

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
July 23, 2013

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson – Trustee John Spella; Trustees Jerry Glogowski, Brian Dianis, Jim Steigert and President John Schmitt

Absent: Trustees Sosine and Smith

Staff Members Present: Tim Schloneger, Village Manager; Katie Parkhurst, Senior Planner; Todd Walker, Human Resource Director; Kelly Cahill, Village Attorney; Michelle Weber, Deputy Village Clerk

Chairperson Spella called the meeting to order at 7:30 p.m. and established a quorum with five Committee members present.

President Schmitt brought the following items to the Committee's attention:

- The signature for the Malocha's easement rights has been obtained. This project will proceed without legal action.
- McHenry County Department of Transportation (McDOT) is expecting a response letter regarding the 2040 Plan. The response should include the Committee's thoughts regarding the level of importance of each project in the plan. President Schmitt asked that each Committee member email him a response of pros and cons of each project in the plan. He will then compile the responses and send a letter to McDOT.

AGENDA ITEM 2: Community Development

A. Consider Special Use for Residential (2013-9)/GJAS Enterprises LLC, 309 North Main Street.

Ms. Parkhurst reported GJAS Enterprises has submitted a petition for a Special Use Permit for residential dwelling units at 309 North Main Street, located in the village's Old Town District. The property does not have a garage, but there is an off-street parking lot behind the home that meets the required 20-foot rear yard zoning setback and can accommodate four to five vehicles. The subject property is currently zoned B-1 Business, Limited Retail, and had previously been used as an attorney's office on the first floor and a residential property on the second floor.

Village staff recently became aware that the property was purchased by a new owner and is being rented out for a residential use now on the first floor as well. Per the Zoning Code regulations, a Special Use Permit is required for the residential dwellings since the property is located in a commercial zoning district.

After some discussion regarding how to track the occupancy status, it was the consensus of the Committee of the Whole to move on to the Board for approval.

- B. Consider Resolutions Authorizing Grant Application for Chicago Metropolitan Agency for Planning (CMAP) Funds:
1. Pyott Road Development
 2. Route 31 North Corridor Study
 3. Fox River Recreational Study

Ms. Parkhurst explained Community Development staff recently submitted three grant applications to the Chicago Metropolitan Agency for Planning (CMAP) to request planning assistance through their Local Technical Assistance Program (LTA). The LTA Program provides either CMAP staff assistance or a private consultant to assist in the preparation of a planning study for a municipality. There is no local match; the LTA Program is 100 percent funded by CMAP. Project summaries and partners that would be involved in each planning study should the village receive CMAP assistance are:

- (1) Pyott Road Redevelopment Plan: Applicants– McHenry County; Village of Algonquin; Village of Lake in the Hills. Proposal – Request for CMAP assistance to study the unincorporated area south of the Pyott/Algonquin Road intersection. The goal would be to prepare a plan that evaluates the area in terms of land use, zoning, and access and that also identifies opportunities for future redevelopment and improvements to the physical design and appearance of the area. This area is currently served by public water from Lake in the Hills; however, sanitary sewer is not readily accessible and the planning study would seek to address future demands for public utility improvements that will likely occur.
- (2) North Route 31 Corridor Study: Applicant – Village of Algonquin. Proposal – Request for CMAP assistance to study the potential for open space and development opportunities within the area adjacent to the Western Bypass corridor located north of Algonquin Road. The goal would be to prepare a plan that identifies future development options for property currently owned by Meyer Materials and IDOT, once those entities cease their mining and construction operations, respectively. Overall, the objective would be to set out a framework for encouraging commercial development in this area, to provide a new base of daytime employees within a short walk or drive of downtown, and to help support the restaurants and shops in Old Town. As the Board will likely recall, increasing the number of office employees in and around downtown was a significant recommendation of the recent Downtown Planning Study.
- (3) Fox River Recreational Study: Applicant – Village of Algonquin and Village of Carpentersville. Proposal – Request for CMAP assistance to undertake a joint planning effort that identifies opportunities for improving access to and recreational use of the Fox River. Algonquin’s Downtown Planning Study recommended enhancing recreational amenities along the river, and the village of Carpentersville also recently completed a study for their Old Town that suggested improving recreation options along the river to serve as a draw for visitors. The study would also include property owned by the McHenry County Conservation District and Kane County Forest Preserve, both of which have submitted letters of support. Overall, the goal of the study would be to develop a master plan for improvements to the Fox River from approximately the “Camp Algonquin” property north of the Algonquin dam down to the Carpentersville dam. By enlarging the study area beyond our villages’ boundaries, the objective is to foster greater recreational opportunities (canoe, paddle, kayak) than any one municipality or agency could accomplish on their own. The grant awards should be announced sometime in October.

After some discussion regarding the County Unified Development Ordinance and the Pyott Road proposal, it was the consensus of the Committee of the Whole to move on to the Board for approval.

- C. Consider Resolutions Authorizing Grant Applications for Illinois Transportation Enhancement Program (ITEP) Funds:
 - 1. Algonquin Historic Streetscape Project
 - 2. Harper Drive Multi-Use Path Project

Ms. Parkhurst explained village staff is working with Christopher Burke Engineering to submit two grant applications to IDOT to request project funding through the Illinois Transportation Enhancement Program (ITEP):

- 1) Algonquin Historic District Streetscape: Proposal – The village has submitted this project request to ITEP for funding three times prior--in 2008, 2010 and 2012. It involves streetscape enhancements to Main Street from Railroad to Edward, including such items as bicycle racks, benches, street lighting, and gateway signage. Funding – federal share \$2,021,680, local match \$730,420.
- 2) Harper Drive Multi-Use Path Project: Proposal – A bicycle boulevard on Harper Drive from an existing multi-use path on Edgewood Drive to the end of Harper Drive and a multi-use path from the end of Harper Drive to Harnish Drive, extending to Huntington Drive North (Neubert School). Funding – federal share \$677,520, local match \$169,390.

As a bit of background, the village has submitted grant applications to the ITEP several times over the past few years for funding to implement various infrastructure improvements. ITEP is an 80/20 grant program, with 80 percent of the project funded by the federal government and the remaining 20 percent requiring a local match.

After some discussion regarding residents' views on a bike path in their backyard and using some of the funds to restore parts of the already donated brick work, the consensus of the Committee of the Whole was to move both items forward for Board approval.

AGENDA ITEM 3: General Administration

- A. Consider Public Event Request for Light of Christ Church Praise Band Concert Series, August 15 and August 22, 2013, Riverfront Park.

Mr. Schloneger reported Light of Christ Lutheran Church has submitted a Public Event and Entertainment Application wanting to hold two outdoor musical events at Riverfront Park on Thursdays, August 15 and 22, 2013. Due to the request for outdoor amplified music and the use of our public park; Village Board approval is necessary. The band would be located in the Riverfront Park gazebo, and the musical event would begin at 7:30 p.m. and end by 9:00 p.m.

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

- B. Consider Resolution to Execute Emergency Transportation Services Agreement with Pace
- C. Consider Resolution to Execute Emergency Services Agreement with the American Red Cross (ARC)

Mr. Walker reported, in an effort to address our Emergency Management needs, staff would like the Committee to consider entering into an agreement with ARC and Pace. The Pace agreement would allow the village to use its services in the event of a disaster at no cost. The agreement with ARC is comparable to the agreement from 2008, but ARC asked we update our agreement. This multipage agreement would allow ARC to provide their services as the need arises. Legal counsel and liability agency reviewed both agreements, and our staff encourages the adoption of both agreements. Mr. Glogowski questioned the verbiage of the agreement with Pace regarding fees. Mr. Walker explained if Pace services become overburdensome, fees may be charged, but the village would have the opportunity to refuse services prior to the fees coming into play.

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

AGENDA ITEM 4: Public Works & Safety

No items to discuss.

AGENDA ITEM 5: Executive Session

Recess to Executive Session: Moved by Schmitt and seconded by Steigert to recess into Executive Session to discuss collective bargaining. Roll Call vote: voting aye – Spella, Glogowski, Spella, Dianis, Steigert, and President Schmitt. Motion carried: 5-ayes, 0-nays, 2-absent at 8:05 p.m. Moved by Schmitt and seconded by Spella to reconvene the Committee of the Whole meeting.

Reconvene and Report: Roll Call vote: voting aye – Spella, Glogowski, Spella, Dianis, Steigert, and President Schmitt. Motion carried: 5-ayes, 0-nays, 2-absent at 8:39 p.m.

Attorney Cahill reported the Committee went into Executive Session to discuss collective bargaining and no action is to be taken at this time.

AGENDA ITEM 6: Other Business

Trustee Glogowski questioned the status of the McHenry County sign ordinance. President Schmitt responded at their last meeting the ordinance had been extended an additional nine months. With that said, there has been no decision by the County Board at this time.

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Spella adjourned the meeting of the Committee of the Whole at 8:41 p.m.

Submitted: Michelle Weber, Deputy Village Clerk