

VILLAGE BOARD MEETING MINUTES
May 25, 2023
VILLAGE OF HUNTLEY



CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, May 25, 2023 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Timothy Hoeft; Trustees: Vito Benigno, Ronda Goldman, Mary Holzkopf (entered at 7:37 pm), John Piwko, JR Westberg, and Ric Zydorowicz.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Deputy Village Manager Lisa Armour, Director of Development Services Charles Nordman, Emergency Response and Preparedness Manager Patrick Ullrich, Executive Assistant/Special Events Manager Barbara Read, and Village Attorney Betsy Gates-Alford.

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

PUBLIC COMMENTS:

Mary Crockin, 13271 Red Alder, asked about possibility of getting reflective street signs in Sun City. Mayor Hoeft responded staff would follow up with her.

Dorothy O'Donnell, 13802 Pineview Drive, questioned why car washes and other similar businesses are being approved and expressed interest in a nice restaurant, rather than additional fast food restaurants.

CONSENT AGENDA:

All items listed under Consent Agenda are considered to be routine by the Village Board and may be approved and/or accepted by one motion with a Roll Call Vote. If further discussion is needed, any member of the Board may request that an item be moved off of the Consent Agenda to Items for Discussion and Consideration.

- a) Consideration – Approval of the April 27, 2023 Village Board and May 11, 2023 Village Board Meeting Minutes
- b) Consideration – Approval of the May 25, 2023 Bill List in the Amount of \$641,330.10
- c) Consideration – Approval of Payout Request No. 3 to Schroeder Asphalt Services, Inc. for the Woodstock Street Parking Lot and Additional Downtown On-Street Parking in the amount of \$37,350
- d) Consideration – Approval of Payout Request No. 4 to Schroeder Asphalt Services, Inc. for the Church Street Parking Lot and Cornell Development Site Improvements in the Amount of \$188,148.40
- e) Consideration - Approval of Payout Request No. 1 to Layne Christensen Company for the Well No. 8 Rehabilitation in the amount of \$83,006
- f) Consideration – Resolution Approving the Bid Award to GO Painters, Inc. for the 2023 Municipal Partnering Initiative (MPI) Hydrant Painting Program

- g) Consideration – Resolution Approving the Bid Award to Patriot Pavement Maintenance for the 2023 Crack Sealing Program
- h) Consideration – Resolution Approving the Purchase of a 2024 Ford F-600 Super Duty Dump Truck from Bonnell Industries, Inc. through the Sourcewell Cooperative Purchasing Program in the amount of \$175,644

Mayor Hoeft asked if the Village Board had any comments or changes to the Consent Agenda; there were none.

A MOTION was made to approve the May 25, 2023 Consent Agenda.

MOTION: Trustee Westberg
SECOND: Trustee Zydorowicz
AYES: Trustees: Benigno, Goldman, Piwko, Westberg, and Zydorowicz
NAYS: None
ABSENT: Trustee Holzkopf
The motion carried: 5-0-1

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Ordinance Approving (i) Final Plat of Consolidation; (ii) Special Use Permit for Speculative Logistics, Freight, and Trucking Operations with Outdoor Truck Parking; and (iii) Site Plan Review, Including Any Necessary Relief, for the Construction of a ±45,840 Square Foot Speculative Industrial Building Upon Lots 18 and 19 in the Huntley Pointe Corporate Park Phase I, Generally Located West of Hennig Road and South of the Cul-De-Sac that Concludes FYH Drive

Director of Development Services Charles Nordman stated the petitioner, Huntley Center, LLC, proposes to purchase and develop Lots 18 and 19 in the Huntley Pointe Corporate Park Phase I. Huntley Center LLC was formed by the ownership of AZE Inc. The transportation company has established several limited liability companies that own and lease the recently completed logistics facility located at 13800 George Bush Court as well as the speculative warehouse facility located at 13801 George Bush Court. The proposal represents the petitioner’s third and final logistics property investment within the Huntley Pointe Corporate Park.

The subject property, which backs to Interstate 90, is located west of Hennig Road and south of the cul-de-sac that concludes FYH Drive. The petitioner proposes to consolidate the parcels to accommodate the construction of a 45,840 square-foot multi-tenant building that could potentially be divided in up to two tenant spaces.

The property is zoned “BP” PDD, Business Park Planned Development District. In February 2022, the Village Board approved Ordinance 2022-02.06, which added the use “Logistics, Freight, and Trucking Operations” to the Village’s Zoning Ordinance as requiring a special use permit in the “BP” District. Staff notes, that no users for the tenant spaces have been identified at this time. The petitioner is therefore requesting the special use permit for Logistics, Freight, and Trucking Operations as a speculative use.

STAFF ANALYSIS
Plat of Consolidation

The petitioner proposes to consolidate Lots 18 and 19 in the Huntley Pointe Corporate Park Phase I to form a ±10.97-acre site. The proposed lot conforms to the minimum lot area requirements for the “BP” District.

Site Plan

The proposed ±45,840 square-foot multi-tenant building meets all required building setback requirements. The principle access to the site is provided off FYH Drive, on either end of the cul-de-sac. The building is positioned with the main entrances to the two tenant spaces facing north opening toward FYH Drive. The truck court will face the south toward I-90 and proposes 11 drive-in doors and four depressed loading docks. Two additional drive-in doors are proposed to be located on the front facade, creating a drive-thru/cross-dock condition for the tenant on the east side of the building.

Parking requirements have been calculated by assuming an estimated 20,572 square feet (first tenant space) dedicated to a manufacturing user; 17,268 square feet (second tenant space) dedicated to a warehouse user, and the remaining 8,000 square feet for future office, requiring parking for 90 passenger vehicles. The proposed site plan provides 76 standard 10' X 19' parking spaces at the front and west side of the building. The petitioner has requested relief to accommodate the proposed parking count, which is 14 passenger parking stalls short of the projected 90 stall requirement. A total of 177 semi-trailer parking stalls measuring 12' X 55' are provided along the perimeter of the site. The tractor-trailer parking spaces will be for tenants of the building only. The tractor-trailer parking spaces will not be leased to any off-premise businesses. The petitioner proposes a 20-foot parking setback for the trailer parking located along Hennig Road and the I-90 frontage, rather than the required 25 feet.

Building Elevations

The proposed building has been designed to mirror those constructed by the petitioner on George Bush Court. The elevations utilize precast panels with light and dark gray paint scheme featuring a bronze stripe around the building's upper quarter. The north facing building frontage will include the main entrances to each tenant space, which feature spandrel glass and an awning. Outward from the entrances are windows that span approximately 50% of the building's frontage. Also on the building's frontage are two drive-in doors located on the east side of the building, which will require relief from the Zoning Ordinance. The south façade includes the 15 truck docks. The plans indicate a panel height of 29'-4" with the parapet wall top reaching 31'-4" in height near the center and front corners of the building. A precast dumpster enclosure is proposed to be located at the rear of the building within the truck court landscaped island.

Lighting

The lighting plan indicates the use of Lithonia D Series LED light fixtures mounted on poles at a 27'-6" in total height around the perimeter of the property and within the truck parking areas. Lithonia wall pack lighting will also be utilized on the building and all lighting shall be full cut off.

Landscaping

The proposed landscape plan includes three varieties of evergreen and nine varieties of shade tree. In total, 64 shade trees will be planted around the perimeter of the property with 40 evergreen trees planted near the truck parking areas. Landscaped islands are provided in the passenger parking areas as required. The building's foundation would be planted with 211 shrubs including a mix of grasses, perennials, and groundcover near FYH Drive. Plantings will be strategically located between trailer parking stalls and be installed at least 7' from back of curb to minimize impact from the parked semi-trailer overhang. It is noted that the Zoning Ordinance requires that a minimum of 25% of the lot be designated as open

space/landscape areas. The proposed building, truck court, and parking lot results in an impervious lot coverage of 80.6%. This represents an overage of 28,759 square feet of lot coverage. The applicant has requested relief for a 5.6% reduction in required open space. Director Nordman spoke to the petitioner earlier in the week regarding adding landscaping along the northeast corner and petitioner has agreed to do so.

Signage

Although no tenants have been identified or specific signage proposed, the proposal includes a request for relief from the Village's Sign Ordinance to allow for one wall sign per tenant upon the building elevation facing FYH Drive and one additional wall sign per tenant to be installed upon the building elevation facing I-90. Any future signage must be submitted in full to the Village's Development Services Department and otherwise conform to the Village's Sign Ordinance.

Village Board Concept Review

The Village Board reviewed conceptual plans for the proposal on June 23, 2022 and there were no concerns expressed with the design or proposed use.

Plan Commission Recommendation

The Plan Commission conducted a public hearing to consider the petitioner's request on April 24, 2023, and, with no members of the public offering testimony in favor or opposition to the request, unanimously recommended approval of the petition by a vote of 6 to 0, subject to the following conditions:

1. All public improvements and site development must occur in full compliance with the submitted plans and all applicable Village codes, ordinances, and Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
3. The outdoor storage of shipping/cargo containers shall be prohibited.
4. Tractor trailer parking spaces shall be for occupants of the building only. The tractor trailer parking spaces shall not be leased to an off-premise business by the owner or tenants of the building.
5. The parapet wall shall be raised at the building's southeast and southwest corners to match the buildings front corner elevations. Parapet height shall be increased to be 6" above the proposed rooftop unit to ensure proper screening from adjacent view. Additional screening shall be required if the rooftop mechanical equipment is not fully screened by the building's parapet wall.
6. The petitioners will comply with all final landscape plan revisions to be approved by the Development Services Department.
7. All landscape beds are required to be mulched on an annual basis and dead plantings must be replaced immediately upon decline.
8. No building plans, construction permits, sign permits, or Certificates of Occupancy are approved as part of this submittal.

The Plan Commission added the following conditions:

9. The landscaping plan shall be revised to relocate the proposed trees adjacent to the truck court islands.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies *“Strong Local Economy”* as a strategic focus and the following goal: *“Location of Choice for New and Expanding Businesses of all Sizes.”*

FINANCIAL IMPACT

None.

LEGAL ANALYSIS

The required public hearing was conducted by the Plan Commission.

ACTION REQUESTED

A motion of the Village Board is requested by the petitioner for an Ordinance approving (i) Final Plat of Consolidation; (ii) Special Use Permit for speculative Logistics, Fright, and Trucking Operations with outdoor truck parking; and (iii) Site Plan Review, including any necessary relief, for the construction of a ±45,840 square foot speculative warehouse building upon Lots 18 and 19 in the Huntley Pointe Corporate Park Phase I, generally located west of Hennig Road and south of the cul-de-sac which concludes FYH Drive.

Director Nordman noted that Adam Reiche, the general contractor, was in attendance. Mayor Hoeft asked if there were any questions.

Trustee Benigno asked if the petitioner had any other similar buildings in the area. Mr. Reiche stated the petitioner has several facilities including one in Elgin. Trustee Piwko asked about the purpose of the two front drive-in doors. Mr. Reiche stated they would act as a quick-lane maintenance bay allowing for a vehicle to easily drive in and out of the building. Trustee Westberg would like to see additional landscaping on the northeast corner to provide screening for Sun City residents. Mr. Reiche agreed and also responded that he would be leaving in place the existing trees along Hennig Road. Trustee Zydorowicz asked a question to clarify that there is no on-site detention required. Trustee Goldman expressed appreciation for the project and asked about timing of construction. Mr. Reiche stated that the building permit is already in for review and they would start construction after approval. Mayor Hoeft stated that he would like to see the additional landscaping on the northeast corner of the site.

A MOTION was made to approve an Ordinance approving (i) Final Plat of Consolidation; (ii) Special Use Permit for speculative Logistics, Freight, and Trucking Operations with outdoor truck parking; and (iii) Site Plan Review, including any necessary relief, for the construction of a ±45,840 square foot speculative warehouse building upon Lots 18 and 19 in the Huntley Pointe Corporate Park Phase I, generally located west of Hennig Road and south of the cul-de-sac which concludes FYH Drive.

- MOTION:** Trustee Goldman
- SECOND:** Trustee Piwko
- AYES:** Trustees: Benigno, Goldman, Piwko, Westberg, and Zydorowicz
- NAYS:** None
- ABSENT:** Trustee Holzkopf
- The motion carried: 5-0-1**

- b) Consideration – Resolution Approving Downtown Signage in the Form of Historic Photo Murals, Event Banners, and Entry Sign

Village Manager Johnson reviewed pictures of Coral Street between Woodstock and Dwyer Streets from 2012 and current to show the before and after condition of the buildings and streetscape, and what the view was prior to the Village's investment in the downtown in 2015. Streetscape improvements continue in this area and Coral Street has turned into a focal point. Improvements to the vacant lot next to 11808 Main Street are underway and should be completed by Memorial Day. The Village is continuing to invest in downtown improvements, moving west towards Route 47, and eventually turning out onto Route 47.

Director Nordman stated on February 23, 2023, the Village Board reviewed conceptual plans for the vacant lots adjacent to 11810 Main Street. This review also included the installation of new signage in the form of historical photos and event banners adjacent to these lots and also on the Coral Street elevation of 11017 Woodstock Street. Subsequently, on April 13, 2023, the Village Board approved Resolution (R)2023-04.45 approving a proposal from CT Veach, Inc. for landscape and patio improvements to the vacant lots east and west of 11810 Main Street.

Staff has met with the owners of Lincoln House and Co. (11808 Main Street) and the Post Office Building (11017 Woodstock Street) to review the plans for the proposed signage. Both owners are supportive of the proposed designs.

STAFF ANALYSIS

As previously presented in February, the proposed signage to be located on 11808 Main Street will include two historic photos of Downtown Huntley, each measuring approximately 10'-3" in length by 6'-7" in height. The photos will be digital vinyl prints applied directly to the brick wall. The photos to be utilized are provided as an attachment to this summary. Photo options were limited due to the quality of the original photos and the clarity of the photo once enlarged.

The proposed event banners to be located on the Coral Street elevation of 11017 Woodstock Street will promote annual Downtown events, including Very Merry Huntley, Farmers Market, National Night Out, and Summer Concerts. Each banner will be installed within a metal frame that will measure 6 feet in width by 10 feet in height. A 6-foot by 8-foot Village logo will be centered on the wall between the banners. Staff has solicited a proposal from Parvin-Clauss Sign Company for the historic photos and event banners. Staff previously worked with Parvin-Clauss to update the Village's welcome sign located along Interstate 90. Currently, two of the signs would be placed under gooseneck lights. The building owner was amenable to adding two more lights to be placed over the remaining two signs.

The proposed Historic Downtown entry sign is to be located within the Main Street landscaped median (just east of the railroad tracks). The proposed entry sign will match the design and size of the Naturally McHenry County Visitors Center sign installed in front of the building, along Main Street. Staff has solicited a proposal from Alphabet Shop, Inc. for the entry sign. Alphabet Shop is the same contractor that created the signs for the Naturally McHenry County Visitors Center.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies "*Strong Local Economy*" as a strategic focus and the following goal: "*A Vibrant Downtown Gathering Place.*" The addition of historic photos, event banners, and entry sign will enhance the appearance of the area and promote Downtown as a gathering place.

FINANCIAL IMPACT

The total cost for the proposed signage is \$26,824 and is broken down as follows:

Historic Photo Murals	\$7,315
Event Banners	\$14,350
Entry Sign	\$5,159

The proposed signage will be funded from the Downtown TIF Fund, 440-00-00-8007. A budget amendment will be presented for Village Board consideration at a later date, if necessary.

LEGAL ANALYSIS

None.

ACTION REQUESTED

A motion of the Village Board for a Resolution Approving Downtown Signage in the Form of Historic Photo Murals, Event Banners, and Entry Sign.

Mayor Hoeft asked the Board if there were any questions.

Trustee Goldman asked if there would be something on the north end of the building. Director Nordman stated that the building owner would like to keep the area open for some type of photo opportunity. Trustee Goldman asked if the Historical Society had been asked for input on the pictures. Director Nordman stated that he had spent considerable time with Pamela Kampwerth from the Huntley Library to identify suitable quality pictures. Village Manager Johnson added that he and the Mayor had met with Joe Gow regarding pictures, and he liked the selected photos. He stated there was a possibility of adding two more pictures on the lot near Dwyer Street. Trustee Zydorowicz asked if the view of the pictures would be impacted if there are umbrellas on the furniture in the patio area. Village Manager Johnson stated that staff would work with the building owner regarding placement of the pictures to avoid sight issues. Trustee Zydorowicz added that he liked the idea of the additional lights on the Post Office building over the two unlit signs. Trustee Westberg and Trustee Piwko both stated the signs looked good. Trustee Benigno said he liked the idea of the signs, the additional lights, and to be sure to review the placement of the signs on the building regarding height.

A MOTION was made to approve a Resolution Approving Downtown Signage in the Form of Historic Photo Murals, Event Banners, and Entry Sign.

- MOTION:** Trustee Benigno
- SECOND:** Trustee Zydorowicz
- AYES:** Trustees: Benigno, Goldman, Piwko, Westberg, and Zydorowicz
- NAYS:** None
- ABSENT:** None
- ABSTAIN:** Trustee Holzkopf
- The motion carried: 5-0-0-1**

c) Consideration – Ordinance Creating Certain Downtown Parking Regulations

Village Manager Johnson stated a plan for downtown parking was presented to the Village Board on April 27th. Based on the discussion, an ordinance establishing parking regulation with the downtown has been prepared for Village Board consideration.

STAFF ANALYSIS

The downtown parking plan includes the following:

- 58 parking spaces at 12 on-street locations would be designated as two-hour parking between the hours of 8:00 a.m. and 5:00 p.m. for patrons visiting the downtown for a meal or a short visit.
- 8 parking spaces along Woodstock Street between 1st and Coral Street would be designated as 15-minute parking between the hours of 8:00 a.m. and 5:00 p.m. for patrons making a short term visit such as post office business.
- 2 parking spaces along Woodstock Street between Coral Street and Main Street would be designated as 15-minute parking for patrons making a short term visit such as Sal’s Pizza or Century 21.
- 2 parking spaces along Dwyer Street between Coral Street and Main Street would be designated as 15-minute parking for patrons such as Embassy Construction or D.C. Cobb’s.
- 201 parking spaces would be available for residents that live in the downtown and their guests. These 201 overnight parking spaces are located in the Coral Street firehouse lot (17), Cornell parking lot (52), the Church Street parking lot (87), the Main Street south parking lot (37), and on the north side of 1st Street (8).
- 188 parking spaces would be reserved for downtown employees and patrons wishing to park for longer than two-hours. These spaces are located in the First Congregational Church parking lot (48), the Main Street south parking lot (62), the 1st Street parking lot (37), the Woodstock Street parking lot (23), the McHenry County Visitor’s Center (13), and behind Strode’s Furniture (5 - private). Patrons of downtown businesses that leave vehicles parked overnight for safety reasons would be allowed and is acceptable.
- 106 parking spots are reserved for overflow and event parking. These spots are located in the First Congregational Church parking lot (39), and the Mill Street parking lot (67).

Exhibit A, shows the location of each aforementioned parking area, as well as the proposed location for each new parking regulation sign. As shown on Exhibit A, staff is proposing to install the new signs on existing sign posts and streetlight and utility poles, with the exception of the Coral Street firehouse parking lot, which will require a new sign post for each of the 17 “resident only” parking spaces. Exhibit B, shows each new parking regulation sign design.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Strong Local Economy*” as a strategic focus and the following goal: “*A Vibrant Downtown Gathering Place.*” The new downtown parking regulations will strengthen the local economy by enhancing the experience of patrons supporting existing and future development.

FINANCIAL IMPACT

The additional signage and posts for the new parking regulations are estimated to cost less than \$4,000 and would be funded through the Street Improvements and Roads & Bridges Fund 420-00-00-8001.

LEGAL ANALYSIS

None required.

ACTION REQUESTED

A motion by the Village Board to Approve an Ordinance Approving Certain Downtown Parking Regulations.

Mayor Hoeft asked if there were any questions. There were none.

A MOTION was made to approve an Ordinance Approving Certain Downtown Parking Regulations.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

AYES: Trustees: Benigno, Goldman, Holzkopf, Piwko, Westberg, and Zydorowicz

NAYS: None

ABSENT: None

The motion carried: 6-0-0

d) Consideration – Resolution Adopting the 2023-2025 Village of Huntley Emergency Operations Plan

Patrick Ullrich, Emergency Response and Preparedness Manager (ERPM), stated the current Emergency Operations Plan (EOP), last updated in 2013, has been reviewed and completely revised and modernized to address current response procedures, required guidelines, capabilities and procedures when faced with emergency situations. It identifies potential hazards, details emergency response protocols, describes participating organizations and assigns tasks and responsibilities. The plan would be utilized during a natural or man-made disaster, or an active threat situation.

STAFF ANALYSIS

The plan needs to comply with Section 301.320(a) of 29 Illinois Administrative Code 301, which sets forth requirements that non-mandated Emergency Services Disaster Areas (ESDA) “...prepare an emergency operations plan (EOP) for its geographic boundaries that complies with the planning, review and approval standards set forth in this part.” The code also requires that the plan be submitted to the counties “in which the non-mandated ESDA is located, for acceptance by the county or multiple county ESDA, an EOP for its geographical boundaries that complies with the planning standards.” The emergency operations plan was rewritten according to the aforementioned standards and the final document is presented for Village Board adoption.

As part of the EOP revision, meetings were held with Village staff, as well as the Huntley Fire Protection District, County agencies and the Salvation Army to allow each stakeholder to review sections of the plan that applied to their department/agency and provide input to be incorporated into the plan. Each stakeholder signed the Certificate of Acceptance and acknowledged participating in the development of their respective sections, as well as their department/organization’s duties and responsibilities within the plan. The completed emergency operations plan was submitted to McHenry County Emergency Management Agency and Kane County Office of Emergency Management for their review and acceptance.

After reviewing the plan, the directors of McHenry County EMA and Kane County OEM accepted the plan and signed off on it.

ERPM Ullrich added that in conjunction with preparing the plan, he looked into certification for the Village as a StormReady Community through the National Weather Service, and mentioned that the Mayor and Village staff had recently participated in a Table Top exercise related to a tornado event.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Healthy, Safe and Attractive Community*” as a strategic focus, as well as the following goal: “*A Safe Community.*” The objective of preparing emergency operations plans is to create the capacity for local government to save the maximum number of lives in the event of a major emergency or disaster, minimize injuries, protect property, preserve functioning civil government, and maintain and support economic activities essential for the survival and eventual recovery from the emergency or disaster.

FINANCIAL IMPACT

None.

LEGAL ANALYSIS

The plan has been prepared in compliance with Section 301.320(a) of 29 Illinois Administrative Code 301.

ACTION REQUESTED

A motion of the Village Board Approving a Resolution Adopting the 2023-2025 Village of Huntley Emergency Operations Plan.

Mayor Hoeft asked if there were any questions. Trustee Goldman asked about the status of the CERT group. ERPM Ullrich stated that there were additional opportunities with Kane and McHenry Counties for volunteers to participate in. Trustee Zydorowicz stated he was glad to see the plan updated. Trustee Westberg thanked ERPM Ullrich, adding that the updated plan is much needed in today’s world. Trustee Piwko thanked ERPM Ullrich, as it was much needed, and Trustee Benigno agreed. Mayor Hoeft added that we are more prepared than before and also thanked ERPM Ullrich for the time spent in completing the plan.

A MOTION was made to Approve a Resolution Adopting the 2023-2025 Village of Huntley Emergency Operations Plan.

- MOTION:** Trustee Holzkopf
- SECOND:** Trustee Piwko
- AYES:** Trustees: Benigno, Goldman, Holzkopf, Piwko, Westberg, and Zydorowicz
- NAYS:** None
- ABSENT:** None
- The motion carried: 6-0-0**

- d) Consideration – Resolution Approving a Change Order in the amount of \$80,100 to the Construction Contract with Plote Construction, Inc. to include Quality Drive and George Bush Court with the Jim Dhamer Drive/Del Webb Boulevard/Manning Road Improvements

Village Manager David Johnson stated the Jim Dhamer Drive/Del Webb Boulevard/Manning Road improvements paving project targets the rehabilitation of these segments of roadway comprised of approximately 37,500 square yards along 1.4 centerline miles of roadway and summarized as follows:

Subdivision / Roadway	Limits	Length (ft)	Area (sy)
BASE BID			
Jim Dhamer Drive	IL Route 47 to approx. 4,225 ft. west	4,225	32,817
ALTERNATE #1 BID			
Del Webb Boulevard	IL Route 47 to approx. 160 ft. west (EB lane only)	160	770
ALTERNATE #2 BID			
Manning Road	Big Timber Road to approx. 2,800 ft. north	2,800	3,840
		TOTAL	7,185
		MILES	1.4
			37,427

STAFF ANALYSIS

On April 13, 2023, the Village Board approved a Bid Award to Plote Construction, Inc. in the combined Base Bid and Alternate #1 and #2 Bid amount of \$1,286,928.17 for the Jim Dhamer Drive/Del Webb Boulevard/Manning Road Improvements.

Staff has identified Quality Drive and George Bush Court as Village roadways adjacent to the Jim Dhamer Drive project that warrant resurfacing. Pavement rehabilitation methods would include spot repairs to curb and gutter (at locations of poor drainage or deteriorated concrete), installation of thermoplastic pavement markings and all turf grass restoration along the roadways summarized as follows:

Roadway	Limits	Length (ft)	Area (sy)
CHANGE ORDER 1			
Quality Drive	Jim Dhamer Drive to end	800	3,580
George Bush Court	Jim Dhamer Drive to end	602	3,150
		TOTAL	1,402
		MILES	0.27
			6,730

A summary of the pavement rehabilitation is as follows:

Quality Drive and George Bush Court Rehabilitation

- 2.00" HMA Surface Removal
- Class D Patching of Existing HMA Binder/Base Course
- 2.00" of Hot-Mix Asphalt Surface Course, Mix "D", IL-9.5, N50

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “Forward Looking Community” as a strategic focus and the following goal: “Management of Infrastructure Assets for Today and Tomorrow.” Pavement management is a form of asset management which seeks to optimize life-cycle costs of achieving and sustaining a desired target pavement condition.

FINANCIAL IMPACT

The FY23 Budget includes \$1,400,000 in funding for the Jim Dhamer Drive/Del Webb Boulevard/Manning Road Improvements in the Street Improvements and Roads & Bridges Fund. There is sufficient remaining fund balance to cover the costs in this Change Order.

LEGAL ANALYSIS

Not required.

ACTION REQUESTED

A motion by the Village Board for a Resolution Approving a Change Order in the amount of \$80,100 to the Construction Contract with Plote Construction, Inc. to include Quality Drive and George Bush Court with the Jim Dhamer Drive/Del Webb Boulevard/Manning Road Improvements.

Mayor Hoeft asked if there were any questions. There were none.

A MOTION was made to approve a Resolution Approving a Change Order in the amount of \$80,100 to the Construction Contract with Plote Construction, Inc. to include Quality Drive and George Bush Court with the Jim Dhamer Drive/Del Webb Boulevard/Manning Road Improvements.

- MOTION:** Trustee Westberg
- SECOND:** Trustee Goldman
- AYES:** Trustees: Benigno, Goldman, Holzkopf, Piwko, Westberg, and Zydorowicz
- NAYS:** None
- ABSENT:** None
- The motion carried: 6-0-0**

- f) Consideration – Ordinance Approving the Carryover of Fiscal Year-End December 31, 2022, Expenses into the Fiscal Year-End December 31, 2023 Budget and Amending the Fiscal Year-End December 31, 2023, Budget

Village Manager David Johnson stated that 34 items that had been budgeted for in FY22 were not completed or received by December 31, 2022. The unexpended budgeted dollars within the FY22 budget are now being requested to be carried into FY23.

STAFF ANALYSIS

With the FY22 audit being finalized, the remaining budget dollars from FY22 can now be carried forward into FY23 for projects that were not completed or items not received by December 31, 2022. Listed below are the amounts being requested for budget carryover dollars from FY22 into FY23. Only those budgeted dollars not expensed will be moved forward into the FY23 budget year.

The following identifies those individual line items impacted by this budget amendment:

	Fund	Account Number	Amount
General Fund			
Patrol Supply and Equipment		100-50-00-7281	\$1,100
Drug Enforcement Fund			

Vehicles – Police	210-50-00-8132	\$30,421
Cemetery Fund		
Second Columbarium Project	220-00-00-8010	\$17,475
Facilities & Grounds Maintenance Fund		
Village Gateway Sign	410-00-00-8003	\$200,000
Street Improvements Fund		
2023 MFT Street Program Design – CBBEL	420-00-00-8001	\$86,546
Downtown TIF Fund		
Woodstock Street Parking Lot Construction Engineering	440-00-00-8007	\$21,047
Woodstock Street Parking Lot Construction	440-00-00-8007	\$142,056
Church St & Cornell Development Parking Lot Construction Engineering	440-00-00-8007	\$135,175
Church St & Cornell Development Parking Lot Construction	440-00-00-8007	\$1,292,844
Church St & Cornell Development Bury Overhead Electric Utilities	440-00-00-8007	\$288,562
Equipment Replacement Fund		
Vehicles – PW	480-60-00-8131	\$123,350
Vehicles – PW	480-60-00-8131	\$111,050
Vehicles – PW	480-60-00-8131	\$77,450
Vehicles – PW	480-60-00-8131	\$50,000
Equipment – Police	480-50-00-8122	\$1,870
Vehicles – Police	480-50-00-8132	\$6,000
Vehicles – Police	480-50-00-8132	\$1,475
Vehicles – Police	480-50-00-8132	\$13,790
Vehicles – Police	480-50-00-8132	\$1,850
Water Capital & Equipment Fund		
Water Main Replacement IL Rt 47 Construction Engineering	515-00-00-8004	\$8,146
Water Main Replacement IL Rt 47 Construction	515-00-00-8004	\$77,362
Well 13 Design Engineering	515-00-00-8004	\$2,391
Well 13 WTP Design Engineering	515-00-00-8004	\$308,766
Well 13 WTP Construction Engineering	515-00-00-8004	\$59,958
Vehicles – PW	515-00-00-8133	\$61,675
Vehicles – PW	515-00-00-8133	\$55,525
Vehicles – PW	515-00-00-8133	\$38,725
Vehicles – PW	515-00-00-8133	\$25,000
Wastewater Capital and Equipment Fund		
UV Disinfection Replacement Construction Engineering	525-00-00-8005	\$5,635
UV Disinfection Replacement Construction	525-00-00-8005	\$437,600
Vehicles - PW	525-00-00-8134	\$61,675
Vehicles – PW	525-00-00-8134	\$55,525
Vehicles – PW	525-00-00-8134	\$38,725
Vehicles - PW	525-00-00-8134	\$25,000

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “Organizational Excellence” as a strategic focus and the following goal: “Fiscal Responsibility.” The amendment to the Village’s FY23 Budget will continue to ensure the Village will be a good steward of public dollars entrusted to it to ensure the resources needed to provide services are available today and in the future.

FINANCIAL IMPACT

The FY23 budget will be increased by this dollar amount in these funds. However, all items were approved and incorporated into the FY22 actual expenditure projections. Therefore, total projected fund balance for FY23 has not changed due to the amendment.

LEGAL ANALYSIS

To amend the budget, a supermajority (two-thirds) vote of the Board is required.

ACTION REQUESTED

A motion of the Village Board for an Ordinance Approving the Carryover of Fiscal Year-End December 31, 2022, Expenses into the Fiscal Year-End December 31, 2023, Budget and Amending the Fiscal Year-End December 31, 2023, Budget.

Mayor Hoeft asked if there were any questions. There were none.

A MOTION was made to approve an Ordinance Approving the Carryover of Fiscal Year-End December 31, 2022, Expenses into the Fiscal Year-End December 31, 2023, Budget and Amending the Fiscal Year-End December 31, 2023, Budget.

- MOTION:** Trustee Holzkopf
- SECOND:** Trustee Zydorowicz
- AYES:** Trustees: Benigno, Goldman, Holzkopf, Piwko, Westberg, and Zydorowicz
- NAYS:** None
- ABSENT:** None
- The motion carried: 6-0-0**

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT: None

VILLAGE PRESIDENT’S REPORT: Mayor Hoeft reminded everyone of the first weekly Farmers Market starting on May 27th from 8 am – 1pm. He also announced that the lineup for the Memorial Day Parade will be at 10:00, with the Parade and Ceremony taking place at 11 am on Monday, May 29th.

UNFINISHED BUSINESS: None

NEW BUSINESS: Trustee Holzkopf stated that she wanted to put forth for future consideration the addition of two more School Resource Officers to Huntley High School. Mayor Hoeft stated he would be willing to consider this request if additional funding is provided by the School District.

EXECUTIVE SESSION: Yes

A MOTION was made at 7:53 p.m. to Enter into Executive Session for discussion of Probable or Imminent Litigation and Pending Litigation; Property Acquisition, Purchase, Sale or Lease of Real Estate; and Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley.

**MOTION: Trustee Benigno
SECOND: Trustee Piwko
AYES: Trustees: Benigno, Goldman, Holzkopf, Piwko, Westberg, and Zydorowicz
NAYS: None
ABSENT: None
The motion carried: 6-0**

A MOTION was made at 8:47 p.m. to Exit Executive Session.

**MOTION: Trustee Westberg
SECOND: Trustee Holzkopf
AYES: Trustees: Benigno, Goldman, Holzkopf, Piwko, Westberg, and Zydorowicz
NAYS: None
ABSENT: None
The motion carried: 6-0**

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 8:48 p.m.

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

Respectfully submitted,

Lisa Armour
Deputy Village Manager