

Village of Gilberts

Village Hall
87 Galligan Road, Gilberts, IL 60136
Ph. 847-428-2861 Fax: 847-428-2955
www.villageofgilberts.com

Village Administrator Memorandum 46-12

TO: President Rick Zirk
Board of Trustees

FROM: Ray Keller, Village Administrator *RK*

DATE: August 31, 2012

RE: Village Board Meeting – September 4, 2012

The following summary discusses the agenda items for the regular Village Board meeting scheduled for September 4, 2012:

1. CALL TO ORDER

2. ROLL CALL / ESTABLISH QUORUM

3. PUBLIC COMMENT

4. CONSENT AGENDA

A. Motion to approve Minutes from the August 21, 2012 Village Board Meeting

Staff recommend approval of the minutes from the August 21 Board meeting, which are provided for the Board's review. Please contact Staff prior to the meeting if there are any changes or corrections.

B. Motion to approve Bills and Salaries dated September 4, 2012

Please refer to the enclosed spreadsheet, which lists the bills to be approved. The list of bills includes a refund of \$18,559.00 to Triumph Development Corp. for water connection fees that were paid for their three buildings when their permits were issued. Staff recently became aware of a 1999 prepayment arrangement for water connection fees for Lots 20-48 in the Riemer Centre Subdivision, which includes the Triumph lots. Staff recommend rebating the fees paid by Triumph as Staff confirmed that the water connection prepayment was deposited on August 28, 2000.

If you need additional information about any of these bills, please contact me or Finance Director Marlene Blocker prior to the meeting. Staff recommend approval.

Public Works Facility
Finance & Building Departments
73 Industrial Drive, Gilberts, IL 60136
Ph. 847-428-4167 Fax: 847-551-3382

Police Department
86 Railroad St., Gilberts, IL 60136
Ph. 847-428-2954 Fax 847-428-4232

C. Motion to approve a Proclamation declaring September 19, 2012 as “No Text on Board-Pledge Day”

Staff recommend approval of this proclamation encouraging people to commit to not texting while driving.

5. ITEMS FOR APPROVAL

A. Motion to approve Resolution 23-2012, A Resolution Providing for a Feasibility Study on the Designation of a Portion of the Village of Gilberts as a Redevelopment Project Area and to Induce Development Interest within Such Area

Approval of this “inducement” resolution would start the process for creating a new industrial park conservation TIF district to be located at the southwest corner of the Higgins/Tyrrell Roads intersection. Interstate Partners, the anticipated developer for the Riemer Centre property, requested TIF assistance to complete the roads, water mains, stormwater management facilities and other infrastructure needed to implement their concept for the property. If established, the TIF district would provide a mechanism for reimbursing the developer for eligible infrastructure costs.

The inducement resolution announces the Village’s intent to establish the TIF district, but it neither creates the TIF nor sets its boundaries. The exhibit attached to the inducement resolution shows the areas to be studied for possible inclusion in the TIF district. The preliminary boundary includes developed lots at the center of the Riemer subdivision should an infrastructure issue related to these lots emerge and require assistance. The preliminary boundary also includes the Zwick property, located at the southeast corner of the Higgins/Tyrrell Roads intersection. The infrastructure and stormwater issues affecting the Zwick property mirror those for the Riemer property and may also require TIF assistance. Staff will work with PGAV, the Village’s TIF consultant, to evaluate whether these parcels should be included or excluded in the final TIF district boundary.

After the approval of the inducement resolution, PGAV will continue their efforts with the Redevelopment Plan, which documents the need for the TIF district and the general funding categories for TIF assistance. Activities undertaken after the approval of the inducement resolution are eligible for TIF reimbursement. Staff recommend approval.

6. ITEMS FOR DISCUSSION

There are no new items scheduled for discussion at this meeting. Please contact me or President Zirk prior to the meeting to add a discussion topic to the agenda.

7. STAFF REPORTS

Staff will provide updates on current activities at the meeting.

8. BOARD OF TRUSTEES REPORTS

9. PRESIDENT’S REPORT

10. EXECUTIVE SESSION

Please contact me if you any questions about executive session topics.

11. ADJOURNMENT

*Refer to 040.05
51 004.05*

Village Board of Trustees
Meeting Agenda
Village of Gilberts
87 GALLIGAN ROAD,
GILBERTS, ILLINOIS 60136
September 4, 2012
7:00 P.M.

A G E N D A

ORDER OF BUSINESS

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL / ESTABLISH QUORUM**
- 3. PUBLIC COMMENT**
- 4. CONSENT AGENDA**
 - A. A Motion to approve Minutes from the August 21, 2012, Village Board Meeting
 - B. A Motion to approve Bills and Salaries dated September 4, 2012
 - C. A Motion to approve a Proclamation declaring September 19, 2012 as "No Text on Board-Pledge Day"
- 5. ITEMS FOR APPROVAL**
 - A. A Motion to approve Resolution 23-2012, A Resolution Providing for a Feasibility Study on the Designation of a Portion of the Village of Gilberts as a Redevelopment Project Area and to Induce Development Interest within Such Area
- 6. ITEMS FOR DISCUSSION**
- 7. STAFF REPORTS**
- 8. BOARD OF TRUSTEES REPORTS**
- 9. PRESIDENT'S REPORT**
- 10. EXECUTIVE SESSION**

A portion of the meeting will be closed to the Public, effective immediately as Permitted by 5 ILCS 120/2 (c) (1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village, and as permitted by 5 ILCS 102/2 (c) (11) to discuss litigation against, affecting, or on behalf of the Village which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS 120/2 (c) (21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2 (c) 2 Collective negotiating matters.
- 11. ADJOURNMENT**

AUDIENCE PARTICIPATION

Anyone indicating a desire to speak during Public Comments will be acknowledged by the Village President. Please state your name, address and topic when called upon to speak. All remarks are to be addressed to the Village President and Board of Trustees as a whole, not to any specific person(s). Interrogation of the Village Staff, Village President, Village Board or any of their comments will not be allowed at this time. Personal invectives against Village Staff or Elected Officials are not permitted.

To ensure that everyone who wishes to speak has the opportunity to do so, please limit your comments to five minutes. Additional time may be granted at the discretion of the Village President.

If you have written comments, please provide a copy to the Village President. If there are a number of individuals present to speak on the same topic, please designate a spokesperson that can summarize the issue.

During Public Comments, the Village President, Trustees and Staff will listen to comments and will not engage in discussion. The Village President or Trustees may ask questions to better understand your concern, suggestion or request. Please direct any personnel concerns to the Village Administrator before or after the meeting.

"The Village of Gilberts complies with the Americans with Disabilities Act (ADA). For accessibility Assistance, please contact the Village Clerk at the Village Hall, telephone number 874/428-2861." *Assistive services will be provided upon request.*

Village of Gilberts
87 Galligan Road
Gilberts, IL 60136
Village Board
Meeting Minutes
August 21, 2012

Call to Order/Pledge of Allegiance

President Zirk called the meeting to order at 7:00 p.m. He proceeded to lead those present in the Pledge of Allegiance.

Roll Call/Establish Quorum

Village Clerk Meadows called the roll. Roll call: Members present: Trustees Corbett, Clark, Mierisch, Zambetti, Farrell, Hacker and President Zirk. Others present: Administrator Keller, Finance Director Blocker, Assistant to the Village Administrator Beith and Village Clerk Meadows. For members of the audience please see the attached list.

Public Comment

President Zirk asked if anyone in the audience wished to address the Board. There were no comments from the audience.

Consent Agenda

- A. A motion to approve Minutes from the August 7, 2012 Village Board Meeting
- B. A motion to approve Minutes from the August 14, 2012 Special Meeting of the Village Board of Trustees Meeting
- C. A motion to approve Bills and Salaries dated August 21, 2012 as follows: General Fund \$52,912.00, Permit Pass Thrus \$1,115.00, Performance Bonds and Escrows \$1,848.00, Water Fund \$16,038.78 and Payroll \$52,540.20
- D. A motion to approve Resolution 22-2012, a Resolution authorizing the execution of an agreement with Peckham Guyton Albers and Viets, Inc. (PGAV) to establish a new Tax Increment Finance Redevelopment District

A motion was made by Trustee Clark and seconded by Trustee Farrell to approve the consent agenda items A-D as presented. Roll call: Vote: 6-ayes: Trustees Corbett, Clark, Mierisch, Zambetti, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.

Items for Approval

There were no action items listed for Board consideration.

Items for Discussion

There were no items listed for discussion.

Staff Reports

Administrator Keller provided the Board Members with an update on the Road Program. He reported that the driveways repairs have been completed. The dirt for the restoration work has been delivered and the restoration work itself should begin next week. In addition, Mr. Factly called and thanked the Village for completing his ditch work.

President Zirk reported that Trustee Mierisch had been contacted by the resident who resides at 378 Pierce. The resident expressed concerns with his driveway. Staff will contact the resident to discuss his concerns.

Trustee Clark reported that he has not seen dirt being delivered to the Windmill Meadows Subdivision. Administrator Keller will check on the status of Windmill Meadows restoration work.

Administrator Keller shared an email he had received from a resident considering tapping on to the Village water main. The resident is looking for partial relief from the tap-on fee. He is asking the Board if they would consider reducing the fee from \$3,500.00 to \$2,000.00. Administrator Keller reported that historically the Village has not granted relief from the tap-on fees.

Administrator Keller provided the Board Members with an aerial view of the Gilbert's Glen Subdivision in which the resident requesting the relief resides. The aerial view depicted the potential route of water service. A lengthy discussion ensued with respect to the subdivision's infrastructure engineering.

The Board Members concurred that in all fairness to the Village's residents that had already or are still paying an on an SSA for infrastructure improvement they would have to deny this request. However, if the resident was to petition 51% of the residents located in Gilbert's Glen to express desire to tap-on to the Village water system the Board on their behalf would implement an SSA to provide the entire subdivision with Village water.

Finance Director Blocker reported that there was only one water shut-off this cycle and they have since paid and their water service has been restored.

President's report

President Zirk reported that Phoenix and Associates had located a buried drain tile west of Tyrrell and north of I-90. Kane County has since uncovered the drain tile and standing water has already begun to reside.

Village Board
Meeting Minutes
August 21, 2012
Page 3

President Zirk reported that Charlene Carlson has reviewed the Village of Gilberts' History Book and said the book is well written and contains a wealth of historical information. Mr. Gordy Mueller lifelong resident and former Village President and Trustee is reviewing the book.

Administrator Keller reported that resident Charlene Carlson has been appointed as the Director of the Tyler Creek Watershed Coalition.

Adjournment

There being no further business to discuss, **a motion was made by Trustee Clark and seconded by Trustee Zambetti to adjourn from the public meeting at 7:20 p.m.** Roll call: Vote: 6-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

BILLS AND SALARIES

CORRECTED FINAL - 9/05/12

9/4/2012 12:56 PM

BRATT 08/31/12

VENDOR	TOTAL	GENERAL FUND	DEVELOPER DONATIONS	PERMIT PASS THRU	PERFORMANCE BONDS AND ESCROWS	WATER FUND	PAYROLL
GRAND TOTAL	178,035.70	50,631.99	-	900.00	50,900.00	46,817.82	74,845.74
BILLS ADDED AFTER PACKETS:							
EXELON ENERGY	6,552.82					6,552.82	
NAPA01 DUNDEE NAPA AUTO PARTS	218.44	218.44					
PAC001 PACES AUTO SERVICE	370.00	370.00					
T0001534 JOSEPH SCHERER	58.00				58.00		
TAUSS01 DAVID TAUSSIG & ASSOC	7,500.00	7,500.00					
UNITLAB UNITED LABORATORIES	236.52					236.52	
VERIZ01 VERIZON WIRELESS	38.01					38.01	
PAYROLL - 08/12/12 - 08/25/12							
ALEXCHEM GALLAGHER HEALTH/DENTAL	74,845.74	23,314.42					74,845.74
ALEXCHEM ALEXANDER CHEMICAL CORPORATION	23,314.42	23,314.42					
ANCEX ANCEL GLINK DIAMOND, BUSH, AT&TU01 AT&T U-VERSE	926.25	926.25					
B&W001 BAXTER & WOODMAN, INC.	7,507.39	1,250.00					
B&W002 B&W CONTROL SYSTEMS INTEGRATION	3,859.06	3,859.06					
BENCHMAR BENCHMARK SALES & SERVICE	1,800.00						
CAN01 CANON FINANCIAL SERVICES, INC.	800.00	690.00					
CHIC001 CHICAGO COMMUNICATIONS	184.50	184.50					
COM003 COMMONWEALTH EDISON	191.54	191.54					
EPC001 ELGIN PAPER COMPANY	98.01	98.01					
EXELON EXELON ENERGY INC.	7,017.39	169.05					
EXXON01 WRIGHT EXPRESS FSC	4,755.29	4,509.59					
ILHIA001 ILLINOIS HOMICIDE	175.00	175.00					
INTERLAT INTERLATE SYSTEMS, INC	35.00	35.00					
JAK001 STRIPES BY JAKE THE STRIPER	865.00	865.00					
KCRECORD KANE COUNTY RECORDER	250.00	250.00					
MANALY01 MCHENRY ANALYTICAL WATER	1,466.00						
IMEN002 MENARDS - CARPENTERSVILLE	72.28	72.28					
NEX001 NEXUS OFFICE SYSTEMS, INC.	107.16	107.16					
NEXT01 NEXTEL COMMUNICATIONS	488.58	384.23					
NWWS01 FERGUSON WATERWORKS	675.50						
RANDALRD RANDALL ROAD CURRENCY EXCHANGE	24.00	24.00					
RAO001 RAY O'HERRONS	17.85	17.85					
RICH001 BRIAN RICHARDS	58.00						
SCUFF01 RICHARD SPINKER	635.00	635.00					
SECR01 SECRETARY OF STATE	113.00	113.00					
STAPLES STAPLES ADVANTAGE	1.78	1.78					

50,400.05

50,900.00

4,148.80

7,426.25

	VENDOR	TOTAL	GENERAL FUND	DEVELOPER DONATIONS	PERMIT PASS THRUS	PERFORMANCE BONDS AND ESCROWS	WATER FUND	PAYROLL
SUBLAB01	SUBURBAN LABORATORIES	310.00					310.00	
T0001460	JOSEPH LAZAR	58.00				58.00		
T0001531	RAWINDER MANN	116.00				116.00		
T0001532	CARMEN CORTESE	29.00				29.00		
T0001533	MARTIN CORTEZ	58.00				58.00		
TRIUMP01	TRIUMPH DEVELOPMENT CORP	18,559.00					18,559.00	
TRUGREEN	TRUGREEN	1,646.00	1,646.00					
UNION01	UNION NATIONAL BANK OF ELGIN	3,510.54	3,510.54					
USABLU	USA BLUEBOOK	515.61					515.61	
VARAS01	RANDY VARAS	112.53					112.53	
VERIZ01	VERIZON WIRELESS	385.54	385.54					

Village of Gilberts	
Check Warrant Report	
Payroll Checks From 8/12/11 thru 8/25/12	
Employee Name:	Net Pay
Blocker, Marlene	1,713.43
Everett Clark	113.22
Patricia Mierisch	231.70
Meadows, Debra	1,510.26
Sorenson, Shirley	1,190.16
Guy Zambetti	160.83
Danca, Karen	305.19
Rick Zirk	321.66
Beith, William	411.54
Keller, Raymond B.	2,443.29
Nancy Farrell	160.83
Joswick, Michael	2,096.87
Louis Hacker	178.37
Dan Corbett	223.37
Randall Thomas	184.63
Rood, Jackie E. Jr	2,004.21
Block, Todd J	1,994.08
Pulgar, Hector L	1,981.44
Oberth, Michael	1,652.77
Maculitis, Jerome	300.28
Izydorski, Michael	1,190.68
Hill, Jeff R	1,265.65
Levand, James A	1,092.69
Williams, Steven	2,520.93
Meador, Eric E.	1,565.28
Hernandez, Jason	595.68
Michael Lorkowski	200.18
Schuring, Larry	866.70
Klaras, Jason	1,202.18
Bethke, Daniel	493.98
Sheppard, Paul	1,240.49
Foley, Aaron	1,229.49
Stokes, Janet	983.78
Swedberg, John L	2,117.89
Castillo, John	1,782.73
Varas, Randy	1,652.10
Siegbahn, Lisa	683.24
Payroll Liabilities:	
Federal Tax Deposits	13,298.28
Illinois Department of Revenue	2,566.61
State Disbursement Unit-Cook	186.57
State Disbursement Unit	323.00
ICMA-RC	337.47
IMRF	12,745.30
Gilberts Police Pension Fund	5,326.71
Total All Checks	74,645.74

Village of Gilberts

Proclamation

“No Text on Board-Pledge Day”

WHEREAS, The Village of Gilberts holds the health and safety of its young adults as a chief concern; and

WHEREAS, Text messaging is the main mode of communication for most American teenagers with half of all teens sending between 21 and 70 texts a day; and

WHEREAS, 90% of American teenagers expect a reply to a text message within five minutes; and

WHEREAS, Texting takes one’s eyes off the road for an average of five seconds; and

WHEREAS, In an AT&T survey, 43% of American teenage drivers admitted to texting while driving even though 97% know it is dangerous; and

WHEREAS, A recent study showed those who send text messages while driving are 23 times more likely to crash; and

WHEREAS, A driver that sends a text message while driving not only jeopardizes his or her safety, but also the safety of passengers, pedestrians, and other drivers.

NOW, THEREFORE, The Village of Gilberts do hereby proclaim September 19, 2012 as: “No Text on Board-Pledge Day” and encourage all drivers to take the pledge to never text and drive again.

Signed and sealed this _____ day of September, 2012 in Gilberts Illinois

(Seal)

Rick Zirk, Village President

Debra Meadows, Village Clerk

Resolution 23-2012

**A RESOLUTION PROVIDING FOR A FEASIBILITY STUDY ON THE
DESIGNATION OF A PORTION OF THE VILLAGE OF GILBERTS AS A
REDEVELOPMENT PROJECT AREA
AND
TO INDUCE DEVELOPMENT INTEREST
WITHIN SUCH AREA**

WHEREAS, the Village of Gilberts (the "Village") is authorized under the provisions of the Illinois Tax Increment Allocation Redevelopment Act, *65 ILCS 11-74.4-1, et seq.* (the "Act"), to finance redevelopment project costs in connection with redevelopment project areas established in accordance with the conditions and requirements set forth in the Act; and

WHEREAS, pursuant to the Act, to implement tax increment financing (TIF), it is necessary for the Village to adopt a redevelopment plan and redevelopment project, designate a redevelopment project area on the basis of finding that the area qualifies pursuant to statutory requirements, and make a finding that the redevelopment project area on the whole have not been subjected to growth and development through private enterprise and would not reasonably be anticipated to be developed without the adoption of a redevelopment plan, which plan contains a commitment to use public funds; and

WHEREAS, the Village desires to undertake a feasibility study to determine whether findings may be made with respect to an area of the Village, generally described herein, which may be designated as a redevelopment project area or an amendment to an existing redevelopment project area, to qualify the area, or amended area, as an "industrial park conservation area" as defined in the Act, and other research necessary to document the lack of growth and development through private enterprise; and

WHEREAS, the exact extent and boundaries of the redevelopment project area are not precisely defined at this time but the general area being considered is delineated on Exhibit A attached hereto, and that the actual redevelopment project area to be established may contain more or less land than that shown on Exhibit A; and

WHEREAS, the Village has retained Peckham Guyton Albers & Viets, Inc. of 200 North Broadway, Suite 1000, St. Louis, Missouri 63102, to undertake such feasibility study to: (a) determine if all or a portion of the proposed TIF area qualifies under the Act; (b) prepare the requisite redevelopment plan; and (c) assist with the process of review and approval of said redevelopment plan; and

WHEREAS, the Village will be expending certain funds to determine eligibility of the proposed redevelopment project area and to prepare the required redevelopment plan if the Village decides to implement tax increment financing for all or a portion of the proposed TIF area; and

WHEREAS, the Village may expend other funds in furtherance of the objectives of the anticipated redevelopment plan; and

WHEREAS, it is the intent of the Village to recover these expenditures from first proceeds of the TIF program, if established; and

WHEREAS, the Village wishes to encourage developers and property owners to pursue plans for the redevelopment of the area and make such expenditures as are reasonably necessary in that regard with confidence that said expenditures may be allowable redevelopment project costs under the plan once adopted and subject to a redevelopment agreement between the Village and the developer and/or property owner; and

WHEREAS, the purpose of the proposed redevelopment plan and project is to generate private investment in the targeted area, thereby providing needed job opportunities and provide for the long-term sound growth of the community; and

WHEREAS, tax increment allocation financing utilizes the increase in real estate taxes ("tax increment") resulting from the increase in value of properties located in a redevelopment project area to pay for certain redevelopment project costs as provided for in the Act; and

WHEREAS, given that none of the purposes of the proposed redevelopment plan or proposed redevelopment project area is not reasonably expected to result in the displacement of residents from ten (10) or more inhabited residential units within the area, the feasibility study is not required to include the preparation of any housing impact study as described in Section 11-74.4-4.1 (b) of the Act.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Gilberts, Illinois as follows:

1. That the Village Board hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct, and complete, and said recitals are hereby incorporated by reference hereto and made part hereof.

2. That the Village Board has examined the proposed area and circumstances and at this time believes that it is reasonable to believe that a tax increment financing plan can be adopted for said area and expenditures of development costs in furtherance of the plan and potential development should be allowable project costs under the plan, provided that this resolution is not a guarantee that any such plan will be adopted, but rather an expression of the intent of the Village at this time.

3. The person to contact for additional information about the proposed redevelopment project area and who should receive all comments and suggestions regarding the redevelopment of the area shall be:

Ray Keller
Village Administrator
Village of Gilberts
87 Galligan Road
Gilberts, IL 60136
Telephone: (847) 428-2861

Passed this _____ day of September, 2012 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS _____ DAY OF September, 2012

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____

Attachment: Exhibit A – Higgins Road IPC TIF Study Area

Village of Gilberts

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Rick Zirk, Village President

Debra Meadows, Village Clerk