

VILLAGE OF ALGONQUIN  
COMMITTEE OF THE WHOLE  
Meeting Minutes  
Algonquin Village Hall Board Room  
January 24, 2012

**AGENDA ITEM 1:** Roll Call to Establish a Quorum

Present: Temporary Chairperson – Trustee Debby Sosine; Trustees Jim Steigert, Jerrold Glogowski, Debby Sosine, and President John Schmitt

Absent: Trustees Brian Dianis Robert Smith, and John Spella

Staff Members Present: William Ganek, Village Manager; Bob Mitchard, Director of Public Works; Russ Farnum, Director of Community Development; Mike Kumbera. Assistant to the Village Manager. Village Attorney Kelly Cahill and Village Clerk Jerry Kautz were also in attendance.

Chairperson Sosine called the meeting to order at 7:30 p.m. and established a quorum.

(Note: Trustee Spella was seated at 7:44 p.m.)

**AGENDA ITEM 2:** Community Development

A. Consider Authorization to Execute Agreement with Land Vision, Inc. for the Algonquin Downtown Planning Study

Mr. Farnum reported the Village received a Community Planning Program grant award from the Chicago Metropolitan Agency for Planning (CMAP). The grant was for \$90,000 to hire a consultant to prepare a downtown planning study that will serve as a strategic action plan for enhancing downtown as a walkable, mixed-use district (in particular after the Western Bypass roadway is completed). Upon completion of the consultant interview process, staff has recommended the consultant team comprised of Land Vision, Inc., Sam Schwartz Engineering, and Business Districts, Inc. Overall, the Land Vision team's proposal was extremely strong in all three main areas of the project study (economic analysis, land use, transportation) and will address the tasks outlined in the RFP scope of services within the \$90,000 budget which was awarded by CMAP. A draft contract from Land Vision for the Village to execute with its principal, Ronald Lanz, was proposed. Mr. Lanz was present at the meeting and proceeded to give a presentation on his company's proposal, hoping to begin the study process in February. Those members present all complimented Mr. Lanz on his presentation. It was noted that any previous studies regarding downtown revitalization will be available to Land Vision.

Following discussion, it was the consensus of the Committee of the Whole to move the service agreement on to the Board for approval.

B. Consider Annual Approval of the Official Village of Algonquin Zoning Map for 2012

Mr. Farnum reported the zoning map has been updated to reflect the developments over the past year. Zoning of lots is updated with special uses added.

The consensus of the Committee of the Whole was to pass on to the Board for approval.

**AGENDA ITEM 3: General Administration**

**A. Review Capital Budgets for 2012/2013**

Mr. Ganek gave a review of all the capital budgets:

**(1) Proposed Water and Sewer Improvement and Construction Budget**

The Water and Sewer Improvement and Construction Fund is a capital account with cash reserves that can be accumulated from year to year. The revenue estimated for this fund is \$1,947,000. During the previous fiscal years, revenues derived from tap-on fees, the home rule sales tax, bond proceeds, and cash reserves were used to cover the cost of the Wastewater Treatment Facility Phase 6 expansion. Now that the bond reserves have been spent to complete this project, it is recommended that the Village reduce expenditures in the fund for this fiscal year to \$1,808,000 and begin saving for future expansions to Water Treatment Plant #3 and Phase 7 of the Wastewater Treatment Facility.

**(2) Proposed MFT and Street Improvement Budgets**

These two funds have separate sources of revenue collection and expenditure requirements. The projects recommended in these two funds continue the Village's commitment to implement its multi-year street improvement program. The MFT and Street Improvement Funds both have accumulated some cash reserves (approximately \$5.3 million), allowing expenditures of future road projects to exceed revenues anticipated for that particular year. The revenue for these two funds is estimated at over \$4.1 million dollars. The expenditures proposed for engineering and road construction projects covered by the two funds total just over \$7.6 million dollars, using some of the cash reserves from both the MFT and Street Improvement Funds.

Although the economy is still recovering from the extreme downturn, infrastructure deterioration continues on the same pace as when the economy is strong. Continued investment in Village infrastructure is critical to avoid major structural failures in our road and drainage network in the near future. The road capital expenditures proposed in these funds continue to address the aged and deteriorating road infrastructure of the community.

**(3) Proposed Park Improvement Budget**

This fund is used for the acquisition of parklands, development of and improvements to new parks, and wetlands/native area enhancements. Due to the lack of residential development recently, there are no revenues available for new park development in this fund since park impact fees are the primary funding source for these types of projects. There are,

however, funds that were paid from developments in previous years and were restricted to a specific use of funds such as reforestation, enhancement of wetlands, and improvements to other natural areas. In addition, the Village has successfully secured an EPA grant award for the Woods Creek Watershed Plan for implementation over the next several years. Park Fund revenues are projected at \$9,000 plus \$176,500 or reserves from Restricted Funds. Expenditures are projected at \$176,500. Mr. Ganek also reviewed future years' street improvement projections. Also noted was the study for the Randall Road pedestrian crossing and the \$3,000,000 grant, but this project probably will not be taking place for another three years.

Since this was a review, no consensus was required tonight.

**B. Consider Agreement with Independent Energy Consultants for Electric Aggregation Consulting Services**

Mr. Kumbera reported the Village of Algonquin approved a referendum question to be brought before the voters at the General Primary Election on March 20. In looking for an energy consultant to assist with the coordination activities of a municipal electric aggregation program, McHenry County, acting as the lead agency, issued a request for proposals (RFP) for energy consulting services in December 2011 which yielded five responses. A committee of municipal representatives evaluated the proposals and has recommended Independent Energy Consultants, Inc. to work with the McHenry County Council of Governments (MCCG) consortium. Independent Energy Consultants, Inc. will be responsible for the procurement of an electric energy supplier, developing the Village's opt-out aggregation program as required by state law, and providing factual information about aggregation for the upcoming referendum. If voters do not approve the electric aggregation referendum at the next election, the Village will be permitted to terminate the contract with Independent Energy Consultants, Inc. and have no financial obligation. Independent Energy Consultants, Inc. will not be paid directly by consortium members or the Village. Rather, the selected energy supplier will be responsible for paying the consultant's fee, which is currently set at \$0.0004 per kWh. The term of the agreement is the longer of two years or the term of the energy supply agreement entered through the bidding process. If the Village enters into a subsequent energy supply agreement, the consultant fee will be reduced by 10 percent for that offer.

Following discussion it was the consensus of the Committee of the Whole to move this item on to the Board for approval.

**AGENDA ITEM 4: Public Works & Safety**

**A. Consider Ordinance Declaring Certain Property and Equipment as Surplus**

This is a housekeeping item for declaring surplus equipment. Item one (Unit 560) is a four-ton hot patcher that has become reliably obsolete with repair parts not readily available. Item two (Unit 110) is the senior bus that has many things wrong including broken air conditioning, high mileage, and a rust-eroded body. Staff recommends placing these on the surplus list.

It was the consensus of the Committee of the Whole to move this on to the Board for approval.

**AGENDA ITEM 5:** Executive Session  
No items to discuss.

**AGENDA ITEM 6:** Other Business

**AGENDA ITEM 7:** Adjournment

There being no further business, Temporary Chairperson Sosine adjourned the meeting of the Committee of the Whole at 8:52 p.m.

Submitted: Jerry Kautz, Village Clerk