

AGENDA
COMMITTEE OF THE WHOLE
August 16, 2022
2200 Harnish Drive
Village Board Room
7:45 P.M.

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

- AGENDA -

1. **Roll Call – Establish Quorum**
2. **Public Comment – Audience Participation**
(Persons wishing to address the Committee must register with the Chair prior to roll call.)
3. **Community Development**
 - A. Consider a Public Event and Event Liquor License for the St. Margaret Mary's Oktoberfest to Be Held September 17 and 18, 2022
 - B. Consider a Public Event and Event Liquor License for the Harvest Market to be Held October 1, 2022
 - C. Consider Amending Various Portions of Chapter 21, Algonquin Zoning Ordinance (Section 21.3 Definitions, Section 21.9.G B-2 Business District Permitted Uses, Section 21.12 Special Uses, and Section 21.18 Public Hearings)
4. **General Administration**
 - A. Consider an Ordinance Amending the Village of Algonquin Annual Budget for Fiscal Year 2021-2022
5. **Public Works & Safety**
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

<u>MEETING TYPE:</u>	Committee of the Whole
<u>MEETING DATE:</u>	August 16, 2022
<u>SUBMITTED BY:</u>	Danielle Pfaff, Community Development Intern
<u>DEPARTMENT:</u>	Community Development
<u>SUBJECT:</u>	St. Margaret Mary Oktoberfest, September 17 th - September 18 th 1PM – 7PM

ACTION REQUESTED:

Dan Barton, on behalf of St. Margaret Mary School, is requesting approval of a public event/entertainment license for the St. Margaret Mary Oktoberfest and 5k on Saturday and Sunday, September 17th-18th, 2022. This is a recurring event and includes a festival with live music, a social garden, and food. The festival will take place in the St. Margaret Mary parking lot and around some neighborhood streets for the 5k run, see attached route map. There will be a \$5 suggested donation as the entry fee and the money will be used as a fundraiser for the school. Organizers intend to follow all IDPH and CDC guidelines for the event.

The applicant has provided a map for four (4) temporary banners at 119 S. Hubbard St, the corner of route 62 and County Line Rd, northeast corner of route 62 and Randall Rd, and Randall Rd near the Room Place. See the attached exhibit.

DISCUSSION:

Staff has reviewed the request and recommends approval with the following conditions outlined below.

RECOMMENDATION:

Approval contingent upon the following:

- Village Police officers and other officials shall have free access to the event at all times to ensure that the event is in compliance with the Municipal Code;
- All garbage/debris from the event shall be deposited in on-site trash bins by the event coordinator; The required electrical, stage, and fire inspections shall be allowed to be conducted by Village and Fire Department staff;
- Temporary Food Service permit(s) shall be obtained from the McHenry County Health Department by all food vendors and the necessary inspections shall be allowed;
- Final site and circulation plans are subject to review and approval by CD Staff, Police, Fire, and Public Works as needed;
- Public Event License Fees must be paid prior to the event;
- A Special Event Permit to sell alcohol must be obtained from the Village and State Liquor Commissioners;
- The event coordinator is responsible for suspending or canceling the event in case of structural concerns, electrical malfunctions, or storms that may include wind in excess of 40 mph, lightning, tornado warnings, unruly crowds, or any other issues that may pose a risk or danger to the public;

- The St. Margaret Mary school shall abide by all provisions of the Algonquin Municipal Code with specific attention to the Public Event/Entertainment section along with all provisions/requirements of the Public Event/Entertainment License Application checklist and the application provided;
- Prior to commencing any of the activities approved by the Public Event License, the applicant, at no expense to the Village, shall obtain and file with the Village, no less than 30 days prior to the event, evidence that its insurance meets the minimum requirements;
- The four (4) temporary banners shall not be installed more than 30 days prior to event and taken down and removed the day after;
- If alcohol is permitted, plan and schedule is reviewed by the PD and follows all standards as set forth by the liquor commission;
- There shall be no cooking under any tents that re designated as dining tent or that are attached to a dining tent;
- EZ-up tents shall be used for cooking areas; and there shall be a fire extinguisher near any cooking area.

ATTACHMENTS:

- Public Event License Application
- Banner location exhibits
- Site Layout
- Event Daily Schedule



Village of Algonquin
PUBLIC EVENT/ENTERTAINMENT LICENSE APPLICATION

In order for the Village of Algonquin to assist you with your Public Event, please fill out the information below and return to Diane LaCalamita at the Ganek Municipal Center (2200 Harnish Drive or dlacalamita@algonquin.org) at least 45 days prior to the event.

Please type or print legibly.

Official Name of the Event: Algonquin's Oktoberfest Presented by St Margaret Mary School

Sponsoring Organization:

Name: St Margaret Mary School Contact Name: Brenna Ohearn
 Address: 119 S. Hubbard
 City, State, ZIP: Algonquin IL. 60102
 Phone: 847-658-5313 Email: bohearn@stmm.org

Event Coordinator:

Name: Dan Barton
 Home Address: [REDACTED]
 City, State, ZIP: Algonquin IL. 60102
 Phone: [REDACTED] Email: [REDACTED]

Event Information:

Describe the Nature of the Event: A community event with live music, social garden and food.

New Event _____ Repeat Event If repeat, will anything be different this year? _____

Will not be providing extra activities this year. _____

Event Address: 119 S. Hubbard

Date(s) and Time(s) of the Event: September 17th at 1 pm to September 18th at 7 pm

Rain Date(s), if applicable: _____

Set-Up Date/Time: September 16th 2pm

Maximum Number of Attendees/Participants Expected: 500 to 800 per day

Admission Fee: Yes No _____ If Yes, list fee(s) to be charged: \$5 suggested donation

How will the revenue be used (include donations to non-profit or charitable organizations): _____

Fundraiser for the school

Event Website: https://stjmschool.org/oktoberfest/

Event Details:

Describe provided security, including who will be providing the security (name and contact information), hours, and a security plan: Will have orange fence and signs with no alcohol beyond this point with people at the entrances and exits.

[REDACTED]

Describe parking or traffic control, including the location of extra parking and the number of spaces allocated, and how overflow parking will be handled: _____

Parking will be in the school parking lot with overflow to the church

Will there be a need for road closures? Yes _____ No If Yes, please explain: _____

Are you requesting Algonquin Police Officer(s) presence? Yes _____ No If Yes, to perform what function? _____

Do you want a fire truck or ambulance present? Yes _____ No If Yes, for what hours and to perform what function? _____

Are you wishing to post temporary sign(s) announcing the event? Yes No _____ If Yes, please describe desired size, location and date(s) that the signage will be displayed: _____

6'x5' Banners, 18x24 Yard signs. Banners placed at SW coner of 62 and County Line, SE corner Randall and 62,

In Front of School. Yard Signs placed along church and school on RT. 62

Do you wish to serve alcoholic beverages? Yes No _____

If Yes, do you have DRAM Shop Insurance for the sale/consumption of alcohol? Yes No _____ *If Yes, attach a copy of the policy.*

Will you have live entertainment? (e.g. bands, D.J., amplified sound, etc.) Yes No _____ *If Yes, please describe type, band name(s), and hours of performance and if there will be a stage: _____*

My Rebel Souls 8:30 to 10:30 Sept 17th, Bad Penny Sept 17th 5 to 6:30, TBD 1:30 to 3:30

Belvederes 5 to 6:30 Sept 18th, No Filter Band 1:30 to 3:00 pm

All bands play 60's, 70's, 80's, 90's, 00's pop music

Do you foresee any other special needs for this event? (Physical set-up assistance, waste removal, portable toilets and hand washing stations, electricity, generator, running water, tent(s), etc.): _____

Portable toilets provided by Crown Restrooms. Electric provided by Sunbelt rentals

Do you plan on holding a raffle during this event? Yes No
(Must be an Algonquin-based, non-profit organization)

Name of on-site contact during the event (please print): Dan Barton
On-site contact's cell number: [REDACTED]
On-site contact's work number: same
On-site contact's home number: same

Affidavit of Applicant:

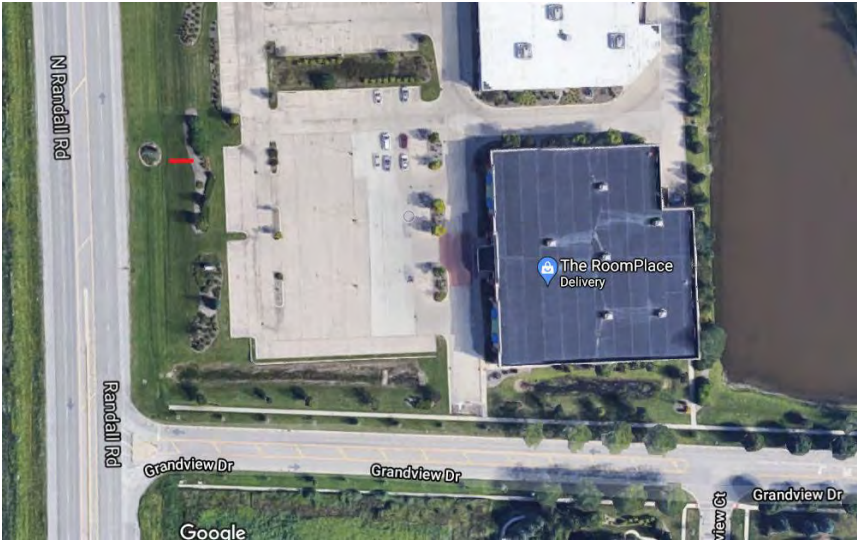
I, the undersigned applicant, or authorized agent of the above noted organization, swear or affirm that the matters stated in the foregoing application are true and correct upon my personal knowledge and information for the purpose of requesting the Village of Algonquin to issue the permit herein applied for, that I am qualified and eligible to obtain the permit applied for and agree to pay all fees, to meet all requirements of the Algonquin Village Code, and any additional regulations, conditions, or restrictions set forth in the permit and to comply with the laws of the Village of Algonquin, the State of Illinois, and the United States of America in the conduct of the Public Event described herein. In addition, Applicant certifies, by signing the application, that, pursuant to 720ILCS 5/11-9.4(c), no sex offenders are employed by the carnival operator, and that no carnival employees are fugitives from Illinois or any other state's law enforcement agencies. I (or the above named organization) further agree(s) to hold harmless and indemnify the Village, its officials, employees and successors and assigns, for any and all liability, damages, suits, claims and demands for damages at law or in equity it incurs as a result and arising either directly or indirectly out of the public event noted above including but not limited to damages and attorney's fees.

Dan Barton
Signature of Applicant

7/26/2022
Date

Dan Barton
Printed Name of Applicant

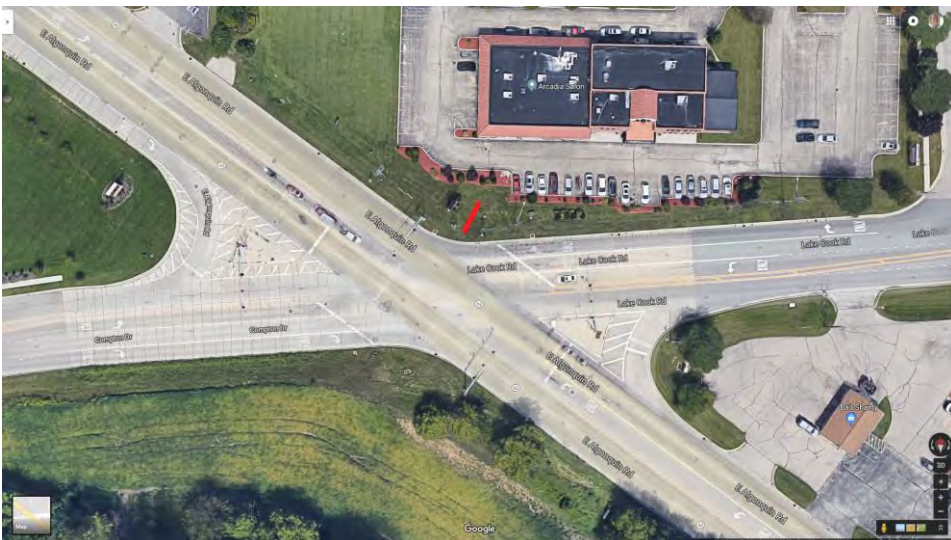
Oktoberfest Banner Location Request



Near the Village of Algonquin Sign on South Randall Road in front of the Room Place



At the Southwest and Southeast corners of Randall Road and Algonquin Road



North of the intersection of Lake Cook Road and IL 62/Algonquin Road



DAILY SCHEDULE

Week of: **September 16**

/ update with the correct dates and days of the week.

	9/16 FRIDAY	9/17 SATURDAY	9/18 SUNDAY
8:00 AM			
8:30 AM			
9:00 AM		Table and Chair Setup	
9:30 AM	Beer Arrival	Table and Chair Setup	
10:00 AM	Sunbelt	Table and Chair Setup	
10:30 AM	Sunbelt	Table and Chair Setup	
11:00 AM	Eds Rental		
11:30 AM	Eds Rental		
12:00 PM	Eds Rental		Open Fest
12:30 PM	Eds Rental		
1:00 PM	Eds Rental	Open Fest	
1:30 PM	Eds Rental	Opening Prayer/Band TBD	No Filter Band
2:00 PM	Eds Rental	Band TBD	No Filter Band
2:30 PM	Eds Rental	Band TBD	No Filter Band
3:00 PM	Decorate and setup	Firkin Tapping	No Filter Band

3:30 PM	Decorate and setup	Unload and Load	Unload and Load
4:00 PM	Decorate and setup	Unload and Load	Unload and Load
4:30 PM	Decorate and setup	Unload and Load	Unload and Load
5:00 PM	Decorate and setup	Bad Penny	The Belvederes
5:30 PM	Decorate and setup	Bad Penny	The Belvederes
6:00 PM	Decorate and setup	Bad Penny	The Belvederes
6:30 PM	Decorate and setup	Band TBD	The Belvederes
7:00 PM	Decorate and setup	Unload and Load	Fest Closes
7:30 PM	Decorate and setup	Unload and Load	
8:00 PM	Decorate and setup	Unload and Load	
8:30 PM		Rebel Souls	
9:00 PM		Rebel Souls	
9:30 PM		Rebel Souls	
10:00 PM		Rebel Souls/Last Call	
10:30 PM		Rebel souls/Social Garden Closes	
11:00 PM		Fest Closes	
11:30 PM			
12:00 AM			



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AGENDA ITEM

<u>MEETING TYPE:</u>	Committee of the Whole
<u>MEETING DATE:</u>	August 16, 2022
<u>SUBMITTED BY:</u>	Danielle Pfaff, Community Development Intern
<u>DEPARTMENT:</u>	Community Development
<u>SUBJECT:</u>	Algonquin Rotary Club Harvest Market, October 1 st 10AM – 4PM

ACTION REQUESTED:

Jennifer Chanda, on behalf of the Algonquin Rotary Club, is seeking approval of a public event/entertainment license for the Algonquin Rotary Club Harvest Market on Saturday, October 1st, 2022. This is a recurring event and includes a festival with vendors, fresh produce, and crafts. There will be live entertainment and a stage in the plaza south of Historic Village Hall. There will also be food, entertainment, a kid's corner, and giveaways. The organizers intend to follow all IDPH and CDC guidelines for the event.

The applicant has provided a map for nineteen (19) temporary banners at many locations throughout downtown and extending towards Lake Cook Road and the Western Algonquin Bypass. All temporary signs are subject to staff review.

They are also requesting a road closure of Main Street from Algonquin Road to Madison Street and also on Washington, as seen on the attached site map.

DISCUSSION:

Staff has reviewed the request and recommends approval with the conditions outlined below.

RECOMMENDATION:

Approval contingent upon the following:

- Village Police officers and other officials shall have free access to the event at all times to ensure that the event is in compliance with the Municipal Code;
- All garbage/debris from the event shall be deposited in on-site trash bins by the event coordinator; The required electrical, stage, and fire inspections shall be allowed to be conducted by Village and Fire Department staff;
- Temporary Food Service permit(s) shall be obtained from the McHenry County Health Department by all food vendors and the necessary inspections shall be allowed;
- Final site and circulation plans are subject to review and approval by CD Staff, Police, Fire, and Public Works as needed;
- All fees for services provided by the Village shall be paid;
- A Special Event Permit to sell alcohol must be obtained from the Village and State Liquor Commissioners;
- The event coordinator is responsible for suspending or canceling the event in case of structural concerns, electrical malfunctions, or storms that may include wind in excess of 40 mph, lightning, tornado warnings, unruly crowds, or any other issues that may pose a risk or danger to the public;

- The Algonquin Rotary Club shall abide by all provisions of the Algonquin Municipal Code with specific attention to the Public Event/Entertainment section along with all provisions/requirements of the Public Event/Entertainment License Application checklist and the application provided;
- Prior to commencing any of the activities approved by the Public Event License, the applicant, at no expense to the Village, shall obtain and file with the Village, no less than 30 days prior to the event, evidence that its insurance meets the minimum requirements;
- The nineteen (19) temporary signs shall not be installed more than 30 days prior to event and shall be taken down and removed the day after. A temporary sign permit for each sign shall be required prior to erection of the signs and shall be reviewed by the Community Development Department;
- The site layout shall provide an emergency lane of 20' down the center of the street for fire apparatus access to the apartments and businesses;
- The site layout shall provide a movable barrier at Madison and Main Streets to allow emergency fire access down Main Street;
- If alcohol is permitted, the event polices and layout shall be reviewed by the Village staff and shall follow all standards as set forth by the liquor commission.

ATTACHMENTS:

- Public Event License Application
- Banner location exhibit
- Site Layout
- Public Property Request Letter
- List of businesses selling alcohol beyond their footprint



Village of Algonquin
PUBLIC EVENT/ENTERTAINMENT LICENSE APPLICATION

In order for the Village of Algonquin to assist you with your Public Event, please fill out the information below and return to the Ganek Municipal Center (2200 Harnish Drive) or permits@algonquin.org at least 45 days prior to the event.

Please type or print legibly.

Official Name of the Event: Algonquin Harvest Market

Sponsoring Organization:

Name: Algonquin Rotary Club Contact Name: Bob Huckins
Address: PO Box 111
City, State, ZIP: Algonquin, IL 60102
Phone: Algonquin, IL 60601 Email: [REDACTED]

Event Coordinator:

Name: Jennifer Chanda
Home Address: 935 Coventry Lane
City, State, ZIP: Crystal Lake, IL 60014
Phone: [REDACTED] Email: [REDACTED]

Event Information:

Describe the Nature of the Event: The Algonquin Harvest Market will include a wide variety of vendors including farm fresh produce and crafts.

There will also be food, entertainment and give-a-ways. This is also a family friendly event with a kid's corner that includes activities, games and more!

New Event Repeat Event If repeat, will anything be different this year?

Road closure will be from Algonquin Road to Washington Street.

Event Address: Main Street in Old Town Business District, Algonquin

Date(s) and Time(s) of the Event: October 1st, 2022 from 10am-4pm

Rain Date(s), if applicable: NA

Set-Up Date/Time: Oct 1, 2002 starting at 7am

Maximum Number of Attendees/Participants Expected: 1500

Admission Fee: Yes No If Yes, list fee(s) to be charged:

How will the revenue be used (include donations to non-profit or charitable organizations):

Proceeds will go to the the Algonquin Rotary Club's Charitable Fund.

Do you foresee any other special needs for this event? (Physical set-up assistance, waste removal, portable toilets and hand washing stations, electricity, generator, running water, tent(s), etc.): _____

We will provide portable toilets and hand washing station and take care of waste removal with the help of members and volunteers. _____

Do you plan on holding a raffle during this event? Yes No
(Must be an Algonquin-based, non-profit organization)

Name of on-site contact during the event (please print): Jennifer Chanda _____

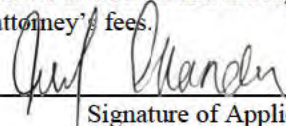
On-site contact's cell number: [REDACTED] _____

On-site contact's work number: _____

On-site contact's home number: _____

Affidavit of Applicant:

I, the undersigned applicant, or authorized agent of the above noted organization, swear or affirm that the matters stated in the foregoing application are true and correct upon my personal knowledge and information for the purpose of requesting the Village of Algonquin to issue the permit herein applied for, that I am qualified and eligible to obtain the permit applied for and agree to pay all fees, to meet all requirements of the Algonquin Village Code, and any additional regulations, conditions, or restrictions set forth in the permit and to comply with the laws of the Village of Algonquin, the State of Illinois, and the United States of America in the conduct of the Public Event described herein. In addition, Applicant certifies, by signing the application, that, pursuant to 720ILCS 5/11-9.4(c), no sex offenders are employed by the carnival operator, and that no carnival employees are fugitives from Illinois or any other state's law enforcement agencies. I (or the above named organization) further agree(s) to hold harmless and indemnify the Village, its officials, employees and successors and assigns, for any and all liability, damages, suits, claims and demands for damages at law or in equity it incurs as a result and arising either directly or indirectly out of the public event noted above including but not limited to damages and attorney's fees.



Signature of Applicant

07/25/2022

Date

Jennifer Chanda

Printed Name of Applicant



Village of Algonquin Trustees
Ganek Municipal Center
2200 Hamish Drive
Algonquin, IL 60102

Dear Village Trustees,

We are writing to request permission to use close Main Street and hold our 5th Annual Algonquin Harvest Market, hosted by the Rotary Club of Algonquin on Saturday October 1st, 2022 from 10:00 am to 4:00 pm, rain or shine.

The goal of the event is to provide the community and surrounding areas with a day to get fresh air, purchase local goods, listen to music, eat and drink, provide a family friendly event with activities for the kids, and most importantly, bring people downtown to help local businesses. The Algonquin Harvest Market is also one of the main fundraisers for the Algonquin Rotary Club, which all proceeds of the event go to our charitable fund (501C3) and are used to help local organizations, businesses, and community projects

The Algonquin Harvest Market will include a wide variety of vendors including farm fresh produce and crafts. There will also be food, entertainment, and give-a-ways. This is also a family friendly event with a kid's corner that includes activities, games and more!

This year, we are also working with the village and downtown establishments in hopes for them sell food and drinks and patrons to be able to walk the enclosed street area with alcoholic beverages.

We would also like to request a waiver of all fees in order to raise the most money possible for this fundraiser.

We are ready to come before the Village Board and answer any questions you may have.

Thank you for considering our club request.

Sincerely,

Jennifer Chanda
Algonquin Harvest Market Committee Chair
Algonquin Rotary Club

RE: Harvest Market Submittal



Jennifer Chanda [REDACTED]
To: Danielle A. Pfaff

You replied to this message on 8/3/2022 11:33 AM.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Dani,

Here is the list of Businesses that wish to sell alcohol at the Algonquin Harvest Market.

Bold American Fare
Whiskey & Wine
Cattleman's
Creekside Tap
Bullseye
Riverbottom Ice Cream Co
Cucina Bella

Thanks,
Jen Chanda

p: [REDACTED]
e: [REDACTED]
w: [REDACTED]

List of businesses that will to sell alcohol at the Algonquin Rotary Harvest Market:

Bold American Fare

Whiskey & Wine

Cattleman's

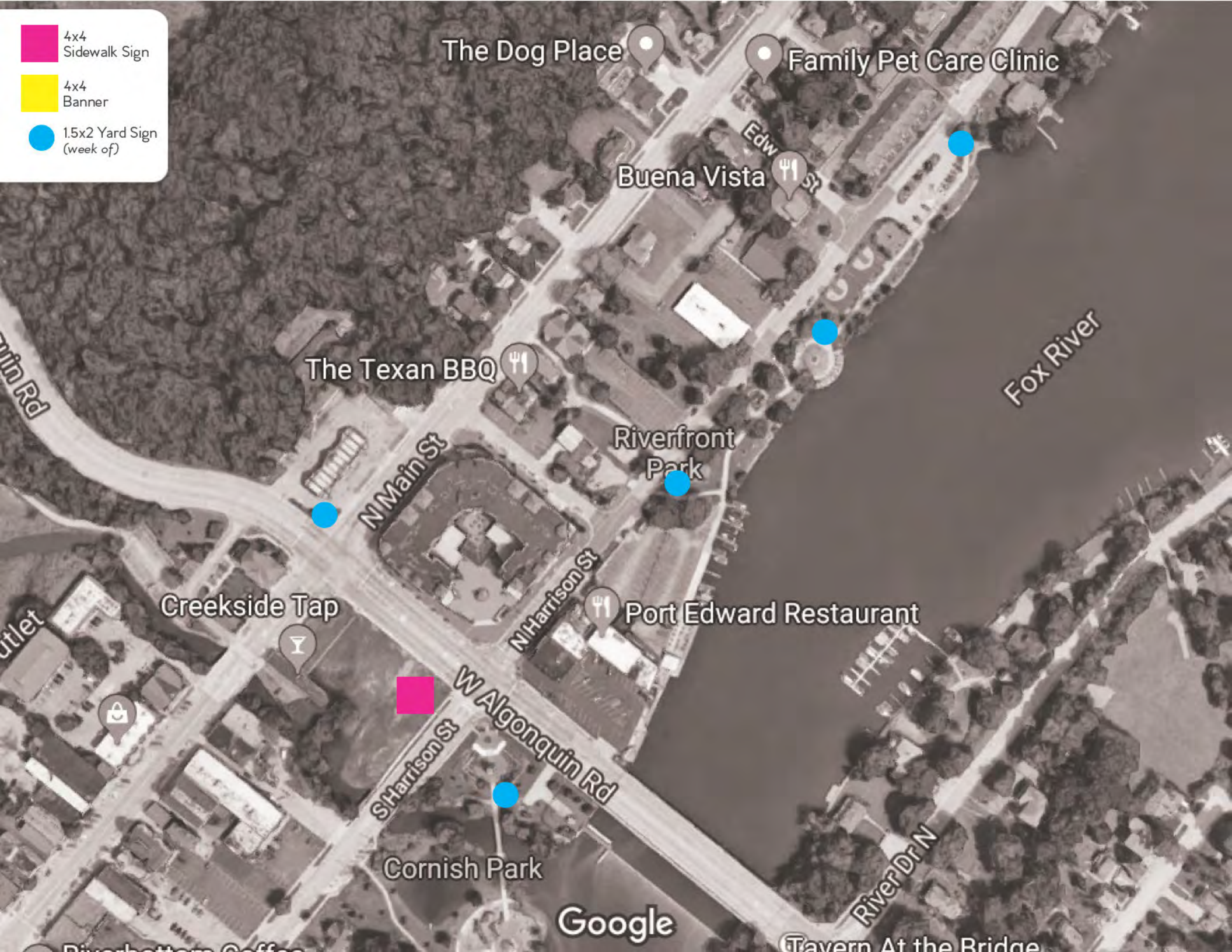
Creekside Tap

Bullseye

River bottom Ice Cream Co

Cucina Bella

- 4x4 Sidewalk Sign
- 4x4 Banner
- 1.5x2 Yard Sign (week of)



The Dog Place

Family Pet Care Clinic

Buena Vista

The Texan BBQ

Riverfront Park

Port Edward Restaurant

Creekside Tap

Cornish Park

Google

Tavern At the Bridge

N Main St

N Harrison St

W Algonquin Rd

S Harrison St

Edw St

River Dr N

Fox River

W Main Rd

Outlet

Riverbottom Coffee

- 4x4 Sidewalk Sign
- 4x4 Banner
- 1.5x2 Yard Sign

Western Algonquin By

Towne Park

W Algonquin Rd

The Texan BBQ

N Main St

Victorian Rose Garden
Bed & Breakfast

Crystal Lake Outlet

Creekside Tap

W Algonquin

Western Algonquin By

Algonquin
2019 Library
Monitoring Schedule

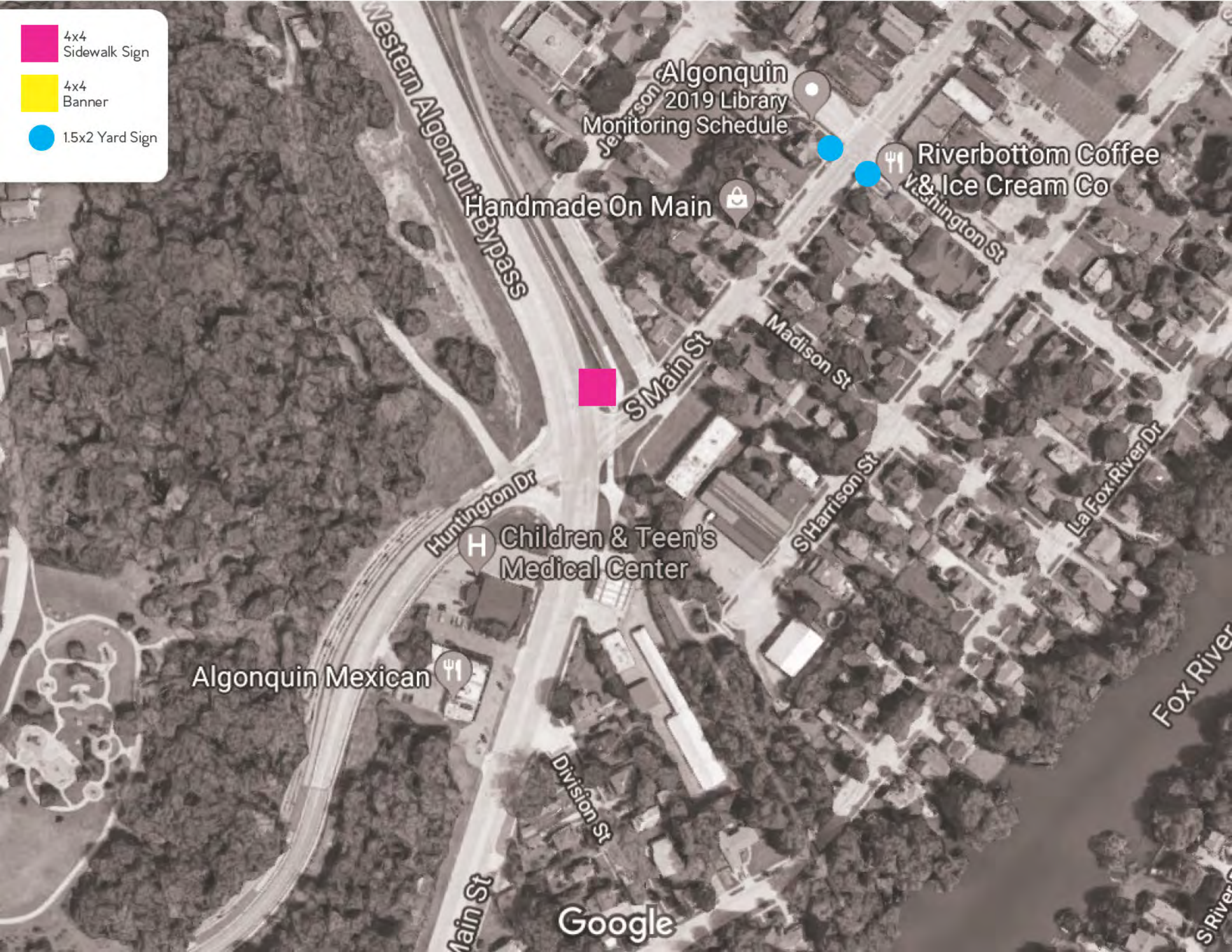
Cornish Park

Riverbottom Coffee
& Ice Cream Co

Google

Handmade On Main

- 4x4 Sidewalk Sign
- 4x4 Banner
- 1.5x2 Yard Sign



Algonquin
2019 Library
Monitoring Schedule

Handmade On Main

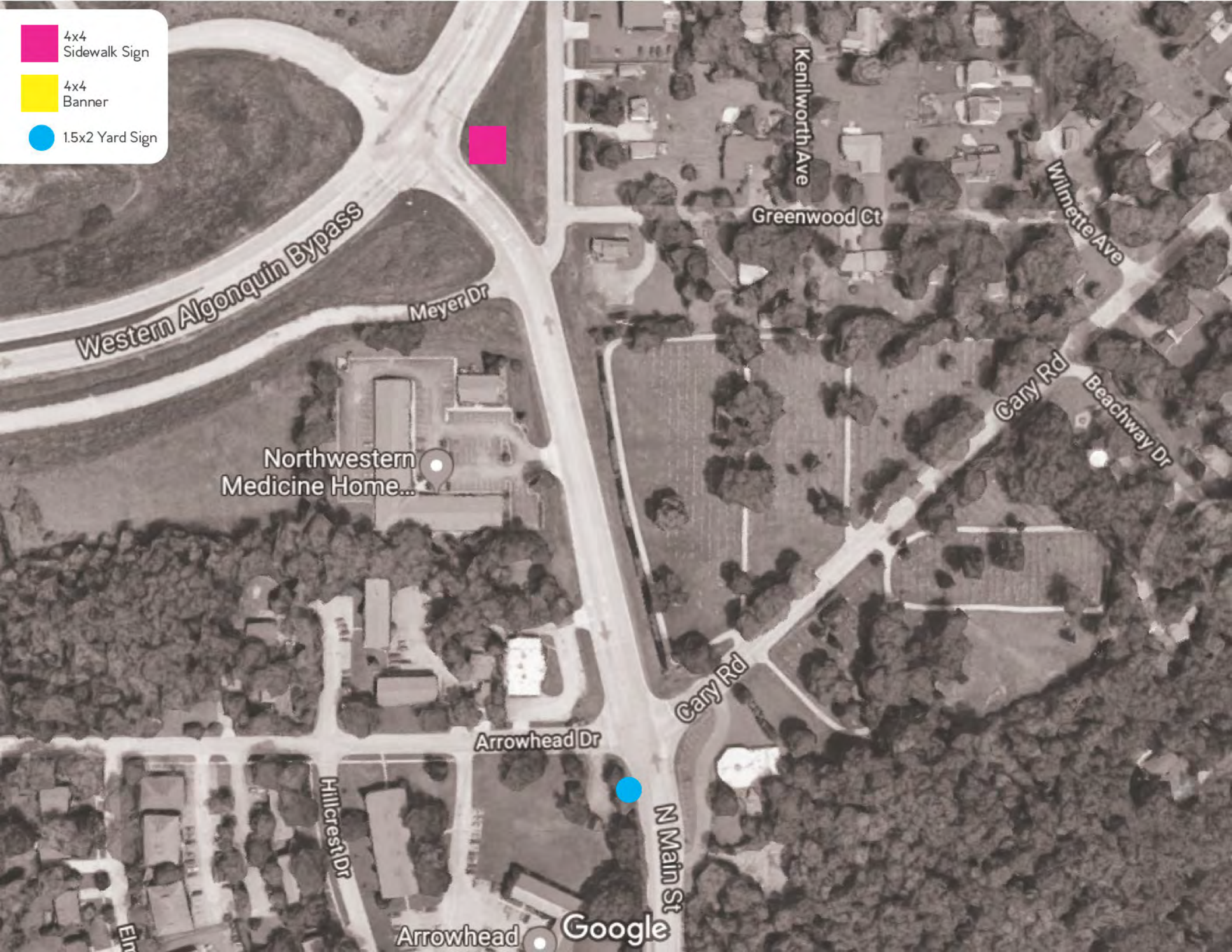
Riverbottom Coffee
& Ice Cream Co

Children & Teen's
Medical Center

Algonquin Mexican

Google

- 4x4 Sidewalk Sign
- 4x4 Banner
- 1.5x2 Yard Sign



Western Algonquin Bypass

Kenilworth Ave

Greenwood Ct

Wilmette Ave

Meyer Dr

Northwestern
Medicine Home...

Cary Rd

Beachway Dr

Cary Rd

Arrowhead Dr

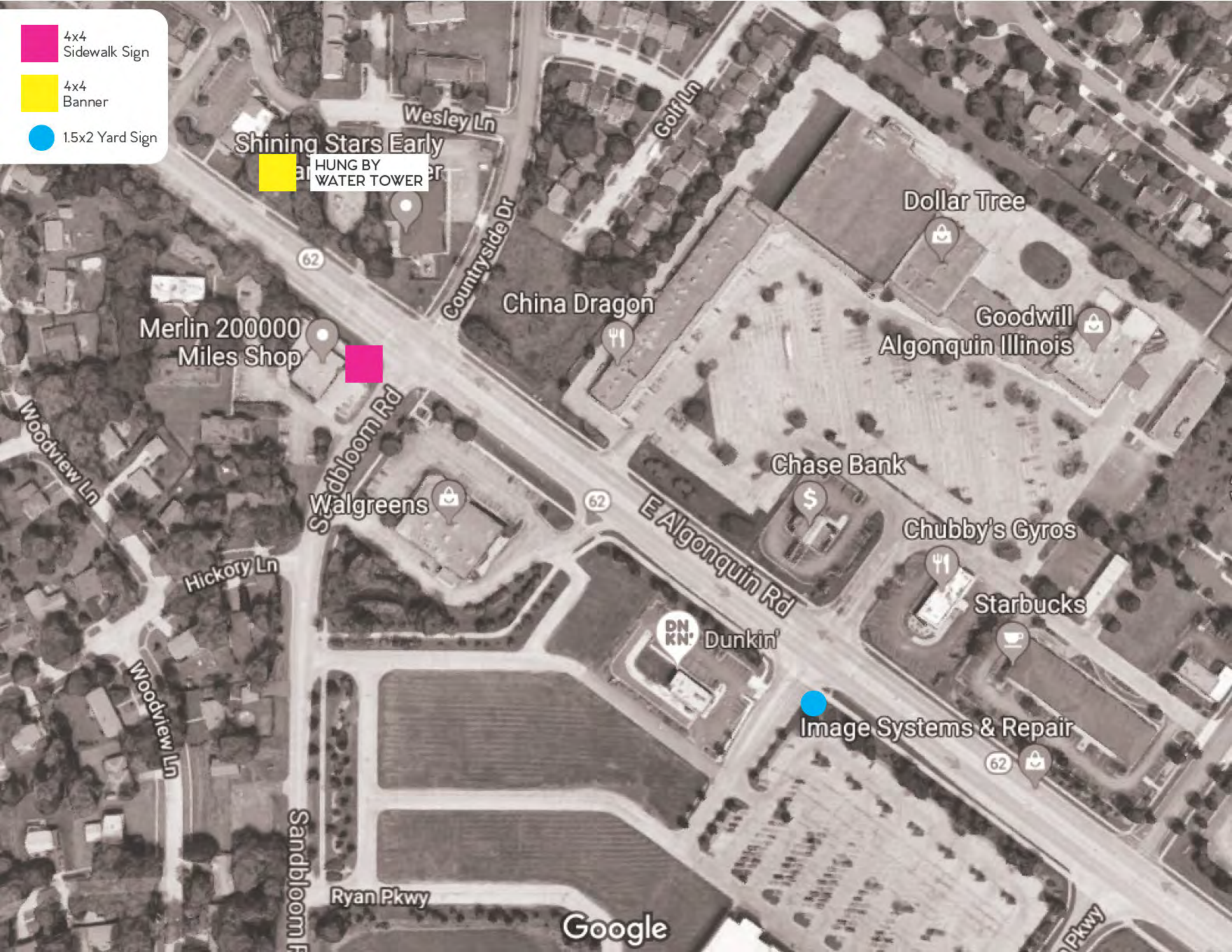
Hillcrest Dr

N Main St

Arrowhead Google

Elm

- 4x4 Sidewalk Sign
- 4x4 Banner
- 1.5x2 Yard Sign



Shining Stars Early

HUNG BY WATER TOWER

Merlin 200000 Miles Shop

Walgreens

China Dragon

Dunkin'

Chase Bank

Dollar Tree

Goodwill Algonquin Illinois

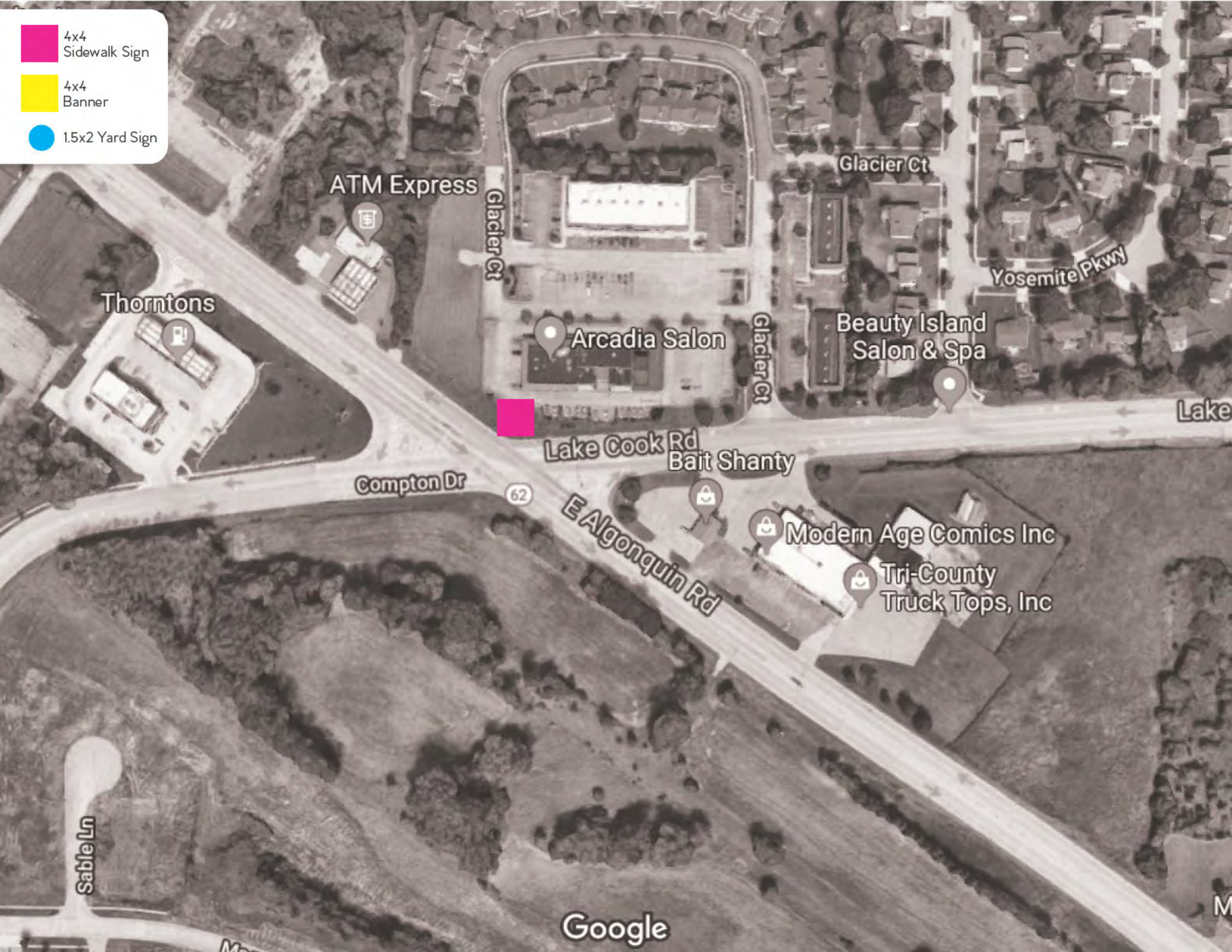
Chubby's Gyros

Starbucks

Image Systems & Repair

Google

- 4x4 Sidewalk Sign
- 4x4 Banner
- 1.5x2 Yard Sign



ATM Express

Glacier Ct

Glacier Ct

Yosemite Pkwy

Thorntons

Arcadia Salon

Glacier Ct

Beauty Island Salon & Spa

Lake

Lake Cook Rd

Bait Shanty

Compton Dr

62

E Algonquin Rd

Modern Age Comics Inc

Tri-County Truck Tops, Inc

Sable Ln

Google

Community Event



LOCAL FOOD, FUN & CRAFTERS

Rotary  Club of Algonquin

OCTOBER 1, 2022 from 10AM - 4PM

Old Town Business District, Main Street, Algonquin, IL

SET UP: 8:00am – 9:45am **TEAR DOWN:** 4:00pm – 5:30pm

The Algonquin Harvest Market is a community event the club has put on every year since 2017 with the exception of 2020 due to COVID. The goal of the event is to provide the community and surrounding areas with a day to get fresh air, purchase local goods, listen to music, eat and drink, provide a family friendly event with activities for the kids, and most importantly, bring people downtown to help local businesses. The Algonquin Harvest Market is also one of the main fundraisers for the Algonquin Rotary Club, which all proceeds of the event go to our charitable fund (501C3) and are used to help local organizations, businesses and community projects

The Algonquin Harvest Market will include a wide variety of vendors including farm fresh produce and crafts. There will also be food, entertainment and give-a-ways. This is also a family friendly event with a kid's corner that includes activities, games and more!

IMPORTANT VENDOR/SPONSOR NOTES:

1. Show is open to artisans, crafters, farmers and vendors. *(Service companies are encouraged to sign up as a Sponsor.)*
2. Food/Beverage Vendors are responsible for getting their own permit if applicable.
3. Booth must be kept open for entire show.
4. We reserve the right to refuse space for the sale of any merchandise that does not fit our needs.

PORT-A-POTTIES & HAND WASHING STATIONS

The Algonquin Rotary Club will be in charge of ordering handicap port-a-potties and hand washing stations to place on opposite sides of the closed street. The club will also be in charge of having someone sanitize the facilities every half hour to an hour during the event.

PARKING AND TRAFFIC FLOW

Parking will be available using community parking lots and street parking. The club is intending to speak with St. John's Lutheran Church for permission to use their lot for vendor and community parking on the day of the event. Please see proposed map for traffic and main parking.

ENTERTAINMENT

Entertainment is planned to be set up in the common area between Historic Village Hall and Bold American Fare. Sound equipment, such as an amp/microphone and will be set up by one of the Rotary members. Music and entertainment will be mainly acoustic and vocals with the idea of bringing in local talent for a fun yet relaxing atmosphere.

KIDS CORNER

The Kids Corner will have crafts (working with Jacobs Interact Club), games such as large tic tac toe, basket toss, ect. and prizes. Other possibilities include balloon animals, face painting, temporary tattoos.



Village of Algonquin

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

AGENDA ITEM

<u>MEETING TYPE:</u>	Committee of the Whole
<u>MEETING DATE:</u>	August 16, 2022
<u>SUBMITTED BY:</u>	Jason C. Shallcross, AICP, Community Development Director Patrick M. Knapp, AICP, Senior Planner
<u>DEPARTMENT:</u>	Community Development
<u>SUBJECT:</u>	Approval of Text Amendments to the Zoning Code

ACTION REQUESTED:

The Village of Algonquin, the Petitioner, is requesting Text Amendments to the Zoning Code in Sections 21.3 Definitions, 21.9.G B-2 Business District Permitted Uses, 21.12 Special Uses, and 21.18 Public Hearings. The Text Amendments will 1) add Billiard and Pool Room, Game Room, and Arcade as a permitted use in the B-2 zoning district, 2) correct inconsistencies in formatting, 3) create a new section in Chapter 21.12 titled “Additional Information”, 4) move additional Special Use text into this section, and 5) add the Daily Herald as an acceptable newspaper for Public Notice.

BOARD/COMMISSION REVIEW

The Planning and Zoning Commission held a Public Hearing and reviewed the request to approve the Text Amendments at the August 8, 2022, Planning and Zoning Commission Meeting (See the attached P&Z staff report for Case No. PZ-2022-14). No one from the public made comment during the Public Hearing.

The Planning and Zoning Commission accepted staff’s recommendation and the Planning and Zoning Commission recommended approval of an amendment to Section 21.3 Definitions, Section 21.9.G B-2 Business District Permitted Uses, Section 21.12 Special Uses, and Section 21.18 Public Hearings, as outlined in the staff report for PZ-2022-14 (approved 6-0).

DISCUSSION:

Below are recommended changes to the Zoning Code that Community Development Staff feel are necessary and will correct inconsistent formatting, add clarity, add an additional newspaper for Public Notice, and add an additional permitted use in the B-2 General Retail zoning district.

1. SECTION 21.3 DEFINITIONS

Proposed amendment: Add an “I” into the word “BILLARD” to correct the spelling.

2. SECTION 21.9.G B-2 BUSINESS DISTRICT, GENERAL RETAIL

Proposed amendment: Add “Billiard and Pool Room, Game Room, and Arcade” as a Permitted use in the B-2 District. These uses are currently listed as a Special Use in all districts except Residential Districts, the proposed change would keep them as Special Uses in all districts except Residential (where they are prohibited) but now allow them by-right in the B-2 Zoning District.

The “Billiard and Pool Room, Game Room, and Arcade” uses generally take place wholly inside the business’s building; and the parking code provides enough parking that these businesses do not impact the surrounding businesses or neighborhoods when they operate in the B-2 General Retail zoning district. Therefore, staff feels that the proposed change will not cause any undue harm and will ultimately make it easier for these recreational uses to open in the Village by eliminating an unnecessary process. Billiard and Pool Room, Game Room, and Arcade will continue to be a Special Use in all other districts except the Residential Districts.

3. SECTION 21.12.C SPECIAL USES

Proposed amendments:

- Move the additional regulations for Adult Businesses and Antenna Towers to a new section in the Special Uses titled “21.12.H ADDITIONAL REGULATIONS”. There will be no changes to the text.
- Add “See Section 21.12.H for additional regulations” after Adult Businesses and Antenna Towers.
- Add “See Section 21.12.F for additional regulations” after Outside display, sales, and storage. This section already exists and the additional text would help to direct viewers to this section. Without the additional text, many viewers do not know there are additional regulations.
- Improve the consistency of the formatting of each Special Use. Example: **Special Use(s)** in the B-1, B-2, I-1 District(s). Also, remove the word “only” to avoid confusion in that someone could argue that the Use is only a Special Use in that District and it could be permitted by right in other zoning districts. Then add text in the Special Use introduction paragraph that the Special Uses are only permissible in the zoning district indicated.
- Add that billiard and pool room, game room, and arcade are allowed by right in the B-2 District. The reasoning for this addition is described above.

4. SECTION 21.12.H ADDITIONAL REGULATIONS

Proposed amendment: This is a new section that is being created to house the additional text for Special Uses.

5. 21.18 PUBLIC HEARINGS

Proposed amendment: The Daily Herald is being added as an official newspaper for Public Notice for Hearings in addition to the Northwest Herald.

RECOMMENDATION:

Staff recommends approval of the Text Amendment to Section 21.3 Definitions, Section 21.9.G B-2 Business District Permitted Uses, Section 21.12 Special Uses, and Section 21.18 Public Hearings, as outlined in the staff report for PZ-2022-14.

ATTACHMENTS:

- Exhibit A Planning & Zoning Commission Staff Report for Case No. PZ-2022-14
- Exhibit B Planning & Zoning Commission Minutes (August 8, 2022)

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



STAFF REPORT FROM THE DEPARTMENT OF COMMUNITY DEVELOPMENT

Jason C. Shallcross, AICP
Director of Community Development

Patrick M. Knapp, AICP
Senior Planner

Date: August 1, 2022

Case Number:
PZ-2022-14

Applicant:
Village of Algonquin

Public Hearing Date:
August 8, 2022

Type of Request:
Text Amendments to Zoning Code

Brief Summary of Request and Background

The Village of Algonquin, hereinto referred to as the “Petitioner”, is requesting Text Amendments to the Zoning Code in Sections 21.3 Definitions, 21.9.G B-2 Business District Permitted Uses, 21.12 Special Uses, and 21.18 Public Hearings. The Petitioner’s Text Amendments will 1) correct inconsistencies in formatting, 2) create a new section in Chapter 21.12 titled “Additional Information”, 3) move additional Special Use text into this section, and 4) add the Daily Herald as an acceptable newspaper for Public Notice.

Staff Recommendation Summary

Approve

Deny

Approve with Conditions

Discussion of Staff Recommendation

KEY:

Notes/Moved Text

New Text

~~Deleted Text~~

No Changes to Text

SECTION 21.3 DEFINITIONS

Add an “I” into the word “BILLARD” to correct the spelling.

ARCADE OR BILLIARD/POOL HALL, OR GAME ROOM: Any establishment displaying, for public patronage or keeping for operation, four or more amusement devices including, but not limited to, pool tables, foosball tables, air hockey tables, mechanical rides for children, electronic games and shooting gallery-type games.

SECTION 21.9.G B-2 BUSINESS DISTRICT, GENERAL RETAIL

Add Billiard and Pool Room, Game Room, and Arcade as a Permitted use in the B-2 District Only. These uses are currently listed as a Special Use in all districts except Residential Districts. These uses are contained wholly inside the business and the parking code provides enough parking that these businesses do not impact the surrounding businesses or neighborhoods when they operate in the B-2 District. Billiard and Pool Room, Game Room, and Arcade will continue to be a Special Use in all other districts except the Residential Districts.

G. B-2 BUSINESS DISTRICT, GENERAL RETAIL.

1. **Permitted Uses.** All activities, except for automobile off-street parking facilities as permitted or required in this B-2 Business District, General Retail, shall be conducted wholly within an enclosed building. The following uses are considered permitted uses in the B-2 Business District, General Retail:
 - a. Any use permitted in the B-1 Business District, Limited Retail.
 - b. Cultural: Dance Studios, Art Galleries, Museums.
 - c. Municipal Facilities/Utilities.
 - d. Public Parks or Public Playgrounds.
 - e. Retail Sales: Building Materials, Home Improvement.
 - f. Restaurant: Taverns, places with drive-through require a Special Use Permit.
 - g. Services: Catering, Contractor Offices, Locksmiths, Small Appliance Repair, Fitness Center, Gun Repair.
 - h. [Billiard and Pool Room, Game Room, and Arcade in the B-2 District only. See Section 12.12, Special Uses, herein for more specific information.](#)
 - ~~h.i.~~ Off-street parking facilities, as required or permitted in Chapter 26, Site Plan and Development Review Requirements, of the Code.
 - ~~i.j.~~ Signs, as defined and regulated the Chapter 29, Sign Code, of the Code.
 - ~~i.k.~~ Any other similar type use not specifically listed herein, and that is compatible with the established uses on adjoining property, as interpreted by the Zoning Administrator.

SECTION 21.12.C SPECIAL USES

Changes to the Special Use section include:

- Move the regulations for Adult Businesses and Antenna Towers to a new section in the Special Uses titled “21.12.H ADDITIONAL REGULATIONS”. There will be no changes to the text of the regulations.
- Add “See Section 21.12.H for additional regulations” after Adult Businesses and Antenna Towers.
- Add “See Section 21.12.F for additional regulations” after Outside display, sales, and storage. This section already exists and the additional text would help to direct viewers to this section. Without the additional text, many viewers do not know there are additional regulations.
- Improve the consistency of the formatting of each Special Use. Example: **Special Use(s)** in the B-1, B-2, I-1 District(s). The word “only” is being removed to avoid confusion in that someone could argue that the Use is only a Special Use in that District and it could be permitted by right in other zoning districts.
- Add that billiard and pool room, game room, and arcade are allowed by right in the B-2 District. The reasoning for this addition is described in the previous section of this Staff Memo.

C. SPECIAL USES. The following uses require a special use permit. [In addition to the special use permit, the following uses are only permissible](#) in ~~accordance with~~ the zoning districts [indicated](#). Also refer to the OR&D and B-P Districts for additional uses that shall require a special use permit.

1. **Adult Business**, in the I-2 District ~~only~~. [See Section 21.12.H for additional regulations.](#)
This subsection will be moved in its entirety to 21.12.H.1
2. **Airport, heliport, balloon port, ultralite port, landing field, or landing strip** in the I-2 District, subject to the Federal Aviation Administration certifying that a new or reoriented runway will not interfere with the flight pattern of any established airport, landing field, or landing strip.
3. **Auditorium, amphitheater, stadium, arena, armory, gymnasium, billiard and pool room, game room, arcade, club, fraternal organization, night club, bowling alley, dance hall, amusement park, meeting hall, conference center, lodge hall, health club, theatre and movie theatre, and other similar places for public events** in any use district other than Residential Districts. [Billiard and pool room, game room, and arcade allowed by right in the B-2 District.](#)

4. **Bed and breakfast establishment.** Bed and Breakfast establishments, subject to the provisions of 50 ILCS 820/ et seq., as amended, in R-4, R-5, B-1, B-2, and O-T Districts~~-only~~.
5. **Bulk storage, mini-storage, self-storage, climate-controlled facilities** in I-2 District~~-only~~.
6. **Bus terminal or any other public transportation terminal facilities** in any use district.
7. **Cemetery or mausoleum** in any use district.
8. **Chemical manufacturing** in B-P and I-2 Districts~~-only~~.
9. **Church** in R-1, R-2, R-5, R-1A, and R-1E Districts~~-only~~. Permitted by right in R-3, R-4, O-T, and I-2 Districts. Churches shall be on a minimum lot size of 10,000 square feet, with a 75-foot minimum width. The front yard setback shall be at least 30 feet, the rear yard shall be a minimum of 30 feet and the side yards at least 25 feet. The height of the building shall be a maximum of 45 feet with the tower no taller than 75 feet.
10. **Compost facility** in the I-2 District~~-only~~.
11. **Day care center** in any use district other than Residential Districts.
12. **Dining, open air** designed for more than 12 customers, in B-1, B-2, O-T, and OR&D Districts. In no case shall the open-air dining facility block the sidewalk or entrances, or extend beyond the storefront, or extend beyond the property limits.
13. **Residential dwellings**, above the ground floor, as secondary uses to primary commercial and office uses, in ~~the~~ B-1 and ~~or~~ B-2 zoning Districts, anywhere other than the Old Town (Downtown).
14. **Drive-through/up service** in any use district, other than Residential and O-T Districts.
15. **Extraction or processing of gravel, sand, minerals or other raw materials including asphalt plant and concrete plant** in the I-2 District~~-only~~.
16. **Fire station** in any use district.
17. **Freight terminal** in I-1, I-2, and B-P Districts.
18. **Funeral home, mortuary** in B-1, B-2, I-1, and I-2 Districts.
19. **Golf course, public or private** in any use district.
20. **Group home, halfway house** in B-1, B-2, R-4, and R-5 Districts.
21. **Gun ranges, skeet and trap shooting, archery ranges**, in the I-2 District~~-only~~.
22. **Hospital** in any use district.
23. **Hotel, motel** in B-1, B-2, and O-T Districts. Permitted by right in the OR&D District.
24. **Kennel, animal shelter, veterinarian clinic, animal hospital, grooming, pet day care** in B-1, B-2, I-1, and I-2 Districts.
25. **Marina commercial** in B-1, B-2, and O-T Districts.
26. **Medical Cannabis, Cultivation** in the I-2 District~~-only~~.
27. **Medical Cannabis, Dispensary** in B-2 and I-1 Districts and not permitted within 1,000 feet of Randall Road.
28. **Medical clinic/office** in B-1, B-2, OR&D, O-T, and B-P Districts. Not including massage therapist or optometrist when associated with retail eyewear store.
29. **Miniature golf, driving ranges, batting cages, and other outdoor recreation uses** in B-2, I-1, and I-2 Districts.
30. **Motor vehicle detailing, car wash, oil change, minor repair** in the B-2 District~~-only~~ and not permitted on lots with frontage on Randall Road, West Algonquin Road, East Algonquin Road, and Main Street.
31. **Motor vehicle (new) sales and services, automobile service station** in the B-2 District~~-only~~.
32. **Motor vehicle (used) sales and services**, **major automotive repair**, **automobile bodywork**, and **painting** in I-1 and I-2 Districts.
33. **Motor vehicle wrecking yard** in the I-2 District~~-only~~.
34. **Motor vehicle and other private vehicle storage yard**, in the I-2 District~~-only~~.

35. **Off-street parking areas and garages** in R-3, R-4, and R-5 Districts. Permitted by right in B-1, B-2, OR&D, I-1, I-2, and B-P Districts.
36. **Outside display, sales, and storage** in B-1, B-2, I-1, and I-2 Districts. [See Section 21.12.F for additional regulations](#)
37. **Pawn shops or payday advance** in I-1 and I-2 Districts ~~only~~, but not on any property within 1,000 feet of Randall Road or Algonquin Road, regardless of the zoning classification.
38. **Planned development** in any use district.
39. **Privately-owned recreation building or community center** in any use district.
40. **Private park or private playground** in any use district.
41. **Racetrack, raceway, race course** in the I-2 District ~~only~~.
42. **Radio and television transmitting or antenna towers (commercial) and other electronic equipment requiring outdoor structures, and including antenna towers used for the sending of private messages but not including private receiving aerials, antennas, or towers** in any use district. ~~Allowed;~~ [however, permitted by right](#) in the I-2 District. [See Section 21.12.H for additional regulations.](#) *This subsection will be moved in its entirety to 21.12.H.2*
43. **Recycling drop-off centers** in I-1 and I-2 District, where, if in the I-1 District, there is no processing on-site other than bailing or bundling, and no outdoor processing or storage of any materials, equipment, or product of any kind.
44. **Rest home, nursing home, assisted living** in B-1, B-2, R-4, and R-5 Districts.
45. **Salvage yard, junkyard, waste disposal, waste recycling, or sanitary landfill** in the I-2 District ~~only~~.
46. **Schools, elementary, high and college, business or trade, public or private** in any use district.
47. **Slaughter house** in the I-2 District ~~only~~.
48. **Tattoo and body piercing** in the I-2 District ~~only~~.
49. **Zoo** in any use district other than Residential Districts.
50. And any other similar uses as determined by the Zoning Administrator in writing.

SECTION 21.12.H ADDITIONAL REGULATIONS

This is a new section that is being created to house the additional text for Special Uses.

H. ADDITIONAL REGULATIONS

1. Adult Business

a. This subsection is being moved in its entirety from 21.12.C.1

2. Radio and television transmitting or antenna towers (commercial) and other electronic equipment requiring outdoor structures, and including antenna towers used for the sending of private messages but not including private receiving aerials, antennas, or towers

a. This subsection is being moved in its entirety from 21.12.C.42

21.18 PUBLIC HEARINGS

The Daily Herald is being added as an official newspaper for Public Notice for Hearings in addition to the Northwest Herald.

- A. **PUBLIC HEARING NOTICE.** Within a reasonable time following receipt of all papers and documents relating to an appeal, an application for special use or, a planned development, or a petition for an amendment of the regulations or zoning district boundaries established by this Chapter, there shall be published in ~~an the~~ official newspaper (Northwest Herald ~~or Daily Herald~~) a notice of the time and place of the public hearing thereon. Such notice shall be published not less than 15 days nor more than 30 days before the hearing date and shall contain

(i) the common street address or addresses, (ii) the property index number (“PIN”) or numbers of all the parcels of the real property contained in the affected area, (iii) the approximate size of the property in acres, or square feet if under an acre, and (iv) a brief description of the nature of the matter to be heard.

Staff Recommendation

The proposed text amendments to the zoning code meet all applicable standards and will not negatively impact the public health, safety, comfort, convenience, and the general welfare of the Village of Algonquin. Based on these findings, staff recommends that the Planning and Zoning Commission make a recommendation to the Village Board to **approve** the following motion:

1. “To approve an amendment to Section 21.3 Definitions, Section 21.9.G B-2 Business District Permitted Uses, Section 21.12 Special Uses, and Section 21.18 Public Hearings, as outlined in the staff report for PZ-2022-14.”

The Village Board’s decision is final for this case.

I concur:



Jason C. Shallcross, AICP
Director of Community Development

Attachments

- Exhibit A Current Zoning Code: Chapter 21



Village of Algonquin

COMMUNITY DEVELOPMENT DEPARTMENT

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

PLANNING AND ZONING COMMISSION MINUTES

AUGUST 8, 2022

Roll Call - Establish Quorum

Chair Patrician called the meeting to order at 7:00 pm.

Community Development Director Jason Shallcross called the roll to check attendance. Five of the seven commissioners were present and could hear and be heard:

- Chair Patrician
- Commissioner Kennealy
- Commissioner Neuhalfen
- Commissioner Rasek
- Commissioner Sturznickel
- Commissioner Szpekowski

Members absent: Commissioner Laipert

Staff Present: Community Development Deputy Director Natalie Zine, Senior Planner Patrick Knapp, and Attorney Brandy Quance

Public Comment

Chair Patrician asked for public comments. No one from the public made a comment.

Approval of Minutes

Chair Patrician asked for approval of the July 11, 2022, Planning and Zoning Commission minutes. A motion from Commissioner Sturznickel and seconded by Commissioner Rasek to approve the minutes was made. The motion was approved on a 6-0 vote.

Case Number PZ-2022-14

Request for Final Plat and Final Planned Development for Westview Crossing

John McFarland, Petitioner, gave a presentation to the Commission requesting approval of the Final Plat and Final Planned Development for Westview Crossing.

Mr. Knapp presented the case for Village Staff and recommended that the Planning and Zoning Commission make a motion to approve the Final Plat and Final planned Development.

Commissioner Struznickel asked about landscaping. The Petitioner replied that the individual lots would be fully landscaped.

Commissioner Neuhalfen asked about traffic signal timing. The Petitioner explained that the signals will arrive next summer and that they would be installed when school was not in session.

The Commissioner restated that he meant the timing of the signal itself and the Petitioner explained that the timing would be initially calculated by a traffic engineer and then the village would be in control of the signal for any future adjustments.

Commissioner Szpekowski stated that she was concerned about cut-through traffic and the Petitioner explained that the traffic study indicated that these concerns were minimal and that any cut-through traffic would only be local traffic. The Commissioner also explained that she did not like the idea of Centralized Box Units for mail, but staff explained that the location is up to the Post Office and not the village.

Commissioner Kennealy asked what would occur if they installed mailboxes instead of Centralized Box Units for mail. Staff explained that the Post Office could choose to not deliver the mail.

Chair Patrician called for the public comment to be open. No one in the audience stepped forward for public comment. Chair Patrician then closed the public comment.

Commissioner Kennealy once again stated his opposition to HOA's and does not like that the Village continues to create HOA's.

Commissioner Kennealy made a motion to accept the Findings of Fact as stated in the staff report and approve the Final Plat titled "Final Plat for Westview Crossing", as prepared by Cemcon, Ltd., with the latest revision date of August 2, 2022, and approve a Final Planned Development Plan for Westview Crossing, subject to the conditions outlined in the staff report for Case No. PZ-2022-15. Commissioner Sturznickel seconded the motion. The motion was approved on a 6-0 vote.

Public Hearing Case Number PZ-2022-14

Request for an Amendment to Sections 21.3 Definitions, 21.9.G B-2 Business District Permitted Uses, 21.12 Special Uses, and 21.18 Public Hearings.

Mr. Knapp, representing the Village, gave a presentation to the Commission requesting changes to the Village's Zoning Code.

Commissioner Patrician asked if the Daily Herald and Northwest Herald were owned by the same company. Commissioner Szpekowski replied that they were not.

Ms. Quance made a comment that Staff should look again at 21.12.C.36 as she noticed that a period was missed.

Chair Patrician called for the public comment to be open. No one from the public made comment. Chair Patrician then closed the public comment.

Motion was then made by Commissioner Kennealy and seconded by Commissioner Szpekowski to recommend approval of the text amendments to Section 21.3 Definitions, Section 21.9.G B-2 Business District Permitted Uses, Section 21.12 Special Uses, and Section 21.18 Public Hearings as outlined in the staff report which will correct inconsistencies in formatting, create a new section

in Chapter 21.12 titled “Additional Information”, move additional Special Use text into the “Additional Information” section, and add the Daily Herald as an acceptable newspaper for Public Notice. The motion was approved with a 6-0 vote.

New/Old Business

No new or old business was discussed.

Community Development Report

Staff provided an update regarding ongoing projects and Village Board approvals of Planning and Zoning cases.

Adjournment

Chairman Patrician asked for a motion to adjourn. A motion from Commissioner Sturznickel and seconded by Commissioner Szpekowski was made. The motion was approved on a 6-0 vote. The meeting was adjourned at 8:00 P.M.

Minutes signed by:

Patrick M Knapp, AICP, Senior Planner



VILLAGE OF ALGONQUIN MEMORANDUM

To: *Tim Schloneger, Village Manager*

From: *Susan Skillman, Comptroller*

Date: *August 5, 2022*

Re: *Budget Amendment – Fiscal Year Ending April 30, 2022*

Village department heads submitted requests to increase their budget for Fiscal Year Ending April 30, 2022, that requires approval by the Village Board. Budget Ordinance No. 2021–O–11 created spending authority for Fiscal Year Ending April 30, 2022. Illinois statutes allow the Village Board to delete, add to, or change the budget by a vote of two-thirds of the corporate authorities then holding office.

Exhibit A summarizes the budget revisions to the various line items made during fiscal year ending April 30, 2022. Spending for these revisions has caused the original fund budgets to be exceeded. Budget amendments for these increases to budgeted expenditures are justified under Illinois statutes as follows: budget increases for expenditures may be made due to the use of Fund Balance (cash reserves) that existed at the beginning of the fiscal year. The preliminary change in fund balance (Expenditures over Revenues) in the General Fund indicates an increase of \$3,191,185.19 at April 30, 2022.

The amendment requires the two-thirds approval of the Village Board. A draft budget amendment ordinance with Exhibit A is also attached. The changes, which are shown on Exhibit A, are explained as follows:

General Fund:

The **Police Department** had the following expenditure budget increases:

- *Professional services* increased \$19,800 due to the Brazos Software implementation which was delayed from the prior fiscal year.
- *Capital purchases* increased \$8,963 due to a police vehicle ordered in the prior fiscal year and not received until fiscal year 2022.
- *Materials* increased \$12,000 due to ammunition ordered in the prior fiscal year and not received until fiscal year 2022

The offset for these increases is in cash reserves in the beginning fund balance as all three expenditures were carryover from FY 2022.

The **Community Development Department** had the following expenditure budget increases:

- *Salaries, IMRF, FICA & insurance* increased a total of \$74,190 due to the addition of the Management Analyst position.
- *Professional services* increased \$222,000 due to a the Interim CDD Director contract with Mike Darrow (\$154,000) and an increase to the prior budgeting of the GovTemp contract for Peggy Blanchard (\$68,000).
- *IT Equipment & Supplies* increased \$ 9,120 due to the purchase of the CDD Plan Review software.
- *Miscellaneous expense* increased \$61,316 due to the payment of fees collected during the Spectrum Project on-behalf of the Algonquin Public Library and the Algonquin Lake in the Hills Fire Protection District.

The offset for these increases is in cash reserves in the beginning fund balance.

The **Public Works – General Services Department** had the following expenditure budget increases:

- *Capital purchases* increased \$195,926 due to the replacement of a Public Works dump truck ordered in the prior fiscal year and not received until fiscal year 2022.

The offset for this increase is in cash reserves in the beginning fund balance as this expenditure is carryover from FY 2022.

The expenditure budget for *IT equipment and supplies* for all departments increased a total of \$28,007 due to the replacement of PCs and laptops.

The offset for this increase is in cash reserves in the beginning fund balance as this expenditure is carryover from FY 2022.

Swimming Pool Fund:

The following expenditure budgets increased:

- *Infrastructure maintenance improvements* increased \$575 due to the pool filter retainage being due.
- *IT equipment and supplies* increased \$1,915 due to the replacement of PCs and laptops.

The offset for both of these increases is in cash reserves in the beginning fund balance as these expenditures were carryover from FY 2022.

Park Improvement Fund:

The following expenditure budgets increased:

- *Capital improvements* increased \$38,075 relating to the Woods Creek Reach 4 project.

The offset for this increase is in cash reserves in the beginning fund balance.

Water & Sewer Improvement Fund

The following expenditure budgets increased:

- *Capital purchases* increased \$251,316 due to the purchase of a utility dump truck and replacement water department vehicle, both ordered in the prior fiscal year and not received until fiscal year 2022.
- *Maintenance-Wells* increased \$128,000 due to repairs made on Well #9.
- *IT equipment and supplies* increased \$981 due to the replacement of PCs and laptops.

The offset for these increases is in cash reserves in the beginning fund balance as these expenditures were carryover from FY 2022.

Development Fund:

The following expenditure budgets increased:

- *Snow removal* increased \$22,500 due to additional funds needed for cul-de-sac snowplowing. The offset for this increase was from fund balance in the development fund.
- *Economic Development* increased \$60,000 due to Old Town Algonquin wayfinding signs.

The offset for both of these increases is in cash reserves in the beginning fund balance as these expenditures were carryover from FY 2022.

Building Maintenance Service:

The following expenditure budgets increased:

- *IT equipment and supplies* increased \$3,848 due to the replacement of PCs and laptops.

The offset for this increase is in cash reserves in the beginning fund balance as these expenditures were carryover from FY 2022.

Vehicle Maintenance Service:

The following expenditure budgets increased:

- *IT equipment and supplies* increased \$1,314 due to the replacement of PCs and laptops.

The offset for this increase is in cash reserves in the beginning fund balance as these expenditures were carryover from FY 2022.

Recommendation: Forward the draft ordinance with Exhibit A to the Village Board for consideration at the Committee of the Whole Board Meeting to amend the budget for Fiscal Year Ending April 30, 2022.

ORDINANCE NO. 2022-O-

AN ORDINANCE AMENDING THE VILLAGE OF ALGONQUIN ANNUAL BUDGET FOR FISCAL YEAR 2021-2022

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.

WHEREAS, the President and Board of Trustees of the Village of Algonquin, McHenry and Kane counties, Illinois, have adopted the budget form of financing by passing Ordinance 92-0-82, "An Ordinance Authorizing the Budget Process for Fiscal Years Beginning with the 1993-94 Fiscal Year and Amending the Algonquin Municipal Code," and subsequently passed Ordinance 2021-O-11 "An Ordinance Approving the Village of Algonquin Annual Budget for Fiscal Year 2021–2022"; and

WHEREAS, 65 ILCS 5/8-2-9.6 provides that by a vote of two-thirds of the corporate authorities then holding office, the annual budget "may be revised by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves;" and

WHEREAS, since the passage of Ordinance 2021-O-11 the President and Board of Trustees have found it necessary to amend Ordinance 2021-O-11.

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: That Ordinance 2021-O-11, "An Ordinance Approving the Village of Algonquin Annual Budget for Fiscal Year 2021–2022," shall be amended as depicted in Exhibit A, attached hereto and made a part hereof.

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 upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

VOTING AYE:

VOTING NAY:

ABSTAIN:

ABSENT:

APPROVED:

Debby Sosine, Village President

ATTEST: _____
Fred Martin, Village Clerk

Passed:

Approved:

PUBLISHED IN PAMPHLET FORM:

Village of Algonquin
 Budget Amendments for the Year Ending 4/30/2022
 Fund Balance Offset

Exhibit A
 As of 4/30/22

General Fund

<u>Account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Increase/ (Decrease)</u>
Expenditures:				
01200200 43309	Materials	\$ 27,000	\$ 39,000	\$ 12,000
01300100 43333	IT Equipment & Supplies	\$ 18,849	\$ 27,969	\$ 9,120
01200200 42234	Professional Services	\$ 33,200	\$ 53,000	\$ 19,800
01300100 47769	Miscellaneous Expense	\$ -	\$ 61,316	\$ 61,316
01500300 45590	Capital Purchase	\$ -	\$ 195,926	\$ 195,926
01100100 43333	IT Equipment & Supplies	\$ 10,000	\$ 16,595	\$ 6,595
01200200 43333	IT Equipment & Supplies	\$ 51,900	\$ 59,891	\$ 7,991
01300100 43333	IT Equipment & Supplies	\$ 10,100	\$ 12,949	\$ 2,849
01400300 43333	IT Equipment & Supplies	\$ 11,800	\$ 17,923	\$ 6,123
01500300 43333	IT Equipment & Supplies	\$ 19,425	\$ 23,874	\$ 4,449
01300100 41110	Salaries	\$ 726,000	\$ 782,875	\$ 56,875
01300100 41103	IMRF	\$ 90,000	\$ 97,400	\$ 7,400
01300100 41104	FICA	\$ 57,000	\$ 61,355	\$ 4,355
01300100 41106	Insurance	\$ 88,000	\$ 93,560	\$ 5,560
01300100 42234	Professional Services	\$ 136,900	\$ 290,900	\$ 154,000
01300100 42234	Professional Services	\$ 136,900	\$ 204,900	\$ 68,000
01200200 45590	Capital Purchase	\$ -	\$ 8,963	\$ 8,963
		\$ 1,417,074	\$ 2,048,397	\$ 631,322

Swimming Pool Fund

<u>Account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Increase/ (Decrease)</u>
Expenditures:				
05900100 43370	Infrastructure Maint Improv	\$ -	\$ 575	\$ 575
05900100 43333	IT Equipment & Supplies	\$ 1,000	\$ 2,915	\$ 1,915
		\$ 1,000	\$ 3,490	\$ 2,490

Park Improvement Fund

<u>Account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Increase/ (Decrease)</u>
Expenditures:				
06900300 45593	Capital Improvements	\$ -	\$ 38,075	\$ 38,075
		\$ -	\$ 38,075	\$ 38,075

Water & Sewer Operating Fund

<u>Account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Increase/ (Decrease)</u>
Expenditures:				
07700400 45590	Capital Purchase	\$ 80,000	\$ 125,658	\$ 45,658
07800400 45590	Capital Purchase	\$ -	\$ 125,658	\$ 125,658
07800400 43333	IT Equipment & Supplies	\$ 91,100	\$ 92,081	\$ 981
07700400 44418	Maintenance - Wells	\$ 93,400	\$ 221,400	\$ 128,000
07700400 45590	Capital Purchase	\$ -	\$ 80,000	\$ 80,000
		\$ 264,500	\$ 644,797	\$ 380,297

Development Fund

<u>Account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Increase/ (Decrease)</u>
Expenditures:				
16230300 42264	Snow Removal	\$ 70,000	\$ 92,500	\$ 22,500
16260100 47710	Economic Development	\$ 50,000	\$ 110,000	\$ 60,000
		\$ 120,000	\$ 202,500	\$ 82,500

Building Maintenance Service

Account #

Expenditures:

28900000 43333

Description

IT Equipment & Supplies

<u>Original Budget</u>	<u>Revised Budget</u>	<u>Increase/ (Decrease)</u>
4,300.00	8,148	\$ 3,848
\$ 4,300	\$ 8,148	\$ 3,848

Vehicle Maintenance Service

Account #

Expenditures:

29900000 43333

Description

IT Equipment & Supplies

<u>Original Budget</u>	<u>Revised Budget</u>	<u>Increase/ (Decrease)</u>
-	1,314	\$ 1,314
\$ -	\$ 1,314	\$ 1,314

Total - All Funds:

Revenues

\$ -

Expenditures

\$ 1,134,684

Recap of Revisions:

Fund:

General
Motor Fuel Tax
Swimming Pool
Park Improvement
Water & Sewer Operating
Water & Sewer Improvement
Development
Total

	<u>Revenues</u>	<u>Expenditures</u>
	<u>Increase/(Decrease)</u>	
	\$ -	\$ 631,322
	\$ -	\$ -
	\$ -	\$ 2,490
	\$ -	\$ 38,075
	\$ -	\$ 380,297
	\$ -	\$ -
	\$ -	\$ 82,500
	\$ -	\$ 1,134,684