

**PUBLIC MEETING NOTICE AND AGENDA
VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING**

**THURSDAY, OCTOBER 28, 2021
6:30 P.M.**



Due to restrictions associated with the COVID-19 pandemic, all those in attendance will be required to follow current State of Illinois face covering requirements regardless of vaccination status.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Executive Session
 - a) Property Acquisition, Purchase, Sale or Lease of Real Estate
 - b) Collective Bargaining
5. Administration of the Oath of Office: Sergeant Megan Carney
6. Public Comments
7. Items For Discussion and Consideration:
 - a) Consideration – Approval of the August 12, 2021 Village Board and August 12, 2021 Liquor Commission Minutes
 - b) Consideration – Approval of the October 28, 2021 Bill List in the amount of \$883,073.55
 - c) Consideration – An Ordinance Authorizing a First Amendment to Parking Easement Agreement with First Congregational Church at 11628 E. Main Street
 - d) Consideration – A Resolution Accepting a Proposal from CT Veach Inc. for the Scott Drive Pond Landscape Improvements in the amount not to exceed \$8,750.00
 - e) Consideration – A Resolution Accepting a Proposal for a Pedestrian Safety Evaluation – Christopher B. Burke Engineering, Ltd. in an Amount Not To Exceed \$15,000.00
 - f) Consideration – Approval of Payout Request No. 4 and Final to Arrow Road Construction Company for the 2021 Street Improvement Program in the amount of \$299,734.99
 - g) Consideration – An Ordinance Approving the 5th Addition for the Huntley Cemetery; 11503 Dean Street
 - h) Consideration – A Resolution Adopting the 2022-2025 Strategic Plan

8. Budget Workshop No. 2: Review of Major Capital Revenue Sources and Preliminary Capital Department Requests
9. Village Manager's Report
10. Village President's Report
11. Unfinished Business
12. New Business
13. Executive Session: (if necessary)
 - a) Probable or Imminent Litigation and Pending Litigation
 - b) Contractual
 - c) Property Acquisition, Purchase, Sale or Lease of Real Estate
 - d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
 - e) Collective Bargaining
 - f) Appointment, Discipline or Removal of Public Officers
 - g) Appointment of a Public Officer
 - h) Review of Closed Session Minutes
 - i) Security Procedures
14. Possible Action on any Closed Session Item
15. Adjournment

MEETING LOCATION
Village of Huntley Municipal Complex
10987 Main Street
Huntley, IL 60142

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.



David J. Johnson, Village Manager

Agenda Item: **Administration of the Oath of Office**

Department: **Village Manager's Office**

Administration of the Oath of Office: Sergeant Megan Carney

Agenda Item: **Consideration – Approval of the August 12, 2021 Village Board and August 12, 2021 Liquor Commission Hearing Minutes**

Department: **Village Manager's Office**

Introduction

The following meeting minutes are presented for Village Board approval:

- August 12, 2021 Village Board
- August 12, 2021 Liquor Commission

Action Requested

A motion of the Village Board to approve the August 12, 2021 Village Board and the August 12, 2021 Liquor Commission Minutes.

**VILLAGE OF HUNTLEY
VILLAGE BOARD
August 12, 2021
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, August 12, 2021 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Timothy Hoeft; Trustees: Ronda Goldman, Mary Holzkopf, Curt Kittel and Harry Leopold.

ABSENT: Trustees: Niko Kanakaris and JR Westberg

IN ATTENDANCE: Village Manager David Johnson, Deputy Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Development Services Charles Nordman, Director of Public Works and Engineering Timothy Farrell, Chief Robert Porter, Director of Finance Cathy Haley, Director of Human Resources Chrissy Hoover, and Village Attorney Betsy Gates-Alford.

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

SPECIAL PRESENTATION:

- a) Alexandria Johnson – Huntley High School Long Jump State Champion

Mayor Tim Hoeft congratulated Alexandria Johnson and read the following Certificate of Recognition:

*The Village of Huntley Board of Trustees
congratulates and acknowledges*

Alexandria Johnson
Long Jump State Champion

The Village Board is pleased to recognize and congratulate Alexandria Johnson of the Huntley High School Girls Track Team for winning the IHSA State Championship for the Long Jump. Your hard work and perseverance is a testament to your dedication and desire to accomplish this feat. The Village Board congratulates you on being a State Champion representing School District 158 and our great community. Job Well Done! Dated this 12th day of August, 2021.

Alexandria thanked the Village Board and her coaches, teammates and family.

- b) Illinois Association of Water Pollution Control Operators - Village of Huntley West Wastewater Treatment Plant of the Year

Mayor Hoeft read the following presentation:

The Village of Huntley was nominated by the IEPA and is the recipient of the Illinois Association of Water Pollution Control Operators Plant of the Year – 2020 Group 21 award for the West Wastewater Treatment Plant. Group 2 recognizes wastewater treatment plants between 1 and 7.5 MGD in size. A total of 4 plants were nominated in this group in 2020.

The Illinois Sewage Works association was founded in 1935. The organization was incorporated as the Illinois Association of Water Pollution Control Operators in 1972. The purpose of the Illinois Association of Water Pollution Control Operators is to bring together wastewater treatment professionals to educate, encourage the exchange of ideas, and exhibit the latest equipment and technologies.

This award has been sought after by our wastewater operator team for many years. Thanks to the hard work and dedication of Adrian, Steve and the entire wastewater utility team, the traveling trophy has found a new home for the next year – well done everyone!

Director of Public Works and Engineering Timothy Farrell stated on behalf of the utility operator team, thank you for publicly acknowledging this award. When we turn on the tap, we expect there to be fresh clean water and we expect it to go down the drain and away from our homes and business without giving any of it much thought. As such, utility operators are often unsung silent professionals. When in reality it takes a great amount of education and skill to manage a utility system and we are honored to work with the best here in Huntley. Thanks to the Village Board and leadership team for the support and congratulations to Adrian and the wastewater operator team.

PUBLIC COMMENTS:

Jim Uszler, 12481 Cold Springs, stated that he has concerns with the Regency development possibly going up at the end of the Sun City property noted concerns with traffic, etc.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the July 8, 2021 Village Board, and July 8, 2021 Liquor Commission

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

A MOTION was made to approve the July 8, 2021 Village Board, and July 8, 2021 Liquor Commission Minutes.

MOTION: Trustee Leopold

SECOND: Trustee Holzkopf

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

- b) Consideration – Approval of the August 12, 2021 Bill List in the amount of \$675,037.81

Mayor Hoeft reported that \$420,320.64, or 62.3% is the sum of the purchases listed below:

- \$348,261.01, payment to JA Johnson Paving Co. for Pay#1(Final) for the 2021 Edge Mill & Overlay Program.
- \$50,000.00, payment to SMDMF LLC - 47 for the Compensation/Easement Agreement.
- \$5,214.13, payment to Patrick Engineering Inc. for Invoice 15 for Engineering Services for the Kreutzer Road Phase I Project.
- \$16,845.50, payment to Filippini Law Firm LLP for legal services, of which 70.5% will be paid by developers/applicants through escrow reimbursements.

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

A MOTION was made to approve the August 12, 2021 Bill List in the amount of \$675,037.81

MOTION: Trustee Kettle

SECOND: Trustee Leopold

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

- c) Consideration – A Resolution Approving a Temporary Use Permit, Temporary Sign Request and Waiving of Fees; St. Mary Church / Parish Fall Fest on October 2, 2021

Village Manager David Johnson reported that the Village is in receipt of a request from St. Mary Church (Church) to hold a Parish Fall Fest on October 2, 2021 on their grounds located at 10307 Dundee Road.

The Fall Fest event will include games for the kids and families from 3:00 pm – 5:00 pm with hot dogs, hamburgers and miscellaneous salads being provided during family time. Following 5:00 pm mass, food trucks will be on-site for the remainder of the event. The event will offer beer and wine sold in a fenced in tent area by Knights of Columbus members who are all BASSET trained. Deacon Lincoln and a small group of parishioners who have a band will provide live entertainment. The intent of this event is to provide an outreach to the public and provide a chance to come visit the church and meet other parishioners. The event will end at 9:00 pm with the serving of alcohol to end at 8:30 pm.

The petitioner is also requesting 2 signs to announce the event measuring 72” x 36”. They are requesting one sign to be placed at Haligus and Main Street and other at Route 47 and Main Street. The signs will be in place from September 23rd and removed on Sunday October 3rd.

Financial Impact

It is being requested that any fees associated with the Fall Fest be waived. The Village Board has waived the fee in the past.

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

Trustee Leopold asked if the Liquor License would be held by the Church or the Knights. Village Manager Johnson reported the Church would hold the license.

There were no other comments or questions.

A MOTION was made to approve a Resolution Granting a Temporary Use Permit and the Waiving of Fees to St. Mary Church for a Parish Fall Fest Event to be held on October 2, 2021 subject to the following conditions of approval:

- 1. A Temporary Use Permit must be applied for and obtained from the Development Services Department.**
- 2. A Temporary Sign Permit must be applied for and obtained from the Development Services Department.**
- 3. All documents applicable for Food Trucks must be completed and submitted no less than 2 weeks prior to the event.**
- 4. All conditions of approval regarding the serving and/or selling of alcohol must be met.**

MOTION: Trustee Goldman

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

- d) Consideration – A Resolution Granting Exemptions from Provisions of the Sign Regulations to Allow Off-Premise Signs for the Huntley Area Lions Club

Village Manager David Johnson reported that the Huntley Area Lions Club is requesting an exemption from the Sign Ordinance to allow off-premise signs to promote three of their annual fundraising events. The request is to place four (4) 30" x 36" (7.5 square feet) double-sided signs, advertising three (3) annual fund-raising events (pancake breakfast, flower show, pasta dinner). They are also requesting that the approval cover the next five (5) years (2021-2025). Due to the pandemic, it is anticipated only one of the events (pancake breakfast) will be held in 2021. The other two events (flower show & pasta dinner) will likely continue in 2022.

As the events are held in different locations, the proposed locations for posting the signs are different for each event. All signs will be posted a maximum of 10 days prior to the event, and will be removed the day after the event (or sooner).

Huntley Area Lions Club Pancake Breakfast

The event is held at the Cosman Center (in conjunction with Fall Fest), and typically occurs every September. The proposed sign locations are as follows for the years 2021-2025:

Prior to event and day of event:

- South side of Oak Creek Parkway, located approximately 100 feet east of Route 47.
- West side of Farm Hill Drive, south of Regency Square Parkway (in front of Kaye Eye Care) facing traffic heading into Sun City.
- East side of Route 47, 200 feet north of Mill Street.
- West side of Route 47, 200 feet south of Mill Street.

Huntley Area Lions Club Flower Show

The event is held at the Huntley High School Auditorium, and typically occurs every November. The proposed sign locations are as follows for the years 2022-2025:

Prior to event and day of event:

- North side of Oak Creek Parkway, located approximately 100 feet east of Route 47.
- West side of Farm Hill Road south of Regency Square Parkway facing traffic heading into Sun City.
- South side of Main Street, just east of Lincoln Street.
- North side of Main Street, just west of Donald Drive.

Huntley Area Lions Club Pasta Dinner

The event is held at the Huntley High School cafeteria, and typically occurs every May. Please note, the pasta dinner signs include four promotional locations (prior to event), and four directional signs (day of event). Only four signs will be up at one time. The proposed sign locations are as follows for the years 2022-2025:

Prior to event:

- South side of Oak Creek Parkway, located approximately 100 feet east of Route 47.
- West side of Farm Hill Drive, south of Regency Square Parkway (in front of Kaye Eye Care) facing traffic heading into Sun City.
- South side of Main Street, just east of Lincoln Street, in the swale area.
- East side of Hemmer Road, just south of Harmony. *This location is not in the Village and cannot be approved by the Village of Huntley.*

Day of event (signs placed at new locations, with directional arrows added):

- East side of Hemmer Road, just south of Harmony (for people exiting Sun City). *This location is not in the Village and cannot be approved by the Village of Huntley.*
- North side of Harmony Road, just east of the new East (secondary) entrance to Huntley High School with arrow into school. *This location is not in the Village and cannot be approved by the Village of Huntley.*
- Inside main student parking lot at first road to West toward school (not into the small parking lot) with arrow pointing to front entrance to school.
- Sign at the main High School lot with arrow into lot.

Financial Impact

Per Section 156.115 Permit Fees. (2) Special Exception Signs; Temporary sign permit fees for non-profit organizations shall be waived.

Legal Analysis

The Village Board's authorization for this request is required in accordance with Zoning Ordinance - Sign Regulations §156.125 (G) (1) pertaining to Off-Premise Signs.

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

A MOTION was made to approve a Resolution for Huntley Area Lions Club, Granting Exemptions from Provisions of the Sign Regulations to Allow Four (4) Off-Premise Signs for Five Years (2021-2025) with the following conditions of approval:

- 1. The petitioner shall obtain a sign permit from the Development Services Department prior to installing the signs.**
- 2. The signs shall be maintained in good condition at all times.**

MOTION: Trustee Leopold

SECOND: Trustee Holzkopf

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold
NAYS: None
ABSENT: Trustees: Kanakaris and Westberg
The motion carried: 4-0-2

- e) Consideration – A Resolution Approving the Temporary Suspension of Enforcement of Certain Regulations Regarding Alcohol Consumption in Public Places in Connection with a Huntley Park District Special Event

Village Manager David Johnson reported that the Village has established various regulations regarding the sale, possession, and consumption of alcoholic liquors within the Village. Section 110.14(A) of the Village Code provides that “[n]o person shall openly drink or furnish to others any alcoholic liquor to drink upon any street, sidewalk, or other public place within the Village”.

Staff Analysis

The Village is in receipt of a request from the Huntley Park District to conduct an outdoor event on August 29, 2021 as a BYOB event for the participants. The event is a “Cup-In-Hand Kickball Tournament” (Special Event) and will be held at Tomaso Sports Park.

The Park District Staff has preliminary approval from the Park District Board to proceed with this request and planning the event. The Park District Board will meet on August 25, 2021 to officially consider for approval, allowing individuals over the age of 21 who attend the Special Event to bring beer for personal consumption within the Park during the Special Event.

Consumption of alcoholic beverages in public parks is currently prohibited under Section 110.14(A) of the Village Code. The Park District also generally prohibits consumption of alcoholic beverages at its public parks and facilities. The Park District is requesting the Village Board to consider directing the Village and its officers and employees to temporarily suspend strict enforcement of Section 110.14(A) of the Village Code with respect to the Special Event at the Park subject to the conditions below, but only to the extent that the Park District Board of Commissioners also determines to allow alcohol possession and consumption at the Park during such Special Event. This one-time enforcement suspension will not modify or suspend enforcement of any other provision of Chapter 110 of the Village Code or any other ordinances or regulations relating to the sale, possession, and consumption of alcoholic beverages within the Village. The following conditions are proposed in connection with the Park District’s request:

- (i) Possession or consumption of alcoholic liquor by any person under the age of 21 years is prohibited at the Special Event.
- (ii) Alcohol consumption at the Special Event shall be limited to beer only; consumption of wine and alcoholic spirits is prohibited.
- (iii) Attendees at the Special Event who are 21 years of age or older may bring their own beer (“BYOB”) to drink during the Special Event. Such attendees may possess open containers of, and consume, beer that they legally purchased at retail and brought to the Special Event in an original package. No person or entity shall be authorized to distribute, serve, peddle, sell, or offer for sale any alcoholic beverages at the Park or during the Special Event.

- (iv) The Park District shall provide an appropriate number of full-time or part-time staff to manage and oversee the Special Event.
- (v) No organized youth activities will occur on the baseball fields at the Park during the Special Event.
- (vi) The temporary enforcement moratorium shall be limited to the area of the Park in which the Special Event is conducted during the date and time of the Special Event, which is currently scheduled for August 29, 2021 from 1:00 pm to 5:00 pm. The Park District shall notify the Village Manager prior to the Special Event in the case of any changes to the Special Event date or hours. If requested by the Park District, the Village Manager may approve (1) a change in the Special Event date to September 12, 2021 in the case of a weather-related cancellation on August 29 and/or (2) minor adjustments to the hours of the Special Event.

Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sales in the Village, and 110.14(A) generally prohibits alcohol consumption in public places, such as parks. The Village Board may, in its discretion, decide not to strictly enforce Section 110.14(A) with respect to the Special Event as a one-time accommodation per the Park District's request. The Village Attorney has reviewed the request and prepared the Resolution for consideration.

Village Manager Johnson reported that Scott Crowe, the Recreation Director, was in attendance to answer questions.

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

Trustee Leopold asked if the participants became disorderly would the Police have jurisdiction to handle such conduct; Chief Porter stated that they would have jurisdiction to handle.

Trustee Kittel asked if participants are allowed to bring their own beverages; Mr. Crowe stated that would be allowed and that Park District Staff will be on hand to watch that everyone was okay.

Trustee Goldman stated that she has no worries with an event such as this as the Park District is very responsible.

There were no other comments or questions.

A MOTION was made to approve a Resolution Approving the Temporary Suspension of Enforcement of Certain Regulations Regarding Alcohol consumption in Public Places in Connection with a Huntley Park District Special Event. The conditions referenced above are set forth in the proposed Resolution.

MOTION: Trustee Kittel

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

- f) Consideration – An Ordinance Approving a Simplified Residential Zoning Variance for Rear Yard Building Setback Relief in the “RE-1” PUD, Residential Estate District, Planned Unit Development, 9404 Cummings Street

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioner is requesting ± 11.5 feet of relief beyond the 40-foot rear building setback line to accommodate the construction of a $\pm 16' \times 16'$ three season room addition to the single-family residence located at 9404 Cummings Street. The property is zoned “RE-1” PUD, Residential Estate District, Planned Unit Development. The Talamore HOA has approved the three-season room addition. The neighbor to the rear (11911 Davis) has also voiced their approval of the project and a letter is included as an exhibit.

Staff Analysis

The proposed $\pm 16' \times 16'$ three-season room addition will encroach ± 11.5 -feet beyond the platted 40-foot rear building setback line.

With respect to hardship, the petitioner states their lot is unique as it is a corner lot with the rear yard facing the neighbor’s side yard. In Talamore, the side yards require a 10’ building setback. The petitioner states this addition would not affect their rear neighbor, as there would still be 28.5 feet to the rear lot line, and 38.5 feet between the two homes. In addition, the petitioner has stated that allergies and insects is the main reason why they need the room built, as it allow them to safely enjoy the view of their yard. If the variance is approved and the addition is constructed, the home will have a 28.5’ rear yard (east) setback.

The single story three-season room will be constructed with all new materials to match the existing residence, and the roof shingles will match the existing roof.

Zoning Board of Appeals

The Zoning Board of Appeals is scheduled to conduct a public hearing on August 9, 2021 to consider the requested approval for the Simplified Residential Zoning Variation. The Zoning Board’s recommendation will be provided prior to the Village Board prior to the August 12, 2021 meeting.

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

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

A MOTION was made to approve an Ordinance for a Simplified Residential Zoning Variation for a three-season room addition encroaching into the Rear Yard Building Setback at 9404 Cummings Street.

MOTION: Trustee Leopold

SECOND: Trustee Holzkopf

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

g) Consideration - A Resolution Approving a Façade Improvement Assistance Program Grant for Patrick Michael Jewelers, 11715 E. Main Street

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Patrick Michael Jewelers, petitioner, and GN Enterprises Group LLC, owner, have submitted a Façade Improvement Assistance Program application requesting \$7,913.25 in assistance for improvements to 11715 E. Main Street (formerly Benico Insurance). The proposed improvements to the front elevation include the repair and replacement of the T 1-11 siding, new columns, black awnings over each of the four windows, gooseneck light fixtures to illuminate a new wall sign, decorative wall light fixtures adjacent to the building's entrance, and repainting the façade. The construction cost of the exterior work is estimated at \$15,826.50 and is broken down as follows:

Awnings	\$ 2,600.00
Electrical Work	\$ 2,700.00
Gooseneck Lights	\$ 1,216.50
Siding Replacement	\$ 5,425.00
Columns	\$ 1,835.00
Painting	\$ 2,050.00
TOTAL	\$15,826.50

Staff Analysis

The Façade Improvement Assistance Program Guide identifies specific exterior improvements that are eligible for reimbursement. All proposed exterior improvements are identified as eligible improvements under the guidelines of the program.

The Village Board shall evaluate the projects based on the value of the aesthetic improvements to the Village of Huntley and the following criteria:

- Condition of the building and need for renovation (see photos with application)
- Extent to which the improvements conform to the Downtown Revitalization Plan and Commercial Design Guidelines
- Extent to which the proposed improvements restore, maintain, or enhance the character of the building and surrounding area

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a Strategic Priority, and “*Continue Downtown Revitalization Efforts*” as a goal.

Financial Impact

The FY2021 budget includes \$50,000 for the Façade Improvement Assistance Program in the Downtown Tax Increment Financing (TIF) District No. 2 Fund.

The Façade Improvement Assistance Program allows reimbursement of up to fifty percent (50%) of the project cost per property with a maximum reimbursement of \$10,000 per project. As a policy, the maximum aggregate amount of all grants approved for a property within any five (5) year period shall be limited to \$20,000. The estimated cost of the proposed improvements total \$15,826.50, which would allow for a maximum reimbursement of \$7,913.25.

Legal Analysis

If the requested grant is approved by the Village Board, the petitioner must sign and abide by the terms of the Façade Improvement Assistance Program Agreement in order to be reimbursed for the project.

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

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

Trustee Kittel stated that he would support giving the petitioner the maximum of \$10,000 for the additional work. It was the consensus of the Village Board to support this request.

A MOTION was made to approve a Resolution Approving a Façade Improvement Assistance Program Grant for Patrick Michael Jewelers, 11715 E. Main Street up to the maximum \$10,000.

MOTION: Trustee Goldman

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

- h) Consideration – An Ordinance Approving a Final Plat of Subdivision and Site Plan Review for the Construction of a New ±4,225 Square Foot Animal Hospital for Huntley Animal Care, 11310 and 11312 Route 47

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Huntley Animal Care is proposing to construct a new veterinary clinic on the site of the former Wolschlager Chiropractic office at northeast corner Mill Street and Route 47. Huntley Animal Care is currently leasing office space at 11804 Route 47 and would relocate upon completion of the project.

The proposed site is currently comprised of three parcels (former Wolschlager building, parking lot, and vacant land). The petitioner is proposing to retain the existing building and build the new vet hospital to the north. Both buildings will have shared access from Mill Street. The parcels are zoned “B-2” Highway Service District, which allows a Veterinary Hospital as a permitted use.

Site Plan

The petitioner is proposing to resubdivide the property into two lots. The new 4,225 square foot animal hospital will be constructed on the northern parcel, and the existing 1,278 square foot office building will remain on the southern lot. Both buildings will front Route 47, and the sole access drive will be from Mill Street to the south.

The site plan includes twenty-seven (27) parking spaces, including two (2) required ADA stalls. The Zoning Code requires 5 spaces per 1,000 square feet of building area for a veterinarian clinic, and 4 spaces per 1,000 square feet of building area for the existing office structure, thereby requiring twenty-seven (27) parking spaces. The proposed 10’ x 19 parking stalls and 25’ drive aisle widths meet the Village Parking Requirements. Per the Huntley Fire Protection District comments, the petitioner has provided space for an ambulance to turn around in the parking lot.

Building Elevations

In accordance with the Commercial Design Guidelines, the new veterinary clinic fronts Route 47 and is constructed with Illinois Brick Co. red smooth brick, and Sioux City Brick ebonite (dark gray) smooth brick at the base and accent areas. In addition, the façade utilizes 3 courses of soldier, stone sills. The proposed roof is shown with slate gray asphalt shingles, and Revere soffit and gutters with a Grecian green metal clad finish. The front (west) elevation includes an arched metal clad finished entryway.

The petitioner will be seeking a façade improvement assistance grant for the existing building based on feedback received from the Village Board at the Conceptual Review on June 10, 2021. The new façade of the existing building will be faced with a Hardie-board siding in seafoam green, with the base faced with the dark gray brick to match the new veterinary hospital. The brick will be capped with a limestone sill. The roof will be redone with matching gray shingles and green soffit and gutters. The handicap ramp will be renovated with Fiberon composite decking boards, and a steel guardrail with a gray finish.

The trash enclosure is located between the two buildings. The plans for the trash enclosure meet the Commercial Development Guidelines as it matches the dark gray face brick of the new building and includes steel gates.

Landscaping

Landscape plans have been submitted which show a mix of landscaping elements along all lot lines and foundation plantings in the front and rear of both buildings. Tree species include four (4) Blue Colorado Spruce, five (5) Norway Spruce, two (2) Greenspire Little Leaf Lindens, one (1) Floribunda Crabapple, and one (1) Japanese Lilac Tree.

The south lot is adjacent to property that is zoned single family residential. The Landscape Ordinance requires a 10' landscape buffer strip for commercial property abutting a residential zone. The proposed site plan provides only a 5'-6" landscape buffer strip adjacent to the residential property, and will require relief if approved.

At the public hearing, the adjacent residential neighbors, Larry and Ty Barton, stated they had some concern over the four parking spaces next to their home and requested the petitioner to add a privacy fence and landscaping to the east of the spaces. The latest landscape submittal now includes a 6-foot cedar fence, three (3) Norway Spruce, and two (2) Colorado Spruce trees buffering the parking spaces adjacent to the residential lot.

Lighting

The lighting plan indicates the use of Lumark Prevail LED shoebox light fixtures to be mounted on square straight steel poles, and a building mounted McGraw Edison Impact Elite wall pack. The photometric plan shows the use of three light fixtures in the veterinary clinic lot, and two fixtures in the lot for the existing building. The submitted photometric plan meets the Code requirements for average foot-candles and maximum foot-candles at the lot lines. House side shields will be required.

Signage

The site plan delineates one monument sign along the Route 47 frontage. The sign face measures 4'-8" wide by 3'-8' tall, with red brick base and sides, and a limestone cap. The total height of the sign is 7' tall, which exceeds the 6-foot maximum recommended by the Commercial Design Guidelines.

Final Plat of Subdivision

A Plat of Subdivision and Cross Access Agreement for the Huntley Vet Subdivision has been submitted for the project. Upon recording, the documents will provide two lots (one for each building) and cross access to allow both parcels to share the parking lot and the Mill Street access point. Both lots meet the minimum lot area and width requirements for the “B-2” District. In addition, the plat includes two 10-foot wide municipal utility easements adjacent to the Mill Street and Route 47 frontages.

Required Relief:

As proposed, the plans will require the following relief:

1. The “B-2” zoning district requires a 30' front yard building setback. The new building is located 20'-7" to the lot line along Route 47. Relief is required to allow the 20'-7" front yard setback along Route 47.
2. The “B-2” zoning district requires a 10' minimum side yard setback. The proposed lot line, north of the existing building, is located 7'-10³/₄" from the building. Relief is required to allow the 7'-10³/₄" side yard setback.
3. The “B-2” zoning district requires a minimum 10' front yard parking setback. The proposed parking front yard setback along Route 47 is 4'-6" at the closest point. Relief is required to allow the 4'-6" front yard parking setback along Route 47.
4. The “B-2” zoning district requires a minimum 10' parking setback for lots abutting a street. The parking setback adjacent to Mill Street is 5'-1¹/₂" at the closest point. Relief is required to allow the 5'-1¹/₂" parking setback along Mill Street.
5. Section 156.151 (G) (1) of the Landscape Ordinance requires a 10' landscape buffer strip for commercial property abutting a residential zone. The east lot line of the southern lot is adjacent to residential property, requiring a 10' landscape buffer. The proposed site plan provides a 5'-6" landscape buffer strip adjacent to the residential property. Relief is required to allow a 5'-6" landscape buffer strip adjacent to the residential.
6. The burial of overhead utilities is required in section 155.030 of the Subdivision Regulations. There are currently three (3) utility poles on the subject site (two on Route 47, and one on Mill Street). The petitioner is not proposing to bury the existing utility poles, thus requiring relief from the ordinance requirement.

Plan Commission Recommendation

The Plan Commission reviewed the petitioner's request for the Final Plat and Site Plan Review on July 12, 2021. The adjacent neighbor offered comments regarding the potential for additional noise from the parking spaces adjacent to his residential property. In response, the petitioner agreed to add a privacy fence and enhanced landscaping to the east of the four (4) parking spaces. The Plan Commission recommended approval of the petition by a vote of 5 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 other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioners will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
4. Landscape plans must be approved by the Development Services Department.
5. The Photometric plans must be resubmitted and approved by the Development Services Department. *The plans have been resubmitted and now meet the code requirements.*
6. House side shields are required on the parking lot lighting.

7. All landscape beds are required to be mulched on an annual basis and dead plantings must be replaced immediately.
8. No building construction permits, plans, sign permits, or Certificates of Occupancy are approved as part of this submittal.
9. Steel gates are required on the trash enclosure. *The plans have been updated and now include the steel gates.*
10. The dog run fence material must be approved by the Development Services Department. *The petitioner stated at the Plan Commission meeting the dog run would utilize cedar fencing.*

The Plan Commission added the following condition:

11. A 6' tall cedar fence and an enhanced evergreen hedge must be installed adjacent to the residential lot along the east lot line. *This condition is now satisfied on the landscape plan.*

Financial Impact

The subject property is located in the Downtown TIF District and the estimated cost of the overall project is \$500,000.

Director Nordman reported that representatives of the petition were in attendance to answer questions.

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

Trustee Leopold stated that the existing building should be razed.

Trustee Holzkopf stated that there is mold inside the existing building. The petitioner's architect stated that the existing building will be rehabbed inside and the mold, if any, removed. Trustee Holzkopf stated that she was concerned with them asking for \$10,000 for the existing building without knowing what the interior looks like. The petitioner's architect stated they will have to upgrade the inside in order to rent it out.

Trustee Leopold stated that he heard there was a rodent or raccoon living in the attic; the petitioner's architect stated the he was unaware of that taking place.

Trustee Goldman stated that this agenda item is for the building of the new building and not the existing.

Trustee Leopold stated that two variations are being requested regarding the existing building so he said it is important.

Mayor Hoeft stated that he would like additional landscaping added east of the sign and along the existing homes behind.

Director Nordman addressed the concerns regarding the existing building by stating that it will be necessary before any work takes place inside the building that there will be inspections and permits required and again before any pre-occupancy.

There were no additional comments or questions.

A MOTION was made to approve an Ordinance for a Final Plat of Subdivision and a Site Plan Review for the construction of a new ±4,225 square foot animal hospital for Huntley Animal Care, 11310 and 11312 Route 47.

MOTION: Trustee Goldman
SECOND: Trustee Kittel
AYES: Trustees: Goldman, Holzkopf, and Kittel
NAYS: Trustee Leopold
ABSENT: Trustees: Kanakaris and Westberg
The motion carried: 3-1-2

- i) Consideration – A Resolution Approving a Façade Improvement Assistance Program Grant for Mandeep Sandhu/Huntley Animal Care, 11312 Route 47

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Mandeep Sandhu (Huntley Animal Care), owner, has submitted a Façade Improvement Assistance Program application requesting \$10,000.00 in assistance for improvements to the existing structure located at 11312 Route 47 (formerly Wolschlager Chiropractic). The petitioner previously appeared before the Village Board on June 10, 2021 for conceptual review of a new 4,224 square foot animal hospital and a site plan that proposed to also keep the existing 1,278 square foot office building. The Village Board requested that the owner consider either demolishing or making façade improvements to the existing office building.

The proposed improvements include replacing the existing siding with Hardie-board siding in seafoam green, and installing dark gray brick at the base of the building to match the brick used on the new veterinary hospital that will be located to the north. The brick will be capped with a limestone sill. The roof will be redone with gray shingles and green soffit and gutters. The handicap ramp will be renovated with Fiberon composite decking boards, and a steel guardrail with a gray finish. The construction cost of the exterior work is estimated at \$44,634.00 and is broken down as follows:

Demolition of existing exterior ramp-railing and siding	\$ 2,500.00
New masonry base, labor and material (approximately 616 sq. ft. @ \$ 20/sq. ft.)	\$ 12,320.00
New siding upper, labor and material (approximately 924 sq. ft. @ \$ 11/sq. ft.)	\$ 10,164.00
New roof, labor and material (17 squares @ \$ 450.00/square)	\$ 7,650.00
New concrete ramp labor and material	\$ 7,500.00
Iron pipe railing	\$ 4,500.00
TOTAL	\$ 44,634.00

Staff Analysis

The Façade Improvement Assistance Program Guide identifies specific exterior improvements that are eligible for reimbursement. All proposed exterior improvements are identified as eligible improvements under the guidelines of the program.

The Village Board shall evaluate the projects based on the value of the aesthetic improvements to the Village of Huntley and the following criteria:

- Condition of the building and need for renovation (see photos with application)
- Extent to which the improvements conform to the Downtown Revitalization Plan and Commercial Design Guidelines
- Extent to which the proposed improvements restore, maintain, or enhance the character of the building and surrounding area

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “Promote New Business Development, Retention, and Expansion” as a Strategic Priority, and “Promote development and redevelopment opportunities within

the Downtown Tax Increment Finance District” as an objective.

Financial Impact

The FY2021 budget includes \$50,000 for the Façade Improvement Assistance Program in the Downtown Tax Increment Financing (TIF) District No. 2 Fund.

The Façade Improvement Assistance Program allows reimbursement of up to fifty percent (50%) of the project cost per property with a maximum reimbursement of \$10,000 per project. As a policy, the maximum aggregate amount of all grants approved for a property within any five (5) year period shall be limited to \$20,000. The estimated cost of the proposed improvements total \$44,634.00, which would allow for a maximum reimbursement of \$10,000.00 for this project.

Legal Analysis

If the requested grant is approved by the Village Board, the petitioner must sign and abide by the terms of the Façade Improvement Assistance Program Agreement in order to be reimbursed for the project.

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

Trustee Holzkopf asked if the interior could remain the same if not rented; Director Nordman stated that potentially that could happen prior to a tenant.

Trustee Holzkopf stated that she would like a condition added that before the Village reimburses the petitioner for the façade improvements that all safety issues inside the building are addressed.

There were no additional comments or questions.

A motion of the Village Board to Approve a Resolution Approving a Façade Improvement Assistance Program Grant for Mandeep Sandhu/Huntley Animal Care, 11312 Route 47 with the condition that all safety issues are addressed in the interior of the building before reimbursement.

MOTION: Trustee Holzkopf

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, and Kittel

NAYS: Trustee Leopold

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 3-1-2

- j) Consideration – An Ordinance Approving a Final Planned Unit Development and Final Plat of Subdivision for Phases 1 and 2 of Cider Grove Unit 2 and Lots 1, 2, 3, 4 and 6 of Cider Grove Unit 1

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that D.R. Horton has submitted a development application for Final Planned Unit Development (PUD) and Final Plat of Subdivision for Phases 1 and 2 of the Cider Grove Unit 2 subdivision. D.R. Horton received Preliminary PUD and Preliminary Plat of Subdivision approval from the Village Board for Unit 2 on June 10, 2021. At that same time, the Village Board also approved an amendment to the Annexation Agreement and a Development Agreement to allow D.R. Horton to develop the Unit 2 property with 180 single family lots in up to four (4) phases.

Development Summary

In accordance with the Development Agreement and preliminary approvals, D.R. Horton has submitted Final PUD plans and Final Plats of Subdivision for Phase 1 and 2. Phase 1 consists of the thirty-five (35) lots that are adjacent to the existing portions of the Cider Grove subdivision. These lots are 12,600 square feet in area, which is consistent with the approved Preliminary PUD and Preliminary Plat of Subdivision. Phase 2 consists of 41 lots, located directly east of the Phase 1 property, that have a minimum lot area of 8,451 square feet. The proposed plans submitted for Phase 2 are consistent with the approved Preliminary PUD and Preliminary Plat of Subdivision.

The requested approvals also include final plans for the 5.7-acre park site, which must be constructed by D.R. Horton within twelve (12) months after recordation of the Final Plat of Subdivision for Phase 1. D.R. Horton has provided a park landscape plan which has also been submitted to the Huntley Park District for approval by their Board of Commissioners. Consistent with the preliminary plans, the park plan includes the installation of pathways, playground equipment, benches, picnic shelter and other amenities.

Construction access to the Unit 2 property will be provided by a temporary roadway that will be constructed through property to the south of Cider Grove Unit 2. The roadway will serve as construction access for heavy construction vehicles, which are defined in the development agreement as trucks with C & D type license plates (8,001 lbs. and over) and/or trailers (3,000 lbs. and over). A copy of the executed license agreement for the temporary roadway is provided as an exhibit to this report.

Home Product

As presented with the Preliminary PUD, home sizes for the single-family product range from 1,970 to 3,020 square feet (the 1,970 square foot plan is a single-story ranch model that has a 3-car garage standard). The models listed below are the same models that were approved as part of the Preliminary PUD, with the exception of the Bellamy model which was eliminated at the request of the Village Board.

<u>Plan Name</u>	<u>Sq. Ft.</u>	<u>Description</u>
Fairfield (X453)	1,970	Single Story; 4 bedrooms; 2 bath
Pendleton (X426)	2,155	Two-story; 3 bedrooms; Loft; 2½ bath
Holcombe (X427)	2,356	Two-story; 4 bedrooms; 2½ bath
Bridgestone (X430)	2,550	Two-story; 4 bedrooms; Loft; 2½ bath
Henley (X429)	2,600	Two-story; 4 bedrooms; Loft; 2½ bath
Coventry (X451)	2,836	Two-story; 4 bedrooms; Loft; 2½ bath
Emerson (X450)	3,020	Two-story; 4 bedrooms; Loft; 2½ bath

Landscape Plan

The proposed landscape plan provides the required parkway trees in addition to landscaping on the outlots for stormwater management. Typical landscape packages are also provided for the single family lots; however, the landscape package has been modified from the plans that were approved as part of the Preliminary PUD. The petitioner shall be required to revise the typical landscape package to match those approved as part of the Preliminary PUD.

Declaration for Cider Grove Unit 2 (CCRs)

As discussed during the review of the Preliminary PUD and Preliminary Plat, D.R. Horton is proposing to create a separate Homeowners Association (HOA) for the remaining phases of the Cider Grove

Subdivision. This will allow the existing Cider Grove HOA to be turned over to the residents. A Cross Easement and Cost Sharing Agreement will be executed so that the remaining phases would participate in the costs to maintain the clubhouse, subdivision entrance and existing stormwater facilities. The new homes would have use of the existing clubhouse facility. A draft of the declaration is provided as an exhibit to this report.

Model Home and Signage

A model home and temporary parking lot are proposed to be located on Hopkins Street with associated signage in accordance with the Preliminary PUD. The Coventry model (2,836 square feet) will be constructed on Lot 2 (10235 Hopkins Street) and a temporary parking lot will be constructed on Lot 1 (10245 Hopkins Street).

Plan Commission Recommendation

The Plan Commission reviewed the petitioner's request on July 26, 2021, and there were no public comments in support or opposition of the requested actions. The Plan Commission voted to recommend approval to the Village Board by a vote of 6-0, subject to the following conditions:

1. All public improvements and site development must occur in full compliance with the submitted plans (see list of exhibits) and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner, its agents and assignees are responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume through "retention" and design of multi stage outlet structures.
4. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
5. The typical residence landscape package(s) shall be revised to match the three (3) that were approved as part of the Preliminary PUD (the Preliminary PUD plans included a shade tree on each lot and indicated that lots shall be fully sodded at the time a final certificate of occupancy is issued for each home).
6. Homes constructed on Lots 1,2,3,4 and 6 of Unit 1 are required to include the following features as standard on the rear building elevations:
 - a. 4/4x4" wood window surrounds and corner boards and 4/4x8" frieze boards
 - b. Window grills
 - c. Either shutters around the windows or a bay window at the first floor
7. All homes shall include 4/4x4" wood window surrounds and corner boards (*the elevations provided have been modified to address this condition*).
8. The Declaration for Cider Grove Unit 2 shall be subject to final review by the Village Attorney.

Financial Impact

The previously approved development agreement amended the impact and transition fees that the D.R. Horton will pay. The fees were modified to be consistent with the impact and transition fees that are currently paid for homes being constructed in the Talamore subdivision.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies "*diversify residential development options*" as a goal, and "*Pursue new residential development*" as an objective.

Legal Analysis

Legal counsel has prepared the ordinance for the final plat of subdivision and final planned unit development for Phase I and II and all is in order for Village Board action.

Director Nordman reported that representatives of the petition were in attendance to answer questions.

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

Trustee Goldman complimented the petitioner for being flexible and stated that she wished there were more ranch home options.

Trustee Leopold thanked the petitioner for working with the Village and the residents.

There were no other comments or questions.

A MOTION was made to approve an ordinance approving a Final Planned Unit Development and Final Plat of Subdivision for Phases 1 and 2 of Cider Grove Unit 2 and Lots 1, 2, 3, 4 and 6 of Cider Grove Unit 1.

MOTION: Trustee Leopold

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

Mayor Hoeft thanked the petitioner for listening and cooperating with Staff and the residents.

- k) Consideration – A Resolution Approving the Year 2 Bid Extension to Visu-Sewer, Inc. for the 2021 Municipal Partnering Initiative (MPI) Sewer Televising and Lining Program

Director of Public Works and Engineering Timothy Farrell reported that sewer lining allows the Village to repair sewers more cost effectively with minimal disruption to surrounding neighborhoods and businesses. Sewer lining targets tree root intrusion and minor pipe imperfections that allow Inflow and Infiltration (I&I) of groundwater and stormwater that can enter the collection systems where they are forced to transport and treat more flow than designed to handle.

On May 7, 2020, the Village received bids from four contractors for the 2020 Municipal Partnering Initiative (MPI) Sewer Televising and Lining Program. The MPI is a municipality-based buying initiative where agencies join forces to procure a wide range of public services in an effort to tap economies of scale. The Village was the lead MPI agency for this project and prepared the necessary contract bid documents. The four participating agencies included the Village of Huntley, Village of Cary, Village of Algonquin, and the City of Woodstock. The Municipalities reserved the right to renew this contract for up to two additional one-year periods for 2021 and 2022.

The Year 2 (2021) bid tabulation summary using the Village of Huntley planned quantities are as follows:

<i>Engineers Estimate</i>	<i>\$79,449.00</i>
Visu-Sewer, Inc.	\$75,093.00
Insituform Technologies USA, LLC	\$79,923.90
Benchmark Construction CO, INC.	\$98,786.10
Hoerr Construction, Inc.	\$99,468.00

The 2021 Sewer Televising and Lining Program consists of televising 1,910 lineal feet of 18” sanitary sewer, 250 lineal feet of 8” sanitary sewer, and lining approximately 2,428 lineal feet of 8 inch sanitary sewer in the following areas:

- Wolf Drive (Televising & Lining 387 lf.)
- 4th Street (Televising & Lining 358 lf.)
- Union Special Plaza (Televising & Lining 415 lf.)
- Borden Street (Televising & Lining 156 lf.)
- Woodstock Street (Televising & Lining 745 lf.)
- Church Street (Televising & Lining 367 lf.)
- Kudlach Parcel (Televising 1910 lf.)
- 10716 N. Route 47 Parcel (Televising 250 lf.)

Staff Analysis

The unit pricing and project cost of \$75,093.00 has been reviewed by Public Works and Engineering Department Staff. Based on acceptable performance in 2020, all is in order for consideration to approve the Year 2 Bid Extension to Visu-Sewer, Inc.

Financial Impact

The FY21 Budget includes funding in the Wastewater Capital Improvement and Equipment Fund, 525-00-00-8005 for the 2021 Sewer Televising and Lining Program.

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

Trustee Leopold asked if the televising finds problems will they immediately replace or re-line; Director Farrell stated that this project is just televising to check the status.

There were no other comments or questions.

A MOTION was made to approve a Resolution Approving the Year 2 Bid Extension to Visu-Sewer, Inc. for the 2021 Sewer Televising and Lining Program.

MOTION: Trustee Leopold

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

- l) Consideration – Approval of Payout Request No. 2 to Arrow Road Construction Company for the 2021 Street Improvement Program in the amount of \$592,257.81

Director of Public Works and Engineering Timothy Farrell reported that on March 11, 2021, the Village Board approved a Resolution Appropriating \$1,000,000.00 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2021 Street Improvement Program and a Resolution Authorizing a Bid Award and Construction Contract to Arrow Road Construction Company in the amount of \$1,641,889.27 for the resurfacing of the Covington Lakes and Coves of Covington Subdivisions comprising of approximately 90,000 square yards of roadway along approximately 4.6 centerline miles.

Arrow Road Construction Company has submitted the second payout request for the 2021 Street Improvement Program. The Village's project engineer, CBEL, has reviewed the request and all is in order for consideration of the payout request No. 2.

Staff Analysis

Pay Request	Total Completed Work	Retention	Previous Payments	Amount Requested
#1	\$84,765.68	\$8,476.57 (10%)	\$0.00	\$76,289.11
#2	\$742,829.91	\$74,282.99 (10%)	\$76,289.11	\$592,257.81

Financial Impact

The FY21 Budget includes funding for the 2021 program in the amount of \$1,114,000.00 for engineering and partial construction costs from the Streets Improvements and Roads & Bridges Fund, 420-00-00-8001 and \$1,000,000.00 for partial construction costs from the MFT Fund, 460-00-00-8001. The full amount of the MFT appropriation will be used for construction. Any unexpended budget funds will remain in the Streets Improvements and Roads & Bridges Fund.

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

A MOTION was made to approve Payout Request No. 2 to Arrow Road Construction Company in the amount of \$592,257.81 for the work completed under the 2021 Street Improvement Program.

MOTION: Trustee Leopold

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

- m) Consideration – Authorization to Increase the Sworn Police Officer Staffing Level by Two and Create a New Sergeant Position

Village Manager David Johnson reported that the Police Department is currently authorized for thirty-six (36) sworn officers and has not added a new sworn position since 2018. A strong candidate pool of lateral transfer applicants, and unexpected supervisory staffing circumstances are the primary reasons for the request to increase the number of sworn officers by two (2) to a total of thirty-eight (38) sworn officers.

Staff Analysis

Police/Patrol Officers

Recruitment for police officers is challenging, and the market for qualified candidates is highly competitive. The Village's recent lateral transfer application process generated a strong candidate pool of sworn officers from other agencies interested in transferring to Huntley. The requested increase in the number of sworn officers allows for the Village to be competitive and flexible in attracting lateral transfer candidates. In addition to already being certified, hiring officers with experience saves the time, which is typically 10 – 12 weeks, and expense (\$16,814 includes wages) of the Police Academy. The officers hired through the lateral transfer process are only required to complete the Villages sixteen (16) week field training program.

Sergeant/Supervisory Position

A newly promoted Patrol Sergeant, active within the Army Reserves, received notice that he will be deployed for 400 days starting in October of 2021. His deployment will leave the Patrol Division short staffed with only three (3) Patrol Sergeants, for four (4) Patrol Sergeant positions necessitating the promotion of a Patrol Officer to Sergeant. In addition, as the attached organizational chart shows, to ensure the department is not in this position again, staff is planning to propose promoting an additional Patrol Officer to Sergeant in FY22. Currently, when a Patrol Sergeant is unavailable for a shift, supervision is provided by an Officer In Charge (OIC). Utilization of an OIC is acceptable for intermittent shift coverage but is not meant to be a long-term solution to supervisory staffing needs.

Historically, the Village's staffing levels in all departments, including the Police Department, have been conservative and below comparable communities in the region. By example, the Village's authorized/budgeted number of full time equivalent (FTE) positions for FY21 is 99.5. The total number of current FTEs employed by the Village is 96.5. The Village's Management Team remains committed to providing the highest levels of service in the most cost efficient manner; however, the Village's population and business base continues to grow, which correlates to an increase in a demand for service in all departments.

Financial Impact

The addition of two (2) sworn officers within the Police Department will increase expenditures in FY21 by approximately \$30,000. Based on a review of the Village's current and future financial position in the General Fund, sufficient financial resources are available to cover the increase in personnel costs.

Mayor Hoeft stated that Sergeant Sanders will remain as a Sergeant when he returns from deployment.

Chief Porter also stated that Officer in Charge (OIC) will still be used as a temporary solution, when necessary.

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

A MOTION was made to authorize increasing the sworn police officer staffing level by two (2) and creating a new sergeant position.

MOTION: Trustee Leopold

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

n) Policy Direction – Fiscal Year 2022 Budget Calendar

Village Manager David Johnson reported that to commence the FY22 budget process, Staff will present and review the proposed Budget Calendar.

Staff Analysis

Pursuant to State Statutes, dates are included showing when all applicable notices are to be published to conduct the levy and budget hearing.

FISCAL YEAR ENDING DECEMBER 31, 2022 BUDGET CALENDAR

August 12, 2021	FY22 Budget Calendar reviewed at Village Board Meeting
September 15 - September 22, 2021	Departmental Budget Review Meetings with Budget Team
October 12, 2021	Narratives due to VMO.
October 14, 2021 – Board Meeting	Review of Personnel Staffing, Pension and Insurance Summary; Review of Financial Management and Debt Management Policies (one time transfer history, outstanding debt balances, TIF information and debt per capita), Review of General Fund 5-year Forecast.
October 28, 2021 – Board Meeting	Review of Major Capital Revenue Sources and Preliminary Capital Department requests.
November 4 - November 11, 2021	Public Hearing Notice - 2021 Tax Levy (Notice must be published no more than 14 days and no less than 7 prior to the Hearing) <i>if subject to Truth in Taxation requirement</i>
October 25-November 12, 2021	Compilation of final Draft for Village Board including Transmittal Letter and 5-year CIP
November 15-17, 2021	Staff review and finalizations of proposed budget
November 18, 2021 – Board Meeting	2020 Tax Levy Discussion and Policy Direction
November 18, 2021 – Board Meeting	Distribute Proposed Budget to Mayor and Village Board
November 22, 2021	Place budget document on website and have a hard copy on display for citizen review
November 25, 2021	Publish notice of Public Hearing for FY22 budget
December 2, 2021- Board Meeting	Budget Workshop <i>if necessary</i>
December 9, 2021 - Board Meeting	Public Hearing - FY22 Proposed Budget Additional Village Board Discussion Village Board Consideration of FY22 Budget Village Board Consideration of 2021 Tax Levy (levy finances FY22 budget)
Week of December 20, 2021	File Property Tax Levy and Budget with both Counties
January 1, 2022	Start of Fiscal Year 2022

It was the consensus of the Village Board proceed with the FY22 budget calendar as proposed.

o) Transmittal of Second Quarter FY21 Financial and Investment Reports

Director of Finance reviewed the Village's Second Quarter FY2021 Financial and Investment Reports which were included in the Village Board packet.

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 FY21 budget are composed of the following revenue percentages:

Budgeted Revenues FY21

Property Taxes 35.16

State Shared Revenue 51.10

Local Fees 5.03

Licenses & Permits 3.90

Fines & Fees 2.22

Charges for Service 0.55

Other Income 0.23

Other Financing Sources 1.82

The three largest sources of revenue for FY21 continue to be **property tax, sales tax, and income tax**. Both sales tax and income tax are part of the State shared revenues. Local fees include telecommunications tax, cable franchise tax and video gaming revenues. At the end of the second quarter for FY21, General Fund revenues appear to be trending in ahead of budgeted parameters at 59%. Revenue collections for the second quarter of FY20 were showing a 46% collection rate.

Property Tax Revenue - 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 FY20, and the amount received through June 30, 2021. As a home rule community, the Village levies for dollars and has received between 98% and 100% of dollars levied the last three years.

Sales Tax Revenue - Sales tax at a rate of 8% 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. FY21 actual revenues are showing four months worth of collections for this June 30, 2021 report. These four months of revenue totals \$1,439,042 vs. \$1,005,873 for the same period last year. This is a 43% increase.

Income Tax Revenue - Income tax receipts are trending in well ahead of budgeted parameters at 75% vs. the expected 50% for this second quarter and trending ahead of FY20 receipts through June 30, 2021 by more than 40%. The impact of the pandemic along with the possible reduction from the State has not had a negative impact to date on this revenue stream. The chart below displays ending actual dollars through FY20 and six months of actual dollars for FY21.

Income Tax

Income tax receipts are trending in well ahead of budgeted parameters at 75% vs. the expected 50% for this second quarter and trending ahead of FY20 receipts through June 30, 2021 by more than 40%. The impact of the pandemic along with the possible reduction from the State has not had a negative impact to date on this revenue stream. The chart below displays ending actual dollars through FY20 and six months of actual dollars for FY21.

OTHER REVENUE SOURCES

Local Use Tax - Local Use Tax is trending ahead of budgeted parameters at 59%. At this second quarter, 50% is the expectation for revenue receipts compared to budgeted dollars. Original projections from the Illinois Municipal League (IML) indicated local use tax continuing to increase. New projections for this revenue source from IML based on the COVID-19 pandemic continue to show this revenue stream increasing over last year. The continued shift from brick-and-mortar to online shopping is supporting the growth of this tax revenue.

Telecommunications Tax - 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. FY21 actual revenues are showing four months of collections for this June 30, 2021 report. Collected amounts equal \$111,008 and are below budgeted parameters, down more than 20% from the same period last year. This revenue is allocated between the General Fund, the Facilities and Grounds Maintenance Fund and the Downtown TIF Fund.

Video Gaming Revenue - Video gaming revenue is trending in slightly ahead of budgeted parameters for this second quarter of FY21 at 66%. This revenue is split between the General Fund and the Downtown TIF Fund. Displayed below are revenues through June 30, 2021. Due to the COVID19 pandemic, FY20 includes four months of zero receipts.

Police Fines and Fees

Police Fines & Fees - Police fines are trending in at 40% of budget through June 31, 2021. FY20 showed a slight drop in this revenue stream due to the county being closed down for adjudication processing during a portion of the year because of the pandemic. This has begun to tick back up during FY21, however this overall revenue stream continues to trend behind budgeted parameters.

Building Permit Revenue - Building permit dollars through June 30, 2021 are well ahead of budget at \$563,971 or 188% in this second quarter. At the current rate, revenues are expected to be the highest in the last 4 years.

Conclusion - At the end of the second quarter for FY21, General Fund revenues are trending in ahead of budgeted parameters. On June 30, 2021, revenue collection equaled 59% of the yearly budget.

Home Rule Sales Tax - Beginning July 1, 2020 the Village started collecting an additional 1% for the new home rule sales tax. This revenue is dedicated to capital projects and streets. The Village received \$891,272 for July - December sales in FY20. Like regular sales tax, home rule sales tax has a three month lag for collections. January through April have been collected so far in FY21 and total \$697,535. March was a record setting month, with just under \$200,000 collected. Revenues are up 17.4% per month on average compared to last year and the amount collected thus far is 188% of the budget.

Home Rule Sales Tax (1.0%) - Beginning July 1, 2020 the Village started collecting an additional 1% for the new home rule sales tax. This revenue is dedicated to capital projects and streets. The Village received \$891,272 for July - December sales in FY20. Like regular sales tax, home rule sales tax has a three month lag for collections. January through April have been collected so far in FY21 and total \$697,535. March was a record setting month, with just under \$200,000 collected. Revenues are up 17.4% per month on average compared to last year and the amount collected thus far is 188% of the budget.

SECTION 2: General Fund Expenditures

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 second quarter for FY21, General Fund Expenditures are at 48% of budget. Overall, the General Fund is operating within the parameters of budgeted dollars.

SECTION 3: Water and Wastewater Revenues

Water and Wastewater Revenues - Water and Wastewater 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 second quarter for FY21 water operating revenue is coming in slightly behind budgeted parameters at 44% in the Water Fund. Wastewater operating revenue is slightly ahead at 52%. This revenue stream is seasonal and shows an increase in the summer months when usage is higher, especially for irrigation use.

SECTION 4: Cash and Investments

The charts were included in the Village Board packet through June 30, 2021.

SECTION 5: Revenue and Expense Reports

Revenue and Expenditure Report - Overall revenues appear to be trending in ahead of budgeted dollars for the first six months in FY21. Revenue collections are at 59% and above the anticipated collection rate of 50%. Both Income Tax revenue and Sales Tax revenue are trending in ahead of budget parameters. Expenditures within the operational funds appear to be trending in line with budgeted dollars or slightly below. Some capital funds may appear to be trending ahead of budget due to equipment purchased or projects completed.

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

Trustee Goldman complimented Staff on the AA+ rating.

There were no other comments or questions.

It was the consensus of the Village Board to accept and place on file the following reports for the Village of Huntley: 1) FY21 Second Quarter Financial and Investment Report Review; and 2) FY21 Revenue and Expense Detail.

VILLAGE MANAGER'S REPORT:

Village Manager Johnson noted the Regency Square memo distributed to the Village Board with information regarding the public invite to meet with the petitioner.

Village Manager Johnson also noted the CDC recommendation information.

Trustee Leopold asked about the lack of trucks at Rush; Deputy Village Manager Lisa Armour reported that it may be issues receiving inventory.

VILLAGE PRESIDENT'S REPORT:

Mayor Hoeft noted the McCOG meeting on August 25.

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 8:21 p.m.

MOTION: Trustee Holzkopf

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Trustees: Kanakaris and Westberg

The motion carried: 4-0-2

Respectfully submitted,

Barbara Read
Recording Secretary

**VILLAGE OF HUNTLEY
LIQUOR COMMISSION HEARING
August 12, 2021
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Huntley Liquor Commission was called to order on Thursday, August 12, 2021 at 8:22 p.m. in the Municipal Complex, Village Board Room, 10987 Main Street, Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Chairman Timothy Hoeft; Commissioners: Ronda Goldman, Mary Holzkopf, Curt Kittel, and Harry Leopold.

ABSENT: Commissioners: Niko Kanakaris and JR Westberg

IN ATTENDANCE: Village Manager David Johnson, Deputy Village Manager Lisa Armour, Chief Robert Porter, Director of Development Services Charles Nordman, and Village Attorney Betsy Gates-Alford.

1. Consideration - An Ordinance for the Approval and Issuance of a Class "E" Liquor License and Waiver of Fee; St. Mary Church, 10307 Dundee Road - 2021 Parish Fall Fest

Village Manager David Johnson reported that the Village regulates the sale of alcoholic beverages in the Village through its Liquor Control Ordinance, which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

A Class "E" Liquor License is being requested at this time. Pursuant to the Village of Huntley Liquor Control Ordinance, a Class "E" Liquor License is a temporary license, not to exceed three days, issued to not-for-profit organizations with a license fee of \$75.00. The Class "E" license authorizes the retail sale of beer and wine or other alcoholic liquor specifically approved at the time of license application for consumption upon the premises where sold or offered as specified in the license. No Class "E" license shall be issued until the Liquor Commission has:

1. Established the location upon the premises where beer and wine, or other approved alcoholic liquor is to be sold;
2. The hours of operation, which shall not be extended beyond those provided in §110.09;
3. The manner in which the licensee will manage crowd control and refuse pickup;
4. Proof of insurance as required by this chapter or state laws;
5. A list of members of the corporation who will be selling beer and wine or other approved alcoholic liquor, at the location pursuant to the license; and
6. Proof of permission from the owner of the premises authorizing the sale of beer and wine or other approved alcoholic liquor, during the time requested in the permit and such other requirements as the President and Village Board or Liquor Control Commission deem appropriate in the case of each particular permit.

Staff Analysis

The Liquor Commission is being presented with the request from St. Mary Catholic Church (Church) for the issuance of a Class "E" Liquor License. The request to sell beer and wine only is for the Parish Fall Fest taking place on church property, 10307 Dundee Road on October 2, 2021. The Church is requesting the license to operate a beer garden for one day only during the hours of 3:00 pm to 9:00 pm with serving ending at 8:30 pm.

The beer garden area will be fenced off and no alcohol will be removed from this area. The tent being used for the beer garden is 40' x 80'. Servers will be all members of the Knights of Columbus, have been Basset trained and will be the only members to perform the ID check to provide a wrist band and serve the alcohol.

An application has been placed on file and reviewed by the Village Clerk's Office. The application is being presented with the provision of the State license being provided. All other required documentation have been submitted and meets code requirements.

Financial Impact

St. Mary Church is requesting waiver of the payment of the \$75.00 fee. The Commission has waived the fee in the past.

Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sale in the Village. The application has been reviewed and is in compliance with Section 110: Alcoholic Beverages requirements.

Village Manager Johnson reported that a representative of St. Mary Church was in attendance to answer questions.

Mayor Hoeft asked if the Liquor Commission had any comments or questions; there were none.

A MOTION was made to approve an Ordinance approving the issuance of a Class "E" Liquor License to St. Mary Catholic Church for the 2021 St. Mary Parish Fall Fest and Waiver of Fees subject to the following conditions of approval:

- 1. A Temporary Use Permit must be applied for and obtained from the Development Services Department.**
- 2. A Temporary Sign Permit must be applied for and obtained from the Development Services Department.**
- 3. The approved alcohol can only be sold and consumed in the designated beer garden area.**
- 4. Anyone serving or selling alcohol must be BASSET trained.
No less than one (1) week prior to the event:**
- 5. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class "E" Liquor License becomes effective.**

MOTION: Commissioner Kittle

SECOND: Commissioner Goldman

AYES: Commissioners: Goldman, Holzkopf, Kittel, and Leopold

NAYS: None

ABSENT: Commissioners: Kanakaris and Westberg

The motion carried: 4-0 2

A MOTION was made to amend the Liquor Commission Agenda to add an Executive Session for the purpose of discussion litigation action pending.

MOTION: Commissioner Leopold
SECOND: Commissioner Kittle
AYES: Commissioners: Goldman, Holzkopf, Kittel, and Leopold
NAYS: None
ABSENT: Commissioners: Kanakaris and Westberg
The motion carried: 4-0 2

A MOTION made at 8:26 p.m. to Enter into Executive Session for the purpose of discussing a litigation action pending.

MOTION: Commissioner Holzkopf
SECOND: Commissioner Leopold
AYES: Commissioners: Goldman, Holzkopf, Kittel, and Leopold
NAYS: None
ABSENT: Commissioners: Kanakaris and Westberg
The motion carried: 4-0 2

A MOTION was made at 9:07 p.m. to Exit Executive Session.

MOTION: Commissioner Leopold
SECOND: Commissioner Kittle
AYES: Commissioners: Goldman, Holzkopf, Kittel, and Leopold
NAYS: None
ABSENT: Commissioners: Kanakaris and Westberg
The motion carried: 4-0 2

2. Continuation of the Hearing on Notice of Violations – Topsy’s Bar & Pizza; 10753 Dundee Road

Chairman Hoeft stated that the Respondent, Topsy’s Bar and Pizza LLC, has submitted to the Commission a signed Admission of Violations and Waiver of Hearing with proposed terms for settlement of the alleged violations. Chairman Hoeft asked for a motion to accept and approve the Admission of Violations and Waiver of Hearing.

A MOTION was made to accept and approve the Admission of Violations and Waiver of Hearing.

MOTION: Commissioner Kittle
SECOND: Commissioner Leopold
AYES: Commissioners: Goldman, Holzkopf, Kittel, and Leopold
NAYS: None
ABSENT: Commissioners: Kanakaris and Westberg
The motion carried: 4-0 2

PUBLIC COMMENTS: None

OTHER BUSINESS: None

ADJOURNMENT: There being no further business to discuss, a motion was made at 9:09 p.m. to close the Liquor Hearing.

MOTION: Commissioner Leopold

SECOND: Commissioner Holzkopf

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary



AGENDA ITEM
VILLAGE BOARD MEETING: 10/28/2021
Bills List Fiscal Year End 12/31/2021

The following is a breakdown by Fund for the October 28, 2021 Bills List.

FUND	DEPARTMENT	TOTALS
100	General Fund *(Non-Expense Related Items)	\$159,196.73
100-10	Legislative & Executive	\$3,049.45
100-20-10	Village Manager's Office	\$1,350.58
100-20-21	Human Resources	\$2,324.09
100-20-22	Information Technology	\$6,006.50
100-30	Finance	\$1,634.82
100-50	Police Department	\$11,356.88
100-60-10	PW Admin/Engineering	\$1,347.29
100-60-61	Streets/Underground	\$18,053.29
100-60-62	Buildings & Grounds	\$3,246.57
100-70	Development Services	\$6,135.85
220	Cemetery	\$19.96
400	Capital Projects Fund	\$2,205.15
410	Facilities & Grounds Maintenance	\$34,604.78
420	Street Improvement/Road & Bridge	\$43,325.62
440	Downtown TIF	\$232,150.00
480	Equipment Replacement	\$284.67
510	Water Operating	\$46,473.68
515	Water Capital Fund	\$15,907.48
520	Wastewater Operating	\$224,827.78
525	Wastewater Capital Fund	\$22,548.56
600	Benefits Fund	\$1,216.78
700	Escrow Agency Fund	\$45,807.04
10/28/21 Bills Payable		\$883,073.55
10/7/2021 Payroll Date		\$431,070.92
Total Payroll		\$431,070.92
Total Disbursements		\$1,314,144.47

*(Compliance Bond Refunds, Impact Fees, Sales Tax Rebates, Deposit Refunds, Pre-Paid Expenses, and A/R-Bulk Fuel)



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT	AMOUNT
1034 - MIDAMERICAN ENERGY SERVICES LLC	
ELECTRICITY	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$18,259.72
<i>Water Operating Fund-Public Works-Water</i>	\$31,008.79
1034 - MIDAMERICAN ENERGY SERVICES LLC Total	\$49,268.51
1041 - DYNEGY ENERGY SERVICES	
ELECTRICITY	
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$7,952.27
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$1,453.50
1041 - DYNEGY ENERGY SERVICES Total	\$9,405.77
106 - AIRGAS NORTH CENTRAL	
RENT CYL IND SMALL ARGON & OXYGEN	
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$41.32
106 - AIRGAS NORTH CENTRAL Total	\$41.32
1089 - AMALGAMATED BANK OF CHICAGO	
VOH GEN OBLIGATION BONDS-SERIES 2020/INTEREST	
<i>Downtown TIF Fund</i>	\$57,150.00
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$34,050.00
VOH GEN OBLIGATION BONDS-SERIES 2020/PRINCIPAL	
<i>Downtown TIF Fund</i>	\$175,000.00
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$165,000.00
1089 - AMALGAMATED BANK OF CHICAGO Total	\$431,200.00
1095 - AMAZON CAPITAL SERVICES INC	
3-RING BINDERS - FOR SNOWPLAN	
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$125.52
BALL POINT PENS	
<i>General Fund-Village Managers Office-Human Resources</i>	\$26.04
BATTERIES FOR LOCATOR	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$74.97
COBRA HH50WXST HANDHELD RADIO, POWER ADAPTOR, BATTERIES	
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$130.88
CREDIT RETURN - RED DOT SNAP IN	
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	(\$62.88)
IPAD CASE	
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$25.69
LABEL TAPE REPLACEMENT	
<i>General Fund-Village Managers Office-Human Resources</i>	\$14.99
OFFICE SUPPLIES	
<i>General Fund-Police</i>	\$38.26
<i>General Fund-Village Managers Office-Administration</i>	(\$35.98)



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
RETURN CREDIT		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		(\$7.39)
SNOW PLOW LIGHTS		
<i>Water Operating Fund-Public Works-Water</i>		\$184.55
1095 - AMAZON CAPITAL SERVICES INC Total		\$514.65
110 - ACE HARDWARE		
CABLES		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$41.98
ARMOUR ALL PROTECTANT		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$23.97
BATTERIES		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$9.59
BATTERY/GARAGE OPENER		
<i>General Fund-Legislative</i>		\$4.99
EXTENSION CORDS		
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		\$189.98
EXTENSION CORDS (RETURN)		
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		(\$30.00)
110 - ACE HARDWARE Total		\$240.51
112 - ADVANCED BUSINESS NETWORKS INC		
BATTERY/MESSAGE ARCHIVER		
<i>Equipment Replacement Fund</i>		\$175.00
112 - ADVANCED BUSINESS NETWORKS INC Total		\$175.00
1125 - KIMBALL MIDWEST		
CREDIT FOR RETURNED PRODUCT		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		(\$110.50)
MISC HARDWARE - FLEET SHOP		
<i>General Fund-Development Services</i>		\$163.00
1125 - KIMBALL MIDWEST Total		\$52.50
1133 - JAYDEV BREW d/b/a MORE BREWING CO.		
SALES TAX REBATE - 2ND QTR 2021		
<i>General Fund</i>		\$9,568.90
1133 - JAYDEV BREW d/b/a MORE BREWING CO. Total		\$9,568.90
1140 - GUGGENHEIM RETAIL REAL ESTATE PARTNERS LLC		
REFUND ESCROW FUNDS/JIFFY LUBE		
<i>Escrow / Recapture Fund</i>		\$5,871.94
1140 - GUGGENHEIM RETAIL REAL ESTATE PARTNERS LLC Total		\$5,871.94



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
1150 - WEX HEALTH		
FSA MONTHLY FEES		
General Fund-Village Managers Office-Human Resources		\$106.70
1150 - WEX HEALTH Total		\$106.70
1157 - THE EDGE SPORTS APPAREL LLC		
KNIT CAPS W/LOGO		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$180.00
LOGO EMBROIDERY ON SHIRT		
General Fund-Public Works-Buildings & Grounds		\$8.00
1157 - THE EDGE SPORTS APPAREL LLC Total		\$188.00
1168 - SAFEWAY INC, CORP PAYMENT		
SALES TAX REBATE - 2ND QTR 2021		
Capital Projects and Improvement		\$2,205.15
General Fund		\$32,142.65
Street Improvement/Road & Bridge		\$6,615.45
1168 - SAFEWAY INC, CORP PAYMENT Total		\$40,963.25
118 - ALLIED ASPHALT		
SURFACE ASPHALT		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$115.14
118 - ALLIED ASPHALT Total		\$115.14
1208 - HZ PROPS RE, LTD		
REFUND ESCROW FUNDS/POPEYES LOUISIANA KITCHEN		
Escrow / Recapture Fund		\$5,802.26
1208 - HZ PROPS RE, LTD Total		\$5,802.26
1239 - AMERICAN VACTOR SERVICES LLC		
CLEAN LIFT STATIONS		
Wastewater Capital & Equipment		\$3,400.00
1239 - AMERICAN VACTOR SERVICES LLC Total		\$3,400.00
1248 - WATERLOGIC USA INC		
WATERLOGIC SERVICE AGRMNT 8/28/21-11/27/21		
General Fund-Police		\$141.00
1248 - WATERLOGIC USA INC Total		\$141.00
1251 - HYDRAULIC SERVICES		
HYDRAULIC FITTING - VEH 1961		
Wastewater Operating Fund-Public Works-Wastewater		\$19.92
1251 - HYDRAULIC SERVICES Total		\$19.92



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
1252 - CANOLES JR, THOMAS		
PARKWAY TREE REBATE - 12755 MUIR DR		
<i>Street Improvement/Road & Bridge</i>		\$185.00
1252 - CANOLES JR, THOMAS Total		<u>\$185.00</u>
1253 - APPLGATE, DAVID		
PARKWAY TREE REBATE - 12862 BLUEBELL AVE		
<i>Street Improvement/Road & Bridge</i>		\$185.00
1253 - APPLGATE, DAVID Total		<u>\$185.00</u>
1254 - CUMBO, MADELYN		
PARKWAY TREE REBATE - 11565 LANCASTER		
<i>Street Improvement/Road & Bridge</i>		\$150.00
1254 - CUMBO, MADELYN Total		<u>\$150.00</u>
1257 - HUNTLEY CHEER ASSOCIATION INC		
REFUND ESCROW FUNDS/HUNTLEY CHEER ASSOC		
<i>Escrow / Recapture Fund</i>		\$886.68
1257 - HUNTLEY CHEER ASSOCIATION INC Total		<u>\$886.68</u>
1258 - SPYRATOS REALTY CO		
REFUND ESCROW FUNDS/PREMIER CAR WASH		
<i>Escrow / Recapture Fund</i>		\$2,874.62
1258 - SPYRATOS REALTY CO Total		<u>\$2,874.62</u>
1259 - WENZAK INC		
REFUND ESCROW FUNDS/WENDY'S RESTAURANT		
<i>Escrow / Recapture Fund</i>		\$2,879.98
1259 - WENZAK INC Total		<u>\$2,879.98</u>
1260 - WEBER STEPHEN PRODUCTS LLC		
REFUND ESCROW FUNDS/WEBER-STEPHEN RESUBDIVISION		
<i>Escrow / Recapture Fund</i>		\$10,000.00
1260 - WEBER STEPHEN PRODUCTS LLC Total		<u>\$10,000.00</u>
1261 - HAMILTON PARTNERS		
REFUND ESCROW FUNDS/REGENCY SQ-LOT 6A-DRIVE THROUGH		
<i>Escrow / Recapture Fund</i>		\$2,849.34
1261 - HAMILTON PARTNERS Total		<u>\$2,849.34</u>
1262 - BLACKACRE PROPERTIES LLC		
REFUND ESCROW FUNDS/VERIZON/BLACKACRE PROPERTIES		
<i>Escrow / Recapture Fund</i>		\$468.00
1262 - BLACKACRE PROPERTIES LLC Total		<u>\$468.00</u>



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
132 - ARTISTIC ENGRAVING		
DEPUTY CHIEF KLUNK-GOLD RETIRED BADGE		
General Fund-Police		\$141.25
132 - ARTISTIC ENGRAVING Total		\$141.25
135 - ASSOCIATED ELECTRICAL CONTRACTORS LLC		
3-PHASE MONITOR - WELL 7		
Water Operating Fund-Public Works-Water		\$995.00
TROUBLESHOOT MOTOR WIRING - WEST PLANT		
Wastewater Operating Fund-Public Works-Wastewater		\$200.00
135 - ASSOCIATED ELECTRICAL CONTRACTORS LLC Total		\$1,195.00
138 - AUTO TECH GOODYEAR		
4-WHL ALIGNMENT - VEH 25-16		
General Fund-Police		\$59.95
FRONT WHEEL ALIGNMENT - VEH 1914		
Wastewater Operating Fund-Public Works-Wastewater		\$49.95
138 - AUTO TECH GOODYEAR Total		\$109.90
145 - BACKFLOW SOLUTIONS INC		
CROSS CONNECT CONTROL PROGRAM		
Water Operating Fund-Public Works-Water		\$1,405.30
145 - BACKFLOW SOLUTIONS INC Total		\$1,405.30
158 - BLU PETROLEUM		
VEHICLE FUEL - DIESEL		
General Fund		\$3,797.72
VEHICLE FUEL - REGULAR		
General Fund		\$6,553.19
158 - BLU PETROLEUM Total		\$10,350.91
164 - BOTTS WELDING & TRK SVC INC		
REPLACE FRONT SPRINGS-REPLACE REAR SPRING CENTER BOLT - VEH 1693		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$1,728.56
SAFETY INSPECTION - VEH 1891		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$28.00
SAFETY INSPECTION - VEH 1997 & 1998		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$56.00
164 - BOTTS WELDING & TRK SVC INC Total		\$1,812.56
170 - BUCK BROTHERS INC		
HOUSING - VEH 1941		
Wastewater Operating Fund-Public Works-Wastewater		\$56.36
HOUSING, SWITCH KIT RETURN - VEH 1941		
Wastewater Operating Fund-Public Works-Wastewater		\$44.36
170 - BUCK BROTHERS INC Total		\$100.72



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
171 - C & L RENTALS SALES & SVC INC		
EAR PLUGS, DUST MASKS		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$72.89
MARKING PAINT		
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		\$78.96
MARKING PAINT, SURVEYORS FLAGS		
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		\$431.52
PRESSURE WASHER HOSE 50'		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$149.86
SURVEYORS FLAGS		
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		\$540.00
171 - C & L RENTALS SALES & SVC INC Total		\$1,273.23
183 - CARDUNAL OFFICE SUPPLY		
NAME PLATES/PLANNING COMMISSION		
<i>General Fund-Legislative</i>		\$68.30
183 - CARDUNAL OFFICE SUPPLY Total		\$68.30
196 - CLARK BAIRD SMITH LLP		
LEGAL SERVICES		
<i>General Fund-Legislative</i>		\$132.50
196 - CLARK BAIRD SMITH LLP Total		\$132.50
204 - CONCENTRIC INTEGRATION LLC		
REPLACE PLC AT WING POINTE LIFT STATION		
<i>Wastewater Capital & Equipment</i>		\$2,700.00
SCADA DEVELOPMENT, WING PT & WELL 9 HSP LOCKOUT		
<i>Wastewater Capital & Equipment</i>		\$1,338.91
<i>Water Capital & Equipment Fund</i>		\$1,338.92
204 - CONCENTRIC INTEGRATION LLC Total		\$5,377.83
205 - COMCAST BUSINESS		
INTERNET SERVICES		
<i>General Fund-Development Services</i>		\$323.30
<i>General Fund-Finance</i>		\$323.31
<i>General Fund-Legislative</i>		\$323.30
<i>General Fund-Police</i>		\$323.31
<i>General Fund-Public Works-Administration</i>		\$945.05
<i>General Fund-Village Managers Office-Administration</i>		\$323.31
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		\$945.06
<i>Water Operating Fund-Public Works-Water</i>		\$945.06
<i>General Fund-Village Managers Office-Information Technology</i>		\$323.30



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT	AMOUNT
PHONE PRI SVCS/515-5200	
<i>General Fund-Development Services</i>	\$77.24
<i>General Fund-Finance</i>	\$77.24
<i>General Fund-Police</i>	\$77.24
<i>General Fund-Village Managers Office-Administration</i>	\$77.23
205 - COMCAST BUSINESS Total	\$5,083.95
 205 - COMCAST BUSINESS	
COMCAST PHONE SERVICE	
<i>General Fund-Police</i>	\$207.92
<i>General Fund-Public Works-Administration</i>	\$207.92
<i>General Fund-Village Managers Office-Administration</i>	\$207.94
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$207.92
<i>Water Operating Fund-Public Works-Water</i>	\$207.92
DIGITAL ADAPTER SVC - PD	
<i>General Fund-Police</i>	\$11.25
205 - COMCAST BUSINESS Total	\$1,050.87
 208 - COMED	
ELECTRICITY	
<i>Cemetery Fund</i>	\$19.96
<i>Facilities & Grounds Maintenance</i>	\$73.11
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$2,334.90
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$451.86
<i>Water Operating Fund-Public Works-Water</i>	\$87.46
208 - COMED Total	\$2,967.29
 218 - COWLIN & CURRAN PROF CORP	
LEGAL SERVICES - 9/2021	
<i>General Fund-Police</i>	\$7,164.96
218 - COWLIN & CURRAN PROF CORP Total	\$7,164.96
 258 - FEDEX	
BILL: HUNTLEY INVESTMENT PARTNERS	
<i>Escrow / Recapture Fund</i>	\$30.78
UB LOCK BOX REPORTS	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$50.82
<i>Water Operating Fund-Public Works-Water</i>	\$50.80
258 - FEDEX Total	\$132.40



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
279 - GORDON FLESCH CO INC		
RICOH COPIER LEASE PMT 11/20/21-12/19/21		
General Fund-Development Services		\$160.81
General Fund-Finance		\$35.74
General Fund-Police		\$214.41
General Fund-Public Works-Administration		\$71.47
General Fund-Village Managers Office-Administration		\$160.81
Wastewater Operating Fund-Public Works-Wastewater		\$107.20
Water Operating Fund-Public Works-Water		\$107.20
279 - GORDON FLESCH CO INC Total		\$857.64
290 - HACH CO		
2802300 FREE CL2 SWIFTEST DISPENSER		
Water Operating Fund-Public Works-Water		\$70.45
290 - HACH CO Total		\$70.45
293 - HAWKS NAPA AUTO PARTS		
BATTERY - VEH 1952		
Wastewater Operating Fund-Public Works-Wastewater		\$115.77
BELTS - VEH 1860		
Water Operating Fund-Public Works-Water		(\$127.58)
CORE DEPOSIT REFUND		
General Fund-Public Works-Streets Utilities & Fleet Svcs		(\$18.00)
GREASE GUN & GREASE		
Water Operating Fund-Public Works-Water		\$77.89
293 - HAWKS NAPA AUTO PARTS Total		\$48.08
294 - HAWKINS INC		
CHLORINE		
Water Operating Fund-Public Works-Water		\$1,588.50
294 - HAWKINS INC Total		\$1,588.50
298 - HINCKLEY SPRINGS		
DISTILLED WATER FOR LAB TESTING		
Water Operating Fund-Public Works-Water		\$76.76
298 - HINCKLEY SPRINGS Total		\$76.76
309 - HUNTLEY TAX HOLDINGS LLC		
SALES TAX REBATE - 2ND QTR 2021		
General Fund		\$103,826.77
309 - HUNTLEY TAX HOLDINGS LLC Total		\$103,826.77



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
318 - IL FIRE & POLICE COMMR ASSOC		
POLICE COMMISSIONER MEMBERSHIP RENEWAL		
<i>General Fund-Legislative</i>		\$375.00
318 - IL FIRE & POLICE COMMR ASSOC Total		\$375.00
326 - IL SECTION AWWA		
WEBINAR - FALL REGULATORY UPDATE (ZONTA)		
<i>Water Operating Fund-Public Works-Water</i>		\$72.00
WEBINAR - MANAGEMENT SKILLS (ZONTA)		
<i>Water Operating Fund-Public Works-Water</i>		\$50.00
WEBINAR -THE FIVE MISCONCEPTIONS (ZONTA)		
<i>Water Operating Fund-Public Works-Water</i>		\$25.00
326 - IL SECTION AWWA Total		\$147.00
331 - IL STATE POLICE		
SOLICITOR FINGERPRINTING		
<i>General Fund-Police</i>		\$60.00
331 - IL STATE POLICE Total		\$60.00
339 - JG UNIFORMS INC		
DC HOOTEN/OUTER VEST CARRIER		
<i>General Fund-Police</i>		\$233.06
339 - JG UNIFORMS INC Total		\$233.06
361 - LAKE IN THE HILLS		
SOUTHWIND WATER TREATMENT FACILITY DISCHARGE		
<i>Water Operating Fund-Public Works-Water</i>		\$54.50
361 - LAKE IN THE HILLS Total		\$54.50
375 - LEXISNEXIS RISK SOLUTIONS		
LAW ENFORCEMENT DATABASE		
<i>General Fund-Police</i>		\$199.20
375 - LEXISNEXIS RISK SOLUTIONS Total		\$199.20
389 - MARCO TECHNOLOGIES LLC		
LEXMAR LEASE PAYMENT - 10/2021		
<i>General Fund-Development Services</i>		\$65.12
<i>General Fund-Village Managers Office-Administration</i>		\$195.34
389 - MARCO TECHNOLOGIES LLC Total		\$260.46
392 - MDC ENVIRONMENTAL SVCS INC		
WASTEHAULER SERVICE - 11879 MAIN		
<i>General Fund-Public Works-Buildings & Grounds</i>		\$59.87
392 - MDC ENVIRONMENTAL SVCS INC Total		\$59.87



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
402 - MEADE ELECTRIC CO INC		
TRAFFIC SIGNAL MAINTENANCE		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$750.00
402 - MEADE ELECTRIC CO INC Total		\$750.00
403 - MENARDS COMMERCIAL ACCOUNT		
FIBERGLASS LADDER RPLCMNT FOR B/G		
General Fund-Public Works-Buildings & Grounds		\$349.00
FRAMES FOR CONCRETE		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$112.54
MISC BUILDING & GROUNDS SUPPLIES		
General Fund-Public Works-Buildings & Grounds		\$65.77
MISC ELECTRICAL SUPPLIES		
General Fund-Public Works-Buildings & Grounds		\$85.80
SUPPLIES FOR SGT. OFFICE REHAB		
General Fund-Public Works-Buildings & Grounds		\$122.56
WTP BUILDING SUPPLIES		
Water Operating Fund-Public Works-Water		\$204.65
403 - MENARDS COMMERCIAL ACCOUNT Total		\$940.32
423 - QUADIENT LEASING USA INC		
POSTAGE MACHINE LEASE - 1ST QTR 2022		
General Fund		\$382.50
Water Operating Fund		\$63.75
Wastewater Operating Fund		\$63.75
423 - QUADIENT LEASING USA INC Total		\$510.00
424 - OFFICE DEPOT		
OFFICE SUPPLIES		
General Fund-Development Services		\$51.36
424 - OFFICE DEPOT Total		\$51.36
425 - COMPASS MINERALS		
WATER SOFTENER SALT		
Water Operating Fund-Public Works-Water		\$5,351.72
425 - COMPASS MINERALS Total		\$5,351.72
428 - NICOR GAS		
NATURAL GAS		
Wastewater Operating Fund-Public Works-Wastewater		\$312.75
428 - NICOR GAS Total		\$312.75



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT	AMOUNT
438 - OTIS ELEVATOR CO	
ANNUAL ELEVATOR PRESSURE TEST FOR MC	
<i>Facilities & Grounds Maintenance</i>	\$790.00
ANNUAL MAINTENANCE SERVICE CONTRACT - 10/1/21 - 9/30/22	
<i>Facilities & Grounds Maintenance</i>	\$4,164.72
438 - OTIS ELEVATOR CO Total	\$4,954.72
446 - PDC LABORATORIES INC	
LAB SAMPLE TESTING	
<i>Water Operating Fund-Public Works-Water</i>	\$1,209.50
446 - PDC LABORATORIES INC Total	\$1,209.50
452 - POMPS TIRE SERVICE	
DELIVERY	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$5.00
FIRESTONE TRANSFORCE AT2 TIRES - VEH 1914	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$578.08
IL USER FEE	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$10.00
TIRE SCRAP DISPOSALL FEE	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$73.00
TIRES - POLICE DEPT	
<i>General Fund-Police</i>	\$600.20
452 - POMPS TIRE SERVICE Total	\$1,266.28
455 - POSTAL PROS SOUTHWEST INC	
NEWSLETTER	
<i>General Fund-Legislative</i>	\$339.00
UB 10/11/21-10/17/21	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$550.84
<i>Water Operating Fund-Public Works-Water</i>	\$550.84
UB 9/27/21-10/3/21	
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$8.65
<i>Water Operating Fund-Public Works-Water</i>	\$8.66
455 - POSTAL PROS SOUTHWEST INC Total	\$1,457.99
459 - PRECISE MOBILE RESOURCE MGMNT	
GPS MONITORING SERVICE	
<i>Equipment Replacement Fund</i>	\$109.67
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$182.75
<i>Wastewater Capital & Equipment</i>	\$109.65
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$109.65
<i>Water Capital & Equipment Fund</i>	\$73.10
<i>Water Operating Fund-Public Works-Water</i>	\$146.20
459 - PRECISE MOBILE RESOURCE MGMNT Total	\$731.02



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
463 - PROSAFETY INC		
SAFETY EQUIPMENT, NEW EMPLOYEE B. SCHNULLE		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$221.40
463 - PROSAFETY INC Total		\$221.40
473 - RADICOM BUSINESS COMM SYSTEMS		
2-WAY RADIO REPAIRS		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$246.44
KENWOOD RADIOS NX-1300DUK		
Facilities & Grounds Maintenance		\$1,260.00
PROGRAMMING		
Facilities & Grounds Maintenance		\$180.00
473 - RADICOM BUSINESS COMM SYSTEMS Total		\$1,686.44
477 - RALPHS GENERAL RENT ALL INC		
RENTAL - MINI BACKHOE/EXCAVATOR		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$150.00
RENTAL - STUMP GRINDER		
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$400.00
477 - RALPHS GENERAL RENT ALL INC Total		\$550.00
479 - RAY OHERRON CO INC		
SGT. CARNEY UNIFORM ITEMS		
General Fund-Police		\$69.10
479 - RAY OHERRON CO INC Total		\$69.10
481 - RED WING SHOE COMPANY INC		
BOOTS - PUCIN		
Water Operating Fund-Public Works-Water		\$193.49
BOOTS - ZONTA		
Water Operating Fund-Public Works-Water		\$200.00
481 - RED WING SHOE COMPANY INC Total		\$393.49
491 - WILLIAM A RUTH LANDSCAPE CO		
PLANTINGS (FOR 6 POTS), MATERIALS & LABOR		
Facilities & Grounds Maintenance		\$1,110.00
491 - WILLIAM A RUTH LANDSCAPE CO Total		\$1,110.00
494 - RUSH POWER SYSTEMS LLC		
2-HR LOAD BANK TEST		
Facilities & Grounds Maintenance		\$800.00
GENERATOR MAINTENANCE / PW BAKLEY		
Facilities & Grounds Maintenance		\$686.00
494 - RUSH POWER SYSTEMS LLC Total		\$1,486.00



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
495 - RUSH TRUCK CENTER HUNTLEY		
AIR HOSE, FLOOR MATS		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$214.33
EXHAUST CLAMP - VEH 1693		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$40.90
495 - RUSH TRUCK CENTER HUNTLEY Total		\$255.23
501 - SAMS CLUB SYNCHRONY BANK		
CLEANING SUPPLIES		
<i>General Fund-Public Works-Buildings & Grounds</i>		\$238.08
OFFICE SUPPLIES		
<i>General Fund-Development Services</i>		\$38.42
<i>General Fund-Finance</i>		\$38.42
501 - SAMS CLUB SYNCHRONY BANK Total		\$314.92
503 - SAUBER MFG CO		
CRANE TRUCK INSPECTION (VEH 1961)		
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		\$304.00
503 - SAUBER MFG CO Total		\$304.00
512 - SIKICH LLP		
ACCOUNTING SERVICES - 9/2021		
<i>General Fund-Finance</i>		\$1,117.75
<i>Wastewater Operating Fund-Public Works-Wastewater</i>		\$223.55
<i>Water Operating Fund-Public Works-Water</i>		\$894.20
512 - SIKICH LLP Total		\$2,235.50
545 - THOMPSON ELEVATOR INSP SVC INC		
ELEVATOR PLAN REVIEW #2021-00001426		
<i>General Fund-Development Services</i>		\$100.00
ELEVATOR PLAN REVIEW #2021-00001707		
<i>General Fund-Development Services</i>		\$100.00
545 - THOMPSON ELEVATOR INSP SVC INC Total		\$200.00
552 - TRAFFIC CONTROL & PROTECTION		
26" MANHOLE PROTECTION RINGS		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$499.80
MESSAGE BOARD PANEL REPAIRS		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$1,430.00
SIGNS & STRIPING SUPPLIES		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$741.60
STREET NAME SIGNS, SIDE STREET FROM RIGHT SIGNS		
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>		\$275.50
TELSPAR ANCHOR 12GA 4'		
<i>Street Improvement/Road & Bridge</i>		\$787.50



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
TELSPAR ANCHOR 2" 12GA 3'		
Street Improvement/Road & Bridge		\$542.50
TELSPAR POST 14GA 12'		
Street Improvement/Road & Bridge		\$1,502.50
TELSPAR POST 1.75" 14GA 10'		
Street Improvement/Road & Bridge		\$1,087.50
552 - TRAFFIC CONTROL & PROTECTION Total		\$6,866.90
556 - TPI TYLER PRESS INC		
BUSINESS CARDS/FINK & BERNACKI		
General Fund-Development Services		\$99.90
556 - TPI TYLER PRESS INC Total		\$99.90
560 - USA BLUE BOOK		
WATER SERVICE CURB BOX LOCK		
Water Operating Fund-Public Works-Water		\$107.50
WATER SERVICE CURB LOCK BOX		
Water Operating Fund-Public Works-Water		\$104.43
560 - USA BLUE BOOK Total		\$211.93
564 - UNIQUE PRODUCTS		
ADD ON PO 2021-495 PAPER PRODUCTS		
General Fund-Public Works-Buildings & Grounds		\$372.14
HOUSE PAPER TOWELS		
General Fund-Public Works-Buildings & Grounds		\$270.70
MED LATEX GLOVES		
General Fund-Public Works-Buildings & Grounds		\$225.70
ROLL TOWELS		
General Fund-Public Works-Buildings & Grounds		\$345.10
SM. CAN LINERS		
General Fund-Public Works-Buildings & Grounds		\$198.80
564 - UNIQUE PRODUCTS Total		\$1,412.44
570 - VERIZON WIRELESS		
CELL PHONE SERVICE		
General Fund-Development Services		\$488.70
General Fund-Finance		\$42.36
General Fund-Legislative		\$32.36
General Fund-Police		\$1,096.95
General Fund-Public Works-Administration		\$122.85
General Fund-Public Works-Buildings & Grounds		\$92.52
General Fund-Public Works-Streets Utilities & Fleet Svcs		\$319.41



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT	AMOUNT
<i>General Fund-Village Managers Office-Administration</i>	\$189.27
<i>General Fund-Village Managers Office-Human Resources</i>	\$51.36
<i>Wastewater Operating Fund-Public Works-Wastewater</i>	\$290.64
<i>Water Operating Fund-Public Works-Water</i>	\$273.37
<i>General Fund-Village Managers Office-Information Technology</i>	\$52.36
570 - VERIZON WIRELESS Total	\$3,052.15
 572 - VILLAGE OF DOWNERS GROVE	
HEALTH INSURANCE PREMIUM/PORTER 11/2021	
<i>Benefits Fund</i>	\$1,216.78
572 - VILLAGE OF DOWNERS GROVE Total	\$1,216.78
 573 - VILLAGE OF ALGONQUIN	
INSPECTION SERVICES - 9/2021	
<i>General Fund-Development Services</i>	\$4,234.00
573 - VILLAGE OF ALGONQUIN Total	\$4,234.00
 635 - A.S.A.P. GARAGE DOOR REPAIR INC	
REFUND ESCROW FUNDS/ASAP GARAGE DOOR	
<i>Escrow / Recapture Fund</i>	\$3,000.00
635 - A.S.A.P. GARAGE DOOR REPAIR INC Total	\$3,000.00
 640 - PERSPECTIVES LTD	
EAP SERVICES 10.01.2021	
<i>General Fund-Village Managers Office-Human Resources</i>	\$285.00
640 - PERSPECTIVES LTD Total	\$285.00
 649 - SERVICE PRINTING CORP	
BUDGET TABS	
<i>General Fund-Legislative</i>	\$1,774.00
649 - SERVICE PRINTING CORP Total	\$1,774.00
 663 - SAFELITE AUTO GLASS	
WINDSHIELD CHIP REPAIR - VEH 16-17	
<i>General Fund-Police</i>	\$85.00
663 - SAFELITE AUTO GLASS Total	\$85.00
 689 - O'REILLY - STORE 5851	
MUFFLER CLAMP - VEH 1693	
<i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	\$11.37
689 - O'REILLY - STORE 5851 Total	\$11.37



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		AMOUNT
719 - 1ST AYD		
ANTI-SEIZE LUBRICANT AEROSOL		
<i>Water Operating Fund-Public Works-Water</i>		\$15.76
NITRILE GLOVES - FLEET STOCK		
<i>General Fund-Development Services</i>		\$234.00
719 - 1ST AYD Total		\$249.76
757 - AB SANCHEZ LANDSCAPING INC		
LANDSCAPE MAINTENANCE - SEPT 2021		
<i>Facilities & Grounds Maintenance</i>		\$5,951.25
757 - AB SANCHEZ LANDSCAPING INC Total		\$5,951.25
858 - NORTHWESTERN MEDICINE OCCUPATIONAL HEALTH		
AUDIOMETRY SCREENING6		
<i>General Fund-Village Managers Office-Human Resources</i>		\$240.00
BACK SCREENING		
<i>General Fund-Village Managers Office-Human Resources</i>		\$270.00
DOT RANDOM DRUG		
<i>General Fund-Village Managers Office-Human Resources</i>		\$340.00
PHYSICAL SCREENING		
<i>General Fund-Village Managers Office-Human Resources</i>		\$510.00
PRE-EMPLOYMENT DRUG SCREEN		
<i>General Fund-Village Managers Office-Human Resources</i>		\$180.00
RANDOM BREATH ALCOHOL SCREEN		
<i>General Fund-Village Managers Office-Human Resources</i>		\$180.00
VISION SCREENING		
<i>General Fund-Village Managers Office-Human Resources</i>		\$120.00
858 - NORTHWESTERN MEDICINE OCCUPATIONAL HEALTH Total		\$1,840.00
935 - THERMOFORM ENGINEERED QUALITY		
REFUND ESCROW FUNDS/TEQ FACILITY EXPANSION		
<i>Escrow / Recapture Fund</i>		\$5,689.95
REFUND ESCROW FUNDS/TEQ SILOS		
<i>Escrow / Recapture Fund</i>		\$2,885.34
935 - THERMOFORM ENGINEERED QUALITY Total		\$8,575.29
951 - PACK STACK & STORE		
REFUND ESCROW FUNDS/PSS HUNTLEY SELF STORAGE		
<i>Escrow / Recapture Fund</i>		\$2,568.15
951 - PACK STACK & STORE Total		\$2,568.15



DETAIL BOARD REPORT 10/28/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT	AMOUNT
983 - HUNTLEY FORD	
FRONT BUMPER - VEH 1304 <i>General Fund-Public Works-Buildings & Grounds</i>	\$812.53
GASKET & SEAL - VEH 1860 <i>Water Operating Fund-Public Works-Water</i>	\$75.93
MIRROR ASY - VEH 1610 <i>General Fund-Village Managers Office-Administration</i>	\$232.66
SEAT FRAME - VEH 24-16 <i>General Fund-Police</i>	\$360.55
SEAT FRAME RETURN - CREDIT <i>General Fund-Public Works-Streets Utilities & Fleet Svcs</i>	(\$360.55)
TIE ROD - VEH 25-16 <i>General Fund-Police</i>	\$89.18
WHEEL HUB - VEH 42-15 <i>General Fund-Police</i>	\$184.09
983 - HUNTLEY FORD Total	\$1,394.39
0 - JOSEPH FEMALI	
0201000540-000 UM CREDIT BALANCE REFUND <i>Water Operating Fund</i>	\$35.31
0 - JOSEPH FEMALI Total	\$35.31
0 - MICHELLE GRAIBER	
0201003820-004 UM CREDIT BALANCE REFUND <i>Water Operating Fund</i>	\$4.70
0 - MICHELLE GRAIBER Total	\$4.70
0 - MARCUS TAYLOR	
0201007170-002 UM CREDIT BALANCE REFUND <i>Water Operating Fund</i>	\$64.69
0 - MARCUS TAYLOR Total	\$64.69
0 - HUBERT TREMBLAY	
0501013730-006 UM CREDIT BALANCE REFUND <i>Water Operating Fund</i>	\$35.31
0 - HUBERT TREMBLAY Total	\$35.31
0 - HELENA STANAITIS	
0501034130-001 UM CREDIT BALANCE REFUND <i>Water Operating Fund</i>	\$54.07
0 - HELENA STANAITIS Total	\$54.07
Grand Total	\$793,162.38



VENDOR/DESCRIPTION/FUND/DEPARTMENT		Amount
1246 - METRO WEST COUNCIL OF GOVERNMENT		
MEMBERSHIP DUES		
<i>General Fund-Legislative</i>		\$1,500.00
1246 - METRO WEST COUNCIL OF GOVERNMENT Total		\$1,500.00
<i>Grand Total</i>		<i>\$1,500.00</i>



MANUAL CHECK RUN 10/13/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		Amount
1247 - DIAZ, GENE		
FACE PAINTER-FALL HARVEST FEST 10.24.21		
<i>General Fund-Legislative</i>		
1247 - DIAZ, GENE Total		<u>\$400.00</u>
		\$400.00
1249 - SUNSHINE FARM II		
DEPOSIT/HORSE DRAWN TROLLEY 12.4.21		
<i>General Fund-Legislative</i>		
1249 - SUNSHINE FARM II Total		<u>\$750.00</u>
		\$750.00
480 - RECORD-A-HIT-ENTERTAINMENT		
BALANCE/BALLOONIST RENTAL-FALL HARVEST FEST		
<i>General Fund-Legislative</i>		
480 - RECORD-A-HIT-ENTERTAINMENT Total		<u>\$275.00</u>
		\$275.00
Grand Total		<u><u>\$1,425.00</u></u>



MANUAL CHECK RUN 10/15/2021

**Approved at the 10/14/21 Village Board Meeting*

VENDOR/DESCRIPTION/FUND/DEPARTMENT		Amount
460 - PRECISION PAVEMENT MARKINGS		
2021 PAINT PAVEMENT MARKING PROGRAM		
<i>Street Improvement/Road & Bridge</i>		\$32,270.17
460 - PRECISION PAVEMENT MARKINGS Total		\$32,270.17
 1245 - A & A CONTRACTORS INC		
2021 SEAL COATING PROGRAM		
<i>Facilities & Grounds Maintenance</i>		\$19,589.70
<i>Water Capital & Equipment Fund</i>		\$14,495.46
<i>Wastewater Capital & Equipment Fund</i>		\$15,000.00
1245 - A & A CONTRACTORS INC Total		\$49,085.16
 Grand Total		\$81,355.33



MANUAL CHECK RUN 10/18/2021

VENDOR/DESCRIPTION/FUND/DEPARTMENT		Amount
177 - CDW GOVERNMENT INC		
ADOBE ACROBAT PRO RNWL		
General Fund-Village Managers Office-Information Technology		\$5,630.84
177 - CDW GOVERNMENT INC Total		\$5,630.84
Grand Total		\$5,630.84

Agenda Item: **Consideration - An Ordinance Authorizing a First Amendment to Parking Easement Agreement with First Congregational Church at 11628 E. Main Street**

Department: **Village Manager's Office**

Introduction

In order to provide additional parking spaces available to the public in the downtown as part of the redevelopment of the property at 11706 Coral Street, the Village entered into a Parking Easement Agreement with the First Congregational Church in July, 2017 to utilize a portion of the Church parking lot for overflow public parking. The Church entered into the agreement in exchange for the Village resurfacing the existing paved parking area as well as a portion of the property that was unpaved.

Staff Analysis

The proposed amendment to the agreement provides for an annual reimbursement to the Church for the cost of snow removal in an amount not to exceed \$6,000 for the winter season. The Church will submit invoices and supporting documentation to the Village on a regular basis for Village review and concurrence prior to receiving reimbursement.

Financial Impact

The cost is not to exceed \$6,000.

Legal Analysis

The Village Attorney has prepared the agreement and all is in order for Village Board approval.

Action Requested

A motion of the Village Board for an Ordinance Authorizing a First Amendment to Parking Easement Agreement with First Congregational Church at 11628 E. Main St.

Exhibits

1. Draft Agreement
2. Draft Ordinance

**FIRST AMENDMENT TO
PARKING EASEMENT AGREEMENT**

WHEREAS, First Congregational Church of Huntley (hereinafter referred to as (“Grantor”)) is the owner of the property (“Property”) in the Village of Huntley, Illinois, Tax Parcel Number 18-28-383-018 and described as follows:

Lots 1, 2, 7, and 8 in Block 11 in the original plat of Huntley, a subdivision of part of the Southwest Quarter of Section 28, Township 43 North, Range 7 East of the Third Principal Meridian, according to the Plat thereof recorded June 18, 1853, in Book 7 of Deeds, page 43, in McHenry County, Illinois.

AND WHEREAS, the Village of Huntley, an Illinois municipal corporation (hereinafter referred to as “Grantee”) and Grantor previously entered into that certain Parking Easement Agreement dated July 27, 2017 and recorded with the McHenry County Recorder of Deeds on December 6, 2017 as document number 2017R0045129 (the “Original Easement Agreement”); and

WHEREAS, the parties now desire to enter into this First Amendment to Parking Easement Agreement (this “Amendment”) for the purpose of amending the Original Easement Agreement to address the parties’ respective responsibilities for snow and ice removal within the Parking Easement Area (as such term is defined in the Original Easement Agreement);

NOW, THEREFORE, in consideration of the sum of Ten Dollars (\$10.00) and the mutual covenants and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Grantor and Grantee hereby mutually agree as follows:

Section 1: Incorporation of Recitals. The foregoing recitals are hereby incorporated into this Amended Easement Agreement.

Section 2: Amendment to Original Easement Agreement. Paragraph 5 of the Original Easement Agreement is hereby amended in its entirety and shall hereafter be and read as follows:

5. The Grantor shall be responsible for the maintenance of the Parking Easement Area. The Grantor's maintenance obligation shall include removing, with reasonable promptness under applicable conditions, accumulations of snow and ice from all parking spaces within the Parking Easement Area. Grantee shall reimburse Grantor for up to \$6,000.00 per winter season for costs incurred by Grantor relating to such snow and ice removal services during the term of the Parking Easement Agreement. Grantor shall submit supporting documentation to Grantee on a monthly or other periodic basis as agreed by the parties for reimbursement of snow and ice removal service costs, and Grantee shall promptly review and thereafter pay all such invoices following their approval in accordance with applicable law.

Section 3: Continuation in Effect. All provisions of the Original Easement Agreement shall remain in full force and effect except as amended or modified by this Amendment. In the case of any conflict between the Original Easement Agreement and this Amendment, this Amendment shall control.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the following signatories have set their hands this _____ day of _____, 2021.

VILLAGE OF HUNTLEY

By: _____
Village President

Attest: _____
Village Clerk

FIRST CONGREGATIONAL CHURCH OF HUNTLEY

By: _____

Title: _____

**ORDINANCE AUTHORIZING A FIRST AMENDMENT TO PARKING EASEMENT AGREEMENT
WITH FIRST CONGREGATIONAL CHURCH, 11628 E. MAIN ST.**

Ordinance (O)2021-10.XX

WHEREAS, the Village of Huntley is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and; and

WHEREAS, in order to provide additional parking spaces available to the public in the downtown as part of the redevelopment of the property at 11706 Coral Street, the Village entered into a Parking Easement Agreement with the First Congregational Church in July, 2017 to utilize a portion of the Church parking lot for overflow public parking at 11628 E. Main Street; and

WHEREAS, the proposed amendment to the Agreement provides for an annual reimbursement to the Church for the cost of snow removal in an amount not to exceed \$6,000 for the winter season during the term of the Agreement; and

WHEREAS, an amendment to the original Parking Easement Agreement has been prepared which provides for the annual reimbursement of the cost of snow removal services subject to the requirement that the Church shall submit invoices and supporting documentation to the Village on a monthly or other periodic basis as agreed by the parties for reimbursement of snow and ice removal service costs.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The Village Board of Trustees authorizes the Village President to enter into and execute a First Amendment to Parking Easement Agreement with First Congregational Church, 11628 E. Main Street, subject to the terms and conditions of the Parking Easement Agreement, a copy of which is attached hereto.

SECTION II: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

SECTION III: All Ordinances and parts of resolutions in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Goldman	_____	_____	_____	_____
Trustee Holzkopf	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Kittel	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Westberg	_____	_____	_____	_____

PASSED and APPROVED this 28th day of October, 2021.

APPROVED:

Timothy J. Hoeft, Village President

ATTEST :

Rita J. McMahon, Village Clerk

Agenda Item: **Consideration – A Resolution Accepting a Proposal from CT Veach Inc. for the Scott Drive Pond Landscape Improvements in the amount not to exceed \$8,750.00**

Department: **Public Works and Engineering Department – Administration and Engineering Division**

Introduction

The Scott Drive Pond in Southwind is a catch and release fishing area for Southwind residents only. The Scott Drive Pond Landscape Improvements will identify a dedicated fishing area with the intent to limit the foot traffic onto private property around the pond. The fishing area along the pond adjacent to Scott Drive is in need of maintenance along the shoreline to better stabilize the area and provide a safer landing for fishing activities. Staff proposes installing a split rail PVC fence with landscaping to establish the limits of the fishing area as well as *No Fishing Beyond This Point* signage. To address the shoreline issues, staff proposes the installation of a larger rip rap stone (12”-16”) on the south bank to stabilize the shoreline and prevent future erosion. These improvements will provide dedicated limits for fishing that can withstand the foot traffic as well as enhance the overall beautification of the pond.

Staff Analysis

A proposal dated October 15, 2021 for the Scott Drive Pond Landscape Improvements by CT Veach Inc. has been received and reviewed by Public Works and Engineering Staff. All is in order for consideration to approve the proposal to CT Veach Inc. for the Scott Drive Pond Landscape Improvements. Village Staff will coordinate purchase and delivery of the rip rap at an estimated cost of approximately \$6,500.00.

Financial Impact

The FY21 Budget includes sufficient funds in the Facilities and Grounds Maintenance Fund, line item 420-00-00-8003, Building and Facility Maintenance, for the Scott Drive Pond Landscape Improvements.

Legal Analysis

None Required.

Action Requested

A motion of the Village Board for a Resolution Accepting a Proposal from CT Veach Inc. for the Scott Drive Pond Landscape Improvements in the amount not to exceed \$8,750.00.

Exhibits

1. CT Veach Inc. Scott Drive Pond Landscape Improvement Proposal
2. Scott Drive Pond Landscape Improvement Plan Packet
3. Draft Resolution

C.T. Veach Inc.

P.O. Box 694
9502 Haligus Rd.
Huntley, IL 60142
847-669-5890

Proposal Number:
Date: October 15, 2021

Proposal from CT Veach, Inc.

Customer Name: Village of Huntley
Work Address: 11704 Church St, Huntley IL, 60142
Customer Phone: 815-988-069
Customer E-Mail: jirvin@huntley.il.us
Name or address of worksite: Same as above
Job Name: Southwind Pond FENCE

Scope of Work

CT Veach proposes to provide all materials and labor necessary for the completion of the Scope of Work as described below:

Install 2 split rail fence (vinyl) on each side of the pond along Scott Dr. / 3D attached
The vinyl fencing will be purchased and supplied by CTVeach
The dimensions are roughly 35-40' on each side for the fencing install
The posts for the fence will be set with concrete and fence will sit at about 36-40" in height
The fence will be a 2 rail fence system
All parts and labor are included in the quote
Beds will be created around the fence and planting will be installed per design
The following plants will be installed near the fence
2 – Miscanthus Grass
2 – Eastern Redbud
6 – Blue muffin Viburnum
10 – Coreopsis
Planting bed will be mulched with premium mulch upon completion /
A couple of boulder walls will be created to level the ground along the slope
Wisconsin granite 24-36" boulders will be used

Prep the area along Scott Dr. (approx.. 185 feet) for new rip rap install
The village will drop rip rap on site / CTVeach will not be responsible for material delivery
Set up plywood to protect sidewalks and turf areas
Bobcat will be used to place the rip rap along the pond edge
After rip rap install, the area will have topsoil added and area seeded
The seed will be covered with straw blankets and secured with 4" staples

Total Job Cost: \$8,750.00

Net 15 Days

Respectfully submitted: Justin Veach

Date: October 15, 2021

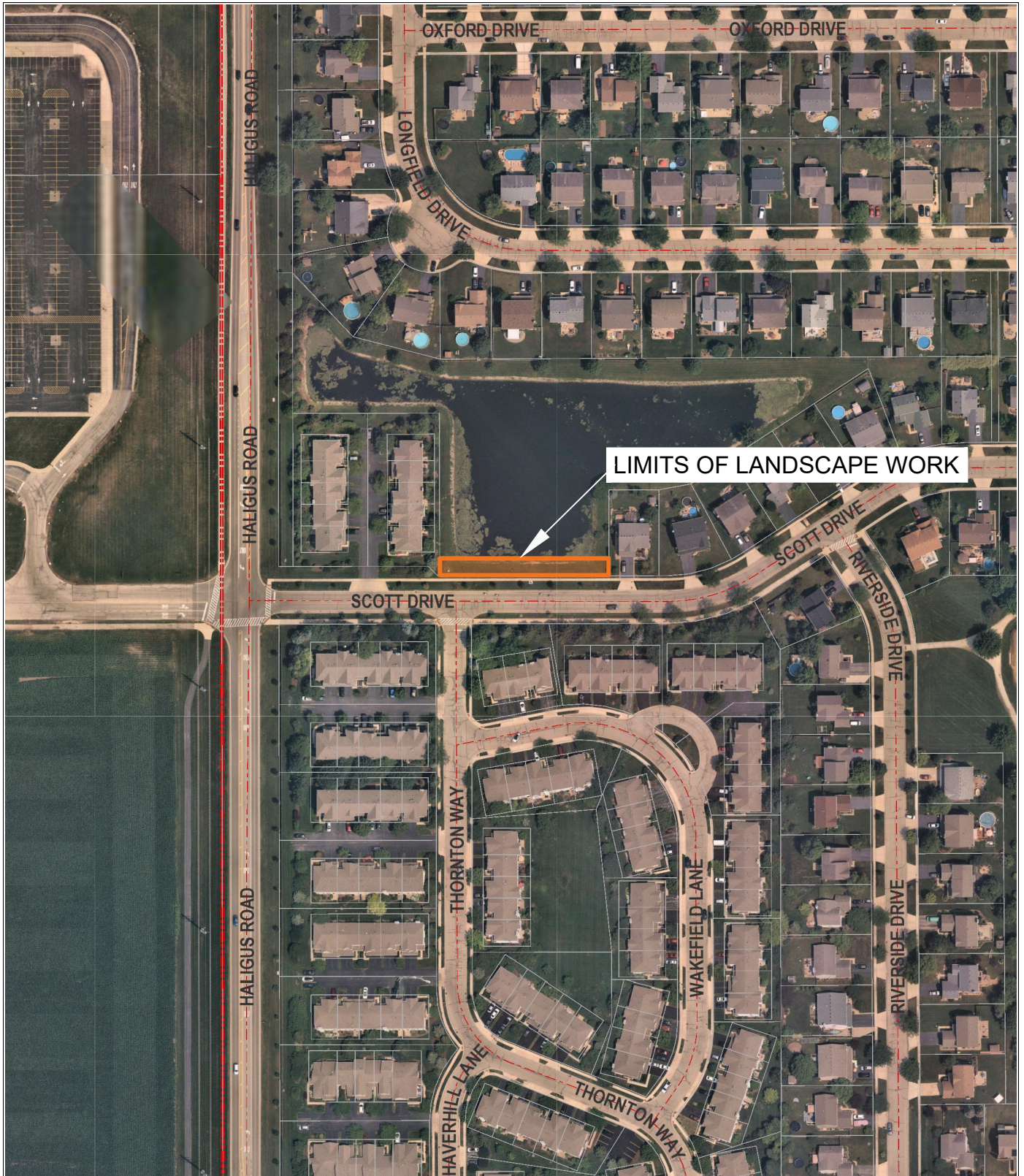
Note: We may withdraw this proposal if not accepted within 14 days.

Acceptance of Proposal
Village of Fencing at Southwind

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

Date: _____

Signature



Village of Huntley GIS

SCOTT DRIVE LANDSCAPE IMPROVEMENTS

DISCLAIMER: The Village of Huntley Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



VILLAGE OF HUNTLEY

10987 Main Street
Huntley, IL 60142
(847)669-9600

SCALE: 1" = 200'

Print Date: 10/1/2021







NOTICE
CATCH AND
RELEASE
FISHING ONLY
USE POND AT OWN RISK
PER VILLAGE ORDINANCE
130.13 FISHING REGULATIONS

FOR YOUR HEALTH & SAFETY

This is a man made pond designed to help control rainwater during rainstorms. Water quality can not be guaranteed because the pond collects rainwater from the street. Water levels can suddenly change without notice. For your safety, direct contact with this water is prohibited.

Summer:



NO WADING



NO SWIMMING



NO BOATING



NO HUNTING

Winter:

KEEP OFF!



NO SLEDDING



KEEP OFF ICE



NO SKATING



NO HUNTING

DANGER!

Unknown Ice Conditions

NO
TRESPASSING
SOUTHWIND
RESIDENTS ONLY



**No Fishing
Beyond
This Point**

**RESOLUTION ACCEPTING A PROPOSAL FROM
CT VEACH INC. FOR THE SCOTT DRIVE POND LANDSCAPE
IMPROVEMENTS IN THE AMOUNT NOT TO EXCEED \$8,750.00**

Resolution (R)2021-10.xx

CT Veach Inc.

WHEREAS, the Village of Huntley is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, the Fiscal Year 2021 Annual Budget includes sufficient funds in the Facilities and Grounds Maintenance Fund, line item 420-00-00-8003, Building and Facility Maintenance, for the Scott Drive Pond Landscape Improvements; and

WHEREAS, on October 15, 2021, a proposal was received from CT Veach for the Scott Drive Pond Landscape Improvements; and

WHEREAS, the proposal has been reviewed by Public Works and Engineering Staff in the amount of \$8,750.00;

WHEREAS, the Village of Huntley has determined that it is in the best interest to authorize the proposal to CT Veach Inc. for the Scott Drive Pond Landscape Improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The Village of Huntley approves the proposal to CT Veach Inc. in an amount not to exceed \$8,750.00 for the Scott Drive Pond Landscape Improvements.

SECTION II: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

SECTION III: All Resolutions and parts of resolutions in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Goldman	_____	_____	_____	_____
Trustee Holzkopf	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Kittel	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Westberg	_____	_____	_____	_____

PASSED and APPROVED this 28th day of October 2021.

APPROVED:

ATTEST:

Timothy J. Hoeft, Village President

Rita McMahon, Village Clerk

Agenda Item: **Consideration – A Resolution Accepting a Proposal for a Pedestrian Safety Evaluation – Christopher B. Burke Engineering, Ltd. in an Amount Not To Exceed \$15,000.00**

Department: **Public Works and Engineering Department – Administration and Engineering Division**

Introduction

The Village is committed to maintaining and improving the quality of life enjoyed by residents. Safe pedestrian routes are an essential part of doing so. The Village often receives requests from citizens for pedestrian crossing improvements that require traffic calming solutions at various locations throughout the Village. Traffic calming is the act of balancing vehicular with pedestrian access for safe transportation environments. The Village has been proactive in improving pedestrian crossings with enhanced pavement markings, pedestrian signage, and where warranted, rapid reflective flash beacons (RRFB) such as at Haligus Road and Scott Drive for a controlled crosswalk condition. The Police Department also mobilizes the speed trailer at select locations to increase driver awareness.

Staff Analysis

A Proposal for a Pedestrian Safety Evaluation has been received from Christopher B. Burke Engineering, Ltd. (CBBEL). Services include an evaluation of pedestrian crossings at up to 10 locations on Village local roads that would identify a range of options including a mix of simple visibility enhancements to controlled crossings with RRFB's and possibly refuge islands if warranted. The deliverable would be a technical memorandum that identifies each crossing location along with an option for improvements, supporting data, and cost estimates.

All is in order for Village Board consideration to approve the proposal.

Financial Impact

The FY21 Budget includes sufficient funding for the Pedestrian Safety Evaluation in the Street Improvements and Roads & Bridges Fund, 420-00-00-8001.

Legal Analysis

Not required.

Action Requested

A motion of the Village Board for a Resolution Accepting a Proposal for the Pedestrian Safety Evaluation – Christopher B. Burke Engineering, Ltd. in an amount not to exceed \$15,000.00.

Exhibits

1. Professional Services Agreement
2. Draft Resolution



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

October 20, 2021

Village of Huntley
10987 Main Street
Huntley, IL 60142

Attention: Mr. Tim Farrell
Director of Public Works & Engineering

Subject: Proposal for Professional Engineering Services to perform a Safety
Recommendation Study for Select Pedestrian Crosswalks

Dear Mr. Farrell:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal for professional engineering services for the subject project. This proposal includes our Understanding of the Assignment, Scope of Services, and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

CBBEL understands that the Village desires the performance of a safety recommendation study for up to 10 individual pedestrian roadway crosswalks located within the Village of Huntley. Specific pedestrian crosswalk locations will be discussed with the Village and restricted to local routes under the Village's jurisdiction. The study will include crash/traffic data analysis, field survey/reconnaissance and consideration for improvements varying from crosswalk visibility enhancements using additional signing and pavement marking to more complex improvements such as pedestrian refuge islands and/or automated traffic control devices. All findings and recommendations will be submitted to the Village in the form of a technical memorandum to the Village.

SCOPE OF SERVICES

Task 1 – Data Collection and Field Reconnaissance/Survey: CBBEL staff will collect all available traffic and crash data from the Village and IDOT for the past five years. Crash data will include IDOT Bureau of Traffic Safety crash data in tabular form and available copies of Illinois Traffic Crash Reports from the Village of Huntley Police Department. Collected traffic data will include available speed trailer data from the Village of Huntley Police Department and ADT data from the IDOT website. This task will also include the collection of any documented public complaints from residents as well as input from Village staff regarding known issues and concerns related to pedestrian crossing at the study locations.

In addition, a field reconnaissance survey will be performed to collect the following information related to existing field conditions.

- Visual observations of pedestrian crossing operations at peak crossing times during the day and week.
- Identification and assessment of all existing traffic signs.
- Identification and assessment of all existing pavement markings.
- Location and description of any pedestrian signalization equipment present.
- Location and visual assessment of existing ADA features (curb ramps, street crossing, pedestrian pushbuttons, etc.) for ADA/PROWAG compliance.
- Identification of posted and advisory speed limits.
- Assessment of available stopping site distance and identification and location of sight distance obstructions.
- Traffic gap/headway observations and measurements.

All collected survey data will be documented in field notes and in photographs taken for each study location.

Task 2 – Crash Analysis: The Crash analysis will include a complete review of all crash data collected in Task 1 to identify recent crash history and significant crash trends at each study location. All available crash reports will also be reviewed for additional information not included in the IDOT data such as narrative if included in the report.

Task 3 – Analysis/Recommendation/Technical Memorandum: Collected/survey data and analysis results from Tasks 1 - 2 will be used to determine possible pedestrian safety measures and other low to medium cost improvements for recommendation to the Village. Countermeasures to be considered in accordance with guidance from the latest editions of the Manual on Uniform Traffic Control Devices (MUTCD), Illinois Supplement to the Manual on Uniform Traffic Control Devices (ILMUTCD) and ITE Traffic Control Device Handbook as well as engineering judgement will be as but not limited to the following:

- Enhanced signing
- Enhanced pavement markings
- Speed display (YOUR SPEED IS) signs
- Rectangular Rapid Flashing Beacons (RRFB's)
- Flashing warning beacons/LED "Blinker" signs
- Pedestrian Hybrid Beacons
- Pedestrian Traffic Signal
- Speed Limit Alterations (Regulatory or Advisory)
- Raised crosswalks
- Refuge Islands
- Roadway lighting
- Mitigation of existing site distance obstructions
- ADA Compliance Upgrades

The technical memorandum will be completed to summarize the study including an Executive Summary, sections for existing conditions, analyses, findings, recommendations, and estimated construction/engineering costs for future implementation. The report will include an appendix to consolidate exhibits, data tables and photos.

Task 4 – Meetings and Coordination: CBBEL anticipates attending up to 2 meetings with the Village to establish the specific locations to be studied, project goals, schedules, data collections needs and to review findings and recommendations. In addition, this task will include necessary phone or e-mail coordination, as well as the preparation and distribution of all meeting agendas, minutes, and necessary exhibit/handouts. Additional meetings and associated preparation work for public meeting will be performed on a supplemental service basis.

Task 5 – Project Management and QA/QC: This work will include the time required for project oversight and supervision during the study, as well as all necessary QC/QA for the analysis and study documents.

ESTIMATE OF FEE

CBBEL estimates the following fees for each of the tasks described above:

Task 1 – Data Collection and Field Reconnaissance/Survey	\$	3,250
Task 2 – Crash Analysis	\$	1,750
Task 3 – Analysis/Recommendation/Technical Memorandum:	\$	7,000
Task 4 – Meetings and Coordination	\$	1,500
Task 5 – Project Management and QA/QC	\$	1,500
TOTAL		\$ 15,000

The above estimated fees will be billed to the Village on an hourly basis, not to exceed the above total. CBBEL will utilize the rates in our Master Agreement for billing purposes. All terms and conditions will be in accordance with those set forth in our Master Agreement.

If this proposal meets with your approval, please sign, and return one copy of this proposal as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Michael Kerr, PE
President

THIS PROPOSAL, PREVIOUSLY AGREED UPON SCHEDULE OF CHARGES AND GENERAL TERMS AND CONDITIONS ACCEPTED FOR THE VILLAGE OF HUNTLEY:

BY: _____

TITLE: _____

DATE: _____

RESOLUTION AUTHORIZING A PROPOSAL FOR A PEDESTRIAN SAFETY EVALUATION

Christopher B. Burke Engineering, Ltd. Resolution (R)2021-10. __

WHEREAS, the Village of Huntley is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, the Village of Huntley has received a proposal from Christopher B. Burke Engineering, Ltd. for a Pedestrian Safety Evaluation; and

WHEREAS, the proposal includes an evaluation of pedestrian crossings at up to 10 locations on Village local roads that would identify a range of options including a mix of simple visibility enhancements to controlled crossings with RRFB's and possibly refuge islands if warranted; and

WHEREAS, the FY21 Budget includes funding in the Street Improvements and Roads & Bridges Fund for the Pedestrian Safety Evaluation; and

WHEREAS, the Village of Huntley has reviewed the proposal submitted and has determined that it is in the best interest to enter into a contract with Christopher B. Burke Engineering, Ltd.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The Village of Huntley Board hereby accepts and approves the execution of the Proposal from Christopher B. Burke Engineering, Ltd. for a Pedestrian Safety Evaluation in the form attached hereto and copy of which is incorporated herein.

SECTION II: The Village President and Village Clerk are authorized to execute said Proposal with Christopher B. Burke Engineering, Ltd. in an amount not to exceed \$15,000.00.

SECTION III This resolution shall be in full force and effect from and after its passage and approval as provided by law.

SECTION IV: All resolutions and parts of resolutions in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Goldman	_____	_____	_____	_____
Trustee Holzkopf	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Kittel	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Westberg	_____	_____	_____	_____

PASSED and APPROVED this 28th day of October, 2021.

APPROVED:

ATTEST:

Timothy J. Hoeft, Village President

Rita J. McMahon, Village Clerk

Agenda Item: **Consideration - Approval of Payout Request No. 4 (Final) to Arrow Road Construction Company for the 2021 Street Improvement Program in the amount of \$299,734.99**

Department: **Public Works and Engineering Department – Administration and Engineering Division**

Introduction

On March 11, 2021, the Village Board approved a resolution appropriating \$1,000,000.00 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2021 Street Improvement Program and a Resolution Authorizing a Bid Award and Construction Contract to Arrow Road Construction Company in the amount of \$1,641,889.27 for the resurfacing of the Covington Lakes and Coves of Covington Subdivisions comprising of approximately 90,000 square yards of roadway along approximately 4.6 centerline miles.

Arrow Road Construction Company has submitted the fourth and final payout request for the 2021 Street Improvement Program. The Village's project engineer, CBBEL, has reviewed the request and all is in order for consideration of the payout request No. 4 (final). The final construction cost is \$14,644.26 below the bid amount.

Staff Analysis

Pay Request	Total Completed Work	Retention	Previous Payments	Amount Requested
#1	\$84,765.68	\$8,476.57 (10%)	\$0.00	\$76,289.11
#2	\$742,829.91	\$74,282.99 (10%)	\$76,289.11	\$592,257.81
#3	\$1,397,378.97	\$69,868.95 (5%)	\$668,546.92	\$658,963.10
#4 Final	\$1,627,245.01	\$0.00	\$1,327,510.02	\$299,734.99

Financial Impact

The FY21 Budget includes funding for the 2021 program in the amount of \$1,114,000.00 for engineering and partial construction costs from the Street Improvements and Roads & Bridges Fund, 420-00-00-8001 and \$1,000,000.00 for partial construction costs from the MFT Fund, 460-00-00-8001. The full amount of the MFT appropriation will be used for construction. Any unexpended budget funds will remain in the Street Improvements and Roads & Bridges Fund.

Legal Analysis

Final waivers and certified payrolls have been submitted.

Action Requested

A motion by the Village Board to approve Payout Request No. 4 (Final) to Arrow Road Construction Company in the amount of \$299,734.99 for the work completed under the 2021 Street Improvement Program.

Exhibits

1. CBBEL Payout Request No. 4 (Final) review letter and spreadsheet
2. Arrow Road Construction Company invoice



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

October 13, 2021

Village of Huntley
10987 Main Street
Huntley, IL 60142

Attention: Tim Farrell
Director of Public Works & Engineering
Village of Huntley

Subject: Pay Estimate #4 & FINAL
2021 MFT Street Program
Section # 21-00051-00-RS
(CBBEL Project No 01.R070103.00102)

Dear Mr. Farrell:

Christopher B. Burke Engineering, Ltd. (CBBEL) has reviewed Pay Estimate #4 & Final in the amount of \$299,734.99 submitted by Arrow Road Construction Co. on October 13, 2021. CBBEL recommends payment in this amount as follows:

1.	Total amount of work completed to date	\$	1,627,245.01
2.	Less Previous Payments (Pay Estimate #1)	\$	76,289.11
3.	Less Previous Payments (Pay Estimate #2)	\$	592,257.81
4.	Less Previous Payments (Pay Estimate #3)	\$	658,963.10
5.	Less Retainage (0%)	\$	<u>0.00</u>
6.	Amount Due	\$	299,734.99

Please find attached the contractor's final invoice, affidavit, final waivers, certified payrolls submitted to date and CBBEL's generated final pay application spreadsheet for the project. Please note the retainage held of the project is being reduced from 5% to 0% as part of this final pay estimate. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

Greg J. Sanders, PE
Senior Project Manager

Cc: Jason Irvin, Village of Huntley
Ahern Ludwig, CBBEL



Arrow Road Construction Company

1445 Oakton Street
Elk Grove Village, Illinois 60007
Phone: 847-437-0700 Fax: 847-437-0779

Application For Payment

To Owner:	VILLAGE OF HUNTLEY (17150) 10987 MAIN ST HUNTLEY, IL 60142	Project:	HUNTLEY 2021 MFT STREET VARIOUS STREETS SEC: 21-00051-00-RS HUNTLEY, IL	Application No:	5 4
From Contractor:	Arrow Road Construction Co. 1445 Oakton Street Elk Grove Village, IL 60007 (847) 437-0700	Contract #:		Date:	09/08/21
				Terms:	Net 30 Days
				Arrow Job Number:	54321
				Invoice Number:	54321 * 5

Project to date

Completed to date	1,627,245.01 ✓
Total retainage (0.0%) ✓	0.00 ✓
Total earned less retainage	1,627,245.01 ✓
Less previous application for payment	1,327,510.02 ✓
Subtotal	299,734.99 ✓
Sales tax	0.00
Amount of this request	299,734.99 ✓

Checked by GJS
w/CBBEL on
10/13/21



To: VILLAGE OF HUNTLEY
From: Arrow Road Construction Co.
Project: HUNTLEY 2021 MFT STREET

Application For Payment

Checked by GJS
w/CBBEL on
10/13/21

Application No: ~~5~~ 4
Date: 09/08/21

Arrow Job Number: 54321
Invoice Number: 54321 * 5

Item Number	Description	Unit Price	Contract Quantity	UM	Work Completed Previous Application		Work Completed This Period		Completed To Date	
					Quantity	Amount	Quantity	Amount	Quantity	Amount
001	21101615/4" TS F&P	✓ 4.9100	4,614.000	SY	2,749.000	13,497.59	126.500	621.12	2,875.500 ✓	14,118.71 ✓
002	25000400/Nitro	✓ 1.9200	82.000	LB	52.000	99.84	.000	0.00	52.000 ✓	99.84 ✓
003	25000500/Phos	✓ 1.9200	82.000	LB	52.000	99.84	.000	0.00	52.000 ✓	99.84 ✓
004	25000600/Potas	✓ 1.9200	82.000	LB	52.000	99.84	.000	0.00	52.000 ✓	99.84 ✓
005	25000110/Seeding Cl 1A	✓ 3,225.0000	1.000	AC	.570	1,838.25	.000	0.00	.570 ✓	1,838.25 ✓
006	25100630/ECB	✓ 2.5200	4,614.000	SY	2,749.000	6,927.48	126.500	318.78	2,875.500 ✓	7,246.26 ✓
007	25200200/Supp H2O	✓ 0.0100	93.000	UN	.000	0.00	.000	0.00	.000 ✓	0.00 ✓
008	31101200/4" SBGM	✓ 5.7500	3,998.000	SY	677.000	3,892.75	.000	0.00	677.000 ✓	3,892.75 ✓
009	31101400/6" SBGM	✓ 6.0000	195.000	SY	.000	0.00	.000	0.00	.000 ✓	0.00 ✓
010	31101600/8" SBGM	✓ 5.0000	980.000	SY	127.000	635.00	.000	0.00	127.000 ✓	635.00 ✓
011	40201000/Agg Temp Acc	✓ 2.0000	125.000	TN	67.500	135.00	.000	0.00	67.500 ✓	135.00 ✓
012	40600290/Tack Coat	✓ 0.0100	42,513.000	LB	33,266.600	332.67	8,665.800	86.66	41,932.400 ✓	419.33 ✓
013	40600400/MCJF	✓ 75.0000	10.000	TN	.000	0.00	.000	0.00	.000 ✓	0.00 ✓
014	40600990/Temp Ramp	✓ 5.0000	80.000	SY	.000	0.00	.000	0.00	.000 ✓	0.00 ✓
015	40602978/N50 Binder 9.5	✓ 64.5500	881.000	TN	902.470	58,254.44	190.180	12,276.12	1,092.650 ✓	70,530.56 ✓
016	40604060/N50 Surface 9.5 "D"	✓ 64.5500	8,083.000	TN	6,409.670	413,744.20	2,593.060	167,382.02	9,002.730 ✓	581,126.22 ✓
017	42400200/5" PCC Walk	✓ 5.9800	21,474.000	SF	24,101.000	144,123.98	162.250	970.26	24,263.250 ✓	145,094.24 ✓
018	42400300/6" PCC Walk	✓ 6.4500	875.000	SF	1,587.000	10,236.15	.000	0.00	1,587.000 ✓	10,236.15 ✓
019	42400800/Det Warn	✓ 26.5000	2,601.000	SF	2,244.000	59,466.00	.000	0.00	2,244.000 ✓	59,466.00 ✓
020	44000155/1-1/2" HMASR	✓ 1.1500	85,097.000	SY	83,101.000	95,566.15	.000	0.00	83,101.000 ✓	95,566.15 ✓
021	44000198/VD - HMASR	✓ 1.1500	2,438.000	SY	2,438.000	2,803.70	.000	0.00	2,438.000 ✓	2,803.70 ✓
022	44000500/C&G Rem	✓ 4.0000	8,185.000	FT	7,857.000	31,428.00	.000	0.00	7,857.000 ✓	31,428.00 ✓
023	44000600/Walk Rem	✓ 1.0000	22,199.000	SF	25,688.000	25,688.00	162.250	162.25	25,850.250 ✓	25,850.25 ✓
024	44201694/4" D Patch III	✓ 16.0000	623.000	SY	6.600	105.60	.000	0.00	6.600 ✓	105.60 ✓
025	44201696/4" D Patch IV	✓ 16.0000	1,867.000	SY	1,317.000	21,072.00	.000	0.00	1,317.000 ✓	21,072.00 ✓
026	44300200/SRCCT	✓ 2.2000	3,057.000	FT	.000	0.00	.000	0.00	.000 ✓	0.00 ✓
027	45100100/Crack Rout (Pvt)	✓ 0.0200	35,000.000	FT	.000	0.00	37,666.000	753.32	37,666.000 ✓	753.32 ✓
028	45100200/Crack Filling	✓ 1.2000	17,500.000	LB	.000	0.00	12,360.000	14,832.00	12,360.000 ✓	14,832.00 ✓



Application For Payment

To: VILLAGE OF HUNTLEY
From: Arrow Road Construction Co.
Project: HUNTLEY 2021 MFT STREET

Application No: ~~5~~ 4
Date: 09/08/21

Arrow Job Number: 54321
Invoice Number: 54321 * 5

Item Number	Description	Unit Price	Contract Quantity	UM	Work Completed Previous Application		Work Completed This Period		Completed To Date	
					Quantity	Amount	Quantity	Amount	Quantity	Amount
029	60404800/F&G TY 11	✓ 450.0000	1.000	EA	1.000	450.00	.000	0.00	1.000 ✓	450.00 ✓
030	60600605/B Curb	✓ 20.0000	4,849.000	FT	3,542.000	70,840.00	12.000	240.00	3,554.000 ✓	71,080.00 ✓
031	60604100/B-6.12	✓ 23.9700	7,985.000	FT	7,512.000	180,062.64	.000	0.00	7,512.000 ✓	180,062.64 ✓
032	7010501/TCP 501	✓ 43,645.0000	1.000	UN	.900	39,280.50	.100	4,364.50	1.000 ✓	43,645.00 ✓
033	7010701/TCP 701	✓ 1.0000	1.000	UN	.000	0.00	1.000	1.00	1.000 ✓	1.00 ✓
034	7010801/TCP 801	✓ 1.0000	1.000	UN	.000	0.00	1.000	1.00	1.000 ✓	1.00 ✓
035	78000100/THPL L&S	✓ 5.0000	150.000	SF	.000	0.00	145.600	728.00	145.600 ✓	728.00 ✓
036	78000200/THPL 4"	✓ 0.5500	2,900.000	FT	.000	0.00	2,840.000	1,562.00	2,840.000 ✓	1,562.00 ✓
037	78000400/THPL 6"	✓ 0.9800	525.000	FT	.000	0.00	796.000	780.08	796.000 ✓	780.08 ✓
038	78000600/THPL 12"	✓ 2.5000	200.000	FT	.000	0.00	174.000	435.00	174.000 ✓	435.00 ✓
039	78000650/THPL 24"	✓ 5.0000	1,282.000	FT	.000	0.00	876.500	4,382.50	876.500 ✓	4,382.50 ✓
040	X0327036/Bike Path Rem	✓ 9.5200	150.000	SY	205.100	1,952.55	2.000	19.04	207.100 ✓	1,971.59 ✓
041	X0327611/R&R Br Pav	✓ 12.0500	470.000	SF	107.000	1,289.35	.000	0.00	107.000 ✓	1,289.35 ✓
042	X4021000/Temp Acc (PE)	✓ 31.1000	143.000	EA	.000	0.00	.000	0.00	.000 ✓	0.00 ✓
043	HMA Drive R&R	✓ 29.1500	3,910.000	SY	5,179.000	150,967.85	22.700	661.71	5,201.700 ✓	151,629.56 ✓
044	Mod Roll Curb	✓ 20.0000	200.000	FT	345.500	6,910.00	.000	0.00	345.500 ✓	6,910.00 ✓
045	6" PCC Drive R&R	✓ 75.5000	195.000	SY	57.600	4,348.80	.000	0.00	57.600 ✓	4,348.80 ✓
046	8" PCC Drive R&R	✓ 76.0000	185.000	SY	103.300	7,850.80	.000	0.00	103.300 ✓	7,850.80 ✓
047	C&G Saw & Seal	✓ 22.0000	450.000	EA	.000	0.00	450.000	9,900.00	450.000 ✓	9,900.00 ✓
048	Str Adj	✓ 350.0000	91.000	EA	78.000	27,300.00	.000	0.00	78.000 ✓	27,300.00 ✓
049	Str Adj w Chim Seal	✓ 670.0000	10.000	EA	4.000	2,680.00	.000	0.00	4.000 ✓	2,680.00 ✓
050	Str Adj w Chim Seal Spl	✓ 850.0000	13.000	EA	12.000	10,200.00	.000	0.00	12.000 ✓	10,200.00 ✓
051	TY 1 F&CL Spl	✓ 420.0000	10.000	EA	5.000	2,100.00	.000	0.00	5.000 ✓	2,100.00 ✓
052	Str Recon	✓ 1,100.0000	3.000	EA	1.000	1,100.00	.000	0.00	1.000 ✓	1,100.00 ✓
CO1.1	Pavement Sealer - Single Coat	✓ 0.1700	48,000.000	SF	.000	0.00	46,404.000	7,888.68	46,404.000 ✓	7,888.68 ✓
CO1.2	Distribute Flyers	✓ 1,500.0000	.000	UN	.000	0.00	1.000	1,500.00	1.000 ✓	1,500.00 ✓

Application Total

1,397,378.97

229,866.04

1,627,245.01 ✓

Checked by GJS
w/CBBEL on
10/13/21



Christopher B. Burke Engineering Ltd.
9575 West Higgins Road, Suite 600
Rosemont, Illinois 60018

VILLAGE OF HUNTLEY
PROJECT NO. 070103.00102
2021 Huntley MFT - Arrow Road Construction Co.

PAY ESTIMATE 4 & Final

ITEM NUMBER	ITEM	UNIT	PLAN QUANTITY	ORIGINAL CONTRACT		FINAL PAY ESTIMATE	
				UNIT COST	TOTAL COST	QUANTITY	TOTAL COST
*21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	4614	\$ 4.91	\$ 22,654.74	2875.50	\$ 14,118.71
*25000400	NITROGEN FERTILIZER NUTRIENT	POUND	82	\$ 1.92	\$ 157.44	52.00	\$ 99.84
*25000500	PHOSPHORUS FERTILIZER NUTRIENT	POUND	82	\$ 1.92	\$ 157.44	52.00	\$ 99.84
*25000600	POTASSIUM FERTILIZER NUTRIENT	POUND	82	\$ 1.92	\$ 157.44	52.00	\$ 99.84
*25000110	SEEDING, CLASS 1A	ACRE	1	\$ 3,225.00	\$ 3,225.00	0.57	\$ 1,838.25
*25100630	EROSION CONTROL BLANKET	SQ YD	4614	\$ 2.52	\$ 11,627.28	2875.50	\$ 7,246.26
*25200200	SUPPLEMENTAL WATERING	UNIT	93.00	\$ 0.01	\$ 0.93	0.00	\$ -
31101200	SUB-BASE GRANULAR MATERIAL, TYPE B 4"	SQ YD	3998	\$ 5.75	\$ 22,988.50	677.00	\$ 3,892.75
31101400	SUB-BASE GRANULAR MATERIAL, TYPE B 6"	SQ YD	195	\$ 6.00	\$ 1,170.00	0.00	\$ -
31101600	SUB-BASE GRANULAR MATERIAL, TYPE B 8"	SQ YD	980	\$ 5.00	\$ 4,900.00	127.00	\$ 635.00
40201000	AGGREGATE FOR TEMP ACCESS	TON	125	\$ 2.00	\$ 250.00	67.50	\$ 135.00
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	42513	\$ 0.01	\$ 425.13	41932.40	\$ 419.33
40600400	MIXTURE FOR CRACKS, JOINTS, AND FLANGEWAYS	TON	10	\$ 75.00	\$ 750.00	0.00	\$ -
*40600990	TEMPORARY RAMP	SQ YD	80	\$ 5.00	\$ 400.00	0.00	\$ -
*40602978	HOT MIX ASPHALT BINDER COURSE, IL-9.5, N50	TON	881	\$ 64.55	\$ 56,868.55	1092.65	\$ 70,530.56
*40604060	HOT-MIX ASPHALT SURFACE COURSE, MIX "D", IL-9.5, N50	TON	8083	\$ 64.55	\$ 521,757.65	9002.73	\$ 581,126.22
*42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH (MODIFIED)	SQ FT	21474	\$ 5.98	\$ 128,414.52	24263.25	\$ 145,094.24
*42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH (MODIFIED)	SQ FT	875	\$ 6.45	\$ 5,643.75	1587.00	\$ 10,236.15
*42400800	DETECTABLE WARNINGS	SQ FT	2601	\$ 26.50	\$ 68,926.50	2244.00	\$ 59,466.00
*44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1.5"	SQ YD	85097	\$ 1.15	\$ 97,861.55	83101.00	\$ 95,566.15
*44000198	HOT-MIX ASPHALT SURFACE REMOVAL, VARIABLE DEPTH	SQ YD	2438	\$ 1.15	\$ 2,803.70	2438.00	\$ 2,803.70
44000500	COMBINATION CONCRETE CURB AND GUTTER REMOVAL	FOOT	8185	\$ 4.00	\$ 32,740.00	7857.00	\$ 31,428.00
44000600	SIDEWALK REMOVAL	SQ FT	22199	\$ 1.00	\$ 22,199.00	25850.25	\$ 25,850.25
44201694	CLASS D PATCHES, TYPE III, 4 INCH	SQ YD	623	\$ 16.00	\$ 9,968.00	6.60	\$ 105.60
44201696	CLASS D PATCHES, TYPE IV, 4 INCH	SQ YD	1867	\$ 16.00	\$ 29,872.00	1317.00	\$ 21,072.00
44300200	STRIP REFLECTIVE CRACK CONTROL TREATMENT	FOOT	3057	\$ 2.20	\$ 6,725.40	0.00	\$ -
*45100100	CRACK ROUTING (PAVEMENT)	FOOT	35000	\$ 0.02	\$ 700.00	37666.00	\$ 753.32
*45100200	CRACK FILLING	POUND	17500	\$ 1.20	\$ 21,000.00	12360.00	\$ 14,832.00
60404800	FRAME AND GRATE, TYPE 11	EACH	1	\$ 450.00	\$ 450.00	1.00	\$ 450.00
60600605	CONCRETE CURB, TYPE B	FOOT	4849	\$ 20.00	\$ 96,980.00	3554.00	\$ 71,080.00
*60604100	COMBINATION CONCRETE CURB AND GUTTER, TYPE B, 6.12 (MODIFIED)	FOOT	7985	\$ 23.97	\$ 191,400.45	7512.00	\$ 180,062.64
*7010501	TRAFFIC CONTROL AND PROTECTION, STANDARD 7010501	L. SUM	1	\$ 43,645.00	\$ 43,645.00	1.00	\$ 43,645.00

VILLAGE OF HUNTLEY
PROJECT NO. 070103.00102
2021 Huntley MFT - Arrow Road Construction Co.

PAY ESTIMATE 4 & Final

				ORIGINAL CONTRACT		FINAL PAY ESTIMATE	
ITEM NUMBER	ITEM	UNIT	PLAN QUANTITY	UNIT COST	TOTAL COST	QUANTITY	TOTAL COST
*7010701	TRAFFIC CONTROL AND PROTECTION, STANDARD 7010701	L. SUM	1	\$ 1.00	\$ 1.00	1.00	\$ 1.00
*7010801	TRAFFIC CONTROL AND PROTECTION, STANDARD 7010801	L. SUM	1	\$ 1.00	\$ 1.00	1.00	\$ 1.00
78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS & SYMBOLS	SQ FT	150	\$ 5.00	\$ 750.00	145.60	\$ 728.00
78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	2900	\$ 0.55	\$ 1,595.00	2840.00	\$ 1,562.00
78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	525	\$ 0.98	\$ 514.50	796.00	\$ 780.08
78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	200	\$ 2.50	\$ 500.00	174.00	\$ 435.00
78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	1282	\$ 5.00	\$ 6,410.00	876.50	\$ 4,382.50
X0327036	BIKE PATH REMOVAL	SQ YD	150	\$ 9.52	\$ 1,428.00	207.10	\$ 1,971.59
*X0327611	REMOVE AND REINSTALL BRICK PAVER	SQ FT	470	\$ 12.05	\$ 5,663.50	107.00	\$ 1,289.35
X4021000	TEMPORARY ACCESS (PRIVATE ENTRANCE)	EACH	143	\$ 31.10	\$ 4,447.30	0.00	\$ -
*N/A	HMA DRIVEWAY REMOVAL AND REPLACEMENT	SQ YD	3910	\$ 29.15	\$ 113,976.50	5201.70	\$ 151,629.56
*N/A	COMBINATION CONCRETE CURB AND GUTTER, MODIFIED ROLL CURB	FOOT	200	\$ 20.00	\$ 4,000.00	345.50	\$ 6,910.00
*N/A	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT, 6"	SQ YD	195	\$ 75.50	\$ 14,722.50	57.60	\$ 4,348.80
*N/A	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT, 8"	SQ YD	185	\$ 76.00	\$ 14,060.00	103.30	\$ 7,850.80
*NA	CURB AND GUTTER SAW AND SEAL	EACH	450	\$ 22.00	\$ 9,900.00	450.00	\$ 9,900.00
*N/A	STRUCTURES TO BE ADJUSTED	EACH	91	\$ 350.00	\$ 31,850.00	78.00	\$ 27,300.00
*N/A	STRUCTURES TO BE ADJUSTED WITH CHIMNEY SEAL	EACH	10	\$ 670.00	\$ 6,700.00	4.00	\$ 2,680.00
*N/A	STRUCTURES TO BE ADJUSTED WITH CHIMNEY SEAL, SPECIAL	EACH	13	\$ 850.00	\$ 11,050.00	12.00	\$ 10,200.00
*N/A	FRAME & LID TYPE 1 CLOSED LID, SPECIAL	EACH	10	\$ 420.00	\$ 4,200.00	5.00	\$ 2,100.00
*N/A	STRUCTURES TO BE RECONSTRUCTED	EACH	3	\$ 1,100.00	\$ 3,300.00	1.00	\$ 1,100.00
				SUBTOTAL =	\$ 1,641,889.27	SUBTOTAL =	\$ 1,617,856.33

CHANGE ORDERS	ITEM	UNIT	PLAN QUANTITY	UNIT COST	TOTAL COST	QUANTITY	TOTAL COST
CO #1	RESIDENTIAL APRON SEAL COATING NOTIFICATION	SF	48000	\$ 0.17	\$ 8,160.00	46404.00	\$ 7,888.68
CO #1	RESIDENTIAL APRON SEAL COATING NOTIFICATION	LS	1	\$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00
				SUBTOTAL =	\$ 9,660.00	SUBTOTAL =	\$ 9,388.68

*SPECIAL PROVISION

ORIGINAL CONTRACT AMOUNT =	\$ 1,641,889.27
AUTHORIZED CHANGE ORDER AMOUNTS TO DATE =	\$ 9,660.00
ADJUSTED CONTRACT AMOUNT =	\$ 1,651,549.27
TOTAL AMOUNT OF WORK COMPLETED TO DATE =	\$ 1,627,245.01
LESS PREVIOUS PAYMENT ESTIMATE #1 =	\$ 76,289.11
LESS PREVIOUS PAYMENT ESTIMATE #2 =	\$ 592,257.81
LESS PREVIOUS PAYMENT ESTIMATE #3 =	\$ 658,963.10
LESS RETAINAGE (0%) =	\$ -
TOTAL AMOUNT DUE THIS PAY ESTIMATE =	\$ 299,734.99

Agenda Item: **Consideration – An Ordinance Approving the 5th Addition for the Huntley Cemetery; 11503 Dean Street**

Department: **Village Manager's Office**

Introduction

The Huntley Cemetery (Cemetery) encompasses approximately 2.6 acres west of Dean Street and 4.6 acres east of Dean Street. Sales of gravesites have increased recently due to St. Mary's no longer selling graves that are not for an immediate need and their cemetery being near capacity.

Staff Analysis

Block 7 of the Cemetery was the last section to be plotted on the east side and has approximately 80 graves remaining for sale. There have been 49 graves sold in Block 7 to date in 2021. CBBEL conducted a site analysis of the west side of the cemetery creating a plat of survey and plat outlining the vacant area. The plotting of the vacant area provides 460 graves and is the 5th Addition for the Cemetery. Previous additions date back to the late 1800's when the Cemetery was first established. Plot pins and row markers will be purchased and installed prior to the intended opening of the area in the spring of 2022. Funds for landscaping the new area are being proposed in the FY22 Budget.

Financial Impact

The FY21 Budget includes funding for engineering and plotting of the vacant area on the west side of Dean Street in the Cemetery Fund; 220-00-00-8010.

Legal Analysis

Plotting of the Cemetery has been reviewed with the Village Attorney and all is in order for Village Board consideration.

Action Requested

A motion of the Village Board to Approve an Ordinance Approving the 5th Addition to the Huntley Cemetery; 11503 Dean Street.

Exhibits

1. Site Aerial
2. Huntley Cemetery 5th Addition Plat of Survey
3. Huntley Cemetery 5th Addition Plotted for Burial Plots
4. Draft Ordinance

An aerial photograph of a residential neighborhood. A street labeled "S IL Route 47" runs vertically on the left side. A horizontal street labeled "Dean St" runs across the top. A diagonal street labeled "Martin Dr" runs from the top right towards the center. A series of parallel streets run vertically on the right side, with "Dean St" labeled on two of them. A property at the intersection of a vertical street and a horizontal street is highlighted with a white rectangular border. The highlighted property is labeled "11505". Other visible labels include "11419", "11405", "11415", "11330", "Huntley Cemetery", and "St Mary's Cemetery". The area is mostly covered in green trees and grass, with some buildings and parking lots visible.

HUNTLEY CEMETERY 5th ADDITION

MILL STREET
POINT OF COMMENCEMENT PARCEL-2 & PARCEL-3
SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID NORTHWEST QUARTER; THENCE NORTH 89 DEGREES 40 MINUTES EAST, 550.7 FEET; THENCE SOUTH 89 DEGREES 15 MINUTES EAST, 85.8 FEET; THENCE SOUTH 2 DEGREES 17 MINUTES EAST, 250.3 FEET; THENCE SOUTH 88 DEGREES 4 MINUTES WEST, 132.5 FEET; THENCE SOUTH 1 DEGREE 55 MINUTES EAST, 24.4 FEET; THENCE SOUTH 88 DEGREES 15 MINUTES WEST, 158.0 FEET; THENCE SOUTH 1 DEGREE 55 MINUTES EAST, 325 FEET; THENCE NORTH 89 DEGREES 4 MINUTES EAST, 158 FEET TO THE WEST LINE OF SAID HIGHWAY; THENCE SOUTH 11 DEGREES 45 MINUTES WEST ALONG SAID WEST LINE 125 FEET; THENCE SOUTH 89 DEGREES 20 MINUTES WEST, 158 FEET; THENCE SOUTH 3 DEGREES 40 MINUTES EAST, 155 FEET; THENCE NORTH 89 DEGREES 20 MINUTES EAST, 125 FEET TO THE WESTERLY LINE OF SAID HIGHWAY; THENCE SOUTH 10 DEGREES 14 MINUTES WEST ALONG SAID WESTERLY LINE 189.8 FEET; THENCE SOUTH 48 DEGREES 3 MINUTES WEST ALONG SAID WESTERLY LINE, 604.5 FEET TO THE WEST LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE NORTH 40 MINUTES EAST, 158.0 FEET; THENCE WEST ALONG THE WEST LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND ALONG THE WEST LINE OF SAID EAST HALF OF THE NORTHWEST QUARTER AND ALONG THE WEST LINE OF SAID EAST HALF OF THE NORTHWEST QUARTER, 158.0 FEET TO THE PLACE OF BEGINNING.

SCALE IN FEET
PIN NO.
18-33-176-023

LEGEND
SHOW PIPE FOUND (PPF)
BORN ROD FOUND (BRF)
X-CUT FOUND
MEASURED
RECORD
PROPERTY LINE
SECTION LINE
ADJACENT LINE
ABANDONED/EXTENSION LINE
PROPOSED BURIAL GROUNDS

COUNTY RECORDER CERTIFICATE
STATE OF ILLINOIS }
COUNTY OF WENDELL }
THIS INSTRUMENT NO. 18-33-176-023 WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF WENDELL COUNTY, ILLINOIS, ON THIS DAY OF 20, 2021, AT 10:00 O'CLOCK.
BY RECORDER OF DEEDS
WENDELL COUNTY
COUNTY CLERK'S CERTIFICATE
STATE OF ILLINOIS }
COUNTY OF WENDELL }
I, COUNTY CLERK OF WENDELL COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT I FIND NO DELINQUENT GENERAL TAXES, NO UNPAID CURRENT GENERAL TAXES, NO UNPAID SPECIAL TAXES, NO UNPAID FORFEITED TAXES, AND NO UNREDEEMED SALES AGAINST ANY OF THE LANDS INCLUDED IN THE HUNTLEY CEMETERY 5th ADDITION. I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE PLAT.
GIVEN UNDER MY HAND AND SEAL OF THE COUNTY CLERK, DATED THIS DAY OF 20, 2021, A.D.
COUNTY CLERK

VILLAGE CLERK'S CERTIFICATE
STATE OF ILLINOIS }
COUNTY OF WENDELL }
THIS IS TO CERTIFY THAT THERE ARE NO UNPAID SPECIAL ASSESSMENTS OR OTHER LIENS ON THE ABOVE DESCRIBED PROPERTY.
VILLAGE CLERK DATE

GENERAL NOTES:
1. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
2. ONLY THOSE BUILDING LINE SETBACKS AND EASEMENTS WHICH ARE SHOWN ON THE RECORDED PLAT OF SUBDIVISIONS ARE SHOWN HEREIN. REFER TO THE RECD. TITLE INSURANCE POLICY AND LOCAL ORDINANCES FOR OTHER RESTRICTIONS.
3. COMPARE DEED DESCRIPTION AND SITE CONDITIONS WITH THE DATA GIVEN ON THIS PLAT AND REPORT ANY DISCREPANCIES TO THE SURVEYOR AT ONCE.
4. NO DIMENSIONS SHALL BE DERIVED FROM SCALE MEASUREMENT.
5. CONTRACTOR/DEVELOPER SHALL NOTIFY J.L.L., L.L.C. AT 1-800-892-0123 AT LEAST 48 HOURS PRIOR TO COMMENCEMENT OF ANY WORK.
6. LOCATIONS OF EXISTING UNDERGROUND UTILITIES, OBSTRUCTIONS/SYSTEMS SHOWN HEREIN ARE THE COMPILATION OF FIELD LOCATIONS AND AVAILABLE UTILITY PLANS PROVIDED BY THE CLIENT. ALL UTILITIES/ OBSTRUCTIONS/SYSTEMS, MAY NOT BE SHOWN. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND PROTECTING ALL UNDERGROUND UTILITIES/OBSTRUCTIONS/SYSTEMS, WHETHER OR NOT SHOWN HEREIN.
SURVEYOR'S NOTES:
1. BEARINGS AND DISTANCES SHOWN HEREON ARE ON THE ILLINOIS STATE PLANE COORDINATE SYSTEM, EAST ZONE, NORTH AMERICAN DATUM OF 1983 (2011 ADJUSTMENT) "GAD".
2. THIS PLAT IS BASED IN PART ON A TITLE COMMITMENT REPORT, BY FIDELITY NATIONAL TITLE INSURANCE COMPANY WITH AN EFFECTIVE DATE OF JULY 01, 2021 AS ORDER NO. CGE-2021HE-3750.0.
3. PROPERTY IS SUBJECT TO: RIGHTS OF THE PUBLIC, THE STATE OF ILLINOIS, AND THE MUNICIPALITY IN AND TO THAT PART OF THE LAND, IF ANY, PAPER OR USED FOR ROAD PURPOSES.
4. THIS SURVEY IS BASED ON FIELD WORK PERFORMED ON 7-6-2021.

LOT 4
DOMINIE'S RESUBDIVISION
PER DOC. NO. 8800067632
RECORDED 12-23-2020

PARCEL-1
400.00' x 150.00'
PARCEL-2
400.00' x 150.00'

LOT 1
HUGO'S SUBDIVISION
PER DOC. NO. 880007095
RECORDED 10-3-1994

DEAN STREET

DEAN STREET

HUNTLEY CEMETERY 5th ADDITION
VILLAGE OF HUNTLEY, ILLINOIS
PREPARED FOR
VILLAGE OF HUNTLEY

SURVEYOR'S CERTIFICATE
STATE OF ILLINOIS }
COUNTY OF COOK }
I, CHRISTOPHER B. BURKE, ENGINEERING, LTD., AN ILLINOIS PROFESSIONAL DESIGN FIRM, NUMBER 18-01177-0014, DO HEREBY STATE THAT I HAVE PREPARED THE PLAT OF SURVEY SHOWN HEREON. THIS PLAT REPRESENTS THE CONDITIONS FOUND AT THE TIME OF SAID SURVEY.
THIS DAY OF 20, 2021, A.D.
RENEATH J. RABUSSEN, P.L.L.C.
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-3240
BY LICENSE EXPIRES 11-30-2022
"THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM TECHNICAL STANDARDS FOR A BOUNDARY SURVEY."

CALC.	KJR	PROJECT NO.
DRN.	AJK	070103.00104
CHKD.	JRM	SHEET 1 OF 2
SCALE:	1"=60'	DRAWING NO.
DATE:	08-24-2021	PLAT070103.10441

CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 West Higgins Road, Suite 600
Rosemont, Illinois 60018
(847) 823-0500

18-01177-00103-070103.0014-SURVEY-PLAT-070103.10441.DWG

**ORDINANCE APPROVING A 5TH ADDITION FOR
THE HUNTLEY CEMETERY**

Ordinance (O)2021-10.***

WHEREAS, the Village of Huntley is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, the Fiscal Year 2021 Annual Budget includes funds in the Cemetery Fund, 220-00-00-8010 for the Cemetery Plotting Project of the vacant area on the west side of Dean Street; and

WHEREAS, the Huntley Cemetery ("Cemetery") encompasses approximately 2.6 acres west of Dean Street and 4.6 acres east of Dean Street; and

WHEREAS, the plotting of the vacant area provides 460 graves for future use and is the 5th Addition for the Cemetery with previous Additions dating back to the late 1800's when the Cemetery was first established; and

WHEREAS, plot pins and row markers will be purchased and installed prior to the intended opening of the area in the spring of 2022; and

WHEREAS, the Village of Huntley has determined that it is in the best interest to approve the 5th Addition to the Huntley Cemetery to plot the vacant area on the west side of Dean Street to provide 460 graves for future use.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The Village of Huntley hereby approves the 5th Addition for the Huntley Cemetery as attached hereto.

SECTION II: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

SECTION III: All Ordinances and parts of ordinances in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Goldman	_____	_____	_____	_____
Trustee Holzkopf	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Kittel	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Westberg	_____	_____	_____	_____

PASSED and APPROVED this 28th day of October 2021.

APPROVED:

ATTEST:

Timothy J. Hoeft, Village President

Rita McMahon, Village Clerk

Agenda Item: **Consideration - A Resolution Adopting the 2022-2025 Strategic Plan**

Department: **Village Manager's Office**

Introduction

The Village Board reviewed the final draft of the 2022-2025 Strategic Plan on October 14th. The final document is presented for Village Board approval.

Staff Analysis

The plan provided in the agenda packet is in Word format and will be included in this format in the FY22 Budget document. The final version of the plan will also be made available in a printed format similar to what was provided to the Board on October 14th and can be used as a marketing and public information document.

Financial Impact

None.

Legal Analysis

Not required.

Action Requested

A motion of the Village Board approving a Resolution Adopting the 2022-2025 Strategic Plan.

Exhibits

1. 2022-2025 Strategic Plan
2. Draft Resolution



STRATEGIC PLAN – 2022-2025

Message from the Village Board

The Village Board has been committed to formal strategic planning for over a decade. Establishing strategic priorities has served the Village well during this time. Many goals of previous plans have been accomplished, improving the quality of life for residents and creating a sought-after location for business. Transportation improvements such as the widening of Route 47, the full interchange at Rt. 47 and I-90, and the western extension of Charles H. Sass Parkway from Rt. 47 north to W. Main Street were completed, improving the flow of traffic through the community. Pedestrian access was improved with the addition of sidewalks and a multi-use path along Rt. 47 and other areas. Centegra Health System, now Northwestern Medicine, constructed a new hospital to meet the health care needs of Huntley and the surrounding areas. Quality commercial, industrial, and residential development investment of more than \$738 million has taken place over the last decade. In addition, the Village has made a significant investment in the downtown, creating a destination location for events and a gathering place for the community. The Village's financial position has been enhanced as well, with an S&P credit rating of AA+, reflecting the Village's strong commitment to fiscal responsibility and economic development. While we are proud of these accomplishments, we remain committed to continuing to strengthen and grow our local economy, and to protect and enhance the quality of life for all who live and do business here. The strategic focus areas and goals for the next four years set the path for moving forward to make Huntley the community of choice within the region.

The Process

The strategic planning process sets the Village's direction and priorities for the future. Going through the process in 2021, the Village Board reviewed and updated the Mission Statement, identified a new Vision Statement for the Year 2030, and identified five areas of Strategic Focus and associated goals. Public input to help guide the development of the new areas of strategic focus was provided through the annual resident survey. The survey is a valuable tool in assessing resident satisfaction regarding Village services, and obtaining feedback through comments.

Common themes in the comments made by survey respondents include attracting new restaurants, improving the appearance of private properties, continuing to enhance the downtown, maintaining fiscal responsibility, and protecting the quality of life. The areas of strategic focus and goals address these themes.

Village staff also provided input and assisted the Village Board in identifying the strategic focus areas outlined in the plan. The plan identifies where we want to go as a community and organization, and provides direction for how resources will be utilized. The plan will be used to guide annual operational plans, which will identify the action items for how we get there.

Our Vision

We are committed to ensuring that Huntley is known as the premier location in the region offering a healthy, well-balanced, prosperous, safe and friendly community for all because of our dedication to building community partnerships and attracting high quality residential, medical, commercial, and light industrial development. We look forward to continued new development, as well as reinvestment and revitalization within the downtown and adjacent corridor.



STRATEGIC PLAN – 2022-2025

MISSION STATEMENT

HUNTLEY'S MISSION IS TO ACHIEVE EXCELLENCE IN THE PLANNING, MANAGEMENT, AND DELIVERY OF SERVICES IN A RELIABLE, EFFICIENT, FISCALLY, AND ENVIRONMENTALLY RESPONSIBLE MANNER THAT ENHANCES THE QUALITY OF LIFE FOR ALL THOSE LIVING, WORKING, OR CONDUCTING BUSINESS IN THE VILLAGE

In support of this, we are committed to:

- Maintaining a forward-looking focus to identify new opportunities to advance the well-being of our community
- Pursuing partnerships and collaborating with the business community, governmental agencies, and other community and local organizations to continue building Huntley's reputation as a desirable place in which to invest and grow a business
- Preserving the character of Huntley by supporting well-balanced and sustainable growth that ensures the quality of life for all residents today and in the future

VALUES

THE VILLAGE OF HUNTLEY VALUES BEING THE COMMUNITY OF CHOICE BY EXHIBITING FRIENDLINESS, TEAMWORK, PUBLIC ENGAGEMENT, RESPECT, INTEGRITY, PROFESSIONALISM, INNOVATION, AND TRANSPARENCY

- **Friendliness** – We act in a friendly manner toward all those we interact with, both externally and internally within the organization
- **Teamwork** – We demonstrate a willingness to work together to help others and encourage our residents and businesses to help one another
- **Public Engagement** – We encourage citizens of all ages to participate in local government and service organizations
- **Respect** – We treat all residents and those with whom we interact with respect and fairness
- **Integrity** – We base our actions on what is legally, ethically, and morally correct
- **Professionalism** – We are committed to attaining high standards of professional conduct
- **Innovation** – We encourage new ideas and creativity to provide the highest quality and most cost effective municipal services



- **Transparency** – We are committed to acting openly and sharing information with our residents so that they are well informed about Village business, to ensure accountability
- **Community of Choice** – We work towards preserving the quality of life for residents, attracting the best employees, and working together with our residents to maintain a safe and sustainable living environment for today and future generations

2030 VISION

IN 2030, HUNTLEY WILL BE KNOWN AS THE PREMIER LOCATION IN THE REGION OFFERING A HEALTHY, WELL-BALANCED, PROSPEROUS, SAFE AND FRIENDLY COMMUNITY FOR ALL BECAUSE OF ITS DEDICATION TO BUILDING COMMUNITY PARTNERSHIPS AND ATTRACTING HIGH QUALITY RESIDENTIAL, MEDICAL, COMMERCIAL, AND LIGHT INDUSTRIAL DEVELOPMENT

In support of our vision, we are committed to:

- **A Healthy, Safe, and Attractive Community** – Providing a safe, healthy, and attractive community for all those who live in, work in, and visit Huntley
- **A Strong Local Economy** – Having residents choose to live in Huntley, along with businesses which choose to locate or expand in the Village, while the downtown serves as a vibrant destination place for the community
- **An Engaged Community** – Offering a wide variety of community events for all age groups, building community partnerships to address community interests, and implementing a coordinated branding and messaging program to promote the “Huntley” brand
- **A Forward-Looking Community** – Engaging in long-range planning, managing infrastructure assets for today and the future, and pursuing innovation and implementation of technology to enhance service delivery
- **Organizational Excellence** – Providing the highest level of customer service, maintaining an unwavering commitment to fiscal responsibility, and emphasizing a conscientious workplace culture that is open, high-energy, nimble and resilient

The goals outlined are expressed as positive statements that describe what we want the Village to be, to do, or to provide over the next four years.



STRATEGIC FOCUS: HEALTHY, SAFE, AND ATTRACTIVE COMMUNITY

An exceptional quality of life within the Village begins with a safe and healthy community. The Village will continue to support efforts that bring the community together to minimize crime, provide access to resources to assist with both physical and mental health needs, and work with residents and businesses to maintain a well-kept appearance of properties.

GOAL 1 A SAFE COMMUNITY

Residents, visitors, and workers will feel safe living or going about their business in all areas of the community, and in conducting business with the Village

GOAL 2 A HEALTHY COMMUNITY

Residents and Village employees will have access to resources that contribute to a healthy lifestyle, addressing both physical and mental health needs

GOAL 3 AN ATTRACTIVE COMMUNITY

Residents, businesses, and the Village will maintain and improve the appearance of public and private properties

Key Performance Measures

- Annual Resident Survey ratings
- Annual crime rate
- Calls for service to Police Department
- Code enforcement compliance

Supporting Documents

- Annual Budget
- Police Department Annual Report
- Police Department Strategic Plan

STRATEGIC FOCUS: STRONG LOCAL ECONOMY

The Village's development efforts will be directed towards making Huntley a community of choice for businesses of all sizes seeking to invest in new or expanded facilities, thereby creating new jobs and providing new options for dining and purchasing consumer goods. These efforts will also focus on attracting a diversity of new housing for residents across all age groups and income levels. The Village will continue to promote reinvestment in the downtown, strengthening its role as the heart of the community.

GOAL 1 LOCATION OF CHOICE FOR RESIDENTS

Residents of all ages seeking to make Huntley their home will have a diverse range of housing choices



GOAL 2 LOCATION OF CHOICE FOR NEW AND EXPANDING BUSINESSES OF ALL SIZES

Businesses of all sizes will choose to invest in Huntley to provide residents new choices for purchasing goods, enjoying new dining options, and creating more job opportunities close to home

GOAL 3 A VIBRANT DOWNTOWN GATHERING PLACE

Public and private sector investment in properties in the downtown and adjacent Route 47 corridor will enhance the appearance of the community and reinforce the vitality of the downtown as the heart of the Village

Key Performance Measures

- Annual Resident Survey ratings
- Private sector investment in new commercial, industrial, and residential development
- Residential units permitted
- Growth in assessed valuation of property

Supporting Documents

- Annual Budget
- Downtown Revitalization Plan
- Downtown TIF Plan

STRATEGIC FOCUS: ENGAGED COMMUNITY

The Village will offer a wide range of events that bring residents and visitors to the community, will work to enhance community engagement by working with other agencies and organizations to address common areas of interest, maintain and enhance opportunities for resident involvement, and will promote the “Huntley” brand through coordinated branding and messaging.

GOAL 1 COMMUNITY EVENTS

Community pride will be reinforced through events conducted throughout the year that attract residents and visitors of all ages

GOAL 2 ENHANCED COMMUNITY PARTNERSHIPS

The Village will engage with other governmental agencies and community organizations to foster a collaborative approach to address community concerns



GOAL 3 COORDINATED BRANDING AND MESSAGING

The Village will develop a coordinated branding and messaging strategy to improve dissemination of public information through social media and other formats, as well as promotion of the “Huntley” brand

Key Performance Measures

- Annual Resident Survey ratings
- Number of community event offerings throughout the year
- Active Village participation in local governmental and community organizations
- Citizen participation in Village-sponsored programs
- Increased use of social media
- Increase in number of followers on social media

Supporting Documents

- Annual budget

STRATEGIC FOCUS: FORWARD LOOKING COMMUNITY

The Village recognizes the importance of being prepared to address the challenges of tomorrow through long-range planning related to land use, transportation, regulatory obligations, and infrastructure. Technology is regularly evaluated and deployed to improve delivery of services and to aid in the planning and management of resources.

GOAL 1 LONG-RANGE PLANNING

The Village will review and update long-range plans, including the Comprehensive Land Use Plan, Transportation Plan, and Comprehensive Master Utility Plan to guide future land use decisions and improvements to the Village’s transportation and utility network

GOAL 2 MANAGEMENT OF INFRASTRUCTURE ASSETS FOR TODAY AND TOMORROW

The Village will regularly assess the condition of its infrastructure and identify capital needs and funding sources to maintain, improve, and expand its infrastructure to meet the needs of the community

GOAL 3 INNOVATION AND IMPLEMENTATION OF TECHNOLOGY TO ENHANCE SERVICE DELIVERY

The Village will continue to explore new ways to provide services and to invest in the technology required to enhance service delivery across all departments

Key Performance Measures

- Annual Resident Survey Ratings
- Completion of updates to long range plans

**Supporting Documents**

- Comprehensive Plan
- Transportation Plan
- Comprehensive Master Utility Plan
- Information Technology Plan
- Annual Budget

STRATEGIC FOCUS: ORGANIZATIONAL EXCELLENCE

The Village is committed to providing an exceptional customer service experience for all those with whom we interact. This is accomplished through a committed workforce that understands the importance of serving our residents and business community. The ability to provide high quality services is directly related to the resources available to do so. Exercising fiscal responsibility in the use of these resources is critical to ensuring that funds are available to provide the quality of services expected by the community.

GOAL 1 HIGHEST LEVEL OF CUSTOMER SERVICE

The Village will provide effective and efficient Village services focused on continuous improvement with the highest levels of internal and external customer service

GOAL 2 COMMITTED WORKFORCE

The Village will promote a conscientious and equitable workplace culture that is open, high-energy, nimble and resilient, with an ability to adapt quickly and take appropriate action

GOAL 3 FISCAL RESPONSIBILITY

The Village will be a good steward of the public dollars entrusted to it to ensure the resources needed to provide services are available today and in the future

Key Performance Measures

- Annual Resident Survey Ratings
- Standard & Poor's Credit Rating
- Government Finance Officers Association (GFOA) recognition of annual budget, popular annual financial report, annual comprehensive financial report

Supporting Documents

- Annual Budget
- Popular Annual Financial Report (PAFR)
- Annual Comprehensive Financial Report



APPENDIX - ANNUAL PROGRAMS

Each department within the Village manages on-going programs on an annual basis that are in support of the strategic areas of focus and goals. These programs are identified below with the corresponding strategic focus area.

PROGRAMS/SERVICES	STRATEGIC FOCUS ALIGNMENT				
	Healthy/Safe/ Attractive Community	Strong Local Economy	Engaged Community	Forward Looking Community	Organizational Excellence
POLICE/PUBLIC SAFETY					
School Resource Officer (Huntley High School)	✓				✓
Victim Advocacy Program – A.I.D.	✓		✓	✓	✓
Police Peer Support Program	✓				✓
Nixle 360 Communication	✓		✓	✓	
Coffee With a Cop	✓		✓		
National Night Out Against Crime	✓		✓		
Bike Huntley	✓		✓		
Neighborhood Watch	✓		✓		
B.A.S.S.E.T. Alcohol Serving Education and Training	✓				✓
Explorers			✓		✓
Citizen Police Academy/ Alumni Association	✓		✓		✓
CERT (Community Emergency Response Team)	✓		✓		✓
Bicycle Patrol	✓		✓		
L.E.A.D. The Way*	✓		✓		
Summer Forum	✓		✓		
Honor Guard			✓		✓
We Never Walk Alone	✓			✓	✓
Drone Program	✓			✓	✓
Frontline On-Line Reporting/Requests	✓			✓	✓
Peer Jury	✓		✓		✓
Special Olympics	✓		✓		
Premise Alert	✓				✓
Project Safe Child	✓		✓		
Speakers Bureau	✓		✓	✓	✓
Vacation House Watch	✓				✓
National Take Back Prescription Drug Program & Lobby Drop Box	✓				✓
Child Safety Seat Installation/Inspection	✓		✓		✓

* L.E.A.D. stands for Learning Effective and Assertive Decision-Making

PROGRAMS/SERVICES	STRATEGIC FOCUS ALIGNMENT				
	Healthy/Safe/ Attractive Community	Strong Local Economy	Engaged Community	Forward Looking Community	Organizational Excellence
Snow and Ice Control	✓			✓	✓
Street Light Maintenance	✓				
Mosquito Abatement/ Management	✓				
Adopt-a-Highway	✓		✓		
Branch Pick-Up	✓				✓
Downtown Beautification		✓		✓	
Public Works Touch-A- Truck/Open House Events			✓		✓
Huntley High School Engineering Academy			✓		
LED Street Light Replacement				✓	
Pavement Management Plan (PMP) Updates				✓	✓
Water Main Replacement Program				✓	
Water Meter Replacement Program				✓	
Water Tower Power Washing Program	✓			✓	✓
Fire Hydrant Flushing Program	✓			✓	
Joint Utility Locating Information for Excavators (JULIE) Program	✓			✓	
Sewer Jetting and Lining Program				✓	
Sewage Lift Station Maintenance Program				✓	
Supervisory Control and Data Acquisition (SCADA) Program				✓	
Pedestrian Access Route Program; Sidewalk Replacement and Cutting	✓			✓	✓
Right-of-Way Mowing and Tree Pruning Program	✓				✓
Municipal Separate Storm Sewer System (MS4) Program				✓	
Industrial Wastewater Pre-treatment Program	✓			✓	

PROGRAMS/SERVICES	STRATEGIC FOCUS ALIGNMENT				
	Healthy/Safe/ Attractive Community	Strong Local Economy	Engaged Community	Forward Looking Community	Organizational Excellence
Bridge and Dam Inspection Program	✓			✓	
Street Improvement Program Including MFT, Edge Mill & Overlay, Pavement Patching, Crack Sealing, Seal Coating and Pavement Markings	✓			✓	✓
Geographic Information System (GIS) and Asset Management Programs				✓	
Vehicle Geographic Position System (GPS) Program				✓	
Maintain Water System Computer Model				✓	
Equipment and Fleet Replacement Program				✓	

PROGRAMS/SERVICES	STRATEGIC FOCUS ALIGNMENT				
	Healthy/Safe/ Attractive Community	Strong Local Economy	Engaged Community	Forward Looking Community	Organizational Excellence
ACH Fraud Protection bank program	✓				✓
Positive Pay protection bank program	✓				✓
Annual third party audit of Village finances, including TIF compliance audit		✓			✓
Single audit for federal funds, as needed annually					✓
On-line Utility Billing and Payment				✓	✓

PROGRAMS/SERVICES	STRATEGIC FOCUS ALIGNMENT				
	Healthy/Safe/ Attractive Community	Strong Local Economy	Engaged Community	Forward Looking Community	Organizational Excellence
Backflow Prevention/ Inspection Program	✓			✓	✓
On-line Building Permits				✓	✓



PROGRAMS/SERVICES	STRATEGIC FOCUS ALIGNMENT				
	Healthy/Safe/ Attractive Community	Strong Local Economy	Engaged Community	Forward Looking Community	Organizational Excellence
HUMAN RESOURCES					
Employee Assistance and Wellness Program	✓				✓
Education and Tuition Reimbursement					✓
Employee Training					✓

PROGRAMS/SERVICES	STRATEGIC FOCUS ALIGNMENT				
	Healthy/Safe Attractive Community	Strong Local Economy	Engaged Community	Forward Looking Community	Organizational Excellence
VILLAGE MANAGER'S OFFICE					
Economic Development		✓		✓	
Residential Wastehauling	✓				✓
Farmers Market		✓	✓		✓
Concerts in the Square		✓	✓		✓
First Fridays in the Square		✓	✓		
Movies in the Park			✓		
Family Fun Day			✓		
Memorial Day Parade			✓		
Independence Day Celebration			✓		
Fall Harvest Fest		✓	✓		
Very Merry Huntley		✓	✓		
Huntley Hootenanny/ Glow 5K	✓	✓	✓		
Senior Transportation Services					✓
Public information – Social media including Facebook, Instagram, Twitter, LinkedIn, Village Journal newsletter, annual calendar			✓		✓

RESOLUTION ADOPTING THE 2022-2025 STRATEGIC PLAN

Resolution (R)2021-10. __

WHEREAS, the Village of Huntley is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, the Village Board reviewed the 2016-2020 Strategic Plan mission, vision, and value statement at a Village Board workshop on July 14, 2021 and several changes were suggested and priority areas of concern were discussed in formulating a new plan for 2022-2025; and

WHEREAS, based upon the discussion at that meeting, a draft document was prepared that incorporates the revisions and identifies five areas of strategic focus with associated goals for the 2022-2025 Strategic Plan; and

WHEREAS, the Village Board reviewed a final draft document on October 14, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The Village of Huntley Board hereby approves and adopts the 2022-2025 Strategic Plan, a copy of which is incorporated herein.

SECTION II: This resolution shall be in full force and effect from and after its passage and approval as provided by law.

SECTION III: All resolutions and parts of resolutions in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Goldman	_____	_____	_____	_____
Trustee Holzkopf	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Kittel	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Westberg	_____	_____	_____	_____

PASSED and APPROVED this 28th day of October, 2021.

APPROVED:

ATTEST:

Timothy J. Hoeft, Village President

Rita J. McMahon, Village Clerk

DRAFT Fiscal Year 2022 Budget Workshop No. 2

October 28, 2021

VILLAGE OF HUNTLEY



**Preliminary Capital Department
Requests**

VILLAGE OF HUNTLEY - FY 2022		A = On-going Maintenance			
Summary of New Capital Purchase Requests and Current CIP		B = Prioritized Expenditures that Warrant Consideration			
		C = Moved to Future Year			
Fund	Description	Budget Request		Project #	% of Fund Balance
Capital Projects & Improvement		Projected FY21 Fund Balance		\$1,703,197	
	Annual Storm Sewer Repairs	\$50,000	A	22-PWE-002	
	Aquatic Management (Aeration) @ Wing Pointe Subdivision	\$15,000	A	19-PWE-002	
	Ecological Restoration at Wing Pointe Subdivision	\$12,200	A	19-PWE-001	
			Total A		\$77,200 4.53%
	Public Tree Inventory and GIS update	\$55,000	B	22-PWE-003	
	Stormwater Management Analysis - Vine Street	\$20,100	B	21-PWE-004	
	Banners for Downtown and Route 47	\$20,000	B	19-MGR-001	
	Network Security Penetration Test	\$16,000	B	22-MGR-224	
	Microsoft Server Software Upgrade	\$15,000	B	21-MGR-001	
	New World Modifications- Online Permitting	\$10,000	B	22-DS-220	
	Conversion of unused Police Training Room into Break Room	\$10,000	B	22-POL-220	
	Stormwater Drainage Analysis - S. Union Road	\$10,000	B	22-PWE-001	
	DJI Mavic 2 Enterprise Advanced Drone	\$7,400	B	22-POL-240	
	UPS System Upgrade Police & Public Works	\$6,000	B	22-MGR-225	
			Total B		\$169,500 9.95%
	Comprehensive Plan and Transportation Update	\$250,000	C	19-DS-002	
	Motorola Optiwarn Tornado Siren System	\$140,000	C	22-POL-201	
	Digital Evidence Storage (80k/5year contract)	\$80,000	C	22-POL-225	
	Zoning Ordinance Update	\$80,000	C	19-DS-002	
	Municipal Complex Security	\$50,000	C	22-PWE-009	
	Tornado Siren Site #8	\$46,250	C	22-POL-200	
	LPR / License Plate Readers	\$40,000	C	22-POL-230	
	Village Code Update	\$25,000	C	20-MGR-115	
	OPS Public Safety Scale Storage	\$5,600	C	22-POL-202	
			Total C		\$716,850 42.09%
Rebuild Illinois Fund		Projected FY21 Fund Balance		\$1,002,738	
	Realignment Kreutzer Road Engineering and Land Acquisition	\$1,589,107	B	PW	
			Total B		\$1,589,107 158.48%
*New revenue in FY22 = \$586,369					
Motor Fuel Tax		Projected FY21 Fund Balance		\$798,868	
	Annual Street Improvement Program-North Roadways	\$1,500,000	A	PW	
			Total A		\$1,500,000 187.77%
Street Improvements & Roads and Bridges		Projected FY21 Fund Balance		\$2,914,243	
	Edgemill & Overlay Program	\$885,000	A	19-PWE-008	
	Annual Street Improvement Program-North Roadways	\$280,000	A	19-PWE-024	
	Sidewalk Maintenance Program	\$150,000	A	19-PWE-033	
	LED Street Light Program - Various Locations	\$135,000	A	19-PWE-013	
	Crack Sealing & Seal Coating Program	\$75,000	A	19-PWE-007	
	Pavement Marking Program: Various Locations	\$60,000	A	19-PWE-009	
	Street Signage Upgrades-Variou Locations	\$10,000	A	19-PWE-021	
	Tree Replacement Program	\$6,000	A	19-PWE-012	
	Bridge Inspection Program	\$4,000	A	19-PWE-032	
			Total A		\$1,605,000 55.07%
	Realignment - Kreutzer Rd	\$1,273,993	B	19-PWE-016	

VILLAGE OF HUNTLEY - FY 2022			A = On-going Maintenance			
Summary of New Capital Purchase Requests and Current CIP			B = Prioritized Expenditures that Warrant Consideration			
			C = Moved to Future Year			
Fund	Description	Budget Request		Project #		% of Fund Balance
	Route 47 Roadway Lighting Analysis-Kreutzer Rd. to Del Webb Blvd	\$50,000	B			
			Total B		\$1,323,993	45.43%
	Street Lighting Rte. 47 at Kreutzer	\$600,000	C	19-PWE-017		
	Corridor Landscaping	\$10,000	C	19-PWE-019		
			Total C		\$610,000	20.93%
Facilities & Grounds Maintenance		Projected FY21 Fund Balance		\$397,056		
	Village Gateway Signage - Rte 47 at Freeman/Dahmer	\$200,000	B	22-MGR-222	On-going contracts, warranties & maintenance agreements not included in this list in FY22 = \$297,743	
	Public Building Security System	\$30,000	B	19-PWE-025		
	Gateway Sign - Electronic Sign Insert at Rte. 47 and Main St.	\$30,000	B	22-MGR-228		
	Public Works Garage Heaters	\$22,500	B	22-PWE-006		
	Village Hall Carpet Replacement- 1st Floor no Offices	\$22,000	B	22-PWE-011		
	Garage Floor Restoration at Public Works Facility	\$10,000	B	19-PWE-026		
	Furniture for future Social Workers Office Space	\$5,000	B	22-POL-260		
	Floor Waxing at Municipal Complex	\$4,000	B	22-PWE-004		
	Electrical Sub-Panel Upgrade at Public Works	\$4,000	B	22-PWE-005		
			Total B		\$327,500	82.48%
	PW Facilities Needs Assessment	\$60,000	C	22-PWE-010		
	Fitness Room Updates & Equipment	\$25,000	C	22-MGR-270		
			Total C		\$85,000	21.41%
SSA #5		Projected FY21 Fund Balance		\$26,001		
	Landscape Maintenance - Southwind	\$27,930	A	PW		
	Ecological Restoration - Southwind	\$8,000	A	PW		
	Aquatic Weed Control - Southwind	\$7,000	A	PW		
			Total A		\$42,930	165.11%
Drug Enforcement Fund		Projected FY21 Fund Balance		\$101,418		
	2017 Ford Interceptor #1721	\$49,000	B	PDFIt1721		
	2013 Ford PPV SUV #1315	\$30,421	B	PDFIt1315		
			Total B		\$79,421	78.31%
Equipment Replacement		Projected FY21 Fund Balance		\$792,316		
	Annual Computer Replacements & IT Supplies (Recurring)	\$58,000	A	19-Mgr-110		
	Taser Replacement Program	\$15,400	A	20-POL-200		
	Ballistic Vests	\$15,125	A	19-POL-108		
	Starcom radio batteries	\$11,410	A	22-POL-228		
	Avon C50 CBRN gas masks	\$6,000	A	19-POL-116		
			Total A		\$105,935	13.37%
	1996 International 6 Wheeler Dump Truck #1803	\$123,350	B	PWFit1803		
	2005 International 5 Yard Dump Truck #1691	\$111,050	B	PWFit1691		
	2006 Ford F550 Superduty Dump Truck#1662	\$77,450	B	PWFit1662		
	2022 Ford Explorer PPV #28	\$66,802	B	PDFIt2228		
	2022 Ford Explorer PPV #41	\$65,103	B	PDFIt2241		
	2015 Ford PPV SUV #27	\$51,353	B	PDFIt1527		
	Municipal Complex Security Camera Replacement	\$50,000	B			
	2004 Ford Ranger #1707	\$34,700	B	PWFit1707		

VILLAGE OF HUNTLEY - FY 2022		A = On-going Maintenance			
Summary of New Capital Purchase Requests and Current CIP		B = Prioritized Expenditures that Warrant Consideration			
		C = Moved to Future Year			
Fund	Description	Budget Request		Project #	% of Fund Balance
	2008 Ford F150 Truck #1711	\$34,700	B	DSFIt081711	
	2008 Chevy Impala #17	\$28,246	B	PDFIt0817	
	2013 Ford Taurus #12	\$28,246	B	PDFIt1312	
	2007 Ford F250 PWE Pool	\$25,000	B	PWFIt1614	
	2008 Ford F150 Mechanics Pool	\$25,000	B	PWFIt1616	
	Zebra printers, qty = 11	\$18,500	B	22-POL-226	
	GIS Plotter Public Works	\$15,000	B	22-Mgr-230	
	Router Replacement/Upgrade at Police & Public Works	\$7,500	B	22-Mgr-250	
		Total B		\$762,000	96.17%
	Body Cameras-Could be moved to operations \$56,000/yr.	\$224,000	C	19-POL-112	
	In-Squad Video Cameras	\$110,000	C	19-POL-004	
	2007 Ford F550 Superduty Dump Truck	\$77,450	C	PWFIt1663	
	2006 John Deere Skidloader	\$51,000	C	PWFIt1957	
	2008 Ford F150 PWE Pool	\$25,000	C	PWFIt1617	
	1995 Wells Cargo Safety Trailer PW Flt1634	\$7,000	C	PWFIt1634	
		Total C		\$494,450	62.41%
Water Capital and Equipment		Projected FY21 Fund Balance		\$2,771,830	
	MXU & Water Meter Replacement Program	\$75,000	A	19-Fin-001	
	SCADA System Maintenance Program	\$25,000	A	19-PWUt-002	
	Piping, Valve & Meter Replacement Program	\$25,000	A	19-PWW-007	
	Clean Exterior of Water Towers	\$20,000	A	19-PWW-003	
	Water Pumping Equipment Replacement	\$15,000	A	19-PWW-008	
	Service Gas Chlorinators @ Water Wells	\$11,000	A	19-PWW-009	
	iPad Replacement Program	\$1,500	A	19-PWSew-014	
		Total A		\$172,500	6.22%
	Water Well #12	\$1,460,000	B	19-PWE-029	
	IL Route 47 Water Main Replacement	\$1,273,500	B	20-PWW-001	
	Mill & Dean Water Main Replacement	\$783,000	B	20-PWW-002	
	Water Treatment Plant #11 Brine Tank Media Replacement	\$75,000	B	22-PWW-001	
	1996 International 6 Wheeler Dump Truck #1803	\$61,675	B	96-PWFIt1803	
	2005 International 5 Yard Dump Truck #1691	\$55,525	B	05-PWFIt1691	
	2006 Ford F550 Superduty Dump Truck #1662	\$38,725	B	06-PWFIt1662	
	2007 Ford F250 Public Works Pool Truck #1614	\$12,500	B	07-PWFIt1614	
	2008 Ford F150 Mechanics Pool Truck #1616	\$12,500	B	08-PWFIt1616	
	Refinish Well #11 Concrete Floors	\$12,000	B	22-PWW-002	
	Chlorine Room Thermostat	\$10,000	B	22-PWE-003	
	GIS Plotter Public Works/ shared with Wastewater	\$7,500	B	22-MGR-230	
	Router Replacement/Upgrade @ Police & Public Works	\$3,750	B	22-MGR-250	
		Total B		\$3,805,675	137.30%
	2007 Ford F550 Superduty Dump Truck #1663	\$38,725	C	07-PWFIt1663	
	2006 John Deere Skidloader #1957	\$25,500	C	06-PWFIt1957	
	2008 Ford F250 Public Works Pool #1617	\$12,500	C	08-PWFIt1617	
	1995 Wells Cargo Safety Trailer #1634	\$7,000	C	95-PWFIt1634	
		Total C		\$83,725	3.02%
Wastewater Capital and Equipment		Projected FY21 Fund Balance		\$1,572,287	

VILLAGE OF HUNTLEY - FY 2022		A = On-going Maintenance			
Summary of New Capital Purchase Requests and Current CIP		B = Prioritized Expenditures that Warrant Consideration			
		C = Moved to Future Year			
Fund	Description	Budget Request		Project #	% of Fund Balance
	Sewer Televising & Lining Program	\$75,000	A	19-PWSew-003	
	Sewage Lift Station Maintenance Program	\$50,000	A	19-PWSew-006	
	Wastewater Plant Equipment Replacements	\$50,000	A	19-PWSew-008	
	Instrumentation & Mechanicals for Lift Station	\$25,000	A	19-PWSew-007	
	SCADA System Maintenance Program	\$25,000	A	19-PWUt-002	
	2019 John Deere 410 Backhoe Lease Payment	\$21,913	A	19-PWFit1949	
	Wastewater Wet Well Cleaning	\$3,000	A	19-PWSew-012	
	iPad Replacement Program	\$1,500	A	19-PWSew-014	
		Total A		\$251,413	15.99%
	Eakin Creek Interceptor Sewer	\$1,305,000	B	22-PWSew-001	
	UV Disinfection System Replacement	\$550,000	B	19-PWSew-013	
	Wastewater NARP/Local Limits Tech Re-Evaluation	\$72,000	B	20-PWSew-100	
	1996 International 6 Wheeler Dump Truck #1803	\$61,675	B	96-PWFit1803	
	2005 International 5 Yard Dump Truck #1691	\$55,525	B	05-PWFit1691	
	2006 Ford F550 Superduty Dump Truck #1662	\$38,725	B	06-PWFit1662	
	Rehabilitate Mechanical Screens/Grinders	\$30,000	B	19-PWSew-16	
	East WWTP Oxidation Ditch #3 Cleaning	\$25,000	B	21-PWSew-002	
	West WWTP Final Clarifier #2 Rebuild Drive	\$25,000	B	22-PWSew-005	
	Replace West WWTP Non-potable Screen	\$25,000	B	22-PWSew-006	
	2007 Ford F550 Superduty Dump Truck #1663	\$12,500	B	07-PWFit1663	
	2008 Ford F150 Mechanics Pool #1616	\$12,500	B	08-PWFit1616	
	GIS Plotter Public Works / shared with Water	\$7,500	B	22-Mgr-230	
	Router Replacement/Upgrade at Police & Public Works	\$3,750	B	22-Mgr-250	
		Total B		\$2,224,175	141.46%
	2007 Ford F550 Superduty Dump Truck #1663	\$38,725	C	07-PWFit1663	
	2006 John Deere Skidloader #1957	\$25,500	C	06-PWFit1957	
	2008 Ford F250 Public Works Pool #1617	\$12,500	C	08-PWFit1617	
	1995 Wells Cargo Safety Trailer #1634	\$7,000	C	95-PWFit1634	
		Total C		\$83,725	5.33%
		General Capital Total A		\$3,331,065	
		Water Wastewater Capital Total A		\$423,913	
		Grand Total A		\$3,754,978	
		General Capital Total B		\$4,251,521	
		Water Wastewater Capital Total B		\$6,029,850	
		Grand Total B		\$10,281,371	
		General Capital Total C		\$1,906,300	
		Water Wastewater Capital Total C		\$167,450	
		Grand Total C		\$2,073,750	



CAPITAL PROJECTS AND IMPROVEMENTS FUND PROPOSED MAJOR CAPITAL REQUESTS

The Capital Projects and Improvement Fund is for long range capital improvements as identified in the Capital Improvement Program (CIP). Past projects include public safety improvements such as a new police records management system, pedestrian crosswalk improvements at Haligus Road and Scott Drive, Stormwater Management Analysis at Huntley Dundee Road, and ecological restoration work in Wing Pointe.

In FY21, this fund was supported by 25% of the new Home Rule Sales Tax receipts. This fund is supported and managed primarily by the Village Manager's Office, Development Services Department and Public Works and Engineering Department.

Major Capital Projects FY22:

Public Tree Inventory and GIS update	\$ 55,000
Annual Storm Water Repairs	\$ 50,000
Stormwater Management Analysis - Vine Street	\$ 20,100
Banners for Downtown	\$ 20,000
Network Security Penetration Test	\$ 16,000
Aquatic Management (Aeration) @ Wing Pointe Subdivision	\$ 15,000
Microsoft Server Upgrade	\$ 15,000
Ecological Restoration - Wing Pointe	\$ 12,200
New World permitting online modifications	\$ 10,000
Convert Training room (P111) to lunch room for officers	\$ 10,000
South Union Road Stormwater Drainage Analysis	\$ 10,000
DJI Mavic 2 Enterprise Advanced Drone	\$ 7,400
UPS System Upgrade Police & Public Works	\$ 6,000
Total	\$246,700

Public Tree Inventory and GIS Update \$55,000

Funding Source:

Capital Projects and Improvements Fund: 400-00-00-8002

Projects Description & Justification:

The Village owns and maintains approximately 10,000 trees that are planted on Village property; this is incidental to ownership of the land. For a right-of-way (ROW) that has been dedicated to the Village (parkway), the Village owns the land plus any trees and improvements within the ROW corridor.

An Ordinance Amending Section 155.032 and 70.70 of the Huntley Code Regarding Parkway Use and Maintenance adopted on 9/9/21 clarifies the maintenance responsibilities of property owners and the Village. Under State law, the Village has a general duty to maintain its property in a reasonably safe condition for intended users and activities and to correct hazards that the Village is aware of (or that are obvious and have existed long enough that the Village should be aware). A tree inventory uploaded and maintained on GIS will aid Village staff in compliance with this requirement and provide an improved understanding of what forest composition and structure exists to support improved management and health.



Annual Storm Sewer Repairs \$50,000

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8002

Projects Description & Justification:

The Village owns and maintains over 160 miles of storm sewers along with associated structures such as inlets, catch basins, manholes and flared end sections.

A consistent annual funding source to maintain the storm sewer assets and repair unexpected storm sewer failures is an important component of managing the Village's infrastructure.



Stormwater Management Analysis - Vine Street \$20,100

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8002

Projects Description & Justification:

For substantial rain events the northern portion of Vine Street experiences flooding and the stormwater basin downstream of Vine Street experiences extended inundation periods. The basin and the basin's outfall storm sewer system receive stormwater runoff from various storm sewers. The purpose of this study will include analysis of the tributary area to the stormwater basin and the analysis of the basin's outfall system.



Banners for Downtown and Route 47

\$20,000

Funding Source:

Capital Projects and Improvements Fund: 400-00-00-8000

Projects Description & Justification:

Banners for street light poles in the downtown and Route 47 need to be replaced on a periodic basis due to wear and degradation from the elements.



Network Security Penetration Test

\$16,000

Funding Source:

Capital Projects and Improvements Fund: 400-00-00-8000

Projects Description & Justification:

Best security practices are to have an outside source perform a detailed penetration test of the Village's network system as part of an on-going cybersecurity program.



Aquatic Mgmt. (Aeration) at Wing Pointe Subdivision **\$15,000**

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8000

Projects Description & Justification:

This project would address the aeration deficiencies of the Wing Pointe south basin. Clarke Aquatic Services is contracted by the Village to manage the weed and algae control of these basins. By reducing algae growth and accelerating the decomposition of organic matter, aeration systems help to maintain a proper balance of oxygen in the water that is crucial for the health of the basin ecosystem.



Microsoft Server Software Upgrade **\$15,000**

Funding Source:

Capital Projects and Improvements Fund: 400-00-00-8120

Projects Description & Justification:

The Village is currently running Microsoft Server 2012 R2 on all servers. This software is necessary for data to be accessed and stored, and needs to be updated.



Ecological Restoration at Wing Pointe Subdivision \$12,200

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8000

Projects Description & Justification:

This project follows the recommendations of the Long Term Maintenance and Monitoring Plan to restore the preserved wetland in Wing Pointe. The recovery of the wetland will be completed by removing individual specimens of invasive native species, permitting and implementation of controlled burns in natural areas as needed to clear debris, recycle nutrients and stimulate native plant and animal species. Invasive woody and herbaceous flora will be controlled through cultural methods, physical removal or the application of appropriate herbicides and mowing. Mowing of restored areas will also allow light to the ground for new seedlings. Supplemental native seed and/or plugs will be planted to increase native plant competition and biodiversity.



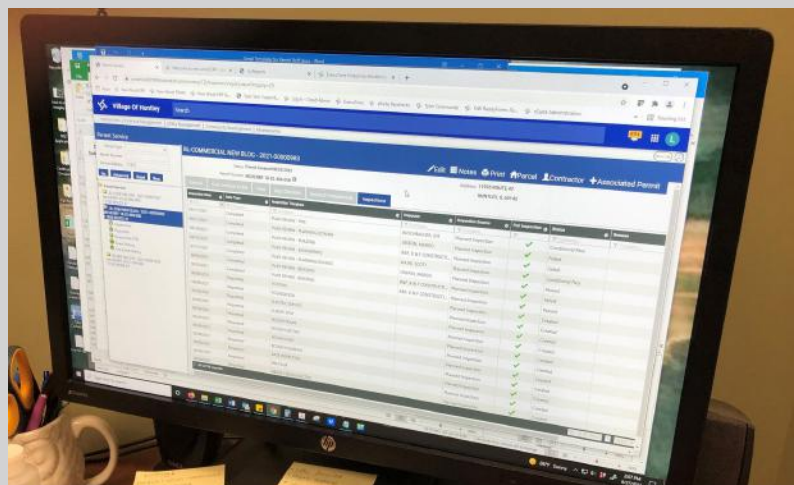
New World Modifications - Online Permitting \$10,000

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8000

Projects Description & Justification:

The proposed improvements to New World will expand the software's online functionality and cut down on required data entry resulting in faster turnaround times for the review and issuance of permits to residents and businesses.



Conversion of unused Police Training Room into Break Room \$10,000

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8003

Projects Description & Justification:

The unused training room in the Police Department is proposed to be converted to patrol break/lunch room. Currently, the roll call room doubles as the officer's break room. When trainings, meetings, or de-briefs are being held in the room, officers don't have a designated area to take their lunch break. This new room would create a true break room.



Stormwater Drainage Analysis - S. Union Road \$10,000

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8002

Projects Description & Justification:

Triple 84" culverts carry water from a Kishwaukee River Tributary under the Village maintained section of South Union Road north of Adamson Road. This section of roadway will need to be resurfaced at some point in the future.

A drainage investigation is necessary to understand the hydrology/hydraulics of the culverts and determine if they are adequate for a liner which is a much more cost efficient option than replacement.



DJI Mavic 2 Enterprise Advanced Drone \$7,400

Funding Source:

Capital Projects and Improvements Fund:
400-00-00-8122

Projects Description & Justification:

This new drone is equipped with a thermal imaging camera and better zoom capabilities to search for people/objects at night. The Police Department is unable to use its current drone for night time searches. This new drone would also help with accident investigations to limit roadway closures.



UPS System Upgrade (Police & Public Works) \$6,000

Funding Source:

Capital Projects and Improvements Fund: 400-00-00-8000

Projects Description & Justification:

UPS systems provide temporary power to the Village's network core (servers, switches, domain controllers and firewalls) due to power outages. This allows these devices to remain powered on until the main power is restored, or so these devices can be shut down properly to avoid power spikes that result in device failure(s).





REBUILD ILLINOIS FUNDS PROPOSED MAJOR CAPITAL REQUESTS

Revenue in this fund are the dollars received from the Illinois Department of Transportation Rebuild Illinois Bond Funds. The Village will receive six installments, two each year, through 2022. Total revenue equals \$1,759,107. These funds are restricted to bondable projects for local transportation and infrastructure improvements and must be spent by July 1, 2025.

Examples of bondable projects may include, but are not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger bondable project. Design Standards shall meet the minimum requirements established in the Bureau of Local Roads Manual. Federal projects using bondable matching funds shall meet the minimum Federal requirements established in the Bureau of Local Roads.

Major Capital Project FY22:

Realignment: Kreutzer Road Engineering \$1,589,107

Realignment: Kreutzer Road - Phase 2 Engineering and Partial Land Acquisition \$1,589,107

Funding Source:

Rebuild Illinois Fund: 465-00-00-8001

Projects Description & Justification:

The realignment and widening of Kreutzer Road, with a three-lane cross section, from Walmart east to Haligus Road (6,500 feet), including realignment at the railroad crossing, box culvert improvements and a multi-use path would improve traffic flow and provide an off-road pathway for pedestrian traffic. This project has been selected for Federal FY25 STP Program funding in the maximum amount of \$1,500,000 through the McHenry County Council of Mayors. REBUILD Illinois funding will be used for Phase II Engineering and partial land acquisition. Additional funding sources including ITEP and Local Rail-Highway Crossing Safety Program will be pursued.





MOTOR FUEL TAX FUNDS PROPOSED MAJOR CAPITAL REQUESTS

The Motor Fuel Tax Fund receives monies from the State of Illinois, which generates revenues through a tax on fuel sales and is distributed to municipalities on a per capita basis. The Village's use of this money is restricted by the State for the purpose of maintaining Village streets. The MFT Fund is audited annually by the State and is monitored by the Finance Department and supported by the Public Works and Engineering Department.

The MFT is one of the three major capital funds (along with the Capital Projects and Improvements Fund and Street Improvements and Roads & Bridges Fund) the Village uses for improvement and maintenance of Village streets.

All revenues received in this fund are allocated towards the Village's Annual Street Improvement Program. The major revenue source for the MFT Fund is the State allotments. In July 2019, motor fuel tax on gasoline doubled from 19 cents to 38 cents per gallon.

The COVID-19 pandemic had a significant impact on this revenue source. However, per the Illinois Municipal League, gasoline consumption has grown by 22% in Illinois as more businesses reopen and workers return to offices. With this rise in gasoline consumption, the impact to the municipal share of State Motor Fuel Tax is indicating an increase of more than 12% from the FY21 budget to the FY22 budget.

Major Capital Project FY22:

Annual Street Improvement Program \$1,500,000

2022 Annual Street Improvement Program North Collector Roadways (Reed, Ruth, Haligus) \$1,500,000

Funding Source:

Motor Fuel Tax Fund: 460-00-00-8001

Projects Description & Justification:

Areas to be completed are the Village's North Collector Roadways (Reed, Ruth, Haligus). Work performed will include partial or full depth grind and overlay of residential streets; full depth Class D HMA pavement patching as needed; spot sidewalk, curb and gutter repair; removal and replacement of sidewalk curb ramps to current ADA standards.





STREET IMPROVEMENTS AND ROADS & BRIDGES FUND PROPOSED MAJOR CAPITAL REQUESTS

Revenues for the Street Improvements and Roads & Bridges Fund include property tax and 75% of the Village's Home Rule Sales Tax Receipts. In accordance with State Law, revenues for the fund are also received from the townships (Grafton and Rutland). Road & Bridge property taxes must be spent on roads and bridges. This revenue stream of approximately \$70,000 annually is a small portion of expenditures the Village currently spends on roads and bridges.

Over the course of the last several years, major street improvement projects have included the Heritage of Huntley, Georgian Place, Northbridge, and Covington Subdivisions Street Improvement Programs, the Route 47 and Reed Road Multi-Use Paths, and the Edge Mill and Overlay Program in Sun City. These programs have been completed utilizing dollars from the former Street Improvement Fund. The Public Works and Engineering Department oversees this fund.

Major Capital Projects FY22:

Realignment - Kreutzer Rd	\$1,273,993
Edgemill & Overlay Program	\$ 885,000
Annual Street Improvement Program	\$ 280,000
Sidewalk Replacement Program	\$ 150,000
LED Street Light Program / Excludes Rte. 47	\$ 135,000
Crack Sealing & Seal Coating Program	\$ 75,000
Pavement Marking Program: Various Locations	\$ 60,000
Route 47 Roadway Lighting Analysis	\$ 50,000
Street Signage Upgrades-Variou Locations	\$ 10,000
Tree Replacement Program	\$ 6,000
Bridge Inspection Program	\$ 4,000
Total:	\$2,928,993

Realignment - Kreutzer Road \$1,273,993

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8001

Projects Description & Justification:

The realignment and widening of Kreutzer Road, with a three-lane cross section, from Walmart east to Haligus Road (6,500 feet), including realignment at the railroad crossing, box culvert improvements and a multi-use path would improve traffic flow and provide an off-road pathway for pedestrian traffic. This project has been selected for Federal FY25 STP Program funding in the maximum amount of \$1,500,000 through the McHenry County Council of Mayors. REBUILD Illinois funding will be used for Phase II Engineering and partial land acquisition. Additional funding sources including ITEP and Local Rail-Highway Crossing Safety Program will be pursued.



Edge Mill and Overlay Program: Various Locations \$885,000

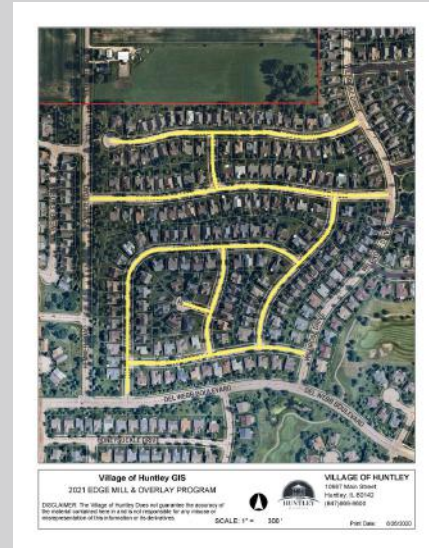
Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8001

Projects Description & Justification:

Pavement edge mill and overlay is an annual maintenance program that consists of milling 1.5-inches at the pavement edge and planing to 0-inches at 7 feet from the edge in each lane. This work is contracted.

FY22 includes Sun City Neighborhoods 10, 13, 19, 23 & 38



2022 Annual Street Improvement Program North Collector Roadways (Reed, Ruth, Haligus) \$280,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8001

Projects Description & Justification:

Areas to be completed are the Village's North Collector Roadways (Reed, Ruth, Haligus) Work performed will include partial or full depth grind and overlay of residential streets; full depth Class D HMA pavement patching as needed; spot sidewalk, curb and gutter repair; removal and replacement of sidewalk curb ramps to current ADA standards.



Sidewalk Maintenance Program

\$150,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8000

Projects Description & Justification:

This program provides resources to repair failing sidewalks and non-compliant curb ramps by contractors either by saw cutting or removal and replacement. The work generally follows the Village annual street improvement program as well as service request locations. The program also offers property owners the option to have sidewalk replaced that would not otherwise meet the criteria for Village replacement by splitting 50% of the cost with the Village.



LED Lighting Program: Various Locations

\$135,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8000

Projects Description & Justification:

The LED Lighting Incentive Program, if extended, will be administered by ComEd and will consist of converting high pressure sodium municipal street lights to light-emitting diode (LED) fixtures with the goal of reduced consumption and energy savings. The target area and projected reimbursement are to be determined each year.



Crack Sealing and Seal Coating Program

\$75,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8001

Projects Description & Justification:

When applied to low stress pavements, crack sealing and seal coating are cost-effective measures to extend pavement life by precluding water from entering the pavement subsurface thereby retarding the propagation of more cracks and preserving the pavement condition.

Engineering is completed by staff and work is contracted.

FY22 would target Heritage subdivision, Del Webb Blvd and Sun City Neighborhood 11; crack seal only.



Pavement Marking Program: Various Locations

\$60,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8001

Projects Description & Justification:

Pavement marking is an annual maintenance program that consists of restoring pavement markings with either thermoplastic or paint. This work is contracted but also supplemented with Public Works staff where needed.



Route 47 Roadway Lighting Analysis Kreutzer Road to Del Webb Blvd. \$50,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8000

Projects Description & Justification:

Funding is requested to complete an analysis of IL Department of Transportation requirements for street lights along Rt. 47 from Kreutzer Road south to Del Webb Blvd/Oak Creek Parkway.



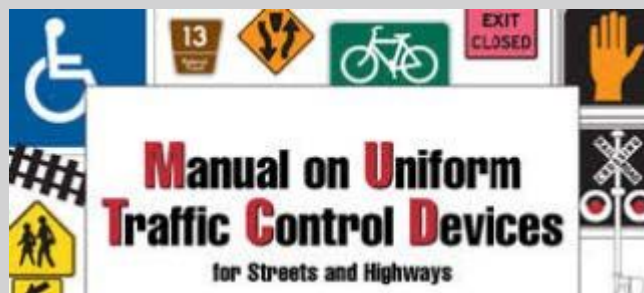
Street Signage Upgrades: Various Locations \$10,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8001

Projects Description & Justification:

Annual replacement of street signs that do not meet reflectivity standards of the Manual on Uniform Traffic Control Devices (MUTCD).



Tree Replacement Program \$6,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8000

Projects Description & Justification:

The Tree Replacement Program provides funds to assist homeowners with the replacement of trees that have been removed from the parkway.



Bridge Inspection Program \$4,000

Funding Source:

Street Improvements and Roads & Bridges Fund:
420-00-00-8001

Projects Description & Justification:

Bridges meeting a certain size criteria are required to be inspected either every 2 or 4 years based on a pre-established schedule (Kreutzer Road east bridge is inspected annually) in accordance with the National Bridge Inspection Standards (NBIS) and the IDOT Structure Information and Procedure Manual. Ten (10) bridges meet these criteria. This work is contracted.





FACILITIES AND GROUNDS MAINTENANCE FUND PROPOSED MAJOR CAPITAL REQUESTS

The Facilities and Grounds Maintenance Fund was originally established as the Municipal Buildings Fund in preparation for the construction of the new Municipal Complex (Village Hall and Police Station). The building was completed in 2006. The fund is now utilized to assist in the maintenance and improvement of all Village-owned properties and buildings. The projects in this fund are supervised collectively by the Village Manager's Office, Finance, Police and Public Works and Engineering Departments; however, the overall budget of this fund is monitored by the Village Manager's Office and Finance Department.

Major Capital Projects FY22:

Village Gateway Signage Route 47 at Freeman/Dhamer	\$200,000
Public Building Security System	\$ 30,000
Gateway Sign - Electronic Sign Insert at Rte. 47 and Main Street	\$ 30,000
Public Works Garage Heaters	\$ 22,500
Village Hall Carpet Replacement - 1st Floor Corridors	\$ 22,000
Garage Floor Restoration at Public Works Facility	\$ 10,000
Furniture - future Social Worker's office	\$ 5,000
Municipal Complex Floor Waxing	\$ 4,000
Public Works Electrical Subpanel Upgrade	<u>\$ 4,000</u>
Total:	\$327,500

Village Gateway Signage - Route 47 at Freeman/Dhamer \$200,000

Funding Source:

Facilities and Grounds Maintenance Fund: 410-00-00-8003

Projects Description & Justification:

The Village is in receipt of developer contributions totaling \$200,000 for new signage in the Dhamer Drive/Freeman Road development corridor that serves to welcome visitors to the Village as referenced in the Village's I-90/Rt. 47 Gateway Plan.



Gateway Feature. The Village might consider establishing a gateway feature on Route 47 at the I-90 interchange that welcomes visitors to Huntley. This gateway feature could effectively replace the outdated gateway monument sign on the northeastern portion of the interchange, visible to passing motorists on I-90. The new gateway feature could incorporate landscaping, lighting, and should also establish a theme that contributes to a strong community image and identity.

Public Buildings Security System \$30,000

Funding Source:

Facilities and Grounds Maintenance Fund:
410-00-00-8003

Projects Description & Justification:

This project involves the installation of 9 additional (11 total) secure access hardware points at the Public Works Building on Bakley Street.

Current annual monitoring fee is \$5,500; New annual fee is \$8,600



Gateway Sign-Electronic Sign Insert at Rte. 47 and Main Street \$30,000

Funding Source:

Facilities and Grounds Maintenance Fund:
410-00-00-8003

Projects Description & Justification:

The existing sign was constructed in 2012. The quality of the display has degraded over the years. In addition, the technology associated with making changes to the message is outdated and requires changes to be made at the office. The current sign vendor is located out of state and communication with and support from the vendor at times has been difficult. The electronic message portion of the sign can be removed and replaced with a better quality display. The message could be updated from a cell phone application, making it easier to update messages from any location and at any time as needed.



Public Works Garage Heaters \$22,500

Funding Source:

Facilities and Grounds Maintenance Fund: 410-00-00-8003

Projects Description & Justification:

Currently there are seven (7) infrared heaters around the heavy truck parking area in the PW garage and two (2) at the fleet garage. These heaters are very important when trucks come in from plowing when the salt in the dump bed is frozen. They heat quickly and are 100% efficient. They do a very good job helping thaw out the frozen salt so the trucks are either ready to go out for an additional shift, or go back to the salt bin to get dumped. Currently only (2) two of these heaters work. It is not cost effective to repair these because of the age.



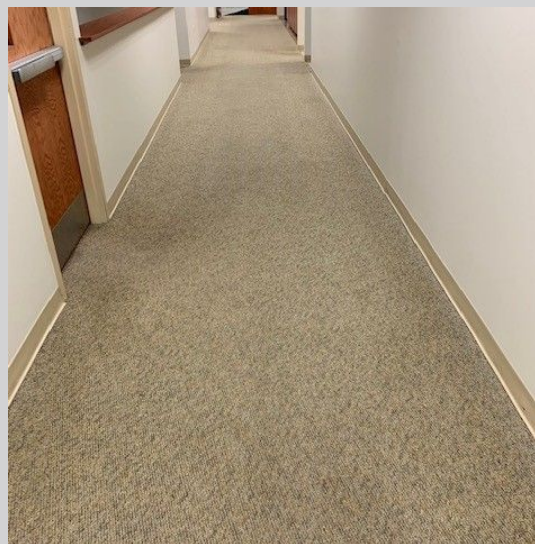
Village Hall Carpet Replacement - (1st Floor, no Offices) \$22,000

Funding Source:

Facilities and Grounds Maintenance Fund:
410-00-00-8003

Projects Description & Justification:

The existing carpet in the MC was originally installed in 2006. This project would include removal and replacement of the carpet in the hallways of the first floor.



Garage Floor Restoration at Public Works Facility \$10,000

Funding Source:

Facilities and Grounds Maintenance Fund: 410-00-00-8003

Projects Description & Justification:

The Public Works Bakley Street Facility floor is pitted and deteriorating from years of salt deposits from the plow trucks. The pitting will continue to progress. Original scope included contract restoration consisting of recoating and sealing with a solid epoxy coating. This option costing approximately \$150,000 is cost prohibitive. Therefore, Public Works crews will remove and replace sections of concrete pad flooring. Due to the large square footage of the garage (14,880 SF), the project would be completed in phases over five fiscal years to manage costs and staff resources.



Furniture - Social Workers Office Space \$5,000

Funding Source:

Facilities and Grounds Maintenance Fund:
410-00-00-8003

Projects Description & Justification:

Add office furniture to P225 to make it a private office for the future social worker. A desk, file cabinets, and 1-2 chairs will be added.



Floor Waxing at Municipal Complex \$4,000

Funding Source:

Facilities and Grounds Maintenance Fund:
410-00-00-8003

Projects Description & Justification:

There is approximately 11,000 sq. ft. of Vinyl Composite Tile (VCT) flooring at the Municipal Complex (Police Department and Village Hall) are in need of waxing.



Electrical Sub-Panel Upgrade at Public Works \$4,000

Funding Source:

Facilities and Grounds Maintenance Fund:
410-00-00-8003

Projects Description & Justification:

This sub-panel powers both rooftop units at PW. It also powers several lights in garage area and air intake unit in garage at PW. Sub-panel is outdated. The breaker that powers the rooftop unit for the basement of PW went bad earlier this year and the contractor had difficulty finding a replacement. The basement offices had no ventilation while the part was being located.



SPECIAL SERVICE AREA #5 FUND PROPOSED MAJOR CAPITAL REQUESTS

Property taxes fund the maintenance efforts of the Village's Special Service Area #5 located in the Southwind Subdivision. Common areas such as stormwater detention facilities, bike paths, signage, parkways, etc. are maintained by the Village, which warrants the Public Works and Engineering Department overseeing this fund. These services are paid for by each home located within the Special Service Area by a separate property tax levied for this purpose. Each year, the Village determines the amount of the property tax levy by reviewing expenditures.

Major Capital Projects FY22:

Southwind Landscape Maintenance	\$27,930
Ecological Restoration -- Southwind	\$ 8,000
Aquatic Weed Control -- Southwind	\$ 7,000
Total:	\$42,930

Southwind Landscape Maintenance \$27,930

Funding Source:

Special Service Area #5 Fund: 250-00-00-8000

Projects Description & Justification:

This item includes the annual contract mowing, pruning, mulching and maintaining the common areas in the Southwind Subdivision and areas along Reed Road adjacent to Southwind Subdivision during the growing season.



Ecological Restoration at Southwind \$8,000

Funding Source:

Special Service Area #5 Fund: 250-00-00-8000

Projects Description & Justification:

This project follows the recommendations of the Long Term Maintenance and Monitoring Plan completed in 2016 to restore the preserved wetlands in Southwind. The recovery of the wetland will be completed by removing individual specimens of invasive native species, permitting and implementation of controlled burns in natural areas as needed to clear debris, recycle nutrients and stimulate native plant and animal species. Invasive woody and herbaceous flora will be controlled through cultural methods, physical removal or the application of appropriate herbicides and mowing. Mowing of restored areas will also allow light to the ground for new seedlings. Supplemental native seed and/or plugs will be planted to increase native plant competition and biodiversity.



Aquatic Management (Weed Control) at Southwind \$7,000

Funding Source:

Special Service Area #5 Fund:
250-00-00-8000

Projects Description & Justification:

Aquatic weed control is necessary for the aesthetic value and overall health of the pond's ecosystem. FY22 includes a new compressor and aerator to replace the failed system in the Scott Drive pond.



DRUG ENFORCEMENT FUND PROPOSED MAJOR CAPITAL REQUESTS

Illinois State law requires that the monitoring of drug fine and fee revenues be kept separately from the General Fund. Revenues in this fund include the following:

- Illinois State Police Forfeited Funds
- Grant – Kane County DUI / Intoxication
- Personnel reimbursement costs – North Central Narcotics Task Force
- McHenry County Fines – Fines are dictated by State Statute

Some of the uses of these funds include police enforcement of laws governing cannabis and controlled substances, law enforcement equipment and commodities to assist in prevention of alcohol-related criminal violence, police officer training and education relating to alcohol-related crimes including DUI training, and police officer salaries including hire-back funding for safety checkpoints, saturation patrols, and liquor license sting operations.

Major Capital Request FY22:

2017 Ford Interceptor #1721	\$49,000
2013 Ford PPV SUV #1315	<u>\$30,421</u>
Total	\$79,421

Ford Interceptor SUV \$49,000

Funding Source:

Drug Enforcement Fund: 210-50-00-8132

Projects Description & Justification:

Vehicle #1721 is a 2017 Ford Interceptor SUV. The vehicle is in fair condition with a 2021 Vehicle Evaluation Ranking score of 14. Mileage as of 4/21 was 102,883. This vehicle has high mileage and repair costs and is scheduled to be rotated out in 2022. Recommended replacement is a 2022 Ford Interceptor SUV to be used for investigations.



Ford Escape
\$30,421

Funding Source:

Drug Enforcement Fund: 210-50-00-8132

Projects Description & Justification:

Vehicle # 1315 is a 2013 Ford PPV SUV. The vehicle is in fair condition based on a Vehicle Evaluation Ranking score of 17. Mileage as of 4/21 was 167,183. This vehicle has high mileage and repair costs and is scheduled to be rotated out in 2022. Recommended replacement is a 2022 Ford Escape to be used for investigations.





EQUIPMENT REPLACEMENT FUND PROPOSED MAJOR CAPITAL REQUESTS

The Equipment Replacement Fund (ERF), managed by the Finance Department, was established as an account to purchase replacement vehicles and equipment for each department. In order to build and maintain sufficient funds on hand to replace items at the end of their useful life, transfers from the General Fund are determined annually through the budget process.

The Equipment Replacement Fund shall be used to replace existing equipment owned by the Village. Requests for new equipment shall be made as part of the annual budget process and must be approved by the Village Manager and the Village Board before acquisition.

Major Capital Replacement Requests FY22:

1996 International 6 Wheeler Dump Truck #1803	\$ 123,350
2005 International 5 Yard Dump Truck #1691	\$ 111,050
2006 Ford F550 Superduty Dump Truck #1662	\$ 77,450
2022 Ford Explorer PPV	\$ 66,802
2022 Ford Explorer PPV	\$ 65,103
Annual Computer Replacements & IT Supplies (Recurring)	\$ 58,000
2015 Ford PPV SUV #1527	\$ 51,353
Municipal Complex Security Camera Replacement	\$ 50,000
2004 Ford Ranger #1707	\$ 34,700
2008 Ford F150 Truck #1711	\$ 34,700
2008 Chevy Impala #0817	\$ 28,246
2013 Ford Taurus #1312	\$ 28,246
2007 Ford F250 PWE Pool #1614	\$ 25,000
2008 Ford F150 Mechanics Pool #1616	\$ 25,000
Zebra printers, qty = 11	\$ 18,500
Taser Replacement Program	\$ 15,400
Ballistic Vests	\$ 15,125
GIS Plotter Public Works	\$ 15,000
Starcom radio batteries	\$ 11,410
Router Replacement/Upgrade @ Police & Public Works	\$ 7,500
Avon C50 CBRN gas masks	<u>\$ 6,000</u>
Total	\$ 867,935



FY22 Annual Budget
Village of Huntley



International 6-Wheeler Dump Truck \$246,700

Funding Source:

Equipment Replacement Fund:	480-60-00-8131	\$123,350
Water Capital Fund:	515-00-00-8133	\$ 61,675
Wastewater Capital Fund:	525-00-00-8134	\$ 61,675

Projects Description & Justification:

Vehicle #1803 is a 1996 International 6 Wheeler 4900 Dump Truck. The mileage as of 9/2021 was 61,697. The tandem axle dump/plow truck has no side wing blade. The vehicle is in poor condition with a 2021 Vehicle Evaluation Score of 20 and qualifies for priority replacement in the upcoming budget cycle.



International 5-Yard Dump Truck \$222,100

Funding Source:

Equipment Replacement Fund:	480-60-00-8131	\$111,050
Water Capital Fund:	515-00-00-8133	\$ 55,525
Wastewater Capital Fund:	525-00-00-8134	\$ 55,525

Projects Description & Justification:

Vehicle #1691 is a 2005 International 5 Yard Dump Truck 7400. The mileage as of 9/2021 was 51,819. The truck had a hydraulic issues with a bent auger in the salt spreader. The steering gear box was also loose requiring replacement. The vehicle is in poor condition based on 2021 Vehicle Evaluation Score of 21 and qualifies for priority replacement in the upcoming budget cycle.



Ford F550 Superduty Dump Truck \$154,900

Funding Source:

Equipment Replacement Fund:	480-60-00-8131	\$77,450
Water Capital Fund:	515-00-00-8133	\$38,725
Wastewater Capital Fund:	525-00-00-8134	\$38,725

Projects Description & Justification:

Vehicle #1662 is a 2006 Ford F-550 Truck. The mileage as of 9/2021 was 53,534. The vehicle is in poor condition with a 2021 Vehicle Evaluation Score of 21 and qualifies for priority replacement in the upcoming budget cycle.



New Ford Interceptor SUV \$66,802

Funding Source:

Equipment Replacement Fund: 480-50-00-8132

Projects Description & Justification:

Vehicle #28 is a 2022 Ford Explorer PPV. Squad 28 would be an addition to the fleet due to an increase in patrol officers. The Department's allocated staffing will increase by 2 patrol officers which equal approximately 3 officers per squad instead of 2.5.



New Ford Interceptor SUV \$65,103

Funding Source:

Equipment Replacement Fund: 480-50-00-8132

Projects Description & Justification:

Vehicle #41 is a new Ford Explorer PPV. Squad 41 would be added due to 2 sergeants being added to patrol. If no additional squad is added for supervisors, the current supervisor squads would be running close to 24/7.



Annual Computer Replacements and IT Supplies \$58,000

Funding Source:

Equipment Replacement Fund: 480-00-00-8210

Projects Description & Justification:

The computer replacement program provides for the annual rotation of computers throughout the Village on a three to five year schedule. Increase in 2022 due to new staff added within Police and Development Services departments.



Ford Interceptor SUV \$51,353

Funding Source:

Equipment Replacement Fund: 480-50-00-8132

Projects Description & Justification:

Vehicle #1527 is a 2015 Ford PPV SUV. The vehicle is in fair condition based on a Vehicle Evaluation Ranking score of 18. Mileage as of 4/21 was 93,670. This vehicle has high mileage and repair costs and is scheduled to be rotated out in 2022.



Municipal Complex Security Camera Replacement \$50,000

Funding Source:

Equipment Replacement Fund: 480-00-00-8122

Projects Description & Justification:

Maintenance of the security camera system including the addition and replacement of cameras at various interior and exterior locations at the Municipal Complex.



Ford F150 - Development Services \$34,700

Funding Source:

Equipment Replacement Fund: 480-60-00-8131

Projects Description & Justification:

Vehicle #1707 is a 2004 Ford Ranger. The mileage as of 9/2021 was 81,394. This vehicle is currently used by Buildings and Grounds staff to commute between municipal facilities. The vehicle is in poor condition based on 2021 Vehicle Evaluation Score of 20 and qualifies for priority replacement in the upcoming budget cycle. The new vehicle will go to Development Services and one of the current vehicles used by Development Services will be rotated down for Buildings and Grounds.



Ford F150 - Development Services \$34,700

Funding Source:

Equipment Replacement Fund: 480-60-00-8131

Projects Description & Justification:

Vehicle #1711 is a 2008 Ford F150 Truck. The mileage as of 9/2021 was 74,238. The vehicle is in fair condition with a 2021 Vehicle Evaluation Ranking score of 17. The vehicle has limited use. The battery was replaced because of parasitic draw. This vehicle is scheduled to be rotated out in 2022.



Ford Escape \$28,246

Funding Source:

Equipment Replacement Fund: 480-50-00-8132

Projects Description & Justification:

Vehicle #0817 is a 2008 Chevy Impala. The vehicle is in fair condition with a 2021 Vehicle Evaluation Ranking score of 15. Vehicle is over 10 years old and age is starting to take its toll on the body and frame. Mileage was 83,000 as of 4/21. This vehicle has high mileage and repair costs and is scheduled to be rotated out in 2022.



Ford Escape \$28,246

Funding Source:

Equipment Replacement Fund: 480-50-00-8132

Projects Description & Justification:

Vehicle #1312 is a 2013 Ford Taurus. The vehicle is in fair condition with a 2021 Vehicle Evaluation Ranking score of 18. Mileage as of 4/21 was 128,962. This vehicle has high mileage and repair costs and is scheduled to be rotated out in 2022.



Ford F350 - Public Works \$25,000

Funding Source:

Equipment Replacement Fund:	480-60-00-8131	\$25,000
Water Capital Fund:	515-00-00-8133	\$12,500
Wastewater Capital Fund:	525-00-00-8134	\$12,500

Projects Description & Justification:

Vehicle #1614 is a 2007 Ford F-250 Truck. The mileage as of 9/2021 was 80,898. The vehicle is in poor condition with a 2021 Vehicle Evaluation Score of 24 and qualifies for priority replacement in the upcoming budget cycle.



Ford F250 - Public Works \$25,000

Funding Source:

Equipment Replacement Fund:	480-60-00-8131	\$25,000
Water Capital Fund:	515-00-00-8133	\$12,500
Wastewater Capital Fund:	525-00-00-8134	\$12,500

Projects Description & Justification:

Vehicle #1616 is a 2008 Ford F150 Truck rolled down to the mechanics as a pool vehicle when it was replaced in FY19. The mileage as of 9/2021 was 153,197. The vehicle has severe rust and rot. Rust on wheels. Issues with tie rod ends, ball joints and internal electrical issues. Recommended replacement. Vehicle is in fair condition based on score of 19. It has met the replacement criteria for upcoming budget cycle set by village policy.



Zebra In Squad Printers \$18,500

Funding Source:

Equipment Replacement Fund: 480-50-00-8122

Projects Description & Justification:

Zebra printers in squad cars have been in use since 2009. Eight Zebra printers have been in use since 2009, two were purchased in 2015, and one purchase date is unknown. These printers have exceeded their life span and there is currently no support available for these printers. Service and Support for these units ended December 2020. A new printer is needed for each patrol squad. Cost is for 11 printers and installation.



Taser Replacement \$15,400

Funding Source:

Equipment Replacement Fund: 480-50-00-8122

Projects Description & Justification:

The Taser X2 has reached its end of life and is being replaced by the Taser 7. This purchase will replace the last two Taser X2's adding an additional Taser 7, giving the Department a total of eight Tasers. The Halt suit is for live Taser deployments. This suit will allow for more realistic deployments during training versus shooting at a non-moving, non-dimensional target. The Taser X2 and the Taser 7 are not the same size, therefore, new holsters are needed for the Taser 7.



Ballistic Vests \$15,125

Funding Source:

Equipment Replacement Fund: 480-50-00-8122

Projects Description & Justification:

In 2017, ballistic vests were upgraded to a Level IIIA protection. This new vest added an extra level of protection and also increase in comfort as this was the newest and lightest vest available. Vests have a 5 year life expectancy and are due to be replaced in 2022.



GIS Plotters (2) \$25,000

Funding Source:

Equipment Replacement Fund:	480-60-00-8121	\$15,000
Water Capital Fund:	515-00-00-8123	\$ 7,500
Wastewater Capital Fund:	525-00-00-8124	\$ 7,500

Projects Description & Justification:

Currently Public Works is the primary user of the existing GIS plotter on the second floor of the Municipal Complex. However, Development Services and the Manager's office print to the existing plotter to a smaller scale. The existing device is over 10 years old and is running Windows XP. The plotter and the software are no longer supported. Two plotters are proposed for purchase.



STARCOM radio batteries \$11,410

Funding Source:

Equipment Replacement Fund: 480-50-00-8122

Projects Description & Justification:

STARCOM radio batteries are being used every shift by each officers. It is recommended that the STARCOM radio batteries get replaced every 2 years. In 2022, our batteries will be 5 years old. An officer's radio is their lifeline and it is imperative to have batteries that last their entire shift, no matter the weather conditions. A total of 70 batteries would be needed.



Router Replacement/Upgrade at Police & Public Works \$15,000

Funding Source:

Equipment Replacement Fund:	480-60-00-8121	\$7,500
Water Capital Fund:	515-00-00-8123	\$3,750
Wastewater Capital Fund:	525-00-00-8124	\$3,750

Projects Description & Justification:

There are two main routers that control the village networks data & voice traffic. One resides at the Police Department and the other is at Public Works. New routers are needed due to the age and end-of-life cycle. They will fail at one point and cut off the network. The new replacement routers will also have enhanced security.



C50 Gas Masks and CBRNCF Canister 6,000

Funding Source:

Equipment Replacement Fund: 480-50-00-8122

Projects Description & Justification:

In 2003 the Illinois Law Enforcement Alarm System (ILEAS) distributed AVON FM-12 CBRN full-face respirators throughout the State of Illinois. The issued respirators have met their end of life capabilities and replacements are due. The respirators are rated for Chemical, Biological Radiological and Nuclear contaminants. Officers assigned to special teams (SWAT and Mobile Field Force) are currently supplied with operational AVON C50 full-face respirators, while the remainder of the Department requires replacements. The current application of this equipment has been most notably for civil unrest and the projected upcoming vaccination sites for COVID-19.

Thigh pack for Mask AVON C-50





WATER CAPITAL IMPROVEMENT AND EQUIPMENT FUND PROPOSED MAJOR CAPITAL REQUESTS

The Water Capital Improvement and Equipment Fund monitors the costs of capital projects and equipment needs for the Water Fund. Revenues include tap-on fees, investment income, and the infrastructure maintenance fee implemented in 2018. No salaries or insurance costs are expensed from this fund. The fund was established for engineering and construction costs for improvements to the Village's water facilities and for major equipment purchases to support Village water operations. The Director of Public Works and Engineering is responsible for the management and oversight of the fund with the support of the Assistant Director of Public Works and Engineering and the Utilities Superintendent.

Major Capital Projects FY22:

Water Well #12	\$1,460,000
IL Route 47 Water Main Replacement	\$1,273,500
Mill & Dean Water Main Replacement	\$ 783,000
MXU & Water Meter Replacement Program	\$ 75,000
Water Treatment Plant #11 Brine Tank Media Replacement	\$ 75,000
1996 International 6 Wheeler Dump Truck #1803	\$ 61,675
2005 International 5 Yard Dump Truck #1691	\$ 55,525
2006 Ford F550 Superduty Dump Truck #1662	\$ 38,725
SCADA System Maintenance Program	\$ 25,000
Piping, Valve & Meter Replacement Program	\$ 25,000
Clean Exterior of Water Towers	\$ 20,000
Water Pumping Equipment Replacement	\$ 15,000
2007 Ford F250 Public Works Pool Truck #1614	\$ 12,500
2008 Ford F150 Mechanics Pool Truck #1616	\$ 12,500
Refinish Well #11 Concrete Floors	\$ 12,000
Service Gas Chlorinators @ Water Wells	\$ 11,000
Chlorine Room Thermostat	\$ 10,000
GIS Plotter Public Works / shared Wastewater	\$ 7,500
Router Replacement/Upgrade at Police & Public Works	\$ 3,750
iPad Replacement Program	\$ 1,500
Total:	\$3,978,175

Water Well #12 \$1,460,000

Funding Source:

Water Capital Fund: 515-00-00-8004

Projects Description & Justification:

Construct new deep potable water well to keep pace with water demand. Location to be determined.



IL Rt 47 Water Main Replacement \$1,273,500

Funding Source:

Water Capital Fund: 515-00-00-8004

Projects Description & Justification:

On June 1, 2015 and again on January 25, 2018, the 12-inch water main under the concrete pavement of IL Route 47 suffered a main break causing disruptions to service and traffic as well as damage to public infrastructure. The particular section of water main under IL Route 47 most susceptible to breaks extends between Mill Street and just north of the UPRR crossing. The remaining associated connecting water main was either replaced during the Route 47 widening project or is outside of the limits of the pavement.

The proposed improvements include the replacement of the existing 12-inch water main along IL Route 47 between Main Street to the north and Mill Street to the south. This work will consist of approximately 1,600 lineal feet of new 12-inch water main.



Mill & Dean Water Main Replacement \$783,000

Funding Source:

Water Capital Fund: 515-00-00-8004

Projects Description & Justification:

Over the past several years, there have been numerous water main breaks on Mill Street and Dean Street as a result of deteriorating and aging pipe. Most recently between the 4-week period of August 22, 2020 and September 17, 2020 there were a total of six isolated incidents of water main breaks on this section of water main.

The proposed improvements include the replacement of the existing 8-inch water main along Dean Street between Mill Street to the north and Martin Drive to the south; extension of the 12-inch water main to east of the railroad and new services to connect to the 12-inch water main on Mill Street between IL Rt. 47 to Dean Street.



MXU and Water Meter Replacement Program \$75,000

Funding Source:

Water Capital Fund: 515-00-00-8123

Projects Description & Justification:

The MXU is a device that reads the water meter and sends the signal to the billing program. The units began failing several years ago and are replaced as they fail. This program also includes the cost to replace the actual water meters if needed.



Water Treatment Plant #11 Brine Tank Media Replacement \$75,000

Funding Source:

Water Capital Fund: 515-00-00-8123

Projects Description & Justification:

Water Treatment Plant #11 utilizes ion-exchange treatment process with three softener vessels. Regeneration of zeolite resin within softening vessels is completed by salt brine. Salt brine is stored on-site in two separate underground brine tanks. Within the brine tanks there are several layers of media on top of a collector pipe.

Salt brine tank collector system is partially clogged possibly due to break in pipe. Support gravel and sand would need to be removed prior to repairing collector pipe. New media to be installed after repairs to the brine water collector system is complete.



SCADA System Maintenance Program \$25,000

Funding Source:

Water Capital Fund: 515-00-00-6610 \$20,000

Wastewater Capital: 525-00-00-6610 \$20,000

Projects Description & Justification:

Water SCADA system components need periodic repair or replacement due to years of service, environmental conditions and wear and tear.



Piping, Valve and Meter Replacement Program \$25,000

Funding Source:

Water Capital Fund: 515-00-00-8004

Projects Description & Justification:

Water Plant valves and piping need periodic repair or replacement due to years of service, environmental conditions and wear and tear.

Location:

Well #7 (IL Rt. 47)

Well #8 (Southwind)

Well #9 (Sun City)

Well #10 (Wing Pointe)

Well #11 (Talamore)



Clean Exterior Water Towers \$20,000

Funding Source:

Water Capital Fund: 515-00-00-8004

Projects Description & Justification:

Dirt has accumulated on exterior of water storage tanks. Cleaning will restore appearance of towers and prolong the life span of the paint. Cost will cover spot painting and touch up if needed.

2022 - Tower #1 (Bakley Shopping Center) & Tower #2 (Rt. 47)

2023 - Tower #5 (Wing Pointe)

2024 - Tower #3 (Southwind)

2025 - Tower #4 (West Main Street)

2026 - Tower #1 (Bakley Shopping Center)



Water Pumping Equipment Replacement \$15,000

Funding Source:

Water Capital Fund: 515-00-00-8123

Projects Description & Justification:

Location: Water treatment plants.

Small pumps and related pumping equipment are widely used throughout the water treatment process. These pumps can run at high RPM's, operate in hostile environments and carry corrosive chemicals. Due to the harsh environment and years of operation, this equipment is more susceptible to failure.

Examples: Chemical transfer, brine and chemical injector pumps, waste ejector pumps.



Well No. 11 Concrete Floors Refinish \$12,000

Funding Source:

Water Capital Fund: 515-00-00-8123

Projects Description & Justification:

Well #11 floor coating is 14 years old. Original textured floor coating traps dirt and is labor intensive to maintain. Contractor will remove existing floor by grinding and apply two coats of Tnemec floor coating system.



Service Gas Chlorinators at Water Wells \$11,000

Funding Source:

Water Capital Fund: 515-00-00-8004

Projects Description & Justification:

Chlorine regulators require annual maintenance to operate in a safe and dependable manner. Service life of chlorinators is 10-15 years. This program will fund replacement of chlorinators at one location per year over the five year period of 2021 - 2025.

Location:

Well #7 (IL Rt. 47) Well #10 (Wing Pointe)
Well #8 (Southwind) Well #11 (Talamore)
Well #9 (Sun City) Note: Service 17 units



Chlorine Room Thermostat \$10,000

Funding Source:

Water Capital Fund: 515-00-00-8123

Projects Description & Justification:

The Village operates five (5) water treatment plants and utilizes chlorine gas to disinfect finished water prior to distribution. Each water treatment plant has a dedicated chlorine room where chlorine is injected into the water. Also, spare chlorine cylinders are stored within the room. The chlorine room is temperature controlled. In 2021, the room thermostat failed at Well 9 WTP and caused pipes to freeze.

This project would install chlorine room thermostats and integrate current temperature reading into the Village SCADA system. Village staff will be notified via SCADA Alarm if chlorine room temperature is out of range with this improvement.



I-Pad Replacement Program \$3,000

Funding Source:

Water Capital Fund:	515-00-00-8123	\$ 1,500
Wastewater Capital Fund:	525-00-00-8124	\$ 1,500

Projects Description & Justification:

Apple I-Pads are in use every day for water and sewer plant record keeping and SCADA access. Older units are showing signs of wear and tear caused by repeated daily use.





WASTEWATER CAPITAL IMPROVEMENT AND EQUIPMENT FUND PROPOSED MAJOR CAPITAL REQUESTS

The Wastewater Capital Improvement and Equipment Fund monitors the costs of capital projects and equipment needs for the Wastewater Fund. Revenues include tap-on fees, investment income, and the infrastructure maintenance fee implemented in 2018. No salaries or insurance costs are expensed from this fund. The fund was established for engineering and construction costs for improvements to the Village's wastewater facilities and for major equipment purchases to support Village wastewater operations. The Director of Public Works and Engineering is responsible for the management and oversight of the fund with the support of the Assistant Director of Public Works and Engineering and the Utilities Superintendent.

Wastewater Utilities Facilities and Location

- West Wastewater Treatment Plant –12601 West Main Street
- East Wastewater Treatment Plant – 11313 Dundee Road
- Lift Stations (14)



Major Capital Projects FY22:

Eakin Creek Interceptor Sewer	\$1,305,000
UV Disinfection System Replacement	\$ 550,000
Sewer Televising & Lining Program	\$ 75,000
Wastewater NARP/Local Limits Tech Re-Evaluation	\$ 72,000
1996 International 6 Wheeler Dump Truck #1803	\$ 61,675
2005 International 5 Yard Dump Truck #1691	\$ 55,525
Sewage Lift Station Maintenance Program	\$ 50,000
Wastewater Plant Equipment Replacements	\$ 50,000
2006 Ford F550 Superduty Dump Truck #1662	\$ 38,725
Rehabilitate Mechanical Screens/Grinders	\$ 30,000
Instrumentation & Mechanicals for Lift Station	\$ 25,000
SCADA System Maintenance Program	\$ 25,000
East WWTP Oxidation Ditch #2 Cleaning	\$ 25,000
West WWTP Final Clarifier #2 Rebuild Drive	\$ 25,000
Replace West WWTP Non-potable Screen	\$ 25,000
2019 John Deere 410 Backhoe Lease Payment	\$ 21,913
2007 Ford F550 Superduty Dump Truck #1663	\$ 12,500
2008 Ford F150 Mechanics Pool #1616	\$ 12,500
GIS Plotter Public Works / shared Water	\$ 7,500
Router Replacement/Upgrade @ Police & Public Works	\$ 3,750
Wastewater Wet Well Cleaning	\$ 3,000
iPad Replacement Program	\$ 1,500
Total	\$2,475,588

Eakin Creek Interceptor Sewer \$1,305,000

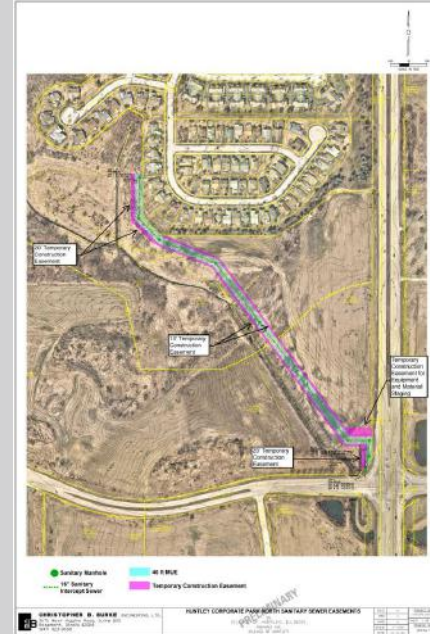
Funding Source:

Wastewater Capital Fund: 525-00-00-8003

Projects Description & Justification:

CBBEL completed an engineering memorandum dated February 16, 2021 which outlined the existing and future sanitary sewer conveyance needs of the business park/commercial area along Freeman Road and the eastern segment of Jim Dhamer Drive. The results of the review confirmed existing Freeman Road Lift Station capacity limitations and that the most economical solution to increase the capacity of the wastewater conveyance is to replace the Lift Station with a new gravity flow interceptor sewer.

This gravity interceptor sewer would convey wastewater to an existing 18" trunk line sewer which continues to the Village's existing Del Webb Blvd. Lift Station. The connection to the existing 18" trunk sewer would be made at an existing sanitary manhole located on the west side of Del Webb Sun City Neighborhood 32B.



UV Disinfection System Replacement \$550,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8005

Projects Description & Justification:

Replacement of the Ultra Violet (UV) disinfection system at the East Wastewater Treatment Plant that was installed in 2000. At over 20 years old, the units are beyond their useful life.



Sewer Televising and Lining Program \$75,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8005

Projects Description & Justification:

Sewer lining is an essential component to sewer asset management and to the IEPA mandated Capacity, Management, Operation, and Maintenance (CMOM) program. The sewer lining and rehabilitation program allows the Village to cost effectively repair sewers with minimal restoration and disruption to traffic by using a trenchless cured in place pipe lining process. Includes televising, jetting, and lining sewers and manholes at various locations throughout Village. Engineering to be completed by Staff.



Wastewater NARP/Local Limits Tech Re-Evaluation \$72,000

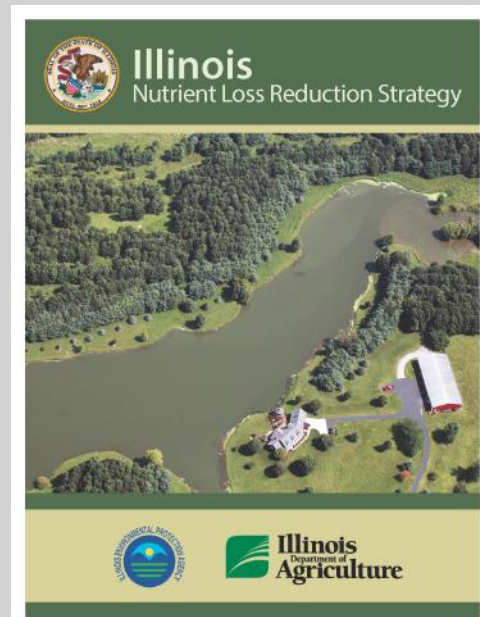
Funding Source:

Wastewater Capital Fund: 525-00-00-8005

Projects Description & Justification:

The most recent NPDES permit issued to the West WWTP requires the Village to develop a Nutrient Assessment Reduction Plan (NARP) that meets several requirements to address the downstream waterbody phosphorus impairment. Funds are phased over four years to complete the NARP as follows:

- FY22: develop modeling tools;
- FY23: watershed management scenarios and implementation plan with schedule.



Sewage Lift Station Maintenance Program \$50,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8005

Projects Description & Justification:

Funds are used to maintain and repair lift stations in working order. Examples of use include: repair and replace submersible pumps, repair piping, electrical and pump control repairs.



Wastewater Plant Equipment Replacements \$50,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8124

Projects Description & Justification:

Funds will be used to maintain and repair wastewater plant equipment. Examples of use include: repair and replace submersible pumps, repair piping, aeration blowers, and flow meters.

Location: Both East and West Wastewater Plants



Rehabilitate Mechanical Screens/Grinders \$30,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8005

Projects Description & Justification:

The screens and grinders are integral treatment equipment responsible for removing objects from the waste stream that can cause damage to downstream processes. Because of the harsh operating environment, the equipment needs routine maintenance to restore the screening/grinding efficiency.



Instrumentation and Mechanicals for Lift Stations \$25,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8124

Projects Description & Justification:

Replace aging Programmable Logic Controllers at lift stations; Update hardware and programming. Proactively updating aging controls will keep lift stations current in terms of alarm capabilities and operations.



East WWTP Oxidation Ditch #3 Cleaning \$25,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8005

Projects Description & Justification:

The East WWTP has three oxidation ditches. Ditch #1 has recently been overhauled during the 2019 plant expansion. Ditch #2 & #3 were constructed and put into service in 2000 and have been in continuous operation since. Raw wastewater is pumped into the ditches and combined with return sludge from the secondary clarifiers to facilitate the nitrification process. Aeration disks are placed within the ditch to provide oxygen transfer and mixing. To operate at their full potential, oxidation ditches require periodic cleaning. The ditch must be isolated from the plant process, drained and cleaned. Sand and grit which settles to the bottom of the ditch must be removed. This work requires certain equipment and a workforce to accomplish the required objective in a timely manner. The ditch needs to return to operation as soon as possible.



Year 2022: Ditch #3

West WWTP Clarifier No. 2 Drive Rebuild \$25,000

Funding Source:

Wastewater Capital Fund: 480-50-00-8003

Projects Description & Justification:

The function of the secondary clarifier is to separate the activated sludge solids from the mixed liquor. The settled solids are gathered by a collector arm at the bottom of the clarifier and returned to the aeration tank or sludge digester. The discharge water from the secondary clarifier is disinfected and aerated prior to discharge into the South Branch Kishwaukee.

Preventative maintenance to replace collector arm bearings and rebuild drive unit. Due to service age of the clarifier mechanicals and recent emergency repairs to Clarifiers #1 & 3, preemptive action is required.



West WWTP Non-potable Water Screen Replacement \$25,000

Funding Source:

Wastewater Capital Fund: 525-00-00-8003

Projects Description & Justification:

Water for non-potable reuse within the plant is drawn from the wastewater plant effluent channel post disinfection. The water is utilized as process water and pumped throughout the wastewater plant. The non-potable screen filters the water prior to being pumped.

Due to years of service and hostile environmental conditions, the existing screen can no longer function as required and cannot be repaired.



John Deere 410 Backhoe Loader - Lease Payment \$21,913

Funding Source:

Wastewater Capital Fund: 525-00-00-8003

Projects Description & Justification:

John Deere 410 backhoe was purchased through a lease option in 2019 to replace the 2000 John Deere 310 backhoe. Annual lease payments are due through 2023. Expected service life on this equipment is 20 years.



Wastewater Wet Well Cleaning \$3,000

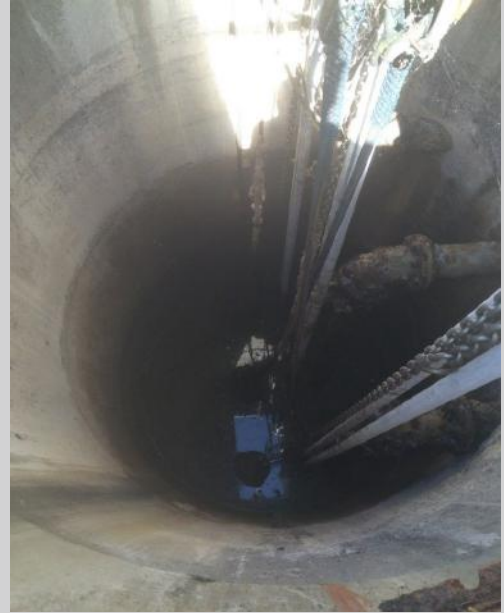
Funding Source:

Wastewater Capital Fund: 525-00-00-8005

Projects Description & Justification:

Funds will be used to maintain and clean wastewater wet wells. Cleaning wet wells reduces debris buildup and pump failures. Contractor will be hired to pressure wash interior wet well surfaces and remove debris as needed.

Locations; Lift Stations and Sewer Plants





Huntley Police Department
Annual Squad Evaluation Report
Squad Number Squad Mileage Squad Hours



Factor	Points	Description
Age	1	One Year Old
	2	Two Years Old
	3	Three Years Old
	4	Four Years Old
	5	Five Years Old
Mileage	1	0-60,000
	2	60,000-80,000
	3	80,000-100,000
	4	100,000-120,000
	5	Over 120,000
Reliability	1	In shop one time within three month time period, no major breakdowns
	2	In shop one time within three month time period, 1 breakdown
	3	In shop more than twice within one month time period, no major breakdowns
	4	In shop more than once within one month time period, two or more breakdowns
	5	In shop more than twice monthly, two or more breakdowns
Cumulative Maintenance & Repair Costs	1	Maintenance costs are less than or equal to 10% of replacement cost
	2	Maintenance costs are 11-20% of replacement cost
	3	Maintenance costs are 21-30% of replacement cost
	4	Maintenance costs are 31-40% of replacement cost
	5	Maintenance costs are >41% of replacement cost
Condition	1	No visual damage or rust and a good drive train
	2	Minor imperfections in body and paint, interior fair and a good drive train
	3	Noticeable imperfections in body and paint surface, some minor rust, minor damage from add-on equipment, worn interior, and weak or noisy drive train
	4	Previous accident damage, poor paint and body condition, rust, bad interior, major damage from add-on equipment and one drive train component bad
	5	Previous accident damage, poor paint, bad interior, drive train is damaged or inoperative and major damage from add-on equipment
Total Points		

Point Range

Point Range	Condition	Recommendation
1-9	Excellent	Do Not Replace
10-14	Good	Re-evaluate the following year budget cycle
15-19	Fair	Qualifies for replacement in the upcoming budget cycle
20+	Poor	Needs priority replacement

Comments:

hrs. mechanic time:

repair cost:

Cost/Mile since 2-1-2020 =

Inspected by Date:

Huntley Public Works
Light Duty Truck & Car Evaluation Report
Number Mileage Hours

Factor	Points	Description
Age	1	One to Three Years Old
	2	Four to Five Years Old
	3	Six to Seven Years Old
	4	Eight to Ten Years Old
	5	Eleven Years and Older
Mileage	1	0-20,000
	2	20,000-40,000
	3	40,000-60,000
	4	60,000-80,000
	5	Over 80,000
Reliability	1	In shop one time within three month time period, no major breakdowns
	2	In shop one time within three month time period, 1 breakdown
	3	In shop more than twice within one month time period, no major breakdowns
	4	In shop more than once within one month time period, two or more breakdowns
	5	In shop more than twice monthly, two or more breakdowns
Cumulative Maintenance & Repair Costs	1	Maintenance costs are less than or equal to 5% of replacement cost
	2	Maintenance costs are 6-10% of replacement cost
	3	Maintenance costs are 11-20% of replacement cost
	4	Maintenance costs are 21-30% of replacement cost
	5	Maintenance costs are >30% of replacement cost
Condition	1	No visual damage or rust and a good drive train
	2	Minor imperfections in body and paint, interior fair and a good drive train
	3	Noticeable imperfections in body and paint surface, some minor rust, minor damage from add-on equipment, worn interior, and weak or noisy drive train
	4	Previous accident damage or poor paint and body condition, rust, bad interior, major damage from add-on equipment and one drive train component bad
	5	Previous accident damage, poor paint, bad interior, drive train is damaged or inoperative and major damage from add-on equipment
Total Points		

Point Range

Point Range	Condition	Recommendation
1-9	Excellent	Do Not Replace
10-14	Good	Re-evaluate the following year budget cycle
15-19	Fair	Qualifies for replacement in the upcoming budget cycle
20+	Poor	Needs priority replacement

Comments: since 2-1-2020

hrs. mechanic time: 2-1-2020

repair cost: 2019 = 2020 thru July =

Cost/Mile since 2-1-2020 =

Inspected by Date:

Huntley Public Works
Medium Duty Truck Evaluation Report
Number Mileage Hours

Factor	Points	Description
Age	1	One to Three Years Old
	2	Four to Five Years Old
	3	Six to Seven Years Old
	4	Eight to Ten Years Old
	5	Eleven Years and Older
Mileage	1	0-20,000
	2	20,000-40,000
	3	40,000-60,000
	4	60,000-80,000
	5	Over 80,000
Reliability	1	In shop one time within three month time period, no major breakdowns
	2	In shop one time within three month time period, 1 breakdown
	3	In shop more than twice within one month time period, no major breakdowns
	4	In shop more than once within one month time period, two or more breakdowns
	5	In shop more than twice monthly, two or more breakdowns
Cumulative Maintenance & Repair Costs	1	Maintenance costs are less than or equal to 5% of replacement cost
	2	Maintenance costs are 6-10% of replacement cost
	3	Maintenance costs are 11-20% of replacement cost
	4	Maintenance costs are 21-30% of replacement cost
	5	Maintenance costs are >30% of replacement cost
Condition	1	No visual damage or rust and a good drive train
	2	Minor imperfections in body and paint, interior fair and a good drive train
	3	Noticeable imperfections in body and paint surface, some minor rust, minor damage from add-on equipment, worn interior, and weak or noisy drive train
	4	Previous accident damage or poor paint and body condition, rust, bad interior, major damage from add-on equipment and one drive train component bad
	5	Previous accident damage, poor paint, bad interior, drive train is damaged or inoperative and major damage from add-on equipment
Total Points		

Point Range

Point Range	Condition	Recommendation
1-9	Excellent	Do Not Replace
10-14	Good	Re-evaluate the following year budget cycle
15-19	Fair	Qualifies for replacement in the upcoming budget cycle
20+	Poor	Needs priority replacement

Comments: since 2-1-2020

hrs. mechanic time: since 2-1-2020

repair cost: 2019 = 2020 thru July =

Cost/Mile since 2-1-2020 =

Inspected by Date:

Huntley Public Works
Heavy Duty Truck Evaluation Report
Number Mileage Hours

Factor	Points	Description
Age	1	One to Three Years Old
	2	Four to Six Years Old
	3	Seven to Nine Years Old
	4	Ten to Twelve Years Old
	5	Thirteen Years and Older
Mileage	1	0-20,000
	2	20,000-40,000
	3	40,000-60,000
	4	60,000-80,000
	5	Over 80,000
Reliability	1	In shop one time within three month time period, no major breakdowns
	2	In shop one time within three month time period, 1 breakdown
	3	In shop more than twice within one month time period, no major breakdowns
	4	In shop more than once within one month time period, two or more breakdowns
	5	In shop more than twice monthly, two or more breakdowns
Cumulative Maintenance & Repair Costs	1	Maintenance costs are less than or equal to 5% of replacement cost
	2	Maintenance costs are 6-10% of replacement cost
	3	Maintenance costs are 11-20% of replacement cost
	4	Maintenance costs are 21-30% of replacement cost
	5	Maintenance costs are >30% of replacement cost
Condition	1	No visual damage or rust and a good drive train
	2	Minor imperfections in body and paint, interior fair and a good drive train
	3	Noticeable imperfections in body and paint surface, some minor rust, minor damage from add-on equipment, worn interior, and weak or noisy drive train
	4	Previous accident damage or poor paint and body condition, rust, bad interior, major damage from add-on equipment and one drive train component bad
	5	Previous accident damage, poor paint, bad interior, drive train is damaged or inoperative and major damage from add-on equipment
Total Points		

Point Range

Point Range	Condition	Recommendation
1-9	Excellent	Do Not Replace
10-14	Good	Re-evaluate the following year budget cycle
15-19	Fair	Qualifies for replacement in the upcoming budget cycle
20+	Poor	Needs priority replacement

Comments: 2-1-2020

hrs. mechanic time: 2-1-2020

repair cost: 2019 = 2020 thru July =

Cost/Mile since 2-1-2020 =

Inspected by Date: