



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held in Village Board Room
October 15, 2019**

AGENDA ITEM 1: Roll Call – Establish a Quorum

Trustee Jim Steigert, Chairperson, called the Committee of the Whole meeting to order at 7:56 p.m. Present: Trustees Jim Steigert, Janis Jasper, Jerry Glogowski, Debby Sosine, Laura Brehmer, John Spella, and President Schmitt. A quorum was established.

Staff Members Present: Village Manager, Tim Schloneger; Community Development Director, Russ Farnum; Senior Planner, Ben Mason; Public Works Director, Robert Mitchard; Police Chief, John Bucci; Comptroller, Susan Skillman; Deputy Village Clerk, Michelle Weber; and Village Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment – Audience Participation
None

AGENDA ITEM 3: Community Development

A. Consider a Final PUD request for Advantage Moving on Lot 2 of the Algonquin Corporate Campus

Mr. Mason presented

Mr. Michael Ritter, representative of RSR Associates, LLC, has submitted a petition for Final Planned Unit Development, for construction of a 40,600 square foot industrial warehouse building. This building will be located within the Algonquin Corporate Campus – directly east of the petitioner’s existing Advantage Moving and Storage facility – on a 2.88-acre vacant property on the south side of Corporate Parkway. The subject property is Lot 2 in the Algonquin Corporate Campus and has an address of 2621 Corporate Parkway. The lot was recently purchased by the owners of Advantage Moving and Storage, who will be relocating approximately ten (10) employees from a warehouse in another community in which they are currently renting space.

Staff Comments:

The developer shall be required to modify the plans to address any additional comments or concerns identified by Public Works, the Village’s Engineering Firm, Fire District, and the Police Department. Outlined below are some of the highlights of the proposal:

Site / Engineering – Access to the property will be off Corporate Parkway, and the developer is proposing the entrance at the northeast corner of the property to align with the proposed flow of trucks and vehicular traffic that will utilize the drive aisle on the far east side of the building. The developer shall provide turning radius exhibit demonstrating that there will not be a conflict with the existing median on Corporate Parkway for semi-tractor trailers that would make a westbound left-turn out onto Corporate Parkway.

A total of 50 parking spaces will be provided on the site, divided between standard passenger vehicle parking alongside the front of the building, and another row of parking stalls with greater depth on the south end of the property for semi-tractor trailer trucks. Considering the new warehouse building will have approximately ten (10) employees, the passenger vehicle parking is sufficient at this time and the developer is proposing to reserve another 25 spaces at the north end of the property adjacent to Corporate Parkway should additional parking be needed in the future. This area for “future parking in reserve” is shown on the landscape plan to be initially landscaped with a mix of trees and shrubs.

Truck loading docks will be located at the rear of the building. The proposed parking for semi-tractor trailers at the south end of the property will adequately serve the needs of Advantage Moving and

Storage and allow the business to relocate the semi-tractor trucks that have been parking in the nearby church lot on Boyer Road the past number of years.

Landscaping – Significant landscaping is proposed around the perimeter of the site, with the exception of the rear property line which will require the incorporate of attractive trees and shrubs similar to the rest of the property. Village Staff supports the relatively narrow 10' landscape setbacks proposed for the east and south sides of the property, as the neighboring properties already offer or are planned for substantial landscape and open space areas adjacent to this property. In light of the fact a significant portion of the front landscape setback along Corporate Parkway is proposed for conversion to additional parking if / when needed in the future, Village Staff recommends the installation of a dense row of arborvitae shrubs or similar landscape screening treatment in the 15-foot area that would not be disturbed directly adjacent to and south of the sidewalk.

Architecture / Building – The warehouse building will be constructed of precast concrete panels and the main field of the building will alternate between off-white and muted-blue color tones. To provide additional architectural interest, the same alternating color palette of off-white and blue precast panels proposed for the front façade shall be continued around the sides and rear of the building as well. All mechanical equipment and utility meters shall be screened from view or painted to match the building. The buildings' window framing system shall be black or a dark bronze.

The warehouse building will serve Advantage Moving and Storage, but will be constructed with flexible floor plan space so that a portion could be sublet to another tenant in the future if needed.

Additionally, the developer will be keeping the subject property's existing status as a separate parcel from Advantage Moving and Storage's lot, to retain the option in the future of selling the new warehouse building off to a separate company though there are no plans or desire to do so at the present time. Due to this possibility of Lot 2 having separate ownership in the future, Staff recommends the developer provide for cross-access in perpetuity – either in the form of an easement or covenant – between this parcel and the existing Advantage Moving & Storage property to the west.

Staff Recommendations: Approval of the Final Planned Unit Development, consistent with the plans submitted by the developer and the following conditions:

1. The site construction, utility installation and grading shall not commence until a Site Development Permit has been issued by the Village and all offsite and onsite utilities serving the subject property shall be underground, and water and sanitary sewer permits have been issued by the Illinois Environmental Protection Agency.

2. The Engineering Plans prepared by Morris Engineering, Inc. with the latest revision date of September 16, 2019 shall be revised to incorporate the comments noted below and in the October 9, 2019 memorandum from Christopher Burke Engineering, the September 27, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and subject to Public Works approval. The revised engineering plans shall show the location of a trash enclosure on the site.

3. The Landscape Plan as prepared by Sebert Landscaping Co. with the latest revision date of September 18, 2019, shall be revised to incorporate the comments noted below and in the October 9, 2019 memorandum from Christopher Burke Engineering, the September 27, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and subject to Public Works approval. The proposed tree species shall be revised to provide a total of four (4) deciduous shade tree species in equal quantities to meet the Village's diversity requirements. It is recommended the proposed Red Maple and Linden trees – which do not typically fare well in the local area – be replaced with alternative species from the Village's approved tree list. An attractive mix of trees and shrubs shall be incorporated within the rear landscape setback area. A dense row of arborvitae shrubs or similar landscape screening treatment shall be added within the 15-foot landscape setback along Corporate Parkway that would remain should the portion designated for future parking held in reserve ever be constructed.

4. The Photometric Plan, as prepared by PG Enlighten, with the latest revision date of September 17, 2019 shall be revised to shall be revised to incorporate the comments noted below and in the October 9, 2019 memorandum from Christopher Burke Engineering, the September 27, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and subject to Public Works approval. The parking lot light fixtures shall meet Village standards with 25 foot poles, metal halide

or LED lights, lens flush with the housing, downcast lighting, all flat black in color. The building mounted lights shall be downcast, lens flush with housing and metal halide or LED, and black in color. No trespass light shall encroach onto the adjacent parcels to the east and south. The developer shall submit spec sheets of the proposed light fixtures for review by the Village Engineer. The Village Board shall have the right to review light levels and require a change if deemed inappropriate light levels.

5. The building shall be constructed to be consistent with the architectural elevations as prepared by DDCA Architects, with the latest revision date of October 9, 2019. To provide additional architectural interest, the same alternating color palette of off-white and blue precast panels proposed for the front façade shall be continued around the sides and rear of the building as well. In addition, all mechanical equipment and utility meters shall be screened from view or painted to match the building. The buildings' window framing system shall be black or a dark bronze. Should the current or future owner of the building ever propose re-painting the exterior façade, the color palette shall be subject to approval by the Village.

6. A monument sign is permitted for this lot and shall be constructed out of materials to match the building and follow the Village's Sign Code requirements with regards to location and size. A single name and address identifying the overall property may be featured on the sign. A rendering of the monument sign shall be reviewed and approved by Community Development Department staff prior to construction.

7. The developer shall provide for cross-access in perpetuity – either in the form of an easement or covenant – between this parcel and the existing Advantage Moving & Storage property to the west.

8. All roof-mounted or ground located mechanical equipment shall be screened with an appropriate architectural element or landscaping.

9. The Private Property Enforcement Agreement shall be executed with the Algonquin Police Department prior to the issuance of any Certificate of Occupancies.

10. No materials or products may be stored outside the building at any time.

Following clarification of storm water management, parking, and property maintenance standards, it was the consensus of the Committee of the Whole to move this to the Village Board for approval.

B. Consider a Development Agreement with Advantage Moving and Storage

Mr. Farnum Presented

As part of the proposed Advantage Moving expansion, they have requested a waiver of the building permit and impact fees related to their new construction project. This is a standard incentive the Village has offered to induce new construction in the Corporate Campus.

The Village's standard includes creation of jobs that pay at least \$40,000 per year. In this case, Advantage Moving has committed to creating at least 15 jobs that pay a minimum of \$65,000 per year, and maintaining those jobs for a minimum of two years.

The attached draft Agreement consolidates this request, provides for an annual verification of employment, and provides for payback of the permit and impact fees should the business fail to maintain that level of employment.

The estimated impact to the Village is approximately \$30,000 in permit fees that would pay for the staff time and expertise for reviewing the plans and inspecting the building during construction. Advantage Moving has been an Algonquin business for over 20 years and has a great reputation in the industry, and the fees that are being waived would not be collected if the property remained vacant anyway. This approach allows the Village to support this long term business with minimal actual financial cost to the Village.

Ms. Sosine and Ms. Jasper requested clarification on the salary/job requirements for the waiver of fees. Mr. Farnum explained this is a two-year commitment.

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

AGENDA ITEM 4: General Administration
Tim Schloneger reporting

A. Consider an Ordinance for Tax Abatement for Bond Series 2013
Mr. Schloneger Presented

The Village ordinance that was approved in relation to Bond Series 2013 (Wastewater Treatment Facility expansion) require that Kane and McHenry County Clerks to annually levy taxes to provide funds for payment of the principal and interest. The 2019 tax levy for this bond series is \$833,626.00. The Village has historically abated property taxes for our General Obligation Bond Series. As a condition to abate the debt service in the tax levy, the Village is required to have funds on deposit sufficient to pay the principal and interest on the bonds when due.

Included in the packet was a statement from the Treasurer certifying that sufficient funds are on deposit to pay the required principal and interest amounts.

Staff recommends approval of the tax abatement ordinance for Bond Series 2013. Staff will be available in advance of and at the Committee of the Whole meeting to answer any questions.

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

AGENDA ITEM 5: Public Works & Safety
Robert Mitchard Presenting

A. Consider an Agreement with EnCap Construction Group for Woods Creek Reach 4 Restoration Project

On September 24, 2019 at 10:00 am, bids were received and opened for the Spella Park/Woods Creek Reach 4 Improvements & Restoration Project. Three bids were received and are summarized below: Encap, Inc.: \$414,186.70; V3 Construction Group, LTD: \$480,000.00; Semper Fi, Inc.: \$600,861.75

Encap, Inc. is the low bidder with a bid amount of \$414,186.70. The Village has a good working relationship and reputation with Encap, Inc. and Applied Ecological Services, Inc. (AES) believes Encap's bid to be in order. AES recommends accepting Encap's bid for the amount of \$414,186.70. AES's Opinion of Probable Cost (OPC) for this work was \$568,297.00.

Per the recommendation put together by AES, we feel the low bid pricing is commensurate with the design intent. Money for this project was passed as part of the 2019–2020 FY budget in account 06900300 45593, Park Improvement Fund, in the amount of \$250,000.00.

During the time of budget preparation last year, the Village received an opportunity to apply for a grant from the Department of Commerce and Economic Opportunity (DCEO). The criteria for the grant was that the project had to involve drainage improvements to a park property and be shovel ready. In November of 2018, public works was working with Applied Ecological on the design of the project and we had plans that were 80% complete, with the intention of going into construction in 2020. However, with the grant opportunity it was decided to finish the engineering and put a number in the budget and use this project to apply for the grant money. The \$250,000 budgeted number was our best guess during budget preparation last year with an 80% plan set.

In April 2019, we received notification that the Village was awarded \$50,000 from the DCOE. Thus, we bid the project this September as fall and spring are the ideal seasons to perform creek restoration work. The low bid price is \$164,186.70 more than our estimated budget number from last year. In discussion with the Village Manager and Assistant Village Manager, it was verified that the Park Improvement Fund has a fund balance that will support a transfer of the needed amount into the construction line item. In order to take advantage of the grant money, we would like to move forward with this transfer and award the project.

Thus, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of a construction contract with EnCap Construction Group for Woods Creek Reach 4 Restoration project to in the amount of \$414,186.70.

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

B. Consider an Agreement with Applied Ecological Services for the Construction Management Services for Woods Creek Reach 4 Restoration Project

Staff has received a proposal from Applied Ecological Services for construction management services in the amount of \$18,000.00 for the Woods Creek Reach 4 Restoration project. Construction management services for this project were passed as part of the 2019–2020 FY budget in account 06900300-42232, Park Improvement Fund, in the amount of \$35,000.00. This project is described as the construction of drainage improvements consisting of native seeding and stream restoration, ditch re-grading, storm sewer underdrain, riprap installation, wetland seeding, and native restoration. Applied Ecological Services was the design engineer for this project. Therefore, they are intimate with the plan set and the required inspection time needed to ensure a quality built project. They are also familiar with the specifications needed to construct the project in order to review and approve materials and shop drawings.

Thus, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of construction management services for Woods Creek Reach 4 Restoration to Applied Ecological Services for \$18,000.00.

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

AGENDA ITEM 6: Executive Session
None

AGENDA ITEM 7: Other Business

AGENDA ITEM 8: Adjournment
Being no further business, the meeting was adjourned at 8:20 pm.

Submitted by: Michelle Weber, Deputy Village Clerk