



Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held On January 14, 2025
Village Board Room
2200 Harnish Dr. Algonquin, IL

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

AGENDA ITEM 1: Roll Call to Establish a Quorum

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

Absent: Trustee Bob Smith, Trustee Smith joined the meeting at 7:32

A quorum was established

Staff in Attendance: Tim Schloneger, Village Manager; Mike Kumbera, Deputy Village Manager; Nadim Badran, Public Works Director; Dennis Walker Police Chief; Patrick Knapp, Community Development Director; Matt Bajor, Assistant to the Village Manager; Jacob Uhlmann, Management Intern; and Kelly Cahill, Village Attorney

AGENDA ITEM 2: Proclamation

President Sosine read the proclamation Congratulating the Algonquin Argonauts 8U Football Team on their Regional Championship

AGENDA ITEM 3: Public Comment

1. Geri Czech and Ken Leonard expressed concerns over the proposed Quick Trip Gas Station at the corner of Rt 62 & Rt 25
2. Tom Butler, also expressed concerns over the proposed Quick Trip Gas Station

AGENDA ITEM 4: Community Development

Mr. Knapp:

A. Consider the First Amendment to the Algonquin Meadows Development Agreement

Article 4-8 of the Algonquin Meadows Redevelopment Agreement states that no building permits can be issued before the subdivision can be publicly accessed from Longmeadow Parkway and Stonegate Road. At this time the intersection is still not publicly accessible, however, Lennar is ready to begin the construction of new homes but cannot due to the restrictive language in Article 4-8. Staff and Lennar met to discuss this matter and staff is ok with allowing permits to be approved on subject Lots that have a temporary stone road installed. These subject permits will still need the approval of the Village Engineer, Building Commissioner, and Fire District. The occupancy of the subject dwellings is still subject to Article 11-1 which requires substantial completion of public improvements.

Original Language:

4-8 Except for the model dwelling units, no building permits shall be issued until the Property can be publicly accessed from the intersection of Stonegate Road and Longmeadow Parkway.

Proposed Language:

4-8 Except for model dwelling units, single family dwelling units on homesites 1-11 and 35 –47, and townhome dwelling units on homesites 108 – 112 and 128 -134, no building permits shall be issued until the property can be publicly accessed from the intersection of Stonegate Road and Longmeadow Parkway. The above referenced model dwelling units, single family homesites, and townhome homesites may have building permits issued if a temporary stone road can facilitate satisfactory access as deemed by the village engineer, village building commissioner, and fire district. Temporary street name signs, homesite # signs, and an access / security gate at the stone road may be required at the discretion of the village engineer. The temporary stone road may be eligible to serve as permanent road First Amendment to the Algonquin Meadows Development Agreement sub base, weather permitting, and at the discretion of the village engineer. All occupancy certificates for all dwelling units shall be subject to paragraph 11-1 of this agreement.

Staff recommends that the Committee of the Whole advance this matter to the Village Board for approval of the First Amendment to the Algonquin Meadows Development Agreement. B. Consider a Zoning Map Amendment from B-1 Business, Limited Retail Zoning District to B-2 Business, General Retail Zoning District

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

B. Consider a Zoning Map Amendment from B-1 Business, Limited Retail Zoning District to B-2 Business, General Retail Zoning District

Michael Ryan, the “Petitioner” and “Owner”, submitted a Development Petition requesting approval of a Zoning Map Amendment from B-1 Business, Limited Retail to B-2 Business, General Retail for the property located at 2040 East Algonquin Road, the “Subject Property.”

The Planning and Zoning Commission reviewed the Request at the December 9, 2024, Planning and Zoning Commission Meeting.

There were no comments from the public. After discussion, the Planning and Zoning Commission accepted (approved 7-0) staff’s findings as the findings of the Planning and Zoning Commission and recommended approval of the Zoning Map Amendment, as outlined in the staff report for case PZ-2024-24.

Staff finds that the standards for a Zoning Amendment have been met and recommends the Committee of the Whole advance this matter to the Village Board for approval of a Zoning Map Amendment from B-1 Business, Limited Retail to B-2 Business, General Retail for the Subject Property located at 2040 East Algonquin Road.

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

C. Consider the Preliminary Planned Development, a Preliminary Plat of Subdivision, and a Special Use Permit for a Gas Station at the Southwest Corner of East Algonquin Road and Illinois Route 25

Ali Bukhres of QuikTrip Corporation, the “Petitioner”, submitted a Development Petition requesting approval of a Preliminary Plat of Subdivision, a Preliminary PUD Plan, and for the issuance of a Special Use Permit for a gas station to be constructed on Lot 1 of the 9.053-acre Subject Property located at the southwest corner of East Algonquin Road (Illinois Route 62) and Illinois Route 25, the “Subject Property”.

The Planning and Zoning Commission reviewed the request for approval for a Preliminary Plat of Subdivision, Preliminary Planned Development, and Special Use Permit at the December 9, 2024, Planning and Zoning Commission Meeting. At the meeting, the Petitioner noted that the Illinois Department of Transportation (IDOT) had indicated that they would not approve direct access to Illinois Route 25. The Petitioner stated that they would provide staff with an updated Traffic Impact Study. Condition “d” of staff’s report anticipated this direct access point being removed. During the public comment, two people representing the Glenloch HOA expressed concern with traffic, noise, screening, stormwater, and access to Russet Road. Another person shared a concern with truck traffic navigating the development. Two people commented on the prohibition of left turns from Russet Road to Algonquin Road. After discussion, the Planning and Zoning Commission accepted (approved 7-0) staff’s findings as the findings of the Planning and Zoning Commission and recommended approval of a Preliminary Planned Development Plan, a Preliminary Subdivision Plat, and a Special Use Permit for a gas station, as outlined in the staff report for case PZ-2024-13. The Petitioner submitted a revised Traffic Impact Study at the beginning of January that incorporated IDOT’s feedback. The most notable revision is the removal of the IL Route 25 direct access point. Staff will complete the review of the Traffic Impact Study prior to the Committee of the Whole meeting. Revisions to the plans that reflect the removal of the direct access point have not been submitted by the Petitioner. Staff also added condition “n.” after the Planning and Zoning meeting. This is a standard condition for multi-lot subdivisions.

Staff recommends that the Committee of the Whole advance this matter to the Village Board for approval of a Preliminary Planned Development, a Preliminary Plat of Subdivision, and issuance of a Special Use Permit for a gas station to be constructed on Lot 1 of the 9.053-acre property located at the southwest corner of East Algonquin Road (Illinois Route 62) and Illinois Route 25, as outlined in the Planning & Zoning Staff Report for Case No. PZ-2024-13, subject to the following conditions and final approval of all plans by staff:

- a. That site construction, utility installation, and grading shall not commence until a Final Plat and Final PUD Plan have been approved by the Planning and Zoning Commission and the Village Board in substantial conformity to the Preliminary PUD Plan and Preliminary PUD Plat, a Grading Permit has been issued by the Village, water and sanitary sewer permits have been issued by the Illinois Environmental Protection Agency, and final approval has been issued by the Illinois Department of Transportation;
- b. The Preliminary Plat of Subdivision titled “QuikTrip 4418 Addition Preliminary Plat of Subdivision”, as prepared by Farnsworth Group, with the latest revision date of November 08, 2024;
- c. The Preliminary Site Plan Exhibit, as prepared by Midwest Design Group and last revised November 13, 2024. Fuel tank venting stacks shall be through canopy poles;
- d. The Preliminary Engineering & Site Plan, as prepared by Midwest Design Group and last revised November 13, 2024. Access to the site from East Algonquin Road and Illinois Route 25 is subject to IDOT approval. No trucks shall exit to Russet Road. If IDOT denies direct access from IL Route 25, trucks can exit to Russet Road but shall be restricted to only left turns onto Russet Road and the developer shall upgrade Russet Road to handle truck traffic between IL Route 25 and the Russet Road entrance to the Subject Property;
- e. The Preliminary Landscape Plan, as prepared by Midwest Design Group, and last revised November 13, 2024. The landscaped area of the parking lot islands shall be a minimum of two hundred (200) square feet

in size. Foundation landscaping shall be added along the east elevation and where possible on the north elevation. If Lot 2 is not used for agricultural purposes, it shall be permanently stabilized as part of this project;

- f. The Preliminary Sign Plan, as prepared by Allen Industries. The proposed wall sign shall conform to the height and size requirements of the Village's Sign Code. The letters in the fuel canopy sign shall be dimensional. Additional signage on fuel pumps, walls, canopy supports, and windows is prohibited except where permitted in the Village's Sign Code and shall only be permitted after the sign permits are submitted for village review and approval. The following signs shall be prohibited at all times: inflatable signs, flags, banners, pennants, or any temporary or portable signs;
- g. The Preliminary Photometric Plan, as prepared as prepared by Midwest Design Group, and last revised November 13, 2024. Light levels shall be compliant with the Village's Dark Sky Requirements. Village Staff shall have the right to review light levels and require a change if deemed inappropriate light levels. All light poles and fixtures shall be black;
- h. The 5,312 square-foot building shall be constructed with full-face brick (reddish-brown in color) and a stone base (grayish-black in color) on all elevations, with the exception of the north elevation where the stone extends vertically to the top. EIFS shall not be used in place of the stone. No tube lighting is allowed on the building, canopy, or poles. The red band on the canopy shall be non-illuminated and the bollards on site shall be black or red. There shall be no outside speaker system;
- i. Outdoor displays, storage, and/or sales shall be prohibited;
- j. Overnight parking shall be prohibited;
- k. All roof-mounted equipment shall be screened with a parapet wall and ground-located mechanical equipment shall be screened with appropriate landscaping;
- l. All recapture agreements impacting this property shall be paid prior to any permits being issued;
- m. The existing billboard sign shall be removed within ninety (90) days of issuance of a Site Development Permit or Early Grading permit, whichever is first;
- n. Future development on Lot 2 shall come back for final Planned Development approval and shall request appropriate Special Uses.

After considerable discussion regarding exterior materials and colors, Russet Road and Route 25 egress and ingress, outlot landscaping, storm water runoff and retainage, sidewalks and potential former property usage ground contamination, the developer was unable to provide answers to the Board. It is the recommendation of President Sosine and the consensus of the Committee to postpone this matter until the next Committee of the Whole Meeting on January 21.

AGENDA ITEM 5: General Administration

Mr. Bajor:

A. 2024 Community Survey Presentation

During the fall, staff conducted the 12th Annual Algonquin Community Survey to gather feedback from Village residents. The survey is scientifically designed and provides reliable insights about the community.

A total of 1,750 residents were randomly selected to participate, with surveys mailed in late September. The response rate was 15.0%, with 263 residents responding anonymously. The survey covered topics such as quality of life, perceptions of safety, the quality and importance of Village programs and services, the performance of Village employees, and general demographics.

The results of the Algonquin Community Survey align with and support the Village's guiding principles and values by:

- fostering a data-driven approach to resource allocation
- measuring progress toward strategic goals
- evaluating municipal services through resident feedback

A presentation of the results was given to the Committee of the Whole at the meeting. A full report will also be shared with the Village Board to supplement the presentation. Residents can access the complete survey report online, along with past reports, at www.algonquin.org/survey. Additional details are also available through the Comprehensive Results Dashboard.

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

B. Consider the Designation of Depositories for Funds and Other Public Monies in the Custody of the Village of Algonquin

Mr. Kumbera:

As part of its treasury management activities, the Village of Algonquin maintains multiple bank and investment

accounts across several financial institutions. Periodically, the Village Board designates official depositories where funds and monies belonging to the Village— under the custody of the Village Treasurer—as well as all monies collected by the Village, shall be securely held.

Proposed is a Resolution identifying the nine (9) banks and financial institutions with which the Village actively conducts business.

Staff recommends that the Committee of the Whole forward this item to the Village Board for approval by Resolution at their meeting on January 21, 2025.

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

AGENDA ITEM 6: Public Works & Safety

Mr. Badran:

A. Consider an Agreement with National Power Rodding for the Storm Sewer Lining Project on Braewood Drive

This presentation seeks approval of the attached proposal from National Power Rodding in the amount of \$38,500 for storm sewer pipe lining between 1440 and 1460 Braewood Drive. The project involves the rehabilitation of an aging and failing storm sewer pipe using trenchless technology to ensure an efficient and cost-effective repair.

Recent inspection during the Dixie Creek Reach 5 restoration project revealed that the pipe coming into the creek between 1440 and 1460 is partially corrugated metal and is separated and rusted through. The other portion of the pipe is concrete and had separated at the joints.

These issues, if left unaddressed, could result in pipe failures, leading to potential flooding, property damage, and costly emergency repairs. Since the creek was recently restored this summer, we want to address this issue before the pipe fails and causes damage to the creek restoration project.

The proposed project involves lining the identified storm sewer pipes using cured-in-place pipe (CIPP) technology. This trenchless method involves inserting a resin-saturated liner into the existing pipe, which is then cured to form a new pipe within the old one. Due to the location of this pipe, this solution offers little disruption to the adjacent properties.

We have budgeted \$35,000 in the Street Improvement Fund to complete these types of repairs. The difference in the budgeted amount versus the proposal amount will be covered by the cost savings on The Edgewood Drive Retaining wall.

Summary

1. The storm sewer pipe between 1440 and 1460 Braewood Drive is failing.
2. Money is budgeted in the Street Improvement Fund to cover this type of repair.

It is recommended that the Committee of the Whole take action to move this matter forward to the Village Board for approval of storm sewer lining proposal in the amount of \$38,500 to National Power Rodding

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

B. Consider an Agreement for Grounds Maintenance Services with Sebert for 2025-2027

The contract for grounds maintenances services expired at the end of 2024. The Public Works Department has negotiated a renewal with our current contractor, Sebert Landscape, for a new three-year term covering the 2025, 2026, and 2027 growing seasons. The Village has had a contract with Sebert Landscape for the past six years to provide grounds maintenance services. Their scope of work includes mowing of all turf grass areas and maintaining landscape beds on all Village-owned parcels, excluding the downtown streetscape beds. Sebert Landscape has consistently demonstrated professionalism, responsiveness, and an extensive understanding of our maintenance standards and the specific needs of the 175+ sites included in the contract. The proposed annual cost for the 2025–2027 contract is \$431,524.00, reflecting an increase of \$61,275.00 compared to the previous term. This price adjustment accounts for:

- \$21,000 for additional tree mulch ring maintenance (improves existing lifespan and will help reduce tree replacement costs).
- \$13,000 for new sites added since the previous contract (unavoidable cost increase due to additional sites).
- \$10,500 for increased maintenance requirements at Towne and Presidential Parks (unavoidable cost due to park enhancements).
- \$16,500 for labor and material inflation over previous years (base cost increase).

The baseline price increase of \$16,500 represents an approximately increase of only 4.5% over the previous contract term, well below the increase anticipated based on inflation over the last several years. Notably, this proposed contract includes a flat rate for the three-year term with no annual cost increase if the Village elects to renew the contract in subsequent years.

Public works recommends approving the Sebert Landscape Vendor Services Agreement for \$431,524.00 annually starting in 2025. Sebert Landscape's proven performance, minimal base price increase, and familiarity with Algonquin sites will ensure uninterrupted and high-quality service.

1. The current contract for grounds maintenance contract with Sebert Landscape expired in 2024.
2. The Village has contracted with Sebert Landscape for the past six years.
3. Sebert has provided pricing that is very favorable and will be locked in for three years with no increase.
4. Sufficient funds are/will be available within the General Services and Water, Sewer, and Building Maintenance operating budgets to cover this cost.

Therefore, it is recommended that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the 2025 Grounds Maintenance Services Agreement in the amount of \$431,524.00 to Sebert Landscape and further to authorize the Village Manager or his designee to sign an extension of this contract for an additional two years at \$431,524.00/year.

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

C. Consider an Agreement for Downtown Landscape Maintenance Services with Yellowstone Landscapes for 2025-2027

The Village has contracted with Yellowstone Landscape for multiple years to conduct the annual maintenance of the downtown planting beds, urns, and hanging baskets. This work includes maintenance, fertilization, spring cleanup, fall cleanup, pruning, and annual plant rotations within the downtown area. This is a separate contract from the village-wide landscaping contract due to the white-glove service required for the downtown area. Yellowstone installed the plantings over the course of the downtown renovations, and the contract has not been bid since then. With the Downtown Streetscape work nearing completion, staff requested pricing from other white-glove landscaping vendors to ensure the best possible pricing. In January of this year, Public Works received quotes from Ringers Landscaping and Yellowstone Landscape for the 2025 growing season maintenance and annual plant installations within the Downtown.

Yellowstone Landscape provided the lowest proposal at \$143,332. This proposal includes pricing for 2026 and 2027 as well, if the contract is elected to be renewed, in the amounts of \$147,632.00 and \$152,060.00, respectively. The 2024 contract totaled \$134,088, reflecting a 6.9% increase in this proposal, however, this proposal includes an expanded scope of work, covering the maintenance of new landscape beds along Washington and South Harrison Streets, as well as additional summer annual hanging baskets. Public Works has been very happy with the quality of work completed on the downtown landscape maintenance by Yellowstone in previous years and believes they deliver a quality product at a competitive price.

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

D. Consider an Agreement with the Catholic Diocese for the Eastgate Drive Improvements

The Eastgate Drive Improvements Project, spanning from south of Webster Street to IL-62, involves critical infrastructure upgrades. These include roadway resurfacing to improve driving surfaces and stabilize the road base, roadway widening near the Catholic Diocese property to add angled parking, and replacement of the aging water main with new fire hydrants, valves, and private service connections. Additional improvements include drainage upgrades, ADA-compliant sidewalks, a protected crosswalk, curb replacement, striping, signage, and landscape restoration. To facilitate these improvements, the Village has reached an agreement with the Catholic Diocese of Rockford. This agreement includes the donation of property from the church for angled parking and sidewalk improvements, as well as two temporary construction easements.

The agreement with the Catholic Diocese includes the following elements to support the project:

1. **Property Dedication:**
 - Donation of land from the church for angled parking and sidewalk improvements.
2. **Temporary Construction Easements:**
 - **Easement 1:** For sidewalk connections and pedestrian crossing improvements from IL-62 to the church/school property.
 - **Easement 2:** For installing a swing gate on the school's property to enhance future access and safety.

Staff recommends approval of the following related to the Eastgate Drive Improvements Project:

1. Agreement Between the Catholic Diocese and the Village of Algonquin for Property Dedication and Temporary Construction Easements on Eastgate Drive.

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

E. Consider an Intergovernmental Agreement with the County of McHenry for the McHenry County Gang Task Force

Chief Walker:

Presented is the Intergovernmental Agreement for the McHenry County Gang Task Force. The Gang Task Force agreement commits the Police Department for a five-year term to provide law enforcement services at events and operations when requested by participating agencies. The Police Department has asked for assistance from the Task Force in the past for various public events and have provided officers for other events throughout the county.

It was requested the Committee of the Whole move the agreement forward to the Village Board for approval.

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

AGENDA ITEM 7: Executive Session

None

AGENDA ITEM 8: Other Business

Trustee Brehmer questioned the employee parking at Coopers Hawk, staff is working with the restaurant. The Awards Banquet held at Cucina Bella last night was a great success.

AGENDA ITEM 9: Adjournment:

There being no further business, Chairperson Brehmer adjourned the meeting at 9:40 p.m.

Submitted:

Fred Martin, Village Clerk