

**VILLAGE OF HUNTLEY**  
**VILLAGE BOARD MEETING**  
**December 14, 2017**  
**MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, December 14, 2017 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

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

**ABSENT:** Trustees: Ronda Goldman

**IN ATTENDANCE:** Village Manager David Johnson, Management Assistant Barbara Read, Director of Development Services Charles Nordman, Director of Finance Cathy Haley and Village Attorney John Cowlin.

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

**PUBLIC COMMENTS:**

Trustee Leopold complimented Village Staff on how beautiful the Village looks with the holiday decorations.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – An Ordinance Approving a Simplified Residential Zoning Variation for a Building Addition Encroaching into the Rear Yard Setback – 10680 Rushmore Lane

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioners are requesting  $\pm 9.32$  feet relief from the forty (40') foot minimum rear yard building setback to accommodate the construction of a three-season room addition on the north side of the "R-1 (PUD)" Single-Family Residence District – Planned Unit Development-zoned residence at 10680 Rushmore Lane within the Wing Pointe Phase 1 residential subdivision.

The proposed 12.0-foot x 14.0-foot (168 square feet) three-season room addition on the rear (north) side of the residence will encroach  $\pm 9.32$  feet into the forty (40') foot rear yard setback.

The petitioners cited the relatively small size of their lot and limited depth of the rear yard as reasons for requesting the subject relief from the rear-yard setback requirement.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals reviewed the petitioners' request at a public hearing on November 29, 2017, with no members of the public speaking in opposition to the request. The Zoning Board of Appeals unanimously recommended approval of the request by a vote of 4 to 0 subject to the 12.14.17 VB Minutes

following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Director Nordman reported that the petitioners were in attendance to answer questions.

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

Trustee Leopold asked if the rear yard neighbors were notified; Director Nordman reported that the neighbors were notified.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance for a Simplified Residential Zoning Variation for an addition encroaching into the Rear Yard Building Setback – Steve and Nicole Simons, 10680 Rushmore Lane.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Westberg**

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

**NAYS: None**

**ABSENT: Trustee Goldman**

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

- b) Consideration – An Ordinance Approving an Amended Sign Package and Associated Relief to include an additional Ground Sign and Wall Sign – 13900 Automall Drive

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioners are requesting an amended Sign Package for Tom Peck Ford to include an additional “Ford” ground sign at the northwest corner of the site near Freeman Road and an additional “Ford” wall sign on the west elevation (facing Route 47).

The 164 square foot, 36’-8 ½” tall ground sign proposed at the northwest corner of the site would be the fourth ground sign and the thirty-one (31) square foot wall sign, proposed on the west elevation (facing Route 47) represents the ninth wall sign on the building.

The initial Tom Peck Ford dealership sign package and subsequent amendments were approved per the Prime Annexation Agreement Signage Standards that have since expired. Originally the facility had three (3) wall signs on the front (south) elevation and a single ground sign. In September 1998, Tom Peck Ford requested and was granted a variation for the installation of a second ground sign (Certified Used Cars).

In July 2006 the Village Board approved an amendment to the Tom Peck Ford site plan to accommodate construction of a 4,200 square foot large-vehicle addition and a 550 square foot quick lane reception area addition. The quick lane addition included associated signage (three (3) wall signs) on the east elevation of the building as well as a third ground sign.

Most recently, two (2) additional “Ford” logo wall signs were approved per Ordinance 2007-04.17; one on the west elevation, facing Route 47, and the other, on the north elevation facing Freeman Road.

Staff Analysis

The Village sign regulations allow one (1) ground sign per lot and one (1) wall sign per street frontage on corner lots. The sign regulations also limit the maximum height for a ground sign to fifteen (15) feet and sign area to eighty (80) square feet. Tom Peck Ford requests relief to construct a fourth ground sign to be located at the northwest corner of the site and a ninth (9) wall sign on the building. They are also requesting relief to allow the height of the ground sign to exceed fifteen (15) feet in height and the area to exceed eighty (80) square feet for the 36'-8½" tall, 164 square foot, ground sign. The Tom Peck Ford building currently has three (3) wall signs on the south elevation facing Automall Drive, one wall sign on the north elevation facing Freeman Road, one wall sign on the west elevation facing Route 47, three (3) wall signs on the east elevation facing Freeman Road.

Director Nordman reported that the petitioner was in attendance to answer questions.

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

**A MOTION was made to approve an Ordinance for an Amended Sign Package and Associated Relief to include an additional Ground Sign and Wall Sign – 13900 Automall Drive.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Hoeft**

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

**NAYS: None**

**ABSENT: Trustee Goldman**

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

Trustee Kanakaris left the Board Room.

- c) Consideration – Approval of an Ordinance Accepting Certain Regency Square Phase 1 and 2A Improvements and Reducing the Letter of Credit Amount

Village Manager David Johnson reported that the Village Board routinely accepts subdivision public improvements for ownership and maintenance once the improvements have been successfully constructed and inspected. The Village has received a request from First Midwest Bank, on behalf of SBTC Redevelopment LLC Series Pistakee, for acceptance of certain Regency Square Phase 1 and 2A Improvements along with a request to adjust the Letter of Credit amount for the remaining public improvements.

Staff Analysis

The remaining work for Regency Square Phase 1 and 2A has been completed per the terms of the Settlement Agreement dated August 31, 2016 and approved by the Village Board on August 25, 2016 with the exception of the shoreline restoration for Storm Water Detention Basin A, located on Lot A, Regency Square Subdivision Unit No. 1. The value of the remaining work is \$152,081.00. Adding a 20% contingency gives \$182,497.00 for a new financial security amount required. The current letter of credit held by the Village in the amount of \$592,000.00 would be reduced by \$409,503.00 for the completed work.

Staff and Christopher Burke Engineering (CBBEL) have reviewed the request and recommend acceptance subject to receipt of a 10% maintenance security in the amount of \$40,950.00 for a two-year period per the terms of the Settlement Agreement. Adjustment to the current Letter of Credit upon 12.14.17 VB Minutes

receipt of the maintenance security is as follows:

| Letter of Credit                                   | Current Value | Proposed Disposition  |
|--|---------------|---|
| SBTC Redevelopment, LLC<br>Letter of Credit #12431 | \$592,000.00  | Reduce or replace to a new value of \$182,497.00; Maintenance Security of \$40,950 to be provided |

Financial Impact

All applicable escrow accounts shall be current prior to release of the Letter of Credit.

Trustee Kanakaris returned.

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

**A MOTION was made to approve an Ordinance accepting certain improvements of Regency Square Phase 1 and 2A along with a reduction of the Letter of Credit amount to \$182,497.00.**

- MOTION: Trustee Leopold**
- SECOND: Trustee Westberg**
- AYES: Trustees: Hoeft, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: Trustee Goldman**
- ABSTAIN: Trustee Kanakaris**
- The motion carried: 4-0-1-1**

- d) Consideration – Approval of the Special Tax Rolls for the Village of Huntley Special Service Areas

Mayor Sass reported that the Village Board is being requested to amend the tax rolls and abate taxes for each Special Service Area (SSA) in the Village of Huntley. The need to amend the Special Tax Rolls and abatement of SSA taxes is the result of the actual Special Tax Requirement in each Special Service Area for the 2017 levy year.

Staff Analysis

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

MuniCap, Inc. calculates the Special Tax Requirements for Special Service Areas #6 - 10 and prepares a report pursuant to the corresponding “Rate and Method of Apportionment of the Special Tax” as stated in the bond documents. The 2017 Special Tax Requirement has decreased due to the refunding of these bonds and having a surplus from the prior year. As shown in the chart below all taxes are well below the maximum tax for each Special Service Area as well as below last year’s levied amounts.

2017 Tax Levy/2018 Tax Bills

| Maximum | Abated | 2017 Tax | 2016 Tax | Decrease |
|---------|--------|----------|----------|----------|
|---------|--------|----------|----------|----------|

|         |             |            |          |            |            |            |
|---------|-------------|------------|----------|------------|------------|------------|
| SSA #6  | Southwind   | \$2,373.75 | \$441.37 | \$1,932.38 | \$2,028.86 | (\$96.48)  |
| SSA #7  | Southwind   | \$2,373.75 | \$637.19 | \$1,736.56 | \$1,914.90 | (\$178.34) |
| SSA #8  | Southwind   | \$2,432.30 | \$705.54 | \$1,726.76 | \$1,794.74 | (\$67.98)  |
| SSA #8  | SW/Townhome | \$1,218.29 | \$353.39 | \$864.90   | \$898.96   | (\$34.06)  |
| SSA #9  | Wing Pointe | \$2,419.76 | \$654.56 | \$1,765.20 | \$1,857.72 | (\$92.52)  |
| SSA #9  | WP/Townhome | \$1,511.82 | \$408.96 | \$1,102.86 | \$1,160.66 | (\$57.80)  |
| SSA #10 | Heritage    | \$2,249.49 | \$582.81 | \$1,666.68 | \$1,703.44 | (\$36.76)  |

Financial Impact

Special Service Areas 5, 11, 12, 13, 14, 15 and 16 are for maintenance of open space and common area in the residential subdivisions. SSA #5 (Southwind) is the only active maintenance SSA levy at this time. No increase over last year’s levy amount is being requested for the 2017 SSA #5 levy. The common area and open space in the other six Special Service Areas are the responsibility of the homeowner’s associations in each of the respective neighborhoods, and the SSA’s are considered “dormant”. The Village would only enact the SSA’s if the common area and open space was not being maintained properly.

Legal Analysis

The Village’s bond counsel and tax advisors have reviewed the proposed ordinances.

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

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll for Special Service Area Number 5 (Southwind Subdivision) in the amount of \$26,250.00.**

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

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 6 (Southwind Subdivision) in the amount of \$498,487.00 of which \$98,484.34 is hereby abated, resulting in a Special Tax Requirement of \$400,002.66.**

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

**A MOTION was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 7 (Southwind Subdivision) in the amount of \$451,012.00 of which \$128,011.84 is hereby abated, resulting in a Special Tax Requirement of \$323,000.16.**

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

A **MOTION** was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 8 (Southwind Subdivision) in the amount of \$540,327.00 of which \$159,325.62 is hereby abated, *resulting in a Special Tax Requirement of \$381,001.38.*

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

A **MOTION** was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 9 (Wing Pointe Subdivision) in the amount of \$1,334,644.00 of which \$361,637.56 is hereby abated, *resulting in a Special Tax Requirement of \$973,006.44.*

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

A **MOTION** was made to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 10 (Heritage of Huntley Subdivision) in the amount of \$737,832.00 of which \$192,827.64 is hereby abated, *resulting in a Special Tax Requirement of \$545,004.36.*

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

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

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

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

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

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

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

**A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 14 (Lions Chase Subdivision).**

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

**A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 15 (Cider Grove Subdivision).**

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

**A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 16 (Talamore Subdivision).**

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

- e) Consideration – A Resolution Granting Approval of the Sale and/or Disposal of Village-Owned Property

Mayor Sass reported that all new vehicles approved in the FY2017 budget have now been delivered and

staff will utilize an online auction service to sell vehicles and equipment no longer in service.

Staff Analysis

Staff is requesting approval to sell or dispose of three vehicles and a Dixie Chopper. These items have reached the end of their useful life with the Village.

| Vehicle # | Vehicle Year | Item Description     | VIN #             |
|-----------|--------------|----------------------|-------------------|
| 21-13     | 2013         | Ford Interceptor SUV | 1FM5K8AR1DGC40498 |
| 22-13     | 2013         | Ford Interceptor SUV | 1FM5K8AR5DGA22239 |
| 16        | 2002         | 2002 Ford F150       | 1FTRW08L32KA86268 |
| 1657      | 2007         | Dixie Chopper        | N/A               |

The vehicles and the chopper will be sold in accordance with the Village vehicle replacement policy through an online auction company that specializes in the sale of public surplus items.

Financial Impact

Revenue generated from the sales will go into the Equipment Replacement Fund.

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

**A MOTION was made to approve a Resolution Granting Approval of the Sale and/or Disposal of Village-Owned Property.**

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

- f) Consideration – Approval of the December 14, 2017 Bill List in the amount of \$164,149.26

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

**A MOTION was made to approve the December 14, 2017 Bill List in the amount of \$164,149.26.**

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

**VILLAGE ATTORNEY’S REPORT:** None

**VILLAGE MANAGER’S REPORT:**

Trustee Leopold asked about the status of Panera; Village Manager Johnson reported that the permit is in for review with construction anticipated to being in spring.



Trustee Kanakaris asked that Public Works replace the light bulbs on the flag pole lights as several are out.

Trustee Piwko stated that the traffic lights for east/west bound Kreutzer at Route 47 are extremely long since they installed the crosswalk signals thus making traffic on Route 47 wait for no reason. Trustee Leopold stated that a longer left turn arrow is also needed at that intersection for vehicles turning from westbound Kreutzer onto Route 47 as cars have been stacked up and unable to make the turn.

Trustee Leopold stated that a longer turn arrow is also needed when turning out of Sun City onto northbound Route 47.

Trustee Westberg asked if the traffic signal is still active at Freeman Road and Route 47 with the Outlet Mall being closed; Village Manager Johnson stated that the traffic light is still active.

Mayor Sass asked Staff to thank Jim Schwartz for maintaining the street lights.

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass reported that the Employee Recognition lunch is on December 15<sup>th</sup>.

**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 7:16 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Hoeft**

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

Respectfully submitted,

Barbara Read  
Recording Secretary