fund = \$6,780

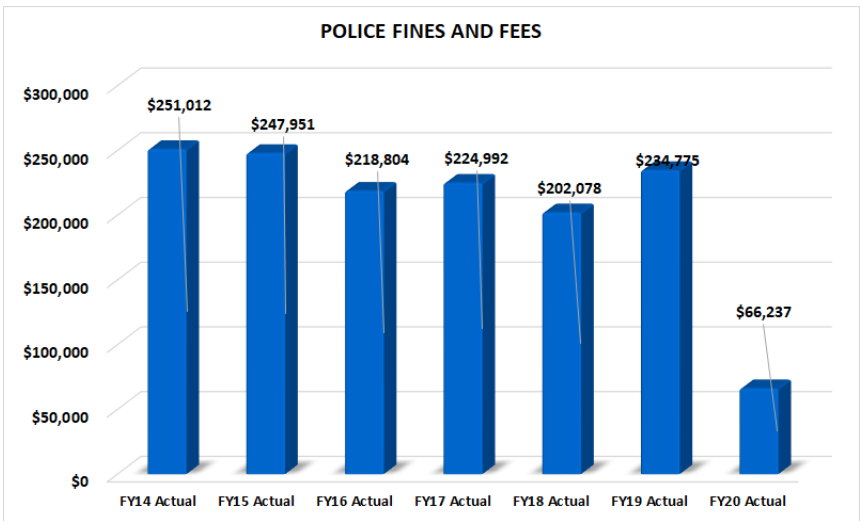
### VIDEO GAMING TAX



\* General Fund = \$20,454 and Downtown TIF Fund = \$21,378

### Building Permit Revenue History





Overall General Fund Revenues through March 31, 2020, are trending in near budgeted parameters. While the total collections show at 12%, this does not include any dollars for property tax revenue and only includes one month of sales tax revenue. However, the impact the COVID-19 crisis may have on some of the Village’s larger revenue sources, such as sales tax and income tax have yet to be seen. Starting in April, we anticipate seeing the impact the pandemic will have on these revenue streams.

Below is the line item detail for the General Fund.

●	25% or Greater Collection Rate
●	24.99% - 1.00% Collection Rate
●	0.00% Collection Rate

ACTUALS THROUGH MARCH 31, 2020					
ACCOUNT NUMBER	DESCRIPTION	YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	COLLECTED/EXPENDED	
Fund 100 - General Fund					
<b>REVENUES</b>					
4010-4012	Property Taxes-McHenry County & Kane	\$0	\$3,570,917	0%	●
4015	Property Taxes-Police Pension	\$0	\$978,039	0%	●
4120	Sales Tax	\$220,345	\$2,800,000	8%	●
4121	Local Use Tax	\$266,372	\$872,198	31%	●
4123	Cannabis State Use Tax	\$4,358	\$0	100%	●
4125	Income Tax	\$681,533	\$2,830,982	24%	●
4130	Personal Property Replacement Tax	\$18,150	\$85,000	21%	●
4245	Simplified Municipal Telecommunications	\$5,876	\$65,000	9%	●
4250	Cable TV Franchise Tax	\$0	\$420,000	0%	●
4252	Video Service Provider Fee-AT&T	\$0	\$81,000	0%	●
4260	Video Gaming Tax	\$20,454	\$85,000	24%	●
4310	Building Permits	\$128,868	\$300,000	43%	●
4311	Non Residential Review & Permit Fee	\$36,445	\$20,000	182%	●
4313	Engineering Plan Review Fee-Single Family	\$5,000	\$15,000	100%	●
4315	Elevator Plan Review/Fees	\$6,405	\$10,000	64%	●
4320	Liquor License	\$1,500	\$46,500	3%	●
4322	Tobacco License	\$0	\$4,300	0%	●
4325	Video Game License & Fees	\$4,000	\$50,500	8%	●
4330	Contractor Registration	\$5,157	\$15,000	34%	●
4340	Waste hauler License	\$1,898	\$9,500	20%	●
4350	Business Registration	\$1,000	\$4,000	25%	●
4360	Special Events Registration	\$2,635	\$12,000	22%	●
4435	IDOT Distracted Driving Reimbursement	\$601	\$0	100%	●
4511	Development Application Fees	\$3,950	\$15,000	26%	●
4515	Police Fines & Fees	\$66,327	\$215,000	31%	●
4525	Building Permit Penalties/Fines	\$1,014	\$2,000	51%	●
4530	Wireless Tower Contract Fees	\$13,634	\$53,078	26%	●
4535	Small Wireless Facilities Fees	\$650	\$0	100%	●
4665	School Resource Officer	\$17,183	\$67,379	26%	●
4708	Investment Income	\$21,933	\$25,000	88%	●
4709	Unrealized Gain/Loss Investment	\$6,849	\$0	100%	●
4790	Miscellaneous Revenue	\$553	\$10,000	6%	●
4912	Transfer from Liability Cemetery Fund	\$2,500	\$10,000	25%	●
<b>TOTAL REVENUES : GENERAL FUND</b>		<b>\$1,545,190</b>	<b>\$12,672,393</b>	<b>12%</b>	●

### GENERAL FUND EXPENDITURES

General Fund Expenditures account for the general operations of the Village, including Police, Development Services, and Public Works and Engineering (Streets, Engineering, Buildings & Grounds and Fleet Services). It also includes the Village Manager's Office (including Human Resources and Information Technology) and Finance.

At the end of the first quarter for FY20, General Fund Expenditures are at 25.30% of budget. Overall, the General Fund is operating within the parameters of budgeted dollars. The chart below shows General Fund expenditures by department. All department heads have been advised to closely monitor spending and to identify areas for cost savings.

**EXPENDITURES THROUGH MARCH 31, 2020**

<b>GENERAL FUND</b>	<b>BUDGET</b>	<b>YTD ACTUAL</b>	<b>AVAILABLE</b>	<b>PCT USED</b>
<b>EXPENSES</b>				
Legislative	\$298,867	\$90,492	\$208,375	30.28%
Village Manager's Office	\$880,220	\$218,178	\$662,042	24.79%
Finance	\$417,338	\$109,649	\$307,689	26.27%
Police	\$6,979,501	\$1,621,958	\$5,357,543	23.24%
Public Works	\$2,827,877	\$906,376	\$1,921,501	32.05%
Development Services	\$1,120,070	\$260,300	\$859,770	23.24%
Contingencies	\$148,520	\$0	\$148,520	0.00%
<b>TOTAL EXPENDITURES W/O TRANSFERS</b>	<b>\$12,672,393</b>	<b>\$3,206,953</b>	<b>\$9,465,440</b>	<b>25.31%</b>
Transfers Out	\$372,237	\$93,059	\$279,178	25.00%
<b>TOTAL EXPENDITURES WITH TRANSFERS</b>	<b>\$13,044,630</b>	<b>\$3,300,012</b>	<b>\$9,744,618</b>	<b>25.30%</b>

The next chart breaks out expenditures by type.

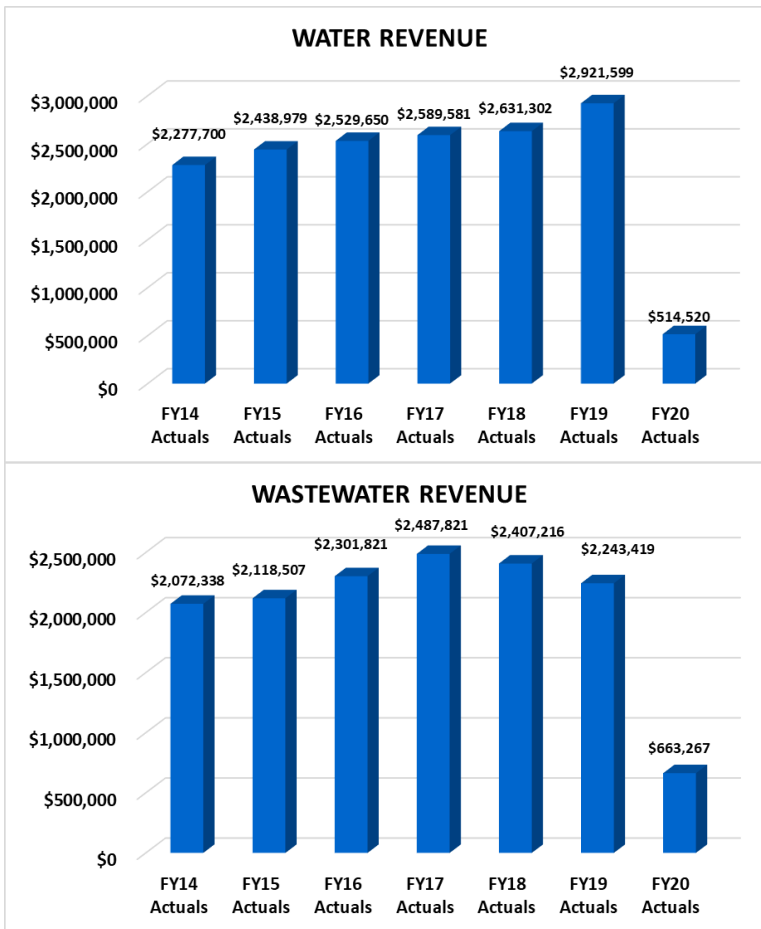
**EXPENDITURES THROUGH MARCH 31, 2020**

<b>GENERAL FUND</b>	<b>BUDGET</b>	<b>YTD ACTUAL</b>	<b>AVAILABLE</b>	<b>PCT USED</b>
<b>EXPENSES</b>				
Personnel Services	\$8,503,726	\$2,011,386	\$6,492,340	23.65%
Health Insurance Transfer	\$1,008,000	\$252,000	\$756,000	25.00%
Commodities	\$739,995	\$306,307	\$433,688	41.39%
Contractual	\$2,272,152	\$637,260	\$1,634,892	28.05%
Contingencies/Transfer to ERF	\$148,520	\$0	\$148,520	0.00%
<b>TOTAL EXPENDITURES W/O TRANSFERS</b>	<b>\$12,672,393</b>	<b>\$3,206,953</b>	<b>\$9,465,441</b>	<b>25.31%</b>
One Time Revenue Transfer	\$372,237	\$93,059	\$279,178	25.00%
<b>TOTAL EXPENDITURES WITH TRANSFERS</b>	<b>\$13,044,630</b>	<b>\$3,300,012</b>	<b>\$9,744,618</b>	<b>25.30%</b>

**WATER AND SEWER OPERATING FUNDS**

Water and Sewer revenues come from charges for service for the water and wastewater treatment facilities. These revenue streams are dependent on customer usage. At the end of the first quarter for FY20 water revenue appears to be slightly behind budgeted parameters at 20% and wastewater revenue appears to be trending right at budget at 25%. This revenue stream is seasonal and will increase in the summer months when usage is higher.

The COVID-19 pandemic may actually increase water usage with the stay at home order and school age children being home more hours in a day than normal. This is unknown, as users may cut down on consumption to conserve dollars. This increased usage may also be offset by reduced usage at business locations no longer operating or operating at reduced levels or closed to the public.



### FIRST QUARTER FY20 FINANCIALS

Overall revenues appear to be trending in within budgeted dollars for the first three months in FY20. Those funds that appear to be behind the 25% collection rate can be primarily attributed to the lack of property tax dollars that are received within the first quarter for the Village.

Expenditures within the operational funds appear to be trending in line with budgeted dollars. Those capital funds may appear to be trending behind budget but all are expected to come within budget range once the projects begin during the warmer weather.

**VILLAGE OF HUNTLEY**  
**PRELIMINARY REVENUES / EXPENDITURES STATEMENT**  
**THROUGH MARCH 31, 2020**

FUND	REVENUE		% Collected	EXPENDITURES		% Expended
	BUDGET	Y.T.D.		BUDGET	Y.T.D.	
General Fund	\$12,672,393	\$1,545,190	12.19%	\$13,044,630	\$3,300,012	25.30%
<b>Special Revenue Funds</b>						
Drug Enforcement	\$12,600	\$4,270	33.89%	\$10,500	\$27	0.26%
Cemetery Fund	\$32,000	\$11,295	35.30%	\$30,830	\$5,148	16.70%
Liability Insurance	\$271,000	\$15,202	5.61%	\$342,250	\$15,573	4.55%
Special Service Area #5	\$26,250	\$150	0.57%	\$38,250	\$13,168	34.43%
<b>Enterprise Funds</b>						
Water Operating	\$2,555,250	\$514,520	20.14%	\$2,312,655	\$463,651	20.05%
Water Capital & Equipment	\$344,000	\$131,495	38.23%	\$607,900	\$183,292	30.15%
Wastewater Operating	\$2,687,299	\$663,267	24.68%	\$2,512,553	\$518,484	20.64%
Wastewater Capital & Equipment	\$300,000	\$79,913	26.64%	\$658,999	\$155,509	23.60%
<b>Capital Funds</b>						
Capital Projects & Improvements	\$0	\$11,751	100.00%	\$1,723,300	\$445,913	25.88%
Facilities & Grounds Maintenance	\$341,437	\$47,894	14.03%	\$341,437	\$20,480	6.00%
Streets Improvements and Roads & Bridges	\$1,437,000	\$326,615	22.73%	\$1,304,000	\$104,647	8.03%
Downtown TIF	\$426,160	\$45,755	10.74%	\$1,375,225	\$115,269	8.38%
Motor Fuel Tax	\$1,080,200	\$252,996	23.42%	\$1,200,000	\$0	0.00%
Equipment Replacement Fund	\$310,500	\$87,343	28.13%	\$539,109	\$388,357	72.04%
<b>Internal Service Fund</b>						
Benefits Fund	\$1,553,000	\$392,176	25.25%	\$1,539,565	\$418,524	27.18%
<b>Fiduciary Fund</b>						
Police Pension Fund	\$1,687,690	(\$1,094,061)	-64.83%	\$507,646	\$150,793	29.70%
	\$25,736,779	\$3,035,771		\$28,088,849	\$6,298,847	

\* General Fund Expenditure budget and actual numbers include the one time revenue amount for capital of \$372,237.

\*\* Police Pension Fund revenues show the large unrealized loss from the first quarter of 2020.

Finally, the charts on the next three pages are summaries of cash and investments through March 31, 2020.

**VILLAGE OF HUNTLEY**  
**CASH AND INVESTMENT DISTRIBUTION**  
**MARCH 31, 2020**

<b>FINANCIAL INSTITUTION</b>	<b>CASH</b>	<b>%</b>	<b>INVESTMENTS</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
<b>AMERICAN COMMUNITY</b>						
Money Market	\$402,312	4.41%	\$0	0.00%	\$402,312	1.14%
Petty Cash	\$1,518	0.02%	\$0	0.00%	\$1,518	0.00%
CD's	\$0	0.00%	\$2,755,278	10.55%	\$2,755,278	7.82%
CDARS	\$0	0.00%	\$3,230,192	12.36%	\$3,230,192	9.17%
	<u>\$403,830</u>	<u>4.43%</u>	<u>\$5,985,471</u>	<u>22.91%</u>	<u>\$6,389,301</u>	<u>18.13%</u>
<b>BMO HARRIS BANK</b>						
Operating Account	\$1,381,527	15.15%	\$0	0.00%	\$1,381,527	3.92%
Police Pension	\$302,392	3.32%	\$0	0.00%	\$302,392	0.86%
	<u>\$1,683,920</u>	<u>18.47%</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,683,920</u>	<u>4.78%</u>
<b>FIRST NATIONAL BANK</b>						
CD's	\$0	0.00%	\$204,656	0.78%	\$204,656	100.00%
	<u>\$0</u>	<u>0.00%</u>	<u>\$204,656</u>	<u>0.78%</u>	<u>\$204,656</u>	<u>100.00%</u>
<b>IMET</b>						
Convenience Fund	\$0	0.00%	\$435,463	1.67%	\$435,463	1.24%
	<u>\$0</u>	<u>0.00%</u>	<u>\$435,463</u>	<u>1.67%</u>	<u>\$435,463</u>	<u>1.24%</u>
<b>THE ILLINOIS FUNDS</b>						
Corporate	\$3,055,978	33.52%	\$0	0.00%	\$3,055,978	8.67%
E-Pay	\$58,372	0.64%	\$0	0.00%	\$58,372	0.17%
E-Pay Clearing	\$1,000	0.01%	\$0	0.00%	\$1,000	0.00%
Motor Fuel Tax	\$781,888	8.58%	\$0	0.00%	\$781,888	2.22%
	<u>\$3,897,238</u>	<u>42.74%</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$3,897,238</u>	<u>11.06%</u>
<b>US BANK</b>						
Lock Box	\$865,601	9.49%	\$0	0.00%	\$865,601	2.46%
SSA #6 - SSA #10	2,232,806	24.49%	\$0	0.00%	\$2,232,806	6.34%
	<u>\$3,098,407</u>	<u>33.98%</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$3,098,407</u>	<u>8.79%</u>
<b>5/3 INVESTMENTS</b>						
Investments	\$9,810	0.11%	\$9,610,879	36.79%	\$9,620,689	27.30%
	<u>\$9,810</u>	<u>0.11%</u>	<u>\$9,610,879</u>	<u>36.79%</u>	<u>\$9,620,689</u>	<u>27.30%</u>
<b>CHARLES SCHWAB</b>						
Police Pension	\$24,700	0.27%	\$9,887,902	37.85%	\$9,912,602	28.13%
	<u>\$24,700</u>	<u>0.27%</u>	<u>\$9,887,902</u>	<u>37.85%</u>	<u>\$9,912,602</u>	<u>28.13%</u>
	<u>\$9,117,904</u>	<u>100.00%</u>	<u>26,124,369.99</u>	<u>100.00%</u>	<u>\$35,242,274</u>	<u>100.00%</u>
<b>SUMMARY</b>						
<b>CASH</b>					<b>\$9,117,904</b>	<b>25.87%</b>
<b>INVESTMENTS</b>					<b>\$26,124,370</b>	<b>74.13%</b>
					<b>\$35,242,274</b>	<b>100.00%</b>

**VILLAGE OF HUNTLEY**  
**QUARTERLY INVESTMENT REPORT AS OF MARCH 31, 2020**

CASH & INVESTMENT SUMMARY		CASH & INVESTMENT FUND ALLOCATION	
ILLINOIS FUNDS	\$3,897,238	100 General Fund	\$4,630,869
INTEREST CHECKING	\$4,883,764	210 Drug Enforcement Fund	\$111,434
MONEY MARKET	\$9,810	220 Cemetery	\$346,039
U.S. SECURITIES (IMET)	\$435,463	230 Insurance	\$193,420
INTEREST CHECKING POLICE PENSION	\$302,392	250 SSA #5	\$51,974
CHARLES SCHWAB MMKT POLICE PENSION	\$24,700	400 Capital Projects	\$3,288,954
CHARLES SCHWAB EQUITY POLICE PENSION	\$5,813,544	410 Municipal Buildings	\$365,861
CHARLES SCHWAB LONG TERM POLICE PENSION	\$4,074,358	420 Transportation/ R&B	\$753,853
		440 Downtown TIF	\$426,062
INVESTMENT MATURITIES JAN - JUNE 2020	\$1,513,763	460 MFT	\$882,231
INVESTMENT MATURITIES JULY - DEC 2020	\$6,495,655	480 Equipment Replacement	\$1,466,164
INVESTMENT MATURITIES JAN - JUNE 2021	\$1,026,817	510 Water - Operating	\$692,480
INVESTMENT MATURITIES JULY - DEC 2021	\$3,514,565	515 Water - Capital	\$3,362,158
INVESTMENT MATURITIES JAN - JUNE 2022	\$3,000,093	520 Sewer - Operating	\$150,969
INVESTMENT MATURITIES JULY - DEC 2022	\$250,112	525 Sewer - Capital	\$2,296,306
		600 Benefits Fund	\$3,288,114
		700 Escrow	\$487,586
		710 SSA #10	\$502,112
		760 SSA #6	\$264,460
		770 SSA #7	\$263,043
		780 SSA #8	\$362,931
		790 SSA #9	\$840,260
		800 Police Pension	\$10,214,994
<b>SUMMARY AS OF MARCH 31, 2020</b>	<b>\$35,242,274</b>	<b>SUMMARY AS OF MARCH 31, 2020</b>	<b>\$35,242,274</b>

**VILLAGE OF HUNTLEY**  
**QUARTERLY INVESTMENT REPORT AS OF MARCH 31, 2020**

INSTITUTION	RATE	POLICE PENSION	ILLINOIS FUNDS	INTEREST CHECKING	MONEY MARKET	U.S. SECURITIES
IMET (Convenience)	1.720%					\$435,463
5/3 Securities - MMKT	2.140%				\$9,810	
American Community - Business Acct	1.500%			\$402,312		
American Community - Petty Cash				\$1,518		
Harris Bank Daily Deposit	2.220%			\$1,381,527		
Harris Bank Accounts Payable	0.000%					
Harris Bank Payroll	0.000%					
IL Funds Corporate	2.122%		\$3,055,978			
IL Funds E-Pay	2.122%		\$58,372			
IL National Bank E-Pay Clearing	0.000%		\$1,000			
IL Funds Motor Fuel	2.122%		\$781,888			
U.S. Bank / Lock Box	1.000%			\$865,601		
U.S. Bank - SSA #6 - #10	VARIES			2,232,806		
Charles Schwab MMKT	VARIES	\$24,700				
Charles Schwab Equity Investments	VARIES	\$5,813,544				
Charles Schwab Long Term Investments	VARIES	\$4,074,358				
BMO Harris Police Pension	2.220%	\$302,392				
<b>TOTAL</b>		<b>\$10,214,994</b>	<b>\$3,897,238</b>	<b>\$4,883,764</b>	<b>\$9,810</b>	<b>\$435,463</b>



INSTITUTION & INVESTMENT INSTRUMENT	RATE	INVESTMENT	INVESTMENT	INVESTMENT	INVESTMENT	INVESTMENT	INVESTMENT
		MATURITY	MATURITY	MATURITY	MATURITY	MATURITY	MATURITY
		JAN - JUNE 2020	JUL - DEC 2020	JAN - JUNE 2021	JUL - DEC 2021	JAN - DEC 2022	JAN - DEC 2023
<u>CDARS</u>							
American Community Bank	1.50%		\$3,230,192				
<u>Certificate of Deposit</u>							
American Community Bank	2.00%	\$1,163,653					
American Community Bank	2.20%		\$151,815				
American Community Bank	2.20%		\$151,815				
American Community Bank	0.85%				\$1,287,995		
First National Bank	2.27%		\$204,656				
<u>Fifth Third Securities - Certificate of Deposit</u>							
Barclays Bank CD	1.90%		\$200,576				
Discover Bank CD	1.90%		\$125,360				
Ally Bank CD Midvale UT	1.95%		\$200,950				
Capital One Bank USA NA CD	2.00%		\$150,753				
Morgan Stanley CD	3.05%		\$177,091				
Sallie Mae Bank	2.10%		\$248,749				
Wells Fargo Bank Natl	2.75%			\$253,723			
American Exp Federal Savings	2.25%				\$250,416		
UBS Bk USA Salt Lake City	3.20%				\$180,250		
BMW Bank North America	3.25%				\$256,053		
Capital One NA CD	2.10%					\$249,710	
HSBC Bank North America CD	1.99%					\$235,693	
JP Morgan Chase Bank NA	1.70%					\$249,520	
Third Federal Savings & Loan CD	2.50%					\$251,193	
Citibank National Association CD	2.90%					\$253,038	
Synovus Bank Georgia CD	1.55%					\$140,549	
Synchrony Bank CD	2.70%					\$251,419	
Comenity Capl Bank Utah CD	2.54%					\$204,978	
Goldman Sachs Bank USA	1.75%					\$249,979	
Live Oak Bank North Carolina CD	1.75%					\$252,178	
Wells Fargo NA CD	1.80%					\$176,761	
Morgan Stanley Bank NA CD	1.80%					\$249,487	
Texas Security Bank CD	1.75%						\$250,112
<b>TOTAL</b>		<b>\$1,163,653</b>	<b>\$4,841,958</b>	<b>\$253,723</b>	<b>\$1,974,713</b>	<b>\$2,764,504</b>	<b>\$250,112</b>

INSTITUTION & INVESTMENT INSTRUMENT	RATE	INVESTMENT	INVESTMENT	INVESTMENT	INVESTMENT	INVESTMENT	INVESTMENT
		MATURITY	MATURITY	MATURITY	MATURITY	MATURITY	MATURITY
		JAN - JUNE 2020	JUL - DEC 2020	JAN - JUNE 2021	JUL - DEC 2021	JAN - DEC 2022	JAN - DEC 2023
<u>5/3 Securities Municipal Bonds</u>							
Ogden City Utah Redev Agy Rev	3.00%	\$100,000					
Kansas St Devl Financial Authority Rev Bond	2.61%	\$250,110					
Atlanta GA Devl Authority Revenue Bond / Downtown Stadium	1.90%		\$75,245				
Phoenix AZ Civic Impt Corp	2.60%		\$290,461				
East Whiteland Township PA GO Bond	1.80%		\$120,892				
Honolulu HI City & County GO Bonds	2.10%		\$442,328				
Bartlett IL Pk Dist GO Bonds	2.00%		\$512,510				
Rockford IL GO Sales Tax Alt Rev Source Ref Bond	2.09%		\$212,262				
Charlotte NC CTFIS Partn	2.62%			\$203,140			
Grand Chute Wis Go Prom	4.00%			\$284,334			
Las Vegas NV Taxable Var Ref	2.40%			\$285,621			
Honolulu Hawaii City & Cnty Wastewater Sys	2.78%				\$213,984		
Pennsylvania St Univ Rev Bonds	2.03%				\$293,158		
Dunedin FLA Non-ad valorem	3.31%				\$535,616		
Dupage County Comm School Dist #200 GO Refunding Bonds	2.23%				\$252,370		
McLean & Woodford Cntys IL GO Refunding School Bonds	4.00%				\$244,725		
Oregon State Department	2.64%					\$235,589	
<b>TOTAL</b>		<b>\$350,110</b>	<b>\$1,653,697</b>	<b>\$773,095</b>	<b>\$1,539,852</b>	<b>\$235,589</b>	<b>\$0</b>
<b>TOTAL</b>		<b>\$1,513,763</b>	<b>\$6,495,655</b>	<b>\$1,026,817</b>	<b>\$3,514,565</b>	<b>\$3,000,093</b>	<b>\$250,112</b>

Director Haley also presented the Revenue and Expense report through March 31, 2020.

Mayor Sass asked if there were any questions.

Trustee Goldman referenced the FY18 revenue and expense report that was provided to her earlier this year  
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and asked if the FY19 report was available. Director Haley stated the report Trustee Goldman was referencing was the FY18 Popular Annual Financial Report (PAFR) and the FY19 PAFR would hopefully be distributed by late June. She added the auditors were completing the FY19 audit this week and once the audit was complete, staff would prepare the PAFR. Trustee Leopold questioned if the audit and PAFR couldn't be completed earlier because expenditures were still being charged to the FY19 line items. Director Haley confirmed yes.

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

**A MOTION was made to Accept and Place on File the First Quarter FY2020 Financial and Investment Reports for the Village of Huntley.**

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

**VILLAGE ATTORNEY'S REPORT:** None

**INTERIM VILLAGE MANAGER'S REPORT:**

Trustee Leopold asked if the Illinois EPA (IEPA) is following through the decreased discharge into the stream regulations. Director of Public Works and Engineering Tim Farrell said as earlier approved by the Village Board in January 2020 to prepare a preliminary Nutrient Assessment Reduction Plan (NARP) Workplan, the Village is currently meeting the .5 standard of Total Phosphorus discharge limit. The NARP plan being conducted will evaluate if the facilities can meet the 0.5 standard on a consistent basis, since. He added the IEPA intends to require the 0.5 standard by 2030.

**VILLAGE PRESIDENT'S REPORT:**

Trustee Kanakaris asked to discuss the opening of Huntley restaurants. He suggested closing Main and Coral Street to put up tables and tents for patrons to take their carry-out purchases to eat and drink outside on the tables in the street. He understands they can't eat or drink inside, but at least they can get a feeling of dining out by using the tables and eating around other people in a public setting. Trustee Kanakaris said he felt it was discriminatory that fast food drive thru restaurants can have people sitting in the parking lot eating, but dine in restaurants cannot. He added knowing the consumption of alcohol has to be on public not private owned property, he suggested leasing village owned property to restaurants outside of the downtown area to set up tables for outside food and alcoholic beverage consumption. Mayor Sass said businesses like Pub 47 could possibly utilize parking spaces to put tables in for outside consumption, but he would have to know for certain that it would be legal. He added the Village would have to pass an ordinance to allow the on premise consumption of alcoholic beverages on village owned property.

Mayor Sass said he is continuing to monitor what the Cities of Woodstock and McHenry are proposing, believes showing a unified front is important and is appreciative of what McCOG is trying to do in separating Huntley from the Chicago area region.

Trustee Leopold added he noticed the picnic tables at the Dairy Mart are taped off so no one can eat on site. Trustee Goldman stated she saw an article that Governor Pritzker will be moving all of Illinois into Phase 3 and thinks the Village should wait until May 30<sup>th</sup>. Trustee Kanakaris said the Village needs to have a plan in place prior to the end of the month to prepare for Phase 3 and ultimately Phase 4 of the Governor's Plan.

Trustee Hoeft agreed that the Village should have a plan in place and asked to confirm that Phase 3 does not allow the bars to open at all. The Mayor said yes and added that he understands the Village Board wants to help our businesses and residents, but the Village also needs to be cautious. The State of Illinois could start pulling liquor licenses for these establishments and possibly negating our liability insurance.

Mayor Sass asked the Trustees to put their thoughts together for a plan to utilize public property to help restaurants. Trustee Kanakaris stressed the importance of having a plan in place and that people should be able to eat and drink outside. Mayor Sass again asked the Trustees to please put their ideas together and get them to him as soon as possible.

Trustee Westberg concluded the discussion telling the Mayor he applauded his efforts in trying to do what is best for the businesses and residents of the Village. He said he receives texts, emails and verbal comments in support of what Huntley is doing with McCOG and trying to be a joint force to reopen the communities. However, Trustee Westberg added that Huntley is choking and businesses are struggling, but does appreciate the Mayor and entire McCOG organization for fighting for them.

Mayor Sass informed the Village Board that he had been approached from an interested party in putting in additional self-storage units by the Hansen Heating and Plumbing property on Route 47. He added that he was not in favor of the additional units since it is a major corridor and the ultimate plan is to beautify that area. There was a consensus from the Village Board with Mayor Sass in not being in favor of the idea.

Mayor Sass acknowledged the Huntley High School graduating class of 2020 and read the following statement:

The Village of Huntley extends our congratulations to the Class of 2020 from Huntley High School, Marlowe Middle School, and Heineman Middle School! We are very proud of all of you and this great achievement. We commend you and your families for your hard work.

For those of you graduating from high school, we know the way the school year ended was disappointing, to say the least. We are sorry you had to miss out on all the memorable events that go along with the end of the school year. We also know you are resilient and will find new ways to deal with the challenges we all face with this global pandemic. As the future leaders of our community, state and nation, we say to you stay safe and stay strong. No matter where your future may take you, always remember Huntley, the friendly Village with country charm! Go Red Raiders!

For those of you graduating from the 8<sup>th</sup> grade, we know you also have missed out on fun celebrations and other activities. We know high school will be a different experience for you than it was for those graduating this year. We are confident that you will also make your own way through these challenging times. We wish you all the best as you take this next step forward in your education. Go Mustangs! Go Hawks!

The Mayor congratulated the JR Westberg family on their daughter Breanna turning 16 on May 16<sup>th</sup> and daughter Isabella graduating from Marlowe Middle School. The Mayor also congratulated Dave and Amy Johnson on the graduation of their daughter Elizabeth from Marlowe Middle School.

a) Declaration of Local State of Emergency

Mayor Sass reported that pursuant to the authority vested in the office of Village President by the Illinois  
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Municipal Code Section 5/11-1-6, the Illinois Emergency Management Agency Act Section 3305/11 and Ordinance (O)2020-03.19 of the Village of Huntley, Village President Sass declared a local state of emergency on March 17, 2020 after finding that the standards as set forth in Ordinance (O)2020-03.19 had been satisfied. Per the ordinance, the state of emergency shall expire not later than the adjournment of the first regular meeting of the corporate authorities after the state of emergency is declared. The declaration was extended on April 9, 2020 and again on April 23, 2020. As a result, the current declaration expires as of May 14<sup>th</sup>.

Staff Analysis

Given the ongoing COVID-19 virus pandemic, the proclamation of disaster issued by Illinois Governor J.B. Pritzker regarding the COVID-19 pandemic, and the resulting threat to the health, safety and general welfare of our residents, the Declaration of Local State of Emergency is hereby extended and shall continue until such time as provided in Ordinance (O)2020-03.19. It is possible that the declaration may be extended again depending upon circumstances.

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

**A MOTION was made to extend the declaration of the local state of emergency.**

**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**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** None

**POSSIBLE ACTION ON ANY CLOSED SESSION ITEM:** None

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:30 p.m.**

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

Respectfully submitted,

Rita McMahan  
Village Clerk