



**Village of Algonquin  
Minutes of the Committee of the Whole Meeting  
Held On December 19, 2023  
Village Board Room  
2200 Harnish Dr. Algonquin, IL**

Trustee Smith, Chairperson, called the Committee of the Whole meeting to order at 7:43 p.m.

**AGENDA ITEM 1:** Roll Call to Establish a Quorum

Present: Trustees, Jerry Glogowski, John Spella, Laura Brehmer, Maggie Auger, Bob Smith, President, Debby Sosine and Clerk, Fred Martin.

Absent Trustee, Brian Dianis

A quorum was established

Staff in Attendance: Tim Schloneger, Village Manager; Nadim Badran, Public Works Director; Dennis Walker, Police Chief; Jason Shallcross, Community Development Director; Mike Kumbera, Deputy Village Manager; Amanda Lichtenberger, Deputy CFO; Matt Bajor, Assistant to the Village Manager; and Kelly Cahill, Village Attorney.

**AGENDA ITEM 2:** Public Comment

None

**AGENDA ITEM 3:** Community Development

None

**AGENDA ITEM 4:** General Administration

Mr. Schloneger:

**A. Consider an Ordinance Prohibiting Electronic Sweepstakes Devices**

In the recent months various Village of Algonquin establishments, that do not qualify for Video Gaming terminals, have been approached by vendors to install Electronic Sweepstakes Gambling Machines/Kiosks. These sweepstakes machines are geared to look like slot machines but they are unregulated and not taxed. Because they offer "free plays" and allow winners to win coupons or prizes and not money, they do not fit the definition of "video gaming". At this time, these types of gambling machines are not regulated by the Illinois Gaming Board, however some municipalities have banned them. Staff recommends implementing an ordinance prohibiting electronic sweepstakes devices within the Village.

It is the consensus of the Committee, after discussion to move this on to the Village Board for approval.

**B. Presentation of the Popular Annual Financial Report for Fiscal Year End April 30, 2023 by Matt Bajor**

The finance team has successfully completed the Village's sixth Popular Annual Financial Report (PAFR) for the fiscal year ending April 30, 2023. Aligned with the Village's commitment to fiscal management and transparency, the PAFR summarizes findings from the Village's Annual Comprehensive Financial Report (audit) document that is easy for residents and others to understand. This report will be submitted to the Government Finance Officers Association (GFOA) for evaluation and recognition in the Popular Annual Financial Reporting Award Program. The Village has received this award each year since 2018. Recognition through this program qualifies the Village to for the GFOA Triple Crown award, a distinction the Village has received the past three years. No specific action is required for this agenda item. The report is presented for informational purposes and to gather feedback for future improvements. We thank management and the Village Board for its continued support of the highest financial standards and stewardship to the community, as well as the staff dedicated to supporting this initiative. Additional information about the Village's finances, including budgets, audits, and other financial reports, can be found at <https://www.algonquin.org/transparency>.

**C. Consider Purchase Agreement with Tyler Technologies for Enterprise Resource Planning (ERP) Expansion in the not-to-exceed amount of \$106,280**

The Village's current park and recreation software provider R.C. Systems has notified the Village that they have been acquired and will be discontinuing their current software solution that we have used for the past 15 years. This software manages the program registrations and park/facility rentals. Accordingly, a multidisciplinary staff

team has evaluated potential successor solutions in an attempt to streamline operations, eliminate redundancies, and enhance the overall customer experience.

Existing Conditions - While the immediate need is a viable replacement software for our park and recreation services, provided the duration that a software system will exist in our organization (10+ years) along with the major customer and employee disruption of a new software system, it is appropriate to look more holistically at our technology delivery to determine if we can improve the entire process versus a small subset of it. Staff recommends the Committee of the Whole forward this item to the Village Board for approval by resolution at their meeting on January 2.

It is the consensus of the Committee after discussion to move this on to the Village Board for approval.

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

Mr. Badran:

**A. Consider Certain Vehicles and Equipment Surplus**

Multiple vehicles and equipment deemed beyond their useful life were presented

It is the consensus of the Committee to move this on to the Village Board for approval.

**B. Consider a Retroactive Approval for Bike Path Connection and ADA Sidewalk Ramps at Algonquin Road and Frank Road Intersection**

This item is requested for retroactive approval of the completion of the bike path connection and ADA sidewalk ramps at the intersection of Algonquin Road and Frank Road. The initial approval for this project, granted at the Village Manager level, was \$26,300 with Martam Construction. However, due to unforeseen necessary adjustments, including the extension of path replacement limits to meet ADA standards and additional curbing to flatten the slope to the County's elevated traffic signal controller, the final cost for the project amounted to \$38,352.00. Additional labor hours, material costs, and coordination with McHenry County resulted in the increased costs but were also necessary.

This project was initiated following Pulte's request to pay \$20,000 to the Village in lieu of constructing the path connection and ADA sidewalk ramps, as outlined in the development agreement. With this payment, the responsibility for completing the work fell upon the Village. Several factors, including overhead utilities and coordination with the County's Flashing Yellow Traffic Signal Installation project, led to delays in the project timeline. To control costs, collaboration with Pulte, Martam Construction, and Public Works Staff resulted in significant savings:

- Pulte agreed to cover the costs of excess excavation and provide a final destination of excavated material, leading to savings on trucking/hauling and dump fees.
- Pulte committed to completing final grading and landscape restoration.
- Public Works supplied and operated asphalt paving equipment, eliminating the need for Martam to hire a paving subcontractor.

Martam Construction submitted a proposal for \$26,300, within the Village Manager's signoff authority. Staff moved this project forward this fall due to unpredictable weather and avoid additional costs due to cold weather protection. The \$20,000 donation from Pulte has been received and will be put toward the cost of these improvements. Additionally, unused funds in the Street Improvement Fund are available to cover the remaining project costs. The collaborative efforts to minimize costs, combined with available funds and community expectations, warrant retroactive approval for the total project cost of \$38,352.00, with a net cost of \$18,352 after factoring in the payment from Pulte. Public Works staff recommends the Committee of the Whole move this item forward to the Village Board for approval.

It is the consensus of the Committee to move this on to the Village Board for approval.

**C. Consider an Agreement with Baxter Woodman for the 2024 Prescribed Burns**

Baxter & Woodman Natural Resources submitted a proposal for the 2024 spring prescribed burns. We contacted four contractors and received 3 quotes for completing the work:

Baxter and Woodman Natural Resources \$36,800.00, Cardinal State LLC \$39,930.00, RES \$59,400.00, ENCAP No Bid.

We request approval for this contract during the winter months so that the contractor has sufficient time to apply for the required IEPA open burn permits. Prescribed burns are an essential tool for the effective maintenance of our restored natural areas within the Village. A safe, well timed, and expertly executed prescribed burn is not only a cost-effective method to control un-desirable plant species, but it also provides the native plants a jump start on growth by returning nutrients to the soil and clearing dead vegetation from the sites. We recommend to approve Baxter and Woodman's proposal. They have completed multiple large restoration projects for the Village within the past three years and performed the spring 2023 prescribed burns for the Village of Algonquin.

Funding for this work will come out of the Natural Area Drainage fund. Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of prescribed burning services for the 2024 prescribed burn project to Baxter and Woodman Natural Resources for \$36,800.00.

It is the consensus of the Committee to move this on to the Village Board for approval.

**AGENDA ITEM 6:** Executive Session  
None

**AGENDA ITEM 7:** Other Business  
None

**AGENDA ITEM 8:** Adjournment  
There being no further business, Chairperson Smith adjourned the meeting at 8:14 p.m.

Submitted: \_\_\_\_\_  
Fred Martin, Village Clerk