



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held On May 13, 2025
Village Board Room
2200 Harnish Dr. Algonquin, IL**

Trustee Spella Chairperson, called the Committee of the Whole meeting to order at 7:30 p.m.

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Trustees, Jerry Glogowski, Laura Brehmer, Brian Dianis, Brian Dianis, Maggie Auger, John Spella, President, Debby Sosine and Clerk, Fred Martin.

A quorum was established

Staff in Attendance: Tim Schloneger, Village Manager; Mike Kumbera, Deputy Village Manager; Nadim Badran, Public Works Director; Dennis Walker, Chief of Police; Joanne Kalchbrenner, Community Development Consultant; Stacey VanEnkevort, Recreation Director; Jacob Uhlmann, Management Intern; and Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment

None

AGENDA ITEM 3: Proclamation:

The Village of Algonquin Proclaims May 19-25, 2025 National Public Works Week
Clerk Martin read the Proclamation into the record

AGENDA ITEM 4: Community Development

Ms. Kalchbrenner:

A. Consider a Public Event License for America's Antique Mall Car Show May 25, 2025

Julie Coppedge, of America's Antique Mall, is seeking approval of a public event/entertainment license for a car show.

The applicant is collaborating with the Freemasons and Rudy Kay from Cruisin' Music Radio to host the car show on Sunday, May 25, 2025, from 10:00 am to 3:00 pm, in the parking lot of America's Antique Mall at 2451 South Randall Road. The car show will include a food truck, a DJ for music and announcements, car awards, and will promote shopping at the antique mall. Car registration will be from 10:00 am to 11:30 am and awards will be issued at 2:30 pm. The registration fee will be \$20 per vehicle and attendees can enter for free. The parking spaces in the center of the parking lot will be reserved for the car show participants and the food truck. There are one hundred eight (108) parking spaces in the center parking rows, not including six (6) ADA parking stalls. The food truck will use four (4) of these parking spaces. The applicant noted that the participating vehicles will be spread out for viewing and will not occupy all one hundred four (104) spaces. Attendees and customers will park in the perimeter parking rows, which total sixty-eight (68) parking spaces. The property owner of the vacant neighboring property at 2471 South Randall Road has given the applicant permission to use the parking lot for overflow parking. Staff recommends a condition to limit the number of car show vehicles allowed to register to ninety-five (95) and to restrict the car show parking area to the interior parking spaces.

Staff has reviewed the request and recommends that the Committee of the Whole advance this matter to the Village Board for approval of the Public Event License with the following conditions outlined below:

- Village Police officers and other officials shall have free access to the event at all times to ensure that the event complies with the Municipal Code;
- A maximum of ninety-five (95) car show vehicles shall be allowed. Such vehicles shall only park in the interior parking rows, as shown in green on the site plan;
- Traffic on public roadways shall not be impeded in any manner;
- Final site and circulation plans are subject to review and approval by CD Staff, Police, Fire, and Public Works as needed.

Any changes to the site plan, event days, event hours, and details of the event shall be approved by Village Staff before such change can occur;

- All drive aisles shall remain clear of vehicles or other obstructions at all times;
- A minimum of 5 feet of unobstructed sidewalk in front of the business must be maintained at all times, including in front of the DJ Booth. Vehicles shall not be parked on the sidewalk;
- All parking shall be on paved surfaces approved for such use;
- The Village of Algonquin does not provide water or electricity for food trucks;
- Temporary Food Service permit(s) shall be obtained from the Kane/McHenry County Health Department and the necessary inspections shall be allowed. A copy of the permit(s) shall be shared with the Village of Algonquin Community Development Department;
- Public Event License Fees must be paid prior to the event;
- The event coordinator is responsible for suspending or canceling the event in case of structural concerns, electrical malfunctions, or storms that may include wind in excess of 40 mph, lightning, tornado warnings, unruly crowds, or any other issues that may pose a risk or danger to the public;
- Any temporary tents or structures shall be properly weighted or tied down. In the event of unfavorable weather conditions, any temporary tents or structures shall be vacated and removed, and no temporary tent or structure shall be used for shelter;
- No temporary signage, such as flags or portable ground signs, is permitted on or offsite;
- No alcohol shall be sold or consumed on the property.

It is the consensus of the Committee to forward this to the Village Board for approval

B. Consider a Public Event License for Congregational Church of Algonquin Bags for Bags Event June 21, 2025

William Hellyer, on behalf of the Congregational Church of Algonquin, is seeking approval of a public event/entertainment license for a one-time event called Bags for Bags. This event is a fundraiser for the Algonquin Lake in the Hills Food Pantry and part of the Congregational Church's 175th Anniversary. Participants must donate a bag of groceries to play in the bags tournament. The event will take place on Saturday, June 21, 2025, from 4:00 pm to 9:00 pm. It will include the closure of Washington Street from Main Street to Harrison Street to allow the Church to use the street for the bags tournament and food collection. Approximately 200 participants are expected. Any monetary contributions will be given to the Algonquin Lake in the Hills Food Pantry. Mr. Hellyer is also seeking a waiver of the Public Event License Fee of \$50/day and all fees associated with the road closure, including the vehicle barrier and staff costs.

Staff has reviewed the request and recommends approval with the following conditions outlined below.

Staff has reviewed the request and recommends that the Committee of the Whole advance this matter to the Village Board for approval of the Public Event License with the following conditions outlined below:

- The Public Event License Fee and Street Closure Fee are waived;
- Village Police officers and other officials shall have free access to the event at all times to ensure that the event complies with the Municipal Code;
- Final site and circulation plans are subject to review and approval by CD Staff, Police, Fire, and Public Works as needed;
- The Congregational Church shall be responsible for all trash removal;
- A twenty-foot (20') emergency access lane down the center of Washington shall be established at all times;
- The event coordinator is responsible for suspending or canceling the event in case of structural concerns, electrical malfunctions, or storms that may include wind over 40 mph, lightning, tornado warnings, unruly crowds, or any other issues that may pose a risk or danger to the public;
- The applicant, at no expense to the Village, shall obtain and file with the Village, no less than 30 days before the event, evidence that its insurance meets the minimum requirements;
- No alcohol will be allowed to be sold or consumed in the street.

It is the consensus of the Committee to forward this to the Village Board for approval

C. Consider a Public Event License for EL CARDUNAL Canoe and Paddle Event June 22, 2025

Robert Sutton, on behalf of the Friends of the Fox River, is seeking approval of a public event/entertainment license for the inaugural EL CARDUNAL Canoe and Paddle Event on the Fox River. The event will take place on Sunday, June 22, 2025, from 6:30 a.m. to 2:00 p.m. The event will begin at Cornish Park in Algonquin and end in East Dundee. Participants will drop off their watercraft at Cornish Park between 7:00 a.m. and 10:00 a.m. and then drive to East Dundee to park their vehicles and trailers. A shuttle will then drive participants back from East Dundee to Cornish Park for the launch between 10:00 a.m. and 12:00 p.m. Participants will choose a watercraft drop-off time and one of four shuttle pick-up times when registering online. They may also request a rental kayak from Howling Wolfe Canoe & Kayak.

Watercraft drop-off will occur in the Cornish Park parking area on La Fox River Drive. Volunteers will help unload, which takes approximately 10 minutes per vehicle. Volunteers will also be stationed at La Fox River Road and Washington Street to confirm that there is available parking. Volunteers, large vehicles, or trailers will be directed to park in a municipal lot on Harrison Street. The diagonal parking stalls at the Harrison Street park entrance will be used for the shuttle drop-offs and trailer unloading. Registration will occur in Cornish Park. Participants will receive a wristband that matches their watercraft, which will then be moved to the staging area. Participants may have time between the shuttle drop-off and their launch time, so they will be encouraged to explore and dine in Downtown Algonquin. Once launches begin, watercraft will be moved from the staging area to the launch site at set times, and launches will be announced with a bullhorn. Volunteers will be wearing safety vests and paddlers must wear safety equipment. The Prairie State Canoeists (PSC) and the Friends of the Fox River will have volunteers in the water helping launch. The PSC will have one guide for every 20 paddlers and they will evaluate paddling skills and provide support along the way. The Auxiliary Coast Guard will also be on-site to perform safety checks. Although not guaranteed, the Fire Protection District may send members of their "Swift Water Team" to observe only if they are on duty. The Friends of the Fox River will paddle the river every day, weather permitting, the week before the event to clear any hazards. The event will be cancelled if an unsafe condition exists on the river or the cubic feet per minute, or CFM, exceeds the IDNR standard.

Mr. Sutton is also seeking a waiver of the Public Event License Fee of \$50/day because the Friends of the Fox River is a non-profit organization.

Staff has reviewed the request and recommends that the Committee of the Whole advance this matter to the Village Board for approval of the Public Event License with the following conditions outlined below.

Approval is contingent upon the following conditions:

- The \$50/day Public Event License Fee is waived;
- Village Police officers and other officials shall have free access to the event at all times to ensure that the event is in compliance with the Municipal Code;
- Traffic shall not be impeded in any manner;
- Final site and circulation plans are subject to review and approval by CD Staff, Police, Fire, and Public Works as needed;
- Signage and volunteers shall be posted to assist in traffic control;
- Food from downtown businesses can be ordered as takeout and consumed in Cornish Park. If a food vendor sells food and/or beverage items in Cornish Park, they shall apply for a separate Special Event Permit and shall provide all applicable Health Department approvals prior to approval. No food vendors can set up in the public right-of-way and no food trucks will be permitted;
- The event coordinator is responsible for suspending or canceling the event in case of structural concerns, electrical malfunctions, or storms that may include wind in excess of 40 mph, lightning, tornado warnings, unruly crowds, a CFM that exceeds IDNR standards, or any other issues that may pose a risk or danger to the public;
- Prior to commencing any of the activities approved by the Public Event License, the applicant, at no expense to the Village, shall obtain and file with the Village, no less than 30 days prior to the event, evidence that its insurance meets the minimum requirements.

It is the consensus of the Committee to forward this to the Village Board for approval

D. Consider a Public Event License for Art on the Fox September 6 and 7, 2025

The Village of Algonquin is seeking approval of a Public Event License for the Art on the Fox art festival that will take place in downtown Algonquin on September 6 and 7, 2025. This event is being put on by the Village of Algonquin and is being organized by Amdur Productions, Inc. The Art on the Fox is a free public cultural event that features original art of all medias and also live music. The Art on the Fox last occurred in 2024 on South Main Street. This year, the festival is planned to take place on South Main Street between Algonquin Road and Madison Street. Police and Fire have given preliminary approval of the event map and Public Works has preliminarily approved the street closure. The Art on the Fox will have two platform stages with live music from 10 am – 5 pm on both Saturday and Sunday. One of the stages will be located near the north end of Main Street near Algonquin Road and the other stage will be located on Washington Street across from Cucina Bella. Along with the platform stages, up to 75 artist and sponsor booths are planned to be located along Main Street. The village is not planning to serve liquor as part of the art festival. Instead, the village will permit downtown restaurants to sell alcohol for consumption off-premises, within the enclosed festival footprint. This policy would allow attendees to patronize downtown businesses that have a valid liquor license to purchase an alcoholic beverage and then walk through the art festival with their food and beverage. To prove that customers have been carded, the businesses serving alcohol will provide wristbands when the customer purchases alcohol. The wristband will be one color with the Art on the Fox logo. All drinks leaving the premises must be served in a signature Art on the Fox plastic cup. If any of the businesses wish to sell outside of their licensed area, they will need to obtain a Special Event Permit from the State of Illinois. Businesses that have shown interest in participating include: Bold American Fare, Whiskey and Wine, Cucina Bella, Bullseye, Cattleman's Burgers and Brew, Riverbottom Ice Cream, Bella Pizzeria, and The Black Bear Bistro.

Food will be provided by the local businesses in the footprint of the Art Festival. If the local restaurants do not provide enough "grab and go" food options during the festival hours, Amdur has the right through their agreement with the village to bring in outside food vendors. These additional food vendors would sell products different from those offered by downtown restaurants. The number of additional food vendors will be contingent on the number of downtown restaurants participating in the festival.

**Note – The Downtown Algonquin Association is planning to host a beer tent in the village parking lot at the southeast corner of Algonquin Road and Main Street. This area may also include local food vendors and extended night hours on the main stage on Saturday night. This request will come through as a separate Public Event/Entertainment License Request.*

Staff has reviewed the request and recommends that the Committee of the Whole advance this matter to the Village Board for approval of the Public Event License with the following conditions outlined below:

- The applicant shall abide by all provisions of the Algonquin Municipal Code with specific attention to the Public Event/Entertainment section along with all provisions/requirements of the Public Event/Entertainment License Application checklist and the application provided.

- Temporary Food Service permit(s) shall be obtained from the McHenry County Health Department by all food vendors and the necessary inspections shall be allowed.
- The required electrical and fire inspections shall be allowed to be conducted by Village and Fire Department staff.
- A Public Event Liquor Permit to sell alcoholic liquor must be obtained from the Village and State Liquor Commissioners OR proof of Village permission to have downtown restaurants sell alcohol for consumption off-premises.
- In the event of unfavorable weather conditions, the tent area(s) shall be vacated if there is a severe thunderstorm, if there is a tornado warning/watch issued, or in the case of high winds or gusts in excess of 40 mph.
- Final site and circulation plans are subject to review and approval by CD Staff, Police, Fire, and Public Works as needed.

It is the consensus of the Committee to forward this to the Village Board for approval

E. Consider a Special Use Permit to allow a Specialty Recreation Facility

Amy Miles of pb2 architecture + engineering, the "Petitioner" representing Sky Zone, submitted a Development Petition requesting issuance of a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road, the "Subject Property."

The Planning and Zoning Commission reviewed the Request at the April 14, 2025, Planning and Zoning Commission Meeting. During the public comment, an Algonquin resident expressed concern about increased traffic on Stonegate Road. After discussion, the Planning and Zoning Commission accepted (approved 7-0) staff's findings as the findings of the Planning and Zoning Commission and recommended issuance of the Special Use Permit, as outlined in the staff report for case PZ-2025-04, and subject to staff's recommended conditions.

The Subject Property is part of the Grandview Commons Planned Development approved through Ordinance 2006-O-36 (*An Ordinance Approving The Final Planned Development And Final Plat of Subdivision For A 35,000 Square Foot Furniture Store On Lots 1 and 7 of the Grandview Commons Commercial Center*). Earlier this year, the Village Board approved an amendment to the Zoning Code to define and add Specialty Recreation Facility as a Special Use in the B-2 Business, General Retail District. The Petitioner proposes to operate an indoor trampoline park, which falls under this new definition. The hours of operation will be from 9:00 a.m. to 9:00 p.m., Sunday through Thursday, and from 9:00 a.m. to 10:00 p.m. on Fridays and Saturdays. Minor alterations are proposed to the exterior, such as the installation of a new wall sign and awnings.

Staff finds that the standards for a Special Use Permit have been met and recommends the Committee of the Whole advance the request to the Village Board to approve the issuance of a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road, subject to the following conditions and final staff approval:

- a) The developer shall obtain a building permit for the interior improvements. At no time shall the exterior masonry be painted or the EIFS be painted a different color than what was originally approved through Ordinance 2006-O-36. Awnings are required on the front of the building and shall be kept in good condition;
- b) The developer shall obtain and maintain all required state and health department licenses while open to both public and private customers;
- b) All signs shall conform to the height and size requirements of the Village's Sign Code;
- c) The existing landscaping and drainage areas on the Subject Property shall be restored to the original plans approved through Ordinance 2006-O-36 prior to issuance of a Final Certificate of Occupancy; e. Failure to maintain a safe environment will result in the revocation of this Special Use Permit.

After considerable discussion, It is the consensus of the Committee to table this to the next Committee of the Whole meeting.

F. Consider a Final Planned Development and Issue a Special Use Permit to allow a Drive-Through for 7 Brew Coffee

Bob Gage of Who Brew LLC, the "Petitioner", submitted a Development Petition requesting approval of a Final Planned Development and the issuance of a Special Use Permit to allow a Drive-Through, the "Request," for a drive-through only coffee restaurant to be constructed at 235 South Randall Road, the "Subject Property".

The Planning and Zoning Commission reviewed the Request at the April 14, 2025, Planning and Zoning Commission Meeting.

There was no public comment. After discussion, the Planning and Zoning Commission accepted (approved 7-0) staff's findings as the findings of the Planning and Zoning Commission and recommended approval of a Final Planned Development and for the issuance of a Special Use Permit to allow a Drive-Through, as outlined in the staff report for case PZ-2024-26.

The Petitioner submitted revised plans after the Planning & Zoning Commission meeting in response to staff's review comments. The conditions have been updated to reflect the revised plans. Specific details about this development can be found in the Planning & Zoning Staff Report attached as "Exhibit A" Staff recommends that the Committee of the Whole advance this matter to the Village Board for approval of a Final Planned Development and for the issuance of a Special Use Permit to allow a Drive-Through to be constructed at 235

South Randall Road, as outlined in the Planning & Zoning Staff Report for Case No. PZ-2024-26, subject to the following conditions and final approval of all plans by staff:

- a) The Engineering & Site Plan, as prepared by Toth and Associates, and last revised May 7, 2025. The parking lot capacity shall be evaluated one year after the issuance of a Final Certificate of Occupancy by Village Staff. If deemed necessary by Village Staff, the parking lot shall be expanded within 6 months to accommodate the necessary parking stalls if staff parking cannot be accommodated on the site or if the building is ever altered to allow customers to walk up to order and/or dine on-site;
- b) The Landscape Plan, as prepared by Toth and Associates, and last revised March 25, 2025;
- c) The Sign Plan, as prepared by Pattison ID, and last revised May 5, 2025. The proposed signs shall conform to the height and size requirements of the Village's Sign Code. At least one wall sign shall be dimensional. The monument sign shall be constructed with two different colors of full-depth brick, stone, or similar material that is consistent with the building construction and shall include a decorative stone cap. No tube lighting is allowed on the monument sign. The two digital display panels installed on the drive-through canopy columns shall be limited to displaying static images and restaurant menu content only. The displays shall not include any video, animation, flashing images, or other advertisements. The following signs shall be prohibited at all times: inflatable signs, flags, pennants, or any other temporary or portable signs. A banner can be placed on the building after a sign permit is issued and the banner is subject to the regulations outlined in the sign code;
- d) The Photometric Plan, as prepared by veritas architecture + design, and last revised February 7, 2025. Light levels shall be compliant with the Village's Dark Sky Requirements. Village Staff shall have the right to review light levels and require a change if deemed inappropriate light levels;
- e) The 728 square-foot building and trash enclosure shall be constructed with full-face brick (Glen Gery Chateau Brown) and a full-face brick base (Hebron Onyx Ironspot) on all exterior elevations, with the exception of the beige fiber cement siding on the second-story east elevation. EIFS shall not be used in place of the stone. No tube lighting is allowed on the building, canopy, or poles. The outside speaker system shall not be audible beyond the Subject Property;
- f) The Overflow Traffic Letter and Exhibit, as prepared by Toth and Associates, and last revised May 7, 2025. The plan is subject to review and approval by Village Staff. Village Staff has the right to require modifications to the plan as necessary;
- g) Outdoor displays, storage, and/or sales, including ice boxes and serving carts, shall be
- h) prohibited. All cones shall be stored inside the building when not in use.

It is the consensus of the Committee to forward this to the Village Board for approval

G. Consider an Ordinance Authorizing the Execution of an Intergovernmental Agreement between Kane County and the Village

Mr. Badran:

As part of the construction of the stormwater management facilities in the Algonquin Meadows Subdivision, the "Subject Property", Kane County agreed to transfer a previously constructed Longmeadow Parkway stormwater management facility at the southeast corner of the Subject Property to the Village. This existing stormwater management facility will be combined with a new larger naturalized facility by the developer of Algonquin Meadows. This creates a more efficient and functional stormwater management network that will eventually be owned and maintained by the Village. This design was approved with the full approval of the Algonquin Meadows Subdivision. This requested action will complete the transfer of Kane County ROW to the Village through a Plat of Dedication.

Staff recommends that the Committee of the Whole advance this matter to the Village Board for approval of the Intergovernmental Agreement.

It is the consensus of the Committee to forward this to the Village Board for approval

AGENDA ITEM 5: General Administration

Ms. Vierow:

A. Consider Adopting the Willoughby Farms Park Master Plan

The Willoughby Farms Park Master Plan, developed in collaboration with JSD Professional Services, Inc., presents a comprehensive vision for the redevelopment of this 12-acre community park, originally established in 1996 and located at 2001 Wynnfield Drive.

The planning process began in fall 2024 and included a detailed site analysis, broad-based community engagement, and development of multiple concept plans. Outreach efforts included community open houses, surveys, focus groups, classroom engagement with students from Westfield Community School, and meetings with local stakeholders. This input informed the development of a final master plan that reflects community priorities and the Village's long-term recreational goals.

The proposed improvements include:

- Nature-themed creative play areas for a variety of age groups and abilities
- Multi-use sports courts and expanded pickleball facilities
- A restroom facility and shaded gathering plaza with an interactive water feature
- Expanded parking and improved walking trails
- Boardwalk access, ADA fishing stations, and enhanced naturalized landscaping

The master plan also emphasizes inclusivity, sustainability, and multi-generational recreation, aligning with the Village's 2021 Comprehensive Parks and Recreation Master Plan.

The estimated total project cost is approximately \$4.77 million, which includes design, engineering, and a contingency for inflation. The estimate is based on current construction trends and informed by comparable recent projects. Project funding is expected to come from a combination of Algonquin Meadows development impact fees (\$1.26 million) and an Illinois Department of Natural Resources OSLAD grant (\$600,000), with the remaining balance supported by annual appropriations from the Park Improvement Fund. As a requested point of comparison, JSD Professional Services, Inc. prepared an opinion of probable costs for replacing the park's existing amenities, estimated at \$1.45 million. This estimate excludes costs associated with addressing site-wide drainage issues and a deteriorating retaining wall, which are preliminarily projected to exceed \$840,000, pending formal engineering analysis. Additionally, as requested, the following estimated cost ranges for routine maintenance activities of specific assets are based on historical records provided by the Public Works Department.

Staff recommends that the Village Board approve the Willoughby Farms Park Master Plan as presented. This plan establishes a clear, community-supported framework for future investment in the park, positioning the Village to pursue grant funding and implement phased strategies.

It is the consensus of the Committee to forward this to the Village Board for approval

B. Consider the Master Telehealth Services between Pathways Physicians Texas, PLLC, and the Village of Algonquin

Mr. Schloneger:

MD Health Pathways (MDHP) is a healthcare company that partners with municipalities to serve communities. They provide residents unlimited access to high-quality healthcare, regardless of their insurance coverage, through Text-Based Care. Their 'Access for All' Program makes their service available by placing a charge on resident's water bill. Their mission is to improve healthcare access and health outcomes at an individual level while creating positive, transformative impacts for entire communities, while also generating non-tax revenue streams for municipalities to assist residents.

HOW IT WORKS - HEALTHCARE WITH A SIMPLE TAP

- Text-Based Care: Just send a text, and immediate care flows to you, no internet required.
- No Travel or Appointments: Healthcare comes to your doorstep, without leaving home.
- Immediate Connection: Reach a provider instantly, anywhere by phone.
- Comprehensive Services: Follow-up care, referrals, prescriptions – it's all at your tap.

MD Health Pathways provides healthcare that's as immediate as a tap and as personal as a doctor's home visit.

It is the consensus of the Committee to forward this to the Village Board for approval, pending Village attorney review.

C. Consider an Intergovernmental Agreement with Lake in the Hills to Provide Water Disconnection Services

Mr. Kumbera:

The Village of Algonquin and the Village of Lake in the Hills have coordinated utility services for properties in specific unincorporated areas where Lake in the Hills provides water service and Algonquin provides sanitary sewer service. Historically, Algonquin has had limited enforcement mechanisms for unpaid sewer charges in these areas. To improve the collection of delinquent sewer accounts, staff recommends entering into an Intergovernmental Agreement with the Village of Lake in the Hills. Under this agreement, Lake in the Hills would shut off water service to properties with unpaid Algonquin sewer charges, at the Village's request and upon proper notice to the property owner. This tool will improve enforcement and promote greater equity across utility customers.

- Lake in the Hills will perform water shut-offs for sewer non-payment at Algonquin's written request.
- Algonquin will notify property owners of delinquency and potential shut-off, providing adequate opportunity to pay.
- Lake in the Hills will reconnect service upon confirmation from Algonquin that payment has been received.
- Algonquin agrees to reimburse Lake in the Hills for staff time and materials associated with each shut-off/reconnect, which is passed along to the customer.

Staff recommends approval of the Intergovernmental Agreement with the Village of Lake in the Hills to allow water shut-offs to enforce delinquent sanitary sewer accounts. This agreement strengthens our ability to collect on past-due accounts and enhances coordination between local agencies.

It is the consensus of the Committee to forward this to the Village Board for approval

D. Consider an Amendment to Chapter 16, Cemeteries

Mr. Kumbera:

In light of the installation of the new columbaria garden and upon review of best practices and guidance from the State ILCOD, the following amendments to the municipal code are proposed to improve clarity, consistency, and operational standards:

Transfer of Sale via Purchase Agreement

Add language to establish that all niche sales must be executed through a formal Purchase Agreement. This agreement outlines rights, responsibilities, and expectations for each party, as recommended by the State ILCOD. This ensures proper recordkeeping and compliance.

Prohibition of Post-Interment/Inurnment Transfers

Include language clarifying that no transfers or resales of niches are permitted after interment or inurnment has occurred. This maintains the integrity of final resting places and simplifies administrative oversight.

Revised Visitation Hours

Align the hours of public access to the columbaria garden with those of other Village parks and public spaces. This promotes consistency and aids enforcement.

Removal of Tree and Shrub Planting Permissions

Eliminate prior provisions allowing planting of trees or shrubs within the columbaria garden area. This change protects the designed landscape aesthetics and avoids root system interference or maintenance burdens.

Block 10 – No Decorations Policy

Add specific language to Block 10 of the municipal code to prohibit decorations in or around the columbaria niches. This ensures walkways and benches remain unobstructed and the area retains a clean, respectful appearance.

Double Inurnment Allowance

Update policy to permit two cremains per niche, provided the niche size accommodates it. This enhances affordability and reflects standard practice in surrounding jurisdictions.

Faceplate Inscription Standards

Establish clear guidelines for what is permitted on niche faceplates (e.g., name, birth/death years, symbols with approval). Additionally, require that all engraving be coordinated through the Village, to be completed by a professional, insured engraver. This ensures quality and reduces liability.

It is the consensus of the Committee to forward this to the Village Board for approval

E. Consider an Agreement with Pentegra Systems for the Board Room Audio System Replacement

Mr. Kumbera:

The Village has encountered numerous issues with our current audio system, which has increasingly hindered meeting operations. Not only is the system outdated and no longer supported (end-of-life and end-of-service), but these limitations also prevent authorized service providers from performing necessary maintenance and repairs efficiently. Additionally, previous water-related incidents have caused significant damage to the existing sound infrastructure, compromising the system's reliability and performance. After evaluating replacement options, the cost of a new system has been determined to be \$37,659, which we propose funding through existing cash reserves. Importantly, as part of this upgrade, we will also add accessibility hearing aid options to better serve residents and visitors who are hard of hearing.

Kevin Crook recommends that the Village Board formally approve the purchase by Resolution.

It is the consensus of the Committee to forward this to the Village Board for approval

AGENDA ITEM 6: Public Works & Safety

Mr. Badran:

A. Consider an Agreement with Infrastructure Management Services to Complete a Village-wide Pavement Assessment

In 2021, CMAP selected the Village of Algonquin among communities in northwest Illinois to perform a pavement assessment on all Village-owned roadways. The report summarized roadway conditions using pavement ratings (0-100) providing a numeric value for the surface condition of each roadway segment. Pavement assessment reports are essentially master plans for the roadway network. Assessments are recommended every 3-5 years to support long-term capital planning, to optimize resource allocation, and target roadways with accelerated deterioration rates. As part of the Village's ongoing efforts to proactively manage and maintain its roadway infrastructure, a new comprehensive Village-Wide Pavement Condition Assessment has been identified as a strategic priority for FY25/26. An RFP was sent out publicly and the Village received four proposals. Based on a competitive review of proposals and proven qualifications, Infrastructure Management Services (IMS) has been selected to perform the assessment. The proposal from IMS will add a structural component analyzing the condition of the roadway base providing a more comprehensive analysis of roadway structure. The added component will help identify underlying issues previously not identified in the 2021 assessment. IMS brings over 50 years of experience in municipal pavement assessments and has proposed a comprehensive, data-driven approach using industry-leading technology and methods, including:

- High-Precision Data Collection: Utilizing 3D Laser Crack Measurement Systems (LCMS-2) and IrisPRO Pave vehicles to capture full-lane distress data
- FastFWD Testing: Deployment of non-destructive structural testing to evaluate pavement strength and distinguish between surface and sub-base deficiencies
- Excel-based modeling tool for prioritizing maintenance and budget planning
- GIS-integration and dashboard viewer
- Maintenance Strategy Development Plan (Updated 5-Year CIP)

The proposal amount is well below the budgeted amount of \$115,000 in the Street Fund for FY25/26. Following a Village-wide review of pavement management needs, guided by our master plans, existing pavement

condition trends, and anticipated maintenance cycles, IMS plans on completing the final report and providing a presentation to the Village Board in approximately six months from contract execution.

1. Pavement assessments are recommended every 3-5 years and are used as a master plan for the village-wide roadway network.
2. IMS is highly qualified completing assessments locally and nationally. A comprehensive list of reference responses was presented.
3. The final report will provide strategic recommendations for improvement and maintenance schedules over the next five years.
4. The proposal amount is well under the proposed budget in the Street fund for this FY.

It is Staffs recommendation that the Committee of the Whole take action to move this matter forward to the Village Board to execute a contract with Infrastructure Management Services (IMS) in the amount of \$79,168.00.

It is the consensus of the Committee to forward this to the Village Board for approval

B. Consider an Agreement with Schroeder Asphalt Services Inc. for the Brittany Hills Subdivision Rehabilitation Project

The Brittany Hills Subdivision Rehabilitation project aims to address the distressed and failing roadway within the subdivision that is located south of Longmeadow Parkway, east of Sleepy Hollow Road. The 1.7-mile subdivision was constructed in 1996 and has required several patching operations to the roadway to allow for safe vehicular travel over the last several years. The average Pavement Condition Index (PCI) scores are generally below 30 which indicates base failure in addition to significant pavement distress. Highlighted below is the comprehensive scope of this project:

- Full-depth reclamation (FDR) and new asphalt pavement on the local collectors
- New asphalt surface on the cul-de-sacs
- ADA compliance at sidewalk crossings
- New pedestrian crossing with flashing signage at Sleepy Hollow and Highmeadow
- Curb & gutter, sidewalk, and driveway apron removal and replacement as needed
- Added water valves for improved reliability during future maintenance operations
- Underground utility repairs, replacements, and lining to improve overall street drainage and extend the life of existing underground infrastructure

Upon completion of the design this past winter, the project was advertised for bid in April. Bids were opened on April 22nd, 2025, with five (5) bids received. Schroeder Asphalt Services, Inc. was the low bidder in the amount of \$2,396,112.84, which is below the engineer's estimate of \$2,740,466.05. The Village has sufficient funding from the Street Improvement Fund to cover the cost of the project.

The Village is currently working with Schroeder Asphalt Services (SAS) on Phase 2 of Broadsmore/Stonegate Improvements which is currently being done efficiently and smoothly. SAS also successfully completed previous projects, such as the High Hill Street Improvements project and the Village's annual pavement patching program. Given the track record of SAS's staff recommends the Committee of the Whole take necessary action to move forward with the award of this project to the Village Board for approval in the amount of \$2,396,112.84 to Schroeder Asphalt, Inc.

To manage this project, staff requested the attached proposal from CBBEL to perform construction oversight. CBBEL has successfully completed oversight of similar projects including High Hill Subdivision Improvements in 2022/23 and Willoughby Farms Subdivision Section 1 on 2024. This project will require an experienced professional with excellent communication skills. Staff is confident that CBBEL will deliver a quality product for the Village on this project.

The submitted proposal is a fee in the amount of \$272,056.00, which is just under 10% of the construction estimate. The amount proposed is above the budgeted amount for the following reasons:

- Added improvements to the project scope after budget submittal.
- Increased hourly rate: CBBEL's rate increased ~15% after no increases occurred over the last two years.

- Added hours for spring 2026 inspection and maintenance of landscaped areas before closing the project and prior to the one year warranty period.

Available funds from the construction oversight of Broadsmore/Stonegate Phase 2 and Phase 1 design of Sandbloom in the Street Fund will be used to cover the overage.

1. The recommended low bidder was Schroeder Asphalt Services, Inc., which has a good track record of completing projects successfully in the Village.
2. Construction oversight is being proposed by CBBEL who completed the design of this project and has previously provided excellent oversight and communication.
3. With internal transfers from unused funds in the Street Fund, sufficient funds are available to cover both the construction and construction oversight for this project.

Staff recommends that the Committee of the Whole take the necessary action to award the bid of this project to Schroeder Asphalt Services, Inc. in the amount of \$2,396,112.84 for construction and forward to the Village Board for approval.

It is the consensus of the Committee to forward this to the Village Board for approval

C. Consider an Agreement with Christopher B Burke Engineering for the Construction Oversight of the Brittany Hills Subdivision Rehabilitation Project

Per the presentation above, staff recommends to move forward with the proposal with Christopher B. Burke Engineering, Ltd. in the amount of \$272,056.00 and forward to the Village Board for approval.

It is the consensus of the Committee to forward this to the Village Board for approval

D. Consider an Agreement with Burke, LLC for the Spella and Tunbridge Park Improvements Project Design Build Services

Presented is the proposed Design-Build agreement for the Tunbridge Park and Ted Spella Community Park Improvements. These parks were chosen for replacement due to the age and condition of the current equipment and amenities. Tunbridge Park was installed in 1998 and Ted Spella Community Park tennis and basketball courts were installed in 2008.

The design-build concept is the recommendation that public works is making due to the customized elements in the playgrounds and the detailed and specific other improvements included in the project. This method allows us to construct the project in a timely matter, and within the high expectations of the Board of Trustees, stakeholders, and our residents. By combining the projects under one contract we are also able to realize economies of scale on quantities, as well as save on mobilization costs. Burke LLC will be handling all design, bidding, contractor selection and project construction management under the guaranteed maximum price of \$931,523.

As part of the Design-Build process, Burke LLC reached out to three contractors to provide pricing to build this project. Please see the attached bid tab sheet. Great Lakes Landscape Co. was the low proposal so they will be constructing the project under the guidance of the Burke LLC team. Please note the bid tab reflects the price of the construction only and not the overall price with the Burke LLC oversight guaranteed maximum price.

As the Village moves to replace aging playgrounds, part of the process includes enhanced community outreach. For Tunbridge Park, staff worked with NuToys Leisure Products to design two very customized playground structures. Staff sought public input via a Survey Monkey vote on which playground structure was preferred at Tunbridge Park. The survey was sent out via Village social media platforms for public input. In total there were 356 votes on Survey Monkey and 86 total engagements (Facebook Likes/Comments). This helped guide our final decision on additional improvements and amenities at the Park.

For Ted Spella Community Park, Village staff did not engage the public. The tennis courts are being upgraded from two tennis courts to one tennis court and two pickleball courts. Seating will be installed near the pickleball court entrances. The basketball court is being redesigned to be a full court that is similar sized to a high school level court size.

In total, these two projects are within the FY25/26 budgeted amount of \$1,010,000. Tunbridge Park has a budgeted amount of \$650,000 and Ted Spella Community Park has a budgeted amount of \$360,000. Ted

Spella Community Park scope was increased to include a path replacement, redesigning the basketball court to a full-sized court and a bench/concrete replacement overlooking the natural area. An internal transfer from Tunbridge Park to Ted Spella Community Park will cover the increased scope of that park.

Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of design/build services for the Tunbridge Park and Ted Spella Community Park Playground Replacement & Park Improvements in the amount not to exceed \$931,523 with Burke LLC.

It is the consensus of the Committee to forward this to the Village Board for approval

E. Consider an Agreement with Hampton, Lenzini and Renwick, Inc. for the County Line Road Improvements Design Engineering Improvement Services

Presented is a proposal from Hampton, Lenzini and Renwick, Inc. (HLR) to provide design engineering services for the County Line Road Improvements, along with a map outlining the project limits. The project scope includes a full mill and resurface of County Line Road from Boyer Road to Hanson Road (excluding Randall Road), replacement of the existing multi-use path, selective sidewalk and curb and gutter replacement, ADA ramp upgrades, utility structure adjustments, traffic signal upgrades, and land acquisition. The current pavement conditions of the 1.5 miles of roadway are poor to very poor, with significant cracking and other signs of distress. The Pavement Condition Index from 2021 for the streets ranges from 15-37, which indicates base failure in many areas. FDR was considered on County Line, but due to the difficulties during construction on Bunker Hill Road and County Line Road having a higher traffic volume than Bunker Hill Road, a mill and resurface was chosen as the favored construction method. As a result, staff recommend a mill and overlay on the full extent of County Line Road with full depth patches where base failure is evident as determined by the Village. Village staff anticipate design to begin in June and the final set of plans and specifications to be ready for bid in late November 2026. Construction is expected to begin in April 2027. The services from HLR will include a topographic survey, easement plats, ROW verification, a geotechnical investigation, preliminary engineering, the preparation of plans and specifications, and Kane County permits. HLR is a reputable consultant engineering firm with local offices in Elgin and Crystal Lake. Their team is highly skilled and has successfully completed similar projects in many municipalities in the northwest suburbs.

The not-to-exceed fee for these services is \$223,920. This will be a 2-year design and there are sufficient funds to move forward with starting design this year. We propose to utilize the budgeted amount of \$175,000 in the Street Improvement Fund for FY2025-26 to cover the design fees. The remaining amount for the fee will be proposed in FY26-27 to complete the final engineering design scope.

1. This agreement will allow HLR to provide engineering services for the County Line Road Improvements
2. The work will address the poor condition of the streets, non-compliant ADA sidewalks and ramps, and investigate land acquisition to cover Village owned assets.
3. Sufficient funds are available in the FY2025-26 Street Fund to begin final engineering.

It is Staff's recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the agreement with HLR to provide design engineering services for the County Line Road Improvements in the amount of \$223,920.

It is the consensus of the Committee to forward this to the Village Board for approval

F. Consider an Agreement with America's Parking Marking for Pavement Marking Paint Services

Bids were opened on April 14, 2025 for contracted service for paint pavement marking. The Village participated in a joint bid for this service through the McHenry County Municipal Purchasing Initiative, which was led by the McHenry County Division of Transportation. The joint bid included Algonquin Township, Dorr Township, McHenry County Division of Transportation, as well as the communities of Algonquin, Huntley, Lakewood, Crystal Lake, and McHenry.

There were 2 bidders on the project with America's Parking Marking, coming in as the low bid at \$672,290.70 combining the total quantities for each community. The Village of Algonquin submitted the following quantities as part of the bid which amounts to \$75,170.30. \$100,000.00 is budgeted in the new FY 2025/26 budget in the General Services Street Maintenance Fund for pavement marking services to be used for paint markings.

4" line (combination of white & yellow) 169,397.5 linear feet x \$0.10 = \$16,939.75
6" line (combination of white & yellow) 12,194.3 linear feet x \$0.50 = \$6,097.15
12" line (combination of white & yellow) 11678.5 linear feet x \$3.00 = \$35,035.50
24" line (combination of white & yellow) 2875.3 linear feet x \$3.00 = \$8,625.90
Letter and symbols (white) 2824 square feet x \$3.00 = \$8,472.00

TOTAL \$75,170.30

America's Parking Remarketing had the lowest unit price bid for each of the above specified marking types which also makes them the lowest cost for just the Algonquin portion of the bid. Money has been budgeted in the General Services Street Maintenance Fund to pay for this service. Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of America's Parking Remarketing to perform painting services for the 2025/26 fiscal year in the amount of \$75,170.30.

It is the consensus of the Committee to forward this to the Village Board for approval

G. Consider an Agreement with Utility Service Co. for the Cary Standpipe Renovation

In the Villages water distribution system, our inventory includes seven elevated water tanks. Following comprehensive inspections, we have systematically evaluated each tank to prioritize our rehabilitation schedule based by its overall condition. To date, the Countryside Standpipe, Copper Oaks Tower, and Huntington Standpipe have been successfully renovated. This year, we are focusing on the Cary Standpipe. Plans include restoring it to baseline condition and incorporating it into our annual maintenance program, with budget allocations set for the following year. Utility Service Co., Inc., recognized as a leader in potable and industrial water tank maintenance across America, offers extensive solutions for water quality management. Their expertise spans active water mixing systems to tank cleaning, underscoring a commitment to exceptional water quality standards. Over the past four years, Utility Service Co., Inc. has remarkably renovated three of our tanks, both aesthetically and structurally, thereby enhancing their longevity and reliability. Currently, the Water and Sewer Improvement Fund (Infrastructure Maintenance) has allocated \$905,000.00 for the Cary Standpipe project. Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of Cary Standpipe renovation with mixing system installation in the amount of \$564,099.00 to Utility Service Co., Inc.

It is the consensus of the Committee to forward this to the Village Board for approval

H. Consider an Agreement with Synagro for the Load, Transport and Land Application of Biosolids

We are seeking the support of the Committee of the Whole and Village Board to execute a professional services agreement with Synagro Central, LLC to provide transportation and land application of the approximately 3,800 square cubic yards of biosolids produced annually by our Wastewater Treatment Facility. Per the Agreement, the unit cost will be \$37.50 per square cubic yard of biosolids for year 1 and year 2. Based on our last year rate of production, we can expect an annual expenditure of \$150,000.00. (Please note: The price per cubic yard was adjusted on January 1, 2024 since now prevailing wage is included for hauling and transportation of biosolids). The Sewer Division has \$200,000.00 budgeted for FY25/26 as noted in Account 07800400-42262 of the Sewer Division's Operations & Maintenance Budget. Additional funds are to accommodate for harsh winter operations, frozen farm fields, and the necessity to dispose of biosolids by landfill rather than by land application to farm fields. Added disposal costs may include tipping fees at the landfill as well as a fuel surcharge if the price of Retail On-Highway Diesel exceeds \$5.50 per gallon. For every \$.05/gallon over \$5.50/gallon we would see an increase of .5% added to the base price of \$37.50. We fully expect to be within the approved budget for biosolids disposal. Synagro is very aware of the Villages requirements and operations. Therefore, it is the recommendation of Public Works to move forward in the execution of this Agreement, for a term of two year

It is the consensus of the Committee to forward this to the Village Board for approval

AGENDA ITEM 7: Executive Session

None

AGENDA ITEM 8: Other Business

None

AGENDA ITEM 9: Adjournment

There being no further business, Chairperson Spella adjourned the meeting at 10:24 p.m.

Submitted: _____
Fred Martin, Village Clerk