

**COMMITTEE OF THE WHOLE  
MARCH 14 2023  
VILLAGE BOARD ROOM  
2200 HARNISH DRIVE, ALGONQUIN  
7:30 P.M.**

Trustee Auger – Chairperson  
Trustee Spella  
Trustee Glogowski  
Trustee Dianis  
Trustee Smith  
Trustee Brehmer  
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 the 2023 Zoning Map Updates
  - B. Consider the McHenry County Vikings Rugby Football Club's Rugby Match/Public Event at Spella Park on April 29, 2023
  - C. Consider the Algonquin/Lake in the Hills Chamber of Commerce Wine Walks/Public Event on April 22, 2023 and October 14, 2023
4. General Administration
  - A. Consider a Right of Way Permitting Agreement with i3 Broadband
  - B. Consider the 2023 Lunch Concerts, Drive-In Movie, and National Night Out Public Events
  - C. Presentation of the Inclusive Parks and Playground Design Guidelines
  - D. Review the Proposed 2023-2024 General Fund Budget
  - E. Review the Proposed 2023-2024 Other Fund Budget
5. Public Works & Safety
  - A. Consider an Agreement with Atlas Bobcat for the Purchase of a S76T4 Bobcat Skid Steer Loader
  - B. Consider an Agreement with Atlas Bobcat for the Purchase of Two UV34 UTV's
  - C. Consider an Agreement with Reiders for the Purchase of Two Toro Groundmaster 7210
  - D. Consider an Agreement with Schroeder Asphalt for the 2023 Asphalt Patching and Bike Path Maintenance
  - E. Consider an Agreement with Schroeder Concrete Contractors for the 2023 Concrete Replacement Program
  - F. Consider an Agreement with Martam Construction for the Construction of a Speed Table and Pedestrian Crossing on Fairway View Drive
  - G. Consider an Intergovernmental Agreement for the Sale of a 2007 Dinkmar Leaf Master, to the City of DeKalb
  - H. Consider an Agreement with Atlas Bobcat for the Purchase of a Brush Bandit Chipper
6. Executive Session (if needed)
7. Other Business
8. Adjournment



# Village of Algonquin

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

## AGENDA ITEM

<b><u>MEETING TYPE:</u></b>	Committee of the Whole
<b><u>MEETING DATE:</u></b>	March 14, 2023
<b><u>SUBMITTED BY:</u></b>	Jason C. Shallcross, AICP, Community Development Director Patrick M. Knapp, AICP, Senior Planner
<b><u>DEPARTMENT:</u></b>	Community Development
<b><u>SUBJECT:</u></b>	2023 Zoning Map Update

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### **ACTION REQUESTED:**

Staff is requesting the Village Board to approve the 2023 Zoning Map. The Village is required to approve the map before April 1<sup>st</sup>, 2023.

### **DISCUSSION:**

Summarized below is a list of changes that have been made to the 2023 Zoning Map. The changes below have both been made to the Village's paper map and the interactive Zoning Map.

#### Zoning Changes:

- Added the Westview Crossing residential subdivision
- Added the resubdivision of the Algonquin Commons
- Added the Enclave commercial subdivision
- Added the resubdivision of the NorthPoint Algonquin Corporate Campus
- Added the rezoning of 1 North River Road from B-1 to O-T
- Added a Special Use for the Polish & Slavic Federal Credit Union at 2371 County Line Road
- Added the Annexation and rezoning to R-2 of 841 Oceola Drive
- Added the Annexation of open space on the south side of Edgewood Drive
- Added the Annexation of open space on the west side of Oceola Drive at Iroquois Drive

#### Corrections:

- Added the subdivision of 2075 East Algonquin Road.
- Adjusted the PUD and Special Use labels at 2241 East Algonquin Road
- Removed expired Special Uses at 764 South Randall Road and 235 South Randall Road
- Labels for the two fire stations on the west side of the Fox River have been added to the paper Zoning Map.
- Lot lines updated from McHenry and Kane County GIS data

Design Changes - Staff has made changes to the information provided on the paper map to make the map more readable and relevant to zoning. When the Village's Zoning Map was first designed, zoning information was not readily available in an interactive map and every detail had to be added to the paper version of the Zoning Map. Below is a list of the items removed, added, or redesigned on the paper version of the Zoning Map:

- Open spaces, displayed as green on the Zoning map, have been removed from the Zoning Map. Open space is not a Zoning District in the Village's Zoning Code and should not be displayed on the Zoning Map. Park, school, library, and Village building labels have been left on the map for reference. The Village does have a separate Parks, Trails, and Open Space map to reference open space locations.
- Township lines have been removed to avoid confusion between the Township lines and parcel lines. Township name labels have been left on the map for reference.
- The callouts for Public Works wells and water towers have been removed.
- Building footprints for public buildings have been removed.
- The label "Community Center" was updated to "Historic Village Hall".
- Individual callouts for small zoning lots have been removed. Users can still reference the color of the parcel, look the parcel up using the Village's interactive map, or call the Village for the zoning district.
- The label "PUD" and "SU" has been removed from the zoning district label on the paper version of the Zoning Map. Without showing the borders of each PUD and SU, users were frequently confused about the extent of each Planned Development and Special Use.
- A red border has been added to better visualize the Village Limits. In return, the \* in the legend for the Unincorporated Areas was removed because it is now more clear if a parcel is not in the Village Limits.
- The approved Planning Boundary has been added to show the limits of the Village's future planning area.
- The County Line has been added for reference.
- Major roadway lines have been added for reference.

**RECOMMENDATION:**

Staff recommends forwarding the 2023 Zoning Map to the Village Board for approval.

**ATTACHMENTS:**

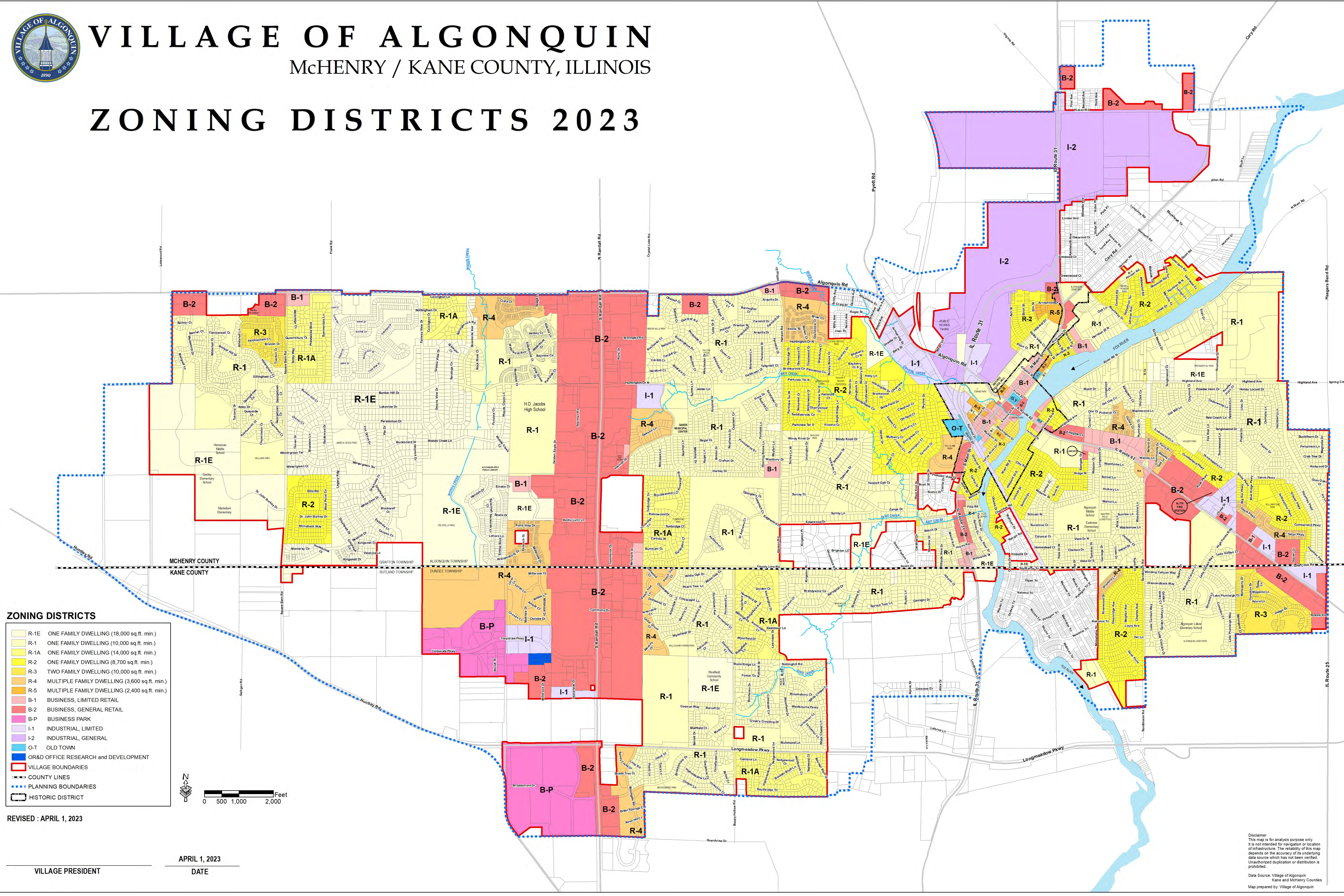
Exhibit A – 2023 Zoning Map



# VILLAGE OF ALGONQUIN

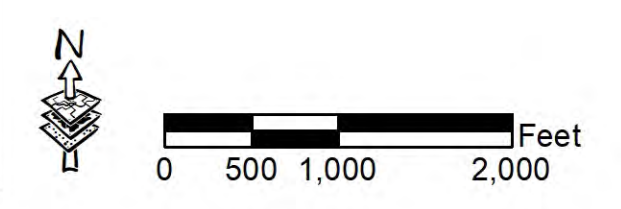
McHENRY / KANE COUNTY, ILLINOIS

## ZONING DISTRICTS 2023



**ZONING DISTRICTS**

R-1E	ONE FAMILY DWELLING (18,000 sq.ft. min.)
R-1	ONE FAMILY DWELLING (10,000 sq.ft. min.)
R-1A	ONE FAMILY DWELLING (14,000 sq.ft. min.)
R-2	ONE FAMILY DWELLING (8,700 sq.ft. min.)
R-3	TWO FAMILY DWELLING (10,000 sq.ft. min.)
R-4	MULTIPLE FAMILY DWELLING (3,600 sq.ft. min.)
R-5	MULTIPLE FAMILY DWELLING (2,400 sq.ft. min.)
B-1	BUSINESS, LIMITED RETAIL
B-2	BUSINESS, GENERAL RETAIL
B-P	BUSINESS PARK
I-1	INDUSTRIAL, LIMITED
I-2	INDUSTRIAL, GENERAL
O-T	OLD TOWN
OR&D	OR&D OFFICE RESEARCH and DEVELOPMENT
[Red outline]	VILLAGE BOUNDARIES
[Dashed line]	COUNTY LINES
[Dotted line]	PLANNING BOUNDARIES
[Dashed box]	HISTORIC DISTRICT



REVISED : APRIL 1, 2023

VILLAGE PRESIDENT \_\_\_\_\_ DATE \_\_\_\_\_

Disclaimer  
 This map is for analysis purpose only. It is not intended for navigation or location of infrastructure. The reliability of this map depends on the accuracy of its underlying data source which has not been verified. Unauthorized duplication or distribution is prohibited.

Data Source: Village of Algonquin  
 Kane and McHenry Counties  
 Map prepared by: Village of Algonquin



# Village of Algonquin

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## AGENDA ITEM

<b><u>MEETING TYPE:</u></b>	Committee of the Whole
<b><u>MEETING DATE:</u></b>	March 14, 2023
<b><u>SUBMITTED BY:</u></b>	Patrick M Knapp, AICP, Senior Planner
<b><u>DEPARTMENT:</u></b>	Community Development
<b><u>SUBJECT:</u></b>	Spella Park Rugby Match, April 29

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### **ACTION REQUESTED:**

Edmund Gadomski, on behalf of the McHenry County Vikings Rugby Football Club, is seeking approval for a Public Event/Entertainment License for a Rugby Match at Spella Park on April 29, 2023. Mr. Gadomski is also requesting a waiver of fees due to the Rugby Club being a not-for-profit organization.

### **DISCUSSION:**

Mr. Gadomski is requesting permission for the McHenry County Vikings Rugby Football Club to host the Chicago Blaze Rugby Club at Spella Park. The event would occur on April 29, 2023 (rain date April 30, 2023) and would occur between 12:00 pm and 4:00 pm. Set up would occur on April 28, 2023, at 5:00 pm. Expected attendance for the match will be 200 participants and no fire or police presence is requested. Mr. Gadomski is also requesting permission to have a color guard posted from a local Veterans' Hall with dress rifles, and no operational weapons.

### **RECOMMENDATION:**

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

- The permittee shall supply the Village with a signed Indemnification, Waiver and Release;
- 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;
- Any on-site food trucks will need to apply for a separate Special Event permit through the Village of Algonquin;
- All participants shall not park illegally;
- Emergency to the field shall not be blocked;
- No alcohol shall be allowed on the premises. The permittee is responsible for any parties that illegally bring alcohol to the match for consumption;
- All garbage/debris from the event shall be deposited in on-site trash bins. Public Works can provide trash liners, but the permittee will need to change out their trash bags during the event. The permittee shall bag and stack all full trash bags at a garbage can;
- There are no bathroom facilities available. The applicant shall rent the appropriate number of portable bathroom facilities;
- Any temporary tents or structures shall be properly weighted or tied down in accordance with manufacturers' instructions. No cooking under tents unless the tent is certified for such use. In the event

of unfavorable weather conditions, any temporary tents or structures shall be vacated and removed, and no temporary tent or structure shall be used for shelter;

- 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 applicant 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.

**ATTACHMENTS:**

- Public Event License Application



#60775

e  
mc  
3/2/23

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:** McHenry County Vikings Vs. Chicago Blaze Rugby Match

**Sponsoring Organization:**

Name: McHenry County Vikings RFC Contact Name: Sean Haughian  
Address: [REDACTED]  
City, State, ZIP: Village of lakewood, 60014, IL  
Phone: [REDACTED] Email: [REDACTED]

**Event Coordinator:**

Name: Edmund Gadomski  
Home Address: [REDACTED]  
City, State, ZIP: Algonquin, IL, 60102  
Phone: [REDACTED] Email: [REDACTED]

**Event Information:**

**Describe the Nature of the Event:** A Rugby Match. We will have a local veterans hall be posted with color guard to show respect for the troops. The will have dress rifles but no weapon will be operation leaving

it completely safe to use.

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

Event Address: 2610 Harnish Dr, Algonquin, IL 60102

Date(s) and Time(s) of the Event: 4-29-23 starting at 1200 ending at 1600

Rain Date(s), if applicable: 4-30-23 starting at 1200 ending at 1600

Set-Up Date/Time: 4-28-23 1700

Maximum Number of Attendees/Participants Expected: 200

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): Any donations will be used for club purposes only.

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.): No. \_\_\_\_\_

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): Edmund Gadomski  
On-site contact's cell number:                       
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

03/02/2023

Date

Edmund Gadomski

Printed Name of Applicant





# Village of Algonquin

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## AGENDA ITEM

<b><u>MEETING TYPE:</u></b>	Committee of the Whole
<b><u>MEETING DATE:</u></b>	March 14, 2023
<b><u>SUBMITTED BY:</u></b>	Patrick M Knapp, AICP, Senior Planner
<b><u>DEPARTMENT:</u></b>	Community Development
<b><u>SUBJECT:</u></b>	Consideration for Algonquin/Lake in the Hills Chamber of Commerce - Wine Walk Public Event/Entertainment License – April 22, 2023/October 14, 2023

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### **ACTION REQUESTED:**

Jamie Griffiths, on behalf of the Algonquin/Lake in the Hills Chamber of Commerce, is seeking approval for a Public Event/Entertainment License for two (2) Wine Walks on April 22, 2023, and October 14, 2023.

### **DISCUSSION:**

The Wine Walk is a repeat event that occurs in Downtown Algonquin. During the Wine Walk, participating businesses serve small portions of wine inside their establishment to ticketed participants. These two (2) events have the purpose of bringing attention to downtown businesses where participants of the events are likely to visit a business they may not have visited previously. Set up for the two events will begin at noon and the events will occur between 2 pm to 5 pm.

The event fee will be \$50 per participant and will be capped at 300 participants this year. Participants will receive a wristband and wine glass for the event. All proceeds will go back to the Chamber so they can continue to enhance the community through events and education. The Algonquin/ Lake in the Hills Chamber of Commerce is also requesting that all permit fees be waived for these two events.

### **RECOMMENDATION:**

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

- This Special Event Permit shall be visible at all times;
- Police Officers and Village officials shall have free access to the event at all times to assure that the event is in compliance with the Municipal Code or other conditions;
- The applicant's extra detail request shall be modified to include two crossing guards; (1) at Washington/Main St and (1) at Main/Algonquin to cross traffic to the two establishments on the North side of the Algonquin Rd that are participating (Texan BBQ and Port Ed's)
- Parking is not permitted on grass or sidewalks at any time, all parking shall be on paved surfaces approved for such use. Keep all fire hydrants clear and accessible by fire equipment;
- Temporary and directional signs are permitted, in accordance with the Village code or at the discretion of the Community Development Director;
- The organizers shall follow all IDPH and CDC guidelines for the event;
- All garbage/debris from the event will be cleaned up and disposed of by the permittee;
- The required electrical and fire inspections shall be allowed to be conducted by Village and Fire Department staff;

- A Public Event Liquor Permit to sell alcoholic liquor shall be obtained from the Village Liquor Commissioners;
- The applicant 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;
- Any temporary tents or structures shall be properly weighted or tied down in accordance with manufacturers' instructions. In the event of unfavorable weather conditions, any temporary tents or structures shall be vacated and removed, and no temporary tent or structure shall be used for shelter;
- 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;
- Prior to commencing any of the activities approved by the public event permit, 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 coordinator shall notify the Village of any changes in location or operations, which may be subject to further review and approval by the Village;

**ATTACHMENTS:**

- Public Event License Application
- List of Participating Businesses



#60774



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 Wine Walk

**Sponsoring Organization:**

Name: Algonquin/Lake in the Hills Chamber Contact Name: Jamie Griffiths  
Address: 2200 Harnish Dr.  
City, State, ZIP: Algonquin, IL 60102  
Phone: 847-658-5300 Email: griffithsj@alchamber.com

**Event Coordinator:**

Name: Jamie Griffiths  
Home Address: 1200 Big Sur Parkway  
City, State, ZIP: Algonquin, IL 60102  
Phone: 847-489-4542 Email: \_\_\_\_\_

**Event Information:**

Describe the Nature of the Event: To bring attention to the downtown businesses while shopping and wine tasting

New Event  Repeat Event  If repeat, will anything be different this year? No

Event Address: Main Street Downtown Algonquin

Date(s) and Time(s) of the Event: April 22, 2023 & October 14, 2023

Rain Date(s), if applicable: \_\_\_\_\_

Set-Up Date/Time: April 22, 2023 at 12pm & October 14, 2023 at 12pm

Maximum Number of Attendees/Participants Expected: 300

Admission Fee: Yes  No  If Yes, list fee(s) to be charged: \$50 per person

How will the revenue be used (include donations to non-profit or charitable organizations): To enhance the business community through events and education.

Event Website: www.alchamber.com

**Event Details:**

Describe provided security, including who will be providing the security (name and contact information), hours, and a security plan: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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?  
**to maintain safety throughout the event**

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: \_\_\_\_\_

\_\_\_\_\_

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: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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.): No

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): Jamie Griffiths  
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  
Jamie Griffiths  
Printed Name of Applicant

2-17-2023  
Date

## Indemnification, Waiver and Release

*To be signed by all: applicant, sponsor, organizer, promoter and permittee/licensee.*

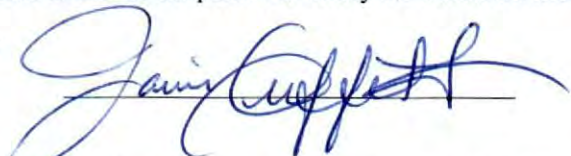
The Permittee/Licensee shall indemnify and hold harmless the Village, its officers, boards, commissions, agents, elected, elected officials, and employees (collectively, "the Village Indemnitees") from any and all costs, demands, expenses, fees and expenses, arising out of: (a) breach or violation by the Permittee/Licensee of any of its certifications, representations, warranties, covenants or agreements in its application and permit/license issued by the Village; (b) any actual or alleged death or injury to any person, damage to any property or any other damage or loss claimed to result in whole or in part from the negligent performance by or on behalf of the Permittee/Licensee; or (c) any negligent act, activity or omission of permittee or an or its employees, representatives, subcontractors or agents.

The Permittee/Licensee agrees to indemnify, defend and hold harmless the Village Indemnitees against and from any and all losses, claims, demands, causes of action, actions, suits, proceedings, damages, costs and/or liabilities of every kind and nature, whatsoever (including, but not limited to expenses for reasonable legal fees, and disbursements and liabilities assumed by the Village in connection therewith), to persons or property, in any way arising out of or through the acts or omissions of the Permittee/Licensee, its servants, agents or employees, or to which the negligence of the Permittee/Licensee shall in any way contribute.

Permittee/Licensee hereby waives and releases all claims against the Village Indemnitees or arising out of the issuance of a permit to Permittee/Licensee for any and all injuries to persons or damage to property from any cause arising at any time during the event listed herein or the issuance of the Permit/License.

The term "Permittee/Licensee" refers to the applicant, as well as any sponsor, organizer, promoter of the event. Each undersigned represents and warrants that he/she has authority to execute this Indemnification, Waiver and Release Agreement on behalf of the person or entity for which he/she has signed.

Permittee/  
Licensee:



Circle all  
that apply:

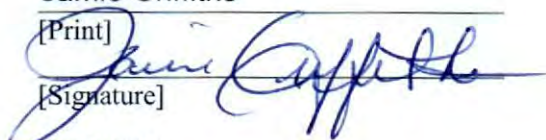
Applicant Sponsor Organizer Promoter

By:

Jamie Griffiths

[Print]

[Signature]



Date:

02/02/2023

# APPLICATION FOR "EVENT" LIQUOR PERMIT

TO: The Liquor Commissioner of the Village of Algonquin, Illinois

(PLEASE TYPE OR PRINT ALL INFORMATION)

The undersigned applicant, being duly sworn on oath, makes application for a Liquor Permit in the Village of Algonquin, as follows:

1. The name of the applicant to appear on the permit is: \_\_\_\_\_  
Algonquin/Lake in the Hills Chamber of Commerce  
\_\_\_\_\_

2. The address of the applicant is: 2200 Harnish Dr Algonquin, IL 60102  
\_\_\_\_\_  
\_\_\_\_\_

3. The name and address of officer or agent for the applicant is: \_\_\_\_\_  
Jamie Griffiths, 2200 Harnish Dr. Algonquin, IL 60102  
\_\_\_\_\_

4. A. The applicant is presently: (Complete all applicable parts)

- (1) Class \_\_\_ Licensee in the Village; License No. \_\_\_\_\_
- (2) Nonprofit organization, registered with the State of Illinois
- (3) Other type of organization: Please specify \_\_\_\_\_  
(i.e., Fraternal, Educational, Civic, Political, Religious)
- (4) Provide Illinois Department of Revenue Tax Exempt Number and/or Illinois Business Tax Number assigned to your organization \_\_\_\_\_  
\_\_\_\_\_

B. The description and location of premises or place of business which is to be operated under the proposed permit: Wine tastings at downtown businesses  
\_\_\_\_\_  
\_\_\_\_\_

C. The date(s) and hours of operation requested under the proposed permit are:  
April 22, 2023 2PM-5PM  
October 14, 2023 2PM-5PM  
\_\_\_\_\_

The number of days shall not exceed what is presently allowed by ordinance.

5. BASSET Training Required: Successful completion of a BASSET program, or other similar program as approved by the Chief of Police, is require for at least one person coordinating and responsible for the responsible sale of alcoholic liquor during the event. Such person

shall be present at the point of liquor sales at all times for the duration of the event.  
Person holding the BASSETT Certificate: Jamie Griffiths

Photocopies of a valid certificate of completion of a BASSET program shall be included with the application.

6. The applicant hereby files Certificates of Insurance, certifying that the applicant has in force and effect insurance as follows:
- Liquor Liability Insurance of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate and;
  - General Liability Insurance in an amount not less than \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate.

The Insurance Certificates must name the Village of Algonquin as Additional Insured.

"Host Insurance" shall not satisfy the requester defined above.

7. The applicant herewith submits the appropriate permit fee, in the amount of: \$0.00, as set forth in the Liquor Control and Liquor Licensing Ordinance of the Village of Algonquin.

The applicant agrees to comply with all ordinances of the Village of Algonquin and the Laws of the State of Illinois.

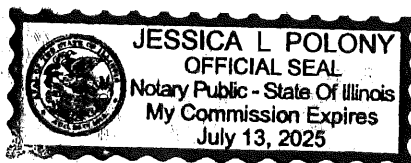
Applicant: Jamie Griffiths  
Signed By: [Signature]  
Officer or Agent: President  
Daytime Phone: 847-658-5300  
Extension: \_\_\_\_\_

Subscribed and Sworn to before me this 1 day of March, 2023

[Signature]  
(Notary Public)

My Commission expires July 13, 2025.

SEAL







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/16/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


<b>PRODUCER</b> FNIC Group 11,000 E Route 34, Suite 1  Plano IL 60545		<b>CONTACT NAME:</b> Rachael Williams <b>PHONE (A/C, No, Ext):</b> (630) 552-3447 <b>E-MAIL ADDRESS:</b> rachael.williams@fnicgroup.com <b>FAX (A/C, No):</b> (630) 552-3850	
<b>INSURED</b> Algonquin/Lake in The Hills 2200 Harnish Drive  Algonquin IL 60102		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : Lloyd's of London INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

**COVERAGES**                      **CERTIFICATE NUMBER:** CL2321663995                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			JFL/LIQ235751	04/23/2023	04/23/2024	Liquor Limit \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Additional Insured: The Village of Algonquin Illinois

<b>CERTIFICATE HOLDER</b>  The Village of Algonquin Illinois 2200 Harnish Drive  Algonquin IL 60102		<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  	
--	--	---	--

Title	Street_No	Street_Name	Yes/No	Serving Wine
Bobbi Rose Photography	122	Main St S	Yes	x
Whisky and Wine	103	Main St S	Yes	x
Bullseye Pub & Eatery	119	Main St S	Yes	x
Cattleman's Burger and Brew	205	Main St S	Yes	x
Looks by EMA	214	Main St S	Yes	x
Riverbottom Coffee & Ice Cream Co.	301	Main St S	Yes	x
Catara Med Spa	308	Main St S	Yes - Water Stop	
Farmers Insurance, Mark Bidinger Agency	128	Main St S	Yes	x
Creekside Tap	7	Main St S	Yes	x
Doerner Jewelers / Diamond Girl Boutique	115	Main St S	Yes	x
Cucina Bella	220	Main St S	Yes	x
The Texan Barbeque	101	Main St N	YesDenise	x
Clock Tower Cupcakes	123	Harrison St S	Yes	x
Sips on Main	302	S Main St	Yes	x
Sweet Magnolias Upcycling & Consignment	328	S Main St	Yes	x
Makity Make	203	S Main St	Yes	x
Port Edwards	20	W Alg Rd.	Yes	x
Bellas Italiano Wood Fire Pizza	123	South Main	Yes	x
Paul Kopetsky-Owner of Bldg	200	N Harrison	Maybe	
RisePoint	200	N Harrison		x

LAW OFFICES  
**ZUKOWSKI, ROGERS, FLOOD & McARDLE**  
50 VIRGINIA STREET  
**CRYSTAL LAKE, ILLINOIS 60014**

**RUTH A. SCHLOSSBERG**  
rschlossberg@zrfmlaw.com

**(815)459-2050**  
**FAX (815)459-9057**  
[www.zrfmlaw.com](http://www.zrfmlaw.com)

March 7, 2023

President and Board of Trustees  
Village of Algonquin  
2200 Harnish Drive  
Algonquin, IL 60102

RE: Right of Way Permitting Agreement with i3 Broadband

Ladies and Gentlemen:

Starting this construction season and continuing for the next several years in multiple stages, i3 Broadband (“i3”), a telecommunications company, is planning to install a fiber optic network for the delivery of certain telecommunications services in your Village’s rights of way. While i3, as a telecommunications company, is entitled by state law to use your rights of way for its equipment, they are also bound to follow your existing Right of Way Ordinance that governs such installations to protect municipal resources. That ordinance contains detailed rules for such construction including rules for insurance and bonding of the work, indemnification of the municipality by the permittee, rules about landscaping, traffic, safety, restoration, and appearance, and engineering and planning requirements.

Most of the Right of Way Ordinance rules were designed to address one-time or occasional permit requests by existing utility companies such as Comcast, NICOR, AT&T and ComEd, and it is unusual for the municipality to be asked to facilitate the installation of an entirely new system over a multi-year period. Therefore, through MCCG and our law firm, representatives from Algonquin, Huntley, Lake in the Hills, McHenry and Woodstock have been in talks with i3 to streamline the permit application process for i3’s project in order to reduce the permit review burden on each town.

The attached agreement is intended to do this by creating a two-stage permitting process. Once each year, i3 will submit basic information about their plans and complete all the “general” requirements to obtain a “Master Permit.” This step will include posting a bond, meeting municipal insurance requirements, and submitting general information about emergency plans, traffic, landscaping and contact information. Thereafter throughout the year, they will only need to submit more specific details for each of their individual installations by submitting plans and engineering certifications for the project, and by requesting any needed variances from your Right of Way Ordinance (as authorized by that ordinance). They will only need to update previously submitted information if it has changed or if a project will require lane closures or other such information. Because the time that a municipality is given to respond to telecommunications companies permit requests is set by state law, we hope this two-stage process will speed and simplify the permit application and review process and reduce the total need for staff time devoted to these anticipated

requests. We also hope it will allow your permitting team to set some general standards and expectations for landscaping, restoration, and installation procedures at the start of the project that can remain in place for its duration.

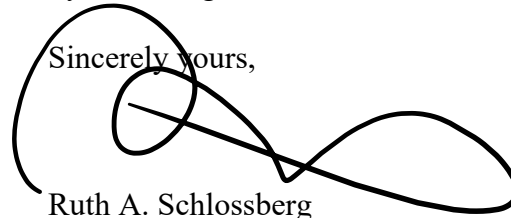
With limited exceptions, the changes here do not vary greatly from your existing Ordinance requirements, though they do change or clarify some of the items that must be submitted and the timing of those requirements.

As drafted, this Agreement will be good through December 31, 2025.

Your Public Works Department permitting team has cooperated with us on this project, and we hope this will help improve efficiency and use of that team's time for this ongoing i3project. I am sure that team can answer most questions you may have about this matter, but please do not hesitate to be in touch with me if I can help answer any questions for you.

If the ordinance and agreement attached to this letter as Attachment A meet with your approval, then a motion would be in order to approve the ordinance authorizing the agreement's execution by the President and its attestation by the Village Clerk.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Ruth A. Schlossberg'. The signature is fluid and cursive, with a large loop at the beginning and a long, sweeping tail that ends in a small hook.

Ruth A. Schlossberg

cc: Chalen. Daigle, MCCG  
Michael Kumbera, Assistant Manager  
Michele Zimmerman, Interim Public Works Director  
Kelly Cahill

Attachment A: Ordinance and Right-Of-Way Permitting Agreement with i3 Broadband

## **ORDINANCE NO. 2023 - O - \_\_\_\_\_**

### ***An Ordinance Authorizing the Execution of a Right-of-Way Permitting Agreement Between the Village of Algonquin and i3 Broadband***

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; and

WHEREAS, the Village owns or controls various public ways within the corporate limits of the Village, including but not limited to highways, roads, streets, lanes, alleys, paths, curbs, sidewalks, underground water and sewer, or other public ways, public easements, and public rights-of-way (hereinafter "Public Ways"); and

WHEREAS, i3 Broadband, through its affiliate, iTV-3, LLC, is a holder of a certificate to provide competitive local exchange carrier service and is thus entitled to access to the Village's Public Ways and desires to utilize the Village's Public Ways for the installation of a fiber optic cable and appurtenances; and

WHEREAS, the Village intends to exercise its authority to manage i3 Broadband's use of the Village's Public Ways, all in accordance with and subject to the terms, conditions and limitations of the Village's Chapter 39, Construction of Utility Facilities in the Rights-of-Way, except to the extent specifically modified by a Right-of-Way Permitting Agreement, attached hereto as Exhibit A, for the mutual convenience of and efficient operations of i3 Broadband and the Village; and

WHEREAS, the President and Board of Trustees have concluded that the execution of the Right-of-Way Agreement is in the interests of the health, safety and welfare of the Village and its citizens.

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: The Right-of-Way Permitting Agreement between the Village of Algonquin and i3 Broadband attached hereto as Exhibit A, is hereby approved, and the President and Clerk of the Village are hereby authorized to affix their signatures thereto in their respective official capacities as the President and Clerk of the Village.

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.

Aye:

Nay:

Absent:

Abstain:

APPROVED:

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

(SEAL)

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

Passed: \_\_\_\_\_

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

Prepared by:  
Ruth Schlossberg, Village Attorney  
Zukowski, Rogers, Flood & McArdle  
50 Virginia Street  
Crystal Lake, Illinois 60014

Z:\A\AlgonquinVillageofOrdinances\ROW Agreement.i3Broadband.doc

**EXHIBIT A**  
**RIGHT-OF-WAY PERMITTING AGREEMENT**

## **RIGHT-OF-WAY PERMITTING AGREEMENT**

This *Right-Of-Way Permitting Agreement* (“Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the **VILLAGE OF ALGONQUIN**, an Illinois municipal corporation (the “Municipality”) and **i3 BROADBAND** (“CLEC”).

### **Recitals**

**WHEREAS**, Municipality owns or controls various public ways within the corporate limits of the Municipality, including but not limited to highways, roads, streets, lanes, alleys, paths, curbs, sidewalks, underground water and sewer, or other public ways, public easements, and public rights-of-way (hereinafter “Public Ways”); and

**WHEREAS**, CLEC, through its affiliate, iTV-3, LLC, is a holder of a certificate to provide competitive local exchange carrier service and is thus entitled to access to the Municipality’s Public Ways and desires to utilize the Municipality’s Public Ways for the installation of a fiber optic cable and appurtenances; and

**WHEREAS**, the Municipality intends to exercise its authority to manage CLEC’s use of Municipality’s Public Ways, all in accordance with and subject to the terms, conditions and limitations of the Municipality’s Chapter 39, Construction of Utility Facilities in the Rights-of-Way (the “Right of Way Ordinance”), except to the extent specifically modified by this Agreement, for the mutual convenience of and efficient operations of CLEC and the Municipality.

**NOW, THEREFORE**, for and in consideration of the mutual covenants, and obligations contained herein, and other good and valuable consideration received by each party, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Incorporation of Recitals**. The foregoing recitals are hereby incorporated into this Agreement in their entirety.
2. **Conditions of Use**. CLEC hereby agrees to follow and be bound by the Municipality’s Right of Way ordinance, except as otherwise specifically modified by this Agreement, in order to construct, install, operate, inspect, maintain, repair, upgrade, replace and remove a fiber optic cable and any and all lines, conduits, access manholes, pull vaults, and other similar equipment and devices owned or used by CLEC in the Municipality’s Public Ways for the purpose of providing telecommunication services (the “Installation Project”). CLEC anticipates that the Installation Project will take place over a multi-year period in separate phases over that time (“Individual Installation(s)").
3. **Term**. This Agreement and the conditions of use granted to CLEC hereunder shall commence as of the date of this Agreement and shall continue through December 31, 2025.
4. **Installation Project Subject to this Agreement**. CLEC agrees and warrants that the Installation Project will be done and completed in a good and workmanlike manner, and at no expense to Municipality. The Installation Project will be undertaken in the name of, or pursuant



to contracts or agreements with CLEC, and CLEC agrees that all parties contracting with CLEC for any part of the Installation Project shall be bound by the terms and conditions of this Agreement and by the Municipality's Right of Way Ordinance, other than as modified by this Agreement.

5. **Two Stage Permitting Procedure.**

- a. The Parties agree that the permitting process for the Installation Project may take place in two stages. The intent of this two-stage process is to streamline the process for both parties, and to ensure that the Parties' resources can be expended in the most efficient manner possible.
- b. First, the CLEC must annually apply for and obtain a "Master Permit" pursuant to this Agreement. The Master Permit is intended to provide the Municipality with generally applicable information about the CLEC Installation Project proposed to be undertaken within the Municipality.
- c. Thereafter, for each Individual Installation, the CLEC may provide only such additional information as is described in this Agreement related to each Individual Installation.
- d. Unless the Parties mutually agree otherwise, in writing, the application for a Master Permit must be submitted at least thirty (30) days before the CLEC intends to begin work in the Municipality's rights of way, and the Municipality shall have twenty-five (25) days to respond to any such Master Permit application.
- e. Unless the Parties mutually agree otherwise, in writing, the application for any Individual Installation project, must be submitted at least 10 days before the CLEC intends to begin work in the Municipality's rights of way for that Individual Installation, and the Municipality shall have seven (7) days to respond to any such Individual Installation application.

6. **Master Permit Application for Installation Project.** CLEC may satisfy certain permit requirements annually rather than for each Individual Installation by completing a master permit application (the "Master Application") for the Installation Project. Once the requirements of the Master Application have been met, the Municipality shall issue a permit (the "Master Permit") which authorizes the CLEC to proceed to the Stage Two permit process for each Individual Installation. The following items must be submitted annually (and updated if information changes) to be eligible for a twelve-month long Master Permit:

- a. The CLEC's corporate name and address, telephone and fax numbers, and an e-mail address and cell phone number for a contact person, as well as such information for a local contact, if different.
- b. The CLEC's subcontractor's name and address, if different than the CLEC, its telephone and fax numbers, and an e-mail address and cell phone number for a contact person, as

well as such information for a local contact, if different, and a description of its interest in the work.

- c. The names, addresses and telephone and fax numbers, and e-mail addresses of all professional consultants, if any, advising the CLEC with respect to the application.
- d. A detailed description of the proposed work and the purposes and intent of the facilities to be installed and the uses to which the facilities will be put. The scope and detail of such description shall be appropriate to the nature and character of the work to be performed, with special emphasis on those matters likely to be affected or impacted by the work proposed.
- e. A written traffic control plan demonstrating the protective measures and devices that will be employed consistent with the Illinois Manual on Uniform Traffic Control Devices, to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic.
- f. An emergency contingency plan which shall specify the nature of potential emergencies, including, without limitation, construction and hazardous materials emergencies, and the intended response by the CLEC. The intended response shall include notification to the Municipality and shall promote protection of the safety and convenience of the public. Compliance with ICC regulations for emergency contingency plans constitutes compliance with this section unless the Municipality finds that additional information or assurances are needed.
- g. Evidence of insurance as required by the Right of Way Ordinance that will cover all Installation Project work of CLEC in the Municipality plus evidence of professional liability insurance of one million dollars (\$1,000,000.00).
- h. Submission to the Municipality of a Performance Bond:
  - i. The Performance Bond shall be in a form acceptable to the Municipality.
  - ii. The Performance Bond shall be for \$50,000, unless the CLEC is working on greater than two Individual Installations at the same time, in which case the Municipality may require a bond in a dollar amount sufficient to provide for one hundred twenty five percent (125%) of the reasonably estimated cost to restore the right-of-way for all such Individual Installations to at least as good a condition as that existing prior to the construction project proposed under the Master Permit, as determined by the Director of Public Works. Notwithstanding the requirement to post a greater bond amount in the event that more than two Individual Installations are underway at the same time, the CLEC shall not be required to post a total Performance Bond in an amount greater than \$100,000.
  - iii. The Performance Bond may be called upon to address any and all liens and all damages, claims, costs or expenses that the Municipality may pay or incur by reason of any action or nonperformance by CLEC in violation of this Agreement and the applicable provisions of the Municipality's Right of Way Ordinance for the Installation Project, including, without limitation, any damage to public property or restoration work the CLEC was required to perform, but that the Municipality must perform itself or have completed as a consequence solely of the CLEC's failure to perform or complete, and all other payments due the Municipality from the CLEC pursuant to this Agreement and to the applicable provisions of the Municipality's Right of Way Ordinance.

- iv. Only where the construction of facilities proposed under the Master Permit will be performed in phases in multiple locations in the Village, with each phase consisting of construction in multiple locations, but where construction in one location will not be undertaken prior to substantial completion of restoration in the previous location, then the Public Works Director may, in the exercise of sound discretion, allow the CLEC to post a single amount of security which shall be applicable to each phase or location of the construction under the Master Permit. The amount of the Bond for such phased construction shall be equal to the greatest amount that would have been required under the provisions of this section for any single phase or location (or equal to the amount for multiple locations if construction will be occurring in more than one place at a time).
- v. This Performance Bond shall be continuously maintained at the CLEC's sole cost and expense until the completion of the Installation Project.
- i. All licenses and regulatory authorizations issued by any agency authorizing the provision of the services to be provided.
- j. A master landscape plan, if, in the opinion of the Director of Public Works, any is appropriate for the Installation Project.
- k. At least one customer service contact name, number and e-mail address that the Municipality may provide to members of the public with any complaints or comments about CLEC service or work in the public ways.

7. **Permit Requirements for Individual Installations.** Once a Master Permit has been issued by the Municipality, CLEC shall only be required to submit such additional information as may be required by this section for each Individual Installation location within the Municipality. These shall include, but not necessarily be limited to, the following:

- a. Updates to any written traffic control and emergency contingency plan already on file with the Master Permit application, only if either will change for the Individual Installation. If any traffic interference or lane closures will be necessitated by an Individual Installation, CLEC must give municipality at least three business days' notice.
- b. For the Individual Installation, drawings, plans and specifications showing the work proposed, including engineering plans depicting the Individual Installation in detail, and the certification of an engineer that such drawings, plans and specifications comply with applicable codes, rules and regulations. Drawings shall include a location map, dimensions of the right-of-way line and a legend of all symbols.
- c. Any request for a variance from one or more provisions of the Right of Way Ordinance pursuant to the variance provisions of that Ordinance.
- d. A detailed site plan showing the preferred location of the proposed facilities (subject to One-Call marks) including any existing apparent structure and any apparent adjacent improvements.
- e. A specific landscape plan or update, if, in the opinion of the Director of Public Works, any is appropriate for the Individual Installation.
- f. Such additional information as may be reasonably required by the Municipal permitting authority to protect the public's health, safety, and welfare.

8. **Variations.** The Parties agree that the Municipality's Public Works Director may exercise discretion in determining whether an item identified in this Agreement applies to the

particular circumstances of a Master Application Permit or an individual Installation permits and may waive a requirement or modify it to better fit the circumstances of the specific application pursuant to the Variation Procedure of the Municipality's Right of Way Ordinance.

9. **Fees and Costs.** Municipality shall not impose any permit fees inconsistent with the requirements of 35 ILCS 635/30, but all Parties agree that the Municipality may recover third-party engineering and other third-party costs incurred in the review of any installations or permit requests. By executing this Agreement, the CLEC agrees to reimburse the Municipality for all reasonably incurred third-party engineering and other third-party costs within 30 days of receipt from the municipality of an invoice or other documentation of such costs. The Municipality shall endeavor to keep the CLEC informed of the need for any third-party review associated with any installations or permit requests.

#### 10. **Miscellaneous Provisions.**

- a. **Transferability of Agreement.** The CLEC's right, title, or interest in this Agreement shall not be sold, transferred, assigned, or otherwise encumbered, other than to an entity controlling, controlled by, or under common control with the CLEC, without prior written notice to Municipality. No such notice shall be required, however, for a transfer in trust, by mortgage, by other hypothecation, or by assignment of any rights, title, or interest of the CLEC in its fiber optic network in order to secure indebtedness.
- b. **Specific Performance.** This Municipality may seek specific performance of the CLEC's specific performance of this Agreement if after written notice by Municipality to CLEC of the occurrence or existence of a default or material breach, CLEC, fails to cure, or commence good faith efforts to cure, such default or material breach within 45 days after delivery of such notice. The Municipality may also seek monetary damages for its provable damages from any such breach.
- c. **Indemnification.** The indemnification provisions of the Right of Way Ordinance shall extend to and include any matters associated with or arising out of this Agreement.
- d. **No Joint Venture or Partnership.** This Agreement shall not be construed so as to create a joint venture, partnership, employment, or other agency relationship between the parties hereto.
- e. **Joint and Collective Work Product.** This Agreement is and shall be deemed and construed to be a joint and collective work product of Municipality and CLEC, and as such, this Agreement shall not be construed against one party as the otherwise purported drafter of the same by any court of competent jurisdiction in order to resolve any inconsistency, ambiguity, vagueness or conflict, if any, in the terms or provisions contained herein.
- f. **Severability.** If any provision of this Agreement is held unenforceable by any court having jurisdiction, no other provisions will be affected, and the court will modify the unenforceable provision (consistent with the intent of the parties as evidenced in this Agreement) to the minimum extent necessary so as to render it enforceable.
- g. **Governing Law.** This Agreement shall be subject to and governed by the laws of the State of Illinois. Venue for the resolution of any disputes or the enforcement of any

rights arising out of or in connection with this Agreement shall be in the Circuit Court for McHenry County, Illinois.

- h. Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- i. Paragraph Headings.** Paragraph headings are inserted for convenience only and in no way limit or define the interpretation to be placed upon this Agreement.
- j. Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the parties and supersedes any prior agreement or understanding relating to the subject matter of the Agreement. This Agreement may be changed, modified or amended only by a duly authorized written instrument executed by the parties hereto.
- k. Notices.** Any notice required or permitted under this Agreement shall be in writing and shall be sufficient if personally delivered or mailed by certified mail, return receipt requested, addressed as follows:

To Municipality:

Village Manager Tim Schloneger  
Village of Algonquin  
2200 Harnish Drive  
Algonquin, IL 60102

To the CLEC:

Client Streit, General Manager, Northern Illinois  
i3 Broadband  
602 High Point Lane  
East Peoria, IL 61611

Notices mailed in accordance with the provisions of this paragraph shall be deemed to have been given on the third business day following mailing. Notices personally delivered shall be deemed to have been given upon delivery.

***IN WITNESS WHEREOF***, each of the parties hereto has caused this Agreement to be executed by its duly authorized representatives as of the day and year first above written.

Village of Algonquin, Illinois

i3 Broadband

By: \_\_\_\_\_  
Debby Sosine, Village President

By: \_\_\_\_\_  
Clint Streit, General Manager  
Northern Illinois

ATTEST:

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



# Village of Algonquin

The Gem of the Fox River Valley

## M E M O R A N D U M

**TO:** Tim Schloneger, Village Manager  
**FROM:** Katie Gock, Recreation Superintendent  
**DATE:** March 8, 2023  
**SUBJECT:** 2023 Lunch Concerts, Drive in Movie, & National Night Out

The Recreation Department is seeking approval for the following special events: Lunch Concerts, School's Out-Drive in Movie, and National Night Out. Each are described in more detail below.

### Lunch Concerts

With the continued partnership with the Algonquin Area Public Library District, the Recreation Department is happy to bring back the lunch concerts Friday afternoons. These events invite families, along with their picnic lunch, to enjoy a children's singer and a variety act during a free performance.

Date	Entertainer	Type	Location	Time
June 9	Todd Dowling	Children's Singer	Towne Park	11:00a-12:00p
August 4	Istvan and His Imaginary Band	Children's Singer	Towne Park	11:00a-12:00p

### School's Out Drive in Movie

This event is also a collaboration with the Algonquin Area Public Library District. The free event brings the drive-in movie experience right to Algonquin. Pre-registration is required as there are limited parking spaces for the event. *\*Rain date will be June 15\**

Date	Movie	Location	Time
June 8	Super Pets	Presidential Park	7:30-10:30p

### National Night Out

National Night Out enhances the relationship between neighbors and law enforcement while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances. The Police Department is teaming up with Algonquin Recreation to bring this event to Main Street on Tuesday August 1<sup>st</sup> between 6:00-8:00pm. This year National Night Out will include live entertainment, games, free snacks, and fun for all ages.

Pursuant to the Algonquin Municipal Code section 31.04, staff is requesting approval to close South Main Street (between Algonquin Road and Washington Street) during the hours of 2:00pm until the conclusion of the event approximately 9:00pm, as needed for National Night Out. In addition, pursuant to Section 31.04 of the Municipal Code, the Village Board must approve any public events in the Village, including concerts and musical performances.

Staff recommends approval and will be available at the Committee of the Whole meeting with any questions.

C: Michael Kumbara, Assistant Village Manager  
Dennis Walker, Chief of Police



# Village of Algonquin

The Gem of the Fox River Valley

## M E M O R A N D U M


**TO:** Tim Schloneger, Village Manager  
**FROM:** Katie Gock, Recreation Superintendent  
**DATE:** March 9, 2023  
**SUBJECT:** Inclusive Playground Design

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At the upcoming Committee of the Whole meeting on March 14, staff will provide a presentation outlining the Village's existing guidelines for designing inclusive parks and playgrounds. These guidelines are in place to ensure that children with different abilities can play, learn, and have fun together in Algonquin's public spaces.

Inclusive play spaces not only create equal opportunities for children with disabilities, but they also foster physical activity, independence, safety, creativity, and problem-solving skills for all children. By going beyond basic accessibility requirements, inclusive play provides a variety of features and activities that cater to a diverse group of children. This approach aligns with current ADA regulations, and more importantly, recognizes the importance of inclusivity in promoting social, emotional, and physical well-being for all.

CC: Michael Kumbera, Assistant Village Manager



# Inclusive Park & Playground Design Guidelines

Committee of the Whole

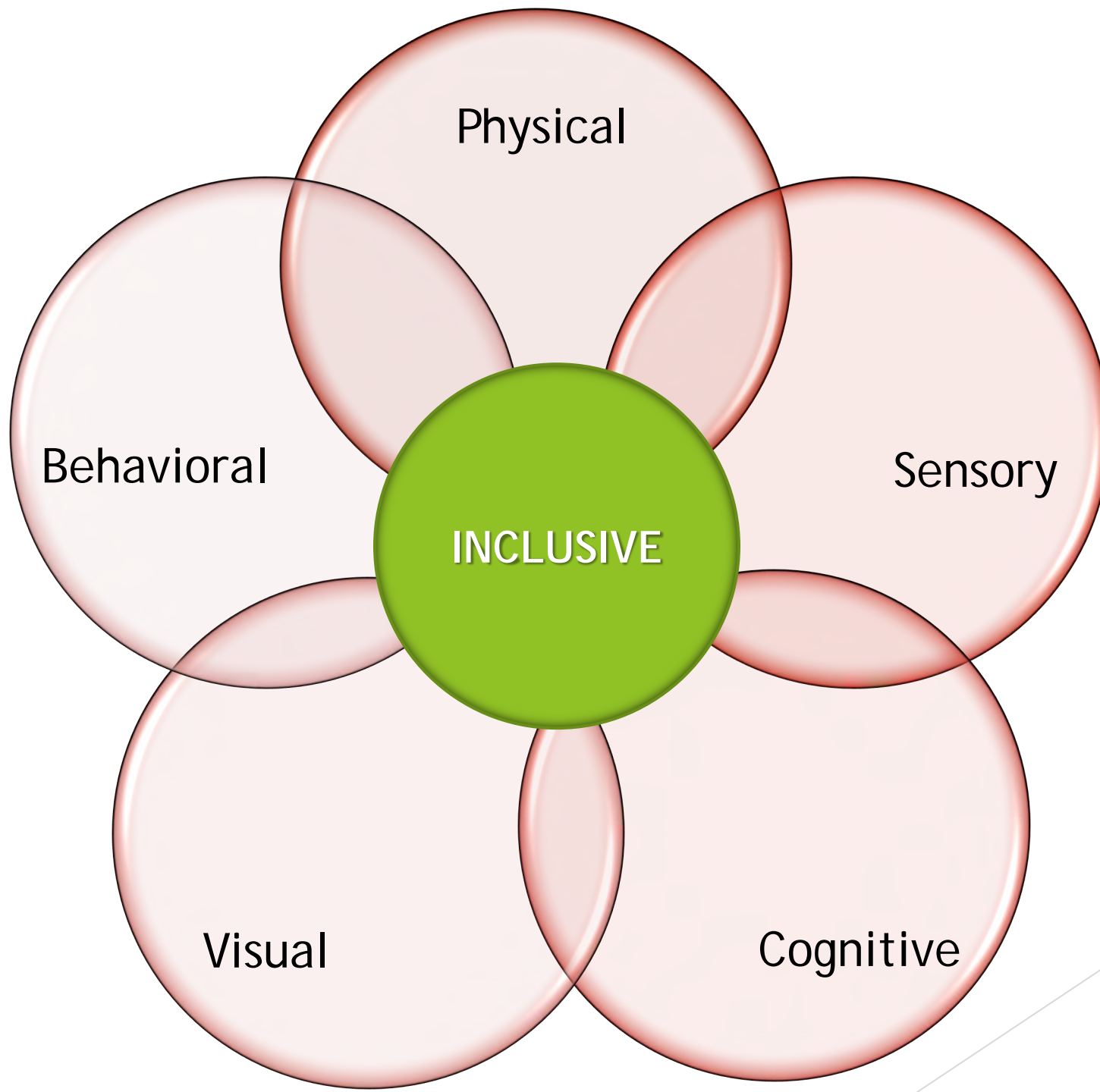
March 14, 2023



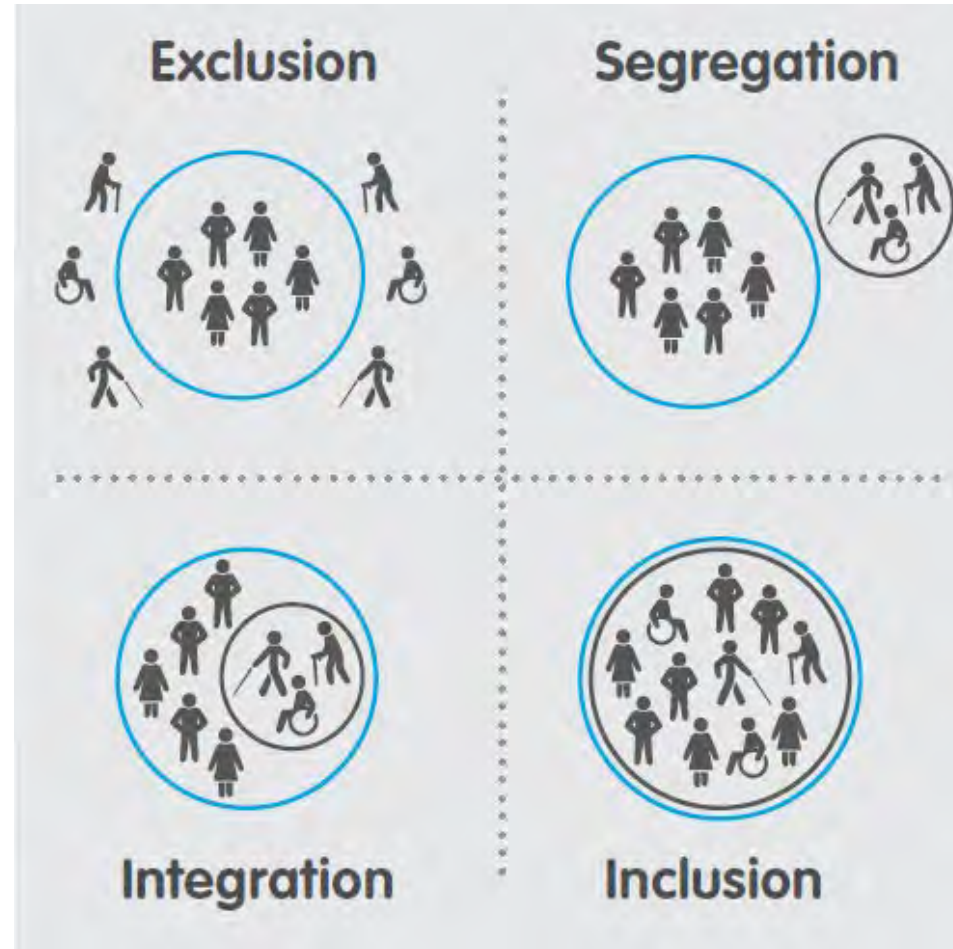
# Why Plan Inclusive Play Spaces?

Inclusive play spaces not only create equal opportunities for children with disabilities, but they also foster physical activity, independence, safety, creativity, relationships, and problem-solving skills for all children.





# Inclusive Playgrounds = All children at the center of active play!





4. Seating area within structure

5. Ground play panel  
(Located on back of climber)

6. Transfer platform

2. Friendship Swing  
3. Molded Bucket Seat

7. Ramp into playground

1. ReviWheel Spinner

8. Engineered wood fiber



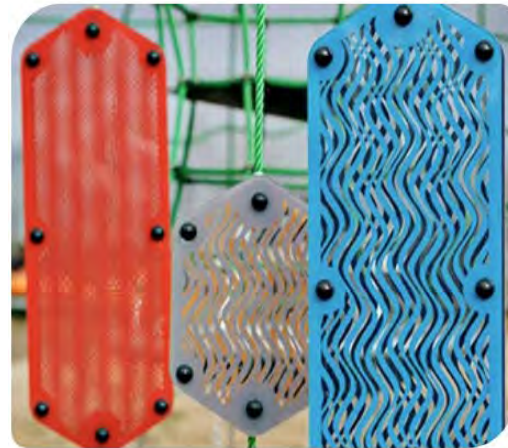
## Sense of touch

On the very top of the Dome, a grassy, fun-to-touch surface meeting point offers a bouncy, fun-to-touch space to rest.



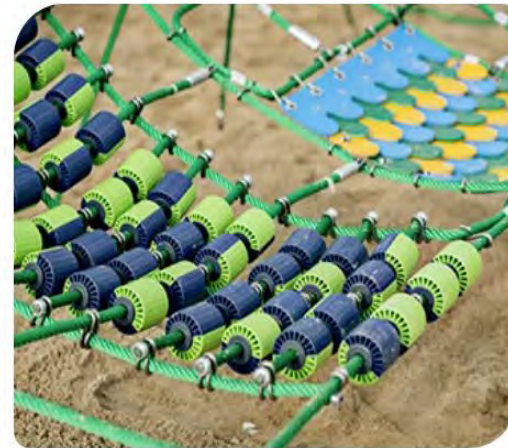
## Sense of movement

A swaying, blue Loop is suspended to the nets and reflects the movements of the friends climbing the nets above. It is also a spot for social interaction.



## Optical illusion

The optic panels create a sense of wonder with their moiré-like visual effects, which encourage logical thinking.



## Sense of touch & body pressure

Novel net-rolls add to the sensory play experience when lying or roller-gliding on the back or stomach



## Logical thinking

Thanks to their differently colored sides, the vertically suspended rollers allow children to create their own patterns and signals which encourage creativity.

# Springers and seesaws

Rocking trains the vestibular system as well as the understanding of cause and effect. Apart from being great fun, rocking trains crucial motor skills such as the sense of balance. This crucial motor skill helps the child, for instance, to sit still on a chair. The following rocking items are examples of good universal design: they can all be accessed and used from ground level.

## MULTI SEESAW

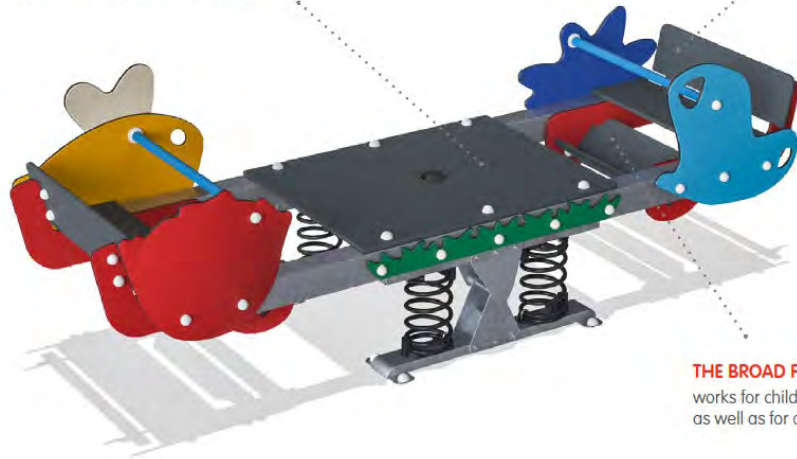
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### THE BROAD PLATFORM IN THE MIDDLE

supports a range of body positions, lying, seated, standing. It is a roomy, rocking part of the Multi Seesaw. It is splendid for children who can only lie, and for adults initiating or supervising play or holding a child

THE BACK REST  
adds extra support

THE BROAD FOOT AND CALF SUPPORT  
works for children with walking disabilities,  
as well as for all other children



## Seesaw 4-seats

Newly installed at Snapper Playground  
The 4-Seat Seesaws provide opportunities  
for collaborative play as kids keep active!



# Spinners and carousels

Spinning and rotating train the sense of balance and spatial awareness. These crucial motor skills help children, for instance, to sit still on a chair. The training of the sense of balance is particularly important for children with autism, vision impairments or a range of physical disabilities. The following spinning items are examples of good universal designs. These spinning items can all be accessed and used from ground level.

## ReviWheel Spinner

Newly installed at Snapper Playground

The ReviWheel™ Spinner includes a grab wheel in the center so kids can spin themselves around and around. This piece was designed with inclusion in mind with space for one or many kids riding in various positions.



## WHEELCHAIR CAROUSEL

KPL123

Spinning for all, including wheelchair users



## Spinner Bowls

5-12 age group



### Deep bowl

**Social-Emotional:** feeling of security when scooping in the bowl. Inclusive for all abilities.



### Tilted, spinning bowl

**Physical:** the sense of balance and the coordination are supported when spinning. This effects the ability to sit still for longer periods. Muscles are developed when pushing or pulling friends.

**Social-Emotional:** cooperation, helping others, turn-taking.

**Cognitive:** logical thinking when speeding up or slowing down the spin by either curling up or stretching.



# Swings

Swinging trains spatial awareness as well as the sense of balance. Spatial awareness is important, for example to judging distances and thus navigating traffic safely. For many children with motor disabilities, training of spatial awareness is particularly important.

## Friendship Swing

Newly installed at Snapper Playground

Siblings, parents and grandparents can enjoy time together on the playground with the FriendShip® Swing. Designed to allow multiple users at one time.



# Swings

2-12 age group



## Swing seats

**Physical:** balance and spatial awareness are stimulated by swinging. These are necessary skills in e.g. judging distances. When swinging vigorously, the arm and core muscles are trained.

**Social-Emotional:** the cooperation in movement of swinging together trains cooperation, sequencing teamwork understanding and empathy.

**Cognitive:** cause and effect understanding, managing rhythm and thinking skills for younger children when swinging.



## ADA seat

**Physical:** fine motor skills

**Social-Emotional:** children play together

**Cognitive:** experimentation, cause and effect Play

**Creative:** loose parts play



## Shell nest swing

**Physical:** balance, coordination and spatial awareness are developed when swinging. The swinging movement trains the arm, leg and core muscles, and strengthens bone density when jumping off.

**Social-Emotional:** the spacious seat allows for many children standing, lying, seated together and is inclusive for all.

**Cognitive:** cause and effect understanding, rhythm and thinking skills are developed in younger children.



## Open seat

**Physical:**

**Adult:** possibility to place the toddler in the seat while keeping eye-contact.

**Older child:** training of motor and muscle skills.

**Social-Emotional:** security in responding to toddler's moods while swinging.



## Toddler seat

**Physical:** balance and spatial awareness. Good back support and space to ease putting children in the seat and lifting them up, including winter clothing.

**Social-Emotional:** eye-contact with adult stimulates social contact and emotional bonding.

**Cognitive:** swinging movement supports understanding of cause and effect.



# Play panels & planters

Play panels with sensory elements such as varied tactile, auditory or manipulative activities, attract children and can be played by all. The play panels are categorised as cognitive-creative play items because they stimulate logical as well as creative thinking and can be changed and shifted.

## MUSIC PLAY PANEL

PCM000708

### THE MUSIC PIPES

offer sensory variation with a tuned and tonal sound outcome. The pipes sound when hit with hands or sticks. The pipes are hollow, and small items can pass through them. The pipes are tuned to create a recognisable tonality (from the left: G, A, BB, C, BB, A, G)

### THE BLACK RUBBER FLAPS

can be plunked to sound the pipes

### MATERIAL AND TACTILE VARIATION

adds sensory versatility: tactile as well as auditory stimulation

### GROUND LEVEL ACCESSIBILITY

and height make the panel accessible for all and allow a number of users to interact from both sides



## Combinations with ramps

For some playgrounds, ramps are the best way of ensuring accessibility and usability. When designing public playgrounds with special or therapeutic equipment, try to integrate them fully in the solution, rather than isolating them.



## Transfer Platforms





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

**– M E M O R A N D U M –**

DATE: February 28, 2023

TO: Committee of the Whole

FROM: Tim Schloneger, Village Manager

SUBJECT: *Proposed Budget – 2023/2024 General Fund*

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**GENERAL FUND BUDGET OVERVIEW**

The annual budget is a financial statement of the goals and objectives for the Village during the fiscal year. These goals and objectives have been assessed and reconfirmed over the past year regarding the delivery of basic Village services. The General Fund budget maintains conservative projections of revenues and expenditures and attempts to address the concerns for maintaining service delivery identified by elected officials, Village staff, and citizens of this community in our current economic environment. The budget for the General Fund followed a “constraint budgeting” process to ensure maintenance of existing services while enhancing budget goals by each department and division in the allocation of the limited revenues for the Village.







In other words, it is the overriding principle of the budget to deliver outstanding service to our citizens at a reasonable price without drawing down the Village’s working capital, assuming no additional tax burden on our residents. This principle is difficult to maintain long-term, but still possible because of the financial planning that the Village Board has followed over the past decades. A projected flat property tax rate is reflected in the General Fund budget; and, through strong fiscal policies and constraint, the 2023-2024 General Fund budget is balanced.

Attached is the proposed General Fund budget for Fiscal Year 2023-2024. This General Fund budget is balanced with increased revenues and expenditures as compared to the budget for the current 2022-2023 fiscal year. Income tax revenue is projected to increase based on current year-end projections and an assumption that the State of Illinois will not implement any new changes to the [Local Government Distributive Fund](#) formula. Sales tax revenue projections also show an increase given assumptions of trends in the retail marketplace and online sales. Real estate taxes are the second largest revenue category after sales taxes and have a local rate below year 2011 levels.

The budget maintains a balanced position, allowing for the drawdown of unrestricted funds for one-time capital purchases pursuant to the Village’s reserve policy. Above all, no significant reduction in services to our residents is anticipated in the 2023-2024 fiscal year budget, and the Village’s cash position remains solid.

## **FY 2023/2024 GUIDING PRINCIPLES**

The budget's Guiding Principles are the core guidelines to ensure stability in meeting the mission of our organization, especially when our ability to provide necessary public services is challenged by unstable or declining revenue. The Village aims to focus its time and resources in accomplishing the following objectives:

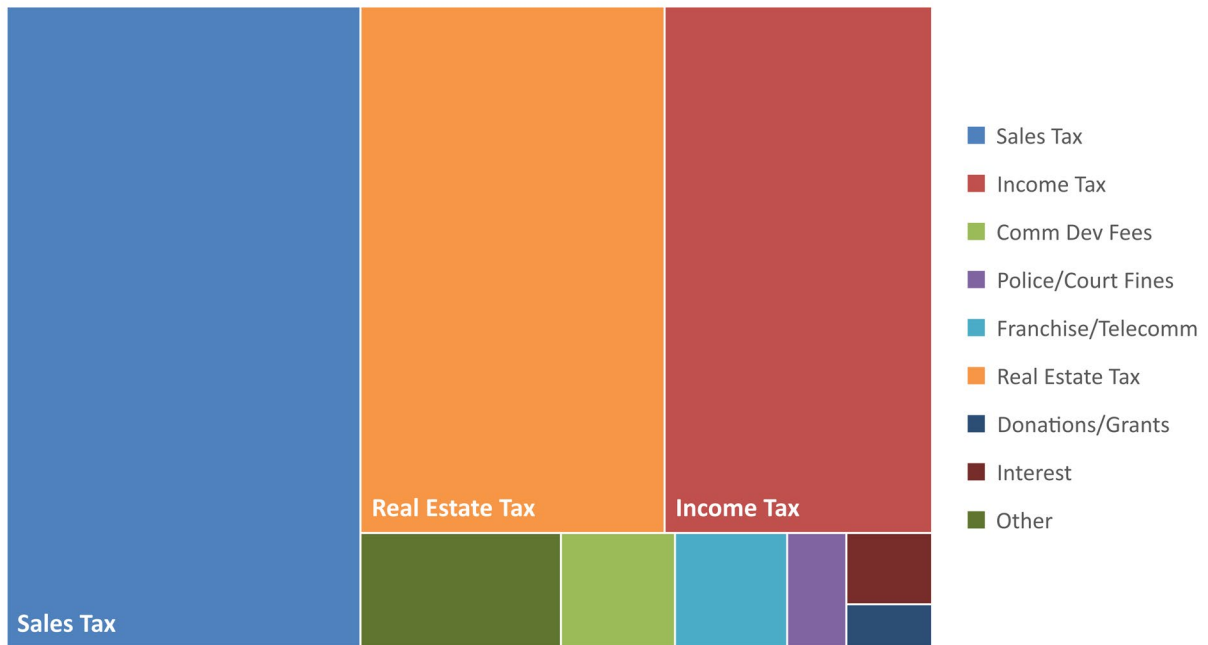
	<b>Customer Service</b>
<p>The Village will strive to provide the most efficient and effective services to residents, while creating a positive customer experience. This will be accomplished through continuous improvement of our operations, employee training and development, effective internal and external communication, innovation, and implementation of technology and automated systems.</p>	
	<b>Economic Development</b>
<p>Economic development is instrumental in offering residents a community in which they can live, work, and play; creating jobs and bringing visitors to our community; and providing revenue to fund needed capital projects and other operational programs. The Village will allocate the necessary resources to the continued development of the Village's economy, focusing on key targeted industries and geographic areas.</p>	
	<b>Infrastructure</b>
<p>Providing adequate infrastructure throughout the Village is essential in order to ensure safe roadways, functional water and sewer systems, and top-notch park facilities for our community. The Village will provide evaluation of capital assets, multi-year planning, and implementation of capital improvement projects in order to maintain the Village's infrastructure and also focus on development of our transportation network to improve accessibility and mobility of roadway and trail systems.</p>	
	<b>Fiscal Management</b>
<p>The Village will be a good steward of taxpayer dollars by implementing best financial practices in our operations, including assessing all viable options to add to and diversify the Village's tax base, exploring grants, providing dedicated revenue sources for capital projects, and by refining operations to incorporate process improvements.</p>	
	<b>Public Safety</b>
<p>The Village will allocate the necessary resources for the maintenance of the public's health, safety, and welfare, with emphasis on public safety and emergency management planning in our daily operations.</p>	
	<b>Conservation</b>
<p>Conservation is imperative in order to protect the environment and conserve natural resources such as groundwater, wetlands, and natural water bodies. The Village will promote sustainable operating policies and continue to work with other governments and agencies to address issues of water quality and quantity on a regional basis.</p>	

In addition to maintenance and advancement of services provided to our citizens, this proposed General Fund budget is on course to maintain at least a six-month cash reserve within the next fiscal year provided the state of Illinois lives up to its obligation to allocate the municipal share of the state income tax.

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**GENERAL FUND ANTICIPATED REVENUE (\$24,315,000)**

There are many sources of revenue needed to fund the General Fund budget. Some of the revenue accounts are predictable based on past trends, while many other revenues are dependent on activities that have been more difficult to predict due to economic volatility and the nature of state-shared revenues. This section of the memo will address larger revenue categories and those revenue accounts involving various assumptions and deviations from the current fiscal year budget.



- **SALES TAX - \$9,300,000** - Projected sales tax contributes approximately 38% of the total anticipated revenue for the General Fund and is the largest revenue source in the General Fund.

Sales tax is an elastic revenue source, paid largely by nonresidents who purchase goods from businesses within the Village. These purchases can fluctuate based on the changing retail landscape and external economic forces from year to year and should not be completely relied on as the ever-increasing revenue source. The timing of new commercial uses, closing of businesses, and predicting resulting sales taxes to be generated by these new or closing businesses, and sometimes competing businesses, make sales tax less predictable as a revenue source.

- **INCOME TAX - \$5,762,000** – Income taxes received by the state are based on the census of population and overall income tax collected by the state. Recent trends show income tax increasing from last fiscal year. Income tax revenue consists of approximately 24% of the total revenue for the General Fund.

- **COMMUNITY DEVELOPMENT FEES - \$539,000** - The revenue from building permits, platting fees, and annexation may fluctuate based on the economy and the extent of building activity. Community Development Fees account for just over 2% of the General Fund revenue in this budget.
- **POLICE AND COURT FINES - \$280,000** – This series of revenue accounts makes up the payments from fines, prosecution fees, and forfeited funds related to police and court activities, plus any reimbursement for police training. Court and traffic fines account for approximately 1% of all General Fund revenues.
- **FRANCHISE & TELECOMMUNICATIONS FEES - \$530,000** – These items cover revenues provided to the Village by utility companies for use of the public rights of way through franchise agreements. This revenue accounts for approximately 2% of the revenue in the General Fund.
- **REAL ESTATE TAXES - \$6,550,000** - The real estate tax revenues include the distribution of the real estate taxes as levied. The real estate tax revenue contributes approximately 27% to the General Fund budget and is the second largest source of revenue next to sales tax. Consistent with the policy of the Board to keep Village property taxes down, the Village’s local tax rate was near year 2011 levels.
- **GRANTS AND DONATIONS - \$155,000** - These line items account for the revenue anticipated for grant programs and developer donations and are recognized as funds are received.
- **INTEREST - \$250,000** - These revenue line items include interest received from the various investment institutions utilized by the Village. While working capital is stable, interest rates can fluctuate throughout the year and are showing a trend to be gradually increasing. Interest income accounts for 1% of the General Fund revenue.
- **OTHER REVENUE - \$948,500** – Elevent (11) other smaller revenue sources account for the balance of the total revenue stream for the General Fund. A transfer from the Hotel Tax Fund helps to supplement the General Fund for advisory services provided by the McHenry County and Metro West Councils of Governments. Overall, the other revenue accounts make up approximately 4% of the General Fund revenue.

**FUND BALANCE TRANSFERS**

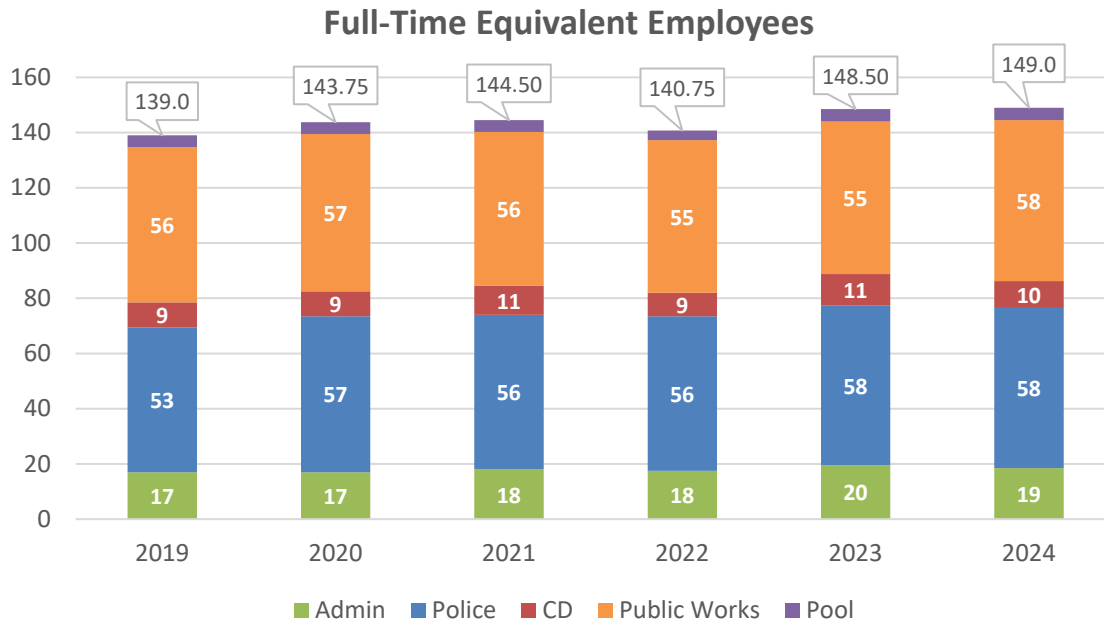
An additional \$5,082,000 will be transferred to the Street Improvement Fund consistent with the Village’s Reserve Policy, to fund capital improvements.

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**GENERAL FUND EXPENDITURES - PERSONNEL**

Administration, Police, Community Development, and Public Works are separate departments funded by the General Fund. Public Works has two distinct divisions of responsibility covered under the General Fund: (1) General Services (previously Streets Division and Parks and Forestry Division) and (2) Public Works Administration. Note: The Water and Sewer Divisions are also under the Public Works Department, but these two divisions are classified under the Water and Sewer Operating Fund which is considered a

separate, freestanding Enterprise Fund. The Vehicle and Building Maintenance Service Funds are administered through the Public Works Department as internal service funds and derive their revenue as an expenditure from each department based on the vehicle, equipment, and building needs of each department.



The General Fund budget suggests modest salary increases for current personnel to keep in line with inflation and cost of living. The merit compensation plan for noncontract employees is examined annually. The merit plan provides that the department heads, with the advice and consent of the Village Manager, review all nonunion employees for possible merit increases. Each department establishes a merit pool, so the proposed raises can reflect job performance rather than automatic, across-the-board pay increases. For budget purposes, an approximate 5.0% merit pool increase is recommended at this time. Implementation of the merit compensation plan, as established by the Committee of the Whole and the Village Board by ordinance, will serve as a guide to the appropriate merit pool increases for the employees during the 2023-2024 fiscal year.

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**GENERAL SERVICES ADMINISTRATION – PERSONNEL (\$1,974,000)** The General Services Administration Department (GSA) includes the Manager’s Office, Finance, Human Resources, Water Billing, Innovation & Technology, and Recreation. Staff within the General Services Administration Department includes 17 full-time, and 5 part-time, employees under this budget proposal.

**GENERAL SERVICES ADMINISTRATION - CONTRACTUAL SERVICES (\$339,000)**  
 The expenditures under the contractual services category includes management interns, legislative lobbyists, accounting & payroll services, and homeless shelter contributions.

**GENERAL SERVICES ADMINISTRATION - SUPPLIES AND MATERIALS - (\$70,500) AND MAINTENANCE (\$141,500)**  
 Items under Supplies and Materials includes IT equipment such as computers and printers. The line item for Building Services (44423) (as in all departments) focuses on the level of attention needed at the Ganek Municipal Center and Historic Village Hall for the purpose of

maintenance, which is increasing with aging facilities. The Internal Services Fund will bill each department the labor and materials needed to maintain each department. Vehicle Maintenance (44420) and Building Services (44423) are classified through a separate Internal Service Fund, which is noted on the budget work sheets with an “S” for Service Fund.

**GENERAL SERVICES ADMINISTRATION - CAPITAL EXPENDITURES (\$0)**

No funds are allocated this year.

**GENERAL SERVICES ADMINISTRATION - OTHER CHARGES (\$565,000)**

- ACCOUNT 47701 RECREATION PROGRAMS - \$ 185,000 - The costs associated with the special event and recreation programs planned for the fiscal year are identified in this line item. The most popular events and recreational sessions remain on the schedule for the year, and some less popular events have been eliminated. Recreation programming revenue has been adjusted to reflect the related program expenditures. If all of the programs are successful, revenues generated from the events will cover most, but not all, of these proposed expenditures.
- ACCOUNT 47750 HISTORIC COMMISSION - \$2,500 – The expenditures proposed by the Historic Commission are for photographic services, duplication, copying, and reprinting, as well as other supplies and equipment for office use and seminars including membership in the [McHenry County Historical Society](#).
- ACCOUNT 47765 SALES TAX REBATE EXPENSE - \$330,000 – This expenditure represents a proposed sales-tax sharing development agreements with Rosen Hyundai for the Ioniq electric vehicle expansion and for the new CarMax dealership.

**GENERAL SERVICES ADMINISTRATION DEPARTMENT SUMMARY (\$3,090,000)**

The General Services Administration Department accounts for 11% of the budget. The department will continue to focus on public communication tools, technology enhancements, and streamlining Village-wide operations.

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**POLICE DEPARTMENT – PERSONNEL (\$10,022,900)**

Personnel salaries and benefits in the Police Department make up 83% of the department’s expenditures, including the Village’s significant contribution to the Police Pension Fund. Most of the sworn officers and civilian personnel are covered under collective bargaining contracts. The department has 50 sworn officers and a total of 57 full-time employees.

**POLICE DEPARTMENT - CONTRACTUAL SERVICES (\$873,700), SUPPLIES AND MATERIALS (\$380,500), AND MAINTENANCE (\$343,600)**

Dispatch Services for SEECOM is the largest line item under contractual services (\$590,000). Fuel usage (43340) for police vehicles (\$108,000) is the one of the larger line items under Supplies and Materials. IT Equipment (43333) includes computers, printers, and other technology items scheduled for replacement.

**POLICE DEPARTMENT - CAPITAL EXPENDITURES (\$322,500)**

- ACCOUNT 43335 VEHICLES AND EQUIPMENT - \$30,000 – Funds are allocated for a new Utility Task Vehicle (UTV) for the Police Department.



- ACCOUNT 45590 CAPITAL PURCHASES - \$292,500 – This line item is for capital purchases that exceed the \$40,000 threshold It includes two (2) replacement squads ([Ford Interceptor SUV](#)) and new [portable vehicle barriers](#), which will be used for the various on-street special events in the Village that require closure.
- ACCOUNT 45597 CAPITAL LEASE PURCHASE - \$0 – No money is allocated this year for capital improvements.

**POLICE DEPARTMENT - OTHER CHARGES (\$185,800)**

- ACCOUNT 47720 POLICE COMMISSION - \$22,500 – This line item reflects expenses for the promotion and discipline of police officers, if needed.
- ACCOUNT 47760 UNIFORMS - \$59,300 - This line item is pursuant to the current union contract for the uniform allowances and for new and replacement bulletproof vests for officers.

**POLICE DEPARTMENT SUMMARY (\$12,129,000)** As the agency responsible for providing front-line public safety services to Village residents, the Police Department is by far the largest department of the Village, making up approximately half of the General Fund budget. All expenditures are necessary to meet the public service goals identified in certain guiding principles noted earlier in this memo.

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**COMMUNITY DEVELOPMENT DEPARTMENT – PERSONNEL (\$1,282,500)**

This department of the Village includes the services of building permit review, code enforcement, property maintenance, economic development, downtown revitalization, public art, and planning and zoning coordination. The budget for the Community Development Department is based on expected implementation of various departmental program goals. The department has 9 full-time and 2 part-time/seasonal employees.

**COMMUNITY DEVELOPMENT DEPARTMENT - CONTRACTUAL SERVICES, (\$362,300), SUPPLIES AND MATERIALS (\$67,500), AND MAINTENANCE (\$47,100)**

- ACCOUNT 42234 PROFESSIONAL SERVICES - \$274,000 - This item is used to pay for outside professional service contracts and the employee leasing agreements of an economic development professional through GovTemps. Other services anticipated are consultants in specialized areas of planning, elevator inspections, grass-cutting services (for violations of property maintenance codes), and other possible outside inspection services, if needed, for larger commercial projects and/or summer peak building permit review. Other expenditures in all categories are decreasing accordingly due to less building activity. Also included is \$100,000 to continue the process of updating the Village’s [Comprehensive Land Use Plan](#).
- ACCOUNT 43362 PUBLIC ART - \$26,000 - This line item covers expenses for the Public Art Program. The costs will cover all-weather signs adjacent to the sculptures and other expenses necessary to set up the public art displays including the annual [Art on the Fox](#) event.

**COMMUNITY DEVELOPMENT MAINTENANCE (\$47,100)**

The Internal Services Fund will bill each department the labor and materials needed to maintain each department. Vehicle Maintenance (44420) and Building Services (44423) are classified through a separate Internal Service Fund, which is noted on the budget work sheets with an “S” for Service Fund.

**COMMUNITY DEVELOPMENT CAPITAL IMPROVEMENTS (\$0) AND OTHER CHARGES (\$104,600)**

- ACCOUNT 43335 VEHICLES & EQUIPMENT - \$0 – No money is allocated.
- ACCOUNT 47710 ECONOMIC DEVELOPMENT - \$56,000 - This item covers the continued implementation of the Downtown Planning Study, Retail Marketing, Business Park Marketing, and the Business Retention Program recommended by the Algonquin Economic Development Commission.

**COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY (\$1,864,000)**

This department accounts for about 6% of the General Fund budget and is responsible for economic development programs, processing of every development plan proposed and every building permit of this growing Village, including enforcement of property maintenance codes. The revenue directly from community development-related matters consists of \$539,000, or approximately 2% of the General Fund budget revenues. The Village needs to maintain a highly professional level of service in the department since its efforts will be measured by the quality of the developments in the future of the Village.

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**PUBLIC WORKS DEPARTMENT - PUBLIC WORKS ADMINISTRATION**

The organization of the Public Works Department utilizes the division of Public Works Administration to efficiently allocate the time and responsibilities of the Public Works Department who assist all departments of the Village. The positions that are involved with building and vehicle maintenance cross over to multiple divisions within Public Works, multiple departments of the Village, and multiple funds within the budget. Public Works Administration also manages General Services (formerly Streets Division and Parks and Forestry Division), all of which are funded through the General Fund, as well as the separate Enterprise Fund of the Water and Sewer Operating Divisions.

**PUBLIC WORKS ADMINISTRATION – PERSONNEL (\$539,900)**

Six full-time positions are covered by the Public Works Administration Division. This includes two (2) new positions hired during FY23 (Village Engineer and Ecologist/Horticulturist) as well as new full-time Project Engineer position, which is being proposed in FY24.

**PUBLIC WORKS ADMINISTRATION - CONTRACTUAL SERVICES (\$19,300) SUPPLIES AND MATERIALS (\$22,300) AND MAINTENANCE (\$56,000)**

The line items for Public Works Administration under contractual services and supplies and materials reflect only those services needed for the Public Works Administration Division. Likewise, the maintenance line items are only for the Public Works Administration’s share of buildings, grounds and vehicle maintenance.

**PUBLIC WORKS ADMINISTRATION - CAPITAL EXPENDITURES (\$0)**

No funds are allocated.

**PUBLIC WORKS ADMINISTRATON – TRANSFERS (\$0) AND OTHER CHARGES (\$9,500)**

Other Charges include travel and training and uniform costs.

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**PUBLIC WORKS GENERAL SERVICES – PERSONNEL (\$2,410,800)**

The staff of General Services (formerly Streets Division and Parks and Forestry Division) is proposed with no new full-time personnel. The number of full-time employees within General Services is at 21 with additional part-time and seasonal personnel to meet service demands during peak seasons.

For winter months, snowplow routes are established for snow and ice removal on the 130 miles of streets, bike trails, and municipal parking lots. Likewise, during the spring, summer, and fall seasons, patching, maintenance, street sweeping, and striping must all be performed by the staff of General Services.

General Services covers the expenses needed for the maintenance of parks and municipal properties. Park and natural area maintenance costs are expanding greatly due to the commitment by the Village Board to acquire open space and to enhance maintenance and improvements to community parks. The expenditures accurately represent the Village’s cost of additional open space and increased responsibilities to maintain the tree stock within the public areas and tree loss caused by the emerald ash borer infestation. Likewise, tree preservation, tree replacement, and grounds maintenance are increasingly important to the Village and the overall quality of facilities serving the public.

**GENERAL SERVICES - CONTRACTUAL SERVICES (\$1,181,500) AND SUPPLIES AND MATERIALS (\$276,000)**

Contractual accounts cover utility costs such as power for streetlights, fuel costs, mosquito control, aquatic weed control, landscape maintenance, utility locating, downtown plants & flowers, downtown snow removal, cul-de-sac plowing and play surface mulch installation. Supplies and Materials also include those items needed for street repairs such as asphalt, stone, signs, landscape restoration, etc.

- ACCOUNT 42212 ELECTRIC - \$223,400 - This account recognizes the cost of power for all the streetlights throughout the Village for the year.
- ACCOUNT 42234 PROFESSIONAL SERVICES - \$905,700 - This line item is used to pay for subscription costs for the Automatic Vehicle Location System. In addition, it includes money to pay for tree trimming, IEPA storm water permit fees, JULIE locate service, weather command services, broadleaf weed control, mosquito control, aquatic weed control and rough turf mowing. Contractual services also include landscape maintenance, cul-de-sac plowing and downtown snow removal.

Funding for maintenance activities in the downtown area is budgeted as part of a trial period to develop and refine a maintenance program that is congruent with the recent physical improvements in that area. The program will provide a different level of service than other parts of the community. At a certain point in the near future, alternate funding mechanisms should be explored to have better alignment with the benefits received in this area.

- ACCOUNT 43309 MATERIALS - \$21,600 - This line item is for in-house projects which utilize materials such as stone, asphalt, paint, mulch and seed. In addition, drainage problems continually need to be addressed throughout the Village and require materials such as pipe, manhole parts, gravel, and various types of stone.
- ACCOUNT 43320 TOOLS, EQUIPMENT AND SUPPLIES - \$39,500– This account covers the costs for the day-to-day tools and supplies. Funds are provided for typical hand tools, concrete saw parts, tree trimming supplies, and equipment for playground repairs.
- ACCOUNT 43366 SIGN PROGRAM - \$55,500 - The expenses under this item include the purchase of posts and signs for public rights of way. With the use of the computerized sign-making equipment, Public Works staff can make and customize signs for the Village. The materials for sign blanks and the backing materials are included in this expenditure.

### **GENERAL SERVICES - MAINTENANCE (\$753,200)**

- ACCOUNT 44402 TREE PLANTING - \$25,500 - Expenses under this item include seasonal plant displays, as well as replacement plants and trees on public properties, including parkway trees. Finally, this line item provides for the 50/50 parkway tree program. The allocated funds will not completely satisfy the current waiting list of tree replacements due to the emerald ash borer infestation. The 50/50 tree program only covers the situation where a property owner wants an additional parkway tree. Any existing parkway tree that dies will be replaced 100% by the Village.
- ACCOUNT 44420 VEHICLE MAINTENANCE - \$307,000 - This item covers maintenance of all machinery and apparatus that are driven or towed, including trucks, vans, tractors, cars, riding mowers, or anything mounted to those pieces such as snowplows or salt spreaders.
- ACCOUNT 44421 EQUIPMENT MAINTENANCE - \$188,000 - The equipment maintenance line item represents expenses that are preformed or coordinated through Internal Services.
- ACCOUNT 44423 BUILDING MAINTENANCE - \$194,000 – The building services maintenance line item represents expenses that are preformed or coordinated through Internal Services.
- ACCOUNT 44427 CURB AND SIDEWALK PROGRAM - \$0 - This work is now being funded out of the Motor Fuel Tax Fund.
- ACCOUNT 44428 STREET MAINTENANCE- \$0 – This work is now being funded out of the Motor Fuel Tax Fund.
- ACCOUNT 44429 STREET LIGHT MAINTENANCE - \$0 – This work is now being funded out of the Motor Fuel Tax Fund.
- ACCOUNT 44430 TRAFFIC SIGNAL MAINTENANCE - \$24,000 - These are set costs for the Village’s share of existing traffic signals shared with IDOT.

- ACCOUNT 44431 STORM SEWER MAINTENANCE - \$13,000 – This provides for pipe and manhole parts for the utilities team.

**GENERAL SERVICES - CAPITAL EXPENDITURES (\$414,600)**

Expenditures include the purchase of EDCO Sidewalk Grinder & Vacuum (Replacement), Utility ATV Replacement (#642), 2 Toro Mowers with Snow Attachments, 2 Toro Mowers with Snow Attachments, and Ford F-450 1-Ton Replacement (#513).

**GENERAL SERVICES – TRANSFERS (\$234,700) AND OTHER CHARGES (\$41,200)**

This line item is primarily used for uniform and safety items along with a modest amount budgeted for training.

- ACCOUNT 48005 TRANSFER TO POOL - \$234,700 - This item includes the funds necessary to cover the balance of expenditures for the Lions-Armstrong Memorial Pool not covered by pool revenues.
- ACCOUNT 47740 TRAVEL TRAINING & DUES - \$21,600 AND ACCOUNT 47760 UNIFORM & SAFETY - \$18,500 these items are critical to personnel for strategic planning, training, safety equipment, and procedures for the correct and safe operation of equipment.

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**PUBLIC WORKS DEPARTMENT SUMMARY (\$5,293,000)**

The divisions of the Public Works Department covered in the General Fund—

1) Public Works Administration, 2) General Services—together make up 20% of the General Fund Budget, 2% and 18%, respectively.

Unlike the Police Department where personnel costs consist of 83% of the department's budget, the expenditures for these divisions of Public Works usually require more capital investment of materials and equipment to assist in the physical improvement of streets and parks, including the upkeep and maintenance of the Village's public infrastructure, such as public buildings, grounds, and municipal vehicles. The budget for these divisions includes a decrease in the number employees and is committed to the continued increased efficiency and high quality of maintenance as performed over the past several years with the purchase of strategic equipment to assist existing personnel with efficient execution of their responsibilities.

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**MULTI-DEPARTMENTAL EXPENDITURES (\$6,355,000)**

Multi-Departmental expenses are those that cross over to all departments and divisions of the Village. The professional services for employee assistance and computer network improvements are included in the Multi-Departmental expenses. Multiple major computer software improvements (\$403,700) that cross over to all departments are covered in Account 43333. The annual liability insurance premium for the General Fund is in Account 42236 (\$722,000). And a transfer to the Street Improvement Fund (\$5,200,000) is reflected here.

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## **GENERAL FUND BUDGET SUMMARY**

The General Fund is the major operating fund for the Village, and it has retained a sound financial base. Maintaining a sufficient cash reserve is essential to the solid financial operation of any Village will be maintained in this fiscal year by full implementation of this proposed budget and maintained revenue projections. Staff feels this proposed budget attempts to implement many of the goals established by the Village Board. The quality of the development and services in the Village is accomplished by all employees and elected officials involved with the decision-making process. The projected expenditures outlined in this General Fund not only maintain the current service delivery level to all of our residents but hopefully go further to accomplish goals of improved quality standards desired and expected in this village. The projected revenues and expenditures are conservative, yet realistic, and the implementation of the budget is results-based for effective and efficient services for our residents

Improving municipal services by budgeting for outcomes is a commitment that has been made in recent budgets, and it is hoped that elected officials and the public can recognize the progress made in serving the public interest over the past years through careful implementation of the Village's budget. This progress and momentum are being built on in this proposed budget so that the Village can provide yet a higher level of service in future years.

General Fund

Revenues

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Budget
<b>Sales Tax</b>								
01000500	31010	Sales Tax	\$ 7,344,888.50	\$ 7,591,523.84	\$ 8,953,312.94	\$ 4,515,144.43	\$ 8,800,000.00	\$ 9,300,000.00
<b>Subtotal</b>			\$ 7,344,888.50	\$ 7,591,523.84	\$ 8,953,312.94	\$ 4,515,144.43	\$ 8,800,000.00	\$ 9,300,000.00
<b>Income Tax</b>								
01000500	31020	Income Tax	\$ 4,336,426.66	\$ 4,817,157.27	\$ 5,501,304.83	\$ 3,250,050.99	\$ 4,965,000.00	\$ 5,640,000.00
01000500	31590	State Replacement Tax - Twp.	13,066.72	9,843.85	14,482.58	10,297.25	5,000.00	12,000.00
01000500	31591	State Replacement Tax - State	64,854.05	61,149.28	142,145.62	110,169.56	50,000.00	110,000.00
<b>Subtotal</b>			\$ 4,414,347.43	\$ 4,888,150.40	\$ 5,657,933.03	\$ 3,370,517.80	\$ 5,020,000.00	\$ 5,762,000.00
<b>Community Development Fees</b>								
01000100	32070	Planning/Zoning/Annex.	\$ 10,757.70	\$ 7,110.00	\$ 98,497.77	\$ 76,109.12	\$ 10,000.00	\$ 10,000.00
01000100	32100	Building Permits	445,371.47	550,200.93	859,650.92	835,692.85	450,000.00	500,000.00
01000100	32101	Site Development Fee	2,520.00	763.00	2,093.99	12,508.29	1,000.00	1,000.00
01000100	32102	Public Art Impact Fee	1,000.00	2,325.00	2,725.00	11,551.70	2,000.00	2,000.00
01000100	34105	Platting Fees	10,600.00	30,112.50	169,822.00	59,400.00	20,000.00	15,000.00
01000100	32110	Outsourced Services Fees	19,545.00	12,517.66	8,962.47	3,525.16	20,000.00	10,000.00
01000100	35012	Building Permit Fines	19,980.00	25,840.00	2,005.00	360.00	20,000.00	1,000.00
<b>Subtotal</b>			\$ 509,774.17	\$ 628,869.09	\$ 1,143,757.15	\$ 999,147.12	\$ 523,000.00	\$ 539,000.00
<b>Police/Court Fines</b>								
01000200	34020	Police Accident Reports	\$ 5,312.00	\$ 3,857.00	\$ 5,110.00	\$ 1,860.00	\$ 5,000.00	\$ 5,000.00
01000200	34025	Police Training Reimbursement	-	4,013.03	25,166.32	36,120.00	-	10,000.00
01000200	34018	Truck Weight Permit	16,975.00	13,700.00	8,425.00	5,350.00	10,000.00	10,000.00
01000200	35050	Police Fines	6,598.30	728.67	40,987.86	26,024.00	1,000.00	40,000.00
01000200	35053	Municipal Court - Police Fines	58,576.06	26,356.15	36,882.84	18,728.39	50,000.00	30,000.00
01000200	35060	County-DUI Fines	21,165.24	22,761.50	22,392.91	14,147.00	20,000.00	20,000.00
01000200	35062	County Court Fines	119,315.93	113,389.93	141,109.12	73,790.37	110,000.00	120,000.00
01000200	35063	County Drug Fines	375.00	-	124.10	10.00	500.00	500.00
01000200	35064	County Prosecution Fees	3,572.28	772.72	400.00	133.00	2,000.00	1,500.00
01000200	35065	County Vehicle Fines	2,155.00	291.60	80.00	40.00	2,000.00	1,000.00
01000200	35066	County Electronic Citation Fee	2,185.54	2,446.00	2,475.00	1,430.00	2,500.00	2,500.00
01000200	35067	County Warrant Execution	840.00	350.00	1,330.00	1,260.00	1,000.00	1,000.00
01000200	35068	County Auto Expungement	-	-	-	-	-	-
01000200	35085	Administrative Towing & Storage	40,826.50	29,928.50	34,187.89	25,970.00	35,000.00	35,000.00
01000200	35090	Traffic Light Enforcement	8,545.74	101.19	-	-	-	-
01000100	35095	Municipal Court	5,231.42	3,385.00	3,605.00	8,510.00	4,000.00	3,500.00
<b>Subtotal</b>			\$ 291,674.01	\$ 222,081.29	\$ 322,276.04	\$ 213,372.76	\$ 243,000.00	\$ 280,000.00
<b>Franchise &amp; Telecommunication Fees</b>								
01000500	31180	Cable Franchise	\$ 498,794.92	\$ 484,155.24	\$ 493,848.48	\$ 247,387.11	\$ 480,000.00	\$ 485,000.00
01000500	31190	Telecommunications Tax	86,274.11	66,574.27	58,220.98	26,537.23	50,000.00	45,000.00
<b>Subtotal</b>			\$ 585,069.03	\$ 550,729.51	\$ 552,069.46	\$ 273,924.34	\$ 530,000.00	\$ 530,000.00
<b>Real Estate Taxes</b>								
01000500	31500	Real Estate Tax - General Corporate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000.00
01000500	31510	Real Estate Tax - Police	2,412,862.63	2,415,746.80	2,421,045.30	2,395,170.87	2,420,000.00	2,500,000.00
01000500	31520	Real Estate Tax - IMRF	299,732.51	299,474.11	300,125.49	296,926.68	300,000.00	-
01000500	31530	Real Estate Tax - Road & Bridge	408,895.30	403,826.75	415,395.90	422,005.86	400,000.00	420,000.00
01000500	31550	Real Estate Tax - School Crossing	-	-	-	-	-	-
01000500	31555	Real Estate Tax - Parks	-	-	-	87,099.19	88,000.00	-
01000500	31560	Real Estate Tax - Insurance	449,598.72	399,302.11	400,167.39	395,898.81	400,000.00	-
01000500	31570	Real Estate Tax - FICA	449,598.72	411,280.28	412,179.71	407,771.77	412,000.00	-
01000500	31575	Real Estate Tax - ESDA	-	-	-	-	-	-
01000500	31580	Real Estate Tax - Police Pension	1,983,248.61	2,064,367.21	2,280,982.59	2,256,601.64	2,280,000.00	2,280,000.00
<b>Subtotal</b>			\$ 6,003,936.49	\$ 5,993,997.26	\$ 6,229,896.38	\$ 6,261,474.82	\$ 6,300,000.00	\$ 6,550,000.00

General Fund

Revenues






			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Budget
<b>Donations</b>								
01001100	33025	Donations - Recreation	\$ 5,448.28	\$ -	\$ 3,435.00	\$ 7,919.00	\$ 5,000.00	\$ 10,000.00
01000100	33030	Donations - Operating-General Govt.	57,884.26	151,821.24	325,784.96	183,792.71	50,000.00	50,000.00
01000200	33031	Donations - Operating-Public Safety	60,355.70	65,108.68	30,757.99	13,814.64	30,000.00	30,000.00
01000300	33032	Donations - Operating-Public Works	53,039.61	59,479.85	31,091.29	28,522.11	25,000.00	35,000.00
01000300	33052	Donations - Capital-Public Works	-	(3,853.42)	-	-	-	-
01000100	33100	Donation - Makeup Tax	42,703.34	35,988.67	30,261.73	12,517.99	40,000.00	30,000.00
<b>Subtotal</b>			\$ 219,431.19	\$ 308,545.02	\$ 421,330.97	\$ 246,566.45	\$ 150,000.00	\$ 155,000.00
<b>Grants</b>								
01000100	33230	Grants - Operating General Govt.	\$ -	\$ 30,000.00	\$ 322,500.00	\$ -	\$ -	\$ -
01000200	33231	Grants - Operating Public Safety	20,194.33	1,453,468.90	4,230,170.52	2,128,780.10	-	-
01000300	33232	Grants - Operating Public Works	-	-	-	-	-	-
01000200	33251	Grants - Capital Public Safety	31,818.18	25,003.48	32,122.37	-	-	-
<b>Subtotal</b>			\$ 52,012.51	\$ 1,508,472.38	\$ 4,584,792.89	\$ 2,128,780.10	\$ -	\$ -
<b>Interest</b>								
01000500	36001	Interest	\$ 1,061.25	\$ 813.61	\$ 710.95	\$ 391.17	\$ 500.00	\$ 500.00
01000500	36002	Interest - Insurance	61.39	73.64	32.45	18.09	-	-
01000500	36020	Interest - LGIP	129,606.98	9,654.77	4,748.97	65,325.32	3,500.00	130,000.00
01000500	36050	Investment Income - Fixed Income	449,577.15	118,867.91	(194,780.36)	27,014.21	61,000.00	120,000.00
<b>Subtotal</b>			\$ 580,306.77	\$ 129,409.93	\$ (189,287.99)	\$ 92,748.79	\$ 65,000.00	\$ 250,500.00
<b>Other</b>								
01000100	32080	Liquor Licenses	\$ 131,638.00	\$ 117,729.00	\$ 62,334.00	\$ 118,565.00	\$ 115,000.00	\$ 115,000.00
01000100	32085	Licenses	65,855.75	58,166.22	70,223.92	7,709.29	65,000.00	65,000.00
01000100	33008	Intergovernmental - General Govt.	49,764.00	34,800.00	44,921.00	8,004.00	40,000.00	10,000.00
01000200	33010	Intergovernmental - Police	389,968.62	449,810.38	482,795.56	62,790.07	300,000.00	440,000.00
01000300	33012	Intergovernmental -Public Works	-	-	-	-	-	-
01000100	34010	Historical Commission	120.00	-	-	-	100.00	-
01000100	34012	Reports/Maps/Ordinances	456.00	346.00	589.00	539.00	400.00	500.00
01000100	34100	Rental Income	80,342.09	51,690.06	56,482.20	49,901.46	83,000.00	85,000.00
01000100	34101	Facility Rental Fees	2,483.00	(304.00)	2,026.00	1,128.00	2,000.00	2,000.00
01000300	34102	Park Rental Fees	5,220.00	1,800.00	10,119.75	9,787.75	10,000.00	10,000.00
01000300	34230	Signage Billings	-	24.00	731.16	-	-	-
01000100	34410	Recreation Programs	68,210.35	13,544.75	29,498.62	41,968.29	104,000.00	86,000.00
01000200	34720	Administrative Fees	-	-	70.00	-	-	-
01000200	35080	Forfeited Funds	-	-	-	-	-	-
01000200	37100	Restitution - Public Safety	666.41	1,997.59	-	-	1,000.00	-
01000300	37100	Restitution - Public Works	6,968.13	10,308.28	49,975.01	29,805.10	5,000.00	-
01000500	37110	Insurance Claims	35,207.27	37,262.20	67,782.43	-	-	-
01000500	37900	Miscellaneous Revenue	(2,444.00)	225.00	57.20	25.02	500.00	-
01000500	37902	IPBC - Change in Terminal Reserve	30,413.00	45,185.00	21,287.00	-	-	-
01000100	37905	Sale of Surplus Property	83,423.25	90,763.75	391,259.99	55,231.06	150,000.00	100,000.00
01000500	38016	Transfer from Special Revenue - Hotel	35,000.00	35,000.00	30,000.00	-	30,000.00	35,000.00
01900500	38099	Transfer from Debt Service	41,562.53	-	-	-	-	-
<b>Subtotal</b>			\$ 1,024,854.40	\$ 948,348.23	\$ 1,320,152.84	\$ 385,454.04	\$ 906,000.00	\$ 948,500.00
<b>General Fund Total (less Transfers from Fund Balance)</b>			\$ 21,026,294.50	\$ 22,770,126.95	\$ 28,996,233.71	\$ 18,487,130.65	\$ 22,537,000.00	\$ 24,315,000.00
<b>Transfers from Fund Balance</b>								
		Public Art Fund						
		Vehicle Replacement Fund						
		Liability Insurance Fund						
		Cash and Investments					1,600,000.00	5,082,000.00
<b>General Fund Total (including Transfers from Fund Balance)</b>			\$ 21,026,294.50	\$ 22,770,126.95	\$ 28,996,233.71	\$ 18,487,130.65	\$ 24,137,000.00	\$ 29,397,000.00



## General Services Administration Department

The **General Services Administration Department (GSA)** administers several functions of Village operations including the Village Manager's Office, Finance, Human Resources, Innovation and Technology, Recreation, and the Office of Adjudication.

The General Services Administration Department supports the Village of Algonquin's mission by providing programs and services consistent with the following Guiding Principles:

	<b>Customer Service</b>
	<b>Economic Development</b>
	<b>Infrastructure</b>
	<b>Fiscal Management</b>
	<b>Conservation</b>

The **Village Manager's Office** provides management services, budgeting, legislative support, and communications to elected officials, staff, and the general public in order to carry out the policy direction as set by the Village Board.

The **Finance Division** provides water billing, accounts payable, payroll, and financial reporting services to residents, staff, and the general public in order to provide financial services and fiscal responsibility.

The **Human Resources Division** provides recruitment, benefits administration, and risk management services to Village staff in order to attract, retain, and develop a high-quality public workforce.



The **Innovation and Technology Division** provides technology services to Village staff in order to streamline department services with the use of technology to aid in the deliverance of better services to residents.

The **Recreation Division** provides recreation and leisure opportunities to the community in order to promote a spirit of community and to enhance quality of life for Village residents.

The **Office of Adjudication** provides for the adjudication of municipal ordinance violations to the general public in order to expedite prosecutions, reduce expenses, and allow the circuit court to focus on the more serious offenses.

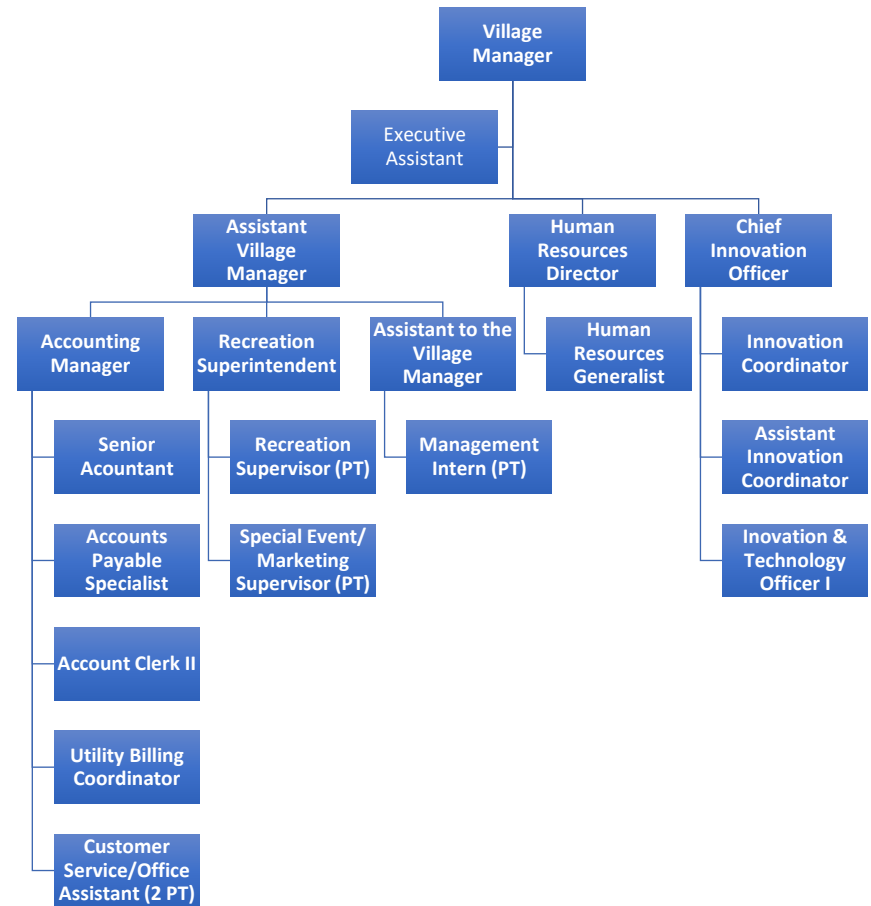
# General Services Administration Department

## Personnel Summary

The General Services Administration Department will employ a total of 18.5 full-time equivalent employees in FY 23/24. One (1) Accountant was promoted to Accounting Manager and one (1) Management Analyst was promoted to Assistant to the Village Manager. One (1) Senior Accountant was added and the Comptroller and two (2) Accountant positions will not be filled this fiscal year.

Position	FY 22/23	FY 23/24	Change
Village Manager	1.0	1.0	-
Assistant Village Manager	1.0	1.0	-
Human Resources Director	1.0	1.0	-
Chief Innovation Officer	1.0	1.0	-
Comptroller	1.0	0.0	▼ 1.0
Accounting Manager	0.0	1.0	▲ 1.0
Recreation Superintendent	1.0	1.0	-
Assistant to the Village Manager	0.0	1.0	▲ 1.0
Senior Accountant	0.0	1.0	▲ 1.0
Accountant	2.0	0.0	▼ 2.0
Accounts Payable Specialist	1.0	1.0	-
Account Clerk II	1.0	1.0	-
Utility Billing Coordinator	1.0	1.0	-
Management Analyst	1.0	0.0	▼ 1.0
Executive Assistant	1.0	1.0	-
Human Resources Generalist	1.0	1.0	-
Innovation Coordinator	1.0	1.0	-
Assistant Innovation Coordinator	1.0	1.0	-
Innovation & Technology Officer I	1.0	1.0	-
Recreation Supervisor	0.5	0.5	-
Special Event / Marketing Supervisor	0.5	0.5	-
Management Intern	0.5	0.5	-
Customer Service / Office Assistant	1.0	1.0	-
<b>Total Full-Time Equivalent Positions</b>	<b>19.5</b>	<b>18.5</b>	<b>▼ 1.0</b>
<i>Full-Time Employees</i>	<i>17</i>	<i>16</i>	<i>▼ 1</i>
<i>Part-Time Employees</i>	<i>5</i>	<i>5</i>	<i>-</i>

## Departmental Organizational Chart



### FY 22/23 Accomplishments

The following list provides a status update for departmental objectives outlined in the FY 22/23 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.



#### Complete

- Administer the 2022 Algonquin Community Survey in September 2022 to a random sample of households.
- Distribute 12 Algonquin e-News e-mail newsletters to subscribers on a monthly basis.
- Distribute four (4) newsletters (The Algonquin Citizen) to residents along with their water utility bills.
- Develop and distribute 2023 Annual Report and Calendar to all Village residents.
- Increase Excellent to Good survey rating for social media to at least 83.0% in the 2022 Algonquin Community Survey.
- Respond to Freedom of Information Act (FOIA) request within four (4) business days, on average, in calendar year 2022.
- Respond to general technology support help desk tickets within 72 hours (three days), on average, during calendar year 2022.
- Implement new Freedom of Information Act (FOIA) processing software by Q2 2022.
- Hold six (6) summer concerts events in July and August at Towne Park to attract visitors to Old Town Algonquin.
- Obtain Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the Fiscal Year 2022–2023 budget document.
- Obtain Government Finance Officers Association (GFOA) Popular Annual Financial Reporting Award for Fiscal Year 2021–2022.

- Obtain Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the Fiscal Year 2021–2022 audit.
- Maintain Village's Standard and Poor's bond rating of AAA.
- Hold one (1) recycling and document shredding event in summer 2022.



#### Near Completion

- Increase the number of water/sewer utility customers making payment by automated clearinghouse (ACH) to greater than 44% for calendar year 2022.
- Coordinate with Kane County Division of Transportation regarding the Longmeadow Parkway Bridge Corridor project.
- Obtain Government Finance Officers Association (GFOA) Popular Annual Financial Reporting Award for Fiscal Year 2021–2022. *Note: awaiting results from award application.*
- Improve residential waste diversion rate to greater than 32.0% for calendar year 2022.



#### Not Complete

- Increase Excellent to Good survey rating for www.algonquin.org to at least 85.0% in the 2022 Algonquin Community Survey.
- Answer at least 93.0% of questions received through the Village's online chat system during 2022.
- Obtain the International City/County Management Association's (ICMA) Center for Performance Measurement Certificate of Distinction/Excellence in 2022. *Note: this program was paused by ICMA for 2022.*
- Improve residential waste diversion rate to greater than 32.0% for calendar year 2022.

FY 23/24 Objectives



Customer Service

- Administer the 2023 Algonquin Community Survey in September and October 2023 to a random sample of households.
- Distribute 12 Algonquin e-News e-mail newsletters to subscribers on a monthly basis.
- Distribute four (4) newsletters (The Algonquin Citizen) to residents along with their water utility bills.
- Develop and distribute 2024 Annual Report and Calendar to all Village residents.
- Increase Excellent to Good survey rating for www.algonquin.org to at least 84.0% in the 2023 Algonquin Community Survey.
- Increase Excellent to Good survey rating for social media to at least 84.0% in the 2023 Algonquin Community Survey.
- Answer at least 91.3% of questions received through the Village’s online chat system during 2023.
- Increase the number of water/sewer utility customers making payment by automated clearinghouse (ACH) to greater than 45% for calendar year 2023.
- Respond to Freedom of Information Act (FOIA) request within three (3) business days, on average, in calendar year 2023.
- Respond to general technology support help desk tickets within 72 hours (three days), on average, during calendar year 2023.



Economic Development

- Hold seven (7) summer concerts events in July and August at Towne Park to attract visitors to Old Town Algonquin.



Infrastructure

- Coordinate with Kane County Division of Transportation regarding the Longmeadow Parkway Bridge Corridor project.



Fiscal Management

- Obtain the International City/County Management Association’s (ICMA) Center for Performance Measurement Certificate of Distinction/Excellence in 2023.
- Obtain Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the Fiscal Year 2023–2024 budget document.
- Obtain Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the Fiscal Year 2022–2023 audit.
- Obtain Government Finance Officers Association (GFOA) Popular Annual Financial Reporting Award for Fiscal Year 2022–2023.
- Maintain Village’s Standard and Poor’s bond rating of AAA.




Conservation


- Hold one (1) recycling and document shredding event in summer 2023.
- Improve residential waste diversion rate to greater than 32.0% for calendar year 2023.


### Performance Measures and Statistics

The FY 23/24 budget aligns with the Village's Guiding Principles by using performance measures such as output, efficiency, and outcome measures. The budget sets aggressive targets to continuously improve service delivery and provide core services cost-effectively. Future budgets will include additional measures and strategies.

 <b>Customer Service</b>					
<b>Objective:</b> Implement mechanisms for promoting effective internal/external communication.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Increase the number of Algonquin e-News subscribers	2,555	2,637	3,128	>2,750	>3,500
Maximize Excellent to Good survey rating for Algonquin e-News	83.6%	87.1%	89.7%	>85.0%	>86.8%
Increase the number of visits/sessions per day to <a href="http://www.algonquin.org">www.algonquin.org</a>	1,164	1,757	1,388	>1,171	>1,436
Maximize Excellent to Good survey rating for <a href="http://www.algonquin.org">www.algonquin.org</a>	81.6%	85.5%	83.5%	>85.0%	>84.0%
Increase the number of online chat sessions received	1,135	837	857	N/A	>800
Maintain a high answer rate for the online chat system	93.8%	89.5%	90.1%	>93.0%	>91.3%
Increase number of social media account followers (Facebook)	7,485	8,172	10,202	>8,500	>11,000
Increase number of social media account followers (Twitter)	2,134	2,183	2,189	>2,300	>2,250

Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Increase number of social media account followers (Instagram)	1,654	1,753	1,855	>1,900	>2,000
Maximize Excellent to Good survey rating for social media	78.5%	81.7%	84.6%	>83.0%	>84.0%
<b>Objective:</b> Evaluate operations to provide the most efficient and effective customer service.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Meet or exceed number of days to respond to a FOIA Request	3.63	2.89	2.64	<3.00	<3.00
Maximize percentage of water/sewer utility bill payments made using ACH	37.4%	42.4%	43.7%	>44.0%	>45.0%
Respond to general technology support help desk tickets	1,522	1,677	TBD	N/A	N/A
Respond to general technology support help desk tickets in a timely manner	2d 13h	2d 1h	TBD	3d	3d

 <b>Fiscal Management</b>					
<b>Objective:</b> Maintain high standard of fiscal reporting and accuracy.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Maintain and/or increase S&P bond rating	AAA	AAA	AAA	AAA	AAA
Obtain GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes
Obtain GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
Obtain GFOA Popular Annual Financial Report Award	Yes	Yes	Yes	Yes	Yes

 <b>Conservation</b>					
<b>Objective:</b> Promote Village solid waste program to encourage recycling.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Increase Waste Diversion Rate (Diversion by recycling)	32.2%	30.0%	30.1%	>32.0%	>32.0%
Maximize Excellent to Good survey rating for recycling	91.5%	92.5%	91.5%	90.0%	90.0%

General Services Administration Department




Expenditures

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2 YTD	Budget	Dept.	Manager	Budget
<b>Personnel</b>										
01100100	41103	IMRF	\$ 104,049.34	\$ 123,292.93	\$ 127,009.31	\$ 58,268.67	\$ 136,000.00	\$ 128,000.00	\$ 128,000.00	\$ -
01100100	41104	FICA	79,779.48	81,762.79	87,636.72	47,560.57	109,500.00	110,000.00	110,000.00	-
01100100	41105	Unemployment Tax	1,451.06	1,413.02	1,296.63	105.32	1,900.00	2,000.00	2,000.00	-
01100100	41106	Health Insurance	135,937.79	141,748.93	152,624.39	84,373.74	182,000.00	183,000.00	183,000.00	-
01100100	41110	Salaries	1,039,675.15	1,073,598.92	1,150,206.47	620,712.00	1,411,000.00	1,490,000.00	1,490,000.00	-
01101100	41113	Salary - Recreation Instructors	2,194.61	-	511.56	-	3,000.00	1,000.00	1,000.00	-
01100100	41130	Salary - Elected Officials	57,000.00	51,750.00	55,500.00	28,500.00	57,000.00	57,000.00	57,000.00	-
01100100	41140	Overtime	3,666.99	3,157.23	2,485.14	1,155.58	3,000.00	3,000.00	3,000.00	-
<b>Subtotal</b>			\$ 1,423,754.42	\$ 1,476,723.82	\$ 1,577,270.22	\$ 840,675.88	\$ 1,903,400.00	\$ 1,974,000.00	\$ 1,974,000.00	\$ -
<b>Contractual Services</b>										
01100100	42210	Telephone	\$ 20,293.30	\$ 21,646.48	\$ 24,302.37	\$ 10,878.71	\$ 24,000.00	\$ 21,950.00	\$ 22,000.00	\$ -
01100100	42211	Natural Gas	255.51	-	1,261.81	-	-	-	-	-
01100100	42225	Bank Processing Fees	606.26	78.42	289.75	361.51	300.00	500.00	500.00	-
01100100	42228	Investment Management	5,447.00	5,689.00	5,654.00	2,710.00	5,000.00	6,000.00	6,000.00	-
01100100	42230	Legal Services	55,875.37	51,421.76	57,417.12	17,059.49	55,000.00	55,000.00	55,000.00	-
01100100	42231	Audit Services	29,878.97	27,597.66	28,741.56	15,053.50	30,500.00	31,100.00	31,300.00	-
01100100	42234	Professional Services	94,611.63	111,823.96	122,378.32	95,653.10	164,000.00	143,700.00	176,000.00	-
01100100	42242	Publications	1,996.78	1,667.80	1,692.60	1,488.23	2,600.00	2,500.00	2,500.00	-
01100100	42243	Printing & Advertising	4,861.28	5,428.01	3,073.86	4,402.82	5,000.00	5,000.00	5,000.00	-
01100100	42245	Village Communications	16,671.75	13,246.09	15,645.26	4,616.48	18,000.00	21,000.00	21,000.00	-
01100100	42260	Physicals & Screenings	70.00	-	-	-	-	-	-	-
01100100	42272	Lease Payments	12,386.67	10,156.30	10,863.03	6,014.14	9,600.00	12,700.00	12,700.00	-
01100100	42305	Municipal Court	4,783.35	4,631.69	5,061.34	2,047.50	7,000.00	7,000.00	7,000.00	-
<b>Subtotal</b>			\$ 247,737.87	\$ 253,387.17	\$ 276,381.02	\$ 160,285.48	\$ 321,000.00	\$ 306,450.00	\$ 339,000.00	\$ -
<b>Supplies &amp; Materials</b>										
01100100	43308	Office Supplies	\$ 5,665.34	\$ 3,671.33	\$ 6,898.57	\$ 2,518.25	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ -
01100100	43317	Postage	4,698.14	6,197.59	7,065.94	5,751.11	8,000.00	9,000.00	9,000.00	-
01100100	43320	Tools, Equipment & Supplies	3,335.15	668.92	428.87	-	500.00	500.00	500.00	-
01100100	43332	Office Furniture & Equipment	-	-	2,003.65	61.89	-	4,200.00	29,200.00	-
01100100	43333	IT Equipment	17,001.73	14,559.51	20,729.82	10,971.00	10,200.00	23,550.00	23,700.00	-
01100100	43340	Fuel	293.43	243.17	364.81	295.27	400.00	600.00	600.00	-
<b>Subtotal</b>			\$ 30,993.79	\$ 25,340.52	\$ 37,491.66	\$ 19,597.52	\$ 26,600.00	\$ 45,350.00	\$ 70,500.00	\$ -
<b>Maintenance</b>										
01100100	44420	Vehicle Maintenance (S)	\$ 3,041.35	\$ 8,055.14	\$ 3,618.26	\$ 296.58	\$ 4,000.00	\$ 6,500.00	\$ 6,500.00	\$ -
01100100	44423	Building Services (S)	101,242.22	96,893.81	111,380.12	59,167.38	129,000.00	131,000.00	131,000.00	-
01100100	44426	Office Equipment Maintenance	3,378.68	2,204.87	2,997.85	1,727.23	4,000.00	3,800.00	4,000.00	-
<b>Subtotal</b>			\$ 107,662.25	\$ 107,153.82	\$ 117,996.23	\$ 61,191.19	\$ 137,000.00	\$ 141,300.00	\$ 141,500.00	\$ -
<b>Capital Expenditures</b>										
01100100	45590	Capital Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers</b>										
01100500	48002	Transfer to Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Other Charges</b>										
01101100	47701	Recreation Programs	\$ 100,299.33	\$ 21,465.66	\$ 72,654.56	\$ 65,264.96	\$ 156,900.00	\$ 184,940.00	\$ 185,000.00	\$ -
01100100	47740	Travel/Training/Dues	25,092.98	35,661.69	33,626.57	12,142.17	38,500.00	41,300.00	41,500.00	-
01100100	47741	Elected Officials - Expenses	601.00	-	1,171.49	85.00	1,500.00	1,500.00	1,500.00	-
01100100	47743	Environmental Programs	13.48	-	-	-	-	-	-	-
01100100	47745	President's Expenses	268.00	112.45	2,199.02	120.00	1,000.00	1,000.00	1,000.00	-
01100100	47750	Historic Commission	552.70	1,949.96	1,157.02	-	2,500.00	2,500.00	2,500.00	-
01100100	47760	Uniforms & Safety Items	-	-	1,303.49	30.00	600.00	1,000.00	1,000.00	-
01100100	47765	Sales Tax Rebate Expense	245,435.11	231,433.32	0.35	-	131,000.00	330,000.00	330,000.00	-
01100100	47769	Miscellaneous Expense	3.27	-	-	-	-	-	-	-
01100600	47790	Interest Expense	1,255.27	1,613.84	1,916.90	1,185.66	2,000.00	2,450.00	2,500.00	-
<b>Subtotal</b>			\$ 373,521.14	\$ 292,236.92	\$ 114,029.40	\$ 78,827.79	\$ 334,000.00	\$ 564,690.00	\$ 565,000.00	\$ -
<b>General Services Administration Total</b>			\$ 2,183,669.47	\$ 2,154,842.25	\$ 2,123,168.53	\$ 1,160,577.86	\$ 2,722,000.00	\$ 3,031,790.00	\$ 3,090,000.00	\$ -

(S) indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.

The **Police Department** provides professional and ethical law enforcement to our residents, businesses, and visitors, promoting a proactive approach to reducing crime, improving quality of life, and making our community safe.

The Police Department supports the Village of Algonquin’s mission by providing programs and services consistent with the following Guiding Principles:

	<b>Customer Service</b>
	<b>Public Safety</b>
	<b>Conservation</b>

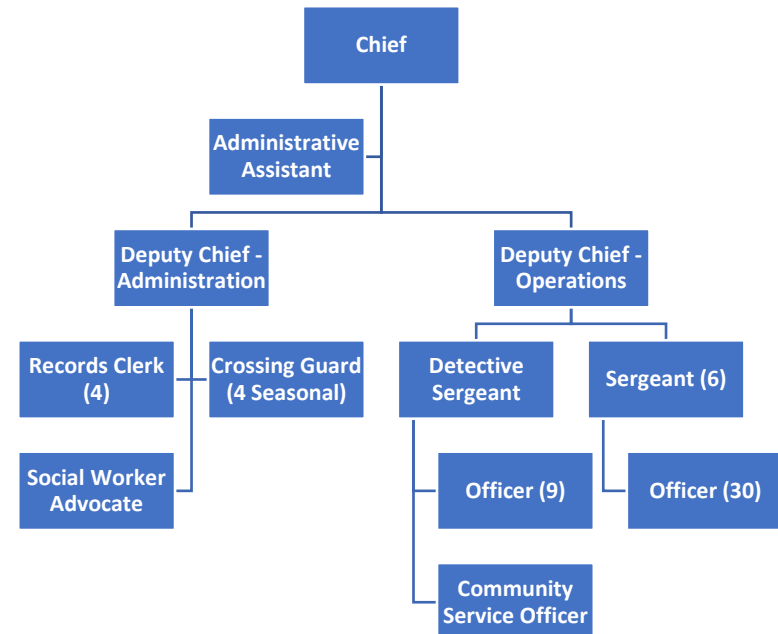
### Personnel Summary

The Police Department will employ a total of 58.0 full-time equivalent employees (50.0 Sworn) in FY 23/24. No new personnel are budgeted this fiscal year.

Position	FY 22/23	FY 23/24	Change
Police Chief	1.0	1.0	-
Deputy Police Chief	2.0	2.0	-
Sergeant	6.0	6.0	-
Detective Sergeant	1.0	1.0	-
Officer	40.0	40.0	-
Administrative Assistant	1.0	1.0	-
Records Clerk	4.0	4.0	-
Community Service Officer	1.0	1.0	-
Social Worker Advocate	1.0	1.0	-
Crossing Guard	1.0	1.0	-
<b>Total Full-Time Equivalent Positions</b>	<b>58.0</b>	<b>58.0</b>	<b>-</b>
<i>Full-Time Employees</i>	57	57	-
<i>Part-Time Employees</i>	4	4	-



### Departmental Organizational Chart





## FY 22/23 Accomplishments

The following list provides a status update for departmental objectives outlined in the FY 22/23 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.



### Complete

- Build community relationships by planning and participating in the 2022 National Night Out event to be held in August 2022, with a goal of attracting at least 500 members of the community.
- Implement a Social Media strategy that would increase the utilization of posts to create interest in the Algonquin Police Department Facebook page and increase the number of followers to 7,000 in the calendar year 2022.
- Retain certified, experienced officers and attract qualified lateral officers from other agencies through increased, competitive salary and benefits offered, with the goal to have no officers transfer to other agencies during the 2022 calendar year.
- To establish the Traffic Unit to help provide traffic enforcement in areas of concern and to improve the safety of the motoring public through education and the issuance of citations.



### Near Completion

- To have a minimum of six (6) additional officers trained and certified as members of the Crisis Intervention Team (CIT) during the 2022 calendar year, which would increase proficiency in de-escalation and handling persons who are experiencing a mental health crisis.



### Not Complete

- Partner with the Algonquin Area Public Library District to host a minimum of two (2) educational courses that would focus on providing safety tips to attendees.
- Develop a Citizens' Police Academy program for residents and local business owners, that would increase their knowledge of policing, and hold a minimum of one (1) complete academy course during the 2022 calendar year.
- Bring the ALERT Team under the control of the Police Department and provide the members with quarterly training, in order to increase their preparedness for activation during a public safety event.
- Engage in new marketing strategies aimed at recruiting quality police officer candidates, including promotional videos and attending job fairs, with the goal of attracting 250 applicants for the next testing process.
- Add two (2) Ford Police Interceptor Utility Hybrid vehicles to the Department Fleet, which would replace traditional gasoline-only engine vehicles and reduce fuel consumption.

**FY 23/24 Objectives**



**Customer Service**

- Establish a youth program within the Police Department, in the form of Police Cadets by the end of the fiscal year to provide opportunities for young people to learn about law enforcement and community service.
- Increase engagement on the Algonquin Police Department Facebook page by creating relevant content that encourages engagement from followers.
- increase officer presence and interactions at Village Recreation Department events in order to strengthen relationships between law enforcement and the community.
- Work towards establishing a comfort dog program for the Police Department, which will serve as a valuable resource for officer and community mental health.
- Partner with the Village Recreation Department to enhance National Night Out and increase attendance to 750 attendees, with a focus on engaging community members and promoting positive interactions with law enforcement.



**Public Safety**

- Increase traffic unit participation at targeted locations through the increased usage of the directed patrol system, Frontline, to improve traffic safety in our community.
- Participate in multi-jurisdictional training opportunities with local agencies to enhance our department's ability to respond to emergencies and collaborate with other agencies.
- Continue to advance our DRONE program and collaborate with local Village and outside agency DRONE programs to enhance our

department's response to emergency situations and improve public safety.

- increase departmental training on mental health and cultural diversity for both sworn and civilian personnel to enhance employee knowledge, skills, and abilities in these areas.
- Introduce and manage a new Green Bracelet program to assist in locating individuals with intellectual disabilities if they go missing.





**Conservation**

- Add a minimum of two (2) Ford Police Interceptor Utility hybrid vehicles to our department's fleet.

### Performance Measures and Statistics

The FY 23/24 budget aligns with the Village's Guiding Principles by using performance measures such as output, efficiency, and outcome measures. The budget sets aggressive targets to continuously improve service delivery and provide core services cost-effectively. Future budgets will include additional measures and strategies.

 <b>Customer Service</b>					
<b>Objective:</b> Promote a community oriented policing philosophy working in partnership with the community.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Maximize the Excellent to Good survey rating for overall Police services	85.6%	88.0%	87.4%	>88.7%	>87.0%
Increase number of social media account followers (Facebook)	5,186	6,490	8,035	7,000	8,500

 <b>Public Safety</b>					
<b>Objective:</b> Enforce traffic regulations to facilitate the smooth flow of vehicular and pedestrian traffic throughout the Village.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target <sup>3</sup>
Reduce crashes at controlled intersections	39	55	92	55 <sup>3</sup>	55 <sup>3</sup>
Reduce traffic accident fatalities	0	0	0	0	0
Maximize the Excellent to Good survey rating for traffic enforcement	72.7%	73.9%	73.9%	>73.1%	>73.5%
Hit and Run Traffic Accidents: Property Damage	52	43	56	45 <sup>3</sup>	45 <sup>3</sup>

Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target <sup>3</sup>
Hit and Run Traffic Accidents: Personal Injury	2	1	3	3 <sup>3</sup>	3 <sup>3</sup>
Traffic Accidents: Property Damage	310	284	351	322 <sup>3</sup>	322 <sup>3</sup>
Traffic Accidents: Personal Injury	69	78	98	82 <sup>3</sup>	82 <sup>3</sup>
Traffic Accidents: Occurring on Private Property	90	65	104	<78 <sup>3</sup>	<78 <sup>3</sup>

<b>Objective:</b> Protect the safety and welfare of the public.					
Part I Crimes <sup>1</sup>	320	238	243	317 <sup>3</sup>	267 <sup>3</sup>
Part II Crimes <sup>2</sup>	907	826	809	910 <sup>3</sup>	848 <sup>3</sup>
Part A Crimes*	-	-	1,052	N/A	1,052
Part B Crimes*	-	-	543	N/A	543
Service and Activity Calls	14,155	14,615	16,654	14,590 <sup>3</sup>	15,141 <sup>3</sup>
Maximize the Excellent to Good survey rating for crime prevention	91.4%	93.1%	90.8%	>92.2%	>91.7%
Maximize the very safe and somewhat safe survey rating for feeling of safety during the day	96.2%	95.8%	96.8%	>96.0%	>96.3%
Maximize the very safe and somewhat safe rating for feeling of safety after dark	89.8%	92.6%	89.8%	>91.1%	>90.7%

**Notes:**  
 1 – Includes homicide, rape/sexual assault, robbery, aggravated battery, burglary, motor vehicle theft, and arson.  
 2 – Includes battery, assault, deceptive practices, criminal damage/trespass, sex offenses, offenses involving children, liquor/drug offenses, serious motor vehicle offenses, and disorderly conduct.  
 3 – A three-year average for strategy/measure is used for certain output measures in lieu of a target to assist reader with trend analysis.  
 \*2022 marks the transition from Uniform Crime Reporting (UCR) and the reporting of Part 1 and Part 2 Crimes to the National Incident-Based Reporting System (NIBRS) and the reporting of Part A Crimes and Part B Crimes moving forward.

Police Department

Expenditures




			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2 YTD	Budget	Dept.	Manager	Budget
<b>Personnel</b>										
01200200	41103	IMRF	\$ 39,530.11	\$ 45,189.88	\$ 42,407.61	\$ 16,909.31	\$ 46,000.00	\$ 42,000.00	\$ 42,000.00	\$ -
01200200	41104	FICA	383,331.52	373,276.41	402,013.20	216,620.33	461,800.00	482,000.00	482,000.00	-
01200200	41105	Unemployment Tax	5,509.87	5,950.98	5,902.20	271.68	6,500.00	6,000.00	6,000.00	-
01200200	41106	Health Insurance	594,900.92	643,847.04	676,714.36	367,220.46	788,000.00	825,000.00	825,000.00	-
01200200	41110	Salaries	402,259.57	409,067.88	377,397.12	179,400.72	452,000.00	450,000.00	450,000.00	-
01200200	41120	Salary - Sworn Officers	4,470,912.56	4,379,517.99	4,757,335.87	2,569,726.09	5,250,000.00	5,600,000.00	5,600,000.00	-
01200200	41122	Salary - Crossing Guards	14,206.26	9,885.00	24,090.00	11,550.00	22,500.00	22,500.00	22,500.00	-
01200200	41140	Overtime	294,810.95	255,897.44	295,538.63	138,218.33	284,000.00	315,400.00	315,400.00	-
01200200	41102	Pension Contribution Expense	1,985,000.00	2,068,000.00	2,280,982.59	2,256,601.64	2,280,000.00	2,280,000.00	2,280,000.00	-
<b>Subtotal</b>			<b>\$ 8,190,461.76</b>	<b>\$ 8,190,632.62</b>	<b>\$ 8,862,381.58</b>	<b>\$ 5,756,518.56</b>	<b>\$ 9,590,800.00</b>	<b>\$ 10,022,900.00</b>	<b>\$ 10,022,900.00</b>	<b>\$ -</b>
<b>Contractual Services</b>										
01200200	42210	Telephone	\$ 31,534.19	\$ 31,012.33	\$ 33,998.27	\$ 15,933.19	\$ 42,200.00	\$ 35,760.00	\$ 35,800.00	\$ -
01200200	42211	Natural Gas	-	-	-	-	-	-	-	-
01200200	42212	Electric	370.53	337.54	325.01	114.33	500.00	-	-	-
01200200	42215	Radio Communications	50,929.76	68,519.02	30,645.59	13,567.12	41,250.00	24,750.00	24,800.00	-
01200200	42225	Bank Processing Fees	713.44	547.01	590.83	445.14	600.00	600.00	600.00	-
01200200	42230	Legal Services	104,818.68	110,868.99	103,880.78	31,848.05	105,000.00	106,500.00	106,500.00	-
01200200	42234	Professional Services	23,006.26	76,868.40	45,438.44	45,201.91	67,200.00	89,200.00	89,200.00	-
01200200	42242	Publications	344.89	145.00	-	-	500.00	500.00	500.00	-
01200200	42243	Printing & Advertising	1,524.07	1,287.95	751.10	626.46	2,000.00	5,150.00	5,200.00	-
01200200	42250	SEECOM	611,141.92	577,061.80	557,507.68	268,925.96	560,000.00	590,000.00	590,000.00	-
01200200	42260	Physical Exams	345.00	280.00	1,991.00	591.00	2,500.00	2,500.00	2,500.00	-
01200200	42270	Equipment Rental	24,087.23	14,548.01	2,132.40	12.60	250.00	7,480.00	7,500.00	-
01200200	42272	Lease Payments	7,860.98	8,095.88	8,956.72	4,629.83	9,300.00	11,500.00	11,100.00	-
<b>Subtotal</b>			<b>\$ 856,676.95</b>	<b>\$ 889,571.93</b>	<b>\$ 786,217.82</b>	<b>\$ 381,895.59</b>	<b>\$ 831,300.00</b>	<b>\$ 873,940.00</b>	<b>\$ 873,700.00</b>	<b>\$ -</b>
<b>Supplies &amp; Materials</b>										
01200200	43308	Office Supplies	\$ 8,585.98	\$ 7,028.30	\$ 4,494.92	\$ 1,141.01	\$ 4,500.00	\$ 5,800.00	\$ 5,800.00	\$ -
01200200	43309	Materials	32,106.98	18,595.05	36,497.37	23,255.48	38,000.00	50,390.00	50,400.00	-
01200200	43317	Postage	2,684.01	2,611.54	2,450.65	1,244.25	3,000.00	3,000.00	3,000.00	-
01200200	43320	Tools, Equipment & Supplies	20,026.32	21,779.67	22,796.37	533.65	43,600.00	58,160.00	58,200.00	-
01200200	43332	Office Furniture & Equipment	1,822.20	141.45	610.00	-	1,600.00	13,800.00	13,800.00	-
01200200	43333	IT Equipment	23,375.84	26,555.64	30,043.07	47,611.99	112,900.00	108,760.00	125,800.00	-
01200200	43340	Fuel (S)	64,434.10	58,581.81	88,011.60	56,112.02	82,000.00	108,000.00	108,000.00	-
01200200	43364	D.A.R.E./Community Programs	5,128.30	420.00	5,227.97	2,722.42	5,000.00	15,500.00	15,500.00	-
<b>Subtotal</b>			<b>\$ 158,163.73</b>	<b>\$ 135,713.46</b>	<b>\$ 190,131.95</b>	<b>\$ 132,620.82</b>	<b>\$ 290,600.00</b>	<b>\$ 363,410.00</b>	<b>\$ 380,500.00</b>	<b>\$ -</b>
<b>Maintenance</b>										
01200200	44420	Vehicle Maintenance (S)	\$ 104,862.78	\$ 131,869.37	\$ 123,656.62	\$ 67,772.90	\$ 135,000.00	\$ 141,000.00	\$ 141,000.00	\$ -
01200200	44421	Equipment Maintenance (S)	11,552.42	7,994.08	6,583.17	1,953.54	12,000.00	10,000.00	10,000.00	-
01200200	44422	Radio Maintenance	3,610.00	-	-	550.00	1,000.00	8,000.00	8,000.00	-
01200200	44423	Building Services (S)	111,284.57	123,204.32	175,918.18	91,318.12	169,000.00	182,000.00	182,000.00	-
01200200	44426	Office Equipment Maintenance	6,624.46	7,865.68	2,109.82	2,021.91	3,300.00	2,600.00	2,600.00	-
<b>Subtotal</b>			<b>\$ 237,934.23</b>	<b>\$ 270,933.45</b>	<b>\$ 308,267.79</b>	<b>\$ 163,616.47</b>	<b>\$ 320,300.00</b>	<b>\$ 343,600.00</b>	<b>\$ 343,600.00</b>	<b>\$ -</b>
<b>Capital Expenditures</b>										
01200200	43335	Vehicles & Equipment	\$ 25,243.61	\$ 24,801.85	\$ 22.54	\$ 8,514.00	\$ 8,400.00	\$ 30,000.00	\$ 30,000.00	\$ -
01200200	45590	Capital Purchase	101,911.98	241,714.49	183,735.89	82,349.35	283,800.00	-	292,500.00	-
01200200	45597	Capital Lease Payments	-	-	-	-	-	-	-	-
<b>Subtotal</b>			<b>\$ 127,155.59</b>	<b>\$ 266,516.34</b>	<b>\$ 183,758.43</b>	<b>\$ 90,863.35</b>	<b>\$ 292,200.00</b>	<b>\$ 30,000.00</b>	<b>\$ 322,500.00</b>	<b>\$ -</b>
<b>Other Charges</b>										
01200200	47720	Board of Police Commissioners	\$ 2,204.00	\$ 15,285.51	\$ 4,130.00	\$ 600.00	\$ 5,000.00	\$ 22,500.00	\$ 22,500.00	\$ -
01200200	47730	Emergency Service Disaster	-	-	-	-	-	-	-	-
01200200	47740	Travel/Training/Dues	51,315.08	41,612.87	76,655.93	28,896.99	62,000.00	100,251.00	100,300.00	-
01200200	47760	Uniforms & Safety Items	52,360.20	64,613.36	74,719.08	19,570.66	58,950.00	59,300.00	59,300.00	-
01200200	47770	Investigations	492.00	-	616.83	809.32	1,000.00	1,000.00	1,000.00	-
01200600	47790	Interest Expense	940.38	2,234.27	2,286.51	1,245.91	1,850.00	2,700.00	2,700.00	-
<b>Subtotal</b>			<b>\$ 107,311.66</b>	<b>\$ 123,746.01</b>	<b>\$ 158,408.35</b>	<b>\$ 51,122.88</b>	<b>\$ 128,800.00</b>	<b>\$ 185,751.00</b>	<b>\$ 185,800.00</b>	<b>\$ -</b>
<b>Police Total</b>			<b>\$ 9,677,703.92</b>	<b>\$ 9,877,113.81</b>	<b>\$ 10,489,165.92</b>	<b>\$ 6,576,637.67</b>	<b>\$ 11,454,000.00</b>	<b>\$ 11,819,601.00</b>	<b>\$ 12,129,000.00</b>	<b>\$ -</b>

(S) indicates those line items that reimburse the Internal Service Funds.

## Community Development Department

The **Community Development Department** provides Planning, Zoning, Development, Plan Review, Inspections, and Code Enforcement services to citizens in order to develop and maintain a safe, secure, and attractive community.

The Community Development Department supports the Village of Algonquin's mission by providing programs and services consistent with the following Guiding Principles:

	<b>Customer Service</b>
	<b>Economic Development</b>
	<b>Public Safety</b>

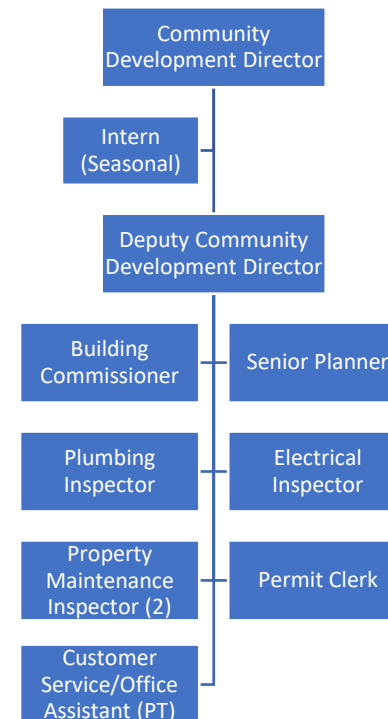
### Personnel Summary

The Community Development Department will have 10.75 full-time equivalent employees in FY 23/24, with one (1) additional Property Maintenance Inspector. One (1) Management Analyst position, one (1) Customer Service/Office Assistant position, and three (3) seasonal Code Enforcement positions will be not be budgeted.

Position	FY 22/23	FY 23/24	Change
Community Development Director	1.0	1.0	-
Deputy Community Development Director	1.0	1.0	-
Building Commissioner	1.0	1.0	-
Senior Planner	1.0	1.0	-
Management Analyst	1.0	0.0	▼1.0
Plumbing Inspector	1.0	1.0	-
Electrical Inspector	1.0	1.0	-
Property Maintenance Inspector	1.0	2.0	▲1.0
Permit Clerk	1.0	1.0	-
Customer Service/Office Assistant (PT)	1.0	0.5	▼0.5
Intern	0.25	0.25	-
Seasonal Code Enforcement (3)	1.5	0.0	▼1.5
<b>Total Full-Time Equivalent Positions</b>	<b>11.75</b>	<b>9.75</b>	<b>▼2.0</b>
<i>Full-Time Employees</i>	9	9	-
<i>Part-Time Employees</i>	6	2	▼4



### Departmental Organizational Chart



### FY 22/23 Accomplishments

The following list provides a status update for departmental objectives outlined in the FY 22/23 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.

#### Complete

- Hold Art on the Fox event in September 2022 in Old Town.
- Community Development Director to speak at one (1) regional economic development event by the end of calendar year 2022.
- Issue regular quarterly (4) economic development updates via online newsletter.
- Attend at least two (2) International Council of Shopping Centers (ICSC) events, including RECON, to further business development efforts in fiscal year 2023.
- Community Development Director to serve on the Board of Directors for the Algonquin-Lake in the Hills Chamber of Commerce in 2022.
- Issue construction permits for at least one (1) new building in the Algonquin Corporate Campus in 2022.
- Perform code enforcement inspections to maintain the public's health, safety, and general welfare.
- Positive survey rating for run-down buildings, weed lots, or junk vehicles a problem.
- Issue request for proposals and begin the first year of updating the Village's Comprehensive Plan.
- Resolve at least 95% of all code enforcement cases voluntarily in 2022.



#### Near Completion

- Perform five (5) business visitations with local businesses in 2022.



#### Not Complete

- Hold a Developer Breakfast in October 2022 to promote investment opportunities to the development community.
- Create an economic development/business attraction marketing plan by the end of calendar year 2022.
- Village to hold a Business Breakfast recognizing local businesses in February 2023.
- Increase Excellent to Good survey rating for code enforcement to at least 75.0% in the 2022 Algonquin Community Survey.
- Increase Excellent to Good survey rating for ease/efficiency of obtaining permits to 80.0% in the 2021 Algonquin Community Survey.
- Have at least 40% of all building permits received submitted online.

### FY 23/24 Objectives



#### Customer Service

- Increase Excellent to Good survey rating for code enforcement to 84.7% or greater in the 2023 Algonquin Community Survey.
- Increase Excellent to Good survey rating for ease/efficiency of obtaining permits to 84.7% or greater in the 2023 Algonquin Community Survey.



#### Economic Development

- Reduce the number of commercial vacancies on Randall Road to 7.5% or less.
- Establish a Downtown Association of business owners that will work together to promote the local economy and enhance the downtown area.
- Initiate the process of updating the Village Comprehensive Plan to ensure it accurately reflects the current needs and priorities of our community.
- Identify and redevelop existing buildings and properties in our community to maximize their potential and achieve the highest and best use for each property.
- Increase development interest and attract new high-end users to the Village by improving effectiveness of the economic development website through targeted, audience-based marketing, tools and resources.
- Increase the number of businesses with extended hours of operation and daytime activities in the downtown area.
- Build economic development interest in the Village by hosting at least two (2) development-oriented events.
- Build a strong downtown identity in our community by implementing place-making techniques, hosting special events, and developing targeted marketing campaigns.





#### Public Safety


- Build a strong working relationship with the Algonquin-Lake in the Hills Chamber of Commerce by providing regular updates on the Village's development projects and seeking feedback and input from Chamber members through membership on the Board of Directors.
- Develop and implement a plan to transform the Algonquin Commons into a destination commerce center with a focus on dining and entertainment for all ages.
- Implement a comprehensive code enforcement program that includes regular inspections to ensure compliance with all applicable health and safety codes.
- Implement a building inspection program that includes regular inspections to ensure compliance with all applicable safety and building codes.

### Performance Measures and Statistics

The FY 23/24 budget aligns with the Village's Guiding Principles by using performance measures such as output, efficiency, and outcome measures. The budget sets aggressive targets to continuously improve service delivery and provide core services cost-effectively. Future budgets will include additional measures and strategies.

 <b>Customer Service</b>					
<b>Objective:</b> Improve service delivery and customer experience for permits and inspections to residents and customers.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Maximize Excellent to Good survey rating for ease/efficiency of obtaining permits	76.9%	79.3%	77.1%	>80.0%	>76.4%
Maximize the percentage of permit applications submitted online	45.7%	43%	37%	>40.0%	>40.0%
Maximize the percentage of property maintenance violations resolved voluntarily	99.5%	96%	99%	>95.0%	>95.0%
Number of Remote Virtual Inspections performed	33	241	464	250	300

 <b>Economic Development</b>					
<b>Objective:</b> Create jobs and bring visitors to our community.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Commercial vacancy rate	N/A	8.8%	5.8%	<7.5%	<7.5%
Industrial/flex/office vacancy rate	N/A	4.8%	6.8%	<5.0%	<8.5%
Commercial occupancy permits issued	22	20	31	30	30
Residential occupancy permits issued	61	10	106	75	75
Corporate Campus new construction permits issued	0	0	2	1	1

 <b>Public Safety</b>					
<b>Objective:</b> Maintain a high level of quality, consistency, and reliability in building and code enforcement inspections and permitting.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Maximize Excellent to Good survey rating for code enforcement	65.4%	69.8%	68.3%	>75.0%	>70.0%
Maximize Not a problem and Minor problem survey rating for are run-down buildings, weed lots, or junk vehicles a problem in Algonquin	70.9%	85.7%	76.3%	>85.0%	>80.0%
Building inspections performed	5,385	6,231	6,797	7,000	6,500
Code enforcement inspections performed	9,876	7,686	1,196	2,500	1,500



Community Development Department

Expenditures




			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 22/23
			Actual	Actual	Actual	Q2 YTD	Budget	Dept.	Manager	Budget
<b>Personnel</b>										
01300100	41103	IMRF	\$ 68,737.65	\$ 69,144.33	\$ 81,860.98	\$ 39,275.56	\$ 96,000.00	\$ 88,000.00	\$ 88,000.00	\$ -
01300100	41104	FICA	53,609.29	46,408.31	58,301.10	32,625.64	76,600.00	75,000.00	75,000.00	-
01300100	41105	Unemployment Tax	1,038.14	1,062.14	1,336.11	257.02	1,600.00	1,500.00	1,500.00	-
01300100	41106	Health Insurance	80,654.21	66,110.21	83,646.83	52,752.51	115,000.00	147,000.00	147,000.00	-
01300100	41110	Salaries	706,536.49	617,670.42	765,475.35	427,657.78	986,800.00	965,000.00	965,000.00	-
01300100	41132	Salary - Planning/Zoning	1,840.00	1,075.00	1,820.00	1,000.00	2,000.00	2,000.00	2,000.00	-
01300100	41140	Overtime	6,604.67	2,033.32	2,046.67	1,309.98	4,000.00	4,000.00	4,000.00	-
<b>Subtotal</b>			\$ 919,020.45	\$ 803,503.73	\$ 994,487.04	\$ 554,878.49	\$ 1,282,000.00	\$ 1,282,500.00	\$ 1,282,500.00	\$ -
<b>Contractual Services</b>										
01300100	42210	Telephone	\$ 14,717.44	\$ 15,400.71	\$ 21,045.17	\$ 8,543.90	\$ 20,900.00	\$ 18,790.00	\$ 18,800.00	\$ -
01300100	42211	Natural Gas	-	-	2,780.58	1,999.36	-	-	6,000.00	-
01300100	42212	Electric	-	-	1,845.62	1,307.96	-	-	4,000.00	-
01300100	42225	Bank Processing Fees	1,937.26	4,042.24	3,850.27	3,204.85	5,000.00	4,500.00	4,500.00	-
01300100	42230	Legal Services	23,471.79	12,963.54	35,321.00	10,628.20	25,000.00	25,000.00	25,000.00	-
01300100	42234	Professional Services	200,559.96	203,634.87	296,425.03	55,560.60	277,500.00	266,000.00	274,000.00	-
01300100	42242	Publications	-	-	317.30	299.34	500.00	1,560.00	1,600.00	-
01300100	42243	Printing & Advertising	5,052.32	5,879.41	5,375.91	1,118.78	2,500.00	7,800.00	7,800.00	-
01300100	42260	Physicals & Screenings	35.00	-	-	-	200.00	200.00	200.00	-
01300100	42272	Lease Payments	21,323.67	19,598.59	20,140.23	10,048.64	20,000.00	20,400.00	20,400.00	-
<b>Subtotal</b>			\$ 267,097.44	\$ 261,519.36	\$ 387,101.11	\$ 92,711.63	\$ 351,600.00	\$ 344,250.00	\$ 362,300.00	\$ -
<b>Supplies &amp; Materials</b>										
01300100	43308	Office Supplies	\$ 2,091.96	\$ 1,525.54	\$ 4,191.94	\$ 1,755.46	\$ 3,200.00	\$ 5,190.00	\$ 5,200.00	\$ -
01300100	43317	Postage	2,217.76	2,900.25	1,285.66	280.55	2,800.00	1,500.00	1,500.00	-
01300100	43320	Tools, Equipment & Supplies	118.76	796.62	272.57	395.57	500.00	1,500.00	1,500.00	-
01300100	43332	Office Furniture & Equipment	360.88	-	-	-	2,700.00	3,500.00	3,500.00	-
01300100	43333	IT Equipment	4,540.66	1,248.78	29,363.27	20,681.99	24,100.00	22,750.00	22,800.00	-
01300100	43340	Fuel (S)	6,256.58	4,454.22	5,815.41	2,936.44	7,000.00	7,000.00	7,000.00	-
01300100	43362	Public Art	11,688.14	1,692.00	15,272.00	3,946.18	20,000.00	26,000.00	26,000.00	-
<b>Subtotal</b>			\$ 27,274.74	\$ 12,617.41	\$ 56,200.85	\$ 29,996.19	\$ 60,300.00	\$ 67,440.00	\$ 67,500.00	\$ -
<b>Maintenance</b>										
01300100	44420	Vehicle Maintenance (S)	\$ 4,626.01	\$ 6,837.06	\$ 3,959.01	\$ 3,100.65	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
01300100	44423	Building Services (S)	24,044.68	27,407.19	34,670.69	16,614.99	39,000.00	40,000.00	40,000.00	-
01300100	44426	Office Equipment Maintenance	3,115.70	1,773.31	1,714.15	575.90	3,500.00	2,100.00	2,100.00	-
<b>Subtotal</b>			\$ 31,786.39	\$ 36,017.56	\$ 40,343.85	\$ 20,291.54	\$ 50,500.00	\$ 47,100.00	\$ 47,100.00	\$ -
<b>Capital Expenditures</b>										
01300100	43335	Vehicles & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Other Charges</b>										
01300100	47710	Economic Development	\$ 15,437.30	\$ 38,025.76	\$ 336,737.31	\$ 8,105.31	\$ 31,400.00	\$ 65,900.00	\$ 56,000.00	\$ -
01300100	47740	Travel/Training/Dues	9,292.00	4,845.36	15,240.79	20,585.42	36,000.00	41,895.00	41,700.00	-
01300100	47760	Uniforms & Safety Items	674.56	1,548.08	1,475.87	357.59	1,800.00	2,000.00	2,000.00	-
01300100	47769	Miscellaneous Expense	-	-	61,316.30	-	-	-	-	-
01300600	47790	Interest Expense	2,629.87	4,402.41	4,265.37	2,680.93	3,400.00	4,915.00	4,900.00	-
<b>Subtotal</b>			\$ 28,033.73	\$ 48,821.61	\$ 419,035.64	\$ 31,729.25	\$ 72,600.00	\$ 114,710.00	\$ 104,600.00	\$ -
<b>Community Development Total</b>			\$ 1,273,212.75	\$ 1,162,479.67	\$ 1,897,168.49	\$ 729,607.10	\$ 1,817,000.00	\$ 1,856,000.00	\$ 1,864,000.00	\$ -
<b>Non Budgeted Expenses</b>										
01300100	47779	A/R Write-Off Expense	\$ -	\$ 2,807.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>			\$ -	\$ 2,807.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Community Development Total</b>			\$ 1,273,212.75	\$ 1,165,287.30	\$ 1,897,168.49	\$ 729,607.10	\$ 1,817,000.00	\$ 1,856,000.00	\$ 1,864,000.00	\$ -

(S) indicates those line items that reimburse the Internal Service Funds.

## Public Works Department – Administration Division

The **Administration Division** of the **Public Works Department** provides overall direction to the department and management of the operating divisions to ensure that residents and customers are receiving adequate and reliable Public Works services.

The Administration Division of the Public Works Department supports the Village of Algonquin’s mission by providing programs and services consistent with the following Guiding Principles:

	<b>Customer Service</b>
	<b>Infrastructure</b>
	<b>Conservation</b>

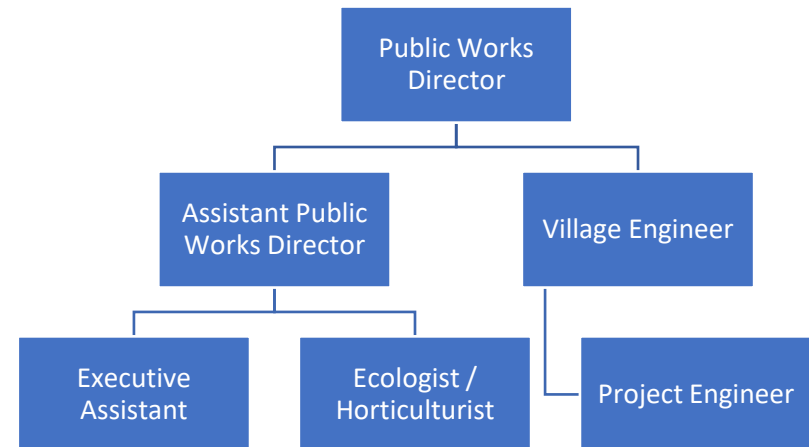
### Personnel Summary

The Administration Division of the Public Works Department will employ 6.0 full-time equivalent employees in FY 23/24, including the addition of one (1) Project Engineer. This department added one (1) Village Engineer and one (1) Ecologist/Horticulturist during the previous fiscal year.

Position	FY 22/23	FY 23/24	Change
Public Works Director	1.0	1.0	-
Assistant Public Works Director	1.0	1.0	-
Village Engineer	0.0	1.0	▲ 1.0
Project Engineer	0.0	1.0	▲ 1.0
Ecologist / Horticulturist	0.0	1.0	▲ 1.0
Executive Assistant	1.0	1.0	-
<b>Total Full-Time Equivalent Positions</b>	<b>3.0</b>	<b>6.0</b>	<b>3.0</b>
<i>Full-Time Employees</i>	<i>3</i>	<i>6</i>	<i>-</i>
<i>Part-Time Employees</i>	<i>0</i>	<i>0</i>	<i>-</i>



### Departmental Organizational Chart




**FY 22/23 Accomplishments**

The following list provides a status update for departmental objectives outlined in the FY 22/23 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.


 **Complete**

- Increase the percentage of service requests submitted online through Cityworks to 35% or greater.
- Increase Excellent to Good survey rating for overall public works to 83.9% or greater in the 2022 Algonquin Community Survey.
- Perform project reviews for private development projects as necessary.
- Perform project reviews for Village construction projects as outline in the Village’s capital improvement budgets.
- Manage maintenance periods and prescribed burning program for Village’s natural areas.

**FY 23/24 Objectives**

 **Customer Service**


- Increase the percentage of service requests submitted online through Cityworks to 35.0% or greater in order to improve efficiency and effectiveness of service delivery.
- Increase Excellent to Good survey rating for overall public works to 84.7% or greater in the 2023 Algonquin Community Survey.

 **Infrastructure**

- Perform thirteen (13) project reviews for Village construction projects as outline in the Village’s capital improvement budgets

during the fiscal year to ensure that they meet all safety and quality standards.


- Perform four (4) project reviews for private development projects, as necessary, during the fiscal year to ensure that they meet all safety and quality standards.


 **Conservation**

- Implement and effectively manage a maintenance plan and prescribed burning program for the Village's natural areas to ensure the health of the ecosystem.

### Performance Measures and Statistics

The FY 23/24 budget aligns with the Village's Guiding Principles by using performance measures such as output, efficiency, and outcome measures. The budget sets aggressive targets to continuously improve service delivery and provide core services cost-effectively. Future budgets will include additional measures and strategies.

 <b>Customer Service</b>					
<b>Objective:</b> Enhance efficiency and effectiveness of departmental services and operations					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Increase the percentage of requests submitted online	33.2%	34.8%	45.3%	>35.0%	>35.0%
Maximize Excellent to Good survey rating for overall public works	82.3%	85.2%	86.6%	>83.9%	>84.7%

 <b>Infrastructure</b>					
<b>Objective:</b> Provide oversight for all major maintenance and construction projects.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target <sup>1</sup>
Perform project reviews for Village construction projects	14	14	16	15 <sup>1</sup>	13
Perform project reviews for private development projects	10	10	8	9 <sup>1</sup>	4
Issue site development permits for approved projects	6	6	12	6 <sup>1</sup>	6
<b>Notes:</b> 1 – A three-year average for strategy/measure is used for certain output measures in lieu of a target to assist reader with trend analysis.					

Public Works Administration

Expenditures





			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2 YTD	Budget	Dept.	Manager	Budget
<b>Personnel</b>										
01400300	41103	IMRF	\$ 20,479.54	\$ 21,049.27	\$ 21,461.90	\$ 10,350.70	\$ 21,000.00	\$ 35,000.00	\$ 40,000.00	\$ -
01400300	41104	FICA	15,312.71	12,948.21	13,593.11	8,117.67	16,000.00	30,000.00	33,000.00	-
01400300	41105	Unemployment Tax	201.22	170.08	140.90	74.49	300.00	300.00	400.00	-
01400300	41106	Health Insurance	11,387.18	10,622.41	12,420.95	8,547.86	15,000.00	49,000.00	56,000.00	-
01400300	41110	Salaries	212,488.72	181,294.83	192,510.29	109,707.85	203,000.00	358,000.00	410,000.00	-
01400300	41140	Overtime	208.77	89.82	24.14	64.89	300.00	500.00	500.00	-
<b>Subtotal</b>			\$ 260,078.14	\$ 226,174.62	\$ 240,151.29	\$ 136,863.46	\$ 255,600.00	\$ 472,800.00	\$ 539,900.00	\$ -
<b>Contractual Services</b>										
01400300	42210	Telephone	\$ 7,022.95	\$ 5,706.93	\$ 7,031.43	\$ 3,040.63	\$ 6,800.00	\$ 8,240.00	\$ 8,300.00	\$ -
01400300	42211	Natural Gas	207.61	-	4,281.07	-	-	-	-	-
01400300	42215	Radio Communications	-	1,846.84	8,748.10	3,985.20	18,100.00	2,680.00	2,700.00	-
01400300	42230	Legal Services	332.42	2,143.75	1,041.00	185.00	1,500.00	1,500.00	1,500.00	-
01400300	42234	Professional Services	258.00	66.00	160.88	-	-	-	-	-
01400300	42242	Publications	459.00	385.80	385.80	-	600.00	600.00	600.00	-
01400300	42243	Printing & Advertising	50.00	-	27.00	2,789.00	100.00	200.00	200.00	-
01400300	42260	Physicals & Screenings	35.00	-	2.34	-	300.00	300.00	300.00	-
01400300	42270	Equipment Rental	202.36	202.44	202.16	84.37	700.00	700.00	700.00	-
01400300	42272	Lease Payments	3,385.56	4,619.24	4,907.47	2,567.82	5,400.00	5,100.00	5,000.00	-
<b>Subtotal</b>			\$ 11,952.90	\$ 14,971.00	\$ 26,787.25	\$ 12,652.02	\$ 33,500.00	\$ 19,320.00	\$ 19,300.00	\$ -
<b>Supplies &amp; Materials</b>										
01400300	43308	Office Supplies	\$ 1,079.90	\$ 1,123.05	\$ 1,363.88	\$ 674.41	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ -
01400300	43317	Postage	880.97	1,903.34	748.70	246.58	1,000.00	1,000.00	1,000.00	-
01400300	43320	Tools, Equipment & Supplies	-	-	120.00	-	-	-	-	-
01400300	43332	Office Furniture & Equipment	-	-	-	1,047.17	4,000.00	-	-	-
01400300	43333	IT Equipment	8,664.71	11,480.26	16,818.08	8,950.75	12,200.00	18,650.00	18,700.00	-
01400300	43340	Fuel (S)	1,422.95	541.55	2,030.93	331.09	1,600.00	1,400.00	1,400.00	-
<b>Subtotal</b>			\$ 12,048.53	\$ 15,048.20	\$ 21,081.59	\$ 11,250.00	\$ 20,000.00	\$ 22,250.00	\$ 22,300.00	\$ -
<b>Maintenance</b>										
01400300	44420	Vehicle Maintenance (S)	\$ 3,948.54	\$ 741.99	\$ 896.34	\$ 1,194.34	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00	\$ -
01400300	44423	Building Services (S)	35,390.61	44,521.27	35,045.40	22,371.08	52,000.00	53,000.00	53,000.00	-
01400300	44426	Office Equipment Maintenance	282.27	115.44	126.97	66.88	500.00	500.00	500.00	-
<b>Subtotal</b>			\$ 39,621.42	\$ 45,378.70	\$ 36,068.71	\$ 23,632.30	\$ 56,500.00	\$ 56,000.00	\$ 56,000.00	\$ -
<b>Capital Expenditures</b>										
01400300	43335	Vehicles & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers</b>										
01400500	48099	Transfer/Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Other Charges</b>										
01400300	47740	Travel, Training & Dues	\$ 7,648.92	\$ 2,842.59	\$ 6,659.71	\$ 5,019.34	\$ 8,200.00	\$ 7,700.00	\$ 7,700.00	\$ -
01400300	47760	Uniforms & Safety Items	480.27	167.99	539.83	400.00	600.00	1,000.00	1,000.00	-
01400600	47790	Interest Expense	953.23	1,160.16	871.91	321.87	600.00	765.00	800.00	-
<b>Subtotal</b>			\$ 9,082.42	\$ 4,170.74	\$ 8,071.45	\$ 5,741.21	\$ 9,400.00	\$ 9,465.00	\$ 9,500.00	\$ -
<b>Public Works Administration Total</b>			\$ 332,783.41	\$ 305,743.26	\$ 332,160.29	\$ 190,138.99	\$ 375,000.00	\$ 579,835.00	\$ 647,000.00	\$ -

(S) indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.

## Public Works Department – General Services Division

The **General Services Division** of the **Public Works Department** maintains park and open spaces, ensures safe and clean roads, and enhances the appearance of right of ways, wetlands, and woodlands in the Village.

The General Services Division of Public Works Department the Village of Algonquin’s mission by providing programs and services consistent with the following Guiding Principles:

	<b>Customer Service</b>
	<b>Infrastructure</b>
	<b>Public Safety</b>
	<b>Conservation</b>

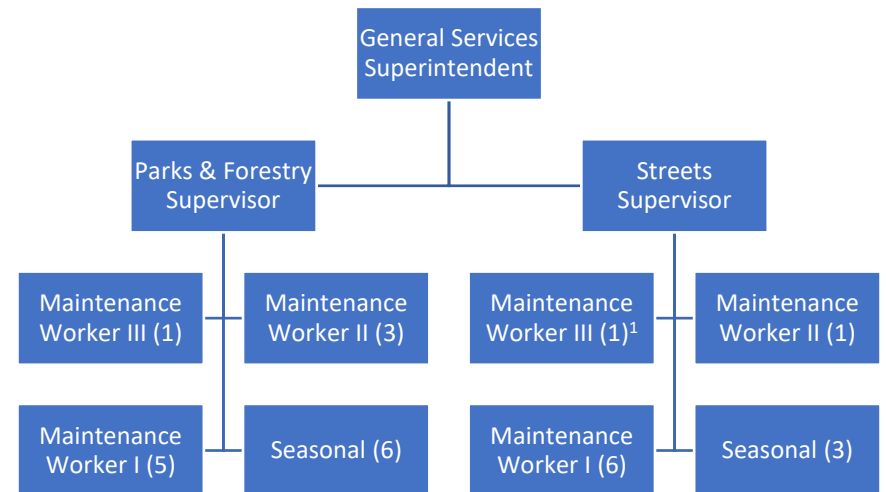
### Personnel Summary

The General Services Division of the Public Works Department will employ 24.0 full-time equivalent employees in FY 23/24 which includes one (1) additional Maintenance Worker I and one (1) less Maintenance Worker II.

Position	FY 22/23	FY 23/24	Change
General Services Superintendent	1.0	1.0	-
Streets Supervisor	1.0	1.0	-
Parks and Forestry Supervisor	1.0	1.0	-
Maintenance Worker III	1.0	1.0	-
Maintenance Worker II	6.0	5.0	▼1.0
Maintenance Worker I	11.0	12.0	▲1.0
Maintenance Worker (Part-Time)	0.5	0.5	-
Seasonal	2.5	2.5	-
<b>Total Full-Time Equivalent Positions</b>	<b>24.0</b>	<b>24.0</b>	-
<i>Full-Time Employees</i>	21	21	-
<i>Part-Time Employees</i>	3	3	-



### Departmental Organizational Chart



### FY 22/23 Accomplishments

The following list provides a status update for departmental objectives outlined in the FY 22/23 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.

#### Complete

- Continue to use Cityworks service requests to answer resident questions and respond to needed services.
- Provide mosquito control monitoring and services, including three (3) cycles of inspections to 300 breeding sites, as well as annual treatments to approximately 4,500 catch basins in the Village.
- Prune at least 5,000 (7,074) trees during the 2023-2024 winter pruning cycle.
- Perform annual bridge (three (3) locations) and dam (one (1) location) inspections.
- Manage annual landscape maintenance contract which services 237 acres of municipal property.
- Manage aquatic weed control contract that services three (3) sites.
- Perform maintenance of all site amenities and infrastructure for 21 developed park sites.
- Perform asphalt patching and pothole maintenance periodically throughout the fiscal year.
- Manage, maintain, and upgrade all signs (5,584) within the Village's inventory.
- Increase Excellent to Good survey rating for tree trimming to at least 76.6% in the 2022 Algonquin Community Survey.
- Increase Excellent to Good survey rating for park maintenance to at least 87.1% in the 2022 Algonquin Community Survey.
- Receive Tree City USA Award in 2023.
- Pruned 5,461 municipal-owned trees, exceeding annual target of 5,000.

#### Not Complete

- Maintain at least eight (8) International Society of Arboriculture Certified Arborists on staff during 2022.
- Increase Excellent to Good survey rating for urban forestry program to at least 82.3% in the 2022 Algonquin Community Survey.
- Increase Excellent to Good survey rating for snow/ice removal to at least 83.2% in the 2022 Algonquin Community Survey.
- Increase Excellent to Good survey rating for street maintenance to at least 74.8% in the 2022 Algonquin Community Survey.
- Convert Public Works vehicle radio system to the StarCom network on 30 vehicles allowing interoperability with public safety frequencies.

**FY 23/24 Objectives**



**Customer Service**

- Continue to use Cityworks service requests to answer resident questions and respond to needed services.
- Implement a comprehensive mosquito control program that includes three cycles of inspections to 300 breeding sites, and annual treatments to approximately 4,500 catch basins in the Village.
- Maintain a minimum of eight (8) International Society of Arboriculture (ISA) Certified Arborists on staff to provide high-quality tree standards to the community.



**Infrastructure**

- Conduct annual inspections for bridges at three (3) different locations and for dams at one (1) location, to ensure safety and structural integrity.
- Manage annual landscape maintenance contract to perform maintenance on 237 acres of municipal property.
- Manage annual aquatic weed control contract that services three (3) sites to provide effective weed control efforts.
- Perform maintenance of all site amenities and infrastructure for 20 developed park sites to maintain the safety, functionality, and overall aesthetic appeal of each park site.
- Perform asphalt patching and pothole maintenance to local roadways throughout the fiscal year.
- Manage, maintain, and upgrade all signs (5,851) within the Village’s inventory.

- Prune at least 5,000 trees during the 2023–2024 winter pruning cycle.
- Increase Excellent to Good survey rating for tree trimming to 76.4% or greater in the 2023 Algonquin Community Survey.
- Increase Excellent to Good survey rating for snow/ice removal to 79.8% or greater in the 2023 Algonquin Community Survey.
- Increase Excellent to Good survey rating for street maintenance to 72.1% or greater in the 2023 Algonquin Community Survey.
- Increase Excellent to Good survey rating for park maintenance to 87.6% or greater in the 2023 Algonquin Community Survey.



**Public Safety**

- Convert Public Works vehicle radio system to the StarCom network on 30 vehicles allowing interoperability with public safety frequencies.



**Conservation**


- Continue to follow guidelines and set objective in our National Pollutant Discharge Elimination System (NPDES) Stormwater permit.
- Replace dead and plant materials in ROW and parks being cognizant to use pollinator-friendly species.
- Receive Tree City USA Award in 2024.
- Increase Excellent to Good survey rating for urban forestry program to at least 83.3% in the 2023 Algonquin Community Survey.




## Public Works Department – General Services Division


### Performance Measures and Statistics

The FY 23/24 budget aligns with the Village's Guiding Principles by using performance measures such as output, efficiency, and outcome measures. The budget sets aggressive targets to continuously improve service delivery and provide core services cost-effectively. Future budgets will include additional measures and strategies.

 <b>Customer Service</b>					
<b>Objective:</b> Maintain a highly trained and capable staff for operations.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
International Society of Arboriculture Certified Arborists	7	8	8	8	8

 <b>Infrastructure</b>					
<b>Objective:</b> Maintain Village infrastructure to uphold a high quality of life for residents and visitors.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Trees Pruned	4,355	5,461	7,074	5,000	5,000
Developed Park Area Maintained (Acres)	154.5	154.5	154.5	154.5	154.5
Developed park sites maintained	21	21	21	21	20
Maximize Excellent to Good survey rating for tree trimming	76.1%	75.9%	77.3%	>76.6%	>76.4%
Maximize Excellent to Good survey rating for snow/ice removal	79.7%	82.7%	77.4%	>83.2%	>79.8%
Maximize Excellent to Good survey rating for street maintenance	62.9%	80.1%	73.9%	>74.8%	>72.1%

Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Maximize Excellent to Good survey rating for parks maintenance	84.0%	89.8%	88.9%	>87.1%	>87.6%

 <b>Conservation</b>					
<b>Objective:</b> Promote Village solid waste program to encourage recycling.					
Strategy/ Measure	2020	2021	2022		2023
	Actual	Actual	Actual	Target	Target
Obtain Tree City USA Award	Yes	Yes	Yes	Yes	Yes
Maximize Excellent to Good survey rating for urban forestry program	82.4%	83.8%	83.8%	>82.3%	>83.3%

Public Works - General Services Division

Expenditures

		FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24	
		Actual	Actual	Actual	Q2 YTD	Budget	Dept.	Manager	Budget	
<b>Personnel</b>										
01500300	41103	IMRF	\$ 137,946.59	\$ 168,348.54	\$ 158,652.28	\$ 72,494.18	\$ 162,000.00	\$ 155,000.00	\$ 155,000.00	\$ -
01500300	41104	FICA	108,075.69	109,547.46	116,336.61	63,563.33	131,000.00	138,000.00	138,000.00	-
01500300	41105	Unemployment Tax	2,529.36	2,522.62	2,809.40	644.91	3,000.00	2,800.00	2,800.00	-
01500300	41106	Health Insurance	225,076.43	264,808.97	280,825.01	147,738.21	303,000.00	320,000.00	325,000.00	-
01500300	41110	Salaries	1,383,912.23	1,408,242.84	1,511,021.85	836,136.63	1,623,000.00	1,700,000.00	1,720,000.00	-
01500300	41140	Overtime	59,636.21	66,364.96	59,383.06	19,474.77	66,000.00	70,000.00	70,000.00	-
<b>Subtotal</b>			\$ 1,917,176.51	\$ 2,019,835.39	\$ 2,129,028.21	\$ 1,140,052.03	\$ 2,288,000.00	\$ 2,385,800.00	\$ 2,410,800.00	\$ -
<b>Contractual Services</b>										
01500300	42210	Telephone	\$ 20,260.82	\$ 21,199.14	\$ 23,968.27	\$ 9,802.60	\$ 31,200.00	\$ 27,440.00	\$ 28,200.00	\$ -
01500300	42211	Natural Gas	1,176.57	733.19	-	-	1,200.00	1,200.00	1,200.00	-
01500300	42212	Electric	183,922.01	217,163.63	214,737.44	83,775.82	221,900.00	223,400.00	223,400.00	-
01500300	42215	Radio Communications	-	1,846.84	8,748.10	3,985.20	18,100.00	2,680.00	2,700.00	-
01500300	42230	Legal Services	4,084.50	1,312.50	1,563.25	-	1,500.00	1,500.00	1,500.00	-
01500300	42232	Engineering Services	36,223.88	10,935.36	5,368.56	2,181.25	7,300.00	7,300.00	7,300.00	-
01500300	42234	Professional Services	721,227.65	709,377.07	740,807.71	351,942.72	792,500.00	833,170.00	892,700.00	-
01500300	42243	Printing & Advertising	325.00	-	54.00	51.16	300.00	260.00	300.00	-
01500300	42253	Community Events	-	-	-	-	1,000.00	1,000.00	1,000.00	-
01500300	42260	Physicals & Screenings	1,776.00	826.00	1,286.00	265.00	1,600.00	1,400.00	1,400.00	-
01500300	42264	Snow Removal	1,277.13	128.84	1,139.28	-	1,700.00	1,700.00	1,700.00	-
01500300	42270	Equipment Rental	24,217.20	4,225.47	629.01	175.00	2,000.00	2,500.00	2,500.00	-
01500300	42272	Principal Lease Payments	5,340.56	8,782.94	8,212.85	2,123.62	4,400.00	4,600.00	4,600.00	-
<b>Subtotal</b>			\$ 999,831.32	\$ 976,530.98	\$ 1,006,514.47	\$ 454,302.37	\$ 1,084,700.00	\$ 1,108,150.00	\$ 1,168,500.00	\$ -
<b>Supplies &amp; Materials</b>										
01500300	43308	Office Supplies	\$ 358.93	\$ 51.94	\$ -	\$ -	\$ 400.00	\$ 300.00	\$ 300.00	\$ -
01500300	43309	Materials	13,057.93	14,815.13	12,812.39	14,927.12	17,300.00	21,600.00	21,600.00	-
01500300	43317	Postage	219.71	306.08	-	-	300.00	400.00	400.00	-
01500300	43320	Tools, Equipment & Supplies	32,197.90	36,058.83	36,818.55	17,124.41	30,400.00	39,500.00	39,500.00	-
01500300	43332	Office Furniture & Equipment	22,728.14	-	672.18	1,979.96	-	-	-	-
01500300	43333	IT Equipment	13,500.00	19,870.01	22,112.47	11,000.00	19,500.00	18,750.00	21,700.00	-
01500300	43340	Fuel (S)	60,084.27	65,063.54	85,072.21	44,247.35	84,000.00	102,000.00	102,000.00	-
01500300	43360	Park Upgrades	14,112.00	37,114.73	-	78,318.00	88,000.00	-	50,000.00	-
01500300	43366	Sign Program	24,745.00	34,808.90	38,941.89	23,648.46	54,000.00	55,500.00	55,500.00	-
01500300	43370	Infrastructure Maintenance	-	4,839.04	-	-	-	-	-	-
<b>Subtotal</b>			\$ 181,003.88	\$ 212,928.20	\$ 196,429.69	\$ 191,245.30	\$ 293,900.00	\$ 238,050.00	\$ 291,000.00	\$ -
<b>Maintenance</b>										
01500300	44402	Tree Planting	\$ 350.00	\$ 8,383.25	\$ 8,630.86	\$ 2,416.00	\$ 15,400.00	\$ 5,500.00	\$ 25,500.00	\$ -
01500300	44420	Vehicle Maintenance (S)	241,555.48	251,765.61	260,271.48	81,395.07	317,000.00	307,000.00	307,000.00	-
01500300	44421	Equipment Maintenance (S)	109,134.23	164,040.09	130,609.24	81,491.51	184,000.00	188,000.00	188,000.00	-
01500300	44423	Building Maintenance (S)	159,861.27	152,387.00	121,087.04	87,924.86	203,000.00	194,000.00	194,000.00	-
01500300	44426	Office Equipment Maintenance	968.60	596.77	625.72	530.63	1,600.00	1,700.00	1,700.00	-
01500300	44427	Curb & Sidewalk Program	7,875.00	5,882.00	3,999.00	9,500.00	10,000.00	-	-	-
01500300	44428	Street Maintenance	11,999.64	12,000.00	11,986.25	-	-	-	-	-
01500300	44429	Street Light Maintenance	3,153.52	22,427.82	-	-	-	-	-	-
01500300	44430	Traffic Signal Maintenance	33,703.44	16,065.21	22,623.23	5,495.43	24,000.00	24,000.00	24,000.00	-
01500300	44431	Storm Sewer Maintenance	11,267.51	11,699.20	11,014.31	2,772.68	12,000.00	13,000.00	13,000.00	-
<b>Subtotal</b>			\$ 579,868.69	\$ 645,246.95	\$ 570,847.13	\$ 271,526.18	\$ 767,000.00	\$ 733,200.00	\$ 753,200.00	\$ -
<b>Capital Expenditures</b>										
01500300	43335	Vehicles & Equipment	\$ -	\$ 24,159.00	\$ 22,336.00	\$ 147,649.46	\$ 150,000.00	\$ 10,025.00	\$ 38,100.00	\$ -
01500300	45590	Capital Purchase	25,905.00	168,470.00	437,223.82	-	-	-	374,500.00	-
<b>Subtotal</b>			\$ 25,905.00	\$ 192,629.00	\$ 459,559.82	\$ 147,649.46	\$ 150,000.00	\$ 10,025.00	\$ 412,600.00	\$ -
<b>Transfers</b>										
01500500	48005	Transfer to Swimming Pool Fund	\$ 182,468.30	\$ 57,262.56	\$ 133,295.75	\$ 210,763.57	\$ 192,100.00	\$ 175,000.00	\$ 234,700.00	\$ -
<b>Subtotal</b>			\$ 182,468.30	\$ 57,262.56	\$ 133,295.75	\$ 210,763.57	\$ 192,100.00	\$ 175,000.00	\$ 234,700.00	\$ -
<b>Other Charges</b>										
01500300	47740	Travel/Training/Dues	\$ 15,007.61	\$ 4,155.44	\$ 13,160.25	\$ 5,670.01	\$ 23,000.00	\$ 21,600.00	\$ 21,600.00	\$ -
01500300	47760	Uniforms & Safety Items	17,767.04	16,606.38	19,688.69	3,794.71	19,500.00	18,500.00	18,500.00	-
01500600	47790	Interest Lease Expense	1,118.58	1,928.40	1,562.96	723.80	800.00	1,100.00	1,100.00	-
<b>Subtotal</b>			\$ 33,893.23	\$ 22,690.22	\$ 34,411.90	\$ 10,188.52	\$ 43,300.00	\$ 41,200.00	\$ 41,200.00	\$ -
<b>Public Works General Services Total</b>			\$ 3,920,146.93	\$ 4,127,123.30	\$ 4,530,086.97	\$ 2,425,727.43	\$ 4,819,000.00	\$ 4,691,425.00	\$ 5,312,000.00	\$ -

(S) indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.

# Multidepartmental

# Expenditures

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Dept.	Manager	Budget
01900100	42234	Professional Services	\$ 5,094.75	\$ 9,821.66	\$ 23,688.72	\$ 2,886.00	\$ 29,400.00	\$ 20,100.00	\$ 20,000.00	\$ -
01900100	42236	Insurance	496,327.30	599,341.54	623,333.31	654,181.42	664,000.00	721,900.00	722,000.00	-
01900100	43333	Computer Network	251,470.41	223,693.72	284,806.09	252,384.01	369,600.00	403,700.00	403,700.00	-
01900100	45590	Capital Purchase	-	70,899.90	-	52,352.00	118,000.00	-	-	-
01900300	45593	Capital Improvement	-	-	-	-	-	-	-	-
01900100	47740	Travel, Training, & Dues	8,221.88	520.82	1,470.20	-	9,000.00	9,500.00	9,300.00	-
01900500	48002	Transfer to Cemetery Fund	-	-	-	-	160,000.00	-	-	-
01900500	48004	Transfer to Street Imp. Fund	3,470,000.00	3,000,000.00	5,500,000.00	3,317,607.44	633,000.00	3,300,000.00	5,200,000.00	-
01900500	48006	Transfer to Park Imp. Fund	142,500.00	-	-	1,162,000.00	502,000.00	-	-	-
01900500	48026	Transfer to Nat. Area Imp. Fund	-	-	-	1,325,000.00	465,000.00	-	-	-
<b>Multidepartmental Total</b>			<b>\$ 4,373,614.34</b>	<b>\$ 3,904,277.64</b>	<b>\$ 6,433,298.32</b>	<b>\$ 6,766,410.87</b>	<b>\$ 2,950,000.00</b>	<b>\$ 4,455,200.00</b>	<b>\$ 6,355,000.00</b>	<b>\$ -</b>
<b>Non Budgeted Expense</b>										
01900100	47768	Write-Off Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Multidepartmental Total (Audited)</b>			<b>\$ 4,373,614.34</b>	<b>\$ 3,904,277.64</b>	<b>\$ 6,433,298.32</b>	<b>\$ 6,766,410.87</b>	<b>\$ 2,950,000.00</b>	<b>\$ 4,455,200.00</b>	<b>\$ 6,355,000.00</b>	<b>\$ -</b>



VILLAGE OF ALGONQUIN  
GENERAL SERVICES ADMINISTRATION

- MEMORANDUM -

DATE: March 7, 2023  
TO: Committee of the Whole  
FROM: Michael Kumbera, Assistant Village Manager  
SUBJECT: *FY 23/24 Budget: Other Funds*

Attached are the proposed budgets for the following funds which will complete the Fiscal Year 2023-2024 Budget review:

- Development Fund
- Village Construction Fund
- Downtown TIF Fund
- Police Pension Fund

**Development Fund**

This fund accommodates line items for the Hotel Tax and Cul-de-Sac categories which are described below:

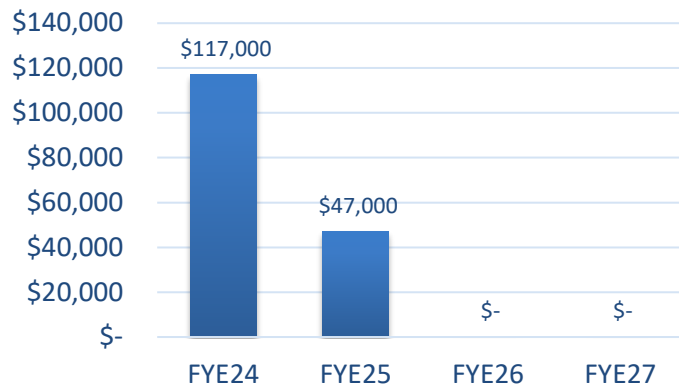
**Hotel Tax** revenues result from taxes on hotel room billings pursuant to the municipal ordinance. The budget for revenues includes hotel tax receipts of \$52,000 and investment income of \$1,000. Budgeted expenditures are \$50,000 and include:

- \$15,000 for regional marketing
- \$35,000 for transfer to the General Fund

Any Hotel Tax surplus will be applied to fund balance.

**Cul-de-Sac** revenues of \$2,000 are interest only due to the limited new subdivision development with cul-de-sacs in the village. Expenditures of \$75,000 are for contract snow plowing in certain cul-de-sacs. The proposed level of expense reflects a continued level of service that includes an additional pass by the contractor during the snow event as well as after snow has ceased.

**Cul-de-Sac Fund Balance Projection**



Due to the imbalance of revenues and expenditures (sluggish development rate and increased level of service), this fund cannot be sustained over the long-term and service delivery will require a different source of revenue (new or existing) by FY 25/26. As of January 31, 2023, the Cul-de-Sac Fund has a cash balance of \$200,904.

### **Village Construction Fund**

The Village Construction Fund is used to account for construction costs of municipal buildings other than those used in the waterworks and wastewater utility. Due to development activity, \$1,200 of donations are budgeted for Municipal Facility Fees along with \$300 of interest income.

There are no proposed expenditures for FY 23/24.

### **Downtown TIF Fund**

The Village approved a tax increment financing (TIF) district in fall of 2014 for the downtown Algonquin area. The Downtown TIF Fund accounts for the revenues and expenditures related to this redevelopment project area. Revenues are budgeted conservatively and include real estate tax receipts of \$900,000 and interest income of \$5,000. Proposed expenditures are budgeted at \$905,000. Additionally, \$1,700,000

Detailed expenditures for redevelopment activities are reflected in the appropriate fund that is advancing the funding. A year-end journal entry is performed to present these expenses in the Downtown TIF Fund.

### **Police Pension Fund**

Budgeted revenues for the Police Pension Fund total \$5,288,000 including employee contributions of \$543,000, investment income of \$2,465,000 and employer contributions of \$2,280,000, which is \$374,673 higher than recommended by an independent actuarial valuation.

Expenditures for retiree benefits/employee contribution refunds are \$1,840,000 and administration expenses of \$185,800 for total expenditures of \$2,025,800. Currently, there are four (4) annuitants on disability and eighteen (18) on retirement.

### **Inactive Funds**

The Village maintains the following funds; however, they do not have any financial activity for the current fiscal year:

- Longmeadow & Randall TIF Fund
- Special Service Area #1 Fund (Riverside Plaza)
- Special Service Area #2 Fund (Coves III)
- Special Service Area #3 Fund (Spectrum Senior Living)
- Special Service Area #4 Fund (NorthPoint Lot 2-6)
- Special Service Area #5 Fund (NorthPoint Lot 1)
- Debt Service Fund

C: Tim Schloneger, Village Manager

# Development Fund

# Revenues

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Budget
<b>Taxes</b>								
16000500	31496	Hotel Tax Receipts	\$ 44,820.07	\$ 17,907.73	\$ 49,454.12	\$ 46,264.57	\$ 43,000.00	\$ 52,000.00
<b>Subtotal</b>			\$ 44,820.07	\$ 17,907.73	\$ 49,454.12	\$ 46,264.57	\$ 43,000.00	\$ 52,000.00
<b>Charges for Services</b>								
16000300	34106	Cul de Sac Fees	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>			\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
<b>Investment Income</b>								
16000500	36015	Interest - Cul de Sac	\$ 8,517.35	\$ 961.08	\$ 345.85	\$ 1,700.13	\$ 200.00	\$ 2,000.00
16000500	36016	Interest - Hotel Tax	3,012.29	514.85	254.29	1,270.77	100.00	1,000.00
<b>Subtotal</b>			\$ 11,529.64	\$ 1,475.93	\$ 600.14	\$ 2,970.90	\$ 300.00	\$ 3,000.00
<b>Development Fund Total</b>			\$ 62,349.71	\$ 25,383.66	\$ 50,054.26	\$ 49,235.47	\$ 43,300.00	\$ 55,000.00

# Development Fund

# Expenditures

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Dept.	Manager	Budget
<b>Cul de Sac</b>										
16230300	42264	Snow Removal	\$ 81,215.97	\$ 128,990.02	\$ 71,565.48	\$ -	\$ 70,000.00	\$ 75,000.00	\$ 75,000.00	\$ -
<b>Subtotal</b>			\$ 81,215.97	\$ 128,990.02	\$ 71,565.48	\$ -	\$ 70,000.00	\$ 75,000.00	\$ 75,000.00	\$ -
<b>Hotel Tax</b>										
16260100	42252	Regional/Marketing	\$ 11,769.57	\$ 7,638.57	\$ 5,000.00	\$ 12,073.50	\$ 13,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
16260100	47710	Economic Development	-	10,410.00	106,526.75	-	-	-	-	-
16260500	48001	Transfer to General Fund	35,000.00	35,000.00	30,000.00	-	30,000.00	35,000.00	35,000.00	-
16230500	48004	Transfer to Street Improvement	-	-	-	-	-	-	-	-
<b>Subtotal</b>			\$ 46,769.57	\$ 53,048.57	\$ 141,526.75	\$ 12,073.50	\$ 43,000.00	\$ 50,000.00	\$ 50,000.00	\$ -
<b>Development Fund Total</b>			\$ 127,985.54	\$ 182,038.59	\$ 213,092.23	\$ 12,073.50	\$ 113,000.00	\$ 125,000.00	\$ 125,000.00	\$ -

**Village Construction Fund**

**Revenues**

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Budget
24000500	36001	Interest	\$ 22.72	\$ 8.24	\$ 5.55	\$ 1.99	\$ -	\$ -
24000500	36020	Interest - Investment Pools	431.04	194.72	102.74	126.17	-	300.00
24000100	33050	Donations - Capital - Gen. Gov.	400.00	83,800.00	1,000.00	400.00	800.00	1,200.00
<b>Village Construction Fund Total</b>			<b>\$ 853.76</b>	<b>\$ 84,002.96</b>	<b>\$ 1,108.29</b>	<b>\$ 528.16</b>	<b>\$ 800.00</b>	<b>\$ 1,500.00</b>



# Village Construction Fund

# Expenditures

			FY 19/20	FY 20/21	FY 21/22	FY 21/22	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Dept.	Manager	Budget
24900100	43332	Office Furniture & Equipment	\$ 3,482.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24900100	43335	Vehicles & Equipment	-	-	-	-	-	-	-	-
24900300	44445	Outsourced Building Maint.	103,980.06	16,536.00	-	-	-	-	-	-
24900300	45593	Capital Improvements	-	-	69,980.00	-	-	-	-	-
<b>Village Construction Fund Total</b>			<b>\$ 107,462.12</b>	<b>\$ 16,536.00</b>	<b>\$ 69,980.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Note: Restricted reserves are used for budgeted expenditures.										

# Downtown TIF Fund

# Revenues

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Budget
32000300	33050	Donations-Capital-General Govt.	\$ -	\$ -	\$ -	\$ -	\$ -	
32000500	31565	Real Estate Tax Downtown TIF	561,559.03	716,558.52	792,479.09	863,394.43	809,000.00	900,000.00
32000500	36001	Interest	729.67	3,063.32	2,917.29	4,732.30	1,000.00	5,000.00
32000500	38001	Transfer From General Fund	-	-	-	-	-	
<b>Downtown TIF Fund Total</b>			<b>\$ 562,288.70</b>	<b>\$ 719,621.84</b>	<b>\$ 795,396.38</b>	<b>\$ 868,126.73</b>	<b>\$ 810,000.00</b>	<b>\$ 905,000.00</b>

# Downtown TIF Fund

# Expenditures

			FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Dept.	Manager	Budget
32900100	42230	Legal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32900100	42232	Engineering/Design Services	493,194.08	41,209.59	155,533.17	-	10,000.00	55,000.00	55,000.00	-
32900100	42234	Professional Services	-	175.00	-	-	-	-	-	-
32900100	43317	Postage	-	-	-	-	-	-	-	-
32900100	43370	Infrastructure Maintenance	-	89,206.13	-	-	-	-	-	-
32900100	45593	Capital Improvements	5,915,580.09	1,995,949.36	2,269,931.95	-	800,000.00	850,000.00	850,000.00	-
32900100	45595	Land Acquisition	-	246,877.11	1,109,372.19	-	-	-	-	-
32900100	47710	Economic Development	-	-	-	-	-	-	-	-
32900100	48001	Transfer to General Fund	-	-	-	-	-	-	-	-
<b>Downtown TIF Fund Total</b>			<b>\$ 6,408,774.17</b>	<b>\$ 2,373,417.19</b>	<b>\$ 3,534,837.31</b>	<b>\$ -</b>	<b>\$ 810,000.00</b>	<b>\$ 905,000.00</b>	<b>\$ 905,000.00</b>	<b>\$ -</b>
<b>Balance Sheet Adjustment</b>										
32	25400	Advance From Street Impr.	\$ -	\$ -	\$ -	\$ -	\$ 3,150,000.00	\$ 1,700,000.00	\$ 1,700,000.00	\$ -
<b>Downtown TIF Fund Total</b>			<b>\$ 6,408,774.17</b>	<b>\$ 2,373,417.19</b>	<b>\$ 3,534,837.31</b>	<b>\$ -</b>	<b>\$ 3,960,000.00</b>	<b>\$ 2,605,000.00</b>	<b>\$ 2,605,000.00</b>	<b>\$ -</b>

# Police Pension Fund

# Revenues

			FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Q2	FY 22/23 Budget	FY 23/24 Budget
53 37010	Employee Contributions	\$	457,421.80	\$ 424,549.23	\$ 467,032.15	\$ 210,367.76	\$ 500,000.00	\$ 543,000.00
53 36000	Investment Income Total		661,373.98	9,779,677.85	(2,328,388.12)	(4,045,728.64)	3,140,000.00	2,465,000.00
53 37020	Employer Contributions		1,985,000.00	2,068,000.00	2,280,982.59	2,146,983.82	2,280,000.00	2,280,000.00
53 37030	Prior Year Contributions		10,856.56	4,537.28	10,841.91	-	-	
53 37031	Other Member Revenue		-	-	-	-	-	
53 37032	Interest from Members		614.72	63.38	25,861.52	-	-	
53 37900	Miscellaneous Revenue		1,136.78	14.89	112.11	-	-	
<b>Police Pension Fund Total</b>			<b>\$ 3,116,403.84</b>	<b>\$ 12,276,842.63</b>	<b>\$ 456,442.16</b>	<b>\$ (1,688,377.06)</b>	<b>\$ 5,920,000.00</b>	<b>\$ 5,288,000.00</b>

**Police Pension Fund**

**Expenses**

			FY 19/20	FY 20/21	FY 20/21	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24
			Actual	Actual	Actual	Q2	Budget	Dept.	Manager	Budget
53900000	41195	Benefits & Refunds	\$ 1,378,453.30	\$ 1,555,055.40	\$ 1,679,536.27	\$ 653,828.20	\$1,670,000.00	\$1,840,000.00	\$1,840,001.00	\$ -
53900000	42200	Administration	123,287.26	181,007.37	157,639.36	16,447.83	178,000.00	185,800.00	185,801.00	-
<b>Police Pension Fund Total</b>			<b>\$ 1,501,740.56</b>	<b>\$ 1,736,062.77</b>	<b>\$ 1,837,175.63</b>	<b>\$ 670,276.03</b>	<b>\$ 1,848,000.00</b>	<b>\$ 2,025,800.00</b>	<b>\$ 2,025,802.00</b>	<b>\$ -</b>



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

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

DATE: February 16, 2023

TO: Michael Kumbera, Assistant Village Manager  
Michele Zimmerman, Acting Public Work Director  
Jason Schutz, Utilities Superintendent

FROM: Michael Reif, Internal Services Supervisor

SUBJECT: Purchase of Bobcat S76 Skid-Steer Loader

---

Staff is recommending the purchase of a new [Bobcat S76 Skid-Steer Loader](#). This unit would replace unit #842, a 2004 Bobcat S300 skid-steer. Unit #842 has reached the end of its serviceable life and meets the Village's replacement criteria threshold. If ordered now, we would not expect delivery until after May 1, 2023.

This item is included in the proposed FY 23/24 Water and Sewer Operating budget and would be purchased from Atlas Bobcat of Wauconda, Illinois for \$65,908.00.



## Product Quotation

Quotation Number: 41515D041845

Date: 2023-02-08 14:23:31

Ship to	Bobcat Dealer	Bill To
Village of Algonquin Attn: Mike Reif 110 Meyer Drive Algonquin, IL 60102 Phone: (847) 344-9044 Fax: 847.658.2755 Email: mikereif@algonquin.org	Atlas Bobcat, Elk Grove Village, IL 1160 MCCABE AVE ELK GROVE VILLAGE IL 60007 Phone: (847) 678-3633 Fax: (847) 678-3587 ----- Contact: Todd Swartz Phone: 847-678-3633 Fax: 847-678-3587 Cellular: 847-529-1191 E Mail: tswartz@atlasbobcat.com	Village of Algonquin Attn: Mike Reif 110 Meyer Drive Algonquin, IL 60102 Phone: (847) 344-9044 Fax: 847.658.2755

Description	Part No	Qty	Price Ea.	Total
<b>S76 T4 Bobcat Skid Steer Loader</b>	M0369	1	\$49,012.00	\$49,012.00
74.0 HP Tier 4 V2 Bobcat Engine	Lift Path: Vertical			
Auxiliary Hydraulics: Variable Flow	Lights, Front and Rear LED			
Backup Alarm	Operator Cab			
Bob-Tach	Includes: Vinyl Adjustable Vinyl Suspension Seat, Top and Rear Windows, Parking Brake, Seat Bar and Seat Belt			
Bobcat Interlock Control System (BICS)	Roll Over Protective Structure (ROPS) meets SAE-J1040 and ISO 3471			
Controls: Bobcat Standard	Falling Object Protective Structure (FOPS) meets SAE-J1043 and ISO 3449, Level I; (Level II is available through Bobcat Parts)			
Cylinder Cushioning - Lift, Tilt	Vinyl suspension seat with 2-point seat belt			
Engine/Hydraulic Performance De-rate Protection	Parking Brake: Wedge Brake System			
Glow Plugs (Automatically Activated)	Tires: 12-16.5, 12PR, Bobcat Heavy Duty			
Horn	Warranty: 2 years, or 2000 hours whichever occurs first			
Instrumentation: Standard 5" Display (Rear Camera Ready) with Keyless Start, Engine Temperature and Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, auto idle, and security lockouts.				
Lift Arm Support				
60 Month Protection Plus (2000 Hours)	9986172	1	\$2,000.00	\$2,000.00
P69 Performance Package	M0369-P06-P69	1	\$5,656.00	\$5,656.00
Power Bob-Tach	Dual Direction Bucket Positioning			
7-Pin Attachment Control	Automatic Ride Control			
High Flow	Reversing Fan			
Two-Speed				
C68 Comfort Package	M0369-P07-C68	1	\$5,751.00	\$5,751.00
Enclosed Cab with HVAC	Heated Cloth Air Ride Suspension Seat			
Sound Reduction	Premium LED Lights			
Touch Display with Radio & Bluetooth	Rear View Camera			
Selectable Joystick Controls	M0369-R01-C04	1	\$638.00	\$638.00
Strobe Light Kit, Amber	7375339	1	\$430.00	\$430.00
74" Severe Duty Bucket	7326130	1	\$2,041.00	\$2,041.00
--- Bolt-On Cutting Edge, 74"	6718007	1	\$380.00	\$380.00
<b>Total of Items Quoted</b>				<b>\$65,908.00</b>
<b>Quote Total - US dollars</b>				<b>\$65,908.00</b>

### Notes:

Discount per the Sourcewell - NJPA Contract #040319-CEC. Effective thru 05-31-2023

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

<b>Customer Acceptance:</b>	Purchase Order: _____
<b>Authorized Signature:</b>	
<b>Print:</b> _____	<b>Sign:</b> _____ <b>Date:</b> _____





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

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

DATE: February 20, 2023

TO: Michael Kumbera, Assistant Village Manager  
Michele Zimmerman, Acting Public Works Director  
Jason Schutz Utilities Superintendent  
Vince Kilcullen, General Service Superintendent

FROM: Michael Reif, Internal Services Supervisor

SUBJECT: *Purchase of Two BobcatUV34 UTVs*

---

Staff is recommending the purchase of two (2) [Bobcat UV34 UTVs](#). One will be new addition to the fleet for use at the Wastewater Treatment Facility and the other will replace an existing 2008 Kubota RTV1100 (#642), which meets replacement criteria based on age, condition, and hours in service.

The two identical UTVs will be purchased through Atlas Bobcat in Wauconda, Illinois for \$26,821.00 each for a total of \$53,642.00. These items are budgeted in the proposed FY 23/24 budget (in the General Fund and Water/Sewer Operating Fund) and are expected to be available by late summer 2023.



## Product Quotation

Quotation Number: 41515D041837v1

Date: 2023-02-15 14:02:27

Ship to	Bobcat Dealer	Bill To
Village of Algonquin Attn: Mike Reif 110 Meyer Drive Algonquin, IL 60102 Phone: (847) 344-9044 Email: mikereif@algonquin.org	Atlas Bobcat, Wauconda, IL 552 SOUTH RAND ROAD WAUCONDA IL 60084-2340 Phone: (847) 526-4255 Fax: (847) 526-4322 ----- Contact: Todd Swartz Phone: 847-678-3633 Fax: 847-678-3587 Cellular: 847-529-1191 E Mail: tswartz@atlasbobcat.com	Village of Algonquin Attn: Mike Reif 110 Meyer Drive Algonquin, IL 60102 Phone: (847) 344-9044

Description	Part No	Qty	Price Ea.	Total
<b>UV34 Gas Utility Vehicle</b>	M1503	2	\$16,021.00	\$32,042.00
Engine	Operator Compartment			
Liquid Cooled Engine	Beverage Holder (4)			
40 HP Gas EFI Engine	60/40 Split Bench Seats (3 Occupants)			
Pressurized Oiling System with Spin On Filter	Under Seat, Upper & Lower Dash Storage			
Engine Protection Oil Pressure & Water Temp	Sealed Glove Box Storage			
High Capacity Air Filter	3 Seat Belts with 3 Point Restraint			
49 State Emission Compliant	Tires			
Drive System	All Terrain Industrial (8 ply)			
CVT (Continuous Variable Transmission)	Front/Rear, 26x10 12			
Sealed CVT Cover w/remote intake & exhaust	Wheels			
Four Wheel Drive 3 Drive Modes	Front/Rear, 12x6 Orange Steel Rim			
Forward Travel, Two Range (H/L)	Electrical			
Integrated In-Transmission Park (P)	Headlights, High & Low Beams 4-35 Watts			
Brakes - 4 Wheel, Hydraulic Disc with Dual-Bore	LED Tail & Brake Lights			
Front Calipers	6 Outlet Accessory Pwr Bar			
CV Guard, Front	75 Amp/900W Stator			
Shaft Drive with CV Joints	575 CCA Battery			
Suspension & Steering	Instrumentation Panel			
Front - Independent, Dual A Arm	Indicator Lights: Glow Plug (Diesel Only), Seat Belt			
Rear - Independent, Dual A Arm	Reminder, High Beam On, Engine Oil Pressure			
Adjustable Front and Rear Coil Over Shocks	(Diesel only), Engine Temp High, Service Power Steering			
Rack & Pinion	and Service Engine.			
Electric Power Steering Assist	LCD Display: Speedo, Engine Temp, Engine RPM, Volt,			
Tilt Steering Column	Trip and Hour Meter, Tachometer, Fuel Level, Clock,			
	Drive Mode, Odometer, Service Reminder and Gear			
	Position.			
	Cargo Box and Frame			
	Composite Cargo Box w/ Cylinder Lift Assist			
	Quick Latch Tailgate w/ Single Latch			
	Integrated Box Accessory System			
	Rear Receiver Hitch - 2 in.			
	Full Chassis Skid Plates			
	ROPS (Roller Over Protective Structure)			
	Warranty			
	1 year/1000 hours			
BOSS 72" Poly Snow Blade System		2	\$4,900.00	\$9,800.00
UV34 Gas EPS Cab & Heat Package	M1503-P01-C03	2	\$5,900.00	\$11,800.00
<b>Total of Items Quoted</b>				<b>\$53,642.00</b>

Quote Total - US dollars

**\$53,642.00**

**Notes:**

Discount per the Sourcewell - NJPA Contract #040319-CEC. Effective thru 05-31-2023

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

<b>Customer Acceptance:</b>	Purchase Order: _____
<b>Authorized Signature:</b>	
<b>Print:</b> _____	<b>Sign:</b> _____ <b>Date:</b> _____



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

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

DATE: February 22, 2023

TO: Michael Kumbera, Assistant Village Manager  
Michele Zimmerman, Acting Public Works Director  
Vince Kilcullen, General Services Superintendent

FROM: Michael Reif, Internal Services Supervisor

SUBJECT: Purchases of Two Toro Groundsmaster 7210's

---

Staff is recommending the purchase of two (2) new [Toro Groundsmaster 7210](#) with polar kits, snow plows, and mowing decks. These units would replace units two (2) existing 2012 Kubota turf mowers (#685 and #686) and one (1) 2012 Toro 7210. The proposed equipment has the capability to mow grass in the summer months and can be converted and utilized to remove snow in the winter months.

Two identical units would be purchased through Reinders located in Mundelein, Illinois for the price of \$72,032.92 for a total not-to-exceed amount of \$144,065.83. This is included in the proposed FY 23/24 Budget and, if ordered now, delivery would be expected in late summer.



Prepared By:  
 Ryan S. Maier  
 Territory Manager  
 911 Tower Road  
 Mundelein, IL 60060  
 Cell (262) 443-0363  
 Fax (847) 678-5511  
[rmaier@reinders.com](mailto:rmaier@reinders.com)

Acct #: 358022  
 Village of Algonquin  
 2200 Harnish Drive  
 Algonquin IL 60102

<b>Quote ID</b> JJRM0217237210	Prices are subject to change without notice
<b>Quote Date</b> 2/17/23	Contract Quote

Attn: Mike Reif

**Sourcewell #031121-TTC**

Qty	Code	Description	Suggested List	Contract Price
2	30695	<b>Groundsmaster 7210 No Deck (T4)</b>	\$83,218.00	\$64,910.04
2	30382	12V Power Port/Electrical Accessory Kit	\$444.00	\$346.32
2	30474	Polar Trac Cab	\$31,224.00	\$24,354.72
2	30675	Polar Trac Kit	\$27,480.00	\$21,434.40

**\*\*Limited Availability for 2023**



Equipment Subtotal: \$111,045.48  
 Set-up/Delivery: \$1,494.84  
**Equipment Total: \$112,540.32**

**2024 Budgetary Cap , Not-To-Exceed Pricing-10% Above Current Contract Price : \$11,254.03**  
**2024 Total w/ Budgetary Cap : \$123,794.35**

## Order Acceptance Agreement

As a result of extreme volatility in the commodity pricing and logistics costs. Toro cannot guarantee pricing on this order. Upon Completion of a signed sales agreement, the final price will not exceed 10% over the quoted contract price or the current contract price at the time of delivery, whichever is lower.

Prices and terms on this proposal are not subject to verbal changes or other agreements unless approved in writing by the seller. All proposals and agreements are contingent on availability of product from the manufacturer. Typographical errors are subject to correction. Purchaser is responsible for applicable taxes. Financed product will require lease company approval prior to delivery. Net 30 terms will require a signed UCC form prior to, or upon delivery in order for transaction to be complete. **1% service fee will be added to all credit card transactions.**

By signing below, I acknowledge that I have reviewed the quote in its entirety and I commit to the purchase as detailed on the quote above. I reserve the right to opt out of intended purchase at any time prior to scheduled delivery. Unless otherwise indicated I agree to accept delivery on the earliest date that this product can be shipped to our location. **All trades associated with this order are required to be ready for pickup and in the same condition we originally evaluated them in.**

Quote I.D. JJRM021723721

Reinders Account # : 358022

PO # \_\_\_\_\_

Contract # :	<u>41197</u>	<u>5105842</u>
	Sourcewell	Omnia

Delivery Contact : \_\_\_\_\_

Phone #: \_\_\_\_\_

Email : \_\_\_\_\_

Earliest date of delivery and invoicing? : \_\_\_\_\_

Delivery Address: \_\_\_\_\_

Payment Structure Request : \* Finance \_\_\_\_\_ Net 30 terms with qualified credit \_\_\_\_\_ C.O.D. \_\_\_\_\_

\* Finance Documentation Contact Name : \_\_\_\_\_ Email : \_\_\_\_\_

Authorized By : \_\_\_\_\_

Print Name : \_\_\_\_\_

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

Ryan S. Maier  
Territory Manager  
Reinders, Inc.



Grounds &  
Sports Turf

Sourcewell 





Prepared By:  
 Ryan S. Maier  
 Territory Manager  
 911 Tower Road  
 Mundelein, IL 60060  
 Cell (262) 443-0363  
 Fax (847) 678-5511  
[rmaier@reinders.com](mailto:rmaier@reinders.com)

Acct #: 358022  
 Village Of Algonquin  
 2200 Harnish Drive  
 Algonquin IL 60102

<u>Quote ID</u> JJRM021723MBPlow	Prices are subject to change without notice
<u>Quote Date</u> 2/17/23	Tax Not Included In Quote

Attn: Mike Reif

**PRICE QUOTATION**

Qty	Code	Description	Total
2	PVP-V-PLOW	MB 4-Way Power V-Plow for GM7200 Series (57.5" to 49.7" & angles 30 degrees forward & back)	
		Equipment Subtotal:	\$10,390.00
		Freight:	INC
		Set-up/Delivery:	\$155.85
		Trade Totals:	<u>\$0.00</u>
		<b>Equipment Total:</b>	<b>\$10,545.85</b>

## Order Acceptance Agreement

Due to pricing volatility, Reinders reserves the right to re-price all orders based on the current manufacturers configured price at the time the product becomes available.

Prices and terms on this proposal are not subject to verbal changes or other agreements unless approved in writing by the seller. All proposals and agreements are contingent on availability of product from the manufacturer. Typographical errors are subject to correction. Purchaser is responsible for applicable taxes. Financed product will require lease company approval prior to delivery. Net 30 terms will require a signed UCC form prior to, or upon delivery in order for transaction to be complete. **1% service fee will be added to all credit card transactions.**

By signing below, I acknowledge that I have reviewed the quote in its entirety and I commit to the purchase as detailed on the quote above. I reserve the right to opt out of intended purchase at any time prior to scheduled delivery. Unless otherwise indicated I agree to accept delivery on the earliest date that this product can be shipped to our location. **All trades associated with this order are required to be ready for pickup and in the same condition we originally evaluated them in.**

Quote I.D. JJRM021723MB

Reinders Account # : 358022

Purchase Order # \_\_\_\_\_

Delivery Contact : \_\_\_\_\_

Phone #: \_\_\_\_\_

Email : \_\_\_\_\_

Earliest date of delivery and invoicing? : \_\_\_\_\_

Delivery Address: \_\_\_\_\_

Payment Structure Request : \* Finance \_\_\_\_\_ Net 30 terms with qualified credit \_\_\_\_\_ C.O.D. \_\_\_\_\_

\* Finance Documentation Contact Name : \_\_\_\_\_ Email : \_\_\_\_\_

Authorized By : \_\_\_\_\_

Print Name : \_\_\_\_\_

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

Ryan S. Maier  
Territory Manager  
Reinders, Inc.







Prepared By:  
 Ryan S. Maier  
 Territory Manager  
 911 Tower Road  
 Mundelein, IL 60060  
 Cell (262) 443-0363  
 Fax (847) 678-5511  
[rmaier@reinders.com](mailto:rmaier@reinders.com)

Acct #: 358022  
 Village of Algonquin  
 2200 Harnish Drive  
 Algonquin IL 60102

<b>Quote ID</b> JJRM0217237210	Prices are subject to change without notice
<b>Quote Date</b> 2/17/23	Contract Quote

Attn: Mike Reif

**Sourcewell #031121-TTC**

Qty	Code	Description	Suggested List	Contract Price
2	30481	72 Inch Side Discharge Deck	\$11,038.00	\$8,609.64

**\*\*Limited Availability for 2023**  
 Mowing Decks for GM7210



Equipment Subtotal: \$8,609.64  
 Set-up/Delivery: \$231.84  
**Equipment Total: \$8,841.48**

**2024 Budgetary Cap , Not-To-Exceed Pricing-10% Above Current Contract Price : \$884.15**  
**2024 Total w/ Budgetary Cap : \$9,725.63**

## Order Acceptance Agreement

As a result of extreme volatility in the commodity pricing and logistics costs. Toro cannot guarantee pricing on this order. Upon Completion of a signed sales agreement, the final price will not exceed 10% over the quoted contract price or the current contract price at the time of delivery, whichever is lower.

Prices and terms on this proposal are not subject to verbal changes or other agreements unless approved in writing by the seller. All proposals and agreements are contingent on availability of product from the manufacturer. Typographical errors are subject to correction. Purchaser is responsible for applicable taxes. Financed product will require lease company approval prior to delivery. Net 30 terms will require a signed UCC form prior to, or upon delivery in order for transaction to be complete. **1% service fee will be added to all credit card transactions.**

By signing below, I acknowledge that I have reviewed the quote in its entirety and I commit to the purchase as detailed on the quote above. I reserve the right to opt out of intended purchase at any time prior to scheduled delivery. Unless otherwise indicated I agree to accept delivery on the earliest date that this product can be shipped to our location. **All trades associated with this order are required to be ready for pickup and in the same condition we originally evaluated them in.**

Quote I.D. JJRM021723721

Reinders Account # : 358022

PO # \_\_\_\_\_

Contract # :

41197	5105842
Sourcewell	Omnia

Delivery Contact : \_\_\_\_\_

Phone #: \_\_\_\_\_

Email : \_\_\_\_\_

Earliest date of delivery and invoicing? : \_\_\_\_\_

Delivery Address: \_\_\_\_\_

Payment Structure Request : \* Finance \_\_\_\_\_ Net 30 terms with qualified credit \_\_\_\_\_ C.O.D. \_\_\_\_\_

\* Finance Documentation Contact Name : \_\_\_\_\_ Email : \_\_\_\_\_

Authorized By : \_\_\_\_\_

Print Name : \_\_\_\_\_

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

Ryan S. Maier  
Territory Manager  
Reinders, Inc.



Grounds &  
Sports Turf

Sourcewell 





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

**– M E M O R A N D U M –**

DATE: March 14, 2023

TO: Tim Schloneger, Village Manager  
Village of Algonquin Committee of the Whole

FROM: Clifton Ganek, Village Engineer

SUBJECT: Recommendation to Award the bid for the MFT Asphalt Patching Program to Schroeder Asphalt Services, Inc.

---

The Bid opening for the MFT – Asphalt Patching Program was held on February 28, 2023, at 10:00 a.m. The program consists of pavement patching on local streets and bike path replacement as determined by field inspections performed by Public Work’s staff.

This year’s program will focus on locations identified on Broadsmore Dr, Corporate Pkwy, Esplanade Dr, Hanson Rd, Harrison St (north of the downtown streetscape), Lakeview Dr, and Victoria Court. The path on Hanson Road will be replaced from County Line Road to Westbury Drive. This program does not encompass pavement patching village-wide, only the areas selected per the MFT budget. Additionally, patching areas will be performed in-house by Public Works staff.

Village of Algonquin staff received two bids, and we recommend the low bidder Schroeder Asphalt Services, Inc. (SAS), in the amount of \$196,324.50 for this project. The bid amount is approximately 17 percent over the Engineer’s estimate and \$26,324.50 over the budgeted amount.

The main reason for the elevated bid prices is the unit price for asphalt. Given market inflation, staff estimated a 35% increase from last year’s bid price. Unfortunately, unit prices from this bid came in around 60% over last year’s bids. While the significant increase was not expected, staff feels the additional costs can be absorbed in the MFT budget given the awarded bids for the Storm Sewer Cleaning and the Roadway Lighting Maintenance contracts.

<b>MFT Program – FY24</b>	<b>Budgeted</b>	<b>Awarded</b>	<b>Surplus MFT Budget</b>
Storm Sewer Cleaning	\$150,000	\$115,000	\$35,000
Lighting Maintenance	\$300,000	\$203,020*	\$96,980
		TOTAL	<b>\$131,980</b>

\*Expected contract cost based on mandatory maintenance items

Schroeder Asphalt successfully completed last year's Asphalt Patching and Paving Program and performed up to the Village's standards. SAS will also be in the Village completing High Hill Subdivision (north portion) this year, making them easily accessible. The approved budget of \$170,000 (\$150,000 for Patching, \$20,000 for Bike Path Replacement) in the MFT Capital Fund is under the proposed bid amount. However, this memo shows that additional funds will be available in the MFT Capital Budget for FY 2024.

Therefore, we recommend that the Committee of the Whole take the necessary action to move this contract with Schroeder Asphalt Services, Inc. on to the full Board of Trustees for approval in the amount of \$196,324.50.



### Tabulation of Bids



Local Public Agency	County	Section Number	Letting Date
Village of Algonquin	McHenry	23-00000-00-GM	02/28/23

Approved Engineer's Estimate	Attended By (IDOT Representative(s))
\$167,518.50	

Bidder's Name	Chicagoland Paving Contractors, Inc.	Schroeder Asphalt Services, Inc	
Bidder's Address	225 Telser Road	P.O. Box 831	
City, State, Zip	Lake Zurich, IL, 60047	Huntley, IL 60142	
Proposal Guarantee	Bid Bond	Bid Bond	
Terms			











Approved Engineer's Estimate

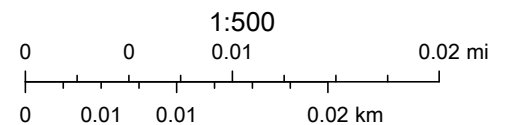
Item No.	Item	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
1	TOPSOIL FURN & PLAC 6"		SQ YD	1324	\$4.0000	\$5,296.00	\$4.0000	\$5,296.00	\$10.0000	\$13,240.00		\$0.00	
2	SEEDING, CL 1A		SQ YD	1324	\$1.0000	\$1,324.00	\$1.0000	\$1,324.00	\$2.0000	\$2,648.00		\$0.00	
3	EROS CONTROL BLNKT		SQ YD	1324	\$3.5000	\$4,634.00	\$2.5000	\$3,310.00	\$1.5000	\$1,986.00		\$0.00	
4	PREPARATION OF BASE		SQ YD	245	\$3.0000	\$735.00	\$5.0000	\$1,225.00	\$3.0000	\$735.00		\$0.00	
5	HMA SC, MIX D, N50		TON	998	\$125.0000	\$124,750.00	\$155.0000	\$154,690.00	\$145.0000	\$144,710.00		\$0.00	
6	HMA BC, IL-19.0, N50		TON	13	\$100.0000	\$1,300.00	\$100.0000	\$1,300.00	\$135.0000	\$1,755.00		\$0.00	
7	HMA SURFACE REM, 2"		SQ YD	6382	\$4.5000	\$28,719.00	\$5.0000	\$31,910.00	\$4.7500	\$30,314.50		\$0.00	
8	HMA SURFACE REM, 4"		SQ YD	117	\$6.5000	\$760.50	\$5.0000	\$585.00	\$8.0000	\$936.00		\$0.00	
<b>Total Bid:</b>							As Read:						
							As Calculated:		\$199,640.00		\$196,324.50		\$0.00
							% Over/Under:		19.17 %		17.20 %		

# 1350 N Harrison (125'x13')



January 24, 2023

- |   |   |  |  |
|---|---|--|--|
|  Override 1     |  Street Name | <b>Construction Projects</b>   |  2024                |
|  Not in Village |  Tax Parcels |  2022 |  In Maintenance      |
|  Village Limit  |   |  2023 |  Site Address Points |

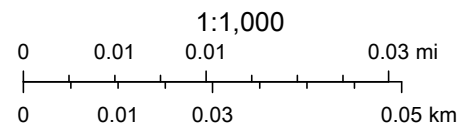


# N Harrison (1514-1532)

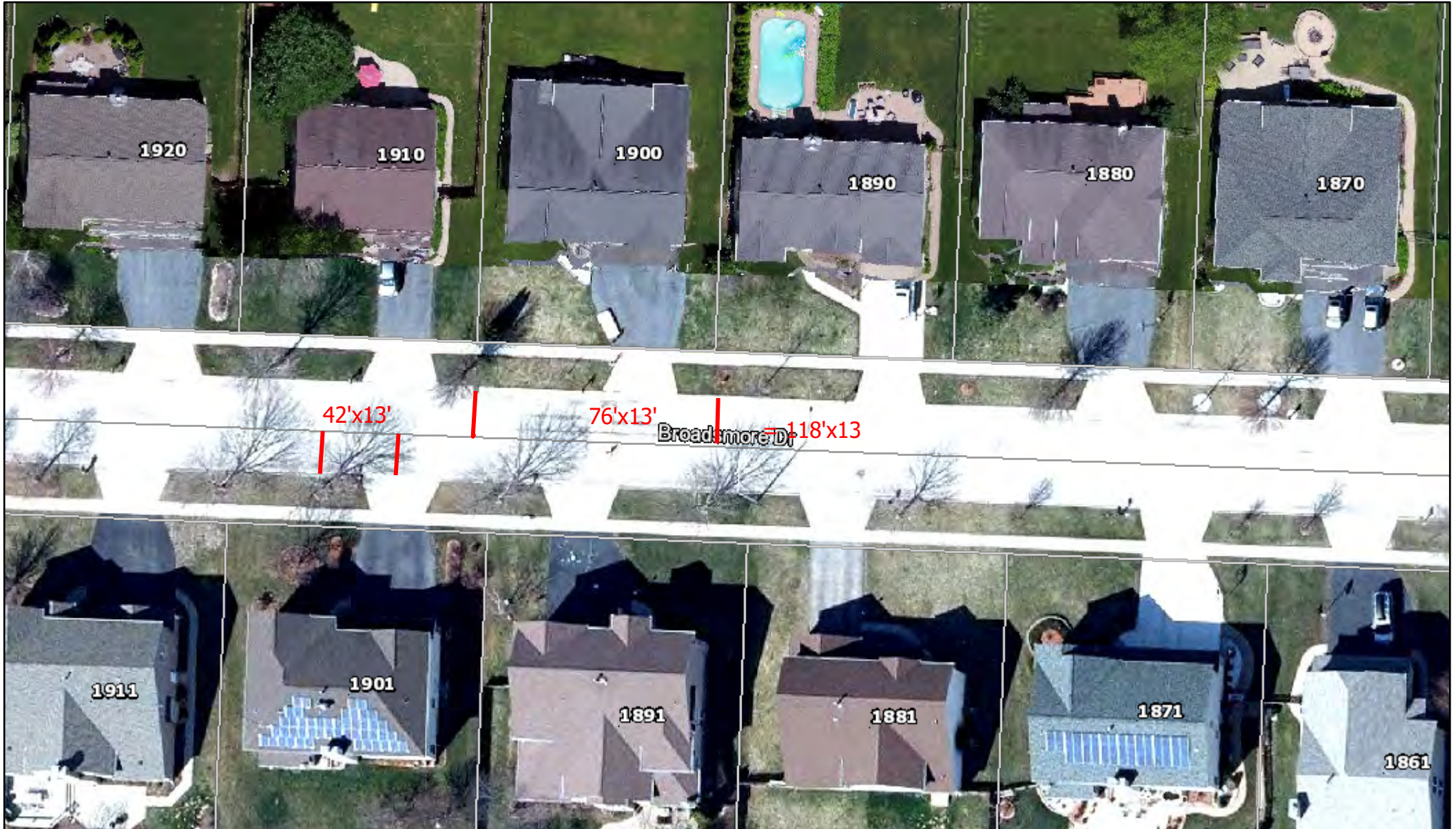


January 16, 2023










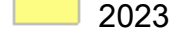

- Override 1
- Street Name
- Tax Parcels
- Village Limit
- Construction Projects 2022
- Construction Projects 2023
- Construction Projects 2024
- In Maintenance
- Site Address Points

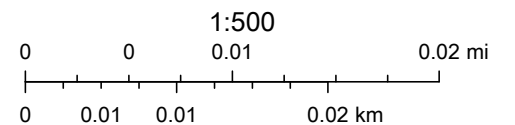


# 1900-1901 Broadmore (118'x13')



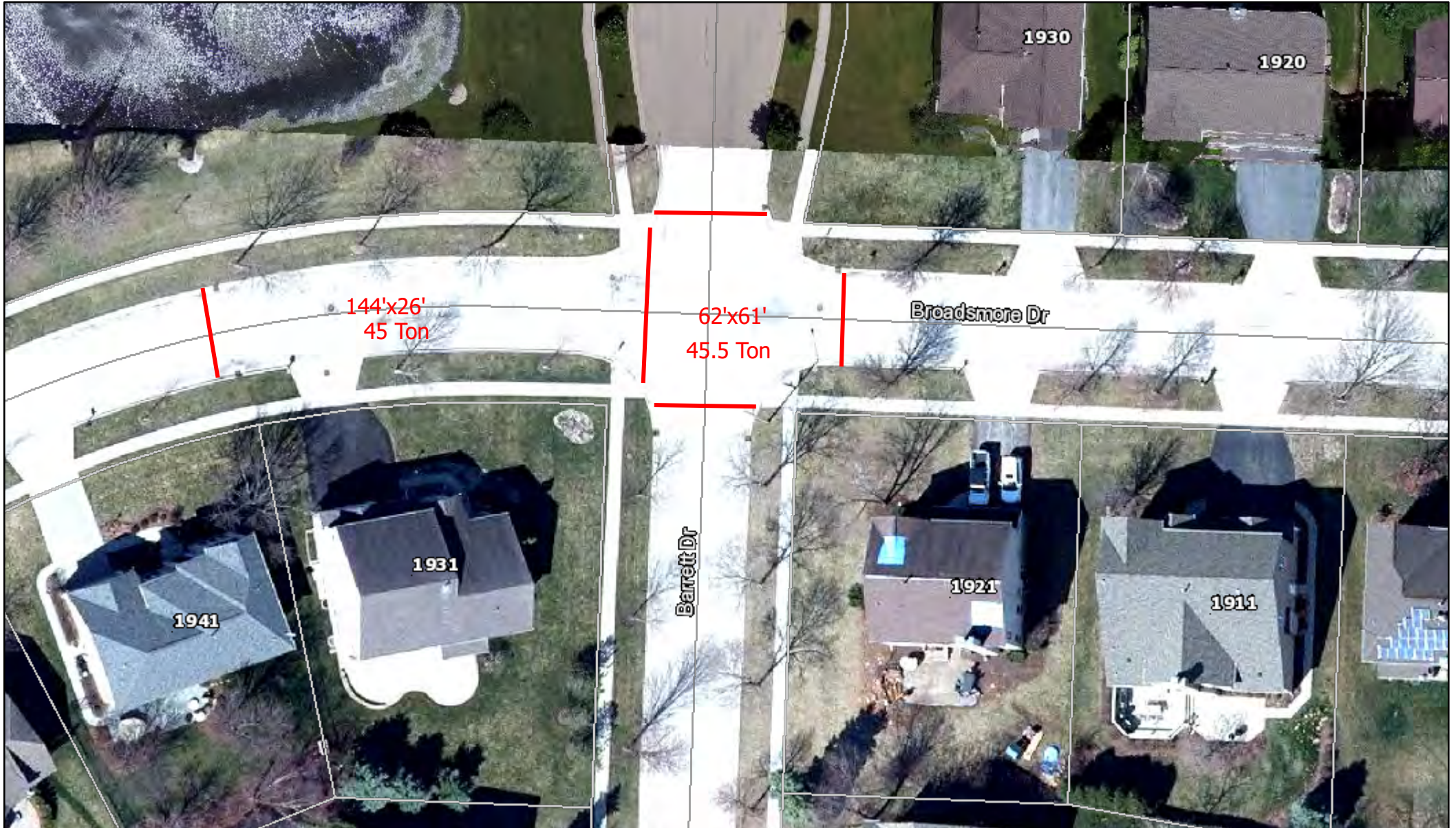
January 24, 2023

- |   |   |   |  |
|---|---|---|--|
|  Override 1     |  Street Name |  Construction Projects |  2024                |
|  Not in Village |  Tax Parcels |  2022                  |  In Maintenance      |
|  Village Limit  |   |  2023                  |  Site Address Points |










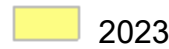



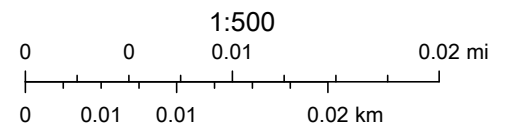


# 1931 Broadmore and Intersection



January 24, 2023

- |   |   |   |  |
|---|---|---|--|
|  Override 1     |  Street Name |  Construction Projects |  2024                |
|  Not in Village |  Tax Parcels |  2022                  |  In Maintenance      |
|  Village Limit  |   |  2023                  |  Site Address Points |

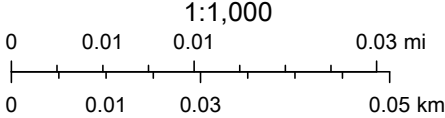


# Corporate Pkwy ( 2641 Corporate Pkwy)

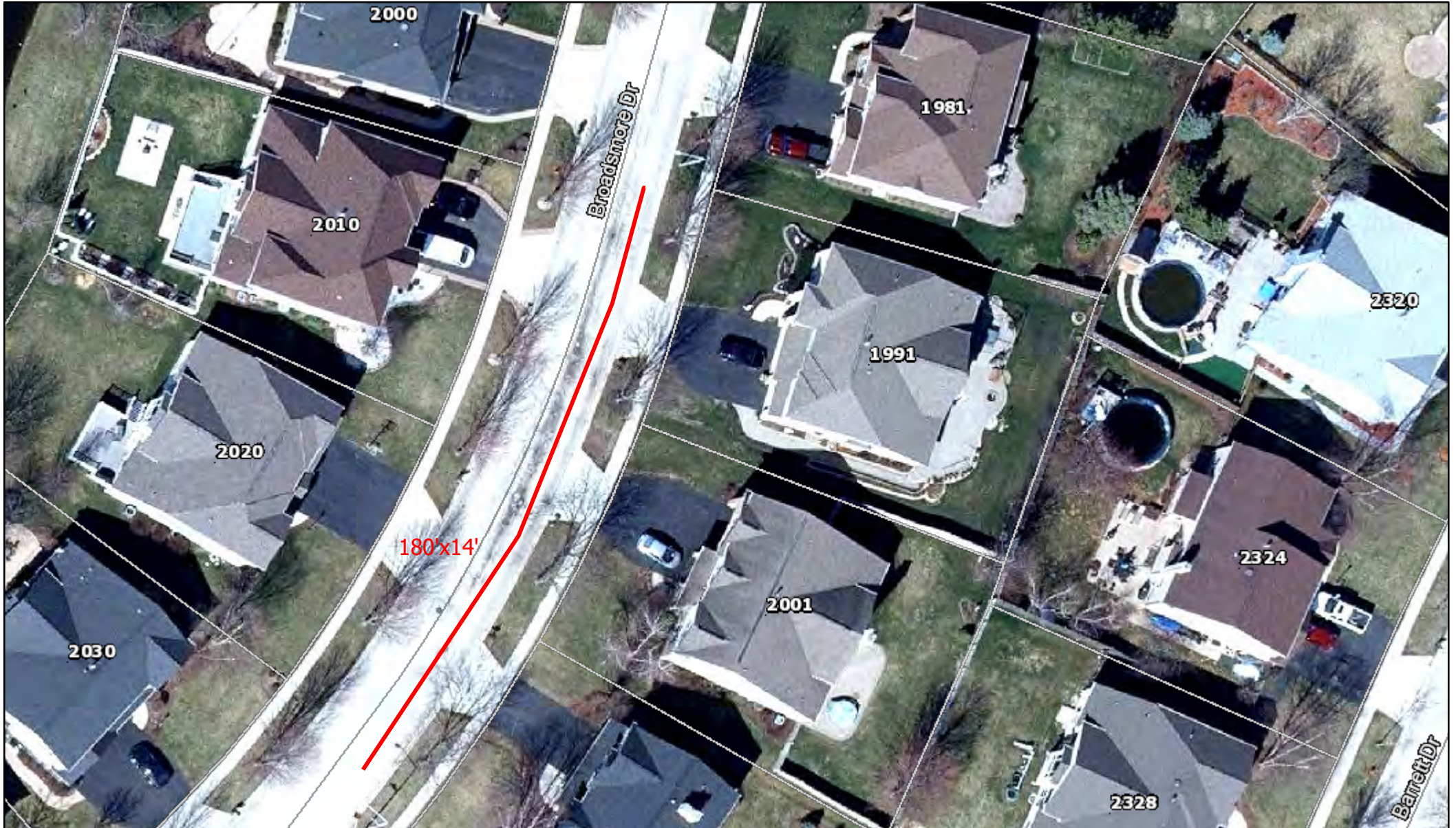


January 24, 2023












- Override 1
- Street Name
- Tax Parcels
- Village Limit
- Construction Projects 2022
- Construction Projects 2023
- Construction Projects 2024
- In Maintenance
- Site Address Points

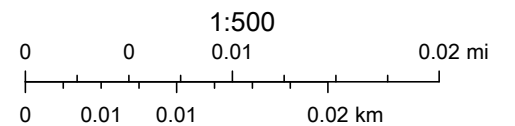


# Broadsmore (2011-1991)



January 17, 2023











- |   |   |   |  |
|---|---|---|--|
|  Override 1     |  Street Name |  Construction Projects |  2024                |
|  Not in Village |  Tax Parcels |  2022                  |  In Maintenance      |
|  Village Limit  |   |  2023                  |  Site Address Points |

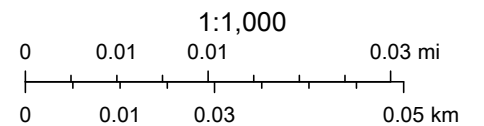


# Corporate Pkwy (2302-Randall Rd)



January 24, 2023











- |   |   |  |  |
|---|---|--|--|
|  Override 1     |  Street Name | <b>Construction Projects</b>   |  2024                |
|  Not in Village |  Tax Parcels |  2022 |  In Maintenance      |
|  Village Limit  |   |  2023 |  Site Address Points |

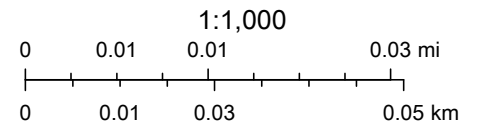


# Corporate pkwy (2330-2316)



January 16, 2023











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|---|---|--|--|
|  Override 1     |  Street Name | <b>Construction Projects</b>   |  2024                |
|  Not in Village |  Tax Parcels |  2022 |  In Maintenance      |
|  Village Limit  |   |  2023 |  Site Address Points |

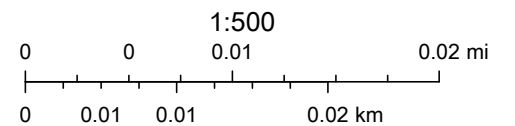


# Esplanade Dr

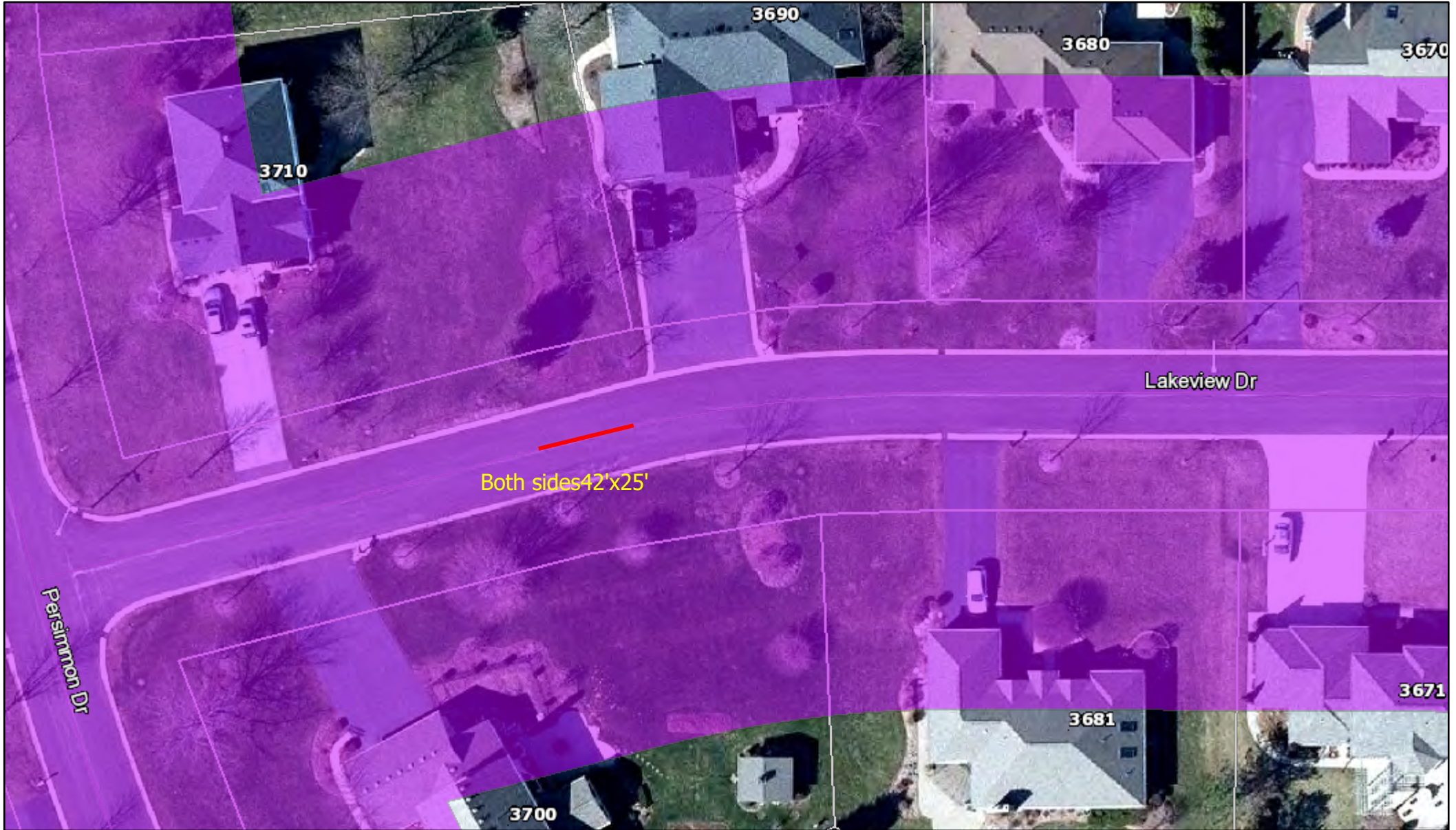


January 24, 2023

- |   |   |   |
|---|---|---|
|  Override 1     |  Street Name |  Construction Projects 2024 |
|  Not in Village |  Tax Parcels |  2022                        |
|  Village Limit  |  2023        |  In Maintenance             |
|   |   |  Site Address Points       |

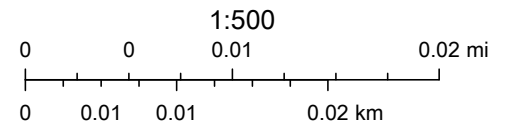


# Lakeview dr (West of 3690)



January 16, 2023

- |  |                |  |             |  |                       |  |                |
|--|----------------|--|-------------|--|-----------------------|--|----------------|
|  | Override 1     |  | Street Name |  | Construction Projects |  | 2024           |
|  | Not in Village |  | Tax Parcels |  | 2022                  |  | In Maintenance |
|  | Village Limit  |  | 2023        |  | Site Address Points   |  |                |

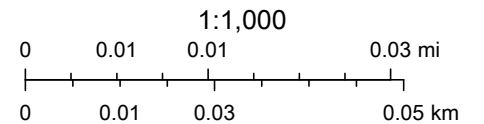


# N Harrison (Mohawk-Iona)



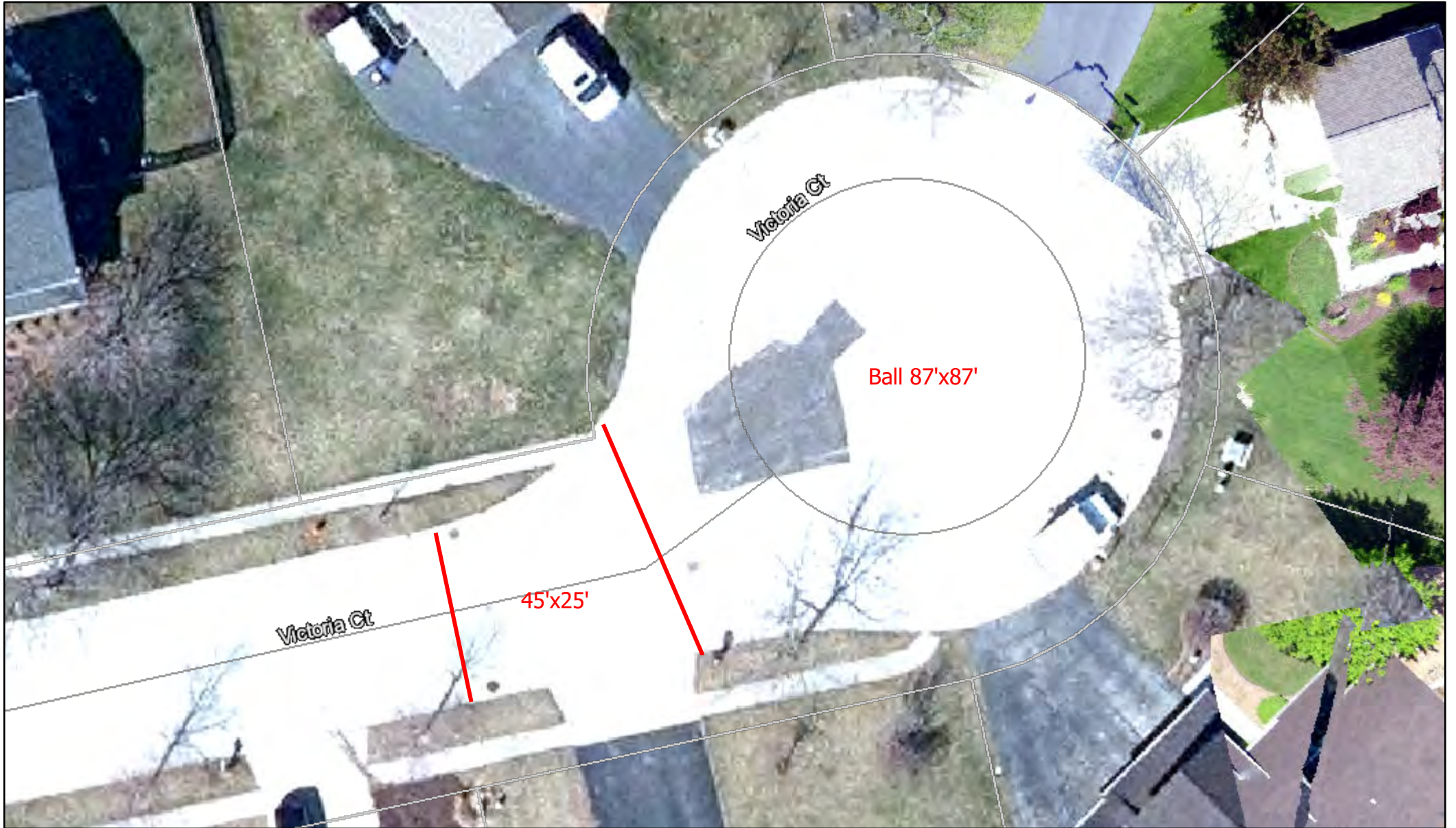
January 24, 2023

- |  |                |  |             |  |                            |  |                     |
|--|----------------|--|-------------|--|----------------------------|--|---------------------|
|  | Override 1     |  | Street Name |  | Construction Projects 2022 |  | 2024                |
|  | Not in Village |  | Tax Parcels |  | 2023                       |  | In Maintenance      |
|  | Village Limit  |  |             |  |                            |  | Site Address Points |













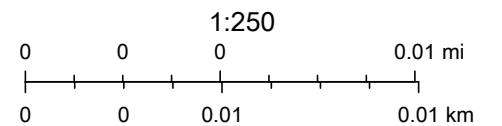


# Victoria Ct

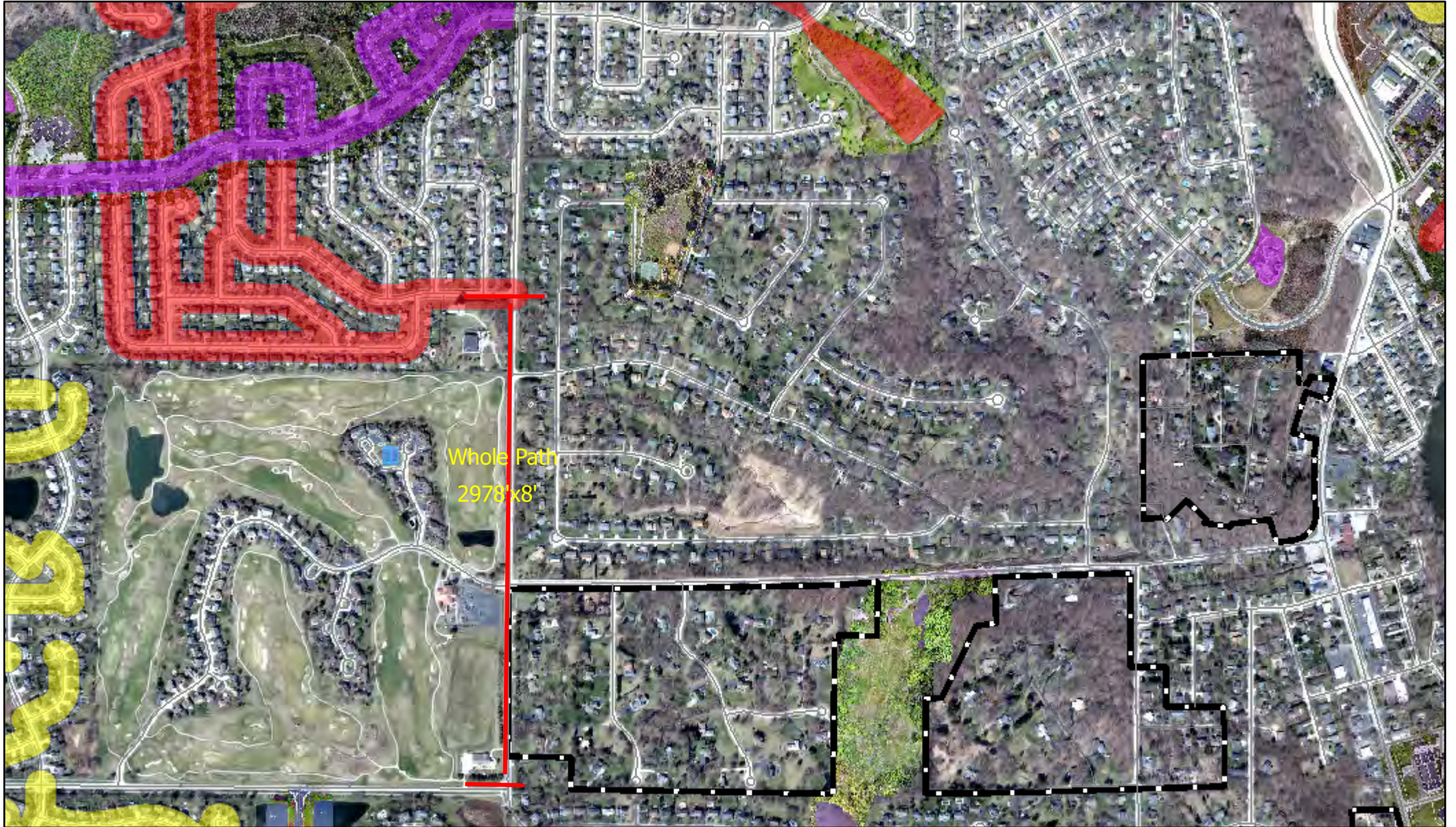


January 24, 2023








- |   |   |  |  |
|---|---|--|--|
|  Override 1     |  Street Name | <b>Construction Projects</b>   |  2024                |
|  Not in Village |  Tax Parcels |  2022 |  In Maintenance      |
|  Village Limit  |   |  2023 |  Site Address Points |

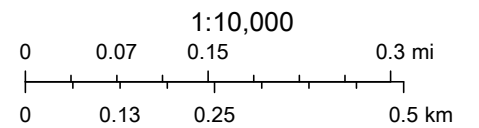


# Hanson Bike Path (westbury-County Line)



January 20, 2023

- |  |               |   |                            |   |      |   |                |
|--|---------------|---|----------------------------|---|------|---|----------------|
|  | Override 1    |  | Construction Projects 2022 |  | 2024 |  | In Maintenance |
|  | Village Limit |  | 2023                       |   |      |   |                |
|  | Street Name   |   |                            |   |      |   |                |





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

**– M E M O R A N D U M –**

DATE: March 14, 2023

TO: Tim Schloneger, Village Manager  
Village of Algonquin Committee of the Whole

FROM: Clifton Ganek, Village Engineer

SUBJECT: Recommendation to Award the bid for the MFT Concrete Replacement Program to Schroeder and Schroeder Concrete Contractors, Inc.

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The Bid opening for the MFT – Concrete Replacement Program was held on February 28, 2023, at 10:00 a.m. The program consists of removing and replacing concrete sidewalk, curb and gutter, and driveway aprons. Over the last five years, Public Works staff aggressively pursued sidewalk inspections, repairs, and replacement to improve walkability and correct hazards throughout the Village. The Village was split into five sidewalk zones. Over the course of five years, all five zones were inspected. Unfortunately, due to rising concrete costs, Public Works has been unable to complete the program within the five-year timeframe. As a result, 15 subzones have been created to focus on more select areas and to stay within budget.

This year's program will focus work primarily within two subzones, Manchester Lakes (subzone 3A) and Arbor Hills (subzone 5B) subdivisions as well as spot locations in Grand Reserve subdivision, Kapers subdivision, and near Ted Spella Park. Five (5) bids were received and are summarized in the attached bid tabulation.

Village of Algonquin staff reviewed the bids, and we recommend the low bidder Schroeder and Schroeder Concrete Contractors, Inc., in the amount of \$353,652.50 for this project which is within one percent of the engineer's estimate. The approved budget of \$350,000 in the MFT Capital Fund is slightly under the proposed bid amount. However, staff is confident additional funds will be available in the MFT Capital Budget for FY 2024. Schroeder & Schroeder successfully completed last year's Concrete Program and performed up to the Village's standards.

Per the contract, the Village reserves the right to extend the contract one additional year with the same unit pricing provided the awarded contractor accepts the offer. Therefore, it is our recommendation that the Committee of the Whole take the necessary action to move this contract with Schroeder and Schroeder Concrete Contractors, Inc. on to the full Board of Trustees for approval in the amount of \$353,652.50.



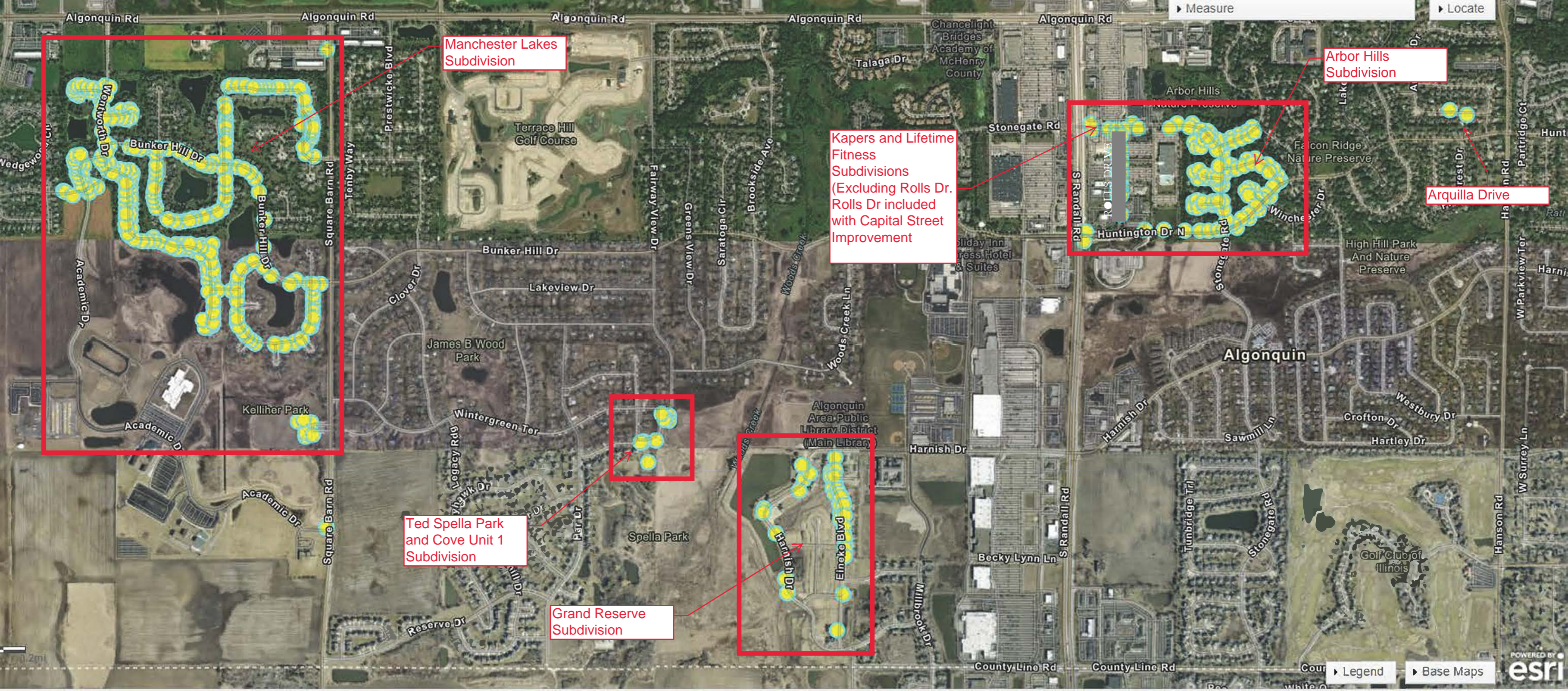
### Tabulation of Bids - 5 Bidders

Local Public Agency	County	Section Number	Letting Date
Village of Algonquin	McHenry	23-00000-00-GM	02/28/23

Approved Engineer's Estimate	Attended By (IDOT Representative(s))
\$351,380.00	

Bidder's Name	Schroeder and Schroeder, Inc. Concrete	Strada Construction	D'Land Construction	Alliance Contractors	Globe Construction Co, Inc
Bidder's Address	7306 Central Park	1742 W. Armitage Court	1300 Chase Street	1166 Lake Avenue	1781 W. Armitage Court
City, State, Zip	Skokie, IL, 60076	Addison, IL, 60101	Algonquin, IL, 60101	Woodstock, IL, 60098	Addison, IL, 60101
Proposal Guarantee	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond
Terms					

Approved Engineer's Estimate																
Item No.	Item	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Tree Root Pruning (1 to 10		EACH	75	\$10.0000	\$750.00	\$30.0000	\$2,250.00	\$100.0000	\$7,500.00	\$55.0000	\$4,125.00	\$50.0000	\$3,750.00	\$75.0000	\$5,625.00
2	Tree Root Pruning (Over10		EACH	75	\$20.0000	\$1,500.00	\$50.0000	\$3,750.00	\$125.0000	\$9,375.00	\$75.0000	\$5,625.00	\$100.0000	\$7,500.00	\$75.0000	\$5,625.00
3	PCC Sidewalk 4 Inch		SQ FT	18270	\$7.5000	\$137,025.00	\$7.2500	\$132,457.50	\$7.0000	\$127,890.00	\$9.5000	\$173,565.00	\$12.5000	\$228,375.00	\$7.1000	\$129,717.00
4	PCC Sidewalk 6 Inch		SQ FT	15100	\$7.5000	\$113,250.00	\$7.2500	\$109,475.00	\$7.0000	\$105,700.00	\$10.0000	\$151,000.00	\$14.0000	\$211,400.00	\$10.0000	\$151,000.00
5	Detectable Warnings		SQ FT	600	\$15.0000	\$9,000.00	\$22.0000	\$13,200.00	\$25.0000	\$15,000.00	\$30.0000	\$18,000.00	\$20.0000	\$12,000.00	\$26.0000	\$15,600.00
6	Sidewalk Removal		SQ FT	33370	\$1.5000	\$50,055.00	\$1.0000	\$33,370.00	\$3.0000	\$100,110.00	\$1.5000	\$50,055.00	\$4.0000	\$133,480.00	\$2.0000	\$66,740.00
7	CC C&G Rem & Repl SPL		FOOT	500	\$20.0000	\$10,000.00	\$25.0000	\$12,500.00	\$39.0000	\$19,500.00	\$50.0000	\$25,000.00	\$110.0000	\$55,000.00	\$42.0000	\$21,000.00
8	PCC Driveway Rem & Rep		SQ YD	400	\$35.0000	\$14,000.00	\$55.0000	\$22,000.00	\$90.0000	\$36,000.00	\$115.0000	\$46,000.00	\$170.0000	\$68,000.00	\$90.0000	\$36,000.00
9	HMA Driveway Rem & Rep		SQ YD	400	\$30.0000	\$12,000.00	\$45.0000	\$18,000.00	\$54.0000	\$21,600.00	\$80.0000	\$32,000.00	\$195.0000	\$78,000.00	\$109.0000	\$43,600.00
10	Structures to be Adj		EACH	19	\$200.0000	\$3,800.00	\$350.0000	\$6,650.00	\$100.0000	\$1,900.00	\$500.0000	\$9,500.00	\$250.0000	\$4,750.00	\$225.0000	\$4,275.00
<b>Total Bid:</b>						As Read:										
						As Calculated:		\$353,652.50		\$444,575.00		\$514,870.00		\$802,255.00		\$479,182.00
						% Over/Under:		0.65 %		26.52 %		46.53 %		128.32 %		36.37 %



Manchester Lakes Subdivision



Kapers and Lifetime Fitness Subdivisions (Excluding Rolls Dr. Rolls Dr included with Capital Street Improvement)

Arbor Hills Subdivision

Arquilla Drive

Ted Spella Park and Cove Unit 1 Subdivision

Grand Reserve Subdivision



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

**– M E M O R A N D U M –**

DATE: March 14, 2023

TO: Tim Schloneger, Village Manager  
Village of Algonquin Committee of the Whole

FROM: Clifton Ganek, Village Engineer

SUBJECT: Recommendation to Enter into a Construction Contract with  
Martam Construction

---

In the Trails of Woods Creek approved plans and Redevelopment Agreement from 2020, Pulte Homes was to install a speed table and a pedestrian crossing on Fairway View Drive between Nottingham Drive and Bunker Hill Drive. Also, in 2020, Fairway View Drive was improved as part of the Terrace Hill Subdivision project. Due to the timing of both construction projects, the Village completed the final asphalt surface on Fairway Drive prior to the construction of the speed table by Pulte Homes.

The northern limit of the Village's improvement on Fairway View Drive stopped approximately 15 feet short of the south limit of the speed table per the approved plans. Additionally, to improve ADA accessibility, the path connections on both sides of Fairway View Drive will be revised and regraded to meet ADA standards. These added improvements were not part of the approved design by Pulte Homes.

Staff recommends Martam Construction to complete the speed table given their familiarity with the Village's construction standards and quality of work. Given the complexity of the proposed improvements, staff is concerned about the quantity of construction if the speed table were to be constructed by a low-bid contractor selected by Pulte. Martam submits an estimate of \$108,440 to complete the improvements. Based on the low-bid proposal received, Pulte has agreed to contribute \$70,225 through the Watershed Protection Fee. The Village would be responsible for paying the difference, or \$38,215, and would have more control over the order of operations. Staff is proposing to use unused funds from the Retaining Wall Maintenance project in the Street fund to cover the Village's costs for this improvement.

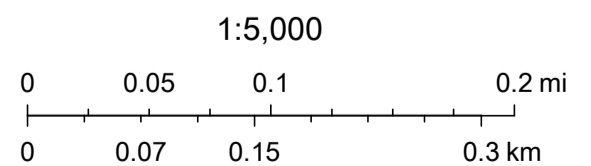
Therefore, staff recommends that the Committee of the Whole take the necessary action to move this contract with Martam Construction to the full Board of Trustees for approval to construct the speed table and pedestrian crossing on Fairway View Drive in the amount of \$108,440.

# Fairway View Drive - Speed Table

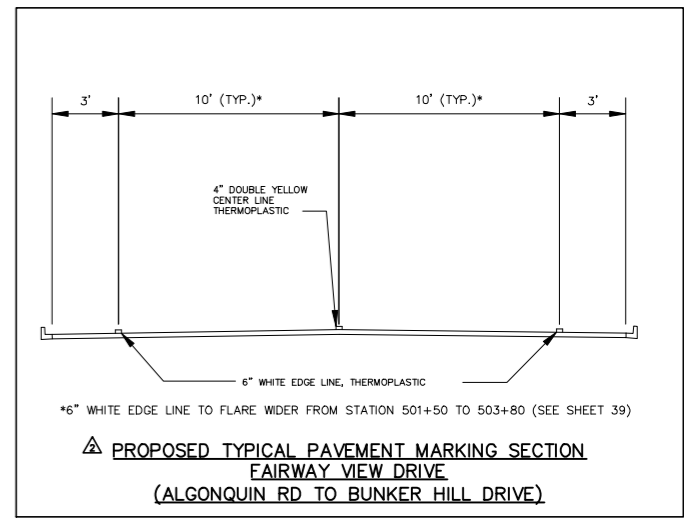
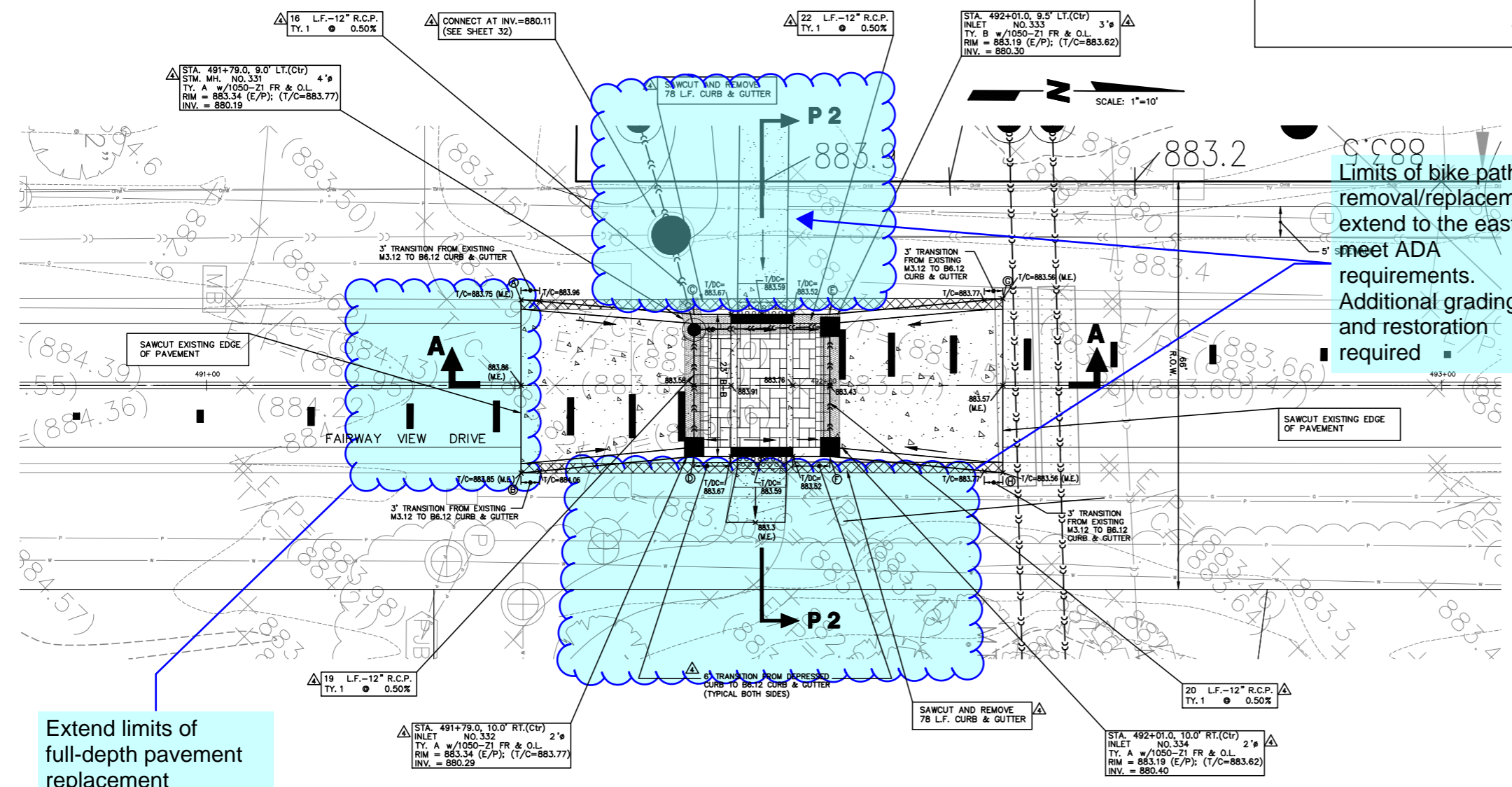
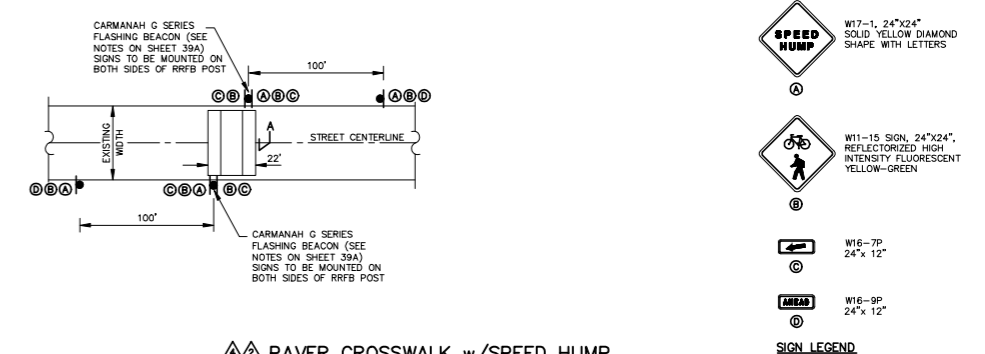
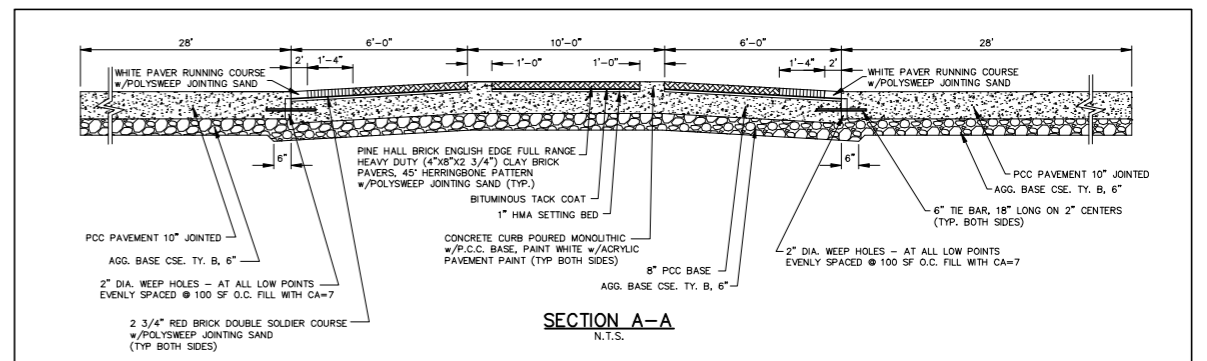
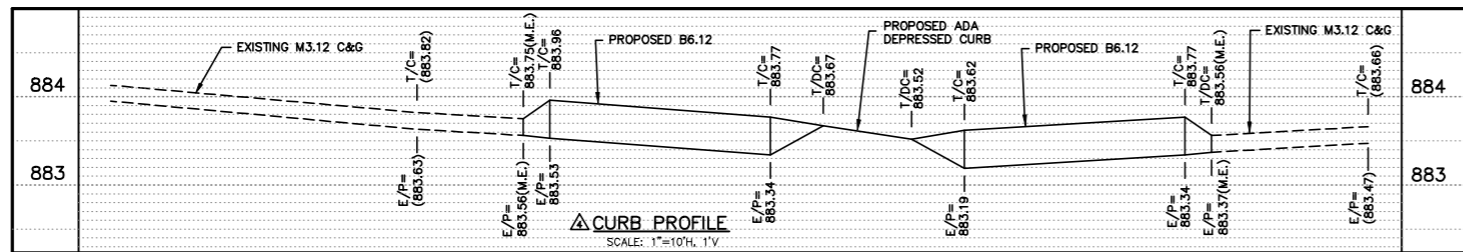
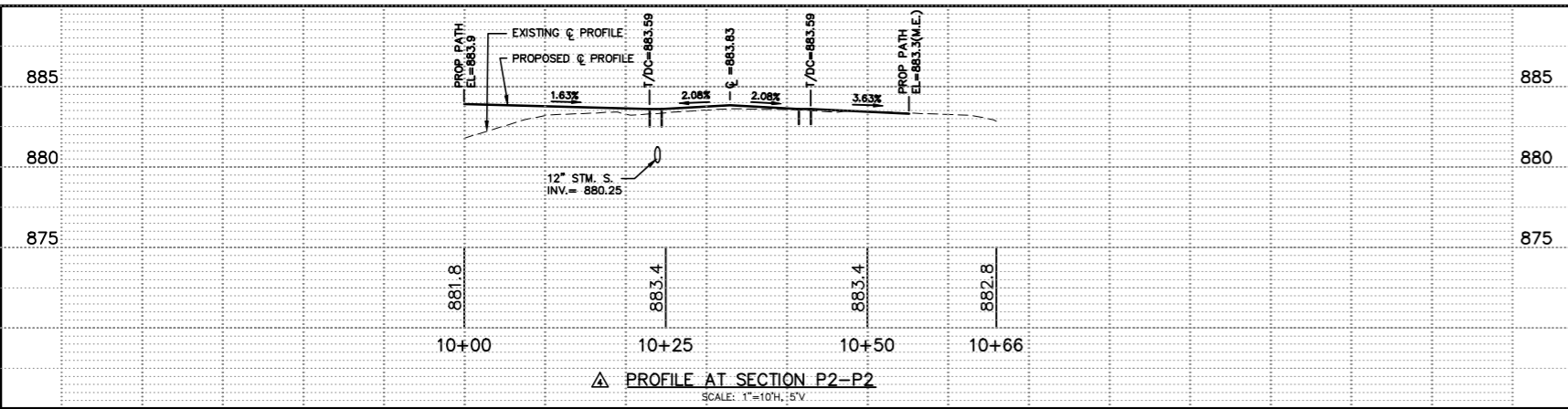


3/7/2023, 12:44:48 PM

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



PLOT FILE CREATED: 11/29/2020 10:32 AM BY LESLIE LUNDBERG DRAWING LAST SAVED: 11/29/2020 10:29 AM BY LESLIE LUNDBERG DRAWING PATH: P:\402136\DWG\ENGINEERING\DRAWINGS\FINAL DRAWING\FAIRWAY VIEW IMPROV\DWG



**△ CURB RETURN TABLE**

I.D.	STATION	OFFSET	T/C ELEV.
A	491+50.96	13.86' LT.	883.75 (M.E.)
B	491+50.96	14.20' RT.	883.85 (M.E.)
C	491+78.96	11.50' LT.	883.77
D	491+78.96	11.50' RT.	883.77
E	492+00.96	11.50' LT.	883.62
F	492+00.96	11.50' RT.	883.62
G	492+28.96	14.02' LT.	883.56 (M.E.)
H	492+28.96	14.15' RT.	883.56 (M.E.)

— INDICATES BARRIER CURB & GUTTER (M-3.12)  
 — INDICATES DEPRESSED CURB & GUTTER  
 INDICATES ADA DETECTABLE WARNING STRIP  
 INDICATES TRENCH BACKFILL  
 INDICATES CURB RETURN

PREPARED FOR:  
**PULTE HOME COMPANY, LLC**  
 1900 E. GOLF ROAD, SUITE 300  
 SCHAUMBURG, ILLINOIS 60173  
 (847) 230-5400

PREPARED BY:  
**CEMCON, Ltd.**  
 Consulting Engineers, Land Surveyors & Planners  
 2280 White Oak Circle, Suite 100  
 Aurora, Illinois 60502-9675  
 Ph: 630.862.2100 Fax: 630.862.2199  
 E-Mail: cadd@cemcon.com Website: www.cemcon.com

NO. DATE DESCRIPTION			REVISIONS		
△	08-21-20/LAL	REVISED PER IN-HOUSE REVIEW (FR. TY. FOR CL/D.L.); PER VILLAGE OF ALGONQUIN REVIEW COMMENTS DATED 8/5/20 AND PER CBEL REVIEW COMMENTS DATED 8/6/20	NO.	DATE	DESCRIPTION
△	08-21-20/LAL	REVISED PER MCDOT REVIEW COMMENTS DATED 8/4/20			
△	11-03-20/LAL	REVISED PER VILLAGE OF ALGONQUIN REVIEW COMMENTS DATED 9/28/20			

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**FAIRWAY VIEW IMPROVEMENT – CROSSWALK**  
**TRAILS OF WOODS CREEK – PHASE 1 & 2**

FILE NAME: FAIRWAY VIEW IMPROV DIR: 402136	DSGN. BY: CRM	JOB NO.: 402.136	FLD. BK./PG.:	SHEET NO. 39 of 55
	DRN. BY: LAL	DATE: 07-10-20	SCALE: 1" = VARIES	





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

**– M E M O R A N D U M –**

DATE: February 20, 2023

TO: Michael Kumbera, Assistant Village Manager  
Michele Zimmerman, Acting Public Works Director  
Vince Kilcullen, General Service Superintendent

FROM: Michael Reif, Internal Services Supervisor

SUBJECT: Sale of 2007 Dinkmar Leaf-vac to City of DeKalb

---

Staff is recommending the sale of unit #561 (2007 Dinkmar Leaf Master, Serial Number LMD2552280JD0722) to the City of DeKalb for the sum of \$4,000.

Unit #561 was deemed surplus in May 2022. It was listed twice on our action website GovDeals never reaching our set reserve price of \$3,500. Before the machine was listed on GovDeals website we inquired as to what it was worth on the secondary market. I conferred with Bonnell Industries, the company we originally purchased the machine through. We were told \$4,000 is a fair price for the machine on the secondary market.

The City of Dekalb offered to purchase the machine for \$4,000, as-is. Unit #561 has been replaced with a new self-contained unit for our hook-lift trucks.

We recommend the sale of unit #561 for the sum of \$4,000 to the City of DeKalb.

**INTERGOVERNMENTAL AGREEMENT**  
**by and between**  
**THE VILLAGE OF ALGONQUIN**  
**and**  
**CITY OF DEKALB**

This Intergovernmental Agreement (“Agreement”) is entered into between the Village of Algonquin (“Village”), an Illinois municipal corporation, and the City of DeKalb (“City”) an Illinois municipal corporation (collectively, “Governmental Entities”).

**Recitals**

**WHEREAS**, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance;

**WHEREAS**, 5 ILCS 220/1 et seq., entitled the “Intergovernmental Cooperation Act” (the “Act”), provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government;

**WHEREAS**, 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party of the contract;

**WHEREAS**, the Village owns a 2007 Dinkmar Leaf Master (“Dinkmar Leaf Master”) which it has previously determined to be surplus property and the City wishes to acquire the Dinkmar Leaf Master on the terms and conditions set forth herein; and

**NOW, THEREFORE, BE IT ORDAINED** that the Governmental Entities agree as follows:

1. The above recitals are an integral part of this Agreement and are incorporated herein by reference.

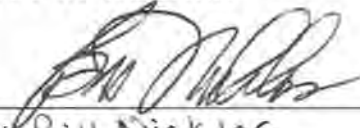
2. The City agrees to purchase and the Village agrees to sell the Dinkmar Leaf Master for \$4,000, as is, with no warranty of any kind.

IN WITNESS WHEREOF, the parties have executed this INTERGOVERNMENTAL AGREEMENT on the dates indicated.

VILLAGE OF ALGONQUIN

CITY OF DEKALB ~

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

  
\_\_\_\_\_  
By: Bill Nicklas  
Its: City manager  
Dated: 2-28-2023



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

**– M E M O R A N D U M –**

DATE: February 28, 2023

TO: Michael Kumbera, Assistant Village Manager  
Michele Zimmerman, Acting Public Works Director  
Vince Kilcullen, General Services Superintendent

FROM: Michael Reif, Internal Services Supervisor

SUBJECT: Chipper Purchase

---

Staff is recommending the purchase of a new XP-18 Brush Bandit chipper to replace Unit #660 a 1997 Morbark 2400-EZ chipper. Unit #660 is past its serviceable life with the Village.

The purposed unit has safety and efficiency updates that were not offered when Unti#660 was purchased.

The new unit will be purchased through Atlas Bobcat for \$78,905.50, which is below the budgeted amount of \$85,000. This purchase is proposed in the FY24 budget with expected delivery after May 1.



# Atlas Bobcat



AUTHORIZED **Bandit** DEALER

**Atlas Bobcat LLC**  
 1160 McCabe Ave  
 Elk Grove Village, IL 60007  
 USA  
 224-531-2186 (Phone)  
 847-678-3587 (Fax)  
[www.atlasbobcat.com](http://www.atlasbobcat.com)

## QUOTATION

Quote #	Quote Created	Last Updated	Salesperson
<b>152997</b>	February 20, 2023 02:22 PM by Atlas Bobcat LLC	February 28, 2023 11:29 AM by Atlas Bobcat LLC	Bryan Westphal

CUSTOMER:	BILL TO:
Village of Algonquin 110 Meyer Dr. Algonquin, IL 60102 USA 847-344-9044 (Phone) Mike Reif (Contact) <a href="mailto:mikereif@algonquin.org">mikereif@algonquin.org</a>	Village of Algonquin 110 Meyer Dr. Algonquin, IL 60102 USA 847-344-9044 (Phone) Mike Reif (Contact) <a href="mailto:mikereif@algonquin.org">mikereif@algonquin.org</a>

## INTIMIDATOR 18XP (18" DRUM STYLE) BRUSH BANDIT

Qty	Part #	Description
1	<b>MODEL-18XP</b>	Intimidator 18XP - (18" Drum Style) Brush Bandit

## STANDARD EQUIPMENT

Qty	Part #	Description
1	<b>STANDARD</b>	37" diameter x 22" wide drum with (4) 5/8" X 5 1/2" X 10" dual edge knives
1	<b>STANDARD</b>	"Drum Shear Bar" spans full width of the drum mounted in the upper portion of the drum housing potentially creating a slicing action of a winch line or climber's rope
1	<b>STANDARD</b>	Patented 'power slot' assists in maximizing chip velocity. The power slot also provides a place for fine material to escape that might tend to lie in the belly of the drum.
0	<b>STANDARD</b>	30 gallon steel fuel tank with magnetic drain plug, lockable filler cap, and aluminum sight gauge
1	<b>STANDARD</b>	12 gallon steel hydraulic tank with magnetic drain plug, lockable filler cap, and aluminum sight gauge
0	<b>STANDARD</b>	Slide box feed system (includes adjustable spring on each side) with (2) horizontal feed wheels 10 5/8" diameter x 20" wide, driven by (2) 32.3 CID hydraulic motors.
1	<b>STANDARD</b>	Hydraulic lift cylinder - utilizes a hydraulic cylinder to raise or provide down pressure for the top feed wheel
1	<b>STANDARD</b>	Bottom feed wheel clean out door (opens via spring latch pin allowing dirt and debris to fall out extending knife and component life)
0	<b>STANDARD</b>	360 degree HAND crank swivel discharge (height adjustable) with 12" adjustable chip deflector
1	<b>STANDARD</b>	Clean out and inspection door on discharge bottom
0	<b>STANDARD</b>	33 1/2" high x 64" wide tapered infeed hopper with 30" fold down infeed hopper tray, heavy-duty taillight covers, and spring lift assists
1	<b>STANDARD</b>	(2) Last chance safety pull cables
1	<b>STANDARD</b>	Round control bar - located around top and sides of infeed hopper with 3 control positions (forward / stop / reverse)
1	<b>STANDARD</b>	Wooden pusher tool with mount on infeed hopper
1	<b>STANDARD</b>	3/16" x 2" x 6" rectangular tubing with a 3/8" x 3" x 6" tubular tongue
1	<b>STANDARD</b>	Frame / Fender supports
1	<b>STANDARD</b>	Lockable aluminum toolbox
1	<b>STANDARD</b>	3/8" (G70) safety chains with spring loaded latch hooks
1	<b>STANDARD</b>	8,000 pound capacity tongue jack with 15" of travel and foot pad
1	<b>STANDARD</b>	12 volt system with rubber mounted LED taillights, 6 prong replaceable coiled power cord & protected heavy-duty wiring with junction box, and LED clearance lights with reflectors.
1	<b>STANDARD</b>	Banded chipper drive belts (adjustable via a sliding engine system)
1	<b>STANDARD</b>	Pressure check kit - Gauge is NOT included

1	STANDARD	Weather resistant manual container
1	STANDARD	Engine disable plug for hood locking pin-preventing engine from operating without pin in place
1	STANDARD	(1) weatherproof machine manual (includes safety, operation and parts sections) also (1) engine and clutch manual is included if applicable
1	STANDARD	Spanish & English combination safety decals
1	STANDARD	4" x 6 1/2" inspection window on belt shield

### PAINT

Qty	Part #	Description
1	333-32273	Standard Imron Industrial Urethane Bandit Yellow

### ENGINE

Qty	Part #	Description
1	990-RC1172-753	Ford RSG-862, 6.2L, 165 horsepower GAS engine without clutch (Includes spark arrestor muffler) - If ordered on Model 280 / 280HD must select tongue weight option under add on frame options

### CONTROL SYSTEM AND ENGINE INSTALLATION

Qty	Part #	Description
1	700-6000-31	LOR tach with reversing auto feed for Ford 165 horsepower gas engines (Includes 1,000 CCA battery with box) - Panel is mounted on engine shroud with lockable cover (MACHINES WITH WINCH)

### CLUTCH

Qty	Part #	Description
1	700-1000-13	NACD over center (double plate clutch)

### DRIVE SYSTEM

Qty	Part #	Description
1	OPTION-911-5000-	High HP Drive System - (above 146 horsepower) - (Long Frame, 40 gallon tank)

### INFEED

Qty	Part #	Description
1	OPTION-911-5001-48	33 1/2" high x 64" wide tapered heavy-duty infeed with weld on pan and infeed deflectors (Units with 25" wide feed wheels)
1	OPTION-911-5001-66	Dinamic winch with line docking station with electronic joystick feed assist (Includes 5/16" diameter x 200' Teufelberger rope with 12" loop installed) (Includes (1) manual rear stabilizer)

### FEED SYSTEM

Qty	Part #	Description
1	OPTION-911-1003-	Super sized spring loaded slide box type feed system with (2) horizontal feed wheels 10 5/8" diameter x 25" wide
1	OPTION-911-5000-	Double Teeth (Bottom Feed Wheel) - (25" wide feed wheel)
1	OPTION-911-5001-	Hydraulic flow control for feed wheel rate adjustment (Only to be selected with electronic joystick winch)

### AXLE

Qty	Part #	Description
1	OPTION-911-5000-87	Single 12,000 pound Torflex axle with electric brakes (0 degree down trail) (will be approx. 3" lower compared to Spring axle)

### TIRES/RIMS

Qty	Part #	Description
1	OPTION-911-5000-	(2) 235/75R 17.5" tires mounted on 8-bolt heavy-duty gray rims (8,000 pound axles on up)

### FENDER

Qty	Part #	Description
1	990-100415	Aluminum bolt on fenders (Approximately 1/4" thick)

### HITCH

Qty	Part #	Description
1	990-100274	2-1/2" Wallace Forge Pintle Hitch

## ADD-ON OPTIONS

### Chipper Discharge

Qty	Part #	Description
1	OPTION-915-5001-21	270 degree hydraulic controlled swivel discharge with hydraulic controlled 12" chip deflector (Includes height adjustable discharge & 270 degree discharge stops)

### Chipper Discharge Transition

Qty	Part #	Description
1	OPTION-937-0501-	Clean out and inspection door on transition

### Chocks & Chock Holders

Qty	Part #	Description
1	OPTION-980-1000	Aluminum Bolt On Chock Holders (Does not include chocks)
1	OPTION-980-5001-	Rubber Wheel Chocks (2)

### Cone Holder

Qty	Part #	Description
1	OPTION-980-5000-	Pole style cone holder (weld on)

### Engine Related Options

Qty	Part #	Description
1	OPTION-905-5002-	Engine block heater for Ford 6.2L gas engines only

### Flag Holder

Qty	Part #	Description
1	OPTION-980-1000	Bolt-on flag holders (includes flags) - aluminum or steel fenders

### Lights

Qty	Part #	Description
1	OPTION-996-5000-	Amber Warning Light with Cage

### Miscellaneous Options

Qty	Part #	Description
1	OPTION-980-0510-	4 place tool holder for shovel and rakes

### Tongue Jack

Qty	Part #	Description
1	OPTION-955-5000-	Hydraulic tongue jack with multiple position drop leg

### Wiring

Qty	Part #	Description
1	OPTION-905-5000-	Option 7 Prong (Flat/RV Style) to 6 Prong Coiled Cord

## CUSTOMER TOTALS

Total Unit Price:		<b>\$ 92830.00</b>
Customer Discount:	15.0000 %	<b>- \$ 13924.50</b>
Customer Total:		<b>\$ 78905.50</b>

## COMMENTS

Comment By Atlas Bobcat LLC on 02/20/2023 02:33 PM

Retail order unit

## SIGNATURE

The Buyer, whose name and address appears above, agrees to purchase from the Seller, whose name and address appears above, the above equipment at the prices stated and upon the terms and conditions of this agreement.

X

Signature

Date

## TERMS AND CONDITIONS

1. Buyer agrees to grant Bandit Industries, Inc., a security interest in the equipment covered by this order unit said equipment is paid in full.
2. This is a shipment contract and the goods shall be delivered F.O.B. Bandit Industries, Inc., Remus, Michigan. The risk of loss of the goods shall pass to the buyer as the goods are tendered to the carrier.
3. In the event Buyer defaults in the payment of any amounts due hereunder immediately due and payable without notice or demand, and shall have all of the remedies of a secured party under the Uniform Commercial Code and any other applicable laws. Upon repossession of the equipment by Seller, any notices required to be given by Seller to Buyer with respect to the sale or other disposition. In the event of a default, Buyer agrees upon Seller's request to make the equipment available to the Seller at such place as Seller may designate.
4. The Buyer agrees to keep the above described property insured against loss or damage by fire, wind, theft and accident by an insurance company or companies is to be payable to the Seller as its interest may appear, and the policies to be delivered to and retained by the Seller until the purchase price is paid in full. Such insurance coverage shall begin when Seller tenders the goods to the carrier.
5. Any tax other governmental charge upon the production, sales, or shipment of the goods sold hereunder, now imposed, or hereafter becoming effective during the term of this agreement, shall be added to the price herein provided, and shall be paid by the Buyer to the Seller.
6. This shall become a binding contract and effective as of the date when, but not before, either:
  - (a) It has been accepted by the Seller at its executive office, or
  - (b) The equipment has been delivered to the Buyer with or without acceptance in writing. Notice of acceptance is hereby waived by the Purchaser. The Purchaser acknowledges receipt of a true and complete copy of its sales agreement.
7. Seller shall not be responsible for failure to ship according to the terms and conditions of this contract, where such failure is caused by any fires, strikes, labor difficulties, failure of carriers to furnish facilities or acts of carriers, or other causes beyond the control of Seller: Provided that when such failure does not exist Seller shall perform this contract within a reasonable time.
8. There are no understandings, agreements, or representations, express or implied including any recording, merchantability, or fitness for a particular purpose, not specified herein, respecting this contract or the equipment hereunder. The contract and warranty are intended by the parties as a final expression of their agreement and are intended as a complete and exclusive statement of the terms of their agreement. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any terms used in this agreement. Acceptance or acquiescence in a course of performance rendered under this agreement shall not be relevant to determine the meaning of this agreement even the accepting or acquiescing party had knowledge of the nature of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used in this agreement the definition contained in the Code is to control.
9. No agent, employee or representative of the Seller has any authority to bind the Seller to any affirmation, representation or warranty concerning the goods sold under this agreement, and unless an affirmation, representation or warranty made by an agent, employee or representative is specifically included with this written agreement, it has not formed a part of the basis of this bargain and shall not in any way be enforceable by the Buyer.
10. This agreement can not be modified or rescinded only by a writing signed by both of the parties or their duty authorized agents.
11. This agreement shall be governed by the Uniform Commercial Code. Whenever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform code as adopted by the State of Michigan as effective and in force on the date of this agreement.
12. The counterpart of this contract held by the Seller shall be considered the original and shall be the binding agreement in case of a variance in any particular between in and the signed copy.