

**Village of Algonquin  
Committee of the Whole Meeting Minutes  
Held in Village Board Room  
August 8, 2017**

**AGEINDA ITEM 1:** Roll Call – Establish a Quorum

Trustee Sosine, Chairperson, called the Committee of the Whole meeting to order at 7:30 p.m.

Present: Trustees Debby Sosine, John Spella, Janis Jasper, Jerry Glogowski, Laura Brehmer, Jim Steigert, and President Schmitt. A quorum was established.

Staff Members Present: Tim Schloneger, Bob Mitchard, and Sergeant Andrew Doles. Attorney, Kelly Cahill and Village Clerk, Jerry Kautz were also in attendance.

**AGENDA ITEM 2:** Public Comment – Audience Participation

(1) Alan Wilson, 531 Blackhawk Drive, Algonquin, thanked the Village for the signed Memorial Book for his deceased wife Barbara. Barbara, was very instrumental in conservation matters around the Algonquin area for many years. He said he was deeply touched.

(2) Charles Kaskaddin, 1070 Perry Drive, Algonquin, voiced concern regarding logistics of the now planned Founders Days Street Fest Event scheduled for September. He feels that the event should be reconsidered and only have Founders Days as originally planned. President Schmitt stated that the Street Fest was the Founders Committee idea to help recoup some of the lost revenue from the flooded cancelled event in July, and to also offer some fun for the residents and visitors.

In a second issue, Mr. Kaskaddin as Manager for Port Edward, said the Downtown business owners feel the Village Board may have forgotten about the downtown district. He asked for the Board's thoughts regarding how the business owner's concerns can be addressed to work together to bring more residents to downtown. President Schmitt reminded him that the Village is spending millions to improve the downtown area now and in the future. The village cannot suggest how to market businesses. Trustee Spella thanked Mr. Kaskaddin for attending this meeting bringing forth his concerns but then asked why is he the only business manager that showed up tonight to voice concerns. He added that if the downtown businesses are so concerned, why they can't spend an hour or so to attend village meetings to voice their suggestions to improve the area.

**AGENDA ITEM 3:** Community Development  
Mr. Schloneger reporting:

**A. Consider a Public Event – St. Margaret Mary Summer Fest 2017**

Ms. Monika Marat from St. Margaret Mary's Church (119 S. Hubbard St.) has applied for a Public Event License for August 27, 2017. The event which is being called "St. Margaret Mary's Summerfest 2017" will take place on the church grounds from the hours of 12:00 p.m. to 7:00 p.m. and will be open to the public. Admission fees are \$5.00 to enter the tent area. Due to this event including outdoor amplified musical performances by various bands throughout the day and an outdoor pony ride, the Village Board's approval is required. The event is a community builder which provides food, games, an art show and music. Security will be provided by volunteer church members. Parking will be provided within the church parking lot and the adjacent school parking areas.

Temporary signs are being requested to be displayed. The necessary liquor permit and raffle permit has been applied for and the required Certificate of Insurance noting the Village as additional insured has been provided as has the Hold Harmless Agreement. The church is requesting that the Public Event permit fee be waived due to their nonprofit status. The Village endures no expenses with this event. Consensus of the Committee of the Whole was to move this item to the Board for approval

**B. Consider a Public Event – Environmental Defenders, It's Our River Day**

Cynthia Kanner, on behalf of the Environmental Defenders, has applied for a Public Event License for Saturday, September 16, 2017. The event would be the annual celebration of the Fox River and clean-up of the river at Cornish Park from the hours of 1:00 p.m. to 4:00 p.m. and will be open to the public. An expected 100 participants are expected and there is no fee to volunteer one's efforts. The event has taken

place in the same manner for the past several years without any issues. The organizer is requesting assistance from the Algonquin Public Work's Department to assist with the removal of the collected rubbish. The estimated cost to the Village for providing this work is \$948.00. Due to this event taking place within the Village's Public Park, Algonquin Board approval is required. The necessary Certificate of Insurance and Hold Harmless Agreement have been provided.

The consensus was to also pass this on to the Board for approval.

**AGENDA ITEM 4:** General Administration

Mr. Schloneger reporting:

**A. Consider an Amendment to the Fiscal Year 2016-2017 Annual Budget**

Village department heads submitted requests to increase their budget for Fiscal Year Ending April 30, 2017, that requires approval by the Village Board. Budget Ordinance No. 2016–O– 08 created spending authority for Fiscal Year Ending April 30, 2017. Illinois statutes allow the Village Board to delete, add to, or change the budget by a vote of two-thirds of the corporate authorities then holding office. Spending for these revisions has caused the original fund budgets to be exceeded. Budget amendments for these increases to budgeted expenditures are justified under Illinois statutes as follows: budget increases for expenditures may be made due to the use of Fund Balance (cash reserves) that existed at the beginning of the fiscal year. The preliminary change in fund balance (Revenues over Expenditures) in the General Fund indicates a decrease of approximate \$216,000 at April 30, 2017. The amendment requires the two-thirds approval of the Village Board.

General Fund: The expenditure budget for professional services for the police department lobby upgrades increases \$15,000 as a carryover from the previous year. Capital improvements for the public works roof project also increases \$126,094 as a carryover from the previous year. The offset for these increases is in cash reserves in the beginning fund balance, as expenditures were not completed in the prior fiscal year. Travel/training/dues increases \$14,577 for the purchase of gym equipment at public works and the transfer to street improvement fund increases \$1,000,000. The offset for these increases was from fund balance in the general fund.

A fiscal year end assessment indicated that the fund balance for the general fund exceeded the Village's target range for unassigned fund balance. For informational purposes, without this transfer the general fund would have had an approximate \$800,000 surplus while the street improvement fund would have had an approximate \$1,000,000 deficit for fiscal year ending 2017.

Infrastructure maintenance improvements increases \$63,305 for the LED public works building lighting conversion. This was offset by the receipt of grant revenues as well as fund balance in the general fund.

Street Improvement Fund: Engineering for several of the IMS street projects increased for a total of \$405,000 in the street fund. The offset for these increases is in cash reserves in the beginning fund balance, as expenditures were not completed in the prior fiscal year.

Development Fund: The transfer to street improvement fund increased \$299,801 as the CDAP (Community Development Assistance Program) was closed out due to program changes. The cash balance from this program resulted in a transfer to the street improvement fund during the fiscal year.

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

**AGENDA ITEM 5:** Public Works & Safety

Sergeant Doles reporting:

**A. Consider an Agreement with Motorola Solutions, Inc. for Tower Use for the STARCOM Radio System**

This lease grants access and use to certain portions of the tower located on Village property at 110 Meyer Drive as well as a communications area located in the loft of the Public Works building. Equipment installed at this location will include antennae and radios and associated communication items such as wiring, fixtures, and cables. This equipment and installation is vital to the STARCOM Radio System that may be used by federal, state, and local governments. The lease will be in effect from the date both parties sign and have a term of five (5) years, with the Village having an option to extend the terms one (1) year for up to five (5) additional years. This is a Village tower.

The consensus was to also pass this on to the Board for approval.

**AGENDA ITEM 6:** Executive Session

**A. Acquisition of Property & Review Executive Minutes**

Moved by Spella, seconded by Schmitt, to recess into Executive Session to discuss Acquisition of Property & Review Executive Minutes at 7:50 pm. Roll call: voting aye – Sosine, Spella, Jasper, Glogowski, Brehmer, Steigert, & President Schmitt.

Motion carried; 7-ayes, 0-nays.

Moved by Schmitt, seconded by Jasper, to reconvene the Committee of Whole following discussion of collective bargaining and Property acquisition.

Roll call: voting aye – Sosine, Spella, Jasper, Glogowski, Brehmer, Steigert, & President Schmitt.

Motion carried; 7-ayes, 0-nays.

The Committee of the Whole was reconvened at 9:00 pm with no formal action required for either item at this time.

**AGENDA ITEM 7:** Other Business

(1) Ms. Brehmer asked if something can be done at the construction area at Hanson and County Line Roads to allow bike path traffic to proceed. There is a small portion of the path (gravel) that has been blocked for some time and she asked if it could be opened to avoid problems. Mr. Schloneger will investigate.

**AGENDA ITEM 8:** Adjournment

There being no further business, the Committee of the Whole meeting was adjourned by Chairperson Sosine at 9:02 p.m.

Submitted: Jerry Kautz, Village Clerk