

<p>Village President P. Sean Michels</p> <p>Village Clerk Cynthia Galbreath</p> <p>Village Administrator Brent M. Eichelberger</p>	 <p>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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September 06, 2011

Special Board Meeting
5:00 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Closed Session: Personnel – no action
5. Adjournment

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. None.
6. Public Comment on Items Scheduled for Action
7. Consent Agenda
 - a. Approval: Minutes of the August 16, 2011 Meeting
 - b. Approval: Vouchers
 - c. Approval: Treasurer's Report
 - d. Proclamation: National Chamber of Commerce Week
8. General Business
 - a. Resolution: 2011 Crack Sealing Program
 - b. Resolution: West Street Resurfacing
 - c. Approval: Expenditure - Mid Mount Wing Installation on Existing Plow Truck
 - d. Ordinance: Authorization for Issuance of Bonds for the Meter Replacement Program
 - e. Discussion: Settlers Ridge (North) Redevelopment Plan
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

Committee of the Whole - Cancelled

ORDINANCE NO. 20110906FI1

AN ORDINANCE authorizing the issuance of Waterworks and Sewerage Revenue Bonds of the Village of Sugar Grove, Kane County, Illinois, in an aggregate principal amount not to exceed \$1,500,000 or, in lieu thereof, General Obligation Bonds (Alternate Revenue Source) in an aggregate principal amount not to exceed \$1,500,000.

* * *

WHEREAS, the Village of Sugar Grove, Kane County, Illinois (the “*Village*”), is a duly organized and existing municipality incorporated and existing under the provisions of the laws of the State of Illinois, is now operating under the provisions of the Illinois Municipal Code, as amended (the “*Code*”), and for many years has owned and operated a municipally-owned waterworks and sewerage system (the “*System*”); and

WHEREAS, the President and Board of Trustees of the Village (the “*Corporate Authorities*”) has determined that it is advisable, necessary and in the best interests of public health, safety and welfare of the Village to acquire, construct and install improvements to the System, including, but not limited to, the replacement of water meters throughout the System (the “*Project*”), in accordance with the preliminary estimate of costs therefor; and

WHEREAS, the estimated cost of acquiring, constructing and installing the Project, including engineering, legal, financial, bond discount, capitalized interest, printing and publication costs, and other expenses, is \$1,500,000, and there are insufficient funds on hand and lawfully available to pay such costs; and

WHEREAS, it is necessary and for the best interests of the Village that the Project be undertaken and in order to finance the costs thereof it will be necessary for the Village to issue up to \$1,500,000 bonds payable from the net revenues derived from the operation of the System as authorized to be issued at this time pursuant to Division 139 of Article 11 of the Code and Division 4 of Article 8 of the Code (the “*Revenue Bonds*”) or, in lieu thereof, up to \$1,500,000 general obligation alternate bonds (the “*Alternate Bonds*”) payable from the net revenues derived from the operation of the System (the “*Pledged Revenues*”), as authorized to be issued at this time

pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended (the “Act”); and

WHEREAS, if the Pledged Revenues are insufficient to pay the Alternate Bonds, ad valorem property taxes upon all taxable property in the Village without limitation as to rate or amount are authorized to be extended to pay the principal of and interest on the Alternate Bonds:

NOW, THEREFORE, Be It Ordained by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Corporate Authorities hereby find that all of the recitals contained in the preambles to this ordinance are full, true and correct and do incorporate them into this ordinance by this reference.

Section 2. Determination to Issue Bonds. It is necessary and in the best interests of the Village to acquire, construct and install the Project for the public health, safety and welfare, in accordance with the estimate of costs as hereinabove described, that the System continue to be operated as a combined utility in accordance with the provisions of Division 139 of Article 11 of the Code, and that for such purpose, there are hereby authorized to be issued and sold the Revenue Bonds in an aggregate principal amount not to exceed \$1,500,000 or, in lieu thereof, the Alternate Bonds in an aggregate principal amount not to exceed \$1,500,000.

Section 3. Publication. This Ordinance, together with a notice in the statutory form (the “Notice”), shall be published once within ten (10) days after passage hereof by the Corporate Authorities in the _____, the same being a newspaper of general circulation in the Village, and if no petition, signed by 570 electors (being equal to ten percent (10%) of the number of registered voters in the Village) asking that the question of improving the System, as provided in this Ordinance, and the issuance of the Revenue Bonds therefor be submitted to the electors of the Village is filed with the Village Clerk within thirty (30) days after the date of the publication of this Ordinance and the Notice, then this Ordinance shall be in full force and effect.

If no petition, signed by 427 electors in the Village (being equal to the greater of (i) 7.5% of the registered voters in the Village or (ii) 200 of those registered voters or 15% of those registered voters, whichever is less) asking that the issuance of the Alternate Bonds be submitted to referendum is filed with the Village Clerk within thirty (30) days after the date of the publication of this Ordinance and the Notice, then the Alternate Bonds shall be authorized to be issued.

It is expressly provided that in the event that there shall be filed with the Village Clerk in a timely manner a petition, asking that the issuance of the Revenue Bonds be submitted to referendum, the Alternate Bonds necessary for the Project shall not be authorized to be issued until such time as the question of improving and extending the System, and the issuance of the Revenue Bonds therefor shall have been submitted to the electors of the Village and a majority of the votes cast on such question shall have been in favor thereof.

Section 4. Additional Ordinances. If no petition meeting the requirements of applicable law is filed during the petition periods hereinabove referred to, then the Corporate Authorities may adopt additional ordinances or proceedings supplementing or amending this Ordinance providing for the issuance and sale of the Revenue Bonds or, in lieu thereof, the Alternate Bonds, prescribing all the details of the Revenue Bonds or, in lieu thereof, the Alternate Bonds, and providing for the collection, segregation and distribution of the revenues of the System, so long as the maximum amount of the Revenue Bonds or, in lieu thereof, the Alternate Bonds, as set forth in this Ordinance is not exceeded and there is no material change in the Project or purposes described herein. Such additional ordinances or proceedings shall in all instances become effective in accordance with applicable law. This Ordinance, together with such additional ordinances or proceedings, shall constitute complete authority for the issuance of the Revenue Bonds or, in lieu thereof, the Alternate Bonds, under applicable law.

Section 5. Severability. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.

Section 6. Repealer. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

President, Village of Sugar Grove,
Kane County, Illinois

ATTEST:

Village Clerk, Village of Sugar Grove,
Kane County, Illinois

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: JUSTIN VANVOOREN, FINANCE DIRECTOR
SUBJECT: AUTHORIZATION FOR ISSUANCE OF BONDS FOR THE WATER
METER REPLACEMENT PROGRAM
AGENDA: SEPTEMBER 6, 2011 REGULAR BOARD MEETING
DATE: SEPTEMBER 2, 2011

ISSUE

Shall the Board authorize the issuance of General Obligation Alternate Bonds for the water meter replacement program.

DISCUSSION

The Board previously discussed the possible issuance of bonds for waterworks and sewerage system improvements during the July 19, 2011 Village Board meeting. Staff has examined financing through bonds, bank loans, and vendor financing, for which bonds are the least expensive by approximately 0.75%.

The Village will be undertaking a replacement of the current water meter system utilized throughout the Village. The Village will replace all water meters in the Village as well as install a fixed point reading system. The system will be installed on the water towers and allow staff to get reads on demand, as well as receive codes indicating leaks.

First, the Board will need to authorize the issuance of Waterworks and Sewerage Revenue Bonds, or General Obligation Alternate Bonds in lieu of Revenue Bonds. This authorization is required under the Local Government Debt Reform Act. The bonds are intended to be paid back by the water meter program fee of \$1 for the first year, \$2 for the second year, and \$3 for each year thereafter. Please note the bonds will have a life of 12 to 15 years depending on how much the meter program costs.

In accordance with the Bond Issue Notification Act, 30 Illinois Compiled Statutes 352, the Village will need to hold a public hearing on concerning the Village's intent to sell approximately \$1,500,000 General Obligation Waterworks and Sewerage Alternate Bonds. The Village will need to publish the public hearing, as well as the attached ordinance in a newspaper of general circulation in the Village. For a period of 30 days after such publication, a petition may be filed with the Village Clerk signed by electors

numbering 570 individuals asking that the issuance of the Bonds be submitted to referendum. If no petition is filed within such 30 day period, then the Bonds shall be authorized to be issued.

Attached is the ordinance authorizing the Bond issuance.

COST

The Village has not incurred any costs to date. The budget amendment approved at the July 19, 2011 Village Board meeting included bond proceeds and approximately \$35,000 of issuance costs associated with the respective bonds. These costs, which include financial consulting, underwriting, attorney fees, and other miscellaneous items, will be paid for out of the proceeds of the Bonds.

RECOMMENDATION

That the Board approve the following:

- 1) Ordinance Authorizing the issuance of Waterworks and Sewerage Revenue Bonds of the Village of Sugar Grove, Kane County, Illinois, in an aggregate principal amount not to exceed \$1,500,000 or, in lieu thereof, General Obligation Bonds (Alternate Revenue Source) in an aggregate principal amount not to exceed \$1,500,000.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: BRENT EICHELBERGER VILLAGE ADMINISTRATOR
RICHARD YOUNG, COMMUNITY DEVELOPMENT DIR.
SUBJECT: DISCUSSION: SETTLERS RIDGE (NORTH) REDEVELOPMENT
PLAN
AGENDA: SEPTEMBER 6, 2011 VILLAGE BOARD MEETING
DATE: SEPTEMBER 2, 2011

ISSUE

Redevelopment Plan and Program for Settlers Ridge North.

DISCUSSION

Representatives from Coast Oak, owners of the undeveloped portion of Settlers Ridge North, and 100 of the 170 finished vacant lots, wish to introduce themselves to the Board, provide an overview of market conditions and discuss their proposed program to re-start development activity at Settlers Ridge. As we have reported, Staff and our consultants have reviewed information provided by Coast Oak as they look to apply for an annexation agreement amendment in the near future. This will require both Plan Commission and Village Board review and public hearings.

The meeting on September 6th will be more of a general introduction to what the owner is planing and to receive feedback from the Village Baord.

COST

There are no costs to the Village at this time.

RECOMMENDATION

That the Village Board discuss, provide feedback and take no action.

**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 CRACK SEALING PROGRAM
AGENDA: SEPTEMBER 6, 2011 REGULAR BOARD MEETING
DATE: AUGUST 25, 2011

ISSUE

Should the Village Board approve a 2011 Crack Sealing Program

DISCUSSION

In an effort to continue pavement maintenance on Village streets, Public Works Staff have identified the need to implement a crack-sealing program in conjunction with the 2011 MFT / Pavement Maintenance Program. As part of a pavement management system, crack sealing can reduce pavement deterioration by restricting water penetration into underlying base and sub-base layers. This restriction helps to maintain pavement structural capacity and limits future degradation. Simply stated, sealing cracks and joints in pavements extends the service life of the road for three to five years.

As a result of the Finance Department's audit, there are additional funds available for crack sealing. While there are certainly additional streets that could use repaving, we believe the crack-sealing program should be the next highest priority. The program will include crack sealing in Windsor Pointe and Windsor West. The intention is to pay for the program utilizing the General Fund transfer for road maintenance. The estimated expenditures are \$70,000.00 for the program. The General Fund transfer contains adequate funds to support the 2011 MFT / Pavement Maintenance Program and the Crack Sealing Program.

Staff contacted Kane County and asked if, similar to the pavement striping program, municipalities could utilize the winning contractor for the County Program at the contract prices. The County stated that it was up to the winning bidder and that other municipalities had been interested in this as well. The winning bidder for the County contract was Freehill Asphalt, Inc., 103 Yount Avenue PO Box 154 Winnetka, Illinois 60970 Staff contacted the contractor and they agreed to hold the County Bid pricing for the Village since they will be in the area working for other municipalities. The costs

include a lump sum of \$10,000.00 for traffic control and mobilization and approximately 50,000 linear feet of crack routing and sealing at \$1.20 per foot. A proposal from the contractor is attached for review.

COST

The estimated total cost for the 2011 Crack Sealing Program is \$70,000.00. An additional \$254,284.04 for construction has been allocated from Infrastructure Fund, account number 35-53-7008: Streets/ROW Improvements.

RECOMMENDATION

The Village Board waives the bidding process and approves Resolution **20110906PW1** authorizing the Director of Public Works to enter into an agreement in the not to exceed amount of \$70,000.00 with Freehill Asphalt, Inc., 103 Yount Avenue PO Box 154 Winnetka, Illinois 60970 for the 2011 Crack Sealing Program.



RESOLUTION NO. 20110906PW1

VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH
FREEHILL ASPHALT, INC.**

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 Freehill Asphalt, Inc. 103 Yount Avenue PO Box 154, Winnetka, Illinois 60970 to provide construction services for the 2011 Crack Sealing 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 Freehill Asphalt, Inc. and the Village of Sugar Grove to provide construction services for the 2011 Crack Sealing 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 by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, at a regular meeting thereof held on the 6th day of September, 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 Paulich	_____	_____	_____	_____
Trustee Thomas Renk	_____	_____	_____	_____



1385 Franklin Grove Rd
 Dixon, IL 61021
 815-284-3819 * 815-284-8815 Fax
 800-851-9664
 www.bonnell.com * info@bonnell.com

Quote

Order Number: 0060338
 Order Date: 5/18/2011

Bill To: 0004507
 VILLAGE OF SUGAR GROVE
 10 MUNICIPAL DRIVE
 SUGAR GROVE, IL 60554

Ship To: 01
 VILLAGE OF SUGAR GROVE
 10 MUNICIPAL DR
 SUGAR GROVE, IL 60554

Phone: (630) 466-4507 Fax: (630) 466-1083

Phone:
 Fax:

Confirm To: BRAD MERKEL

Comment: MID MOUNT WING

Customer P.O.	Ship VIA	F.O.B. DIXON	Terms Net 30 Days	Quote Expiration 6/15/2011
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Ordered	Unit	Item Number	Price	Amount
1.0000	EACH	TRUCK EQUIPMENT APPLICATION: EXISTING 2007 TANDEM AXLE DUMP TRUCK 1- SUPPLY AND INSTALL BONNELL MODEL 8TEWMM WING KIT. THIS IS AN 8' TRIP CUTTING EDGE MID MOUNT WING. PRICE INCLUDES 5/8" X 6" CUTTING EDGE WITH CURB SHOE ON BOTH ENDS, PAINTED ORANGE AND INSTALLED COMPLETE. 1- A PAIR OF WHELEN LED WING MOLDBOARD LIGHTS. ONE AT PROPER ANGLE FOR WHEN WING IS ON THE GROUND AND ONE AT PROPER ANGLE FOR WHEN WING IS STOWED. INSTALLED. 1- 2 HELLA WORK LIGHTS SHINING ON WING WORK AREA. 1- HYDRAULIC UPGRADE TO CONSIST OF THE FOLLOWING. BONNELL WILL REMOVE THE EXISTING VALVE, HAUL IT TO FORCE IN SHOREWOOD, THEY WILL INSTALL 2 ADDITIONAL SECTIONS AND TEST FOR PROPER OPERATION. WE WILL BRING BACK TO DIXON, INSTALL, RUN ADDITIONAL PLUMBING. FORCE REP WILL COME TO DIXON TO ASSIST IN INSTALLING 3RD ELECTROINC JOY STICK IN ARM REST CONTROLLER.	12,185.00	12,185.00

**15% RESTOCKING FEE ON RETURNED ITEMS
 NO RETURN ON SPECIAL ORDER ITEMS**

Net Order: 12,185.00

SUBMITTED BY: *Kim Stoker*

Freight: 0.00

Salesperson: 0003 Kim Stoker

Sales Tax: 0.00

CC

Quote Total: 12,185.00

NOTE: ALL TAXES WILL BE EXTRA IF APPLICABLE.
 NOTE: PRICES ARE IN EFFECT FOR 30 DAYS ONLY. IF A PRICE INCREASE OCCURS - IT WILL BE ADDED.
 NOTE: BIDS MAY REQUIRE A 20% DEPOSIT UPON PURCHASE

VIN# _____

ACCEPTED: _____
 **BILL TO: _____
 PO Number: _____
 DATE: _____

MAKE: _____
 MODEL: _____
 W.B. _____
 TRANS MODEL: _____
 C.A.: _____
 PAINT #: _____

**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: PURCHASE AND INSTALLATION OF A MID MOUNT WING
FOR AN EXISTING PLOW TRUCK.
AGENDA: SEPTEMBER 6, 2011 REGULAR BOARD MEETING
DATE: AUGUST 25, 2011

ISSUE

Should the Village purchase and install a mid mount wing plow on an existing plow truck.

DISCUSSION

With the addition of roadways over the last 2 years (Esker Drive, Municipal Drive, Galena Boulevard and Gordon Road) and the increased level of service in Prairie Glen and Meadowridge Villas; Staff is requesting to purchase and install a mid-mount wing on an existing plow truck to help increase efficiency during snow and ice control events. The additional wing would give us a total of four wing trucks in the fleet. The addition of the wing would help reduce the number of passes needed to complete snow removal, making operations more efficient and also offer a slight reduction in fuel costs associated with each event. The Fiscal Year 11-12 Budget includes funds to purchase and install a mid mount wing on an existing plow truck.

Staff received a quote of \$12,185.00 from Bonnell Industries, Inc. to purchase and install the wing on Truck 210. The quote includes the cost of the wing, all related materials and installation and required modifications to the hydraulics system to operate the additional wing. Bonnell was chosen to complete work because they installed the original snow removal equipment on the truck and would be the best choice for installation of any additional equipment.

COST

The cost to purchase and install the mid mount wing is \$12,185.00. The Streets Capital Fund Budget Account number 30-53-7006: Automotive Equipment has \$15,000.00 budgeted for the purchase and installation of the mid mount wing.

RECOMMENDATION

The Village Board approves the purchase and installation of the mid mount wing in the amount of \$12,185.00 from Bonnell Industries, Inc.

WEST STREET RESURFACING PROPOSAL

DATE: August 31, 2011

PROJECT: NON-MFT RESURFACING
Village of Sugar Grove
Kane County, IL

DESCRIPTION: Butt Joints, Mill and Overlay, Driveway Replacement, Restoration

NOTES: This quantities/costs below represent the anticipated quantities required to complete the project as we currently understand; all final payment will be based on unit costs and final as-measured/placed quantities.

1. Hot-Mix Asphalt Surface Removal – Butt Joints	50 SY @ \$5.00/SY	=	\$250.00
2. Bituminous Materials – Prime Coat	70 GAL @ \$1.85/GAL	=	\$129.50
3. Class D Patching, 4 Inch	100 SY @ \$33.30/SY	=	\$3,330.00
4. Leveling Binder (Machine Method) N50 (1 Inch)	40 TON @ \$65.70/TON	=	\$2,628.00
5. Hot-Mix Asphalt Surface Course – Mix “C”, N50 (1.75 Inch)	65 TON @ \$65.70/TON	=	\$4,270.50
6. HMA Driveway R&R \$6,125.00	175 SY @ \$35.00/SY	=	
7. Restoration	260 SY @ \$7.50/SY	=	\$1,950.00

Total Proposal Based on Estimated Quantities: \$18,683.00

**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: RESURFACING WEST STREET
AGENDA: SEPTEMBER 6, 2011 REGULAR BOARD MEETING
DATE: SEPTEMBER 2, 2011

ISSUE

Should the Village Board approve a resolution for the resurfacing of West Street in conjunction with the 2011 Pavement Maintenance Program

DISCUSSION

As discussions continued regarding the street maintenance program, the Village President and some members of the Village Board directed staff to review, repair or resurface West Street. West Street is deteriorating at its intersections with Maple Street and Calkins Drive and has several potholes. There is also evidence of pavement raveling throughout the entire length. Since Aurora Blacktop, Inc. has been awarded the contract for the 2011 Pavement Maintenance Program, they were contacted to offer a proposal to complete the work using their current Bid Prices. The project would include patching and a 2.75" overlay. The estimated costs to complete this work are \$18,683.00. A copy of the proposal is included with this report. In order to fund this repair, Staff has reduced the proposed crack-sealing program the necessary amount to cover the construction costs.

COST

The estimated total cost to resurface West Street is \$18,683.00. An additional \$254,284.04 for pavement maintenance had been allocated to Infrastructure Fund, account number 35-53-7008: Streets/ROW Improvements.

RECOMMENDATION

The Village Board waives the bidding process and approves resolution **20110902PW2** authorizing the Director of Public Works to enter into an agreement with to Aurora Blacktop, Inc., 1065 Sard Avenue, Montgomery, Illinois 60538 for the resurfacing of West Street.



RESOLUTION NO. 20110816PW2

VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH AURORA BLACKTOP, INC. FOR RESURFACING ON WEST STREET

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 Aurora Blacktop, Inc. to provide construction services for the resurfacing of West Street, 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:

The agreement between Aurora Blacktop, Inc. and the Village of Sugar Grove for the professional construction services for the resurfacing of West Street. 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 by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, at a regular meeting thereof held on the 6th day of September, 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: JUSTIN VANVOOREN, FINANCE DIRECTOR
SUBJECT: MONTHLY TREASURER'S REPORT
AGENDA: SEPTEMBER 6, 2011 REGULAR BOARD MEETING
DATE: SEPTEMBER 2, 2011

ISSUE

Should the Village Board approve the July 2011 monthly Treasurer's report.

DISCUSSION

The Summarized Revenue & Expense Reports are attached (pages 1 – 7). In addition, the Detailed Revenue & Expense Reports are attached immediately following the Summarized Reports (pages 1 – 21). At July 31, 2011 we are through 3 months of the year (25.0%).

The General Fund revenues and expenditures are at 33.7% and 20.6%, respectively. There are several revenue accounts that are lower than anticipated; however, none of those (other than those related to building activity discussed below) are of concern at this point of the year. The main reason for the expenditures being lower than budgeted is many expenditures are attributable to the prior fiscal year, for which journal entries have already been made. The following expenditures have budget or actual amounts over \$5,000 and are higher than budget by 10% or more:

		<u>Budget</u>	<u>Actual</u>	<u>% Spent</u>	
01-51-6102	Salaries-Overtime	54,195	19,819	36.6%	A
01-51-6209	Uniform Allowance	10,400	5,200	50.0%	B
01-51-6309	Other Prof Services	14,200	5,049	35.6%	C
01-53-6500	General Equipment	16,000	13,376	83.6%	D
01-53-6606	Landscape Supplies	11,850	13,851	116.8%	E
01-57-6208	Training & Memberships	9,892	3,941	39.9%	F

A Pol – This is due to the timing of Corn Boil as well as officers out on disability.

B Pol – This is simply due to the timing of payments for uniform allowance.

- C Pol – This is due to the purchase of the Lexipol Policy Manual. This was a budgeted item and the account is not expected to go over budget.
- D Str – This is due to the purchase of a mower and stump grinder. Both items were budgeted and this account is not expected to go over budget.
- E Str – This is due to the purchase of parkway trees. Although unbudgeted, the Village will be reimbursed by a \$9,850 EAB grant.
- F Brd – This is simply due to the timing of the payment to Metro West for fiscal year 2011 – 2012 dues. This was a budgeted item and the account is not expected to go over budget.

Please note engineering invoices are paid approximately 2 months after services are provided. Thus, engineering services accounts in the General Fund, Infrastructure Capital Projects Fund, and Waterworks and Sewerage Fund will reflect a 2 month lag.

The General Capital Projects Fund revenues are at 18.4% and expenditures are at 19.3%. The expenditures are low due to projects not starting yet this fiscal year.

The Industrial TIF Fund expenditures are at 12.0%. The expenditures are low due to a 2 month lag in planning invoices.

The Infrastructure Capital Projects Fund revenues are at 23.7% and expenditures are 0.3%. The expenditures are low due to projects not being billed or not starting yet this fiscal year.

The Debt Service Fund revenues are at 22.6% and the expenditures are at 17.7%. The expenditures are low due to the timing of debt payments throughout the year.

The Waterworks and Sewerage Fund operating revenues and operating expenses are at 23.5% and 21.7%, respectively. The capital revenues and expenses are at 27.5% and 0.0%, respectively. The capital expenses are low due to projects not starting yet this fiscal year. The following expenses have budget or actual amounts over \$5,000 and are higher than budget by 10% or more:

		<u>Budget</u>	<u>Actual</u>	<u>% Spent</u>	
50-50-8003	Debt – Interest	325,631	128,100	39.4%	G
50-59-6500	General Equipment	14,000	6,319	45.2%	H
50-60-6311	IEPA Water Sampling	10,000	7,026	70.3%	I

- G W&S Adm – This is high due to the timing of debt payments throughout the year and will not exceed budget.
- H PW Adm – This is due to the purchase of a mower. This was a budgeted item and the account is not expected to go over budget.
- I Water Ops – This is due to the timing of water sampling program. This is a budgeted item.

The Refuse Fund revenues and expenses are at 24.5% and 16.5%, respectively. The expenses are below expectations due to the timing of payments being made to Waste Management.

Staff projected and included 0 residential and 6 commercial, and 325 miscellaneous permits in the fiscal year 2011 – 2012 budget approved by the Village Board, which we will track throughout the fiscal year and report on. As of July 19, 2011, 0 of the residential, 1 of the commercial, and 153 of the miscellaneous permits have been issued. The following accounts will be included in each Treasurer’s Report to reflect the revenues from building activity:

		<u>Budget</u>	<u>Actual</u>	<u>% Earned</u>
01-00-3310	Building Permits	38,100	14,375	37.8%
01-00-3320	Cert of Occupancy Fees	600	700	116.6%
01-00-3330	Plan Review Fees	1,920	583	30.4%
01-00-3340	Reinspection Fees	2,873	160	5.6%
01-00-3350	Transition Fees	0	0	0.0%
01-00-3740	Zoning and Filing Fees	5,500	500	9.1%
01-00-3760	Review and Dev. Fees	106,600	15,541	14.6%
30-00-3850	Improvement Donations	0	0	0.0%
30-00-3851	Emerg Warn Device Fee	0	0	0.0%
30-00-3852	Life Safety-Police	0	0	0.0%
30-00-3853	Life Safety-Streets	0	0	0.0%
30-00-3856	Commercial Fee	0	0	0.0%
35-00-3854	Traffic Pre-emption Donate	0	0	0.0%
35-00-3855	Road Impact Fee	0	0	0.0%
50-00-3310	Meter Reinspections	175	0	0.0%
50-00-3670	Meter Sales	11,565	1,767	15.3%
50-01-3651	Water Tap-On Fees	17,403	3,618	20.8%
50-01-3652	Sewer Tap-On Fees	0	0	0.0%
50-01-3791	Fire Suppr Tap-On Fee	17,403	0	0.0%

COST

There are no direct costs associated with the monthly Treasurer’s report.

RECOMMENDATION

That the Board approve the July 2011 monthly Treasurer’s reports.



CHAMBER OF COMMERCE WEEK 2011

Whereas, the Sugar Grove Chamber of Commerce and Industry works with the businesses, merchants, and industry to advance the civic, economic, industrial, professional and cultural life of the Village of Sugar Grove, and

Whereas, chambers of commerce have contributed to the civic and economic life of Illinois since the founding of the first Chamber of Commerce in 1838, and

Whereas, the chamber of commerce and its members provide citizens with a strong business environment that increases employment, the retail trade and commerce, and industrial growth in order to make the Village of Sugar Grove a better place to live, and

Whereas, the chamber of commerce encourages the growth of existing industries, services, and commercial firms and encourages new firms and individuals to locate in the Village of Sugar Grove, and

Whereas, the State of Illinois is the home to international chambers of commerce, the Great Lakes Region Office of the U.S. Chamber of Commerce, the Illinois Chamber of Commerce and more than 456 local chambers of commerce, and

Whereas, this year marks the 96th anniversary of the Illinois Association of Chamber of Commerce Executives, a career development organization for the chamber of commerce professionals;

Therefore I, P. Sean Michels, Mayor of the Village of Sugar Grove, proclaim **September 12 through September 16, 2011, as CHAMBER OF COMMERCE WEEK** in Sugar Grove and call its significance to the citizens of the Village of Sugar Grove.

Whereunto I have set my hand and caused the seal of the Village of Sugar Grove to be affixed this 6th day of September, 2011.

P. Sean Michels, President
Village of Sugar Grove

Cynthia L. Galbreath, Clerk
Village of Sugar Grove