



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held On August 12, 2025
Village Board Room
2200 Harnish Dr. Algonquin, IL**

Trustee Glogowski 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, Maggie Auger, Bob Smith, John Spella, President, Debby Sosine and Clerk, Fred Martin.

A quorum was established

Staff in Attendance: Tim Schloneger, Village Manager; Ryan Markham, Deputy Chief of Police; Patrick Knapp, Community Development Director; Nadim Badran, Public Works Director; Attorney, Kelly Cahill.

AGENDA ITEM 2: Administer Oath of Office

A. Administer Oath of Office to Police Officer Olivier Gajda

B. Administer Oath of Office to Police Officer Christopher McBrayer

Clerk Martin administered the oath of office to the two new members of the Police Department.

President Sosine, on behalf of Chief Walker, apologized for Chief's absence, due to a death in the family he was unable to attend the swearing in of his new officers.

AGENDA ITEM 3: Public Comment

None

AGENDA ITEM 4: Community Development

Mr. Knapp:

A. Consider a Request to Approve a Variation for an Interior Side Yard Setback and Porch Obstruction

Steven C. Bauer of D.R. Horton Inc. – Midwest, the "Petitioner", is requesting an after-the-fact variation for 2720 Harnish Drive, the "Subject Property," to allow for a reduced eastern interior side yard setback of 5.8 feet and to allow a portion of the porch as a permitted obstruction in the interior side yard for a newly constructed single-family home.

The Planning and Zoning Commission reviewed the Request at the August 11, 2025, Planning and Zoning Commission Meeting. Director Knapp will provide a verbal update of the Public Hearing and the Commission's findings and recommendations.

Per Section 21.5 of the Zoning Ordinance, the minimum required interior side yard setback in the Grand Reserve Subdivision is seven and a half (7.5') feet. During building permit review, both village and D.R. Horton staff missed a setback encroachment. A portion of the house's roof and deck encroaches into the setback by approximately one foot and eight inches (1.7'). The Petitioner requests the Variation to allow the newly constructed single-family home to remain as constructed. Safeguards were immediately implemented by staff to catch this type of encroachment in the future.

Staff finds that the standards for a variation have been met and recommends that the Committee of the Whole advance the request to the Village Board for approval of the Interior Side Yard Setback and Porch Obstruction Variation.

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

AGENDA ITEM 5: General Administration

None

AGENDA ITEM 6: Public Works & Safety

Mr. Badran:

A. Consider an Amendment to Chapter 22 Subdivision Regulations

The Village of Algonquin, the "Petitioner", is requesting Text Amendments to Chapter 22 Subdivision Regulations. The Text Amendments will update the Village Code to meet current definitions, standards, and processes. All changes have been reviewed by the Village's Attorney.

The text amendments are in Sections:

- 22.02 Rules and Definitions

- 22.03 Subdivision/Planned Development Procedures
- 22.04 Fees
- 22.05 Subdivision and Planned Development Design Standards
- 22.06 Required Public Improvements for all Subdivisions and Planned Developments
- 22.08 Construction Standards and Guarantees, Construction, and Maintenance Inspections, Acceptance of Public Improvements and Maintenance Period
- Appendix A Certificates
- Tables 7 and 9.

Staff recommends that the Committee of the Whole advance this matter to the Village Board for approval of the Text Amendment to Sections 22.02 Rules and Definitions, 22.03 Subdivision/Planned Development Procedures, 22.04 Fees, 22.05 Subdivision and Planned Development Design Standards, 22.06 Required Public Improvements for all Subdivisions and Planned Developments, 22.08 Construction Standards and Guarantees, Construction, and Maintenance Inspections, Acceptance of Public Improvements and Maintenance Period, Appendix A Certificates, and Tables 7 and 9.

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

B. Consider an Amendment to the Presidential Park Reconstruction Contract and Request for Approval of Change Order Number 1

Presented is a list of Authorized Unit Price changes (AUP) for the Presidential Park Reconstruction project that are beyond staff's authority to approve. These AUPs are combined to make up Change Order Number 1 (attached Exhibit "A"). Due to the nature of construction, projects will undergo a number of change orders both in the form of deductions and add-ons to the project scope. It is more operationally practical to bring one balancing change order for approval, so that construction can continue on schedule. Summary of AUPs for Change Order Number 1 on the Presidential Park Reconstruction Project:

1. AUP 001 and AUP 002: Total Cost: \$32,532.13

The existing sanitary service at the western building was not located as shown on Village records. The new building location conflicted with the existing line. The service line between the buildings had to be replaced, and the manhole was replaced to lower the sanitary service to provide clearance under the concrete pad around the building and under the playground. Future maintenance or replacement of the service line may require removal of the concrete pad or playground equipment. The new pipe is expected to outlast the lifespan of the playground and surrounding concrete. Total length of replacement was 280 feet plus one sanitary manhole.

2. AUP 003: Total Cost: \$3,832.50

Toilet plumbing was revised from motion-sensor flush devices to handle-operated flushometers. Although the toilets had already been installed, the change was made to reduce future maintenance and to align with standards at other park facilities.

3. AUP 004: Total Cost: \$3,992.00

The electronic scoreboard, supplied by the Village, arrived without the necessary steel mounting components. The contractor requested compensation to furnish and install the steel required for mounting.

4. AUP 005: Total Cost: \$1,596.00

Toilet paper dispensers were revised to a different model to reduce future maintenance and maintain consistency with other park facilities.

5. AUP 006: Total Cost: \$4,149.60

Maintenance doors were modified to include electric strikes, improving ease of use and future accessibility.

6. AUP 007: Total Cost: \$9,263.78

Cost related to a masonry knee wall extension around Championship seating to correct a field discrepancy from the plans.

7. Total Deductions: \$17,199.70

To minimize cost overages, staff took delivery, assembled, and installed certain site furnishings. This work, performed internally by Public Works staff, partially offset the cost of the change orders discussed in this memo.

Total Additions CO 1: \$55,366.01

Total Deductions: \$17,199.70

Project Overage: \$38,166.31

The approved contract with Martam Construction to complete the project was \$5,273,618.65. The net change orders are an increase of approximately 0.72% of the original approved contract. Best management practices typically call for projects to be completed plus/minus 3% of original contract value. This is the only and final change order for this project. Approval of these changes and final payment is needed prior to the OSLAD grant deadline of September 30, 2025.

It is recommended that the Committee of the Whole take action to move this matter forward to the Village Board for approval of Change Order Number 1 for payment in the amount of \$38,166.31 and increasing the final contract amount for this project to \$5,311,784.96.

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

C. Consider an Agreement with Featherstone, Inc for the Algonquin/McHenry Shared Yard Preconstruction Services

The Village has been working with McHenry County to develop a concept for a shared yard facility located at 110 Mitchard Way, in the Village's existing Public Works Facility. The current concept calls for the following improvements:

1. Installation of a new conveyor system salt dome capable of hosting two years' worth of salt storage for both the County and the Village, approximately 15,000 tons. Current salt dome capacity is 2,600 tons.
2. Installation of a new brine system to support operations of both agencies.
3. Paving the entirety of the back lot at the facility to support large vehicle operations
4. Constructing new storage bins for materials such as sand, gravel, logs, etc.
5. Expansion of the existing stormwater detention facilities as required by the Kane County Stormwater Ordinance.

As the Phase I concept wraps up, the FY2026 budget includes funding for the detailed design Phase II work in advance of construction. The design of the project will include many different specialties, including civil engineering, ecological restoration, and architectural design including mechanical, electrical, and plumbing work. Based on these different disciplines, staff is looking to engage with a project manager to oversee the entire collaborative effort.

Currently, Williams Architects is completing the Phase I study, and it is anticipated the Village will engage with them again for Phase II, along with Christopher B. Burke Engineering for the civil design work portion. Both of these firms will rely on a number of sub-consultants during Phase II, which will carry through to construction. Staff is recommending utilizing the services of Featherstone, Inc., which is a construction/project management agency that will be tasked with overseeing the collaborative design effort. The attached proposal from Featherstone, in the amount of \$57,050 will ensure all agencies work seamlessly together, and will also manage the bidding process, through recommendation of awards for contractors.

Featherstone is a premier CM firm, with notable renovation projects including the Botanic Gardens, the Morton Arboretum, the Glenn Ellyn Park District Maintenance Facility, the Brookfield Zoo, and the Chicago Pumping Station, among many more. It is anticipated that the IGA with the County, along with the proposal from Williams and CBBEL will be brought forward to the August 19th Committee of the Whole meeting for discussion.

Summary:

1. Staff is preparing for the next phase of the shared yard project with McHenry County.
2. Lessons learned from projects such as Towne and Presidential Parks indicate the need for an expert in architectural design, including electrical, mechanical, and plumbing work.
3. Featherstone is a team of architects, engineers and project managers that can bridge all disciplines, ensuring a seamless process.
4. Featherston's proposal includes many tasks that would otherwise be included in CBBEL's scope, therefore the overall increase from their involvement does not significantly increase the project cost.
5. All costs for Phase II design work will continue to be split 50/50 with the County.

Staff is recommending the Village Board award a preconstruction services agreement with Featherstone, Inc., in the amount of \$57,050. As the lead agency, the Village will be responsible for upfront payment with the contractor, with the County reimbursing the Village for half the cost, which will be \$28,525 of the total above.

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

D. Consider an Agreement with Civiltech Engineering, Inc. for Phase I and Phase II Design Engineering Services of Square Barn Road

Presented is a proposal from Civiltech Engineering, Inc. (CEI) to provide Phase I and Phase II design engineering services for the Square Barn Road Improvements, along with a map outlining the project limits. The proposal includes completion of a grant application for STP-L funds. Combining Phase I and Phase II scope into a single contract helps award additional points in the STP-L grant application. The project scope includes roadway resurfacing and spot full-depth patching on Square Barn Road from Algonquin Road to approximately 600 feet south of Reserve Drive (the south Village limits). The scope also includes multi-use path replacement from Kelliher Park to John Burkey Drive, minor drainage improvements, and new pavement markings. The current pavement and path conditions along this corridor are in need of rehabilitation, and this project is intended

to extend the useful life of the roadway and path while improving drainage and safety through updated striping and minor curb improvements.

Square Barn Road has the highest daily traffic volume of any local road under the jurisdiction of Algonquin and is a crucial north-south corridor along the western portion of the Village.

Village staff anticipate design to begin shortly after approval, with the goal of having final plans and specifications ready for bid early in 2027. Construction is expected to begin in Spring 2027, pending funding availability.

The services from Civiltech will include topographic survey work, preliminary and final engineering, plan and specification preparation, permitting coordination, and coordination with Village staff. The design scope will follow State and Federal requirements in an effort to qualify for grant funding. Should the project be unsuccessful in obtaining grant funds, MFT funds will be used to complete construction of this project. In this case, the Phase II scope will be scaled back to only cover MFT requirements, reducing the overall cost of this contract by about 20%. Civiltech is a well-established engineering firm with a strong local presence and a successful history of completing transportation projects for Algonquin and other northwest suburban communities, including the IL-31 Western Bypass project. More recently, CEI successfully completed construction oversight of both phases of Broadmore Drive and Stonegate Road Improvements. CEI also completed the scoping and soil boring analysis for Square Barn Road this past fiscal year.

After negotiations with the CEI team, staff successfully reduced the proposal amount by \$39,000. The not-to-exceed fee for these services is now \$363,158. This will be a 1.5-year design, and there are sufficient funds to move forward with starting design this year. We propose to utilize the budgeted amount of \$100,000 in the Street Improvement Fund for FY2025-26 to cover the design fees and STP-L application. The remaining amount for the fee will be proposed in FY26-27 to complete the final engineering design scope.

1. This agreement will allow CEI to provide engineering services for the Square Barn Road Improvements.
2. Combining Phase I and Phase II Engineering into a single contract increases the chances of Federal STP-L grant funding.
3. The work will address the poor condition of this highly-trafficked street, improve the remaining section of multi-use path, and refresh pavement markings along the corridor.
4. 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 Civiltech Engineering, Inc., to provide design engineering services for the Square Barn Road Improvements in the amount of \$363,158.00.

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

E. Consider an Agreement with RJN Group, Inc. for the Spring Sanitary Collection System Flow Monitoring

RJN Group, Inc. has submitted a proposal to conduct professional engineering services for flow monitoring in spring 2026. This initiative is designed to identify areas within the Village's sanitary sewer collection system that contribute high levels of inflow and infiltration (I/I) and inform the development of a multi-year inspection and rehabilitation program.

Scope of Work

1. Flow Monitoring (6 months minimum)
 - Purchase and install four area-velocity flow meters and three rain gauges.
 - Provide real-time data through RJN's Clarity® platform.
 - Perform routine calibrations, maintenance, and hydraulic confirmations.
 - Use dual depth sensors and cellular telemetry for data integrity.
 - Deliver data access within 24 hours and ensure QA/QC standards.
2. Data Evaluation and Reporting
 - Provide comprehensive data sets, including:
 - Hydrographs and scatter graphs
 - Rainfall-derived I/I analysis
 - GIS deliverables and final meter site documentation
 - Issue a Technical Memorandum summarizing findings and future recommendations.

Currently, the Water and Sewer Improvement Fund has allocated \$150,000.00 specifically for Sanitary Collection System Flow Monitoring. Staff recommends that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the Flow Monitoring in the amount of (not to exceed) \$145,380.00 to RJN Group Inc.

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

F. Consider an Agreement with West Side Tractor Sales for the Purchase of a 2025 John Deere 544P Wheel Loader

Staff recommends the Village Board approve the purchase of a 2025 John Deere 544P wheel loader to replace the existing 2015 John Deere 544K unit (#541), which meets the Village's replacement criteria with a score of 34 points.

The Public Works Department evaluated three-wheel loader models based on performance, ease of use, and safety. The John Deere 544P, an updated version of the Village's current loader, offered superior safety and efficiency features expected to enhance both productivity and operational safety.

Staff recommends purchasing the 544P from Westside Tractor for a not-to-exceed price of \$157,047.09 through the Sourcewell cooperative purchasing contract #011723-JDC. The FY 25/26 budget includes \$150,000 for this purchase.

To reduce the total financial impact, staff proposes the following approach for disposal of the current 2015 John Deere 544K loader:

1. The unit will first be listed on the GovDeals auction platform.
2. If the final sale price meets or exceeds the trade-in value of \$78,000, the Village will proceed with the auction sale to maximize revenue.
3. If the auction does not yield at least \$78,000, the Village will proceed with the trade-in offer from Westside Tractor.

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 Glogowski adjourned the meeting at 7:58 p.m.

Submitted:

Fred Martin, Village Clerk