



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held in Village Board Room
February 13, 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 Members Present: Village Manager, Tim Schloneger; Assistant Village Manager, Mike Kumbera; Community Development Director, Russ Farnum; Public Works Director, Bob Mitchard; Police Sergeant, Jim Sowizrol; Susan Skillman; 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
None

AGENDA ITEM 3: Community Development
None

AGENDA ITEM 4: Administration
Mike Kumbera and Susan Skillman reporting:

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

A. Review Proposed Enterprise Fund and Special Fund Budgets for 2018/2019

1. Water and Sewer Operating Fund

The Water and Sewer Operating fund is a separate enterprise fund that does not receive any tax income since revenue is derived solely from the usage of the Village's water and sewer services. Water, sewer and all other utilities are businesses, regardless of who owns them. The Village's Water & Sewer utilities are businesses that just happen to be owned by government. It is for this reason that the fund is classified as a true enterprise fund. It is the pure business of providing water and sewer services. The revenues and expenditures are directly related to the demand for these water and sewer services and are not supplemented by any other fund or tax dollars.

The fiscal year 2018/2019 Water and Sewer Operating Fund budget is proposed estimated expenditures of \$8,620,000, which includes a \$1,697,000 transfer to the Water and Sewer Capital Fund.

Anticipated Revenue - Water and Sewer Operating Fund – (\$8,620,000)

Proposed Expenditures - Water and Sewer Operating Fund – (\$8,620,000)

2. Swimming Pool Fund

The Swimming Pool Fund is proposed to be balanced with required improvements and maintenance of the facility. With a significant subsidy from the General Fund (56% of the pool's expenses) to cover the increasing maintenance costs, recreational swimming opportunities continue to be offered to the public in the 2018 swim season at affordable rates. Hopefully, a few more years of swimming and water recreation enjoyment can be provided to our residents under this proposal. However, we will need to recognize that the life of this facility will be coming to an end in the near future.

Anticipated Revenue - Swimming Pool Fund - \$263,000

Estimated Expenditures – Swimming Pool Fund - \$263,000

During discussion there was a possibility of maybe acquiring corporate sponsorship donations to help defray some costs of swimming pool maintenance. This subject will have to be further looked into by staff who will then report back to the Village Board.

3. Cemetery Fund

The recommendations proposed in this budget are in line with the amount of activity seen over the past few years. Needed maintenance can continue to improve the appearance of the cemetery and the respect fitting for this facility.

Anticipated Revenue - Cemetery Fund - \$39,000

Estimated Expenditures - Cemetery Fund \$38,000

4. Building Services Fund

The Building Services Fund is a self-balancing fund, with the expenditures being offset by the revenues generated from each department of the Village. The charges to each department are based on the building maintenance and supply needs of that specific department. Although facilities continue to age, there are no major capital improvements planned. The maintenance of the Village's facilities is an investment that must be sustained to ensure long-term benefit for employees and residents. This will translate into improved public services to the citizens of the Village in the long run.

Anticipated Revenue - Building Services Fund - (\$930,200)

Estimated Expenditures – Building Services Fund - (\$930,200)

5. Vehicle Maintenance Service Fund

The Vehicle Maintenance Service Fund is a self-balancing fund with the expenditures being offset by the revenues (reimbursements) generated from each department of the Village. The charges to each department are based on the fleet vehicles and equipment maintenance needs of that specific department. The costs of fuel and automotive parts and supplies likewise are difficult to predict, but savings in more efficient vehicles are helping to offset increasing costs of fuel. Quality vehicle maintenance of an aging fleet can adequately maintain vehicle and equipment reliability. The solid reliability of the Village's vehicles and equipment has resulted in reduced "down time" and has provided more efficient use of the Village's personnel and equipment. This will translate into improved public services to the citizens of the Village.

Anticipated Revenue - Vehicle Maintenance Service Fund - (\$1,167,700)

Estimated Expenditures – Vehicle Maintenance Service Fund - (\$1,167,700)

Consensus was to move forward with completion of the total proposed budget.

B. Approval of Algonquin Summer Concerts and various public events held by Algonquin Recreation, including exemption of certain sections of the Algonquin Municipal Code

These concerts, along with all of our special events, are funded by the revenue generated from class registrations taken throughout the year. The upcoming 2018 season offers a wide variety of music genres for the community to enjoy.

June 21 Rhythm Rockets ~ Jazz/Blues

June 28 Soul 2 the Bone ~ Motown

July 5 Ear Candy ~ Dance Hits

July 12 Black Diamond ~ Classic Rock

July 19 Saturday June Band ~ Rock and Roll

July 26 Pirates Over 40 ~ Caribbean (Founders Days Kick Off)

August 2 Nashville Electric Company ~ Country

August 9 Spoken Four ~ Pop

In addition to the Summer Concerts, the Recreation Department is seeking approval for the following events held in partnership with the Algonquin Library. This will include two lunch hour entertainments, held at Library/Spella Park, two movies in the park (1 Village Park, 1 Flick and Float at the Algonquin Pool), and the Foxtale Storying Telling event at the Library/Spella Park. The dates, entertainers, and movie titles are TBD.

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

C. Approval of Resolution to Include Cash Payments Related to Health Insurance as IMRF Earnings

On December 15, 2017, the Illinois Municipal Retirement Fund (IMRF) Board of Trustees adopted Board Resolution 2017-12-17 which amends the definition of reportable earnings to include:

- Cash payments made separately from salary and made in lieu of employer provided health insurance.

- Cash payments made separately from salary and made in association with or related to healthcare benefits.

Any employee who chooses to cancel or decline the Village's health insurance option, the Village, in exchange, will give that employee an additional stipend each pay period. Accordingly, to continue existing practice of this benefit as reportable earnings, the Village Board must approve this procedure.

Consensus of the Committee of the Whole was to pass this on to the Board for approval.

D. Approval of Resolution Authorizing the Village Manager to Enter into an Agreement with Municipal Collection Services, Inc. for Collection Services

For the Village Boards consideration, is an agreement with Municipal Collection Services, Inc. (MCSI) to perform collection services on delinquent account balances. Generally, the past due balances owed to the Village stem from our administrative adjudication program and water and sewer utility bills. MCSI will receive 30 percent on amount collected by their firm. MCSI will also administer the Village's accounts submitted to the Local Debt Recovery Program and will receive 10 percent on the amount collected via this avenue. The term of the agreement is for three (3) years with optional renewals.

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

AGENDA ITEM 5: Public Works and Safety

Mr. Mitchard reporting:

A. Consider an Agreement with Christopher Burke Engineering for Phase 1 Design Engineering Services for the Downtown Streetscape 4A – MCCD Prairie Trail Improvements in the amount of \$42,752.00.

Phase 1 Design Engineering Services as indicated in the Request for Proposal for the Downtown Streetscape 4A – MCCD Prairie Trail Improvements (VoA18-01-30A) project in the Village of Algonquin. As requested, this request was sent exclusively to Christopher B Burke Engineering, as they are the primary civil designer for our Streetscape Program and our Village Engineer. The proposal was reviewed with an emphasis on the firm's expertise, work load, team makeup, and value.

The Downtown Streetscape Program is a large and complex undertaking. As planning and design has moved forward, it has come to a point where many of the individual project zones are starting to interface and overlap. This proposed work was initially scheduled as part of Stage 4 which was not programed for design work until the 2019/2020 FY. However, Public Works has realized the importance of these mesh areas and how they must be properly coordinated and designed in order to ensure that little to no rework is required as the project phases move along year after year. To provide that protection, and to maximize field collection and designer production, this Stage 4 work is being moved forward in the design cue. The McHenry County Conservation District (MCCD) Prairie Trail interfaces with the Stage 1A south project limits (pedestrian connection & dry utility lowering), Stage 2 south limits (Harrison St. Bike Path Connector), and Stage 3 LaFox River Bridge (30-inch Deep Sewer). Each of these other stages are currently in some stage of design work that impacts the MCCD Prairie Trail. Considering the wide ranging impacts, as well as taking into account the buy in necessary from the MCCD, it is being proposed that these overlapping elements be brought together under this single design project proposal for your consideration. We have met with the Conservation District personnel and they are aware, supporting, and requisite of this work. Staff's recommendation is that Christopher B. Burke Engineering, Ltd. be considered in the amount of \$42,752.00.

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

AGENDA ITEM 6: Executive Session

Moved by Glogowski, seconded by Schmitt, to adjourn into Executive Session to discuss land acquisition at 8:20 p.m.

Roll call vote; voting aye – Sosine, Spella, Jasper, Glogowski, Brehmer, Steigert, Schmitt.

Motion carried 7-ayes, 0-nays.

Moved by Glogowski, seconded by Sosine, to reconvene the Regular Meeting at 9:00 p.m.

Roll call; voting aye – Sosine, Spella, Jasper, Glogowski, Brehmer, Steigert, Schmitt.

Motion carried 7-ayes, 0-nays.

Report: Land acquisition was discussed with no formal action required at this time.

AGENDA ITEM 7: Other Business

AGENDA ITEM 8: Adjournment

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

Submitted: Jerry Kautz, Village Clerk