

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
November 13, 2007

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson – Trustee Sosine; Trustees Dianis, Glogowski, Smith, Spella, and Steigert; and President Schmitt

Staff Members Present: William Ganek, Village Manager; Jeff Mihelich, Assistant Village Manager; Katie Parkhurst, Senior Planner; Chief Russell Laine, Chief of Police; Craig Arps, Building Commissioner; Ryan Farrell, Village Attorney

AGENDA ITEM 2: Community Development

A. Algonquin Corporate Campus – Presentation of Labor Force Analysis

Mr. Mihelich introduced Teresa Nortillo of Nortillo and Associates, and Deane Foote of Carter Burgess, and gave a brief overview of the Labor Force Analysis they were presenting. Mr. Foote proceeded to present, to the Committee, their findings for the Village of Algonquin. He finished by making some recommendations on how to proceed with this new information. Included were ideas on how to form a work force committee that would include Village staff, business owners, and community college staff. He also stated there could be internship opportunities and a “boot camp” (certificate) program to help workers new to the manufacturing business learn the basic skills. Mr. Foote also encouraged the Village to complete an Under-employment analysis, which would provide a more detailed study on the skill sets of workers, areas of residency, and locations of their work place.

Mr. Pinderski of the EDC asked about the 30-mile radius used to obtain information and stated that it would include areas such as Schaumburg. Mr. Foote replied yes it does. Mr. Pinderski then asked if the Village should take a skill-set inventory; Mr. Foote said that an Under-employment Analysis would include that type of information. Mr. Pinderski then encouraged the Committee to do this type of analysis.

Mr. Glogowski commented on the trouble hiring workers with the basic skills and also noted that a “boot camp” program, while good in theory, would rely heavily on employers’ commitment to support it. Mr. Foote replied that Mr. Glogowski had an excellent point; however, the Village would have to be persistent and show how it would benefit both parties. Overall, Mr. Glogowski agreed with the study.

Mr. Smith asked if the research presented compared high school graduates versus college graduates. Ms. Nortillo stated that information was not obtained but could be for a later date. Mr. Smith added that a portion of the lack of skill set is due to a number of workers learning English as a second language.

President Schmitt asked Mr. Mihelich if there is a time frame to release the report and start on the recommendations. Mr. Mihelich stated that they are scheduling a luncheon at the Corporate Campus for brokers this week. The reports will be released at the luncheon, if the Committee approves them tonight.

Mr. Steigert commented on the challenge to attract skilled laborers. And that he would like to see the professions identified for the white-collar labor force.

Mr. Dianis asked how *culture* was defined in the Quality of Life section. Mr. Foote stated there was no definition given to employers that were interviewed; they were able to define it themselves and, based on access to art, theatre, etc., the Village received a good score. Mr. Dianis then commented that if approximately 30 interviews were conducted, there are not 30 sources listed in the appendix. Mr. Foote stated that they could go back and list all sources if necessary.

Mr. Dianis wanted to confirm that the labor market lived within and/or commuted to the area defined by the 30-mile radius. Mr. Foote replied correct.

Mr. Dianis expressed his concern with a quote listed with the presentation, "It's hard to find people who want to work hard." Mr. Foote stated that there are no names with the quotes.

Mr. Spella added to the discussion that the Village should look into recruiting technical schools beyond the community colleges (i.e., ITT Tech Inst).

Mr. Smith asked how employment turnover and length is compared to the national average. Mr. Foote said that turnover is rated on a 1-10 scale, 10 being the most positive number, and the Village scored above the national average.

Chairperson Sosine asked if the high schools were included in the interviews. Ms. Nortillo answered that they only talked to the community colleges, and they stated that the trend is similar to the rest of the country, where high school students are not equipped with the basic skills to enter the technical programs. They are also finding that the high school counselors are not encouraging students towards manufacturing fields. Mr. Foote added that, as the Village moves forward, the high schools will need to be represented. Ms. Nortillo also added that the community colleges are eager to be a part of this process.

Ms. Laipert of the EDC asked if the unions were a part of the analysis. Mr. Foote replied that they did not look at the unions specifically; however, they were asked about during the interviews, and they received a positive response.

Ms. Laipert asked if temporary agencies were contacted for information. Ms. Nortillo stated they were not.

Mr. Glogowski then asked if the focus on the types of businesses that the Village would like to recruit for the Algonquin Corporate Campus is changing. Mr. Mihelich stated that the focus is not changing, but the campus should be able to address many different types of businesses.

With no other comments or questions, the Committee of the Whole voted unanimously to move forward with implementing the recommendations listed in the report and use the final analysis as a marketing tool for build-out of the Algonquin Corporate Campus.

B. Algonquin Corporate Campus – Presentation of Cost Comparison Analysis

Ms. Nortillo presented to the Committee the Cost Comparison Analysis. She provided an overview of their findings, which included the preparation of a hypothetical model that was compared to other cities including Chicago, Crystal Lake, Elgin, Hoffman Estates, and New Berlin, WI. The model was of a high-end information technology/call center.

Findings showed that Algonquin was the low-cost location for this project, having the lowest operating costs, the second lowest wage costs, and the second lowest in fringe benefit costs. It was also noted that Algonquin was the only community that offered fee waivers and property tax incentives when compared to the other communities.

Chairperson Sosine asked if an analysis was done without the incentives included. Ms. Nortillo stated no, but the numbers can be taken out easily. She added that, without the incentives, the Village would only be 1 – 1 ½ % ahead of the others.

With no other comments or questions, the Committee of the Whole voted unanimously to move forward with implementing the recommendations listed in the report and use the final analysis as a marketing tool for build-out of the Algonquin Corporate Campus.

C. Old Town District – Introduction of Streetscape Enhancement Plan

Mr. Mihelich outlined the Streetscape Enhancement Plan, which was developed to assess existing streetscape features and identify future enhancements to the pedestrian ways, roads, and open spaces in the Old Town District. Using a state grant in the amount of \$30,000, Planning Resources was hired to conduct a detailed review of existing components.

Mr. Glogowski asked if there will be any conflict with the Western Bypass Project when started. Mr. Mihelich stated sketches on page 5 and 6 have taken the bypass into consideration. Mr. Glogowski also inquired if this project includes the Main Street Condominiums, and Mr. Mihelich replies yes.

President Schmitt commented on the aesthetics and how this project is important for bringing businesses into the community and shows potential for growth.

Mr. Dianis offered his compliments on the concepts and was very pleased with the overall plan.

Mr. Steigert was also pleased with the plan. But offered, for the Gateway Monument, he would like to see it “monumental.” He felt it was too timid. Mr. Mihelich stated that this has been discussed with staff, and they would wait for public input before making any changes.

Mr. Smith asked if parking would be increased on Harrison Street. Mr. Mihelich stated that there will be additional parking at Main Street Commons and Riverside Square and an additional 80 public spaces at Towne Park. There have been discussions with private property owners throughout the last 10 years regarding a large combined parking lot along Harrison Street; however, an agreement cannot be reached at this time.

With no further comments or questions, and no official action needed to be taken by the Committee at this time, the Old Town District Streetscape Enhancement Plan will be released for public input starting with an open house on November 14, 2007.

C. Village Code Update – Chapter 23, Building Code

Mr. Arps presented a request from Village staff to update Village Building Codes as well as the Village Permit Fee Schedule. The last update occurred in 2000 when the 1999 BOCA Codes were adopted. Since this time BOCA, SB, and UBC (Model Code Groups) have merged into one unit forming the International Code Council (ICC). The benefit of going with this one group is nationwide consistency with design professionals, allowing buildings to be designed in one part of the country and constructed in another.

Mr. Glogowski asked how residents, developers, handymen, and supply stores (i.e., Home Depot) would be notified about the changes. Mr. Arps replied that there are very little changes that would happen; however, notices will be sent out to developers as well as the possibility of holding question-and-answer sessions at local stores. Mr. Mihelich added that the Village website and newsletters can also be utilized.

Mr. Dianis asked about the terms *Dual Family* and *Duplex*. Mr. Arps replied that they are the same thing. Mr. Dianis also asked for clarification on *Self-Closing Doors*. Mr. Arps stated that applies to Garage Service Doors.

Mr. Dianis questioned the move from two-hour to one-hour fire ratings and if there is a cost difference. Mr. Arps replied that there is a cost difference; however, if developers go with a one-hour fire rating, they are to supplement it with an automatic sprinkler system.

Mr. Dianis asked, in regards to fire pits, the wording *36" diameter* assumes that it is circular; what if there are different shapes. Mr. Arps replied that it applies to all polygons.

Mr. Dianis then voiced concerns on the wording in Plumbing Code #12 (890.1340B4) on page 33. There was a double negative in the sentence which Mr. Arps said was an error in wording and will be cleaned up for the ordinance.

Mr. Dianis asked if there are any known impacts or legal problems with regards to requiring the paving of driveways/parking lots. Mr. Arps stated the last survey showed a +/- of 45 for unpaved driveways/parking lots, and the gravel on these driveways can migrate to the roadways and cause damage. Paving all the gravel driveways/parking lots will increase property values and aesthetics in a community and extend the life of the roadway. Mr. Mihelich added that current policy is property owners may keep the gravel driveway/parking lot until improvements are made to the property, at which time they are strongly encouraged to pave their driveway/parking lot. There are no legal issues with this code because there is a deadline set (December 1, 2009). Mr. Dianis then asked if there will be low cost loans available to help property owners. Mr. Ganek said no, that they would have to plan and budget for it.

Mr. Steigert commended Mr. Arps and his staff on their presentation. He then asked if the recent changes regarding carbon monoxide detectors are included here. Mr. Arps replied that those are part of state legislation (reflected in Village ordinance) and not part of the Building Code.

Chairperson Sosine asked how current construction will be affected. Mr. Arps stated that the new code would not go into affect until December 5, 2007 and that all construction prior would be subject to today's current code.

Mr. Smith asked if developers will be notified. Mr. Ganek replied yes.

The Committee of the Whole recommended unanimously that the Building Code and Fee Schedule Update be forwarded to the Village Board for consideration.

AGENDA ITEM 3: General Administration

- A. Discussion on Amending Chapter 33, Liquor Control, to provide a Class A-4 liquor license.

Mr. Ganek opened the agenda item stating that this issue has been sent back down to Committee from the Village Board for further discussion. The amendment is made to address businesses that

sell goods or services (other than restaurant or liquor) that would like to supplement with liquor service.

President Schmitt added some think this would indicate that the Village would be getting lenient on liquor control. He stressed that it would be the opposite and that this amendment fills a loophole in the current ordinance, where this type of business is not addressed.

Mr. Glogowski asked how wine store tastings fit in to the ordinance. Mr. Ganek stated the State provides an exemption for liquor taste tests, with strict guidelines.

Mr. Steigert asked what category of business this is geared toward. President Schmitt replied that this is not aimed toward any particular business, and, as with any liquor license application, potential vendors must go through the Village process.

Mr. Dianis added this amendment would provide a model for businesses that are not in the Village currently.

Mr. Glogowski stated that any business can apply for this license but clarified that they would have to meet criteria before obtaining it. President Schmitt added that, up until six months ago, patrons were allowed to bring in their own alcoholic beverage.

Mr. Smith commented that this would allow another avenue for people to petition the Village with a new idea. He also noted that only one license is approved at a time.

Mr. Glogowski asked how many communities have similar ordinances. Mr. Ganek stated Roselle has something similar, but he thinks that communities immediately surrounding Algonquin do not. Chief Laine added Roselle specifies in their ordinance that consumption can be made only when services are performed/purchased.

Ms. Donna Tauler, owner/proprietor of Martini Manicures, was at the Committee meeting and offered to explain what her business was about. Chairperson Sosine stated that the Committee appreciates her showing up, but the ordinance will have to pass through before her business is considered for the liquor license.

Algonquin resident Barb Read stated that liquor should not be needed to sell goods and services. She adds that people can go to bars, restaurants and stores to buy liquor. President Schmitt stated that the alcohol must be consumed on the premises and only after services are purchased. He would like to add that wording to the amendment. He also said that this new license will be for businesses where their primary income is that other than food or liquor. Mr. Smith agreed.

Mr. Dianis said the wording is good; he would also like the wording regarding consumption added, as in Roselle.

Mr. Glogowski asked if the Village could put a limit on the amount of drinks that are served. Mr. Ganek stated that it would be up to the business. Mr. Glogowski then asked how would they know how much to serve (over-serving). Mr. Smith replied that he can appreciate the concern, however, applying for this license is no different then applying for any other liquor license. Ms. Read added that these businesses would not have the same knowledge as a trained bartender.

With no further discussion, Chairperson Sosine called for an individual vote. Aye votes, Chairperson Sosine, Trustee Smith, Trustee Dianis, Trustee Steigert, and President Schmitt. Nay votes Trustee Glogowski and Trustee Spella.

The Committee of the Whole recommended 5 votes to 2 votes that the Amendment for Chapter 33, Liquor Control, to provide a Class A-4 Liquor License be forwarded to the Village Board for consideration.

AGENDA ITEM 4: Public Works & Safety
No items to discuss.

AGENDA ITEM 5: Executive Session
None necessary.

AGENDA ITEM 6: Other business
No items to discuss.

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Sosine adjourned the meeting of the Committee of the Whole at 9:40 pm.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Susan Morgan".

Susan Morgan, Recording Secretary