

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
February 20, 2014
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, February 20, 2014 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees Ronda Goldman, Nick Hanson, Harry Leopold, John Piwko and JR Westberg.

ABSENT: Trustee Niko Kanakaris

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Police Chief John Perkins and Village Attorney Mike Coppedge.

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

PUBLIC COMMENTS: None

SPECIAL PRESENTATION:

- a) Lifesaving Award – Officer Chuck McGrath

Chief John Perkins showed a video and described how Officer McGrath saved the life of a 21 year old male from an extreme allergic reaction to a bee sting while driving.

Officer McGrath received an award from Mayor Sass and the Village Board.

ITEMS FOR DISCUSSION:

- a) Discussion – Approval of the February 6, 2014 Committee of the Whole Meeting Minutes

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

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the February 6, 2014 Committee of the Whole Meeting Minutes.

- b) Discussion – Approval of the February 27, 2014 Bill List in the Amount of \$386,117.10

Mayor Sass reported that \$121,755.51 of the bill list expenditures is from the FY13 Budget and the remaining \$264,361.59 is from the FY14 Budget. Mayor Sass asked if the Committee had any comments or questions regarding the Bill List; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval

the February 27, 2014 Bill List in the Amount of \$386,117.10.

- c) Discussion – Consideration of an Ordinance Authorizing the Issuance of Industrial Development Revenue Bonds on behalf of Cargo Equipment Corporation and Authorizing the Execution of Associated Documents

Village Manager David Johnson reported that in October 2013, the Village Board approved an “Inducement Resolution” for Cargo Equipment Corporation which initiated the company’s process for the issuance of \$3,300,000 in tax exempt bonds to finance a newly constructed 40,000SF headquarters facility in Huntley. Since that time, the company, bank, Village and respective legal counsel have worked to obtain “volume cap allocation” from the State of Illinois, and assemble the necessary documentation to fund the construction of the company’s new facility at 13700 George Bush Court in the Huntley Corporate Park. The company anticipates that the bonds will be funded on or about March 31, 2014 to accommodate a Spring 2014 construction.

Realnet Partners, LLC, a real estate holding company owned by the owners of Cargo Equipment Corporation, will serve as the entity through which the bonds are issued on behalf of Cargo Equipment Corporation.

Staff Analysis

Staff and Village bond counsel (Chapman & Cutler) have reviewed Cargo Equipment’s documents and found them to be in order for Village Board consideration. There is no financial obligation on the part of the Village in being the issuer of Industrial Revenue Bonds. The Village only passes along its tax-exempt status to the company. The purpose of Cargo Equipment utilizing IRB financing is solely to take advantage of the lower interest rate associated with the tax exempt bonds. Borrower’s rates of interest are typically 65% of conventional bank rates.

An overview of IRB issues are provided in the Exhibit entitled IRB Overview.

Financial Impact

- Document review costs associated with Village of Huntley legal counsel borne by Cargo Equipment Corporation.
- The bonds do not financially obligate the Village of Huntley in any manner. The Village is involved only as a “conduit” for issuance of tax exempt bonds as required by federal IRS regulations.
- Cargo Equipment’s move to Huntley will result in the construction of a new 40,000 square foot facility which will immediately bring 22 new jobs to Huntley, and with planned expansion, management anticipates the addition of up to 25 additional employees. These employees will represent an important addition to Huntley’s “daytime population” further aiding efforts to attract restaurants and other retailers. Property taxes generated by the construction of the new building are estimated to generate approximately \$80,000 annually for all taxing bodies upon expiration of the Tax Increment Financing District.

Legal Analysis

The proposed ordinance and related bond documents have been reviewed and deemed acceptable by the law firm of Chapman & Cutler.

Village Manager Johnson reported that Mr. Iden, owner of Cargo Equipment was in attendance to

answer questions.

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

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Authorizing the Issuance of Industrial Development Revenue Bonds on behalf of Cargo Equipment Corporation and Authorizing the Execution of Associated Documents.

- d) Discussion - Consideration of an Ordinance Granting Relief for Off-Premise Signage for an Athletic Field Scoreboard at the Huntley High School, 13719 Harmony Road

Assistant Village Manager Lisa Armour reviewed a Power Point Presentation and reported that Consolidated School District 158 is requesting Village Board approval for a scoreboard which includes advertising for sponsors, a video display and sound system at the Huntley High School athletic field located at the Harmony Road campus.

Sponsor Advertising

The School District is requesting approval for the installation of a forty-two (42') foot tall, 32' x 32' (1,024 square foot) scoreboard at the southern end of the football field at the southeast corner of the high school campus. To provide a comparison, the highest railing on top of the stadium's press box is 41'-4" above grade. The sign faces north towards the athletic field and school building and away from any residential properties.

In addition to the sponsor advertising signage, the scoreboard includes a 3'-0" x 8'-0" (24 square foot) sound system mounted above an 8'-8" x 14'-8" (127 square foot) video display. The Village's Noise Ordinance, Chapter 130, Section 139.09, Noise (II) (G) (6) provides the following exemption for the stadium's sound system:

Outdoor school and playground activities. Reasonable activities conducted on public playgrounds and public and private school grounds, which are conducted in accordance with the manner in which such spaces are generally used.

While the Village's Sign Regulations do not specifically address scoreboards on athletic fields, off-premise signage is prohibited unless approved by the Village Board. The approximately 385 square feet of sponsor advertising is considered to be "off-premise signage", therefore requiring Village Board approval.

Staff Analysis

The Sign Ordinance provides the following standards and criteria for reviewing off-premise signage:

1. The sign is adjacent to, and the sign is intended to be viewed from, Route 47 only. *The scoreboard will be located adjacent to the athletic field and is not intended to be viewed from adjacent streets or properties.*
2. Off-premise signs are prohibited within a residentially zoned property. *The high school campus is zoned RE-1 Residential Estate district.*
3. The maximum sign area of a sign face, whether a single sign face or two back-to-back signs or a V-shaped type sign is 100 square feet. *The total area of sponsor advertising is approximately 385 square feet. No single sponsor's sign is greater than 38 square feet.*
4. The maximum height of the sign shall not exceed 15 feet above grade. *The scoreboard has an overall height of 42 feet. No single sponsor's sign is greater than five (5') feet in height.*

5. Off-premise signs shall not be erected or maintained in such a place or manner as to obscure or otherwise physically interfere with an official traffic control device or a railroad safety signal or sign, or to obstruct or physically interfere with a driver's view or approaching merging or intersecting traffic for a distance of 500 feet. *None of the proposed signs will interfere with any of the above.*

Financial Impact

The Village does not collect permit fees from the School District.

Legal Analysis

In accordance with Section 156.141(A) of the Sign Regulations, the Village Board has the authority to review and grant relief from any provision of the Sign Regulations.

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

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Granting Relief for Off-Premise Signage for an Athletic Field Scoreboard at the Huntley High School, 13719 Harmony Road.

- e) Discussion – Consideration of an Ordinance Approving a Landscape and Grading Plat of Easement from Sun City Community Association for the Village of Huntley

Village Manager David Johnson reported that as part of the Kreutzer Road extension project, the Village received approval from the Sun City Community Association (CAM) to plant additional evergreens on an outlot owned by CAM on the north end of Tulip Tree Lane in NH 7. The trees are to provide screening of the new roadway. Due to the higher elevation of the new roadway, additional berming and plantings on this outlot are proposed to provide additional screening in this area. A landscape and grading plat of easement from CAM in favor of the Village is required. A municipal utility easement currently exists on the parcel and will remain in place.

Staff Analysis

The easement and planting plan (see attached exhibit) have been reviewed with CAM. The easement specifies that the Village will be responsible for the maintenance of any and all landscaping vegetation and features installed by the Village. The CAM Board of Directors approved the plat of easement on February 5th.

In addition to the plantings on the CAM parcel, it is also proposed that additional screening in the form of a simulated stone vinyl fence be provided within the right-of-way along the west side of the new roadway for a distance of approximately 230 feet (see attached exhibits). Since a portion of the fence would be attached to the bridge retaining wall, confirmation is still required from the structural design engineer that the fence panels can be placed on the bridge wall. A solid screening is proposed to provide a more effective barrier from vehicle lights, as the elevation of the roadway is at approximately the window height of several of the adjacent houses to the south and west.

Financial Impact

The estimated cost of the berming, additional plantings, and sight barrier fencing is approximately \$100,000. If approved by the Village Board, a budget amendment is required for the Kreutzer Road Extension project.

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

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Approving a Plat of Easement from Sun City Community Association for the Village of Huntley.

- f) Discussion – Consideration of an Ordinance Approving a Bike Path Plat of Easement from Chicago Title Land Trust Company, not personally but as Trustee under Trust Agreement known as Trust No. HTB 114039 (Plote Properties) for the Village of Huntley

Village Manager David Johnson reported that as part of the Kreutzer Road extension project, the bike path from Lions Chase is being extended south and east to Route 47. The Walkability Study completed in 2007 recommended incorporating internal path connections through the Huntley Grove and Huntley Crossings Phase I and II developments south to Oak Creek Parkway. This recommendation was incorporated into the annexation agreement for these developments, and therefore Plote was required as part of the 2007 annexation to provide a bike path easement on the north side of Kreutzer Road from Route 47 east to the signalized entrance to the Huntley Grove (Walmart) development. Huntley Grove includes a segment of bike path on the south side of Kreutzer Road east of the signalized Walmart entrance that will eventually be extended to the east. With the construction of the bike path on the west side of Route 47, the Village has now requested the easement from Plote in order to complete this segment of path in conjunction with the Kreutzer Road extension project.

Staff Analysis

The extension of the bike path east of Route 47 will provide bike and pedestrian access at an intersection with the appropriate pedestrian crossing signalization. This segment of bike path is shown as a future path connection in the Village and Park District bike path network plan. The path would connect to a segment that was installed in 2008 between the two Kreutzer Road access points to the Huntley Grove Commercial subdivision.

Financial Impact

The estimated cost of the bike path and associated pedestrian crossing signalization improvements to the traffic light at the Walmart entrance is \$50,000.00. Subject to Village Board approval, the path and signal improvements would be completed as part of the Kreutzer Road extension project. If approved by the Village Board, a budget amendment is required for the Kreutzer Road Extension project.

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

Trustee Westberg stated that he was not opposed to the project but asked if any of the property owners could assist with the cost. Trustee Westberg also asked if the property at the corner could even be developed with conditions. Village Manager Johnson reported that developing the corner parcel will be a challenge due to soil conditions and the creek.

Trustee Leopold asked if the intersection will have to be re-signalized. Village Manager Johnson reported that crosswalk signals will be added.

There were no other comments or questions from the Committee.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Approving a Bike Path Plat of Easement from Chicago Title Land Trust Company, not

personally but as Trustee under Trust Agreement known as Trust No. HTB 114039 (Plote Properties) for the Village of Huntley.

- g) Discussion - Consideration of a Resolution Approving a FY2014 Budget Amendment to the Street Improvement Fund in the amount of \$150,000.00 for the Kreutzer Road Extension Project

Village Manager David Johnson reported that the FY2013 budget included funds for the Kreutzer Road extension project. As an addition to the road project, improvements are now under consideration for additional berming, landscape plantings, sight barrier structures, bike path installation east of Route 47, and associated pedestrian crossing signalization improvements.

Staff Analysis

The project is now approximately 65% complete and on target within the budgeted amount. Based upon initial estimates for the additional work as provided by CBBEL, the Village's consulting engineer, the cost of the additional work is approximately \$150,000. Therefore, a budget amendment to the FY2014 Budget in the amount of \$150,000.00 is required. This can be accommodated within the expected FY2014 fund balance within the Street Improvement Fund.

Financial Impact

The FY2014 Street Improvement Fund is currently projected to have an ending fund balance as of December 31, 2014 in the amount of \$211,585.00 which can accommodate the budget change.

<u>Line Item</u>	<u>Budget</u>	<u>Increased</u>	<u>Revised</u>
<u>Capital</u>	<u>Amount</u>	<u>(Decreased)</u>	<u>Amount</u>
04-10-4-7500	\$0	\$150,000.00	\$150,000.00

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

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a Resolution Approving a FY2014 Budget Amendment to the Street Improvement Fund in the amount of \$150,000.00 for the Kreutzer Road extension project.

- h) Discussion - Consideration of a Resolution Authorizing the Purchase of Three Police Patrol Vehicles in the Amount of \$89,682.00

Mayor Sass reported that based on current vehicle use and projected mileage of patrol vehicles, the FY2014 vehicle replacement plan includes replacement of three (3) patrol vehicles. Car#20 (2010 Crown Vic), Car#27 (2006 Crown Vic) and Car#42 (2007 Ford Expedition) will be removed from the fleet and sent to auction later in the year.

Staff Analysis

The police squad car fleet is heavily used, sometimes around the clock. The cars not only have high mileage but also many idling hours which add to the engine wear. These vehicles are several years old and are in need of replacement. The new squad cars will be more reliable and will better serve the community.

This purchase will be for three Ford Interceptor SUV type squad cars. The vehicle has received excellent reviews from the officers currently driving this type of vehicle. The SUV is very similar to the sedan but

offers increased space in the cabin which can better accommodate equipment. The vehicle has proved to be reliable and provides superior performance in snowy weather.

Financial Impact

The Village will purchase these vehicles through the Illinois Department of Central Management Services (CMS) Procurement Program. Morrow Brothers Ford out of Greenfield, Illinois was awarded the State bid. Cost for each vehicle is \$29,894.00 for a total cost for all three vehicles of \$89,682.00.

The FY2014 Budget includes funds for the vehicle purchases in the Village's Equipment Replacement Fund line item: 48-10-4-7750 in the amount of \$142,000. After the vehicles are delivered, they will be painted and have all the equipment removed from the old squads and installed in the new ones. In addition, extra warning lights and trunk organizers will be purchased and install. The additional budgeted funds will be utilized to complete this work.

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

Trustee Piwko asked how many "old" vehicles still need to be replaced. Chief Perkins reported that there is only one (1) Crown Victoria, which is a supervisor's vehicle, which needs to be replaced.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a Resolution Authorizing the Purchase of Three Police Vehicles.

- i) Discussion – Consideration of a Resolution to Approve Waiving the Formal Bidding Process and Procuring the Professional Services of Dahme Mechanical Industries, Inc. for the Repair of West WTP Raw Lift Station Pump Piping in an Amount Not to Exceed \$45,000.00

Assistant Village Manager Lisa Armour reported that the lift station was installed during the Phase 3 West Wastewater Treatment Plant expansion completed in 2009. Repairs to the pump piping were made in 2010 by the original contractor, JJ Henderson, under the original warranty. The pump piping began to experience problems again in October, 2013. The warranty period for the original installation expired in 2011. Time is of the essence in completing the repairs.

Staff Analysis

Dahme has done work for the Village previously, with the most recent repair work completed in 2013 at the Well #11 Water Treatment Facility (located in the Talamore Subdivision). Staff contacted Dahme Mechanical Industries, Inc. to investigate the lift station pump piping problem. Dahme has provided a quote for a "Not to Exceed" cost for repairing the lift station of \$45,000.00. Dahme proposes to remove and replace all of the piping in the lift station. The lift station is 35' deep and the working environment is extreme, which is why staff is recommending the services of Dahme Mechanical, a highly qualified and reputable company to complete the repair.

Financial Impact

Dahme's "Not to Exceed" proposal is \$45,000, which is within the amount \$50,000 budgeted in the FY2014 Annual Budget Sewer Equipment Replacement Fund.

Mayor Sass asked if the Committee had any comments or questions; there were none. Mayor Sass reported that this item will require a separate vote so it will not be included in the Consent Agenda.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a Resolution to Approve Waiving the Formal Bidding Process and Procuring the Professional Services of Dahme Mechanical Industries, Inc. for the repair of the West WTP Raw Lift Station Pump Piping in an Amount not to exceed of \$45,000.00.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Village Manager Johnson reported that Centegra has started installing construction fencing.

Trustee Leopold asked if there were any issues with snow or ice melting; Village Manager Johnson reported that Public Works crews, Police Department staff and Village Building Inspectors have been out looking for problem areas and clearing sewer openings.

Village Manager Johnson reported that all the frozen water lines to the homes in Sun City have been opened and the homes now have running water.

VILLAGE PRESIDENT'S REPORT: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEMS: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:35 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary