

<p>Village President P. Sean Michels</p> <p>Village Clerk Cynthia Galbreath</p> <p>Village Administrator Brent M. Eichelberger</p>	 <p>INCORPORATED 1880 SUGAR GROVE 10 S. Municipal Drive Sugar Grove, Illinois 60554 Phone: 630-466-4507 Fax: 630-466-4521</p>	<p>Village Trustees</p> <p>Robert Bohler Kevin Geary Mari Johnson Rick Montalto David Paluch Thomas Renk</p>
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July 19, 2011
Regular Board Meeting
6:00 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Hearings
 - a. None
5. Appointments and Presentations
 - a. Proclamation: Volunteer Appreciation Days
6. Public Comment on Items Scheduled for Action
7. Consent Agenda
 - a. Approval: Minutes of the June 21 and July 5, 2011 Meetings
 - b. Approval: Vouchers
 - c. Resolution: Amending Utility Rates
 - d. Ordinance: Amending the FY 11-12 Budget
 - e. Resolution: Adopting Financial Policies
 - f. Resolution: Extending the Temporary Use at 264 Main St. – Saint Katharine Drexel Church
 - g. Resolution: IGA with IDOT for Traffic Signal Maintenance Agreement
8. General Business
 - a. Approval: Revised 2011 MFT Pavement Maintenance Program
 - b. Resolution: Revised 2011 MFT Program
 - c. Resolution: Authorizing the 2011 Pavement Striping Program
 - d. Discussion: Departmental Accomplishments and Action Plans
9. New Business
10. Reports
 - a. Staff Reports
 - b. Trustee Reports
 - c. Presidents Report
11. Public Comments
12. Airport Report
13. Closed Session: Land Acquisition, Personnel, Litigation
14. Adjournment

*Subject to Attorney Review

Committee of the Whole - Cancelled

Village of Sugar Grove, Illinois Financial Policies

Purpose

The Village of Sugar Grove has a tradition of sound municipal financial management. These policies are designed to establish a framework for providing quality services to the community in an efficient and effective manner while maintaining long-term financial stability within the limitations established in the policies.

The Village of Sugar Grove has a responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely, and to plan for the funding of services and facilities required by the public.

The fiscal policies of the Village of Sugar Grove have specific objectives designed to ensure the continued fiscal health of the Village. These objectives are:

- To maintain Board policy making ability by ensuring that important fiscal decisions are not driven by emergencies or financial problems.
- To provide the Board with accurate and timely information so that policy decisions can be made in a timely and accurate manner.
- To provide sound financial principles to guide the Board and management in making decisions.
- To use sound revenue policies which prevent undue reliance on a single source of revenue and which distributes the cost of municipal services fairly among all programs.
- To protect and maintain the Village's credit rating.
- To ensure legal compliance with the budget through systems of internal control.

Budget Policies

Illinois law requires that all general-purpose local governments pass an appropriation ordinance within the first quarter of each fiscal year or an annual budget shall be adopted by the corporate authorities before the beginning of each fiscal year to which it applies. The Village has chosen to adopt sections 5/8-2-9.1 through and including sections 5/8-2-9.10 of Chapter 65 of the Illinois Compiled Statutes (Municipal Code) which provide for a municipality's financial operation under an annual budget in lieu of an appropriation ordinance.

The budget process is an opportunity for the Village to assess and evaluate how it commits its financial resources and make decisions regarding their continued use. The process, if conducted effectively, will result in a clearly spelled out plan for the future of this organization and a general collective understanding of how and where limited fiscal resources will be directed. The annual budget should provide for the following:

1. The Village will adopt and maintain a balanced budget in which expenditures will not be allowed to exceed reasonably estimated revenues and other available funds at the same time maintaining recommended fund balances.
2. Budget development will be directed by and should allow for the implementation of specific goals and objectives as included in the Strategic Plan and as developed by each department.

Village of Sugar Grove, Illinois Financial Policies (Continued)

Budget Policies (Continued)

3. As part of the annual budget review process, the Village will project fund revenues and expenditures for two years beyond the budget year and compare the projected balances to the fund balance policy. This will allow the Village to identify potential problems early enough to correct them.
4. The tentative annual budget shall be made conveniently available to public inspection prior to the passage of the annual budget. The Village shall hold at least one public hearing on the tentative annual budget prior to final action on the budget.
5. The Village will prepare and maintain a system of regular monthly reports comparing actual revenues and expenditures to budgeted amounts.
6. Each department shall annually contribute for replacement of vehicles and equipment in order to maintain a "pay-as-you-go" basis for equipment replacement. Replacement cost and useful life for vehicles and equipment will be reevaluated on an annual basis.
7. The annual budget should effectively communicate meaningful and understandable information to the Village residents, Village Board, Village Staff, and other readers. To accomplish this goal the Village will prepare its annual budget in conformance with the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award Program.

Reserve Policies

The purpose of these policies is to enhance long-term financial planning and mitigate the risks associated with changes in revenues due to economic and local market conditions and unanticipated expenditures that may occur. The Village of Sugar Grove has established the following fund reserve policies:

General Fund

1. The Village of Sugar Grove will strive to maintain a minimum unrestricted fund balance (committed, assigned, or unassigned) in the General Fund to fund operations for a period of at least three months ("Cash Flow Commitment"). The Cash Flow Commitment in the General Fund is adjusted with the adoption of the annual budget and is calculated as three months (25%) of current year expenditures.
2. If the fund balance is anticipated to fall below 25%, a plan will be developed and implemented to restore the fund balance to an acceptable level within a reasonable period of time.
3. The Village will spend the most restricted dollars before less restricted, in the following order:
 - a. Nonspendable (if funds become spendable),
 - b. Restricted,
 - c. Committed,
 - d. Assigned, and
 - e. Unassigned.

Village of Sugar Grove, Illinois Financial Policies (Continued)

Reserve Policies (Continued)

Waterworks and Sewerage Fund

1. The Village of Sugar Grove will strive to maintain minimum unrestricted net assets in the Waterworks and Sewerage Fund to fund operations for a period of at least three months ("Cash Flow Commitment"). The Cash Flow Commitment in the Waterworks and Sewerage Fund is adjusted with the adoption of the annual budget and is calculated as three months (25%) of current year operating expenses (excludes capital expenses, as well as amortization and depreciation).
2. If the balance is anticipated to fall below 25%, rates will be adjusted accordingly to restore the net assets to an acceptable level within a reasonable period of time.

Refuse Fund

1. The Village of Sugar Grove will strive to maintain minimum unrestricted net assets in the Refuse Fund to fund operations for a period of at least one and a half months ("Cash Flow Commitment"). The Cash Flow Commitment in the Refuse Fund is adjusted with the adoption of the annual budget and is calculated as one and a half months (12.5%) of current year operating expenses.
2. If the balance is anticipated to fall below 12.5%, rates will be adjusted accordingly to restore the net assets to an acceptable level within a reasonable period of time.

Revenue Policies

The Village endeavors to maintain a broad-based, well-diversified, and stable portfolio of revenues to reduce the impacts of short-term fluctuations in any one revenue source. The revenue mix combines elastic and inelastic revenue sources to minimize the effects of an economic downturn. The Village also incorporates the following principles related to revenues as it furthers its financial planning and fulfills its fiscal responsibilities:

1. Each existing and potential revenue source will be examined annually on an objective, reasonable, and conservative basis. The Village will project each revenue source for at least the next three years and will update this projection through the annual financial forecast process.
2. The Village will maintain a revenue monitoring system to assist in trend analysis and revenue forecasting.
3. All charges for services, fees, licenses, permits, etc. will be reviewed regularly to insure that rates are maintained at a level that correlates to the cost of providing such services and are competitive with others providing similar services in the area.
4. Enterprise fund fees and user charges shall be set at a level that fully supports the cost of providing the services, providing for debt service, and maintaining the capital structure of the systems. Water, sewer, and refuse rates will be reviewed annually and set at levels adequate to meet expenditures for the next three years, less any excess fund balance.

Village of Sugar Grove, Illinois Financial Policies (Continued)

Revenue Policies (Continued)

5. One-time revenues will not be used to support operating expenditures, except in emergency situations. The identification of new, one-time revenue opportunities will be used to fund capital projects.
6. The Village will strive to strengthen its revenue base by bringing in additional commercial and industrial development with the assistance of the Sugar Grove Economic Development Corporation.
7. The Village will actively seek State and Federal grants.

Expenditure Policies

1. The Village will maintain a level of expenditures which will provide for the public well-being and safety of the residents and businesses of the community.
2. Expenditures will be within the confines of generated revenue and/or reserve balances. Services will parallel and adjust to the Village's elastic and inelastic revenue sources in order to maintain the highest level of service.
3. The Village will project expenditures for at least the next three years and will update this projection through the annual financial forecast process. This forecast will take into account anticipated increases in operating expenditures, significant changes in operating and staffing needs, and future capital projects and improvements that have been identified as needed for the community.
4. The annual operating budget will include the corresponding capital projects identified in the Five-Year Capital Improvement Program (CIP).
5. An employee compensation package consistent with sound economic policies will be maintained to recruit and to retain qualified employees. The Village will maintain a pay and benefit structure for its employees competitive with communities comparable to the Village.

Cash Management Policies

1. The cash management system is designed to accurately monitor and forecast revenues and expenditures, thus enabling the Village to invest funds to the fullest extent possible. The Village attempts to match funds to projected disbursements.
2. An investment policy has been adopted by the Village Board as a separate document, and is incorporated into these financial policies by reference. The investment policy provides guidelines for the prudent investment of cash reserves and temporarily idle cash and outlines the policies for maximizing the efficiency of the cash management system.

**Village of Sugar Grove, Illinois
Financial Policies (Continued)**

Cash Management Policies (Continued)

3. In order to maximize interest earnings, the Village combines the cash of all funds excluding those that are legally required to be held separately. Interest revenue derived from commingled cash is allocated to the participating funds monthly, based on the relative average cash balance of each fund.
4. Require that all bank deposits be collateralized with securities, as noted in the above policy, having a market value of 102% of the underlying deposits.
5. State statutes govern the investment of public funds and provide the general framework for investment activity and fiduciary responsibilities. The investment of Village funds must be in conformance with state statutes, local ordinances, and internal policies and procedures.
6. Criteria for selecting investments and the order of priority are: safety, liquidity, and return on investment.

Accounting, Auditing and Reporting Policies

The Village will establish and maintain a high standard of accounting practices in conformance with accounting principles generally accepted in the United States of America (GAAP) for governmental entities as promulgated by the Governmental Accounting Standards Board (GASB). The Village also incorporates the following principles related to accounting, auditing and reporting as it furthers its financial planning and fulfills its fiscal responsibilities:

1. An audit of the Village's financial statements will be performed annually in accordance with auditing standards generally accepted in the United States of America (GAAS) by an independent firm of certified public accountants, who will publicly issue an opinion that will be incorporated into the financial statements.
2. The Village will submit its Comprehensive Annual Financial Report (CAFR) annually to the Government Finance Officers Association (GFOA) for the purpose of obtaining the Certificate of Achievement for Excellence in Financial Reporting Award.
3. Governmental funds will be reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the liability is incurred.
4. The government-wide, proprietary fund, and fiduciary trust fund financial statements will be reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flow takes place.

Village of Sugar Grove, Illinois Financial Policies (Continued)

Accounting, Auditing and Reporting Policies (Continued)

5. Fiduciary agency funds will be reported using the accrual basis of accounting to recognize receivables and payables. However, they do not have a measurement focus since they report only assets and liabilities, and do not report equity or changes in equity.
6. The Village will promote full disclosures in its financial statements in accordance with, but not limited to, the requirements of the Governmental Accounting Standards.

Debt Administration Policies

As a non-home rule community, the statutory limit on the amount of general obligation debt outstanding cannot exceed 8.625% of equalized assessed valuation. The legal debt limit specifically excludes general obligation alternate revenue bonds and other debt which is being repaid by a revenue source other than property taxes. Using the 2010 equalized assessed valuation (the most recent available information); this limitation would allow for \$27.1 million in debt with no outstanding general obligation debt (excluding alternate revenue bonds) as of April 30, 2011. Maintaining significantly lower debt levels provides for greater flexibility in issuing additional bonds should the need arise.

1. The Village will confine long-term borrowing to those capital improvements or one-time obligations that cannot be financed from current revenues or reserves.
2. The Village will not use long-term borrowing to fund operating expenditures.
3. The Village will maintain communications with bond rating agencies about its financial condition. The Village will follow a policy of full disclosure on every financial report and bond prospectus.
4. The maturity date for any long-term debt will not exceed the reasonably expected useful life of the capital project financed.
5. The Village will consider the refunding of outstanding debt when at least a 3% present value savings can be obtained for an advance refunding and at least a 2% present value savings can be obtained for a current refunding, as long as it is beneficial to the Village.
6. Excess fund balance may be used to 1) fund planned capital projects, thereby avoiding debt; 2) abate annual debt service on outstanding obligations; or 3) pay down outstanding obligations.
7. Continuing disclosures will be filed annually as required by the Village's outstanding debt in accordance with Securities and Exchange Commission (SEC) Rule 15c2-12.

Capital Asset Policies

1. The capital asset system is designed to provide control and accountability over capital assets, thus enabling the Village to safeguard assets to the fullest extent possible. The Village utilizes this system to gather and maintain information needed for the preparation of the financial statements.

Village of Sugar Grove, Illinois
 Financial Policies (Continued)

Capital Asset Policies (Continued)

2. A capital asset policy has been adopted by the Village Board as a separate document, and is incorporated into these financial policies by reference. The policy provides guidelines for the capitalization and depreciation of the Village's capital assets and insures compliance with the capital asset provisions of Governmental Accounting Standards Board (GASB) Statement No. 34.

3. When the Village constructs or acquires additional capital assets they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs that do not increase the capacity or efficiency of the item or extend its useful life beyond the original estimate. In the case of donations, the Village values these capital assets at the estimated fair value of the item at the date of donation. To be considered a capital asset for financial reporting purposes an item must have a useful life of at least one year and be at or above the capitalization thresholds in the following table.

Description	Useful Life	Capitalization Threshold
Land (and inexhaustible land improvements)	N/A	\$ 1
Land improvements (exhaustible)	15 - 20	25,000
Buildings	45	50,000
Building improvements	10 - 30	50,000
Vehicles	3 - 10	10,000
Machinery and equipment	5 - 30	25,000
Computers	4	10,000
Furniture and fixtures	5 - 20	15,000
Infrastructure	20 - 50	250,000

4. The Village shall maintain a Five-Year Capital Improvement Program (CIP) in association with the Expenditure Policy noted above. Capital improvements will be made in accordance with the plan which will be updated on an annual basis. The CIP will provide for adequate design, construction, maintenance and replacement of the Village's capital plant and equipment subject to budgetary restrictions and will be used to identify and prioritize future capital needs and possible funding sources.

**VILLAGE OF SUGAR GROVE
INTEROFFICE MEMORANDUM**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: JUSTIN E. VANVOOREN
SUBJECT: RESOLUTION: ESTABLISHING FINANCIAL POLICIES
AGENDA: JULY 19, 2011 REGULAR BOARD MEETING
DATE: JULY 14, 2011

ISSUE

Should the Village Board formalize its financial policies.

DISCUSSION

The Village Board last discussed the financial policies at the July 5, 2011 Committee of the Whole meeting. The Finance Department has drafted Village financial policies based on a combination of actual Village procedures and the best practices of peer communities. The Village's management practices are considered "good" under Standard & Poor's Financial Management Assessment (FMA), and were cited as one reason for the bond rating upgrade in 2008 from A to A+. Formally approving the policies will not only allow the Village to move towards "strong" practices, but also allow staff to monitor and report on each of the policies.

These policies will allow the Village to maintain its strong financial condition, as well as quality services now and into the future. Staff recommends approval of the currently informal policies (attached) as a way to potentially upgrade the Village's bond rating.

COST

There are no direct costs associated with the formalization of financial policies.

RECOMMENDATION

That the Board approve a Resolution Establishing Financial Policies for the Village of Sugar Grove.



RESOLUTION NO. 20110719FI3

**A RESOLUTION ESTABLISHING FINANCIAL POLICIES
FOR THE VILLAGE OF SUGAR GROVE**

WHEREAS, the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, desire to develop financial policies in pursuit of sound and efficient financial planning and management;

WHEREAS, the establishment and maintenance of prudent financial policies increases public confidence in the operation of the Village and is necessary for ensuring the integrity of financial records and Village funds;

WHEREAS, these policies are designed to establish a framework for providing quality services to the community in an efficient and effective manner while maintaining long-term financial stability; and

WHEREAS, the Village has a responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely, and to plan for the funding of services and facilities required by the public.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

1. The recitals set forth above are adopted and incorporated herein as the material and significant findings of the President and the Board of Trustees as if fully stated herein.
2. The financial policies in the document attached hereto and incorporated herein as Exhibit A are hereby established and approved by the corporate authorities.

ADOPTED this 19th day of July 2011, by the Corporate Authorities of the Village of Sugar Grove by roll call vote as follows:

	Aye	Nay	Absent
Bohler	_____	_____	_____
Montalto	_____	_____	_____
Renk	_____	_____	_____
Johnson	_____	_____	_____
Paluch	_____	_____	_____
Geary	_____	_____	_____

APPROVED by the President of the Village of Sugar Grove on the 19th day of July 2011.

P. Sean Michels, Village President

Attest:

Cynthia L. Galbreath, Village Clerk

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: ANTHONY SPECIALE, DIRECTOR OF PUBLIC WORKS
GEOFF PAYTON, STREETS / PROPERTIES SUPERVISOR
SUBJECT: APPROVAL: REVISED 2011 MFT / PAVEMENT MAINTENANCE
PROGRAM RESOLUTION: 2011 MOTOR FUEL TAX (MFT) PROGRAM
AGENDA: JULY 19, 2011 REGULAR BOARD MEETING
DATE: JULY 14, 2011

ISSUE

Should the Village Board approve the Revised 2011 MFT / Pavement Maintenance Program and should the Village Board approve the expenditure of estimated funds for the 2011 MFT Program.

DISCUSSION

Public Works staff and Engineering Enterprises, Inc. have continued to review the pavement maintenance needs for the Village in conjunction with the 2011 Pavement Maintenance Program at the Village Board's direction. As a result, the need to mill and overlay portions of Terry Drive (from Frontage Road to east dead end) was added to the program in place of the crack sealing. Patching on Windsor Road, Merrill Road, Fairlee Court, Denny Road, Fay's Lane and Annette's Circle also remain part of the program. The estimated expenditures are \$288,840.00 for construction and \$35,907.40.00 for engineering for a project total of \$324,747.40.

The intention is to pay for the program utilizing the a combination of remaining MFT funds not allocated for repayment of the 2008 General Obligation Bonds, the \$38,000.00 in additional MFT funds released by the State and a General Fund transfer for road maintenance. The Fiscal Year 11-12 Budget currently includes \$81,035.00 in MFT Funds for the engineering and construction; however, the additional \$38,000.00 in MFT funds from the State brings the total to \$119,035.00. The Village Board will need to allocate the additional \$205,712.40 needed to complete the project from the Infrastructure Fund for Streets / ROW Improvements.

As the Finance Department completes the audit adjustments there may be additional funds available. While there are certainly additional streets that could use repaving, we believe the crack-sealing program should be the next highest priority. The amount of a crack sealing program is variable (although there is a minimum amount to make it cost-

effective) while paving projects are generally fixed cost segments. A crack-sealing program can be done non-MFT and does not have as tight of time constraints. Staff will advise the Board if the audit adjustments result in available funds that justify a crack-sealing program as soon as the final numbers are available.

COST

The estimated total cost for the 2011 MFT / Street Maintenance Program is \$325,000.00. The estimated engineering fees total \$35,907.40. \$9,724.00 has been included in the Infrastructure Fund, account number 35-50-6303: Engineering Services. The estimated total cost of construction is \$288,840.00. \$71,311.00 has been included in the Infrastructure Fund, account number 35-50-7008: Capital Improvements. These numbers will be augmented by the \$38,000.00 additional MFT funds from the State. An additional \$15,600.00 for engineering has been allocated from Infrastructure Fund, account number 35-53-6303: Engineering and an additional \$114,400.00 for construction has been allocated from Infrastructure Fund, account number 35-53-7008: Streets/ROW Improvements.

RECOMMENDATION

The Village Board approves the Revised 2011 MFT / Preventative Maintenance program and The Village Board approves a resolution authorizing participation in the 2011 MFT funds expenditure in the amount not to exceed \$119,000.00.



Ordinance No. 20110719FI2
An Ordinance Approving a Budget Amendment for Fiscal Year 2011-2012

WHEREAS, the Village of Sugar Grove has adopted the budget law, and approved a budget for fiscal year 2011 – 2012 on April 19, 2011; and

WHEREAS, the corporate authorities of the Village have the authority to revise the budget without notice throughout the budget year as long as the revisions do not increase the total budget of the Village beyond the funds that are available.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

1. The recitals set forth above are adopted and incorporated herein as the material and significant findings of the President and the Board of Trustees as if fully stated herein.
2. The budget amendment summarized in the document attached hereto and incorporated herein as Exhibit "A" are hereby approved by the corporate authorities.

ADOPTED this 19th day of July, 2011 by the Corporate Authorities of the Village of Sugar Grove by roll call vote as follows:

	Ayes	Nays
Trustee Bohler	_____	_____
Trustee Paluch	_____	_____
Trustee Geary	_____	_____
Trustee Johnson	_____	_____
Trustee Renk	_____	_____
Trustee Montalto	_____	_____

APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on this 19th day of July, 2011.

P. Sean Michels
President of the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois

ATTEST: _____
Cynthia L. Galbreath, Village Clerk



RESOLUTION NO. 20110719PW1

VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH
PREFORM TRAFFIC CONTROL SYSTEMS, LTD.**

WHEREAS, the Village of Sugar Grove Board of Trustees find that it is in the best interest of the Village to engage the services of Preform Traffic Control Systems, Ltd. to provide construction services for the 2011 Pavement Marking Program, and to execute the attached agreement;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

An agreement between Preform Traffic Control Systems, Ltd. and the Village of Sugar Grove to provide construction services for the 2011 Pavement Marking Program. The Director of Public Works is hereby authorized to execute said agreement on behalf of the Village and to take such further actions as are necessary to fulfill the terms of said agreement.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this 19th day of July, 2011.

P. Sean Michels,
President of the Board of Trustees of the
Village of Sugar Grove, Kane County, Illinois

ATTEST: _____
Cynthia L. Galbreath,
Clerk, Village of Sugar Grove

+	Aye	Nay	Absent	Abstain
Trustee Robert E. Bohler	_____	_____	_____	_____
Trustee Kevin M. Geary	_____	_____	_____	_____
Trustee Mari Johnson	_____	_____	_____	_____
Trustee Rick Montalto	_____	_____	_____	_____
Trustee David Paluch	_____	_____	_____	_____
Trustee Thomas Renk	_____	_____	_____	_____

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: ANTHONY SPECIALE, DIRECTOR OF PUBLIC WORKS
GEOFF PAYTON, STREETS & PROPERTIES SUPERVISOR
SUBJECT: RESOLUTION: 2011 PAVEMENT MARKING PROGRAM
AGENDA: JULY 19, 2011 REGULAR BOARD MEETING
DATE: JULY 14, 2011

ISSUE

Should the Village Board approve the 2011 Pavement Marking Program.

DISCUSSION

The Kane County Division of Transportation offers a program similar to the State's Joint Purchasing Program in which Kane County Townships and Municipalities can take advantage of County pricing for pavement markings. The Village participated in this program last fiscal year, completing approximately 57,400 linear feet of marking. The 2011-2012 Fiscal Year Budget includes funds to continue participation in this program.

On April 12, 2011, the Kane County Division of Transportation opened sealed bids for the 2011 Paint Pavement Marking Program. The contract was awarded to the lowest responsive, responsible bidder, Preform Traffic Control Systems, Ltd., 625 Richard Lane, Elk Grove Village, Illinois 60007. Preform Traffic Control Systems, Ltd. has agreed to honor all awarded contract unit prices to local government agencies. Staff feels this program is the most cost effective and efficient means to fill this need.

The focus of the 2011 Program will be remarking Capitol Drive (from Bliss Road to Galena Boulevard), East Park Avenue (from Route 47 to Capitol Drive) and South Dugan Road (from IL Route 30 to Fay's Lane – including the quiet zone markings).

COST

The total cost of the 2011 Pavement Marking Program is \$9,000.00. The Fiscal Year 11-12 General Fund Streets Budget, account number 01-53-6405: Repair & Maintenance Services - ROW includes \$9000.00 for this project.

RECOMMENDATION

The Village Board approves Resolution **20110719PW1** authorizing the Director of Public Works to execute an agreement in the not to exceed amount of \$9,000.00 with Preform Traffic Control Systems, Ltd., 625 Richard Lane, Elk Grove Village, Illinois 60007 for the 2008 Pavement Marking Program.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: ANTHONY SPECIALE, DIRECTOR OF PUBLIC WORKS
GEOFF PAYTON, STREETS / PROPERTIES SUPERVISOR
SUBJECT: RESOLUTION: INTERGOVERNMENTAL AGREEMENT WITH IDOT FOR
TRAFFIC SIGNAL MAINTENANCE
AGENDA: JULY 19, 2011 REGULAR BOARD MEETING
DATE: JULY 14, 2011

ISSUE

Should the Village enter into an agreement with IDOT for traffic signal maintenance.

DISCUSSION

Presently, the cost of traffic signals maintenance is shared between IDOT and the Village of Sugar Grove. The Village is currently charged \$1,131.00 per quarter for a total of \$4,524.00 annually for maintenance of the following traffic signals: US 30 at Dugan Road (50/50 split), US 30 at Municipal Drive (50/50 split), IL 47 at Bliss / Wheeler Road (75% State / 25% Village) and IL 47 at Galena Boulevard (75% State / 25% Village). Electricity for these traffic lights is 100% the responsibility of the Village. The stop light at IL 47 at Cross Street is 100% State responsibility while the traffic light at IL 47 at Waubensee Drive is the 100% Waubensee College responsibility.

IDOT is requesting that the Village extend the current system by entering into a 10-year intergovernmental agreement that will be in effect until June 30, 2021. Either party may cancel the agreement prior to this date with a 30 day written notice of the intent to cancel. The costs associated with the agreement are reviewed annually by IDOT and are based on the actual costs of labor, equipment and materials. Any changes to the quarterly costs are sent in writing to the Village by IDOT.

This agreement has been subject to attorney review and approved.

COST

There are no costs associated with entering into this agreement with IDOT. The Fiscal Year 11-12 General Fund – Streets Budget, account number 01-53-6405: Repair & Maintenance Services – ROW includes \$1,131.00 per quarter for a total of \$4,524.00 annually for the cost of the traffic signal maintenance.

RECOMMENDATION

The Village Board approves Resolution #**20110719PW2** authorizing the execution of an agreement with IDOT for cost sharing relating to traffic signal maintenance.



RESOLUTION NO. 20110719PW2

RESOLUTION AUTHORIZING EXECUTION OF INTERGOVERNMENTAL AGREEMENT BETWEEN THE STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION AND THE VILLAGE OF SUGAR GROVE FOR THE MAINTENANCE OF TRAFFIC SIGNALS

WHEREAS, the Illinois Constitution Act of 1970, Article VII, Section 5 ILCS220 authorizes the Illinois Department of Transportation (hereinafter "IDOT") and Village of Sugar Grove (hereinafter the "Village") to cooperate in the performance of their respective duties and responsibilities by contract and other agreements; and,

WHEREAS, IDOT and the Village have a mutual interest in and the maintenance and apportionment of energy costs for traffic control devices located on State highways within or near the Village;

NOW, THEREFORE, BE IT RESOLVED by the Village President and the Board of Trustees of the Village of Sugar Grove as follows:

That attached hereto and incorporated herein by reference as Exhibit A is an intergovernmental agreement between the Illinois Department of Transportation and the Village of Sugar Grove. The President and Clerk are hereby authorized to execute said agreement on behalf of the Village and to take such further actions as are necessary to fulfill the terms and spirit of said intergovernmental agreement.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this 19th day of July, 2011.

P. Sean Michels,
President of the Board of Trustees of the
Village of Sugar Grove, Kane County, Illinois

ATTEST: _____
Cynthia L. Galbreath,
Clerk, Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Robert E. Bohler	_____	_____	_____	_____
Trustee Kevin M. Geary	_____	_____	_____	_____
Trustee Mari Johnson	_____	_____	_____	_____
Trustee Rick Montalto	_____	_____	_____	_____
Trustee David Paluch	_____	_____	_____	_____
Trustee Thomas Renk	_____	_____	_____	_____

**VILLAGE OF SUGAR GROVE
INTEROFFICE MEMORANDUM**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: JUSTIN E. VANVOOREN
SUBJECT: RESOLUTION: AMENDING WATER AND SEWER RATES
ORDINANCE: APPROVING A BUDGET AMENDMENT FOR
FISCAL YEAR 2011 - 2012
AGENDA: JULY 19, 2011 REGULAR BOARD MEETING
DATE: JULY 6, 2011

ISSUE

Should the Village Board amend the water and sewer rates.

DISCUSSION

The Village Board last discussed the water and sewer rates at the July 5, 2011 Committee of the Whole meeting. The Board directed staff to bring the water and sewer rates to the July 19, 2011 Regular Board meeting for approval.

The Board appointed the Village representatives to the Water Rate Committee at the May 17, 2011 Village Board meeting. The Committee met on June 2, 2011, June 7, 2011, and June 20, 2011 to discuss the financial needs of the water and sewer system. The spreadsheets presented for consideration by the Committee will be available upon request. The Committee approved the following rate structure:

- 1) Operational rate increase of 7.25% per year for the next 3 years;
- 2) Water meter program of \$1 for the first year, \$2 for the second year, and \$3 for each year thereafter; and
- 3) Leave the \$1 administrative fee on the utility bills.

Staff concurs with the above rate structure. However, the Board would only implement one year at a time. Therefore, staff recommends the Board approve an operating rate increase of 7.25% to the base and usage effective with the August 1, 2011 utility bills. In addition, staff recommends the Board implement a water meter program fee of \$1 effective with the August 1, 2011 utility bills. The

water meter fee will be added into the base water rate as there are only 4 lines on the utility bill.

	Current Fee	Proposed Fee
Customer Charge (per month water)	\$ 7.92	\$ 9.49
Customer Charge (per month sewer)	\$ 8.67	\$ 9.30
Water Rate (per 1,000 gallons) – resident	\$ 2.94	\$ 3.15
Sewer Rate (per 1,000 gallons) – resident	\$ 2.95	\$ 3.16
Water Rate (per 1,000 gallons) – non - resident	\$ 3.83	\$ 4.11
Sewer Rate (per 1,000 gallons) – non - resident	\$ 3.84	\$ 4.12

The change in rates, as well as the additional expense for the new water meter system, will necessitate a budget amendment for the Waterworks and Sewerage Fund. The budget amendment will be in the form of a Supplemental Budget Ordinance that will need to be approved at the same meeting as the rate increase.

COST

There are no direct costs associated with the increase in water and sewer rates or the budget amendment.

RECOMMENDATION

That the Board approve the following:

- 1) Resolution Amending Certain Water and Sewer Rates for the Village of Sugar Grove Combined Water and Sewer System; and
- 2) Ordinance Approving a Budget Amendment for Fiscal Year 2011 – 2012.

**VILLAGE OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

RESOLUTION NO. 20110719F11

**RESOLUTION AMENDING CERTAIN WATER AND SEWER RATES
FOR THE VILLAGE OF SUGAR GROVE
COMBINED WATER AND SEWER SYSTEM**

**Adopted by the
Board of Trustees and President
Of the Village of Sugar Grove
This 19th day of July, 2011**

**Published in Pamphlet Form
By authority of the Board of Trustees
Of the Village of Sugar Grove, Kane County, Illinois
This 19th day of July, 2011**

RESOLUTION NO. 20110719F1

**RESOLUTION AMENDING CERTAIN WATER AND SEWER RATES
FOR THE VILLAGE OF SUGAR GROVE
COMBINED WATER AND SEWER SYSTEM**

BE IT RESOLVED by the President and Board of Trustees for the Village of Sugar Grove, Kane County, Illinois, as follows:

WHEREAS, the Village of Sugar Grove is not a home rule municipality within Article VII and therefore acts pursuant to the powers granted to it under 65 ILCS 5/11-129-1, et seq.; and

WHEREAS, the Village previously made water and sewer system improvements for the benefit of its customers; and

WHEREAS, these improvements were funded by loans made from the Illinois Environmental Protection Agency (IEPA); and

WHEREAS, the Village is required by the IEPA Loan to set water rates which are sufficient to pay the installments for the loan in a timely manner; and

WHEREAS, a committee composed of users of the system, both residents and non-residents, met and after consideration of all factors, made certain recommendations to the Board of Trustees to increase rates; and

WHEREAS, pursuant to the provisions of the ordinances of the Village of Sugar Grove, the Board of trustees has determined that the rates need to be amended in order to meet its legal obligations.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the President and Board of Trustees for the Village of Sugar Grove, Kane County, Illinois as follows:

RESOLVED, that all sections of previous Resolutions setting charges and rates in conflict herewith are hereby rescinded.

RESOLVED, effective August 1, 2011, water and sewer charges and rates are hereby amended as follows:

(A)	Village of Sugar Grove (resident)		
	Customer Charge	Per Month Water	\$8.49
	Water Meter Charge	Per Month	\$1.00
	Customer Charge	Per Month Sewer	\$9.30
	Water Rate	Per 1,000 gallons	\$3.15
	Sewer Rate	Per 1,000 gallons	\$3.16
	Administrative Charge	Per Month	\$1.00
(B)	County (non-resident)		
	Customer Charge	Per Month Water	\$8.49
	Water Meter Charge	Per Month	\$1.00
	Customer Charge	Per Month Sewer	\$9.30
	Water Rate	Per 1,000 gallons	\$4.11
	Sewer Rate	Per 1,000 gallons	\$4.12
	Administrative Charge	Per Month	\$1.00

BE IT FURTHER RESOLVED that the Village will credit \$1.00 per month to those accounts who choose to utilize the direct debit form of payment due to the reduction in administrative time involved.

ADOPTED this 19th day of July, 2011 by the Corporate Authorities of the Village of Sugar Grove by roll call vote as follows:

	Ayes	Nays
Trustee Bohler	_____	_____
Trustee Paluch	_____	_____
Trustee Geary	_____	_____
Trustee Johnson	_____	_____
Trustee Renk	_____	_____
Trustee Montalto	_____	_____

APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on this 19th day of July, 2011.

P. Sean Michels
President of the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois

ATTEST: _____
Cynthia L. Galbreath, Village Clerk

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICH YOUNG, COMMUNITY DEVELOPMENT DIRECTOR
MIKE FERENCAK, VILLAGE PLANNER
SUBJECT: RESOLUTION: APPROVAL OF A TEMPORARY USE AT 264 S. MAIN STREET - ST. KATHARINE DREXEL
AGENDA: JULY 19, 2011 REGULAR VILLAGE BOARD MEETING
DATE: JULY 15, 2011

ISSUE

Village Board consideration of an extension to the Temporary Use for the church at 264 S. Main Street.

DISCUSSION

On May 19, 2009, an extension to the Temporary Use (originally approved on December 16, 2008) for St. Katharine Drexel Parish was approved by the Village Board. A condition of that approval was that the Temporary Use would expire on April 30, 2011, or once the church moved to another site. At this time, the church has not moved to its new site.

A request for extension was submitted on May 23, 2011. The church hopes to occupy their new building in unincorporated Kane County before Fall 2012. It has started construction.

This Temporary Use allows the 264 S. Main Street building to be used for a parish office and weekday morning worship facility. The church continues to use John Shields Elementary School for weekend services on Saturdays and Sundays as allowed under a separate Special Use.

Required parking is based on the various uses within the building. The site requires a total of 26 parking spaces. There are approximately 12 parking spaces available on the subject site (however none are striped and no handicapped accessible space is provided). The 12 spaces are not adequate to serve the church use, however there are approximately 20 parking spaces available at the vacant restaurant property just south of the subject site. According to the applicant, the parking lot west of Main Street is never used.

Staff has reviewed the proposal and does not have objections to the extension of the Temporary Use for the church use at this location. Staff would recommend that the use be permitted for a period of two (2) years from the expiration of the previous Temporary Use, or until the church is no longer using the site, whichever comes first.

The Village Board may approve Temporary Uses pursuant to Section 11-4-8 of the Sugar Grove Zoning Ordinance. The Board may approve of temporary uses, provided that they are granted with a specific time limit and subject to any conditions which may be necessary to ensure the public health, safety, and general welfare.

The specific request is as follows:

1. Temporary Use for a church at 264 S. Main Street, pursuant to Section 11-4-8 Temporary Buildings, Structures, and Uses of Land of the Sugar Grove Zoning Ordinance.

Staff has reviewed this extension request and recommends approval subject to the following conditions:

1. That this Temporary Use expires on April 30, 2013 or once St. Katharine Drexel Parish moves to another site, whichever comes first.
2. That this Temporary Use is only valid for St. Katharine Drexel Parish's use of 264 S. Main Street. No other user may use this Temporary Use.
3. That if, for whatever reason, parking is no longer available at the vacant restaurant site south of this property, the church will either find alternative parking or relocate to another site.

The following items are attached for your information:

1. Request from the Applicant dated May 23, 2011.
2. Draft Resolution.

COST

There is no cost associated with this proposal.

RECOMMENDATION

That the Board approve Resolution 20110719A Approving a Temporary Use for a Church at 264 S. Main Street.



St. Katharine Drexel Catholic Church

"Let us open wide our hearts. It is joy which invites us. Press forward and fear nothing."

Mailing Address: P.O. Box 1189
Sugar Grove, IL 60554
www.stkatharinedrexel-sugargrove.org

Parish Office: 264 Main Street
Sugar Grove, IL 60554
(630) 466-0303 • Fax: (630) 466-0333

"Nothing happens
by chance."

May 23, 2011

Mr. Mike Ferencak
601 Heartland Drive
Sugar Grove, IL 60554

Dear Mr. Ferencak,

The purpose of this letter is to request an extension on the temporary use permit for the building on 264 Main Street in Sugar Grove, Ill. It is our desire to continue to use the building as a temporary office space and weekday morning worship space for the newly formed St. Katharine Drexel Catholic Church.

Twenty acres on Dugan Road, just south of Rich Harvest Farms and north of Prairie Street, has been designated as the future site of St. Katharine Drexel Catholic Church. Construction has started this month, May of 2011, and it is our hope to be occupying our new building before the fall of 2012.

Thank you for your kind assistance regarding this matter.

Sincerely,

Rev. Robert W. Jones
Pastor

**VILLAGE OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

RESOLUTION NO. 20110719A

**A Resolution Approving a Temporary Use for a Church
at 264 S. Main Street
(St. Katharine Drexel)**

Adopted by the
Board of Trustees and President
of the Village of Sugar Grove
this 19th day of July 2011.

Published in Pamphlet Form
by authority of the Board of Trustees
of the Village of Sugar Grove, Kane County,
Illinois, this 19th day of July, 2011.

RESOLUTION NO. 20110719A

**A Resolution Approving a Temporary Use for a Church
at 264 S. Main Street**

BE IT RESOLVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

WHEREAS, the Village of Sugar Grove is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

WHEREAS, the subject property is proposed for a Temporary Use to allow a church; and,

WHEREAS, the subject property is governed by Section 11-4-8 Temporary Buildings, Structures, and Uses of Land of the Sugar Grove Zoning Ordinance that requires Village Board approval, including a time limit, for any proposed temporary uses in the Village; and,

WHEREAS, the Village Board has reviewed and approved this temporary use subject to conditions.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

SECTION ONE: CONDITIONS OF APPROVAL

That the Temporary Use for a church at 264 S. Main Street is hereby approved, subject to the following conditions:

1. That this Temporary Use expires on April 30, 2013 or once St. Katharine Drexel Parish moves to another site, whichever comes first.
2. That this Temporary Use is only valid for St. Katharine Drexel Parish's use of 264 S. Main Street. No other user may use this Temporary Use.
3. That if, for whatever reason, parking is no longer available at the vacant restaurant site south of this property, the church will either find alternative parking or relocate to another site.

SECTION TWO: REPEALER

That all resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of any such conflict.

SECTION THREE: SEVERABILITY

Should any provision of this resolution be declared invalid by a court of competent jurisdiction, the remaining provisions will remain in full force and effect the same as if the invalid provision had not been a part of this resolution.

SECTION FOUR: EFFECTIVE DATE

This resolution shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this 19th day of July, 2011.

P. Sean Michels
President of the Board of Trustees
of the Village of Sugar Grove, Kane
County, Illinois

	Aye	Nay	Absent
Bohler	___	___	___
Renk	___	___	___
Paluch	___	___	___
Johnson	___	___	___
Geary	___	___	___
Montalto	___	___	___

ATTEST: _____
Cynthia L. Galbreath
Clerk, Village of Sugar Grove



Maintenance Engineering to be Performed by a Consulting Engineer
(to be attached to BLR 14231 or BLR 14221)

Local Agency Village of Sugar Grove
Section Number 11-00000-00-GM

The services to be performed by the consulting engineer, pertaining to the various items of work included in the estimated cost of maintenance operations (BLR 14231 or BLR 14221), shall consist of the following:

PRELIMINARY ENGINEERING shall include:

Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program: preparation of the maintenance resolution, maintenance estimate of cost and, if applicable, proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract and/or acceptance of BLR 12330 form. The maintenance expenditure statement must be submitted to IDOT within 3 months of the end of the maintenance period.

ENGINEERING INSPECTION shall include:

Furnishing the engineering field inspection, including preparation of payment estimate for contract, material proposal and/or deliver and install proposal and/or checking material invoices of those maintenance operations requiring engineering field inspection, as opposed to those routine maintenance operations as described in Chapter 14-2.04 of BLRS Manual, which may or may not require engineering inspection.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. For furnishing engineering inspection the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each group shall be applied to the total final cost of that group for the items which required engineering inspection. In no case shall this be construed to include supervision of contractor operations.

SCHEDULE OF FEES

Total of the Maintenance Operation	Base Fee
<input checked="" type="checkbox"/> > \$15,000	\$1,000.00
<input type="checkbox"/> ≤ \$15,000 (Negotiated: \$1,000 Max.)	

PLUS

Group	Preliminary Engineering		Engineering Inspection		Operation to be Inspected
	Acceptable Fee %	Negotiated Fee %	Acceptable Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
IIA	2%		NA	NA	NA
IIB	3%		3%		
III	4%		4%		
IV	5%	5%	6%	6%	1

By: _____
Local Agency Official Signature

By: _____
Consulting Engineer Signature

Village President
Title

Project Manager
Title

P.E. Seal

7/19/2011
Date

7/19/2011
Date

P.E. License Expiration
Date



Proposal / Contract Cover

PROPOSAL SUBMITTED BY		
Contractor's Name		
Street	P.O. Box	
City	State	Zip Code

STATE OF ILLINOIS

COUNTY OF KANE

VILLAGE OF SUGAR GROVE
(Name of City, Village, Town or Road District)

- ESTIMATE OF COST
- SPECIFICATIONS
- PLANS
- MATERIAL PROPOSAL
- DELIVER AND INSTALL PROPOSAL
- CONTRACT PROPOSAL
- CONTRACT
- CONTRACT BOND

FOR THE IMPROVEMENT OF

STREET NAME OR ROUTE NO. VARIOUS LOCAL ROADS

SECTION NO. 11-00000-01-GM

TYPES OF FUNDS MFT

For Municipal Projects

Submitted/Approved/Passed _____
Date _____

Mayor President of Board of Trustees Municipal Official

For County and Road District Projects

Submitted/Approved _____
Date _____

Highway Commissioner

Submitted/Approved _____
Date _____

County Engineer/Superintendent of Highways

Department of Transportation

Released for bid based on limited review

Date _____

Regional Engineer

Concurrence in approval of award

Date _____

Regional Engineer



BE IT RESOLVED, by the President and Board of Trustees of the
(Council or President and Board of Trustees)
Village Sugar Grove of Sugar Grove, Illinois, that there is hereby
(City, Town or Village) (Name)
appropriated the sum of \$119,000.00 of Motor Fuel Tax funds for the purpose of maintaining
streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2011
(Date)
to December 31, 2011.
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon a practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

I, Cindy Galbreath Clerk in and for the Village
(City, Town or Village)
of Sugar Grove, County of Kane

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the President and Board of Trustees at a meeting on July 19, 2011
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 19th day of July, 2011.

(SEAL) _____ Village Clerk
(City, Town or Village)

Approved

Date
Department of Transportation

Regional Engineer



Volunteer Appreciation Days

Whereas, Volunteers transform limited resources into unlimited possibilities and help turn dreams into realities,

Whereas, without Volunteers, events such as Corn Boil, Holiday in the Grove, Village Celebrations, the Independence Day Parade, and the Farmers Market would not take place; and

Whereas, organizations that benefit our community such as Between Friends Pantry and gathering places such as the Community House and the Prairie Building would not have been possible without the foresight of Volunteers; and

Whereas, many of our communities parks contain amenities that were acquired and installed by Volunteers; and

Whereas, the Village of Sugar Grove's Volunteer force is a great treasure; and

Whereas, on a daily basis Volunteers utilize their time and talent to make a positive difference in Sugar Grove; and

Whereas, Volunteers work each day, not for profit or recognition, but to build stronger communities and to serve human needs; and

Whereas, on the behalf of our community, we wish to express our gratitude to Volunteers, to those who may no longer grace our streets but left behind their footprint, to today's Volunteers who tirelessly follow those footsteps, continuing the tradition of volunteerism in our community.

Therefore, I, P. Sean Michels, President of the Village of Sugar Grove hereby proclaim July 29 through July 31, 2011 as "***Volunteer Appreciation Days***" in honor of all Volunteers for their outstanding community service which has, does, and will continue to benefit our community and do hereby urge all citizens to join us in recognizing the dedication of Volunteers.

Dated this 19th, day of July, 2011

President, P. Sean Michels

Trustee, Robert E. Bohler

Trustee, Kevin M. Geary

Trustee, Mari Johnson

Trustee, Rick Montalto

Trustee David Paluch

Trustee, Thomas Renk

Attest: _____
Village Clerk, Cynthia L. Galbreath