

**COMMITTEE OF THE WHOLE  
NOVEMBER 19, 2024  
VILLAGE BOARD ROOM  
2200 HARNISH DRIVE, ALGONQUIN  
7:45 P.M.**

Trustee Glogowski – Chairperson  
Trustee Smith  
Trustee Brehmer  
Trustee Auger  
Trustee Spella  
Trustee Dianis  
President Sosine

∞ AGENDA ∞

- 1. Roll Call – Establish a Quorum**
- 2. Public Comment – Audience Participation**  
*(Persons wishing to address the Committee must register with the Chairperson prior to roll call.)*
- 3. Community Development**
  - A. Consider a Special Use Permit to Allow a Dog Grooming, Training, and Daycare Business at 220 Eastgate Drive
- 4. General Administration**
  - A. Consider a Resolution Declaring Certain Funds in the Special Tax Allocation Fund for the Longmeadow and Randall Tax Increment Redevelopment Project Area as “Surplus” Funds and Directing the Payment and Distribution Thereof (2023 Tax Year)
  - B. Consider a Resolution Approving the Reimbursement of NP BGO Algonquin Corporate Center, LLC for Eligible Redevelopment Project Costs
  - C. Consider an Ordinance abating the tax heretofore levied for the year 2024 to pay the principal of and interest on General Obligation Bonds, Series 2024, of the Village of Algonquin, McHenry and Kane Counties, Illinois
  - D. Consider Amending Chapter 33.07, Removing One F Class Liquor License from Inventory
- 5. Public Works & Safety**
  - A. Consider an Agreement with Christopher B. Burke Engineering, LTD for the Design Engineering services for Canterbury Townhomes Subdivision Resurfacing Project
- 6. Executive Session (if needed)**
- 7. Other Business**
- 8. Adjournment**



# Village of Algonquin

2200 Harnish Drive, Algonquin, IL  
(847) 658-2700 | www.algonquin.org

## AGENDA ITEM

<b><u>MEETING TYPE:</u></b>	Committee of the Whole
<b><u>MEETING DATE:</u></b>	November 19, 2024
<b><u>SUBMITTED BY:</u></b>	Patrick M. Knapp, AICP, Director Stephanie Barajas, Planner
<b><u>DEPARTMENT:</u></b>	Community Development Department
<b><u>SUBJECT:</u></b>	Consideration of a Request to Issue a Special Use Permit to allow a Dog Training, Grooming, and Daycare Business

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### **ACTION REQUESTED:**

Zachary Holland of Underdog Academy, the “Petitioner,” submitted a Development Petition requesting issuance of a Special Use Permit to operate a dog training, grooming, and daycare business at 220 Eastgate Drive, the “Subject Property.”

### **PLANNING & ZONING COMMISSION REVIEW:**

The Planning and Zoning Commission reviewed the Request at the November 11, 2024, Planning and Zoning Commission Meeting.

There were no comments from the public. However, the Petitioner provided a list of signatures from Algonquin residents and neighboring businesses in support of the request. After discussion, the Planning and Zoning Commission accepted (approved 5-0) staff’s findings as the findings of the Planning and Zoning Commission and recommended issuance of the Special Use Permit, as outlined in the staff report for case PZ-2024-23 and subject to staff’s recommended conditions.

### **DISCUSSION**

The Subject Property is part of the East Gate Court Planned Development approved through Ordinance 98-O-51 (*An Ordinance Approving the Final Plat of Subdivision and Final Development Plan for the Eastgate Court Senior Housing and Commercial Development*). Per Section 21.12 Special Uses of the Algonquin Zoning Ordinance, a Special Use Permit is required to operate the proposed business in the B-2 Business, General Retail Zoning District.

The Petitioner proposes to operate a business that provides advanced dog training that is structured as a school program for dogs. The Petitioner also proposes dog grooming as an additional service. The hours of operation will be from 9:00 a.m. to 4:00 p.m. and open four days a week. The Petitioner will not have overnight stays.

**STAFF RECOMMENDATION:**

Staff finds that the standards for a Special Use Permit have been met and recommends the Committee of the Whole advance the request for issuance of a Special Use Permit to allow a dog training, grooming, and daycare business at 220 Eastgate Drive, subject to the following conditions and final staff approval:

- a. All animal waste shall be disposed of properly in sealed refuse containers. If at any time it is determined by the village that the odor of pet waste negatively impacts the vicinity, the business shall increase the frequency of refuse collection and shall clean the trash enclosure area as part of their daily activities;
- b. A dedicated exterior pet relief area is not permitted. Not less than three times a day the Subject Property shall be policed and cleaned of any animal waste deposited on the exterior of the premises.

**ATTACHMENTS:**

- Exhibit A. Planning & Zoning Staff Report and Findings of Fact for Case No. PZ-2024-23
- Exhibit B. DRAFT November 11, 2024, Planning & Zoning Commission Minutes
- Exhibit C. Plat of Survey

VILLAGE OF ALGONQUIN – 2200 Harnish Drive, Algonquin, IL 60102

STAFF REPORT FROM THE DEPARTMENT OF COMMUNITY DEVELOPMENT

Patrick M. Knapp, AICP  
 Director of Community Development

Stephanie Barajas  
 Planner



<b>CASE NUMBER:</b>	PZ-2024-23
<b>MEMO DATE:</b>	November 7, 2024
<b>PUBLIC HEARING DATE:</b>	November 11, 2024
<b>PROPERTY ADDRESS/LOCATION:</b>	220 Eastgate Drive
<b>APPLICANT/ PROPERTY OWNER:</b>	Zachary Holland, Underdog Academy/ Knapp Investments LLC

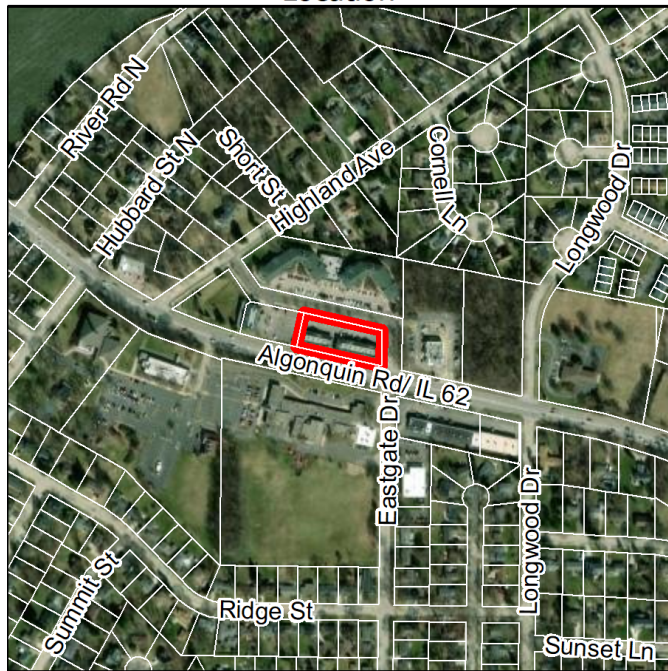
**REQUEST SUMMARY**

Zachary Holland, the “Petitioner” and business owner of Underdog Academy, applied for issuance of a Special Use Permit to operate a Dog Grooming, Training, and Daycare business at 220 Eastgate Drive, the “Subject Property”, in the Eastgate Court Planned Development.

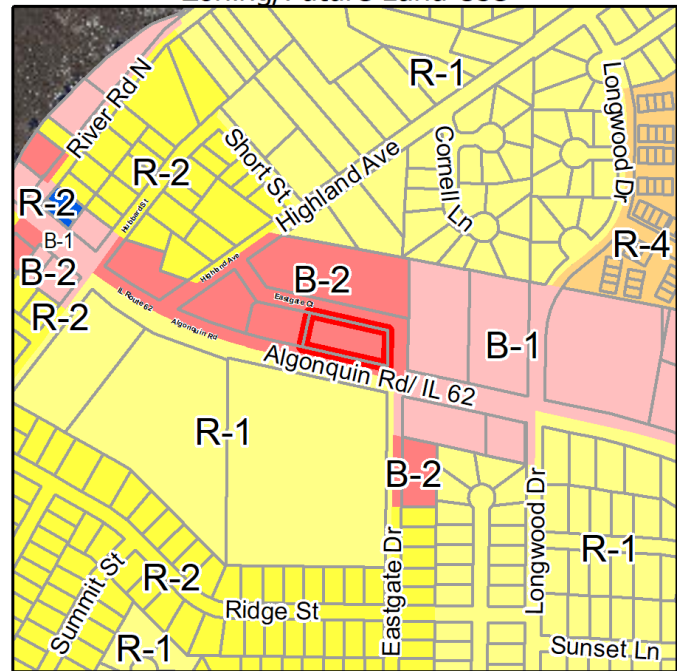
**STAFF RECOMMENDATION**

Staff recommends approval of the Petitioner’s request, subject to the conditions listed in the report, as the request conforms to the Village’s Comprehensive Plan and Future Land Use Map.

Location



Zoning/Future Land Use

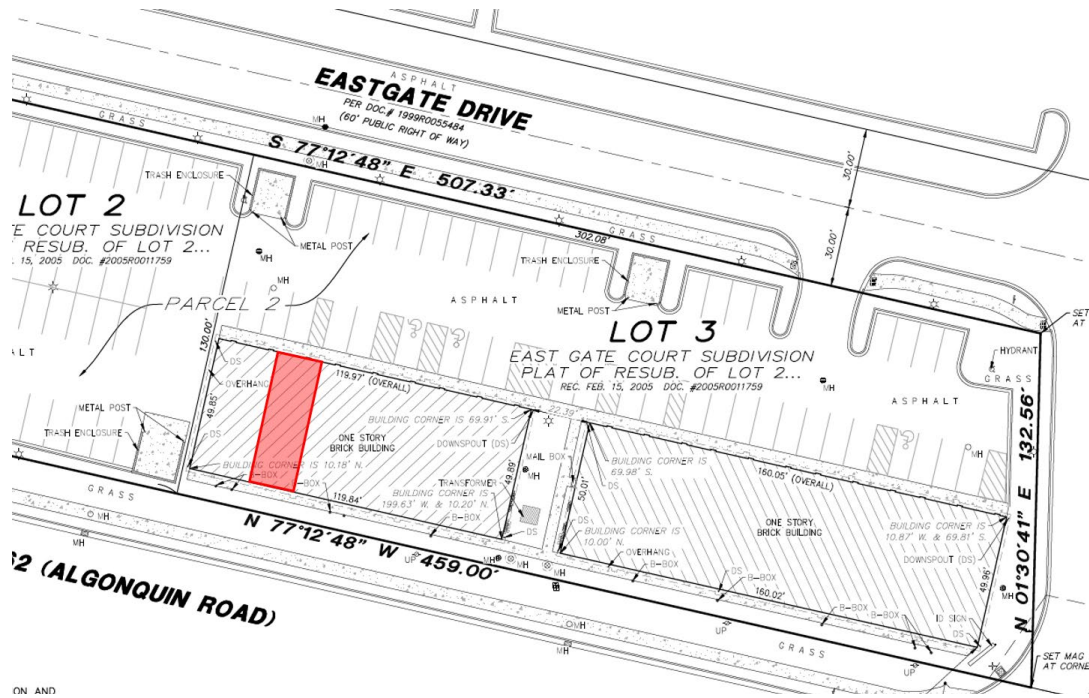


<b>Existing Zoning:</b>	B-2 Business, General Retail	<b>Existing Land Use:</b>	Commercial
		<b>Proposed Land Use:</b>	Dog Grooming, Training, & Daycare
<b>Future Land Use Plan Designation:</b>	Corridor Commercial		
<b>Surrounding Zoning &amp; Land Use</b>	<b>North:</b>	B-2 Business, General Retail – Assisted Living	
	<b>East:</b>	B-1 Business, Limited Retail - Restaurant	
	<b>South:</b>	R-1 One Family Dwelling – School	
	<b>West:</b>	B-2 Business, General Retail - Restaurant	

**DISCUSSION OF STAFF RECOMMENDATION**

**Request and Use of the Subject Property**

The existing building in which the Subject Property is a unit of was originally approved as part of a planned development through Ordinance 98-O-51 (*An Ordinance Approving the Final Plat of Subdivision and Final Development Plan for the Eastgate Court Senior Housing and Commercial Development*). The Petitioner is requesting the issuance of a Special Use Permit to operate a Dog Grooming, Training, and Daycare business in a unit of the commercial development located at 220 Eastgate Drive.



**Next Steps**

The Special Use Permit request for this Subject Property will be discussed at the Committee of the Whole and will then go to the Village Board for issuance. If at any time the use changes or there is evidence of a clear intent on the part of the owner and/or tenant to abandon any portion of this Special Use for more than six (6) months, this Special Use Permit shall be terminated.

**STANDARDS & FINDINGS**

The Planning and Zoning Commission shall review the Standards & Findings of Fact outlined in Exhibit “A” and 1) accept them without changes, 2) accept them with changes, or 3) reject the findings. The Planning and Zoning Commission should use the Findings of Fact to guide their recommendation to the Village Board on the petitioner’s request.

**STAFF RECOMMENDATION**

Staff recommends approval of the issuance of a Special Use Permit authorizing a Dog Grooming, Training, and Daycare business at 220 Eastgate Court, consistent with the finding of fact outlined in this report, and subject to the conditions listed below. Based on these findings, staff recommends that the Planning and Zoning Commission make a motion to adopt staff’s findings as the findings of the Planning and Zoning Commission and recommends approval of the following motion:

1. “To adopt Staff’s findings of fact as the findings of the Planning & Zoning Commission and to recommend the issuance of a Special Use Permit authorizing a Dog Grooming, Training, and Daycare business at 220 Eastgate Drive, as outlined in the staff report for case PZ-2024-23 dated November 8, 2024, subject to the following conditions:
  - a. All animal waste shall be disposed of properly in sealed refuse containers. If at any time it is determined by the village that the odor of pet waste negatively impacts the vicinity, the business shall increase the frequency of refuse collection and shall clean the trash enclosure area as part of their daily activities;
  - b. A dedicated exterior pet relief area is not permitted. Not less than three times a day the Subject Property shall be policed and cleaned of any animal waste deposited on the exterior of the premises.”

I concur:



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Patrick M Knapp, AICP  
Director of Community Development

**Attachments:**

- Exhibit A. Standards & Findings
- Exhibit B. Petitioner Narrative and Response to Standards
- Exhibit C. Plat of Survey



**Exhibit A: Standards & Findings of Fact**

**Special Use Standards** – Section 21.12.E.3 of the Algonquin Zoning Ordinance provides that a Special Use shall conform to the following standards:

1. That the proposed use at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;
2. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity, or injurious to property values or improvements in the vicinity;
3. That the proposed use will comply with the regulations and conditions specified in this Chapter

**Staff Response:** The use will not be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity, or injurious to property values or improvements in the vicinity. All changes to the interior and exterior of the Subject Property will be required to be reviewed through a permit process and shall conform to all Village Codes.



# Village of Algonquin

COMMUNITY DEVELOPMENT DEPARTMENT

(847) 658-2700 | [permits@algonquin.org](mailto:permits@algonquin.org) | [www.algonquin.org](http://www.algonquin.org)  
2200 Harnish Drive, Algonquin, IL

## PLANNING AND ZONING COMMISSION MINUTES

NOVEMBER 11, 2024

### Roll Call - Establish Quorum

Commissioner Patrician called the meeting to order at 7:01 pm.

Director Patrick Knapp called the roll to check attendance.

Five of the seven commissioners were present and could hear and be heard:

- Chair Patrician
- Commissioner Patrician
- Commissioner Bumbales
- Commissioner Laipert
- Commissioner Szpekowski

Member absent: Commissioner Rasek and Commissioner Sturznickel

Staff Present: Director Patrick Knapp, Planner Stephanie Barajas, and Attorney Brandy Quance

### Public Comment

Chair Patrician asked for public comments. There was no public comment.

### Approval of Minutes

Chair Patrician asked for approval of the October 14, 2024, Planning and Zoning Commission minutes. A motion was made by Commissioner Laipert and seconded by Commissioner Bumbales to approve the minutes. The motion was approved with a 5-0 vote.



**Case Number PZ-2024-17 – Consideration of a Request to Issue a Special Use Permit to allow an Animal Hospital**

Director Knapp announced that the petitioner withdrew this case. No further action was required.

DRAFT

## **Case Number PZ-2024-23 – Consideration of a Request to Issue a Special Use Permit to allow a Dog Grooming, Training, and Daycare Business**

Planner Barajas confirmed that the Public Notice requirement was fulfilled.

Zachary Holland, the Petitioner, gave a PowerPoint presentation to the Planning & Zoning Commission to recommend the issuance of a Special Use Permit for a dog grooming, training, and daycare business on the Subject Property. The Petitioner provided a signature list of support from Algonquin residents and neighboring businesses.

Planner Barajas gave a digital presentation to the Planning & Zoning Commission stating that Staff supports the request with the conditions outlined in the Staff Report.

Commissioner Szpekowski asked the Petitioner for his business plan and if he planned on being hands-on if he lived so far. The Petitioner responded yes and explained that he planned to move if the business was successful. Commissioner Szpekowski also commented that she understood why a dedicated pet relief area would not work on the Subject Property. The Petitioner responded that he would like to do a fenced area. Chair Patrician suggested he reach out to the owner of the property. Director Knapp commented that there are significant challenges with the site for a fenced area.

Commissioner Laipert asked about the entrance of the unit so that the dogs would not leave. The Petitioner responded that the unit would be split into separate rooms and that there would be two sets of doors separating the dogs from the outside to ensure their safety. Commissioner Laipert asked about overnight stays and the Petitioner responded that there would be no overnight stays. Commissioner Laipert then asked where the grooming would take place and the Petitioner explained how the unit would be divided.

Chair Patrician asked about noise control and the prevention of dog attacks. The Petitioner responded that the program that they teach helps control noise. He also explained that they would not accept aggressive dogs. Chair Patrician asked if the flushing of pet waste was a concern with staff. Director Knapp answered no.

Commissioner Bumbales asked about the construction of the existing walls for noise control. Director Knapp responded that a site visit and review of the building plans would provide more information. Commissioner Bumbales commented that there could be more of a guarantee.

Commissioner Laipert asked about dog behavior during thunderstorms. The Petitioner responded that confident trainers and a controlled environment would prevent bad behavior.

Chair Patrician opened the Public Comment portion of the Public Hearing.

Chair Patrician closed the Public Comment portion of the Public Hearing.

Chair Patrician asked if the Subject Property was the right location for the business given the limited outdoor space. The Petitioner responded yes.

Chair Patrician asked for a motion. A motion was made by Commissioner Laipert and seconded by Commissioner Bumbales to adopt Staff's findings of fact as the findings of the Planning & Zoning Commission and to recommend the issuance of a Special Use Permit authorizing a Dog Grooming, Training, and Daycare business for the Subject Property located at 220 Eastgate Drive, subject to the conditions as outlined in the staff report for Case Number PZ-2024-23, dated November 7, 2024, and final staff approval. The motion carried with a 5-0 vote.

DRAFT

## **New/Old Business**

Director Knapp provided an update in response to a public comment made at the October 14<sup>th</sup> P&Z meeting regarding the posting of the meeting packets online. Director Knapp clarified that while meeting packets are not required to be posted online, they are available to the public upon request and can be obtained by contacting the Community Development Department. Commissioner Bumbales shared a concern with transparency. Chair Patrician asked if they were viewable or if they needed a FOIA request to view. Director Knapp confirmed that they are viewable without a FOIA request.

## **Community Development Report**

Director Patrick Knapp provided an update regarding ongoing projects and Village Board approvals of Planning and Zoning cases.

## **Adjournment**

Chair Patrician asked for a motion to adjourn. A motion was made by Commissioner Szpekowski and seconded by Commissioner Bumbales. The motion carried on a 5-0 vote. The meeting was adjourned at 7:22 P.M.

Minutes signed by:

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Stephanie Barajas, Planner

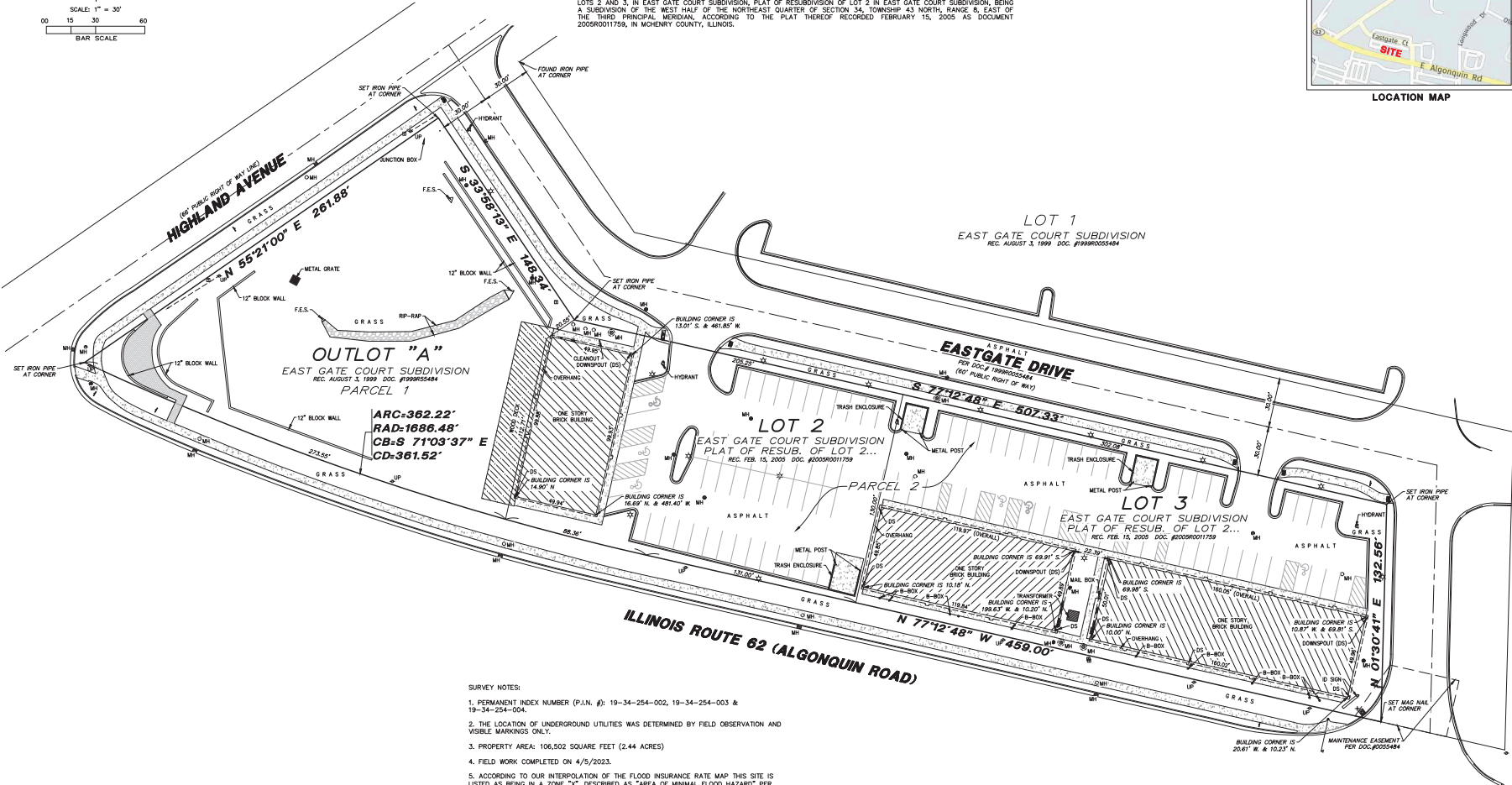
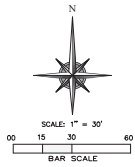
# ALTA / NSPS LAND TITLE SURVEY

**PARCEL ONE:**  
OUTLOT "A", IN EAST GATE COURT SUBDIVISION, BEING A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 34, TOWNSHIP 43 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 3, 1999 AS DOCUMENT 1999R005484, IN MCHENRY COUNTY, ILLINOIS.

**PARCEL TWO:**  
LOTS 2 AND 3, IN EAST GATE COURT SUBDIVISION, PLAT OF RESUBDIVISION OF LOT 2 IN EAST GATE COURT SUBDIVISION, BEING A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 34, TOWNSHIP 43 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 15, 2005 AS DOCUMENT 2005R0011759, IN MCHENRY COUNTY, ILLINOIS.



LOCATION MAP



- SURVEY NOTES:**
1. PERMANENT INDEX NUMBER (P.I.N. #): 19-34-254-002, 19-34-254-003 & 19-34-254-004.
  2. THE LOCATION OF UNDERGROUND UTILITIES WAS DETERMINED BY FIELD OBSERVATION AND VISIBLE MARKINGS ONLY.
  3. PROPERTY AREA: 106,502 SQUARE FEET (2.44 ACRES)
  4. FIELD WORK COMPLETED ON 4/5/2023.
  5. ACCORDING TO OUR INTERPOLATION OF THE FLOOD INSURANCE RATE MAP THIS SITE IS LISTED AS BEING IN A ZONE "X", DESCRIBED AS "AREA OF MINIMAL FLOOD HAZARD" PER F.E.M.A. PANEL NO. 17111C034J DATED 11/16/2006.
  6. SURVEY PREPARED FOR: ROYAL MANAGEMENT.
  7. BUILDING TIES & DIMENSIONS SHOWN ARE MEASURED FROM THE OUTSIDE FACE OF THE BUILDING.
  8. THERE ARE A TOTAL OF 97 PARKING SPACES, OF WHICH 6 ARE RESERVED FOR HANDICAPPED USE.
  9. ZONING REPORT WAS NOT PROVIDED TO SURVEYOR
  10. BASIS OF BEARINGS IS BASED ON EASTGATE COURT SUBDIVISION, RECORDED AUGUST 3, 1999 AS DOCUMENT NUMBER 1999R005484.
  11. ANY DISCREPANCIES FOUND WITHIN THIS DOCUMENT NEED TO BE REPORTED TO THE SURVEYOR AS SOON AS POSSIBLE.

**TITLE NOTES:**  
SURVEY WAS PREPARED WITH THE AID OF A TITLE COMMITMENT PREPARED BY FIRST AMERICAN TITLE INSURANCE COMPANY, FILE NUMBER 770254, HAVING AN COMMITMENT DATE OF FEBRUARY 22, 2023.  
SCHEDULE B EXCEPTIONS  
20 - EASEMENTS FOR MAINTENANCE, AS SHOWN ON THE PLAT OF SUBDIVISION RECORDED AS DOCUMENT NUMBER 1999R005484, SHOWN ON SURVEY.

STATE OF ILLINOIS )  
COUNTY OF COOK ) SS

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1-4, 6(A), 7(A), 8, 9, 11(A) OF TABLE "A" THEREOF. THE FIELD WORK WAS COMPLETED ON 4/5/23.  
GIVEN UNDER MY HAND AND SEAL THIS 12TH DAY OF APRIL 2023  
AT HOFFMAN ESTATES, ILLINOIS.

*Frank J. Matock*  
FRANK J. MATOCK - PLS 0035-003554 EXPIRES 11/30/2024  
ILLINOIS PROFESSIONAL DESIGN FIRM LICENSE NO. 184.007570-0015



**LEGEND**

—	PROPERTY LINE	—●—	UTILITY POLE	⊕	SOL BORING
—	CONTROL LINE	—○—	TYPICAL SIGN	⊕	TELEPHONE MANHOLE
—	EASEMENT LINE	—○—	MANHOLE	⊕	HANDRAIL
—	BUILDING SETBACK	—○—	BARBOX	⊕	GUARDRAIL
—	SECTION LINE	—○—	CLOSED MANHOLE	—○—	OUTLET WIRE ANCHOR
—	RECORD DATA	—○—	OPEN GRATE MANHOLE	—○—	CONDUIT LINE
—	ADJACENT PROPERTY	—○—	GUTTER FRAME MANHOLE	—○—	EDGE GRAVEL/STONE
—	CONCRETE	—○—	VALVE VAULT	—○—	FENCE LINE
—	EXHIBIT/DECEASED	—○—	FIRE HYDRANT	—○—	FLARED END SECTION
—	IRON PIN/IRON	—○—	8-INCH / SERVICE VALVE	—○—	STORM SEWER
—	WATER METER	—○—	POST LIGHT/GROUND LIGHT	—○—	SANITARY SEWER
—	WATER SERVICE LINE	—○—	AREA LIGHT/STREET LIGHT	—○—	COMBIO SEWER
—	STREET LIGHT	—○—	TRAFFIC SIGNAL	—○—	WATER SERVICE LINE
—	WATER MAIN	—○—	MAINT. MAN SIGNAL	—○—	WATER MAIN
—	OVERHEAD LINE	—○—	MANHOLE (electric/water)	—○—	OVERHEAD LINE
—	FIBER OPTIC LINE	—○—	GAS METER	—○—	GAS LINE
—	U.G. TELE. LINE	—○—	ELECTRIC METER	—○—	U.G. TELE. LINE
—	U.G. ELECTRIC LINE	—○—	ELECTRIC METER	—○—	U.G. ELECTRIC LINE

WT GROUP  
 11WJ Group  
 104-300 EASTGATE DRIVE  
 ALGONQUIN, ILLINOIS

AQUATIC \ CIVIL \ MECHANICAL \ ELECTRICAL \ PLUMBING \ TELECOMMUNICATION \ STRUCTURAL \ ACCESSIBILITY CONSULTING \ DESIGN & PROGRAM MANAGEMENT \ LAND SURVEY

CHECK-FM  
 DRAWN-REM  
 JOB: S2300057

**SUR-1**  
 SHEET 1 OF 1  
 ALTA/NSPS  
 LAND TITLE SURVEY



**VILLAGE OF ALGONQUIN**  
*GENERAL SERVICES ADMINISTRATION*

**- M E M O R A N D U M -**

DATE: November 11, 2024

TO: Tim Schloneger, Village Manager

FROM: Michael Kumbera, Deputy Village Manager/CFO

SUBJECT: *Longmeadow and Randall TIF Surplus Payment*

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This memo summarizes the Village's obligation to declare and distribute a surplus of incremental taxes for the Longmeadow and Randall Tax Increment Financing (TIF) District, in accordance with the intergovernmental agreement with Community Unit School District 300, approved in December 2021 (Resolution 2021-R-87).

Under the terms of the agreement, once the Village implemented the TIF Plan for the Project Area, and if the School District elects not to receive the Student Payment in any given year, the Village is required to declare a surplus of incremental taxes, referred to as the "Annual Surplus Payment." This surplus is calculated at 40% of the total Incremental Taxes for that year.

**For the 2023 tax year, the projected Annual Surplus Payment is \$270,324.22, based on the current tax extension.** In accordance with Section 11-74.4-7 of the TIF Act, this payment will be remitted to the Kane County Collector, who will manage the distribution of the surplus to the appropriate entities.

Below is a table projecting the distribution of the surplus payment based on the 2023 tax distribution, payable in 2024. Please note that the Kane County Collector will complete the final calculation and handle the distribution, which may vary slightly from the estimate below.

Taxing District	Percentage	Estimated Surplus Payment
DUNDEE SCHOOL DISTRICT 300	62.58%	\$169,158.01
CARPENTERSVILLE & COUNTRYSIDE FIRE	10.00%	\$27,044.64
ALGONQUIN VILLAGE	6.54%	\$17,679.17
DUNDEE TWP PARK DISTRICT	6.05%	\$16,356.40
ELGIN COLLEGE 509	5.23%	\$14,133.43
KANE COUNTY	3.84%	\$10,393.27
FOX RIVER VALLEY PUBLIC LIBRARY	2.01%	\$5,444.94
KANE FOREST PRESERVE	1.60%	\$4,330.17
DUNDEE TOWNSHIP	1.10%	\$2,967.59
DUNDEE TWP ROAD DIST	1.04%	\$2,816.61
<b>TOTAL:</b>		<b>\$270,324.22</b>

**Recommendation:** Staff recommends the Committee of the Whole forward the attached resolution to the Village Board for approval at their meeting on December 3.

**VILLAGE OF ALGONQUIN  
RESOLUTION NO. 2024 – R – XX**

**A Resolution Declaring Certain Funds in the Special Tax Allocation Fund  
for the Longmeadow and Randall Tax Increment Redevelopment Project Area  
as “Surplus” Funds and Directing the Payment and Distribution Thereof (2023 Tax Year)**

**WHEREAS**, pursuant to a series of ordinances (Ordinance Nos. 2021-O-39, 2021-O-40 and 2021-O-41), adopted December 7, 2021 (collectively, the “**TIF Ordinances**”) in connection with the Longmeadow and Randall Tax Increment Redevelopment Project Area (the “**Redevelopment Project Area**”), the Village Board (the “**Corporate Authorities**”) of the Village of Algonquin, Kane and McHenry Counties, Illinois (the “**Village**”) adopted the Longmeadow and Randall Tax Increment Area Redevelopment Plan and related Redevelopment Project, designated the Redevelopment Project Area, and authorized tax increment finance under the Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74.4-1 et seq.), as supplemented and amended (including the predecessor Act thereof, the “**TIF Act**”); and

**WHEREAS**, the Intergovernmental Agreement between the Village and Community Unit School District 300 (the “**School District**”) Relating to the Longmeadow and Randall TIF District dated December 7, 2021 (the “**Intergovernmental Agreement**”) obligates the Village to declare a surplus of incremental taxes pursuant to Section 11-74.4-8 of the Act equal to 40% multiplied by the total Incremental Taxes attributable to that year, provided that the School District elects not to receive the “Student Payout”, as “surplus” funds and to cause the distribution thereof by paying the same to the County Collector, to cause same to be paid the taxing districts encompassing the Redevelopment Project Area, the Illinois Department of Revenue and the Village, in direct proportion to the amount of funds received from the collection of real estate taxes.

**NOW, THEREFORE, BE IT RESOLVED**, by the President and Board of Trustees of the Village of Algonquin, Kane and McHenry Counties, Illinois, as follows:

**Section 1. Findings.** Provided and contingent upon the School District electing not to receive the “Student Payment” as set forth in Paragraph 2 of the Intergovernmental Agreement, the Corporate Authorities find, determine and declare that the amount of funds deposited in the special tax allocation fund for the Redevelopment Project Area that is not required, pledged, earmarked or otherwise designated for payment of or securing of obligations or anticipated redevelopment project costs is \$270,324.22, such amount having been calculated and now deemed to be “surplus” funds for the tax year 2023 under and pursuant to Sections 11-74.4-5(d) and 11-74.4-8 of the TIF Act and pursuant to Paragraph 2 of the Intergovernmental Agreement.

**Section 2. Direction.** The Village Treasurer of the Village be and the same is hereby authorized and directed to cause the payment and distribution of all such “surplus” funds in the manner and proportion as that specified in Sections 11-74.4-5(d) and 11-74.4-8 of the TIF Act and the Intergovernmental Agreement to the Department of Revenue, the Village and the Kane County Collector who shall immediately thereafter pay such funds to the taxing districts in the Redevelopment Project Area in the same manner and proportion as the most recent distribution by



the Kane County Collector to the affected taxing districts of real property taxes from real property in the Redevelopment Project Area.

**Section 3. Effective Date.** This Resolution shall become effective upon its passage and approval as required by law.

**Section 4. Capitalized Terms.** All capitalized terms herein shall have the same meaning as the capitalized terms in the Intergovernmental Agreement.

**PASSED AND APPROVED** this \_\_\_\_ day of December, 2024.

Voting aye:

Voting nay:

Absent:

APPROVED:

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Debby Sosine  
Village President

(seal)

ATTEST:

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Fred Martin  
Village Clerk

## Tax Extension Detail Report Kane County

Taxing District 863 - ALGONQUIN TIF 4  
Equalization Factor 1

Property Type	Total EAV	TIF Base EAV	PTELL Values	
Farm	0	0	Annexation EAV	8,464,995
Residential	0	0	Disconnection EAV	0
Commercial	11,308	7,018	Recovered TIF EAV	0
Industrial	8,453,687	59,021	Agg. Ext. Base	.00
Mineral	0	0	Limiting Rate	0.000000
State Railroad	0	0	% of Burden	0.00%
Local Railroad	0	0	TIF Increment	8,398,956
<b>County Total</b>	<b>8,464,995</b>	<b>66,039</b>	New Property	0
<b>Total + Overlap</b>	<b>8,464,995</b>	<b>66,039</b>	New Property (Overlap)	0
			<b>Total New Property</b>	<b>0</b>

Fund/Name	Levy Request	Maximum Rate	Calc'ed Rate	Actual Rate	PTELL Factor	Limited Rate	% Burden Rate	Total Extension	Total Extension w/Overlaps	Percent
001 CORPORATE	0	0.002500	0.000000	0.000000	1.000000	0.000000	0.000000	\$675,810.54	\$675,810.54	100.0000
<b>Totals (Capped)</b>	<b>0</b>		<b>0.000000</b>	<b>0.000000</b>		<b>0.000000</b>	<b>0.000000</b>	<b>\$675,810.54</b>	<b>\$675,810.54</b>	<b>100.0000</b>
<b>Totals (Not Capped)</b>	<b>0</b>		<b>0.000000</b>	<b>0.000000</b>		<b>0.000000</b>	<b>0.000000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.0000</b>
<b>Totals (All)</b>	<b>0</b>		<b>0.000000</b>	<b>0.000000</b>		<b>0.000000</b>	<b>0.000000</b>	<b>\$675,810.54</b>	<b>\$675,810.54</b>	<b>100.0000</b>

Fund/Name	Total Extension	Residential	Rural	Commercial	Industrial	Railroad	Local Railroad	Mineral
001 CORPORATE	\$675,810.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$675,810.54</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Extension \* 40% = Surplus  
 \$675,810.54 \* 40%  
 -----  
 \$270,324.22



**VILLAGE OF ALGONQUIN**  
*GENERAL SERVICES ADMINISTRATION*

**- M E M O R A N D U M -**

DATE: November 11, 2024  
TO: Tim Schloneger, Village Manager  
FROM: Michael Kumbera, Deputy Village Manager/CFO  
SUBJECT: *NorthPoint Development LLC Redevelopment Agreement Payment*

---

This memo outlines the Village’s obligation to reimburse NP BGO Algonquin Corporate Center, LLC (the “Developer”) for eligible redevelopment project costs under the terms of the Redevelopment Agreement (2021-O-42, as amended by Ordinances 2022-O-19, 2023-O-40, and 2024-O-23). The Village is required to provide reimbursement for eligible costs up to the specified reimbursement limit as defined in the agreement.

The reimbursement will be funded through the Net TIF Increment, which consists of 60% of the tax increment financing (TIF) revenue generated solely from the Subject Property during the term of the Longmeadow/Randall TIF District.

The Developer has initially submitted a total of \$18,102,927.50 in Eligible Redevelopment Project Costs. These costs have been reviewed and approved by the Village Engineer as compliant with the requirements set forth in the Redevelopment Agreement.

For the 2023 tax year, the tax extension for the Subject Property is \$675,465.34. **Under the agreement, 60% of this amount, or \$405,279.20, is available for reimbursement to the Developer for eligible project costs.**

Parcel Identification Number	2023 TIF Extension (\$)	2023 Subject Property TIF Extension (\$)
03-07-201-001	57.94	57.94
03-07-201-002	488.66	488.66
03-07-226-001	436,956.30	436,956.30
03-07-226-002	0.00	0.00
<i>03-07-227-001<sup>1</sup></i>	<i>345.20</i>	<i>0.00</i>
03-07-251-001	0.00	0.00
03-07-251-002	287.66	287.66
03-07-276-001	293.62	293.62
<i>03-07-277-001<sup>1</sup></i>	<i>0.00</i>	<i>0.00</i>
03-07-278-001	237,381.16	237,381.16
<b>TOTAL:</b>	<b>675,810.54</b>	<b>675,465.34</b>
<b>60% Reimbursement Rate:</b>		<b>405,279.20</b>

Note: 1 – These parcels within the TIF District are not part of the Subject Property and are therefore ineligible for reimbursement.

**Recommendation:** Staff recommends the Committee of the Whole forward the attached resolution to the Village Board for approval at their meeting on December 3.

**VILLAGE OF ALGONQUIN  
RESOLUTION NO. 2024 – R – XX**

**A RESOLUTION APPROVING THE REIMBURSEMENT OF NP BGO ALGONQUIN  
CORPORATE CENTER, LLC FOR ELIGIBLE REDEVELOPMENT PROJECT COSTS**

**WHEREAS**, the Village of Algonquin (the “Village”), a home rule municipality, has entered into a Redevelopment Agreement with NP BGO Algonquin Corporate Center, LLC (the “Developer”) pursuant to Ordinance No. 2021-O-42, as amended by Ordinance No. 2022-O-19, 2023-O-40, 2024-O-23; and

**WHEREAS**, the Redevelopment Agreement outlines that the Village will reimburse the Developer for Eligible Redevelopment Project Costs, as defined in the Agreement, up to a maximum reimbursement limit using Net TIF Increment; and

**WHEREAS**, the Village and the Developer have mutually agreed to the terms for reimbursement of such costs, which are in compliance with the Tax Increment Financing Act (the “TIF Act”) and the Redevelopment Agreement, and the Village has reviewed and approved the costs submitted for reimbursement; and

**WHEREAS**, based on the submissions from, and representations by the Developer, in reliance upon same, the Village believes it is appropriate to approve the reimbursement set forth below:

**NOW, THEREFORE, BE IT RESOLVED**, by the President and Board of Trustees of the Village of Algonquin, Kane and McHenry Counties, Illinois, as follows:

1. The Village hereby approves the reimbursement of NP BGO Algonquin Corporate Center, LLC for Eligible Redevelopment Project Costs, as outlined in the Redevelopment Agreement, from the Net TIF Increment generated by the Subject Property within the Longmeadow/Randall TIF District for Tax Year 2023 in the amount of \$405,279.20.
2. All capitalized terms herein shall have the same definitions as the capitalized terms in the Redevelopment Agreement.

**PASSED AND APPROVED** this \_\_\_\_\_ day of December, 2024.

Voting aye:

Voting nay:

Absent:

**APPROVED:**

\_\_\_\_\_  
Debby Sosine  
Village President

(seal)

**ATTEST:**

\_\_\_\_\_  
Fred Martin  
Village Clerk

**EXHIBIT D  
FORM OF REIMBURSEMENT REQUEST  
CERTIFICATE OF ELIGIBILITY**

The undersigned representative of NorthPoint Development, LLC ("Developer"), Does hereby certify, swear, and affirm under oath to the Village of Algonquin (the "Village") as follows:

Developer has expended or has caused to be expended the sum of (the "Expenditures") on the following costs for work which has been completed by Developer on The Algonquin Corporate Center at the Renovation Property through the end of October 2023, as follows:

ITEM NO.	ITEM DESCRIPTION	Exhibit C TIF Eligible Redevelopment Project Costs	Exhibit C TIF Eligible Redevelopment Project Costs COMPLETE TO DATE	Supporting Document
1	Land	\$ 8,500,000.00	\$ 8,500,000.00	Settlement Statement 12.22.21
2	Engineers - Civil	\$ 900,000.00	\$ 718,629.32	Vendor Ledger Report
3	Geotech / Subsurface / Borings	\$ 70,000.00	\$ 38,641.50	Vendor Ledger Report
4	Environmental / Phase I/II Studies	\$ 15,000.00	\$ 10,012.00	Vendor Ledger Report
5	Environmental Testing / Natural Resources	\$ 10,000.00	\$ -	
6	Special Inspections	\$ 413,000.00	\$ 297,389.23	Vendor Ledger Report
7	Surveying	\$ 175,000.00	\$ 131,939.25	Vendor Ledger Report
8	Traffic Study	\$ 50,000.00	\$ 28,300.00	Vendor Ledger Report
9	SitePoint Preliminary Site Qualifications and Layout	\$ 20,000.00	\$ -	
10	DataPoint Site Selection Analytics	\$ 25,000.00	\$ -	
11	TIF Incentive Procurement /Management and Fees	\$ 50,000.00	\$ 33,296.24	Vendor Ledger Report
12	Printing and Reimbursables	\$ 75,000.00	\$ -	
13	Other Indirect Costs	\$ 125,000.00	\$ -	
14	Platting / Planning Fees	\$ 209,000.00	\$ 147,022.00	Vendor Ledger Report
15	Utility Extension Fees	\$ 311,000.00	\$ 140,460.51	Vendor Ledger Report
16	Fire District Review Fees	\$ -	\$ -	
17	Tap Fees	\$ 667,000.00	\$ 212,970.00	Vendor Ledger Report
18	Site Improvement Permit Fees	\$ 855,000.00	\$ 855,000.00	Vendor Ledger Report
19	Annexation & Rezoning Fee	\$ 73,500.00	\$ 73,500.00	Vendor Ledger Report
20	Kane County Impact Fee (Note: Assumes current 50% Level)	\$ 963,000.00	\$ -	
21	Excessive Grading	\$ 1,546,000.00	\$ 798,743.70	CGC Sworn Statement + Lien Waiver
22	Soil Stabilization with Lime	\$ 958,000.00	\$ 541,087.20	CGC Sworn Statement + Lien Waiver
23	Lower-Power-Lines-on-Randall	\$ 408,000.00	\$ 274,680.50	Vendor Ledger Report
24	Water Crossing	\$ 125,000.00	\$ 125,000.00	PPP Sworn Statement + Lien Waiver
25	Sewer Crossing	\$ 250,000.00	\$ 250,000.00	PPP Sworn Statement + Lien Waiver
26	Randall Road Recapture	\$ 128,000.00	\$ -	
27	Strip Grade - Respread 4" on Gaitsch Retail Parcel	\$ 386,000.00	\$ -	
28	Internal Roads	\$ 5,225,000.00	\$ 4,058,072.04	Bill of MVP, Winters, Abbey Sworn Statement + Lien Waiver
29	Intersections - Randall (2), Longmeadow, Huntley (One Signal)	\$ 1,500,000.00	\$ 698,074.31	Bill of MVP, Winters, Abbey Sworn Statement + Lien Waiver
30	Randall Road Widening	\$ 378,000.00	\$ 378,000.00	BBW Sworn Statement + Lien Waiver
31	Title Insurance	\$ 205,000.00	\$ 66,790.00	BBW Sworn Statement + Lien Waiver
32	Project Contingency (for infrastructure work only)	\$ 666,750.00	\$ -	
33	Project Management and Administration (for infrastructure work only)	\$ 1,196,580.00	\$ -	
	Subtotal	\$ 26,478,830.00		

TOTAL VALUE OF ELIGIBLE TIF REDEVELOPMENT WORK COMPLETE TO DATE	\$	<b>18,377,608</b>	\$18,377,607.80
TOTAL TO BE RETAINED (IF ANY):	\$	-	
AMOUNT OF PREVIOUS PAYMENT:	\$	-	
TOTAL AMOUNT DUE:	\$	<b>18,377,608</b>	\$18,377,607.80
Total of which certification is sought:	\$	<b>18,377,608</b>	\$18,377,607.80
Less "Lower Power Lines on Randall"		\$18,377,607.80	\$ (274,680.50)
			<b>\$ 18,102,927.30</b>

That all of the expenditures have been made in accordance with the Redevelopment Agreement by and between the Village and Developer.

I certify that the above quantities and amounts are correct and are eligible for payment. I further certify that all funds expended or caused to be expended (the expenditure) as above described for project costs were solely private funds of Developer and no such funds had their origin directly or indirectly from government funds (federal, state, or local grants or loans).

Subscribed and sworn to before me this 20<sup>th</sup> day of October

  
 Signature  
  
 Notary Public

Seal





**VILLAGE OF ALGONQUIN**  
*GENERAL SERVICES ADMINISTRATION*

**- M E M O R A N D U M -**

DATE: November 8, 2024

TO: Tim Schloneger, Village Manager

FROM: Michael Kumbera, Deputy Village Manager/Chief Financial Officer

SUBJECT: *Abatement of 2024 Pledged Taxes: Bond Series 2024*

---

The purpose of this memorandum is to recommend the abatement of the property tax levy for the Village's Series 2024 General Obligation (GO) Bonds, totaling \$1,710,093.75. This recommendation follows a comprehensive review of the Village's revenue streams and debt service requirements, confirming that alternative revenue sources are sufficient to meet the bond obligations without necessitating a property tax levy.

The Series 2024 GO Bonds were issued to finance several capital improvement projects, including Towne Park Reconstruction, Presidential Park Reconstruction, and Willoughby Farms Park Subdivision Road Improvements. A thorough financial review confirms that the Village has adequate revenue from alternative sources, specifically home rule sales tax, to fully meet the debt service obligations for these bonds.

**Recommendation:** Staff recommends the Committee of the Whole forward the attached tax abatement ordinance to the Village Board for approval at their meeting on December 3.

C: Amanda Lichtenberger, Deputy Chief Financial Officer

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE abating the tax heretofore levied for the year 2024 to pay the principal of and interest on General Obligation Bonds, Series 2024, of the Village of Algonquin, McHenry and Kane Counties, Illinois.

WHEREAS the President and Board of Trustees (the “*Board*”) of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “*Village*”), by an ordinance adopted on the 4th day of June, 2024 (the “*Ordinance*”), did provide for the issue of \$14,805,000 General Obligation Bonds, Series 2024 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds (the “*Pledged Taxes*”); and

WHEREAS the Ordinance established a bond fund for the payment of principal of and interest on the Bonds (the “*Bond Fund*”); and

WHEREAS the Ordinance provides that whenever other funds from any lawful source are available for the purpose of paying any principal of or interest on the Bonds so as to enable the abatement of the Pledged Taxes, the Board may, by proper proceedings, direct the deposit of such funds into the Bond Fund and further direct the abatement of the Pledged Taxes by the amount so deposited; and

WHEREAS the Board does hereby determine that there are lawfully available funds of the Village in an amount sufficient to pay interest and principal coming due on the Bonds otherwise payable from the Pledged Taxes levied for the year 2024 (the “*Available Funds*”) so as to enable the abatement of the Pledged Taxes levied for the year 2024:

NOW THEREFORE Be It Ordained by the President and Board of Trustees of the Village of Algonquin, McHenry and Kane Counties, Illinois, in the exercise of its home rule powers, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.



*Section 2. Deposit of Available Funds into the Bond Fund.* The Available Funds shall be deposited into the Bond Fund forthwith.

*Section 3. Abatement of Pledged Taxes.* The Pledged Taxes levied for the year 2024 shall be abated in their entirety.

*Section 4. Filing of Ordinance.* Forthwith upon the adoption of this Ordinance, the Village Clerk shall file a certified copy hereof with the County Clerks of The Counties of McHenry and Kane, Illinois, and it shall be the duty of said County Clerks to abate the Pledged Taxes levied for the year 2024 in accordance with the provisions hereof.

*Section 5. Effective Date.* All ordinances, resolutions or orders, or parts thereof, in conflict herewith, are to the extent of such conflict hereby superseded; and this Ordinance shall be in full force and effect forthwith upon its passage and approval.

[REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK]

Passed and Approved by the President and Board of Trustees on \_\_\_\_\_, 2024.

---

Debby Sosine, Village President

Voting Aye:

Voting Nay:

Abstain:

Absent:

Recorded in the Village Records on \_\_\_\_\_, 2024.

ATTEST:

---

Fred Martin, Village Clerk

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF MCHENRY        )

**CERTIFICATION OF VILLAGE CLERK**

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “*Village*”), and as such official I am the keeper of the official journal of proceedings, books, records, minutes and files of the Village and of the Board (the “*Board*”) thereof.

I do further certify that the foregoing constitutes a true, correct and complete copy of an ordinance adopted at a meeting of the Board held on \_\_\_\_\_, 2024, entitled:

AN ORDINANCE abating the tax heretofore levied for the year 2024 to pay the principal of and interest on General Obligation Bonds, Series 2024, of the Village of Algonquin, McHenry and Kane Counties, Illinois.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board on a day other than a Saturday, Sunday or legal holiday in the State of Illinois and at least 48 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that at least one copy of said agenda was continuously available for public review from the time of such posting until said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and the Illinois Municipal Code, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the adoption of said ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of the Village, this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Fred Martin, Village Clerk

[SEAL]

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF KANE            )

**CERTIFICATION OF VILLAGE CLERK**

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “*Village*”), and as such official I am the keeper of the official journal of proceedings, books, records, minutes and files of the Village and of the Board (the “*Board*”) thereof.

I do further certify that the foregoing constitutes a true, correct and complete copy of an ordinance adopted at a meeting of the Board held on \_\_\_\_\_, 2024, entitled:

AN ORDINANCE abating the tax heretofore levied for the year 2024 to pay the principal of and interest on General Obligation Bonds, Series 2024, of the Village of Algonquin, McHenry and Kane Counties, Illinois.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board on a day other than a Saturday, Sunday or legal holiday in the State of Illinois and at least 48 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that at least one copy of said agenda was continuously available for public review from the time of such posting until said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and the Illinois Municipal Code, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the adoption of said ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of the Village, this \_\_\_\_ day of \_\_\_\_\_, 2024.

---

Fred Martin, Village Clerk

[SEAL]

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF KANE        )  
COUNTY OF McHENRY )

**RECEIPT OF VILLAGE TREASURER**


I, the undersigned, do hereby certify that I am the duly qualified and acting Village Treasurer of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), and as such Village Treasurer, I do further certify as follows:

As of the date hereof, the Village has at my direction irrevocably deposited funds to secure required debt service in connection with the abated 2024 tax levy with Illinois Funds local government investment pool to be used exclusively on behalf of the Village for the payment of principal and interest of the General Obligation Bonds, Series 2024.

The Village has all powers necessary under the applicable statutes, regulations and rulings and the governing body of the Village has taken all action necessary to authorize such action.

**IN WITNESS WHEREOF**, I hereunto affix my signature and the seal of the Village, this 12th day of November, 2024.

**VILLAGE OF ALGONQUIN**  
McHenry and Kane Counties, Illinois

By   
Village Treasurer

**(VILLAGE SEAL)**



VILLAGE OF ALGONQUIN  
MEMORANDUM

---

DATE: November 12, 2024

TO: Village Board

FROM: Michelle Weber

SUBJECT: Liquor Code Amendment

---

In accordance with an ordinance passed in 2013 limiting the number of allowable liquor licenses in all classes to the number of licenses issued at that time, the attached proposed ordinance amending the number of available Class F liquor licenses.

Katerina's Pizza dba Giordano's, which held a Class F Liquor License, has not renewed their lease and closed their doors.

Staff recommends amending Chapter 33.07 by removing one Class F from inventory to accommodate the change, leaving no available liquor licenses at this time.

Attachment

ORDINANCE NO. 2024 - O - \_\_\_\_

**An Ordinance Amending Chapter 33, Liquor Control  
and Liquor Licensing, of the Algonquin Municipal Code**

WHEREAS, the Village of Algonquin, McHenry and Kane Counties, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village’s home rule powers and functions as granted in the Constitution of the State of Illinois.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the VILLAGE OF ALGONQUIN, McHenry and Kane Counties, Illinois, as follows:

SECTION 1: Section 33.07-B, Number of Licenses Issued, Paragraph 14, of the Algonquin Municipal Code shall be amended as follows:

- 14. Nine Class F licenses at any one time.

SECTION 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect December \_\_\_\_, 2024, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Voting Aye:  
Voting Nay:  
Abstain:  
Absent:

APPROVED:

(SEAL)

\_\_\_\_\_  
Village President, Debby Sosine

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

Passed: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Published: \_\_\_\_\_





**VILLAGE OF ALGONQUIN**  
*PUBLIC WORKS DEPARTMENT*

**– M E M O R A N D U M –**

DATE: November 19, 2024

TO: Tim Schloneger, Village Manager

FROM: Jake Benner, Engineer II

SUBJECT: Recommendation to Approve the Engineering Services Agreement with Christopher B. Burke Engineering for the 2025 MFT Pavement Management Program

---

Attached is a proposal from Christopher B. Burke Engineering, LTD (CBBEL) to provide engineering services for the 2025 MFT Pavement Management Program along with a map outlining the project limits. This program combines multi-use path patching and roadway patching at various locations, as well as street resurfacing. The goal is to consolidate the use of the Village's Motor Fuel Tax (MFT) funds into one project. Staff have identified the streets in the Canterbury Townhomes subdivision to be in need of repair. The project scope includes mill and overlay of the roadway, selective sidewalk and curb and gutter repair, ADA ramp upgrades, utility structure adjustments, and selective driveway replacements.

The current pavement conditions of the 1.3 miles of roadway in the Canterbury Townhomes subdivision are slightly above a poor rating. Additionally, these streets do not see high traffic volumes. As a result, staff recommend a 2-inch mill and overlay on all streets within the subdivision.

Village staff anticipates design to begin in December and the final set of plans and specifications to be ready for bid in mid-spring of 2025. Construction is expected to begin in June 2025.

The services from CBBEL will include a topographic survey, a geotechnical investigation, preliminary engineering, and the preparation of plans and specifications. The not-to-exceed fee for these services is \$119,940. The estimated construction costs for this project are approximately \$1.7 million, which puts the design services below the typical 10-12% range for engineering fees on roadway projects. The design budget for Grand Reserve subdivision in the Street Improvement Fund for FY2024-25 will be used for this project, as build-out in Grand Reserve will not be completed until next fall.

**Summary**

1. This agreement will allow CBBEL to provide engineering services for the 2025 MFT Pavement Management Program.
2. The work will address the poor condition of the streets in this subdivision.
3. Sufficient funds are available in the FY2024-25 Street 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 the agreement with CBBEL to provide design engineering services for the 2025 MFT Pavement Management Program in the amount of \$119,940.

**Consulting Engineering**  
**Master Agreement Work Order Form**

**I. Incorporation of Master Agreement**

All terms and conditions contained within the Village Engineer Master Agreement executed between the parties shall be applicable to the work to be performed under this Work Order and shall be deemed to be fully incorporated as if fully set forth herein.

**II. Project Understanding**

**A. General Understanding/Assumptions**

CBBEL understands the Village of Algonquin would like to utilize Motor Fuel Tax (MFT) funding to complete Village-wide Bike Path Repair Patching and Asphalt Patching. The Village would also like to include roadway HMA Resurfacing and improvements for the Canterbury Place subdivision, located south of County Line Road and East of Boyer Road. The total length of roadway work within the subdivision is approximately 6,900 feet, or 1.3 miles. The following is our understanding of the scope of work:

- Bike Path Patching (Village wide, locations TBD)
- Asphalt Patching (Village wide, locations TBD)
- 2" HMA Grind and Overlay:
  - Millbrook Drive (2,350 ft.)
  - Loren Lane (1,000 ft.)
  - Matthew Drive (830 ft.)
  - Christie Drive (585 ft.)
  - Amber Lane (730 ft.)
  - Millbrook Court (460 ft.)
  - Loren Court (300 ft.)
  - Amber Court (175 ft.)
  - Christie Court (475 ft.)
- Bike Path Patching on Millbrook Drive, south of Christie Drive (675 ft)
- Spot curb and gutter removal and replacement
- Spot PCC sidewalk removal and replacement
- Spot driveway apron removal and replacement
- Drainage and utility structure adjustments
- Spot drainage and utility removal and replacement
- Drainage solutions at
  - Millbrook Drive, approximately 200 feet south of Christie Drive where the Village has reported ponding water on the pavement during winter months and suspect groundwater is bubbling out of the roadway subbase.
- Sidewalk removal on the east side of Millbrook Drive, south of Christie Drive (dead-end sidewalk)

- ADA ramp assessment and design at all roadway intersections. ADA ramps will be eliminated at unnecessary locations, as directed by the Village.
- Landscape restoration, as necessary

We understand that the Village will be collecting information on the existing sidewalks, curb and gutter, driveway aprons, and drainage and utilities. It is our understanding that the Village will provide an asset condition report for these facilities, and a list of locations where areas of removal, replacement, or rehabilitation of these facilities are necessary.

The following tasks are not included in the scope of this project:

- Intersection improvements on County Line Road, Boyer Road, and Corporate Parkway
- Water main removal, replacement, or adjustment.

It is our understanding the project will be designed in the winter/spring of 2025, and construction occurring in the Summer of 2025.

CBBEL understands that MFT funds will be used for construction costs where possible, Design and construction engineering fees will be locally funded.

#### **B. Design Criteria**

Village of Algonquin/IDOT design criteria will be utilized for this project.

### **III. Scope of Services**

#### **A. Surveying and Geotechnical Services**

CBBEL will perform topographic survey based on the following tasks.

##### **Task A.1 – Topographic Survey of Project**

The Topographic Survey of thirty three (33) street corners for Special ADA ramp design will be performed at intersections within the Canterbury Townhomes community project limits.

The survey for special ADA ramps shall include an area from the street right-of-way to the adjacent edge of pavement of subject street as shown on Attachment #2 (Typical Quadrant Survey Criteria for ADA Ramps Design) and 25 feet overlap with crossing streets right-of-way. The survey shall include the following specific tasks:

Horizontal and Vertical Control: Utilizing state plane coordinates, CBBEL will set recoverable primary control utilizing state of the art GPS equipment.

Topographic Survey: CBBEL will field locate all pavements, driveways, curb and gutters (curb, gutter flow line, and edge of pavement/ face of curb), pavement

markings, signs, Manholes or Utility Vaults on sidewalks and parkways and within 10 feet of pavement area adjacent to the curb, drainage structures, driveway culverts, cross road culverts, Fences, Traffic Signals, Signs, traffic cameras, parking meters, and pay boxes, Trees (including DBH) & Bushes, Light and Power Poles , Sidewalks (back and face of sidewalks) and pavement . Elevations every approximately 10 feet along sidewalks, curbs, gutters, building or property line, doorway stoops or steps as applicable shall be taken. Elevations of roadway 5 feet from edge of pavement to be included.

Base Mapping: All of the above information will be compiled into one base map representative of existing conditions of the project corridor for use in engineering work.

### **Task A.2 – JULIE Coordination**

CBBEL will coordinate with JULIE to retrieve atlas information for all applicable underground utilities including water main, gas, electric, cable, etc.. CBBEL will compile all Utility Atlas information into the base map. Locations of existing utilities /obstructions / systems shown on the base map are the compilation of available utility plans provided by utility owners and JULIE Utility Coordination. All utilities /obstructions / systems may not be shown. Contractor shall be responsible for locating and protecting all underground utilities /obstructions / systems whether or not shown on base map. JULIE Utility Coordination Atlas information is typically isolated to Public Right-of-Way (off-site) & limited areas adjacent to Public Right-of-Way. Identification & location of all private subsurface utilities within project area (on-site) is the responsibility of the client.

### **Task A.3 – Geotechnical Investigation**

A Geotechnical Investigation will be performed by CBBEL’s subconsultant, Rubino Engineering. The Geotechnical Investigation will include fifteen (15) pavement cores, at a maximum depth of 2 feet, to determine the existing structure of the pavement and condition of subgrade materials.

Upon completion of the field and laboratory work, Rubino will prepare a Geotechnical Report using the collected data. The report will include the following:

- Summary of client-provided project information and report basis
- Core Location Plan
- Photo documentation of field conditions and core specimens
- Subbase stone thickness and material

The study will also perform a Potential Impacted Property (PIP) evaluation. If the PIP evaluation indicated no further testing is needed for form LPC-662, soil samples from each pavement core location will be analytically tested for compliance with IEPA CCDD requirements. A summary report will be prepared which describes the sampling procedures followed and presents results of the analytical laboratory testing.

## **B. Phase 1&2 Engineering**

### **Task B.1 – Field Reconnaissance**

CBBEL Staff will perform a Field Reconnaissance of all roadways within the project limits with Village staff. The purpose of the Field Reconnaissance will be to determine the locations, limits, and estimated quantities of drainage structure, driveway apron, curb and gutter, and sidewalk removal and replacement. The results of the Field Reconnaissance will be included in the Preliminary Plans. The results of the Field Reconnaissance will be reviewed with the Department of Public Works and compared to previous estimates to determine their impact on the estimated construction cost.

### **Task B.2 – Stormwater Review**

CBBEL will complete a detailed review of the identified drainage problems, inlet locations, storm sewers, and existing drainage patterns throughout the project corridor to provide recommendations for additional inlets or potential storm sewer improvements. Special attention will be given to the following location, which was identified by the Village to have documented standing water and ice accumulation problems:

- Millbrook Drive, approximately 200 feet south of Christie Drive

### **Task B.3 – Phase I/II Engineering**

CBBEL will prepare engineering plans, specifications, and estimates in compliance with MFT requirements and procedures, which will consist of the following:

- Cover Sheet
- General Notes Sheet
- Summary of Quantities
- Alignments, Ties, and Benchmarks
- Existing and Proposed Typical Sections
- Existing Conditions and Removal Plans
- Proposed Roadway Plan and Profiles
- ADA Ramp Plans
- Construction Details
- Estimate of Construction Cost
- Construction Schedule
- Pavement Cores and Soil Analysis
- QA/QC Plan

CBBEL will draft the Plan base sheets at a scale of 1"=20' for use during design.

CBBEL will assist the Village in bidding and recommendations of the bids.

Based on the scope of work as outlined in Section II.A, an IEPA Notice of Intent (NOI) and Stormwater Pollution Prevention Plan (SWPPP) are not required for the improvements.

- C. Meetings/Coordination**  
2 Meetings with Village
- D. Deliverables**  
PDFs of Pre-Final and Final Engineering Plans, Specifications, and Estimate
- E. Services by Others**  
15 Pavement cores and LPC-662 by Rubino Engineering.
- F. Information to be Provided by Client**  
Village asset condition report and analysis of the existing sidewalk, curb and gutter, sanitary and storm sewer condition, and other existing features.

**IV. Staff-Hour & Fee Summary**

<b>A. <u>Survey</u></b>			
Task A.1 Topographic Survey of Project			
Survey V	4 hrs x \$205/hr	=	\$ 820
Survey IV	10 hrs x \$190/hr	=	\$ 1,900
Survey III	12 hrs x \$165/hr	=	\$ 1,980
Survey II	88 hrs x \$140/hr	=	\$12,320
Survey I	88 hrs x \$105/hr	=	\$ 9,240
CAD Manager	40 hrs x \$170/hr	=	<u>\$ 6,800</u>
			\$33,060
Task A.2 JULIE Coordination			
Survey III	16 hrs x \$165/hr	=	\$ 2,640
Task A.3 Geotechnical Investigation			
Rubino Engineering		=	<u>\$6,450</u>
	<b>Subtotal Task A</b>		<b>\$42,150</b>
<b>B. <u>Phase 1&amp;2 Engineering</u></b>			
Task B.1 Field Reconnaissance			
Engineer V	4 hrs x \$190/hr	=	\$760
Engineer III	6 hrs x \$140/hr	=	<u>\$840</u>
			\$1,600
Task B.2 Stormwater Review			
Engineer IV	4 hrs x \$155/hr	=	\$620

Task B.3 Phase I/II Engineering			
Engineer V	24 hrs x \$190/hr	=	\$4,560
Engineer IV	78 hrs x \$155/hr	=	\$12,090
Engineer III	156 hrs x \$140/hr	=	\$21,840
Engineer I/II	140 hrs x \$115/hr	=	\$16,100
CAD Manager	70 hrs x \$170/hr	=	\$11,900
CAD II	60 hrs x \$125/hr	=	<u>\$7,500</u>
			\$73,990
	<b>Subtotal Task B</b>		<b>\$76,210</b>

**C. Meetings/Coordination**

Engineer IV	4 hrs x \$155/hr	=	\$ 620
Engineer I/II	4 hrs x \$115/hr	=	<u>\$460</u>
	<b>Subtotal Task D</b>		<b>\$ 1,080</b>

Subtotal			\$119,440
Direct Costs			<u>\$500</u>
<b>Not-to Exceed Fee</b>	=		<b>\$119,940</b>

VILLAGE OF ALGONQUIN

Accepted by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CHRISTOPHER B. BURKE ENGINEERING, LTD.

Accepted by:  \_\_\_\_\_

Title: President \_\_\_\_\_

Date: \_\_\_\_\_

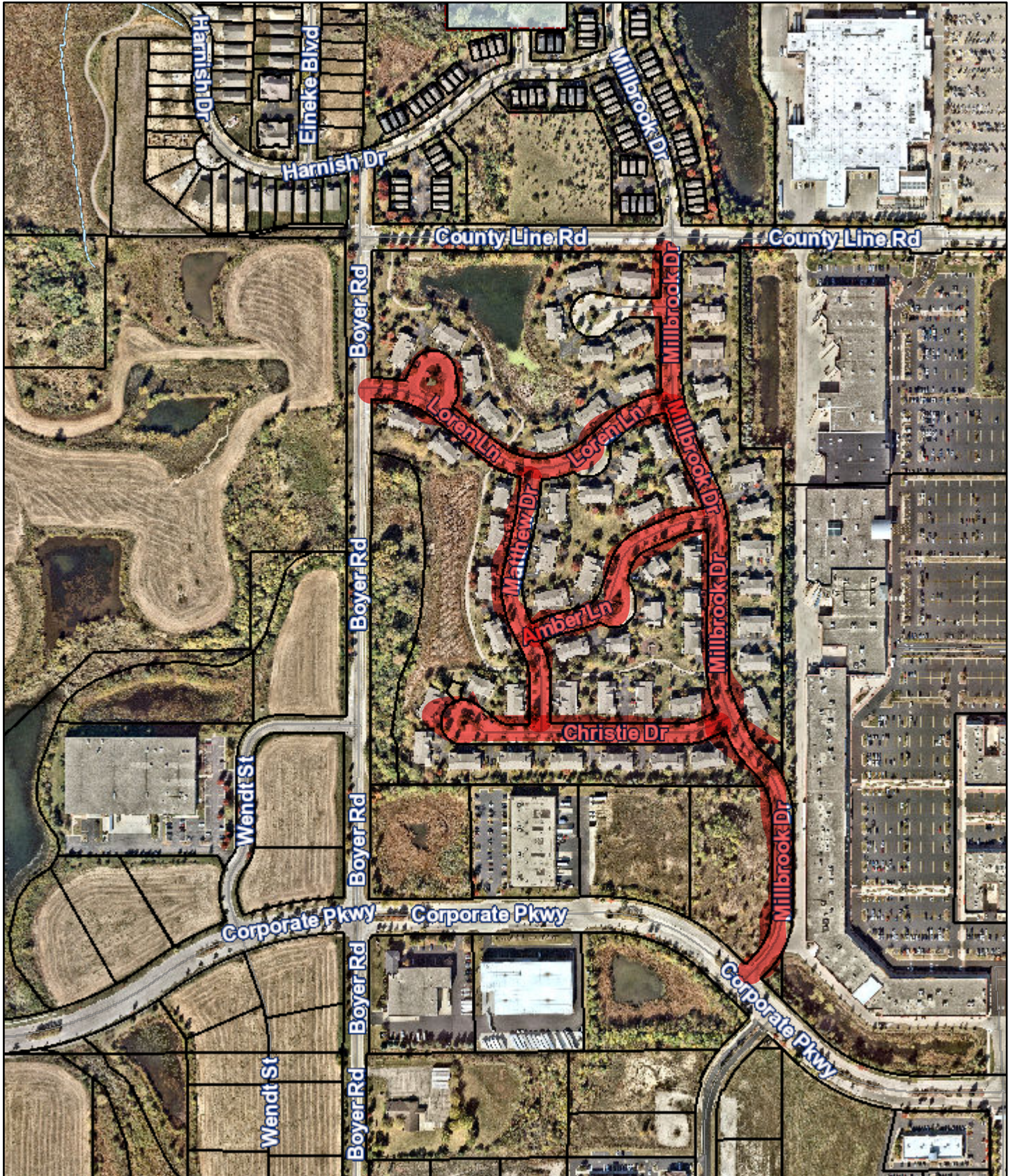
**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
**STANDARD CHARGES FOR PROFESSIONAL SERVICES**

<u>Personnel</u>	<u>Charges</u> <u>(\$/Hr)</u>
Engineer VI.....	225
Engineer V.....	190
Engineer IV.....	155
Engineer III.....	140
Engineer I/II.....	115
Survey V.....	205
Survey IV.....	190
Survey III.....	165
Survey II.....	140
Survey I.....	105
Engineering Technician V.....	180
Engineering Technician IV.....	150
Engineering Technician III.....	110
Engineering Technician I/II.....	75
CAD Manager.....	170
CAD II.....	125
GIS Specialist III.....	140
Landscape Architect.....	165
Landscape Designer I/II.....	95
Environmental Resource Specialist V.....	190
Environmental Resource Specialist IV.....	155
Environmental Resource Specialist III.....	125
Environmental Resource Specialist I/II.....	85
Environmental Resource Technician.....	110
Administrative.....	95
Engineering Intern.....	60

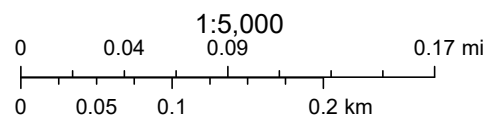
Updated April 11, 2023



# 2025 MFT Pavement Management Program - Canterbury Townhomes



11/14/2024, 8:20:40 AM



- Road Centerlines
- Tax Parcels
- Not in Village
- Waterlines
- Boundaries - Village Limit
- Building Floor Plans