

**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held in Village Board Room
January 23, 2018**

AGENDA ITEM 1: Roll Call to Establish a Quorum

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

Staff Present: Village Manager, Tim Schloneger; Assistant Village Manager, Mike Kumbera; Community Development Director, Russ Farnum; Public Works Director, Bob Mitchard; Police Sergeant, Jim Sowizrol; Village Clerk, Jerry Kautz; and Village Attorney, Kelly Cahill.

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

AGENDA ITEM 2: Audience Participation

AGENDA ITEM 3: Community Development
Mr. Farnum Reporting:

A. Consider Amending the Letter of Credit Form in Appendix F, Chapter 22 Subdivision Ordinance, of the Algonquin Municipal Code

Additional clarification to the terms in which a letter of credit can expire was requested by a bank. After review by staff and Attorney Kelly Cahill it was determined this clarification should be added to the standard form. The standard letter of credit form, as provided in Appendix F of the Subdivision Ordinance, Chapter 22 of the Municipal Code, shall include the underlined language.

This letter of credit shall expire on the date referenced above only if we provide written notice, at least sixty (60) days prior to the expiry date, to the village clerk at the address shown above, by certified mail or hand-delivered courier, that we elect not to extend this letter of credit for any additional period. In no event shall this Letter of Credit or the obligations contained herein expire without such prior written notice, it being expressly agreed that the above expiration date shall be extended as required to comply with this notice provision.

Consensus of the Committee of the Whole was to forward this item to the Board for approval.

B. Consider the 2018 Zoning Map Update

The Zoning Map has been updated to reflect the developments over the past year. Zoning of lots have been updated and special uses added. Summarized below is a list of changes that have been made:

Added/Corrected:

- Added PUD and SU for 650 South Randall Road, Ortho Illinois.
- Added SU for 1300 Chase Street, outside storage for D'Land Construction.
- Added a SU for 1154 North Main Street, Medical Cannabis Dispensary.
- Annexed property on Harnish Drive, added lots zoned B-1PUD SU for Spectrum Senior Housing and R-1E PUD for and future residential.
- Removed SU at 1720 E. Algonquin for drive-through restaurant (this will now be O'Reilly's Auto Parts).
- Added a SU for 1600 East Algonquin Road for Kids Island Learning Center.
- Added SU for 1340 Ryan Parkway for Northwest Pulmonary and Sleep Clinic.
- Added a SU 1329 South Main Street (this is a map correction from 1986 for allowing a residential unit above a commercial office).

Consensus was to move this on to the Board for approval.

AGENDA ITEM 4: Administration
Mike Kumbera reporting:

(Please note: A full copy of presentation can be found on the Village website)

A. Presentation for Capital Budget for 2018/2019

1. Proposed Water and Sewer Improvement and Construction Budget

This fund is intended for the larger capital improvements such as expansion of the water and sewer treatment plants, distribution systems, and smaller expenditures that improve or enhance the existing water and sewer distribution systems overall. The Water and Sewer Improvement and Construction Fund is a capital account with cash reserves that can be accumulated from year to year. The revenue estimated for this fiscal year is \$1,740,000 (including a transfer of \$1,300,000 from the Water & Sewer Operating Fund), and expenditures are budgeted at \$5,987,000. The existing cash reserves of over \$7,000,000 will cover the difference between revenues and expenditures.

REVENUES - \$1,740,000

EXPENDITURES - \$5,987,000

2. Proposed MFT and Street Improvement Budgets

These two funds have separate sources of revenue collection and expenditure requirements. The projects recommended in these two funds continue the village's commitment to maintenance and implementation of the multi-year street improvement program.

The MFT and Street Improvement Funds budget assumes carryover projects from the current fiscal year, outstanding monies to be paid to the state of Illinois for previously completed projects, a draw down in cash reserves, grants, and future tax increment financing (TIF) fund reimbursements and the possibility of future issuance of debt. These factors will allow expenditures of road projects to exceed revenues by \$10,024,000. The projected revenue for the two funds total \$6,800,000, and the proposed engineering, road construction and maintenance expenditures total \$16,824,000.

MFT FUND REVENUES - \$820,000

STREET IMPROVEMENT FUND EXPENDITURES - \$15,555,000

3. Proposed Park Improvement Budget

The Park Fund (Capital) is utilized for the acquisition of parklands, development of and improvements to new parks, and wetlands/native area enhancements. Through it, the village provides a comprehensive park system that provides recreational opportunities for all residents while protecting assets, natural resources and open space for the benefit of present and future generations.

During the high growth years, park impact fees, paid by developers, financed many new park development and other enhancements. The development fees were restricted to specific uses such as reforestation, enhancement of wetlands, and improvements to other natural areas. With the slowdown in new construction, the revenue generated from park impact fees has lessened and become more intermittent. Furthermore, the recreational improvements built during the growth years are substantial and require systematic maintenance. Therefore, the village has dedicated two recurring revenue streams to protect and preserve the standards of excellence expected by the community. First, video gaming revenue received via the state (5% of net terminal income) is deposited into the Park Fund. Second, as of July 1, 2015, a portion (2.25% tax rate) of the revenue from the village's telecommunications tax is also being dedicated to the fund.

PARK FUND REVENUES - \$763,100

PARK FUND EXPENDITURES - \$1,343,000

When the presentation was completed the consensus of the Committee of the Whole was to have staff continue with complete budget preparation.

AGENDA ITEM 5: Public Works & Safety Bob Mitchard reporting:

A. Consider an Intergovernmental Agreement with Algonquin Township Road District

Historically the Village has maintained several intergovernmental agreements with Algonquin Township as it relates to various roadways and services. Over the last several years, many of those have expired. We recently drafted a new agreement (which combines all of our historically relevant teamwork in to one document) and worked with the Algonquin Township Road District to meet the needs of both entities.

Both the Township and the Village, as well as their respective legal representatives, have reviewed this document. The agreement is mutually beneficial and is proposed and recommended by both entities. The bulk of this agreement is snow plowing by the Village, and the Township will do brush removal using their special machinery.

Consensus of the Committee of the Whole was to forward this item to the Board for approval.

B. Consider an Agreement with Christopher Burke Engineering for Phase 2 Design Services for the Randall Road Wetland Complex

In 2016, the Village purchased the wetland and track of land between Randall Road and Stonegate Road in order to accommodate detention for the Randall Road Pedestrian Underpass and bike path connections. As part of this purchase we also envisioned that the wetland could be used as a regional facility to accommodate stormwater storage for adjacent developments as well absorb existing privately owned detentions that are in a state of failure. The plan is to enhance and restore this property to a healthy and functional natural area and then allow development to buy detention credits into this wetland complex, helping to offset the cost of the modifications and restoration.

Christopher Burke performed an initial study and analysis to see if this was feasible. It was confirmed that a regional facility would be possible and could achieve all of our goals. Their proposal encompasses the final design of the facility as well as all permitting, construction drawings, restoration plans and 5 years' worth of maintenance and monitoring which will most likely be required by the US Army Corp of Engineers. We expect to start this design immediately as we need the reconstructed complex in order to build the Randall Road Pedestrian Underpass. We also have two private developments adjacent to this wetland that want to construct and expand. They are extremely interested in purchasing the detention/wetland credits needed to accommodate their storm water storage in this regional facility. The proposal is for \$180,560 and will span over several years as it includes the 5-year maintenance and monitoring tasks. Engineering for this project was not budgeted, as we were still working on the design and negotiations with McHenry County Highway Department to construct the underpass as part of their Randall Road widening project when the budget was prepared last year. We currently expect to spend about \$80,000 in this fiscal year and budget the rest next fiscal year and in the pertinent out years. A surplus of money is available in the Street Improvement Fund due to favorable bids coming in for the Downtown Streetscape Utility Lowering. We had budgeted \$2,150,000 and the low bid came in at \$1,900,000.

Following some discussion, the Committee of the Whole consensus was to pass on to the Board for approval.

AGENDA ITEM 6: Executive Session
None

AGENDA ITEM 7: Other Business

(1) President Schmitt started dialog concerning damaged mailbox replacements when hit by snowplows. The Village policy states the Village will replace the damaged boxes with standard 'Post Office' approved boxes with wooden posts when weather permits. If the resident wishes to use their own deluxe box, the Village will give them a \$45 credit instead.

(2) Mr. Farnum was congratulated for recently being named the Algonquin/Lake in the Hills Chamber of Commerce Board Member of the Year for 2017.

(3) President Schmitt brought up the annual request to become a dues paying member of the Northern Illinois Special Recreation Association (NISRA). The consensus of the Board was that the Village should continue to support families by reimbursing some of the out of district fees, but should not become a full member.

AGENDA ITEM 9: Adjournment

There being no further business, Ms. Brehmer adjourned the Committee of the Whole meeting at 8:25 p.m.

Submitted: Jerry Kautz, Village Clerk