

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
February 25, 2014

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson Brian Dianis, Trustees Debby Sosine, Jerry Glogowski, Jim Steigert, and President John Schmitt

Absent: Trustees Smith and Spella

Staff Members Present: Tim Schloneger, Village Manager; Bob Mitchard, Public Works Director; Russ Farnum, Community Development Director. Kelly Cahill, Village Attorney, and Jerry Kautz, Village Clerk, were also in attendance.

(Note: Mr. Spella was seated at 7:32 and Mr. Smith was seated at 7:43 p.m.)

Chairperson Dianis called the meeting to order at 7:30 p.m. and announced those in attendance.

AGENDA ITEM 2 Community Development
Nothing to report.

AGENDA ITEM 3: General Administration

- A. Consider Public Event Request for the American Legion Memorial Day Parade, May 26, 2014, from the Algonquin Cemetery to Riverfront Park

Mr. Dianis reported American Legion Post #1231 has submitted a Public Event/Entertainment License Application proposing to hold their annual Memorial Day Parade on Monday, May 26, 2014, at 10 a.m. The event would include a small parade, open to the public, which will begin near the veteran's monument at the Algonquin Cemetery, proceed south down North Main Street to Front Street, and then end at Riverfront Park. Due to the use of Village-owned property and the closure of a public street, the event requires Village Board approval. The Algonquin Police and Public Works Departments have reviewed and approved the proposed route without issues. The Public Works Department will make sure there are no problems with the ongoing bypass construction for the North Main Street/Cary Road area, and the Police Department will orchestrate the closing of portions of the public streets and the directing of traffic. Mr. Mertz from the American Legion was present to answer any questions; there were none.

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

- B. Consider Ordinance Amending Chapter 33, Liquor Control and Liquor Licensing, to Update the Number of Available Licenses in Certain Classes

Mr. Schloneger reported in accordance with an ordinance passed in June limiting the number of allowable liquor licenses in all classes to the number of licenses issued at that time, the attached proposed ordinance updates two classes of licenses where either the establishment has closed (Class A-1

Rice Fusion Sushi) or has relinquished their liquor license (Class E Algonquin Citgo). This ordinance deletes one available license from each of the A-1 and E classes.

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

C. Consider Proposal for Kane, McKenna and Associates to Perform Evaluation and Planning Work on a Possible Downtown TIF District

(Note: Attorney Cahill recused herself from any discussion for this item since her law firm owns a piece of property within the proposed TIF district. She left the board room and then returned for the next item on the agenda)

Mr. Schloneger reported the recent adoption of the Village's Downtown Study highlighted the necessity to find funding sources for a multitude of capital projects outlined in the plan. While not the sole source of funding, a Tax Incremental Funding (TIF) District would be a key capital resource. In order to create a TIF District, the village must evaluate the feasibility of a TIF and examine whether the proposed area qualifies as a potential TIF District. If the TIF seems feasible and meets the qualifications for creating a TIF, then the village must prepare a TIF plan. The TIF plan outlines the projects expected to be completed and the revenues and budget expected for the lifetime of the TIF. Upon completion of a draft plan, there is an extensive and complicated process of notifications, public meetings and review meetings which must be followed closely prior to the adoption of the plan. Kane McKenna and Associates has submitted a proposal for evaluating the feasibility of the TIF District, preparing the TIF Plan, and processing the plan through the adoption process. The total amount at the high end is estimated at \$36,000. If staff provides assistance along the way, the costs will be reduced considerably. A question about the credentials of the firm of Kane, McKenna and Associates was asked with Mr. Farnum responding they are very reputable and experienced in TIF planning.

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

AGENDA ITEM 4: Public Works & Safety

A. Consider Bids

(1) Copper Oaks Subdivision Section 1 Street Improvement Project

Mr. Mitchard reported the village's budget for the Copper Oaks Section 1 project, which goes into effect on May 1, 2014, is \$2,300,000, and the engineer's estimate for the work was \$2,393,733 for Alternate 1 and \$1,754,658 for Alternate 2. This makes the Arrow Road bid of \$1,526,244.01 for Alternate 2 even more competitive and attractive to our department. Alternate 2 employs the use of full-depth, cold-mill, in-place recycling rather than conventional reconstruction methods. This process is best but more inconvenient. Staff recommends Arrow Road Construction in the amount of \$1,526,244.01. During discussion it was noted that this project will inconvenience the homeowners in this area for about 60 days, and at times there will be no vehicle access to their properties. The entire Committee of the Whole wants staff to make sure all the residents affected will be directly notified and informed of the process, including a public information meeting.

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

(2) Souwanas Creek Streambank Stabilization

Mr. Mitchard reported six bids were received, with Copenhaver Construction being the low bid for the project at \$323,056. This contractor has performed many projects for the village in the past and has performed adequately. Copenhaver's references were checked as well and they were found to be responsive and to complete work on time and within budget. The village's budget for the Souwanas Creek Streambank Stabilization project, which goes into effect on May 1, 2014, is \$395,009, and the engineer's estimate for the work was \$407,285. This company has very good credentials for these kinds of projects.

It was the consensus of the Committee of the Whole to move this item on to the Board for approval at the amount of \$323,056.

AGENDA ITEM 5: Executive Session

Moved by Sosine, seconded by Dianis, to recess to Executive Session to discuss pending litigation, possible land acquisition, and personnel. Roll Call vote: voting aye – Sosine, Dianis, Smith, Steigert, Spella, Glogowski, and Schmitt. Motion carried: 7-ayes, 0-nays, 0-absent. Time: 7:51 pm.

Reconvene Meeting. Moved by Dianis, seconded by Sosine, to reconvene the Committee meeting. Roll Call vote: voting aye – Sosine, Dianis, Smith, Steigert, Spella, Glogowski, and Schmitt. Motion carried: 7-ayes, 0-nays, 0-absent. Time: 8:36pm.

Chairperson Dianis stated litigation, possible land acquisition, and a personnel matter were discussed with nothing to report in open session.

AGENDA ITEM 6: Other Business
Nothing to report.

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Dianis adjourned the meeting of the Committee of the Whole at 8:38 p.m.

Submitted: Jerry Kautz, Village Clerk