

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
May 13, 2014

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson Jim Steigert, Trustees Debby Sosine, Jim Steigert, Brian Dianis, John Spella, Bob Smith and President John Schmitt

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

Chairperson Steigert called the meeting to order at 7:45 p.m. and announced those in attendance.

AGENDA ITEM 2 Community Development

A. Pole Sign Variation Request (2014-05)/Neuhalfen, 308 South Main Street

Mr. Mason reported Catherine and Andrew Neuhalfen, who were in attendance, have submitted a petition for a variation to the village's Sign Code (Chapter 29) to allow for a new freestanding sign face at 308 South Main Street that would not meet current Sign Code criteria. The Neuhalfen's wish to use the existing freestanding sign posts to install a new 24-square foot engraved, high-density urethane freestanding sign. Section 29.13.F.2. of the Sign Code restricts such signs to be no larger than 8 square feet. The Neuhalfen's wish to change the existing signage in order to display the names of two newer businesses at this location known as Catara Skin Rejuvenation Spa and Neuhalfen Engineering Corporation. The existing freestanding sign was approved by permit in March of 1994 and allowed for a 24-square foot sign on the front lawn area for a business known as Interesting Developments Photography. The existing signage is considered legal non-conforming. The current Sign Code criteria was adopted in July of 1994 and notes that all signage of this freestanding type in the Old Town District shall not exceed 8 square feet; the Neuhalfen's request is three times the size of what is now permitted. In order to achieve a uniform appearance of the historic flavor of the Old Town District, staff does not recommend approval of the sign variation as there is no apparent hardship. It would also seem unfair to other business owners who have come into the Old Town District and have abided by the Sign Code requirements without issue. Staff feels such signage should be used to simply identify the location of the business and not serve as advertising. During discussion, the Neuhalfens' stated they are only asking to change the business names on the sign and not change any other aspect. President Schmitt was concerned that the ordinance clearly states that any change would result in having to place a smaller sign in place, and if the Board granted an exemption it would have to grant the same for anyone else in the downtown district that may make the same request. Trustee Spella adamantly said this business has been in town for 30 years and deserves to have consideration for this simple request. He added there is only one other business sign in the same category south of Washington Street. Other trustees who agreed in principle were Smith and Glogowski. Trustee Sosine would like to see a resolution to this disagreement. Attorney Cahill was asked to clarify the ordinance language which she did.

Following lengthy discussion, Chairman Steigert tabled this matter until the next Committee of the Whole meeting while staff has a chance to readdress the ordinance.

AGENDA ITEM 3: General Administration

A. Consider Authorization to Execute Agreement with Chicago Metropolitan Agency for Planning for the Fox River Corridor Plan

Mr. Mason reported the village received a Local Technical Assistance grant award from the Chicago Metropolitan Agency for Planning (CMAP). The village partnered with the Village of Carpentersville to obtain this grant, which will consist of CMAP providing staff assistance to do a recreation study of the Fox River corridor. The goal is to study the waterway in a regional context by exploring opportunities for improved access to and promoting more use of the river corridor. The value of CMAP's services is estimated at approximately \$70,000. The funding source is federal and there is no "local match" requirement, meaning no money is required from the village for the project. A Memo of Understanding and Resolution need Board approval in order to begin the study. In addition to examining the potential for increased access to the Fox River and developing strategies for increasing waterway recreation, the regional Prairie Trail/Fox River Trail bike path runs parallel to the river and presents possible opportunities for expanding the appeal of visitors to the waterfront by incorporating bicycling into new recreational plans. It is envisioned that through a coordinated undertaking, a vibrant recreational corridor can be established from Algonquin to Carpentersville, increasing opportunities for exercise and a connection to nature for our region's residents. Representatives from CMAP, Trevor Dick and Brian Daly, attended tonight's meeting to provide an overview of the project scope and CMAP's role in the planning study. Staff recommends consensus from the Committee to move to formally authorize the Resolution to accept CMAP's planning services.

Following discussion, the consensus of the Committee of the Whole was to move on to the Board for approval at the next meeting.

B. Consider Public Event Request for Players Charity Championship, Saturday, Jun7, 2014, 3 – 10 p.m., Nero's Pizza

Nero's Pizza (300 Eastgate Court) has applied for a Public Event/Entertainment License for Saturday, June 7, 2014. The event, which is being called Players Charity Championship, will take place at Nero's from the hours of 3 to 10 p.m. and will be open to the public without cover charge. Due to this event including an outdoor music performance by a live band(s) on the rear deck, Village Board approval is required. The band(s), whose name(s) have not been provided, will be playing classic rock music. The event will be a fundraiser for the Palatine-based, nonprofit organization known as Salute, Inc. which assists military service members financially, physically and emotionally. Due to the nonprofit status, Nero's is requesting the permit fee be waived. Security will be provided by Nero's staff, and overflow parking will be provided at the strip center parking lot adjacent to Nero's lot. One temporary 3 x10-foot banner is being requested to promote the event. Mr. Steve Churka, who will run the event, was in attendance to answer any questions.

Consensus of the Committee of the Whole was to move on to the Board for approval and waive the fees.

AGENDA ITEM 4: Public Works & Safety

A. Consider Change Order for Staining of Parapet Wall for Western Bypass Project

Mr. Mitchard reported the village was under the impression that the decorative (textured surface) parapet and concrete barrier walls for the Western Bypass were going to be stained. This belief stems from the renderings provided to the Village Board as part of the 4(f) agreement. When staff reviewed all the documents, they found the staining process was not included. It is asked by Mr. Mitchard that a proposal for staining of the parapet and applying anti-graffiti coating be approved in the amount of \$36,879.60.

The Committee of the Whole consensus was to approve the request at the next Board meeting.

B. Consider Agreement with Trotter & Associates for Engineering Services for Facility Plan Update

Mr. Mitchard reported, as part of the 2014-2015 Capital Improvement budget, the Water and Sewer Department gained approval to expend monies for the purpose of contracting engineering services to provide an update to the VOA 2005 Facility Plan. The 2005 Facility Plan had been completed by Trotter and Associates, Inc. of St. Charles, Illinois, focused primarily on review and rehabilitation of existing equipment and processes, pending or proposed regulatory changes, and to determine the available capacity of our collection system and wastewater treatment facility. The plan provided those results of a comprehensive document, complete with recommendations to implement improvements and options as a means for funding said improvements. The Phase 6 expansion of the Wastewater Treatment Plant was one result of this plan. The 2014 update will be another guidance document, similar in its approach and scope to the 2005 plan, to once again consider remaining equipment service life, accomplished through a unit-by-unit, process-by-process evaluation to consider performance and need, future regulatory changes, and available hydraulic and loading capacity of our collection system and wastewater facility. To accomplish this, comparisons will be made between the original design values to actual performance data to determine removal efficiencies, energy usage, sludge yields, and process optimization. Through discussions with Community Development, review of the VOA Comprehensive Land Use Plan and water billing records, insights will be gained to drive the plan and to direct future improvements to meet those demands or changes identified. Completion of this plan fulfills a necessity to update our existing facility plan to consider economic changes, community demands, and village vision as it has likely changed over the last eight years. The plan also considers the improvements achieved to date, their impact to the overall system, and where their effects have produced change. It is yet another planning tool, for both the operation and maintenance aspect, and for long-range planning, to enable staff to improve our ability to develop sound, responsible capital improvement plans, whether looking five years or 20 years into the future. Information compiled through this exercise will yield a facility plan to provide staff with the best tools for planning, data to confirm some aspects of operational performance, provide insight and recommendations for areas not meeting optimal performance, consider energy utilization, and an overall framework for economic and environmental responsibility.

The Committee of the Whole agreed, and consensus was to approve the agreement at the next Board meeting in the amount of \$148,000.

AGENDA ITEM 5: Executive Session
Nothing to report.

AGENDA ITEM 6: Other Business
Nothing to report.

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Steigert adjourned the meeting of the Committee of the Whole at 8:56 p.m.

Submitted: Jerry Kautz, Village Clerk