

VILLAGE OF POPLAR GROVE
“A GREAT PLACE TO CALL HOME”

FINANCE COMMITTEE AGENDA
September 4, 2013 – 6:30 PM

Members – Robert Fry (Chairman)
Owen Costanza (Trustee)
Judi Zangs (Trustee)

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**Village of Poplar Grove
Finance Committee
Minutes of August 5, 2013**

The Finance committee was called to order by Chairman Robert Fry at 6:30 pm in the Village Hall.

Present:

Chairman Robert Fry, Trustees Judi Zangs and Owen Costanza, President John Neitzel, Administrator Mark Lynch, Clerk Martha Suhr, Treasurer Maria Forrest, DPW Jeff Strate and Trustee Jeff Goings.

Agenda:

A motion was made by Zangs, 2nd by Costanza to approve the agenda as presented. Motion was carried 3-0.

Minutes of July 1, 2013:

A motion was made by Zangs, 2nd by Costanza to approve the minutes as presented. Motion was carried 3-0.

Public comment:

Melissa Ford; Ms. Ford told the committee that she had her yard excavated for a pool at a 20 ft. set back from the property line as informed to her by the building inspector and later was told it had to be a 30 ft. back. Her total cost for re-excavation, dirt and seed was \$365.35. She asked the Village to reimburse her that amount since it was the building inspector who had told her 20 ft. and later told her 30 ft.

Kevin Wills; Mr. Wills informed the committee that interest rates have been creeping up. It is now 1% more than when he was here before. The legislation has passed; the governor has not yet signed the bill. Rates are continually rising and falling. There was discussion on the rates and when to refinance the bonds. There are a lot of variables to consider. The Village could pass an ordinance to refinance to get the 30 day petition period out of the way and would then have 3 years to actually refinance. The Village does not want to add to the debt but flatten it out. The consensus was to put the ordinance in place. A motion was made by Fry, 2nd by Costanza to take no action at this time, but present the situation to the full Board with a recommendation to put the ordinance in place to be prepared to take action when needed. Motion carried 3-0.

Treasurer's Report:

A/P invoices; the registers were reviewed. Clarification was asked to be printed on the registers so it would be easier to know what the bills were for. Spectrum Construction was questioned; it was for the injection to fix the tanks at the NWWTP. ComEd bill is for Maintenance and street lights. It was asked if the G & K services bill for cleaning the public workers clothing could be billed just once a month rather than every week. The MCO bill is for the operator who oversees the WWTP's.

A motion was made by Zangs, 2nd by Costanza to move to the full Board approval of A/P invoices totaling \$96,405.13. Motion was carried 3-0.

Projections/Cash flow; the fiscal years are not comparable yet, as of now there is nothing out of the ordinary. To get a better picture of cash flow, this year Ms. Forrest is transferring 1/12 each month to the debt service, capital replacement and water and sewer rather than when the money is spent and recording those amounts as a transfer. At the September meeting the committee will review the cash positions on various funds.

Public Works:

General: Storms and Festivals added to the summer routine in all departments, with all demanding their share of attention again this month.

Water Department: Staff was busy with B-Box shut offs and repairs throughout the Village this month. Thirty-six water services were shut off for nonpayment, of which 4 remain off. Numerous B-Boxes were excavated and adjusted to grade.

A resident at 203 W. Park notified the Village of water leaking through his basement wall around his water service. The B-Box was shut off at the street thinking the service had burst with no results. Excavation of the water main and shutting off the valve to the residence on the other side of the street also had no effect on the flow of water. The B-Boxes for 201 and 205 W. Park were then excavated and shut off one at a time which failed to slow the flow of water. With Village options exhausted, the resident then excavated his front yard and discovered an abandon water service causing the problem. At this juncture the search and excavations were expanded. The shut off for the abandon service was discovered at 107 W. Park, where Washington St. Dead ends into Park. It was theorized that possibly the service was installed before the water main was installed west of Washington St., but it's still open for speculation.

The auto dialer from well #4 was sent out for repairs due to storm damage.

Sean Rushing took his class "D" water test the first of the month scoring 56% with 70% needed to pass.

Meters and MXU's continue to be addressed on a weekly basis. Both were purchased to replenish depleted stock during the month. Multiple secondary meters have been installed this year.

The phone line for well #5 auto dialer appears to have malfunctioned; Chris has contacted Frontier for repairs.

Chemicals were added and routine maintenance performed at the wells. Chlorine and Fluoride were purchased for all wells. At well #5 a chlorine pump needed repair. At well #3 a level sensor valve was in need of repair. Both repairs were completed in house.

Sewer Department: Smoke testing of the sewer system south of Orth Rd. was completed on 7/19/13. McMahon is reviewing data before presenting recommendations.

The collapsed sewer on Walnut Grove Rd. was repaired the first of the month. Anderson Bros. Exc. was hired to complete the repairs.

Spectrum Contracting has repaired the leaks in the walls of SBR #3 at the NWWTP. Repairs took 4 days. The influent in SBR #2 was transferred into the refurbished tank so repairs can take place on the sludge pump support system in #2. Sludge was pressed at the NWWTP during the month. Polymer was purchased to continue pressing into August. Lypase was purchased for both plants.

Storms caused a power outage north of Whiting Rd. the night of the 22nd. Staff had to mobilize generators for well #3 and lift stations in the area. Power was out for 12 hours at the NWWTP so fuel for both plant generators was purchased as a precaution,

The annual maintenance/service contract for the three pumps at the influent lift station for the SWWTP was renewed. EQ basins at the NWWTP were cleaned this month.

A pump for the EQ basin at the SWWTP was pulled and sent off to Xylem for repairs.

The new gear box for the auger at the NWWTP headwork was installed this month.

A new actuator was installed in SBR # 1 at the NWWTP.

Sand filters at the NWWTP were chlorinated and cleaned. The SWWTP will be next.

The incubator unit used for wastewater samples and supplies was in need of repairs.

Northern Balance calibrated the scales in the lab at the NWWTP.

Street Department: The Village MFT road repair package was sent out for bid by McMahon and Associates.

The skid loader, Derby mower and service truck were given a once over and placed at Village Hall for bidders to view.

Various signs were purchased and erected during the month.

Potholes continued to be addressed throughout the Village as weather permitted. Staff also went to the Caledonia to repair potholes and place shoulder stone in 4 or 5 areas within the Village limits.

Staff needed to clean up broken tree limbs north of Whiting Rd. after a wind/rain storm during the overnight hours of the 22nd- 23rd.

Parks: Vandals spray painted gang graffiti on equipment, buildings, benches and basketball courts the weekend of the 28th. Repairs were added to mowing and tree trimming of Lion's Park in preparation for Neighbor Night August 3rd.

Bids were solicited for removal of four trees in Lion's Park. RVP Enterprises was low bidder.

The installation of the BCCD kiosk at the bike path and Hill St. was completed as the roof was shingled and attached.

The Gazebo at Memorial Park was completed and dedicated this month. The structure has seen frequent use since it was erected.

Expenditures for July:

Meters/MXU's	\$ 3195.88
Chlorine/Fluoride	\$ 552.03
Road Stone/Chips/Cold Patch	\$ 356.44
Pump Repairs	\$ 2672.00
Graffiti Supplies	\$ 95.00
Polymer NWWTP	\$ 1192.50
Lypase (2)	\$ 3334.22
Signs	\$ 272.50
Generator Fuel	\$ 1706.20
Pump Service Contract	\$ <u>1845.00</u>
TOTAL	\$15,224.07

It was suggested that the Village have a back-up excavator in case the one the Village normally hires is unavailable.

Smoke Test data is being processed and a summery will be put together and prioritized as to which should be done first and a cost estimate. Tim Brohn stated a lot of manhole covers are leaking. A budget amendment may be needed as the Village learns what the costs will be.

The Lion's Club will work with Jeff Strate for fixing items in the Park that the insurance company feels needs to be fixed. Some trees in the Lion's Park need to be removed and was within the budgeted amount, so it was authorized to take the trees down.

Administration:

Commercial Water and Sewer Rates: Administrator Lynch again went over Commercial water and sewer rates. The bulk of residential customers would not see a raise in costs. Commercial depending on the size of the meter, rates could increase. There would also be the consideration of having a fire protection fee due to having infrastructure in place before the meter for water that would be used for fires. Commercial customers would be notified by mail as to a new rate structure.

Ways to reduce length of Committee Meetings: The Village needs to find ways to shorten committee meeting by finding things that do not have to come to committee so the Village can go to a Committee of the Whole and a Board meeting. Administrator Lynch stated that normal monthly bills could be paid with the committee to still have oversight but not go over each register each month. All information will be sent out to the Trustees and they will have time to ask questions of Mr. Lynch. The projection/ cash flow and the pavement maintenance update should be kept on agenda. Public Works report, W & S billing, foreclosures and items as block parties and raffle application can be taken off. The aged trail balance could be done on a quarterly basis. The Administration Committee will also see what can be cut from its agenda.

Property Acquisition: Five Village properties were found to be on the County's tax sale. During the budget process it was decided that there were 4 other properties the Village needed to buy. These properties have lift stations, water retention areas and green space. In talking with the County, Mr. Lynch learned that the County does not recognize a deed of dedication as a deed to owning property. Arrangements have been made with the County to purchase all 9 parcels using the \$3,200 in the budget and up to \$4,000 more. A motion was made by Fry, 2nd by Zangs to recommend to the full Board the purchase of 9 parcels of property using \$3,200 in the budget and up to \$4,000 to complete the purchase. Motion carried 3-0. Mr. Lynch stated that deeds for Village property are being worked on and will be given to the County.

405 Murfield Close: this was a foreclosure property that was being sold and ended with a W & S balance of \$1,582.09. The bill had to be OK'd by a committee at a finance company and when the committee approved a payment of a maximum of \$1,500 time had elapsed and the penalty was charged. They are asking for the penalty to be dropped as the committee only approved up to \$1,500.00 and would not approve the penalty. Because this was a timing issue in getting the bill through a committee, a motion was made by Costanza, 2nd by Zangs to waive the penalty and accept the \$1,500 as payment in full. Motion was carried 3-0.

Aged Trial Balance: When the next shut off notices are sent out, there will be included a letter stating that this is their last chance, if not paid it is going to collection. It was asked to get a report on how much is sent to collection and how much has been received.

Old/New Business:

Melissa Ford-excavation costs: a motion was made by Fry, 2nd by Costanza to reimburse Ms. Ford \$365.35 pending counsel's review and send to the full Board for approval. Motion carried 3-0.

Bond Refinancing Process; A motion was made by Fry, 2nd by Zangs to recommend to the full Board based on information received from First Mid State that the Village continues to hold but to proceed with the process of passing an ordinance authorizing the refinancing of the bond. The ordinance would be written by Bond Counsel and be ready for the Sept. Board meeting. The ordinance would be good for three years. Motion carried 3-0.

Block Party on Springmeadow Drive; a motion was made by Costanza, 2nd by Zangs to approve the street closing on Springmeadow Dr. for a block party on August 17th. Motion was carried 3-0.

Cost Analysis for combining the WWTP's; Engineer Tim Brohn needed to know what size line to put in to combine the systems and provide for future growth. The consensus was to have Quail Trap Road be the northern boundary, east and west boundaries would be agreements with Capron and Caledonia, southern boundary would be the boundary agreement with Belvidere.

Due to the Labor Day holiday weekend, the next Finance Committee meeting will be on Sept. 4th, 2013 at 6:30 pm.

A motion was made by Fry, 2nd by Costanza to adjourn the meeting. Motion was carried 3-0. The meeting was adjourned at 9:10 pm.

MINUTES of a regular public meeting of the President and Board of Trustees of the Village of Poplar Grove, Boone County, Illinois, held at the Village Hall, 200 Hill Street, Poplar Grove, Illinois, in said Village, at 7:30 o'clock P.M., on the 9th day of September, 2013.

* * *

The meeting was called to order by the President, and upon the roll being called, John Neitzel, the President, and the following Trustees were physically present at said location: Robert Fry, Owen Costanza, Judi Zangs, Ron Quimby, Don Bawden and Jeff Goings.

The following Trustees were allowed by a majority of the members of the President and Board of Trustees in accordance with and to the extent allowed by rules adopted by the President and Board of Trustees to attend the meeting by video or audio conference: _____

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The President announced that in order to refund outstanding debt obligations of the Village, it would be necessary for the Village to issue revenue bonds or, in lieu thereof, alternate bonds and that the President and Board of Trustees of the Village would consider the adoption of an ordinance authorizing the issuance of such bonds.

Whereupon Trustee _____ presented the following ordinance, copies of which were made available to all in attendance at said meeting who requested a copy:

NOTICE OF INTENT TO ISSUE BONDS
AND RIGHT TO FILE PETITIONS

Notice is hereby given that pursuant to Ordinance No. _____, adopted on the 9th day of September, 2013 (the “*Ordinance*”), by the President and Board of Trustees of the Village of Poplar Grove, Boone County, Illinois (the “*Village*”), the Village intends to issue its Waterworks and Sewerage Revenue Bonds in an aggregate principal amount not to exceed \$4,925,000 (the “*Revenue Bonds*”) or, in lieu thereof, its General Obligation Bonds (Alternate Revenue Source), in an aggregate principal amount not to exceed \$4,925,000 (the “*Alternate Bonds*”), and bearing interest per annum at not to exceed the maximum rate authorized by law at the time of the sale thereof, for the purpose of refunding outstanding debt obligations of the Village. The Alternate Bonds would be payable from the net revenues of the waterworks and sewerage system of the Village. If such 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. A complete copy of the Ordinance follows this notice.

Notice is hereby further given that if a petition signed by 286 or more electors of the Village (the same being equal to 10% of the registered voters of the Village) asking that the question of refunding outstanding debt obligations of the Village, as provided in the Ordinance, and the issuance of the Revenue Bonds therefor, be submitted to the electors of the Village is filed with the Village Clerk within 30 days after the date of publication of the Ordinance and this notice, an election on the proposition to issue the Revenue Bonds shall be held at the general primary election on the 18th day of March, 2014. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as amended (the “*Election Code*”).

Notice is hereby further given that if a petition signed by 214 or more electors of the Village (the same being equal to the greater of (i) 7.5% of the registered voters of the Village or (ii) 200 of those registered voters or 15% of the registered voters whichever is less) asking that the issuance of the Alternate Bonds be submitted to referendum is filed with the Village Clerk within 30 days after the date of publication of the Ordinance and this notice, an election on the proposition to issue the Alternate Bonds shall be held at the general primary election on the 18th day of March, 2014. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code.

By order of the President and Board of Trustees of the Village of Poplar Grove, Boone County, Illinois, this 9th day of September, 2013.

Roanna Richard
Village Clerk
Village of Poplar Grove,
Boone County, Illinois

ORDINANCE NO. _____

AN ORDINANCE authorizing the issuance of Waterworks and Sewerage Revenue Bonds of the Village of Poplar Grove, Boone County, Illinois, in an aggregate principal amount not to exceed \$4,925,000 or, in lieu thereof, General Obligation Bonds (Alternate Revenue Source), in an aggregate principal amount not to exceed \$4,925,000, for the purpose of refunding outstanding debt obligations of the Village.

* * *

WHEREAS, the Village of Poplar Grove, Boone 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 the public health, safety and welfare to refund outstanding debt obligations of the Village (the "*Refunding*"), all in accordance with the estimate of costs therefor; and

WHEREAS, the estimated cost of the Refunding, including legal, financial, bond discount, printing and publication costs and other expenses, does not exceed \$4,925,000, 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 Refunding be undertaken and in order to finance the costs thereof it will be necessary for the Village to issue not to exceed \$4,925,000 bonds payable from the revenues 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, not to exceed \$4,925,000 alternate bonds, being general obligation bonds payable from the net revenues of the System (the "*Alternate*

Bonds”), 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 net revenues of the System 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 Poplar Grove, Boone 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; Retention of Underwriter and Approval of Bond Counsel and Disclosure Counsel. It is necessary and in the best interests of the Village to proceed with the Refunding, in accordance with the estimate of costs as hereinabove described, 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 \$4,925,000 or, in lieu thereof, the Alternate Bonds in an aggregate principal amount not to exceed \$4,925,000. The Board hereby appoints First Midstate Inc., Bloomington, Illinois, as underwriter, and approves of Chapman and Cutler LLP, Chicago Illinois, as bond counsel to the Underwriter and disclosure counsel to the Underwriter, with respect to the proposed issuance of the Revenue Bonds or, in lieu thereof, the Alternate Bonds.

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 *Belvidere Daily Republican*, the same being a newspaper of general circulation in the Village, and if no petition, signed by 286 electors, being equal to ten percent

(10%) of the number of registered voters in the Village, asking that the question of refunding outstanding debt obligations of the Village, 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 the Revenue Bonds shall be authorized to be issued.

If no petition, signed by 214 electors, the same 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 shall not be authorized to be issued until such time as the question of refunding outstanding debt obligations of the Village, as provided in this ordinance, 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 purposes described herein. Such additional ordinances or proceedings shall in all instances become effective immediately without publication or posting or any further act or requirement. 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.

ADOPTED by the Corporate Authorities on September 9, 2013.

AYES: Robert Fry, Owen Costanza, Judi Zangs, Ron Quimby, Don Bawden and Jeff Goings.

NAYS: _____

ABSENT: _____

APPROVED on September 9, 2013.

President, Village of Poplar Grove,
Boone County, Illinois

PUBLISHED in the *Belvidere Daily Republican* on September ____, 2013.

RECORDED in the Village Records on September 9, 2013.

Attest:

Village Clerk, Village of Poplar Grove,
Boone County, Illinois

Trustee _____ moved and Trustee _____ seconded the motion that said ordinance as presented be adopted.

After a full and complete discussion thereof, including a public recital of the nature of the matter being considered and other information that informed the public of the business being conducted, the President directed that the roll be called for a vote upon the motion to adopt the ordinance.

Upon the roll being called, the following Trustees voted AYE: Robert Fry, Owen Costanza, Judi Zangs, Ron Quimby, Don Bawden and Jeff Goings.

NAY: _____

Whereupon the President declared the motion carried and the ordinance adopted, and henceforth did approve and sign the same in open meeting and did direct the Village Clerk to record the same in full in the records of the President and Board of Trustees of the Village of Poplar Grove, Boone County, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said meeting.

Upon motion duly made and seconded, the meeting was adjourned.

Village Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF BOONE)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Poplar Grove, Boone County, Illinois (the “*Village*”), and as such officer I am the keeper of the books, records, files, and journal of proceedings of the Village and of the President and Board of Trustees thereof (the “*Board*”).

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 9th day of September, 2013, insofar as same relates to the adoption of Ordinance No. _____ entitled:

AN ORDINANCE authorizing the issuance of Waterworks and Sewerage Revenue Bonds of the Village of Poplar Grove, Boone County, Illinois, in an aggregate principal amount not to exceed \$4,925,000 or, in lieu thereof, General Obligation Bonds (Alternate Revenue Source), in an aggregate principal amount not to exceed \$4,925,000.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 72 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 72-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of Illinois Municipal Code, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Village,
this 9th day of September, 2013.

(SEAL)

Village Clerk, Village of Poplar Grove,
Boone County, Illinois

PETITION – REVENUE BONDS

To the Village Clerk of the Village of Poplar Grove, Boone County, Illinois:

We, the undersigned, being registered voters of the Village of Poplar Grove, Boone County, Illinois, do hereby petition you to cause the following question to be submitted to the electors of said Village: “Shall the Village of Poplar Grove, Boone County, Illinois, refund outstanding debt obligations of the Village and issue Waterworks and Sewerage Revenue Bonds to the amount of \$4,925,000 for the purpose of paying the costs thereof?”; and we do hereby further request that the Village Clerk of said Village certify said proposition to the County Clerk of The County of Boone, Illinois, for submission to said voters at the general primary election to be held on the 18th day of March, 2014.

NAME	ADDRESS
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois

The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is _____ (Street Address), _____ (Village, Village or Town), _____ County, _____ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Village and that their respective residences are correctly stated therein.

Signed and sworn to before me this _____ day of _____, 2013.

 Illinois Notary Public

My commission expires _____

(NOTARY SEAL)

PETITION – ALTERNATE REVENUE BONDS

To the Village Clerk of the Village of Poplar Grove, Boone County, Illinois:

We, the undersigned, being registered voters of the Village of Poplar Grove, Boone County, Illinois, do hereby petition you to cause the following question to be submitted to the electors of said Village: “Shall the Village of Poplar Grove, Boone County, Illinois, issue its \$4,925,000 general obligation alternate bonds for the purpose refunding outstanding debt obligations of the Village, said bonds being payable from the net revenues of the System, unless said revenue source is insufficient to pay said bonds, in which case ad valorem property taxes upon all taxable property in said Village without limitation as to rate or amount are authorized to be extended for such purpose?”, and we do hereby further request that the Village Clerk of said Village certify said proposition to the County Clerk of The County of Boone, Illinois, for submission to said voters at the general primary election to be held on the 18th day of March, 2014.

NAME	ADDRESS
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois
_____	_____, Village of Poplar Grove, Boone County, Illinois

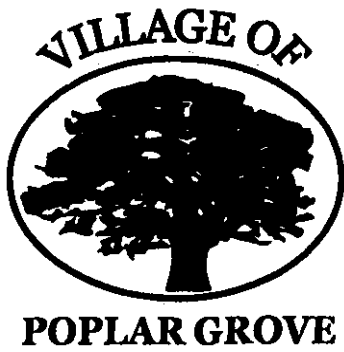
The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is _____ (Street Address), _____ (Village, Village or Town), _____ County, _____ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Village and that their respective residences are correctly stated therein.

Signed and sworn to before me this _____ day of _____, 2013. _____

Illinois Notary Public

My commission expires _____

(NOTARY SEAL)



Village of Poplar Grove
200 Hill Street
P.O. Box 1
Poplar Grove, Illinois 61065

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"A Great Place to Call Home"

Office of Village Administrator

August 28, 2013

Memo to Finance Committee
Re: Property Vacation

The Administration Committee discussed the vacation of an existing street right-of-way that was to connect Walnut Grove Drive to Waco Way. It passes between residential properties at 607 and 615 Waco Way. The Admin committee had me send letters to the adjacent property owners to determine their interest in purchasing the property. Their response is attached. Here is the methodology I used in calculating the fair market value of the property being vacated:

Methodology for Calculation of Fair Market Value

Using the Boone County GIS website, I looked up the assessed (land only) value of the properties on either side of the property being vacated. One adjacent property was \$.4213 and the other was \$.4069 per square foot. Using the average of these two (\$.41), and knowing that fair market value in Illinois is three times assessed value, this would equal a fair market value of \$1.23 per square foot (\$.41x3). The property in question to be vacated is 20,909 square feet, so fair market value would be \$25,718 (20,909 x 1.23).

Thank you,

Mark Lynch

RECEIVED

August 8, 2013

BY:

Mr. Mark Lynch
Office of Village Administrator
Village of Poplar Grove
200 Hill Street
Poplar Grove, IL 61065

Dear Mr. Lynch,

We are writing in response to your letter dated July 15, 2013, regarding the vacation of the strip of land located adjacent to our properties. We are interested in purchasing this piece of property, but your proposed price of \$25,718 (\$12,859 for half) of this property is much higher than it is worth.

This piece of property is long and thin and cannot be compared with a lot that can be built on for determining fair market value. In addition, it abuts to a water detention pond that floods and would most likely make a road dangerous and impassable during heavy rain and snow melt. We believe the asking price of an acre of farm land in this area is much lower than your asking price. This piece of land is not equivalent to a residential lot and could not be used as farm land, so its value should be much lower.


A consideration that should be made in determining the price of this land is that we have paid to put grass and trees on this property and have been mowing it for the past 12 to 13 years. The cost of mowing and increased property tax from beautification should be considered in asking a reasonable price.

We would like to purchase this land and alleviate the threat of the Village putting a road very close to our houses on a dangerous, blind curve of Waco Way. The road would only decrease the safety of the neighborhood residents; it would offer no substantial enhancement or benefit.

Please reply to us with a reasonable asking price, and we would be happy to negotiate the purchase of this piece of property.

Sincerely,


Aric and Karen Akins
615 Waco Way
Poplar Grove, IL 61065
(home) 815/544-5123
(cell) 815/540-7198
ksakins@gmail.com


George and Janis Waddell
607 Waco Way
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CC: John Neitzel