

Village of Algonquin
Committee of the Whole Meeting Minutes
Held in Village Board Room
September 22, 2015

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Trustees John Spella, Debby Sosine, Brian Dianis, Jerrold Glogowski, Robert Smith, Jim Steigert, and Village President, John Schmitt. Village Clerk Jerry Kautz was also in attendance.

Staff Members Present: Tim Schloneger, Village Manager; Mike Kumbera, Assistant Village Manager; Russ Farnum, Community Development Director; Ben Mason, Senior Planner; Katie Parkhurst, Senior Planner; Bob Mitchard, Public Works Director; and Kelly Cahill, Village Attorney.

Chairman John Spella called the Committee of the Whole meeting to order at 7:30 p.m. and a quorum was established.

Audience Comments

1. Barry Borchart, Landmark Contractors, requested permission to work on the Algonquin Commons parking lot rehab during the night. He said the job requires a very messy procedure that would be difficult to do during the normal business hours of the retailers. He wants to start this Thursday night until 3:00 a.m. and then next week for two nights. Since this would not affect homeowners, the Committee of the Whole agreed to allow but an exception to the noise ordinance would have to be approved at the Board level. President Schmitt suggested the Board meet this Thursday the 24th at 8:00 p.m. for a special meeting. This gives time for correct posting of the meeting.

AGENDA ITEM 2: Community Development

A. Consider a Final PUD for Walmart - Lot 5 in Millbrook Marketplace

Mr. Ben Mason reporting:

Mr. Robert Brownson, Oxford Real Estate Equities, LLC, who was in attendance, has submitted a petition to construct a multi-tenant retail building on the vacant Lot 5 in Millbrook Marketplace. The subject property is zoned B-2 PUD, and is located at the northwest corner of Randall Road and County Line Road. In accordance with the 2001 zoning ordinance for the overall Millbrook Marketplace Development, all the commercial outlots in the development are required to come back before the Planning and Zoning Commission and Village Board for Final PUD approval. The proposed commercial building is 9,120 square feet in size and the two tenants scheduled to occupy the new building are AT&T cellular store and Mattress Firm. The subject property is an outlot (Lot 5) in Millbrook Marketplace, located between a vacant lot to the north and Georgia's restaurant to the south. Vehicular cross-access to both of these adjacent lots will be provided at the northeast and southeast corners of the parcel.

Primary access to the site will be from the private frontage road to the west, which runs through the Millbrook Marketplace Development and connects County Line Road with Becky Lynn Lane.

There is an existing pedestrian sidewalk along this access road and the developer is proposing to extend the sidewalk north through the property. The developer is proposing sidewalks in front of the storefront entrances, as well as on the north side of the building. To provide separation between the rear drive aisle and back building wall, Staff recommends a 4-foot wide sidewalk continue around the rear (west) elevation.

There are a total of 56 parking spaces proposed on the site, which greatly exceeds the Village's minimum requirement of 4 spaces per 1,000sf. The petitioner has noted that the approximately 20 extra spaces are due to AT&T's projection that a significant number of sales associates will be working at the store at any given time, in the range of 20-22 employees. Since the development plan meets the required landscape setbacks and requirements set forth by the original 2001 Preliminary PUD approval for Millbrook Marketplace, Staff is comfortable with the petitioner's request for additional spaces.

Both the Village Engineer and Public Works Department have noted required changes and modifications to the proposed utility plan drawings, in particular the routing of stormwater infrastructure. Additionally, more information and revisions are required to the photometric plan; currently, the proposed lighting levels show trespass light extending beyond the property limits and no catalog cut sheets were provided for the lighting fixtures. The trash enclosure at the southwest corner of the site shall be shifted east a few feet, to avoid conflict with the proposed sanitary sewer line that is shown running parallel to the rear of the building.

On September 14, 2015 the Planning and Zoning Commission considered the petition and unanimously recommended approval (7-0) of the request for Final PUD, subject to the conditions listed by staff and note on the P & Z Commission minutes. The Committee of the Whole was in basic agreement that this was a good project in helping increase retail business. Mr. Smith was not pleased with the ATT corporate color orange, but in general liked the plan. The consensus of the Committee of the Whole was to move on to the Board for approval.

B. Consider a Special Use Permit for 1202 S. Main Street, Algonquin

Mr. Ben Mason reporting:

Mr. Anthony Sarillo, on behalf of the property owner, has submitted a petition for a Special Use Permit for a residential dwelling unit at 1202 S. Main Street. The property is located at the southwest corner of Beach Drive, about one-half mile south of the village's Old Town District. The subject property is zoned B-2 Business, General Retail and per village code, residential dwelling units in B-1 and B-2 districts require a Special Use Permit.

The current owner recently purchased the property and intends to open a small health food store in the commercial space formerly occupied by Luke's restaurant. The south half of the building was formerly used as an apartment, and the owner is proposing to re-use the vacant apartment space for their own residence. Staff believes this petition is different from other requests for residential use of commercial buildings that the Committee of the Whole has considered in the last few years. As members will recall, zoning applications for residential dwellings on a Business-zoned lot have typically involved property located within the Village's historic Old Town District, where residential apartments are allowed in a two-story building above a permitted commercial use on the ground floor. Additionally, several of the past Special Use petitions were for portions of Main Street with an established residential character, such as the area north of Algonquin Road. In contrast, the environment of S. Main Street where this property is situated is primarily commercial, with business uses on the vast majority of parcels, such as Wine and Roses to the

north and the Fox River Center multi-tenant commercial development located directly across the street to the east. Staff does recognize however that though the subject property does not afford opportunity for a traditional two-story live/work arrangement, the building is somewhat unique in that it consists of two individual units on the ground floor that are independent of each other and currently configured as distinct residential and commercial spaces.

On September 14, 2015 the Planning and Zoning Commission considered the petition and unanimously recommended approval (7-0) of the request for a Special Use Permit, with the findings of fact presented and the conditions listed by Staff that is noted in the Planning and Zoning Commission minutes. The retail store will open before any residential use takes place. The consensus of the Committee of the Whole was to move on to the Board for approval.

C. Consider a Special Use Permit for BP Gas Station/Dunkin Donuts Drive-Through

Ms. Katie Parkhurst reporting:

Ratilal Patel, owner of the BP station, and Vishanu Patel, franchisee of Dunkin Donuts, has submitted a petition to convert the AM/PM Café, which has been closed and was located inside the convenience store, to a Dunkin Donuts and to add a drive-through to the rear and north sides of the building. An outdoor seating area will also be added as part of the Dunkin Donuts improvements. The existing gas station, car wash, and convenience store are located at 1469 South Randall Road, in the Briarwood Center. The Briarwood Center is located at the northeast corner of Randall Road and County Line Road. The Village Board approved the BP Gas Station and car wash as part of the Briarwood Center in 2001. The property is zoned B-2 PUD with a Special Use for the gas station and car wash. A special use permit is required for a drive-through and outdoor seating. The existing building will only be modified on the north elevation to install a drive-through window. The small bump out, 40 square feet, will be constructed with a stone base and brick to match the existing building using the same materials and colors. The new window system will match the existing storefront window system. Inside the building there will be some modifications to the former café area to convert it to a Dunkin Donuts layout.

To accommodate the drive-through the north parking lot area will be removed a loss of 7 parking spaces. This parking lot area will be removed and restored to landscaping with a small outdoor seating area (525 square feet) and 3 new parking spaces. The existing dumpster location at the south side of the building will be relocated slightly west of the current location. The new enclosure shall be constructed of brick and block to match the building. Moving the trash enclosure and installing the drive-through entrance will result in a loss of 2 parking spaces on the south side of the building. The drive-through lane entrance will be at the southeast side of the building, run alongside the rear of the building (the existing mechanical equipment will remain). The ordering station will be towards the northeast corner of the building and the window will be on the north side of the building. The drive-through will exit into the parking lot on the northwest side of the building, a loss of 2 parking spaces. There is room for 8 cars to be stacked in the drive-through lane. The existing site has 24 parking spaces, 2 accessible spaces and parking at the pumps. The site with the drive-through will have 18 spaces, 1 accessible space, and parking at the pumps. The loss of 7 parking spaces is acceptable based on the nature of the patrons quickly visiting the convenience store and many people parking at the pump and running into the building. There is ample parking available for the patrons wishing to park and stay longer and for the employees.

Ms. Parkhurst stated that on September 22, 2015 the Planning and Zoning Commission considered the petition and unanimously recommended approval of the request for a Special Use

Permit for Dunkin Donuts with the conditions listed by staff and the finding of facts presented that are noted in the P & Commission minutes.

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

D. Consider a Final Plat, Final PUD, and Special Use Permit for Buona Beef Restaurant

Ms. Katie Parkhurst reporting:

Mr. Timothy Hague, 6801 Investments LLC, has submitted development plans for a proposed Buona Restaurant. The Buona Restaurant will include a drive-through and outdoor seating area. The lot is proposed to be divided into two lots to allow for a future restaurant or retail building. The proposed development is located at 501 South Randall Road. The lot is located south of Buffalo Wild Wings and north of Algonquin State Bank. The lot extends from Randall Road to Rolls Drive. The site is currently vacant and is 1.87 acres in size. The site is zoned B-2 PUD, Business, General Retail, Planned Unit Development and designated for Planned Mixed Use predominately commercial on the Future Land Use Map. The 3,920 square foot building will be constructed with a reddish-brown face brick as the main building material on all elevations. The building has decorative brick coursing at the top of the building and on the walls. The decorative brick work should remain even though the proposed signage is not permitted. The top of the building has grey siding to screen the mechanical equipment. The entrance will feature a tower element constructed of tan stone at the corner of the building. There are large windows on the south and west elevations. The window framing system shall be a darker color, such as black or dark bronze, rather than clear anodized aluminum. The windows are framed with stone. The north and south elevations on the plan set are mislabeled. Over the entry way and drive-through windows there are grey metal awnings. The outdoor seating area on the south side of the building will have a grey metal canopy over tables. The building height is 19'11" and the tower element is 27'9" tall. The tower element shall be reduced in height to 25 feet so it is not acting as a billboard for the sign. Building materials shall be submitted for review. The future building shall be compatible to the restaurant with similar building height, materials, and colors.

The site is located south of Buffalo Wild Wings and north of Algonquin State Bank between Randall Road and Rolls Drive. There will be one main entrance into the site from Rolls Drive and a cross-access entrance to the Buffalo Wild Wings property. The developer shall work with the property owner of Buffalo Wild Wings to install a sidewalk connection to their sidewalk in front of the outdoor seating area.

Vehicles will enter the drive-through at the northeast corner of the property. There is stacking room for over 10 vehicles in the drive-through lane. There are 95 parking spaces provided and 3 accessible spaces and 3 drive-through overflow waiting spaces. The parking meets code requirements for the restaurant and future restaurant and commercial spaces. A five-foot concrete sidewalk shall be added along Rolls Drive for the length of the property. The parking lot is setback 50 feet from Randall Road, 10.4 feet from the north property line, 10.2 feet from the south property line, and 20 feet from the east property line. Connection to water, storm sewer, and sanitary sewer is from Rolls Drive. The entire site will be improved with the parking lot, lighting, utilities, and landscaping. The future building area will be pad ready. The pad will be graded and seeded with grass until time of future construction. The trash enclosure shall be constructed of the same material as the building and have a solid gate that latches closed. The outdoor patio furniture shall all match and the umbrellas shall be a solid color with no advertising on them. The site is well and landscaped with significant plant materials. Ms. Parkhurst stated that on September 22, 2015 the Planning and Zoning Commission considered the petition and unanimously recommended approval.

During discussion, Mr. Steigert said he is not happy with the architecture look of the building with it looking too industrial. Mr. Schmitt agreed but stated he understood why they choose that

design. Mr. Jon Hague, Bouna's architect, said they will look into a more attractive look for the window side of the building and willing to work with village staff on any minor adjustments. Ms. Sosine requested the possibility of adding a few more parking spaces. This also will be worked out with staff. President Schmitt stated that the proposed monuments sign should take into account what will be built in the future on the other subdivided lot. When the undeveloped lot is developed, and assuming that the user(s) want presence on a monument sign, it may necessitate removing and replacing Buena Beef's monument sign to comply with the Village requirements. The Committee of the Whole consensus was to pass on to the Board for approval.

AGENDA ITEM 3: General Administration

A. Consider an Agreement with Sawyer Falduto Asset Management, LLC with Charles Schwab as Custodian for Investment Advisory Services

Mr. Kumbera reporting:

In June, the Village along with four other communities (Fox River Grove, Grayslake, Gurnee, and Volo) issued a joint request for proposals ("RFP") for investment advisor services. The Village currently utilizes such services through a relationship with the Barrett Group/Wells Fargo and MPI Investment Management. In total, 11 firms responded to the RFP including the incumbent service provider. The goals of this type of relationship are to augment staff in managing the Village's investment activities consistent with the primary policy objectives of maintaining safety of principal and liquidity, while maximizing investment returns. Majority of the Village's cash reserves are invested in money market accounts and local government investment pools (Illinois Funds and IMET). Our current investment advisor manages approximately \$3.2 million of fixed income investment for the Village. Of the 11 responding firms, Sawyer Falduto Asset Management's ("Sawyer Falduto") proposal did assess the lowest annual fees of 10 basis points (0.10%), which represents a lower rate than the Village currently receives. As of July 2015, Sawyer Falduto has \$1.4 billion under management amongst 111 Illinois Police and Fire Pension Funds and 12 municipalities. Sawyer Falduto retains Charles Schwab as a custodian and compensates them directly. References for the firm were found to be in good standing. The consensus of the Committee of the Whole was to pass on to the Board for approval next meeting.

B. Consider Revisions to the Village of Algonquin Investment Policy

Mr. Kumbera reporting:

As part of staff's annual review of the Village's financial policies and in consultation with Sawyer Falduto Asset Management, the following items are recommended for revision in the Village's Investment Policy:

1. Section 4: Add sentence to explicitly provide for utilization of an investment advisor that is registered under the Investment Advisors Act of 1940.
2. Section 5: Replace National Association of Securities Dealers (NASD) with the organizations current name, Financial Industry Regulatory Authority (FINRA).
3. Section 7: Removal of list of approved investments. State statute provides for the types of securities that the Village may invest its funds and is appropriately referenced within our policy.
4. General: Minor grammatical, clarifying, and operational revisions consistent with current practice.

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

AGENDA ITEM 4: Public Works & Safety

- A. Consider bids for Demolition of structures located at 5 S. Main Street and 115 W. Algonquin Road, not to exceed \$22,000.00.

Mr. Mitchard reporting:

Per the bid requirements all firms submitted a cost based on two line items (1 for each structure). This project did not have an engineer's estimate of cost. We not aware of the funding code for this project, thus it cannot be compared against the budgeted amount. This project does have a rather large spread in costs, as there is over 78% cost difference from the max and min bids received. However the 3 low bids fell within 5% of each other, thus indicating consistency where competitive. Staff's recommendation that you consider Copenhaver Construction for this project in the base bid amount of \$21,800.00. Please confirm this recommendation so that we may prepare the award and contract.

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

- B. Waiving the Bid Process and Consider an Agreement with Corrective Asphalt Materials, Inc. to provide application of Reclamite in Fieldcrest Farms and S. Hubbard-Indian Grove Subdivision, not to exceed 37,800.00

Mr. Mitchard reporting:

Last fiscal year, as part of our streets maintenance program, we began to implement the use of Reclamite® pavement application to our new pavement surfaces. This product has been used successfully for over 40 years, providing communities throughout the United States and Canada with improved durability of asphalt roadways, (durability being the interdependence between composition and aging) by re-balancing the chemistry of the oxidized pavement and improving the ability to delay the aging process and reverse premature aging. Reclamite® Preservative Seal provides a simple, one step method for sealing and waterproofing the asphalt. It is effective for extending the life of newly constructed pavement. The product delays the aging process by replenishing the maltenes and reconstituting the binder. Aged asphalt can be restored to a new and highly durable mix, virtually equal to or better than the original consistency. It is the Public Works Departments recommendation that the Committee of the Whole authorize action by the Board of Trustees to enter into an agreement with CAM, Inc. of South Roxana, IL in the amount of \$37,710.75 to provide application of Reclamite® asphalt preservative seal to the specified Village of Algonquin roadways. The Village of Algonquin will provide sweeping service and public notification, as exempted from the contract. CAM Inc. is a local company with very good recommendations.

The Committee of the Whole gave consensus for moving this item to the Board for approval.

- C. Consider an Ordinance Declaring Certain Items Surplus

Mr. Mitchard reporting:

As part of normal operating processes, Public Works submitted the semi-regular submission of items to be deemed surplus via board action. The list first denotes the description of the item and the reason it is to be deemed, followed by images of each item for reference. This list is available

to the public at Village Hall. The consensus of the Committee of the Whole was to move on to the Board for approval.

AGENDA ITEM 5: Executive Session

None

AGENDA ITEM 6: Other Business

1. Mr. Spella requested the Village look into allowing downtown businesses to place event signs in front of the location. Some instances are the sidewalks come right up to their property lines. President Schmitt said he sees no problem with permitted 'temporary' signage for special promotions, but that is not how some businesses are using the sandwich boards. Staff is to investigate.

AGENDA ITEM 7: Adjournment

There being no further business, the Committee of the Whole meeting was adjourned at 9:00 p.m.

Submitted: Jerry Kautz, Village Clerk