

**COMMITTEE OF THE WHOLE
JANUARY 9, 2024
VILLAGE BOARD ROOM
2200 HARNISH DRIVE, ALGONQUIN
7:30 P.M.**

Trustee Brehmer – Chairperson
Trustee Auger
Trustee Spella
Trustee Glogowski
Trustee Dianis
Trustee Smith
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 Planned Development that permits Residential as a Primary Use at 1325 South Main Street
- 4. General Administration**
 - A. Presentation of the 2023 Algonquin Community Survey
 - B. Consider an Amendment to the Merit Compensation Plan
- 5. Public Works & Safety**
 - A. Consider the Transfer of Certain Surplus Real Property to Christine Nelson
 - B. Consider an Agreement with Martam Construction for the Construction Services for the Souwanas Outfall Stabilization Project
 - C. Consider an Amendment to the Agreement with Christopher B. Burke Engineering for the Engineering Design Services for the Eastgate Drive Roadway Improvement Project
- 6. Executive Session (if needed)**
- 7. Other Business**
- 8. Adjournment**



Village of Algonquin

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

AGENDA ITEM

<u>MEETING TYPE:</u>	Committee of the Whole
<u>MEETING DATE:</u>	January 9, 2024
<u>SUBMITTED BY:</u>	Jason C. Shallcross, AICP, CEcD Patrick M. Knapp, AICP
<u>DEPARTMENT:</u>	Community Development Department
<u>SUBJECT:</u>	Approval of a Planned Development that permits Residential as a Primary Use at 1325 South Main Street

ACTION REQUESTED:

Lisa Petrongelli, the “Petitioner” and “Owner” of 1325 South Main Street, the “Subject Property”, submitted a Development Petition requesting approval of a Planned Development that permits residential as a primary use in the B-1 Business, Limited Retail Zoning District. The building on the Subject Property has been occupied by businesses for at least the last ten (10) years. However, the building on the Subject Property is also appropriate to be used as a single-family home based on the character of the building and the interior layout.

PLANNING & ZONING COMMISSION REVIEW:

The Planning and Zoning Commission reviewed the request for a Planned Development at the December 11, 2023, Planning and Zoning Commission Meeting.

One person from the public, the owner of the property immediately south of the Subject Property, spoke out against the request for a Planned Development that allows residential. They cited increased traffic and residential not being the highest and best use for the property.

The Planning and Zoning Commission accepted (approved 7-0) staff’s findings as the findings of the Planning and Zoning Commission and recommended approval, as outlined in the staff report for case PZ-2023-23 and subject to staff’s recommended conditions.

RECOMMENDATION:

Staff recommends approval of the issuance of a Planned Development that permits residential as a primary use at 1325 South Main Street, as outlined in the Planning & Zoning Staff Report for Case No. PZ-2023-23, subject to the following conditions:

- a. The building shall meet all code requirements for a residential dwelling while the primary use is residential;

- b. If the residential use is discontinued for more than six (6) consecutive months or made an accessory use, the building shall be required to comply with the underlying zoning regulations of the B-1 Business, Limited Retail zoning district;
- c. If there is a change in the primary use from residential, the property owner shall notify the Village in writing within 30 days;
- d. If the building is converted back to business use, then the building shall be required to comply with all code requirements for commercial use prior to the Village's issuance of a Certificate of Occupancy;
- e. The monument sign in front of the Subject Property shall be removed and the disturbed area shall be restored to grass by June 1st, 2024;
- f. Any driveway north of the garage door shall be removed and the disturbed area shall be restored to grass and landscaping, with the concrete sidewalk extended to connect to the remaining existing driveway by June 1st, 2024. The existing driveway turnaround south of the garage door may remain;
- g. The owner shall connect the building to Village water and sanitary sewer services if the well and/or septic fail in the future.

ATTACHMENTS:

- Exhibit A. Planning & Zoning Staff Report and Findings of Fact for Case No. PZ-2023-23
- Exhibit B. December 11, 2023, Planning & Zoning Commission Minutes
- Exhibit C. Plat of Survey



STAFF REPORT FROM THE DEPARTMENT OF COMMUNITY DEVELOPMENT

Jason C. Shallcross, AICP, CEcD
 Director of Community Development

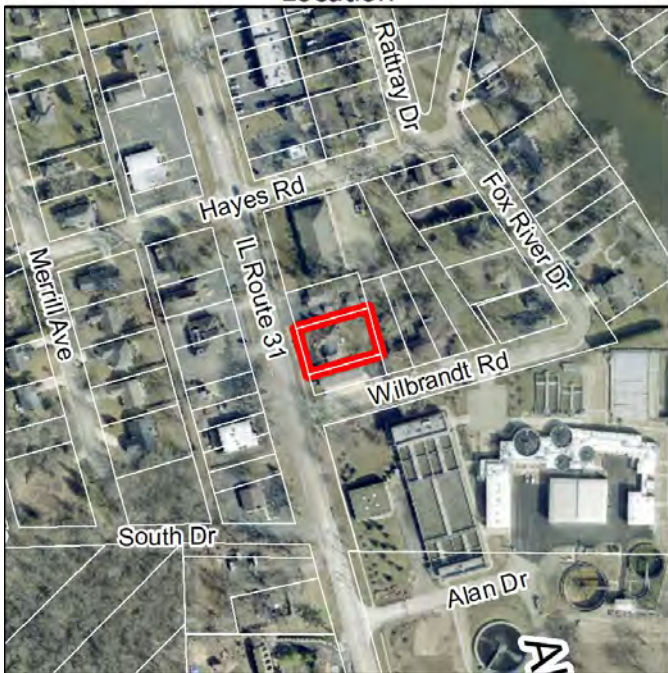
Patrick M. Knapp, AICP
 Senior Planner

CASE NUMBER:	PZ-2023-23
MEMO DATE:	December 4, 2023
PUBLIC HEARING DATE:	December 11, 2023
PROPERTY ADDRESS/LOCATION:	1325 South Main Street
PETITIONER/PROPERTY OWNER:	Lisa Petrongelli

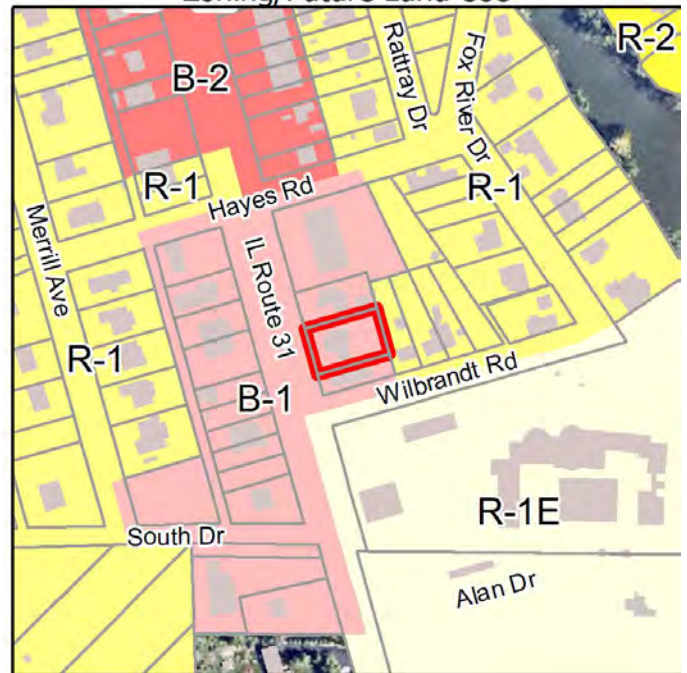
Summary of Request

Lisa Petrongelli, the “Petitioner” and “Owner”, applied for approval of a Planned Development that permits residential in the B-1 Business zoning district, the “Request”, at 1325 South Main Street referred to herein as the “Subject Property”.

Location



Zoning/Future Land Use



Existing Zoning	Existing Land Use/Improvements	Surrounding Zoning Land Use	Property Size
B-1 Limited Retail Incorporated	Vacant Commercial	North: B-1 Business East: R-1 Single-Family Homes South: B-1 Business West: B-1 Restaurant	0.29 ac

Staff Recommendation Summary

Staff supports the Petitioner’s Request, subject to the conditions listed in this report, as the proposal meets the findings and satisfies the long-term goals of the Village’s Comprehensive Plan and Future Land Use Map.

Approve

Deny

Approve with Conditions

Discussion of Staff Recommendation

The Request

The Subject Property is located in the B-1 Business, Limited Retail zoning district and has been occupied by businesses for the last ten (10) years. However, the building on the Subject Property is also appropriate to be used as a single-family home based on the character of the building and the interior layout.

The Petitioner approached Village Staff to find the best solution that allows the building on the Subject Property to be used as a residence instead of a business. Rather than rezoning the Subject Property to residential with a Zoning Map Amendment, Staff



Photo 1: Photo of the Subject Property, 12/7/2023

worked with the Petitioner to request a Planned Development that permits residential. The future land use for this property is commercial and the Request will allow the flexibility to convert the Subject Property back to a business use in the future without having to go through a Zoning approval.

Next Steps

The Planned Development request for this Subject Property will be discussed at the Committee of the Whole and will then go to the Village Board for final approval.

Standards & Findings

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

Staff Recommendation

Staff recommends approval of a Planned Development that permits residential as a primary use in the B-1 Business, Limited Retail zoning district at 1325 South Main Street, consistent with the finding of fact outlined in this report, and subject to the conditions listed below. Based on these findings, staff recommends that the Planning and Zoning Commission make a motion to adopt staff’s findings as the findings of the Planning and Zoning Commission and recommends **approval** of the following motion:

1. “To adopt Staff’s findings of fact as the findings of the Planning & Zoning Commission and to recommend approval of a Planned Development that permits residential as a primary use in the B-1 Business, Limited Retail zoning district at 1325 South Main Street, as outlined in the staff report for case PZ-2023-23, subject to the following conditions:
 - a. The building shall meet all code requirements for a residential dwelling while the primary use is residential;
 - b. If the residential use is discontinued for more than six (6) consecutive months or made an accessory use, the building shall be required to comply with the underlying zoning regulations of the B-1 Business, Limited Retail zoning district;

- c. If there is a change in the primary use from residential, the property owner shall notify the Village in writing within 30 days;
- d. If the building is converted back to business use, then the building shall be required to comply with all code requirements for commercial use prior to the Village's issuance of a Certificate of Occupancy;
- e. The monument sign in front of the Subject Property shall be removed and the disturbed area shall be restored to grass by June 1st, 2024;
- f. Any driveway north of the garage door shall be removed and the disturbed area shall be restored to grass and landscaping, with the concrete sidewalk extended to connect to the remaining existing driveway by June 1st, 2024. The existing driveway turnaround south of the garage door may remain;
- g. The owner shall connect the building to Village water and sanitary sewer services if the well and/or septic fail in the future.

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

I concur:



Jason C. Shallcross, AICP, CEcD
Director of Community Development

Attachments:

- Exhibit A. Standards & Findings of Fact for a Special Use
- Exhibit B. Plat of Survey

Exhibit A – Standards & Findings of Fact

Planned Development Standards – Section 21.11.E of the Algonquin Zoning Ordinance provides that a Planned Development shall conform to the following requirements:

1. The number of dwelling units erected shall not exceed the number permitted by the regulations of the district in which it is located, except in cluster developments where a density bonus may be granted as part of the planned development.
2. If a building is permitted to exceed the height limit of the district in which it is located, the yards and open spaces around such building shall be increased by an amount equal to the height that the building exceeds the height limit of the district measured in feet.
3. If more intensive uses are permitted than are allowed by the district regulations, there must be clear evidence that such uses are appropriate, provided the Planning and Zoning Commission finds:
 - a. That the use permitted by such exceptions is necessary or desirable and is appropriate with respect to the primary purpose of the development;
 - b. That the uses permitted by such exception are not of such a nature or so located as to exercise a detrimental influence on the development nor on the surrounding neighborhood;
 - c. That, in an industrial development, such additional uses allowed by exception shall conform to the performance standards of the district in which the development is located as set forth in Section 21.4 herein;
 - d. That the use exceptions allowed are on file in the Community Development Department;
4. The amount of off-street parking must be adequate to serve the needs of the projects. The Planning and Zoning Commission and Village Board may require more or less off-street parking than is otherwise required by this Chapter if it is determined the use(s) warrants the deviation.
5. If any open space or recreational facility is to be used solely by the residents of the project, adequate provisions shall be made for assessments against the property within the project so that such facilities can be properly improved, maintained, and operated.
6. All residential planned developments that involve annexation shall include clearly identifiable community-wide benefit improvements to the Village. Benefits may include the following, but shall not be limited to those listed: expansion of Village infrastructure that can serve other parts of the community; creation of a community park; dedication of right-of-way or construction of a collector road; and component of a larger mixed-use development that includes commercial uses. The larger the residential unit count, the larger the community-wide benefit improvements.
7. All commercial planned developments that include lots fronting on any major collector or arterial roadway shall provide landscaped open space between each building and parking lot. Said landscaped area shall include combinations of trees, shrubs, and seasonal plantings that shall be planted on top of earthen berms. The appropriate land area, height of the berm, and exact plant material specifications shall be reviewed and approved by the Village Board as part of the final planned development review process.

Staff Response:

The building on the property meets both the setbacks in the B-1 Business, Limited Retail zoning district and the adjacent residential zoning district. The flexibility will remain to easily convert the primary use of the Subject Property back to business use which is the designated future land use of this property in the Village's Comprehensive Plan through the approval of a Planned Development that allows residential as a primary use until such time that the use is discontinued. The Planned Development requires that the building meet applicable local, state, and federal building code requirements based on the primary use at that time. This Planned Development will not negatively impact the health, safety, morals, or general welfare of persons residing or working in the vicinity, or injurious to property values or improvements in the vicinity.



Village of Algonquin

COMMUNITY DEVELOPMENT DEPARTMENT

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

PLANNING AND ZONING COMMISSION MINUTES

DECEMBER 11, 2023

Roll Call - Establish Quorum

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

Senior Planner Patrick Knapp called the roll to check attendance.

All seven commissioners were present and could hear and be heard:

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

Members absent: None

Staff Present: Senior Planner Patrick Knapp and Attorney David Noland

Public Comment

Chair Patrician asked for public comments. No one from the public commented.

Approval of Minutes

Chair Patrician asked for approval of the November 13, 2023, Planning and Zoning Commission minutes. A motion was made by Commissioner Rasek and seconded by Commissioner Szpekowski to approve the minutes. The motion was approved with a 7-0 vote.

Case Number PZ-2023-23 – Consideration of a Request to Approve a Planned Development that Permits Residential in the B-1 Business, Limited Retail Zoning District, 1325 South Main Street

Senior Planner Patrick Knapp confirmed that the Public Notice requirement was fulfilled.

Lisa Petrongelli, the Petitioner and Owner of the Subject Property, gave a verbal request to the Planning & Zoning Commission.

Senior Planner Patrick Knapp gave a presentation stating how the request meets the Standards and Findings of the Zoning Code and that Staff supports the request for approval of Planned Development, subject to the conditions in the Staff Report. Mr. Knapp also stated that the Petitioner has already removed the monument sign and driveway north of the home which are conditions of approval.

Commissioner Kennealy asked Staff how many times a Planned Development allowing residential as a primary use has been approved. Staff stated that there have been four or five similar requests in the past 10 years. The Commissioner then asked the Petitioner if they would rent or sell the property. The Petitioner stated that they would sell the property. The Commissioner then asked Staff if they could run a business and use the building as a residence. Staff states that they could run a business as long as it conforms to the Home Occupation section of the Zoning Code.

Chair Patrician asked Staff what would happen if a business occupied the Subject Property. Staff stated that a recommended condition of approval is that the Residential Use would no longer be permitted. The Chair then asked if the building could be used as an Airbnb. Staff stated that as a policy, an Airbnb is considered residential and is neither permitted nor prohibited in the Zoning Code.

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

Bill Grant of 1329 South Main Street, an adjacent property to the south, stated that he is opposed to a residential use on the Subject Property. He stated that he agreed with the Subject Property being used as a business for the past ten years and that business use is the highest and best use for the Subject Property. He then stated that this Request is an exception for the person, not the property.

Chair Patrician closed the Public Comment portion of the Public Hearing

Commissioner Kennealy asked Staff how the PUD would be affected if a residential use is not established on this property in six months. Staff replied that there would need to be a new Request.

The Petitioner then spoke up that the neighbor has told her on multiple occasions that he never liked any of the businesses on the property.

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

Chair Patrician stated that he likes the idea of the flexibility that the Subject Property can be used as a residence for now and can then revert back to business when the market is right.

Commissioner Kennealy stated that if the desire is that the Subject Property be a residential use now, it should just be rezoned to residential. Staff replied that the approved Future Land Use Plan designates this property as commercial.

Commissioner Neuhalfen stated that he likes the flexibility and likes that it will be occupied instead of remaining vacant.

Bill Grant of 1329 South Main Street, stated that the addition of the bypass has made it difficult to get out of the driveway on the Subject Property and that Main Street could be widened in the future. He also stated that the Subject Property is four feet below Main Street which makes it very difficult to pull out.

The Petitioner stated that 1329 South Main Street has residential on the second floor and it is unfair that that property can have residential and her property cannot.

Bill Grant stated that he has two apartments on the second floor and a business on the first floor. Staff added that there is a Special Use Permit allowing residential on the second floor of the Subject Property.

Commissioner Neuhalfen stated that he sees this as an opportunity to get more people in the downtown area.

Chair Patrician closed the Public Comment portion of the Public Hearing

Commissioner Kennealy again asked Staff how the PUD would be affected if a residential use is not established on this property in six months. Staff replied that there would need to be a new Request.

Chair Patrician asked for a motion. A motion was made by Commissioner Rasek and seconded by Commissioner Neuhalfen to adopt Staff's Findings of Fact as the findings of the Planning & Zoning Commission and to recommend approval of a Planned Development that permits residential as a primary use in the B-1 Business, Limited Retail zoning district at 1325 South Main Street, subject to the conditions listed in the staff report for Case Number PZ-2023-23 dated December 4, 2023. The motion carried with a 7-0 vote.

New/Old Business

None discussed.

Community Development Report

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

Adjournment

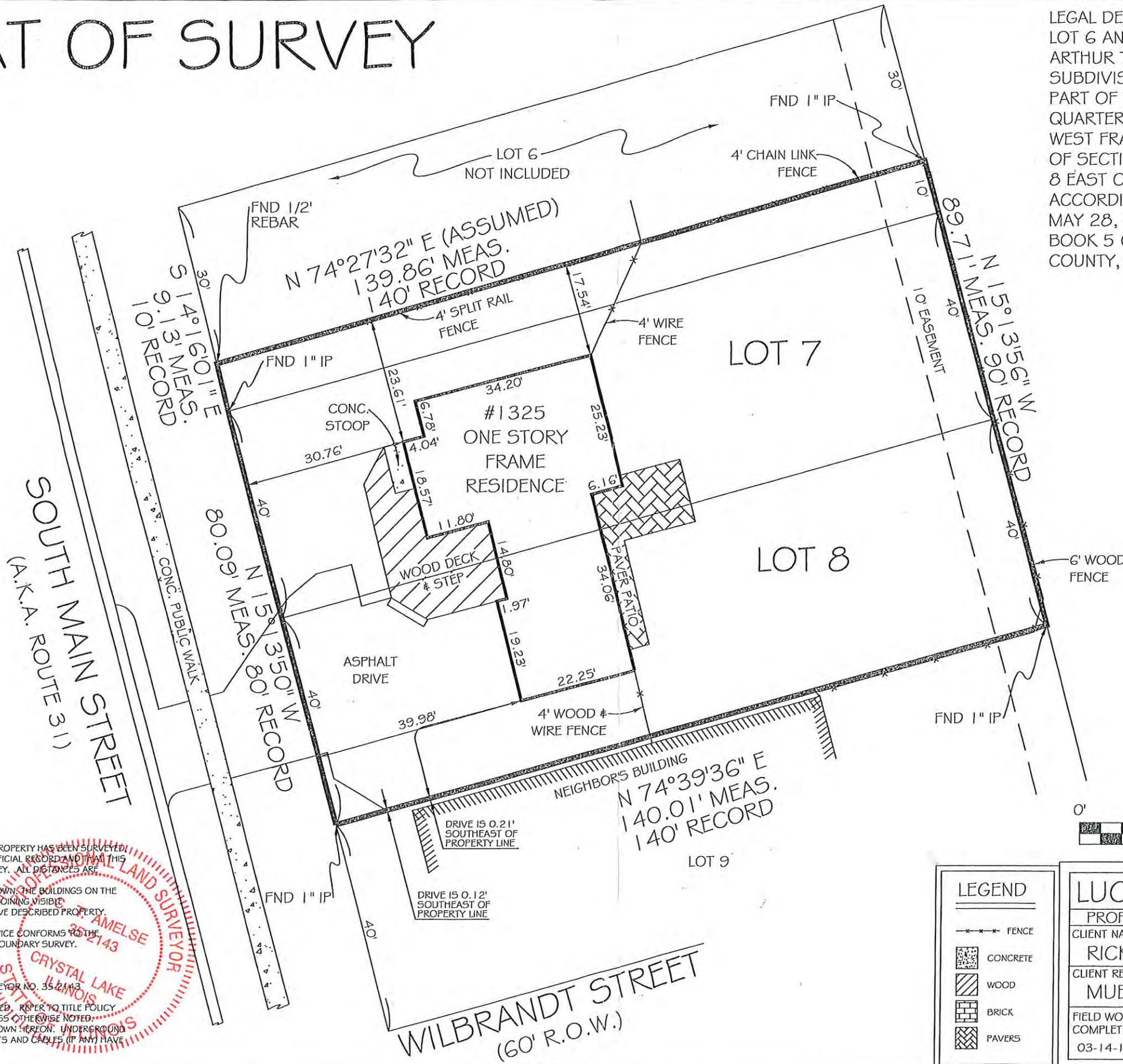
Chair Patrician asked for a motion to adjourn. A motion was made by Commissioner Kennealy and seconded by Commissioner Rasek. The motion carried on a 7-0 vote. The meeting was adjourned at 7:55 P.M.

Minutes signed by:

Patrick Knapp, Senior Planner

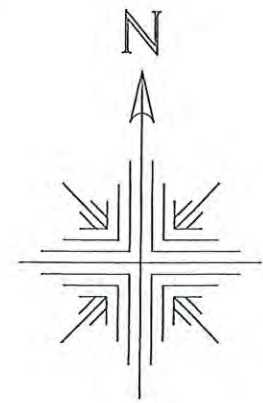
PLAT OF SURVEY

LEGAL DESCRIPTION: THE SOUTH 10 FEET OF LOT 6 AND ALL OF LOTS 7 AND 8 IN BOCK 6 IN ARTHUR TRAUBE AND CO.'S FOX RIVER VIEW SUBDIVISION, TRACT NO. 1, A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 33, AND PART OF THE WEST FRACTION OF THE SOUTHWEST QUARTER OF SECTION 34, TOWNSHIP 43 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 28, 1927 AS DOCUMENT NO. 78339, IN BOOK 5 OF PLATS, PAGE 98, IN MCHENRY COUNTY, ILLINOIS.



SOUTH MAIN STREET
(A.K.A. ROUTE 311)

WILBRANDT STREET
(60' R.O.W.)



STATE OF ILLINOIS
COUNTY OF MCHENRY

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED UNDER MY SUPERVISION, ACCORDING TO THE OFFICIAL RECORD AND THAT THIS ABOVE PLAT CORRECTLY REPRESENTS SAID SURVEY. ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.
I FURTHER CERTIFY THAT UNLESS OTHERWISE SHOWN, THE BUILDINGS ON THE PARCEL ARE WITHIN PROPERTY LINES AND THE ADJOINING VISIBLE IMPROVEMENTS DO NOT ENCROACH ON THE ABOVE DESCRIBED PROPERTY.

I FURTHER CERTIFY THAT THE PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

C.T. Amelse
C.T. AMELSE, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 352143
CRYSTAL LAKE, ILLINOIS
MY LICENSE EXPIRES: 11-30-2014
COMPARE THE DESCRIPTION OF THE PLAT WITH DEED. REFER TO TITLE POLICY FOR ITEMS OF RECORD NOT SHOWN ABOVE UNLESS OTHERWISE NOTED. NOTED UTILITIES WITHIN EASEMENTS ARE NOT SHOWN HEREON. UNDERGROUND UTILITIES INCLUDING BUT NOT LIMITED TO CONDUITS AND CABLES (IF ANY) HAVE NOT BEEN SHOWN HEREON.
VOID WITHOUT RAISED SEAL OR RED STAMP.

LEGEND	
---*	FENCE
■	CONCRETE
▨	WOOD
■	BRICK
■	PAVERS

LUCO CONSTRUCTION CO.			
PROFESSIONAL DESIGN FIRM NO. 184.004829			
CLIENT NAME:		54 LOU STREET	
RICK WORZALA		CRYSTAL LAKE, IL. 60014	
CLIENT REFERENCE:		815-526-3974	
MUELLER		815-526-3984 fax	
FIELD WORK COMPLETED:	SURVEY COMPLETED:	DRAWN BY:	PROJECT NO.
03-14-14	03-17-14	LAH	14-33250



VILLAGE OF ALGONQUIN

GENERAL SERVICES ADMINISTRATION

– M E M O R A N D U M –

DATE: January 4, 2024

TO: Tim Schloneger, Village Manager

FROM: Matthew Bajor, Assistant to the Village Manager

SUBJECT: 2023 Algonquin Community Survey

Last fall, staff began work on the eleventh annual Algonquin Community Survey to residents of the Village. This survey was scientific in design and results are statistically significant. This statement signifies that results can be used to make inferences about the entire population within a certain degree of accuracy.

Exactly 1,750 residents were randomly selected to complete the survey which was delivered via mail in late September. The overall response rate was 12.3% with 216 residents responding anonymously.

The survey asked questions about quality of life measures, perceptions of safety, quality and importance of Village programs and services, performance of Village employees, and general demographic information.

The Algonquin Community Survey provides means to:

- Foster a continuous improvement organizational culture
- Allocate budgetary resources using a data-driven approach
- Measure progress toward strategic goals
- Evaluate municipal services through the voice of our customers (residents)

A presentation of the results will be presented to the Committee of the Whole at their meeting on January 9. Additionally, a full report will also be provided to the Village Board to augment the presentation. The survey report will be published online with past reports at www.algonquin.org/survey and information will also be accessible through the [Comprehensive Results Dashboard](#).

Please do not hesitate to contact us with any questions.

Attachment (1)

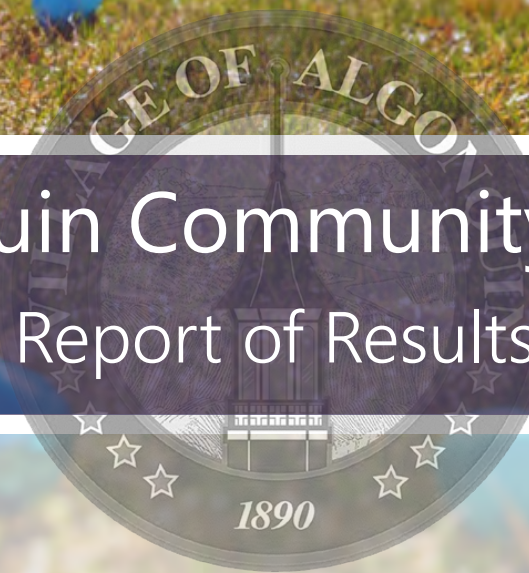
- Background & Executive Summary

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



2023

Algonquin Community Survey
Report of Results



This report consists of the results from the annual Algonquin Community Survey which was conducted in 2023. Goals of the survey are to evaluate municipal services and resident's perceptions of the community, identify trends, and develop strategies for future service delivery.

Project information and historic reports are available at: www.algonquin.org/survey.

Project Summary

In September 2023, the Algonquin Community Survey was sent to randomly selected households in the community. Village staff was responsible for designing, administering, tabulating, and reporting the results of the Algonquin Community Survey. All Village department heads were given an opportunity to review draft versions. Every year, the Algonquin Community Survey instrument is reviewed and evaluated to determine any necessary modifications in the survey format needed to accurately capture resident opinions, while maintaining its integrity for meaningful year-to-year analysis.

The three-page survey was mailed to 1,750 randomly selected households on September 27, 2023. Households were given 30 days to complete and return the survey. During the fall months of 2023, staff entered raw data into Microsoft Excel. Following entry into Excel, data was analyzed and various cross-tabulations were performed. Cross-tabulations allow users the ability to "drill down" within the results to see how certain segments of the population responded. For example, results can be broken down by age, gender, location of household, and length of residency. This information is useful in identifying underlying trends.

The survey instrument is also available for residents to complete online. Residents that received survey instruments were also given unique identifiers that allowed them to access the survey. The results from the online version were formatted such that they aligned with the questions

and answers in the mailed survey instrument. The feedback from both surveys is combined for calculations.

Margin of Error

The Algonquin Community Survey was conducted with a 95% confidence level and a margin of error of 5.5%, plus or minus. Based on the survey responses received, 95% of the time, the results of a survey should differ by not more than 5.5% in either direction from what would have been obtained by surveying all households in Algonquin's population base.

Report

This report summarizes the results for each question in the survey and reports on any variances in attitude or perception where significant among demographic subgroups. This survey also reports year-to-year comparisons to help identify trends and changes.



Quality of Life

The Village of Algonquin earns its reputation as the "Gem of the Fox River Valley" by providing quality services and amenities to the community. This category asks residents to evaluate the overall quality and image of Algonquin, as well as Algonquin as a place to live, work, and play.

The highest rated measure for this category is Algonquin as a Place to Live, receiving a positive (Good or Excellent) rating of 94.3%. The next two top-rated measures are Your Neighborhood as a Place to Live (92.5%) and Algonquin as a Place to Rise Children (89.8%).

Employment Opportunities (46.2%), Traffic Flow on Major Streets (48.8%), and Value of Services for the Taxes Paid to the Village of Algonquin (60.6%) are the bottom most rated measures in this category.

Police/Public Safety

Ensuring public safety is one of the most critical charges of municipal government. The results of the Algonquin Community Survey indicate the vast majority of Algonquin residents feel safe in their neighborhoods.

This year, the highest rated measure for this category is 911 Services (93.7%), followed by Responding to Citizen Calls (92.5%) and Overall Police Services (89.2%).

The bottom most rated measures for Police/Public Safety include Traffic Enforcement (72.0%) and Patrol Services (78.5%).

The Village of Algonquin Police Department is charged with protecting the safety and welfare of the public. During the 2022 calendar year, the Police Department responded to 14,615 service calls. In 2023, the Police Department responded to 17,480 service calls.

Fire protection and emergency medical services are provided to the community by the Algonquin-Lake in the Hills Fire Protection District, Carpentersville & Countryside Fire Protection District, and Huntley Fire Protection District.



Public Works/Infrastructure

Residents were asked to rate the quality of services related to Public Works and Infrastructure in Algonquin.

The highest rated measure for this category is Sewer Services (88.0%), followed by Public Property Maintenance (87.4%) and Overall Public Works (87.1%).

Drinking Water (58.0%) and Sidewalk Maintenance (67.0%) are the bottom most rated measures in this category.

The Village of Algonquin has 130 miles of municipal-owned and maintained streets; 165 miles of water mains; 137 miles of sanitary sewer; and over 10,000 municipal-owned and maintained trees.

In addition, Algonquin continues to receive recognition for providing premier parks and trails for its residents and it has been named a Tree City USA for 27 consecutive years, since 1996, by the Arbor Day Foundation.

Parks/Recreation

Parks and recreational services add to the high quality of life that Algonquin residents enjoy.

The highest rated measure for this category is Parks Maintenance (92.8%). The following top two rated measures are: Quality of Village Parks (92.0%) and Preservation of Natural Areas (85.6%).

The bottom rated measures in this category are the Swimming Pool Facility (71.6%) and Recreation Programs (74.6%).

The Village of Algonquin owns and maintains all parks within the Village limits. There are currently 20 active park sites that span nearly 166 acres within the Village. Algonquin Recreation provides activity programs and special events at these parks and other facilities, including Historic Village Hall and the Lions-Armstrong Memorial Pool.

Additionally, Barrington Hills Park District, Dundee Township Park District, and the Huntley Park District serve portions of Algonquin.

Community Development

The Community Development Department is responsible for planning and zoning, building permitting, economic development, and property maintenance.

The highest rated measure in this category is Overall Community Development (78.1%). The next two top rated measures are Economic Development (75.9%) and Ease/efficiency of Obtaining Permits (74.6%).

The bottom most rated measure this year was Code Enforcement (68.9%).

In calendar year 2022, the Community Development Department issued 3,417 building permits. In 2023, the Department issued 3,130 building permits.

General Services

This section of the Algonquin Community Survey asked respondents to evaluate services and programs ranging from the Village newsletter to promoting the Village to attract visitors.

The highest rated measure in this category is Garbage Collection (93.0%). The next two top rated measures are Recycling (92.6%) and the Village Newsletter (92.1%).

The bottom most rated measure in this category is Promoting Village to Attract Visitors (73.1%).

Customer Service

Overall, employee interaction was rated Excellent or Good in all three evaluation categories: knowledgeable (92.1%), responsive (88.6%), and courteous (94.6%). **Overall, 92.1% of residents rated their interactions with Village employees as positive.**



Net Promoter Score

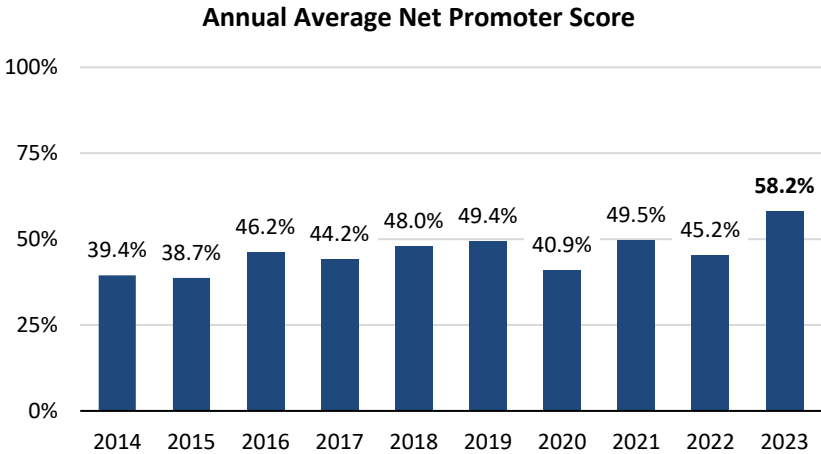
A Net Promoter Score framework has been used to assess resident satisfaction. This framework involves categorizing responses to the question, "How likely are you to recommend living in Algonquin to someone else?" based on satisfaction levels, to provide insights into overall loyalty and contentment.

The following criteria are used to categorize responses:

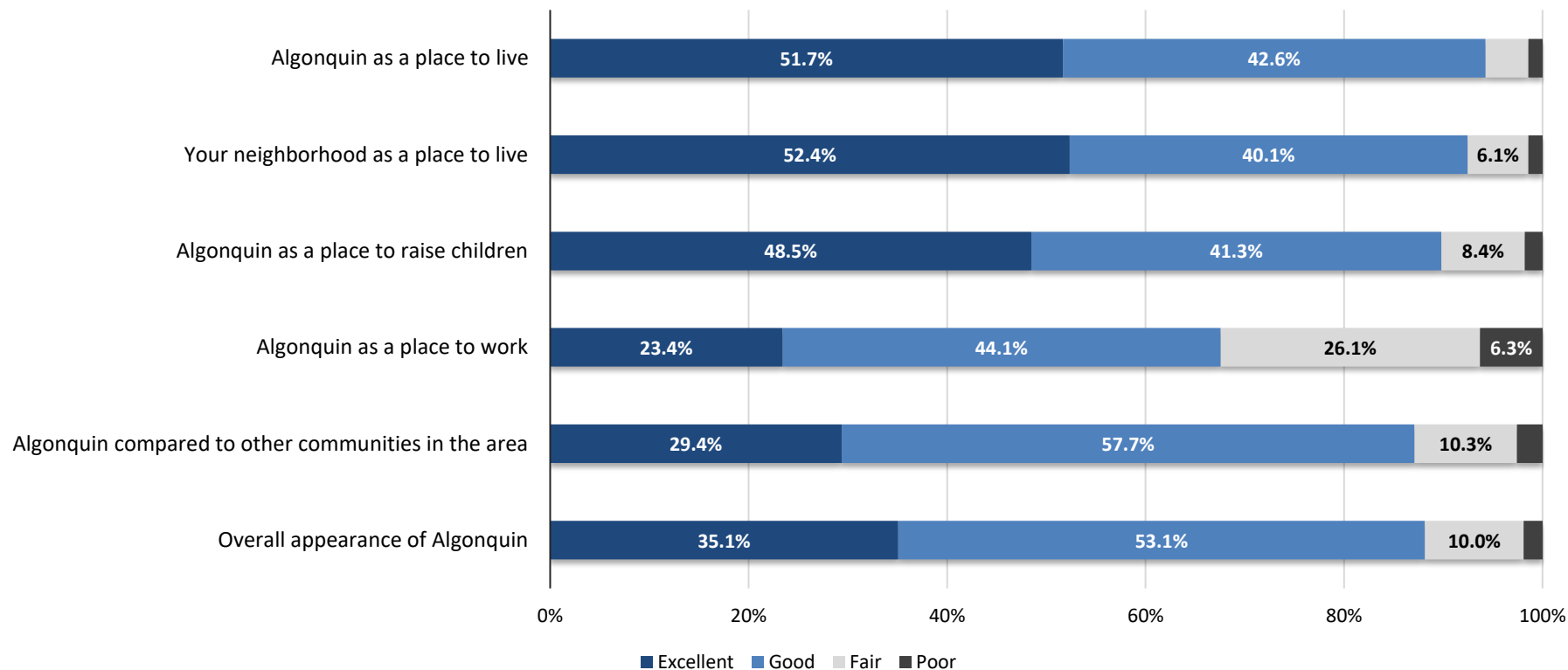
- **Promoters:** Residents who responded with "Very Likely"
- **Passives:** Residents who responded with "Like or Neither Likely nor Unlikely"
- **Detractors:** Residents who responded with "Unlikely" or "Very Unlikely"

The Net Promoter Score is then calculated by subtracting the percentage of Detractors from the percentage of Promoters. A positive score indicates higher satisfaction and a likelihood of recommendation, while a negative score highlights areas for improvement.

In 2023, the average Net Promoter Score reached +58.2%, improving 13.0% compared to 2022.



Quality of Life in Algonquin

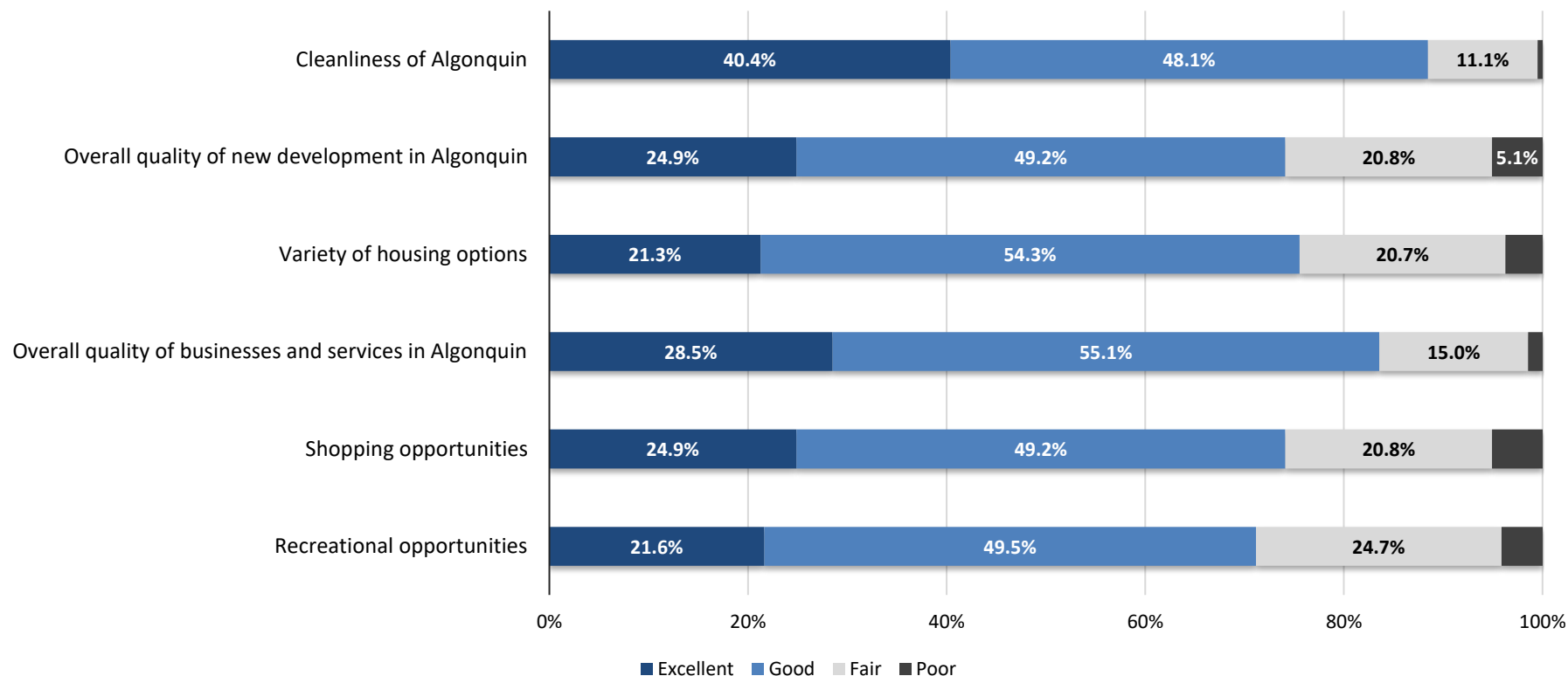


The chart above illustrates the first of four charts that quantify perceptions of quality of life in Algonquin. The term "positive" will be used as a combination of both "excellent" and "good" ratings. **94.3% of respondents rated Algonquin as a Place to Live positively**, which is down slightly from 94.8% of respondents who rated this measure positively in 2022.

Algonquin as a Place to Work remains an area of focus, which received a significant number of Fair (26.1%) and Poor (6.3%) ratings. This measure also received a significant number of Fair (21.2%) and Poor (8.3%) ratings in 2022. In Algonquin, nearly half of all jobs are retail trade (36%) or accommodations and food services (22%). Major employers like School District Number 300, with over 400 employees across its Algonquin locations, play a role in shaping the Algonquin’s employment environment.

Additionally, Algonquin as a Place to Work experienced the largest year-over-year change in this section (-2.9%), a slight decrease from 2022. This measure has increased 11.9%, or 1.0% each year, since the inception of the survey in 2012.

Quality of Life in Algonquin (Part 2)

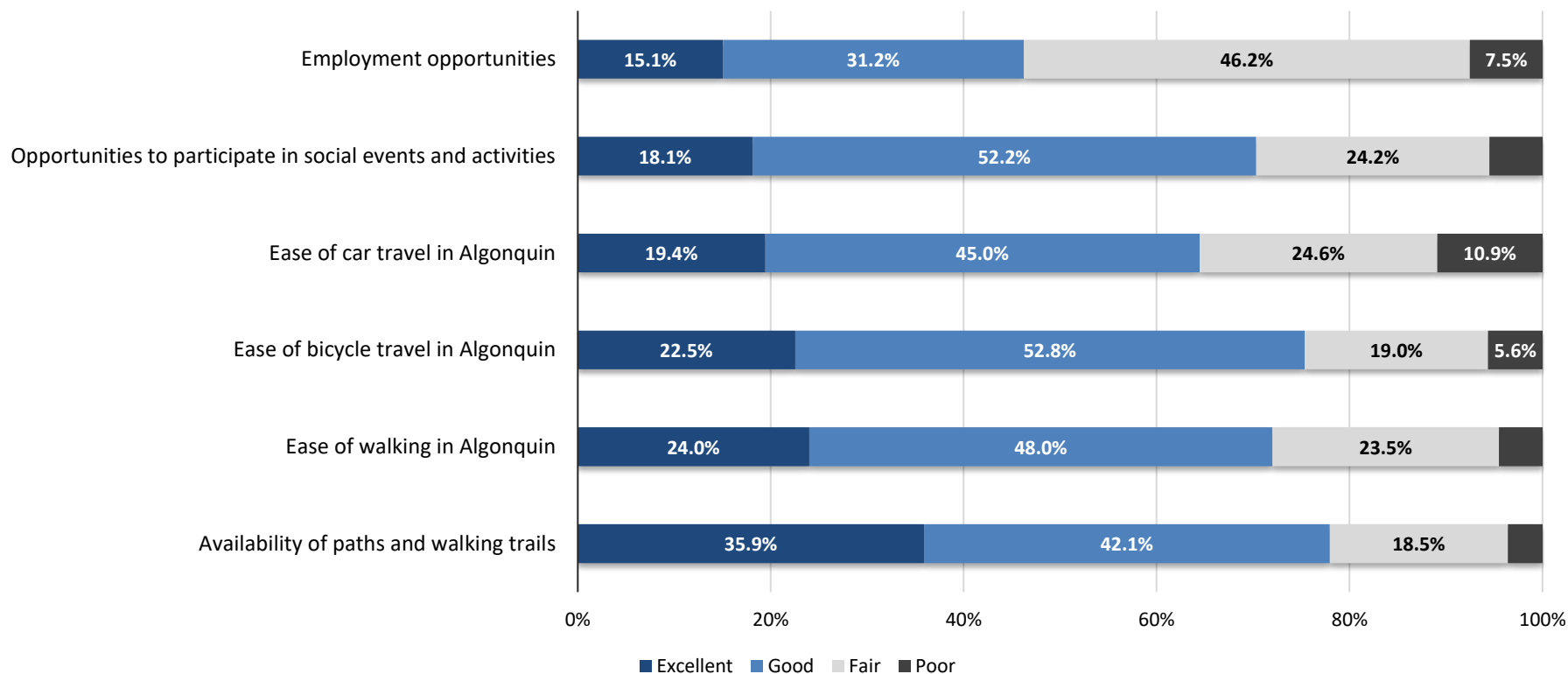


The chart above illustrates the second of four charts that quantify perceptions of quality of life in Algonquin. **88.5% of respondents rated the Cleanliness of Algonquin as positive.** In 2022, of 89.5% of respondents rated this measure positively.

An area of focus is Recreational Opportunities, which received a significant number of Fair (24.7%) and Poor (4.1%) ratings. This measure also received a significant number of Fair (19.5%) and Poor (7.4%) ratings in 2022. In 2020, the Village Board adopted the Parks and Recreation Master Plan, which aims to strategically enhance recreational opportunities based on community needs identified through assessments and public feedback.

Variety of Housing Options received 4.1% fewer positive ratings when compared to 2022. Approximately 28% of the Village's more than 11,000 dwellings meet the Illinois Housing Development Authority's affordability standards, at least 10% or more. National home builders D.R. Horton, Cal-Atlantic (Lennar), and Pulte Homes are constructing over 600 new detached single-family homes in subdivisions such as Westview Crossing, the Trails of Woods Creek, and the Grand Reserve. Further planning initiatives will be evaluated as part of the Comprehensive Land Use Plan update currently taking place.

Quality of Life in Algonquin (Part 3)

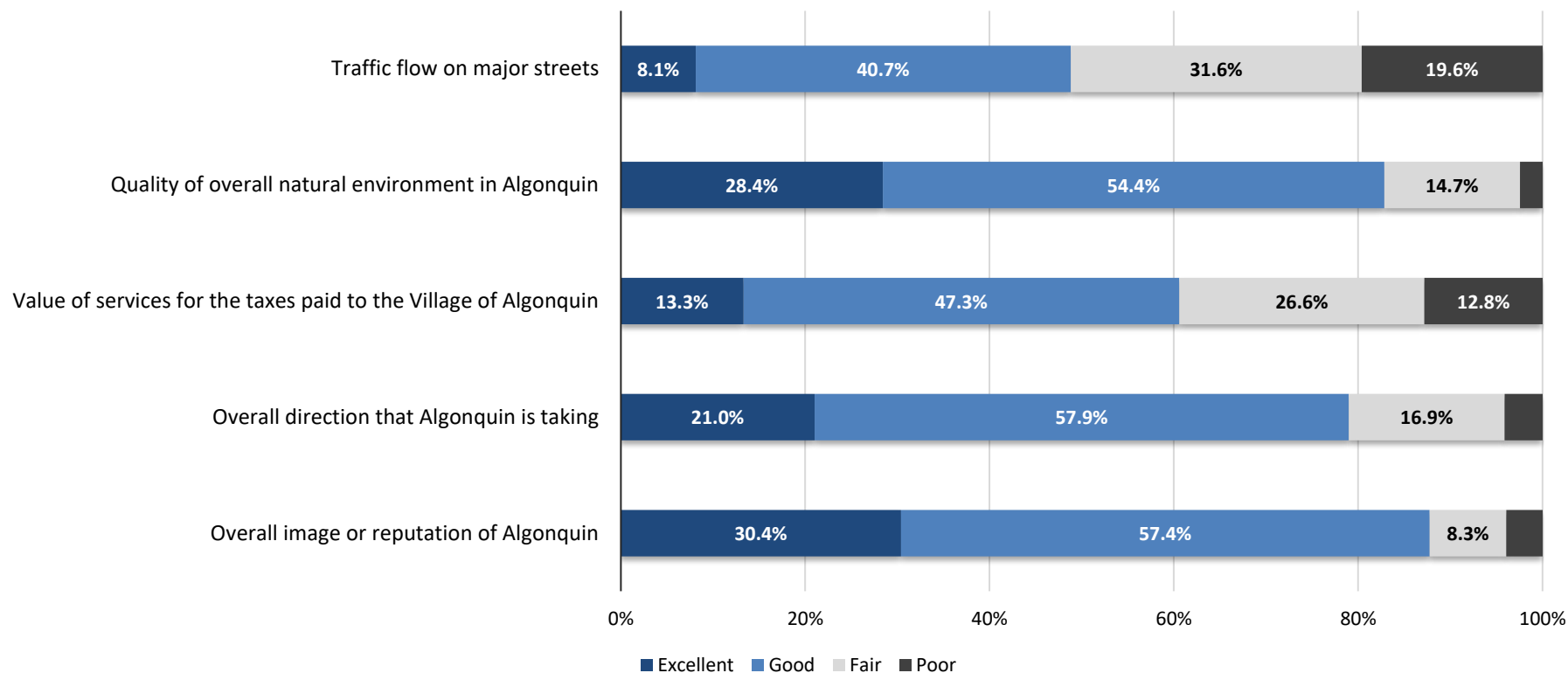


The chart above illustrates the third of four charts that quantify perceptions of quality of life in Algonquin. **77.9% of respondents rated the Availability of Paths and Walking Trails positively.** In 2022, 80.6% of respondents rated this measure positively.

An area to focus on is Employment Opportunities, which received a significant number of Fair (46.2%) and Poor (7.5%) ratings. This measure also received a significant number of Fair (31.6%) and Poor (12.0%) ratings in 2022. Ongoing development projects like the Enclave (including Cooper’s Hawk, Portillo’s, Raising Cane’s, and Belle Tire) and NorthPoint’s Algonquin Corporate Center are projected to contribute around 1,500 jobs to the local economy.

Ease of Walking in Algonquin decreased by 7.5% compared to 2022, but has shown an 18.7% increase since the survey's inception. The Village, which maintains over 30 miles of pedestrian paths, has expanded connectivity with recent additions like the Randall Road underpass and the Riverwalk in Algonquin’s Old Town. Both of these serve as connection points to access commercial districts, parks, and regional trails.

Quality of Life in Algonquin (Part 4)

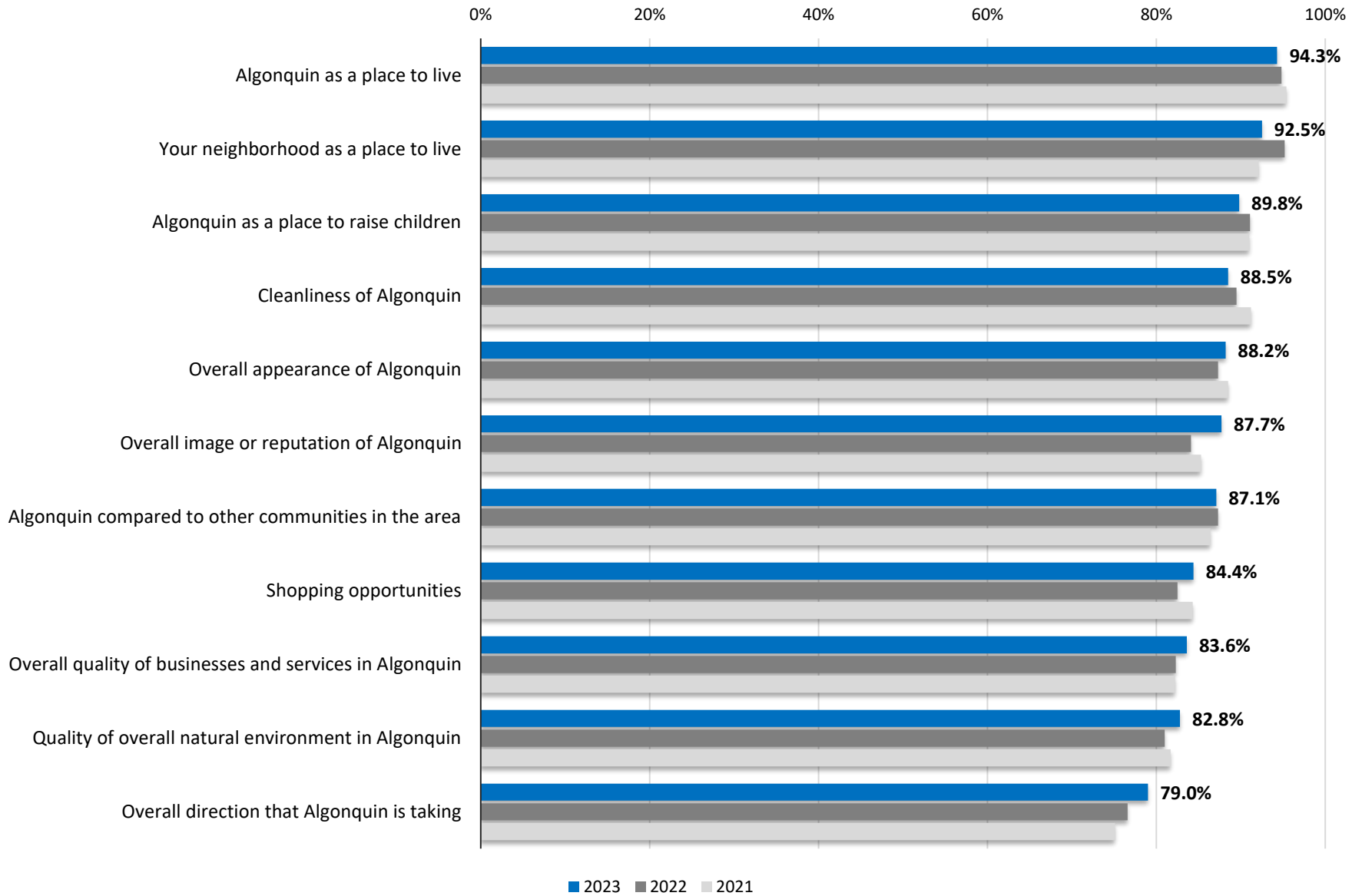


The chart above illustrates the last of four charts that quantify perceptions of quality of life in Algonquin. **87.7% of respondents rated the Overall Image or Reputation of Algonquin as positive.** In 2022, 84.1% of respondents rated this measure positively.

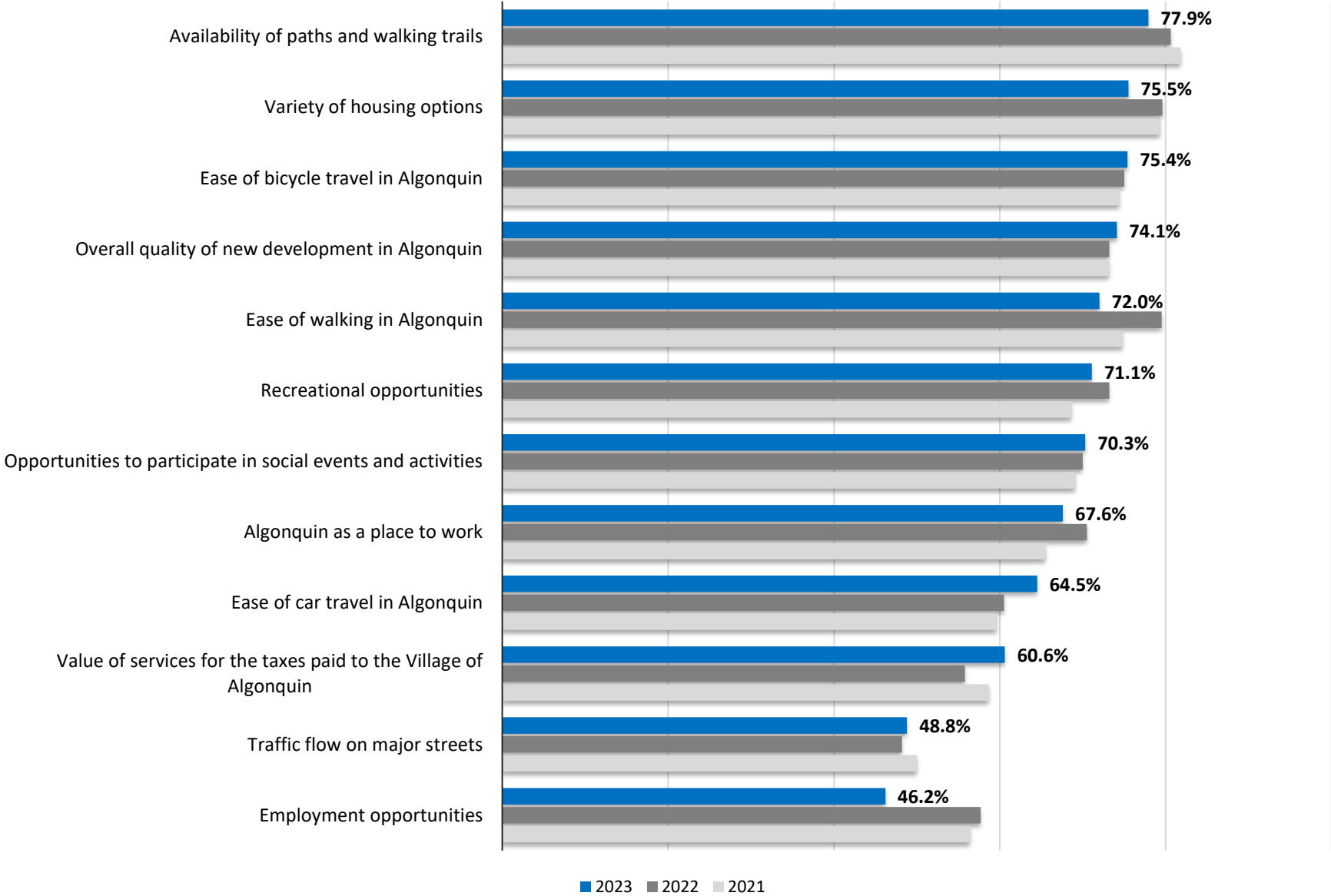
Traffic Flow on Major Streets remains an area of focus, which received a significant number of Fair (31.6%) and Poor (19.6%) ratings. This measure also received a significant number of Fair (36.8%) and Poor (15.0%) ratings in 2022. Before 2021, the historical average for this rating was 27.4%. However, recent years have seen increase of 21.6% due to the completion of roadway projects by external agencies and the Village.

The largest change in this section from 2022 to 2023, is Value of Services for the Taxes Paid to the Village of Algonquin (+4.8%), an increase from 2022. The Village's share of the property tax amounts to around 6 percent. This mean that for every dollar paid by residents in property tax, the Village receives six cents. The remaining portion of the property tax bill is allocated to various entities such as schools, fire protection, county, and other taxing bodies (library, township, conservation, community college, etc.).

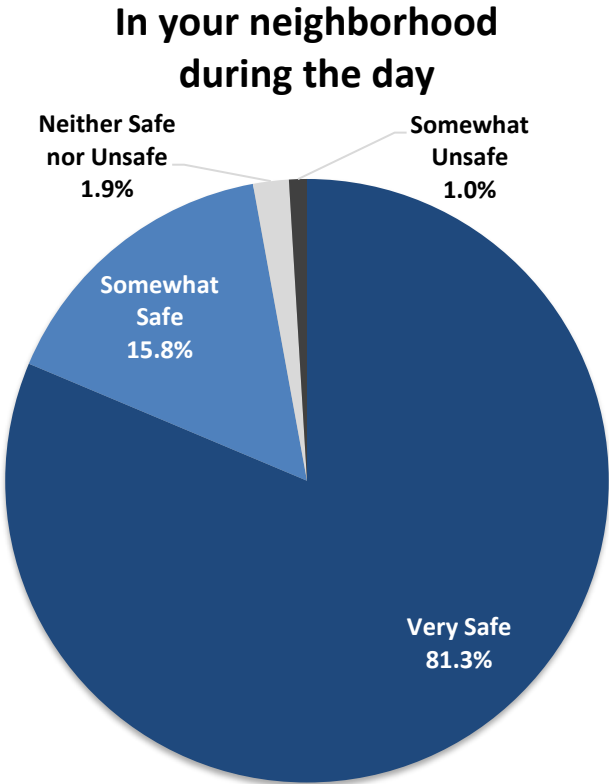
Quality of Life Year-to-Year Positive Rating Comparison: 2021 - 2023



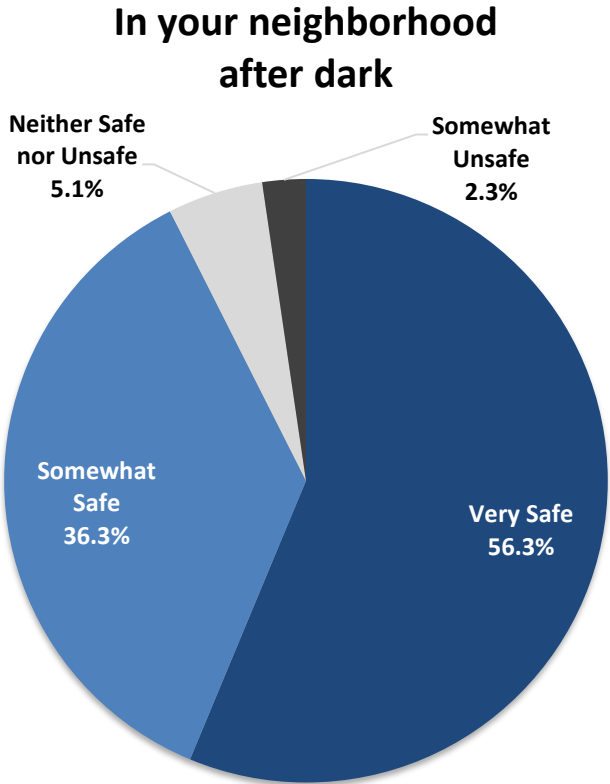
Quality of Life Year-to-Year Positive Rating Comparison: 2021 - 2023 (Part 2)



Public Safety: How Safe Do You Feel...

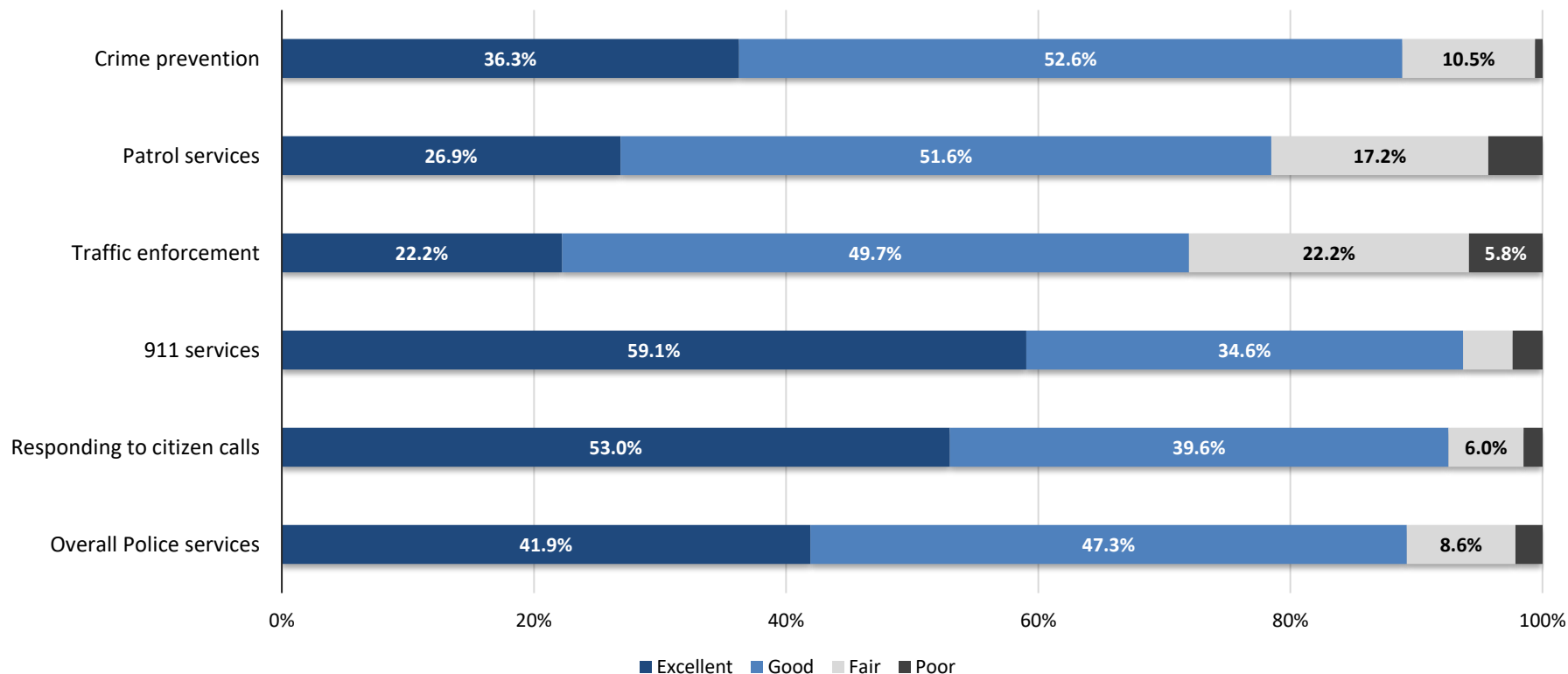


The above chart illustrates respondents' ratings as regarding how safe they feel in their neighborhood during the day. **Overall, 97% of respondents indicated that they feel either Very Safe or Somewhat Safe during the day.** Only 1% of residents reported feeling less than safe during the day.



The above chart illustrates respondents' ratings on how safe they feel in their neighborhood after dark. **Overall, 93% of respondents indicated that they feel either Very Safe or Somewhat Safe after dark.** Around 2% of respondents state that they feel less than safe in their neighborhood after dark.

Quality Ratings: Police/Public Safety Summary

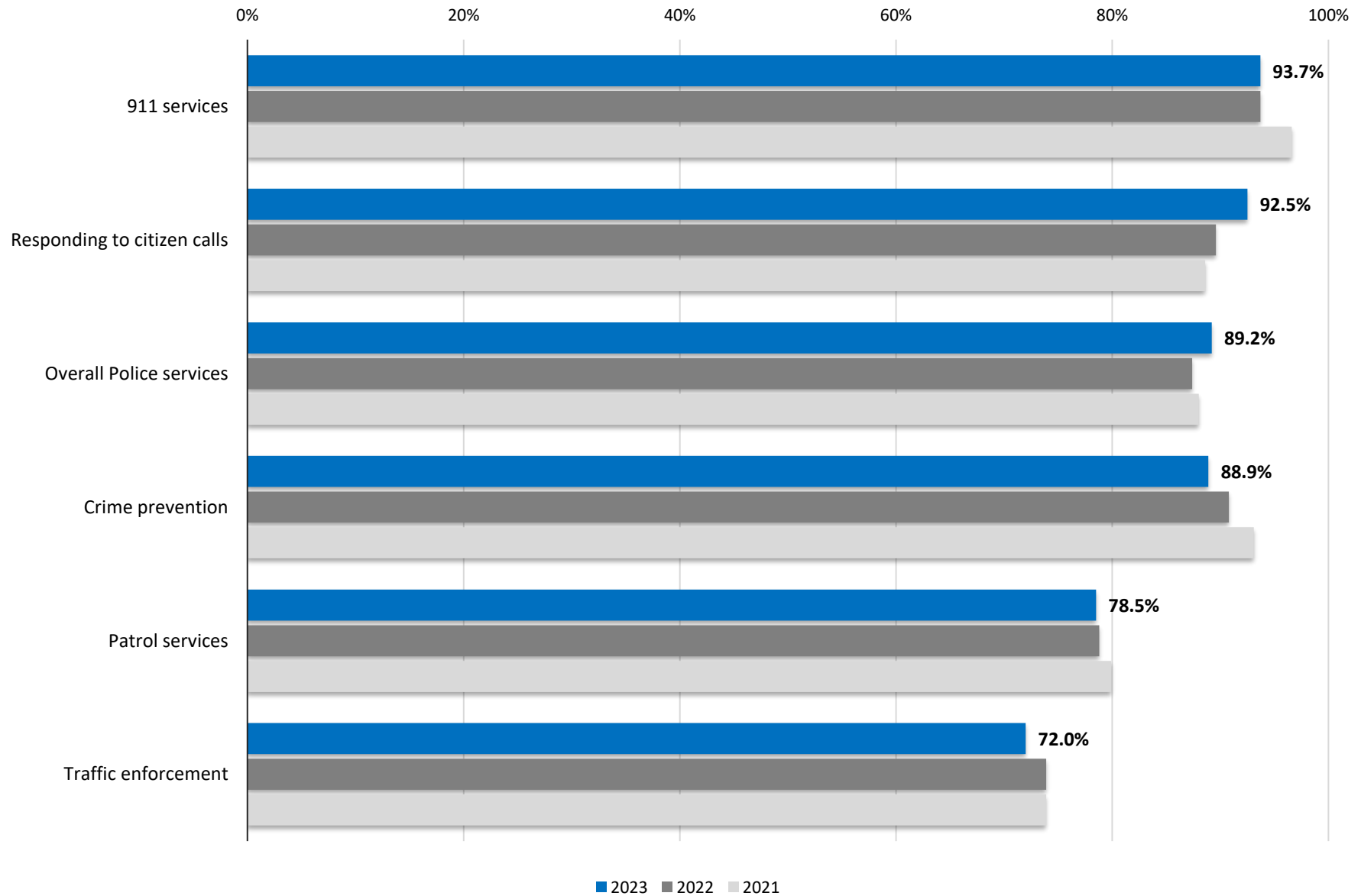


The chart above illustrates quality ratings related to Police and Public Safety Services. **93.7% of respondents rated 911 Services as positive.** The same number of respondents rated this measure positively in 2022.

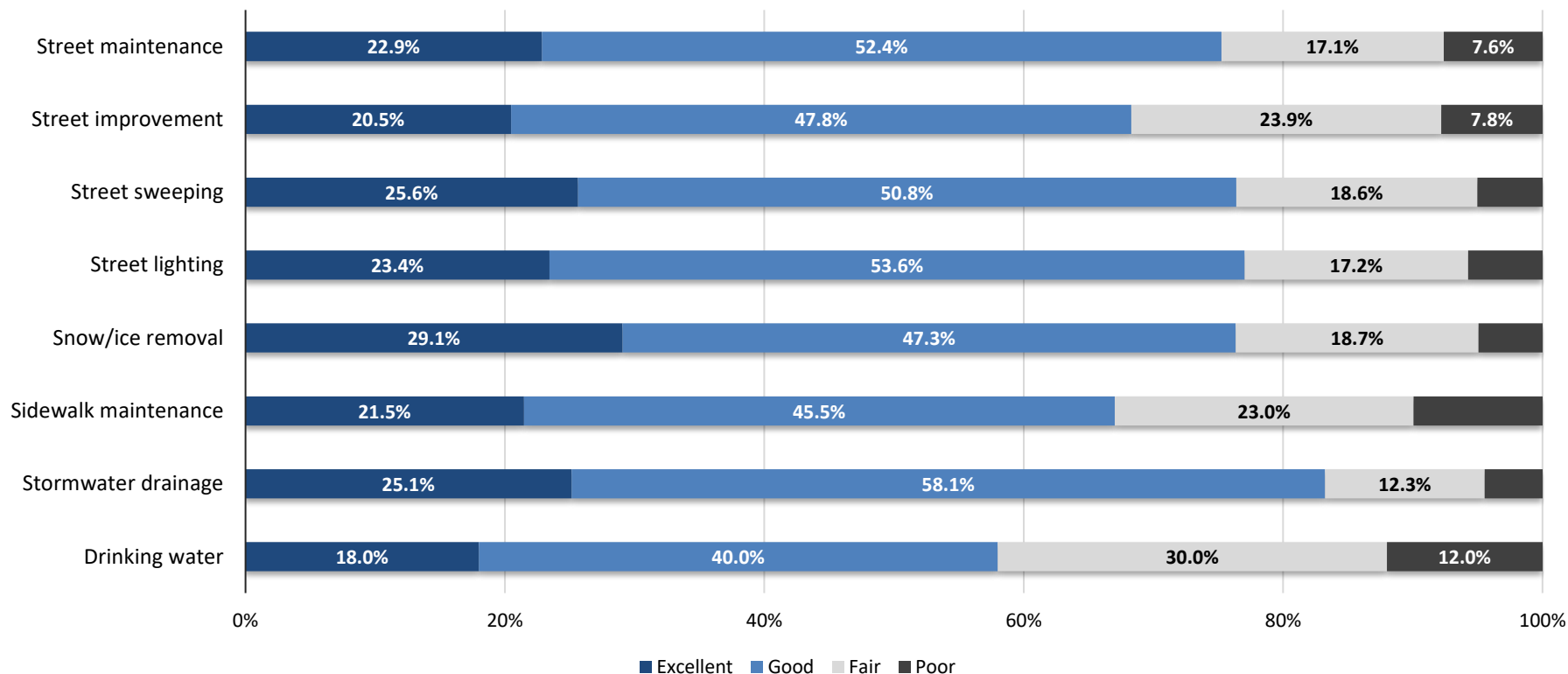
Traffic Enforcement continues to be an area of focus, with a notable percentage of Fair (22.2%) and Poor (5.8%) ratings. Similarly, in 2022, this measure received significant Fair (18.3%) and Poor (7.8%) ratings. The Algonquin Police Department consistently engages in traffic enforcement campaigns during major holidays, including Independence Day and Thanksgiving. These initiatives are funded through grants provided by the Illinois Department of Transportation and the National Highway Traffic Safety Administration.

The most significant change in this section from 2022 to 2023 is in Responding to Citizen Calls, showing a slight increase of 2.9%. This service has remained stable since the inception of the survey. Calls for service in the Village are provided by Southeast Emergency Communications, a consolidated dispatch center for police, fire, and medical services.

Police/Public Safety Year-to-Year Positive Rating Comparison: 2021 - 2023



Quality Ratings: Public Works/Infrastructure Summary

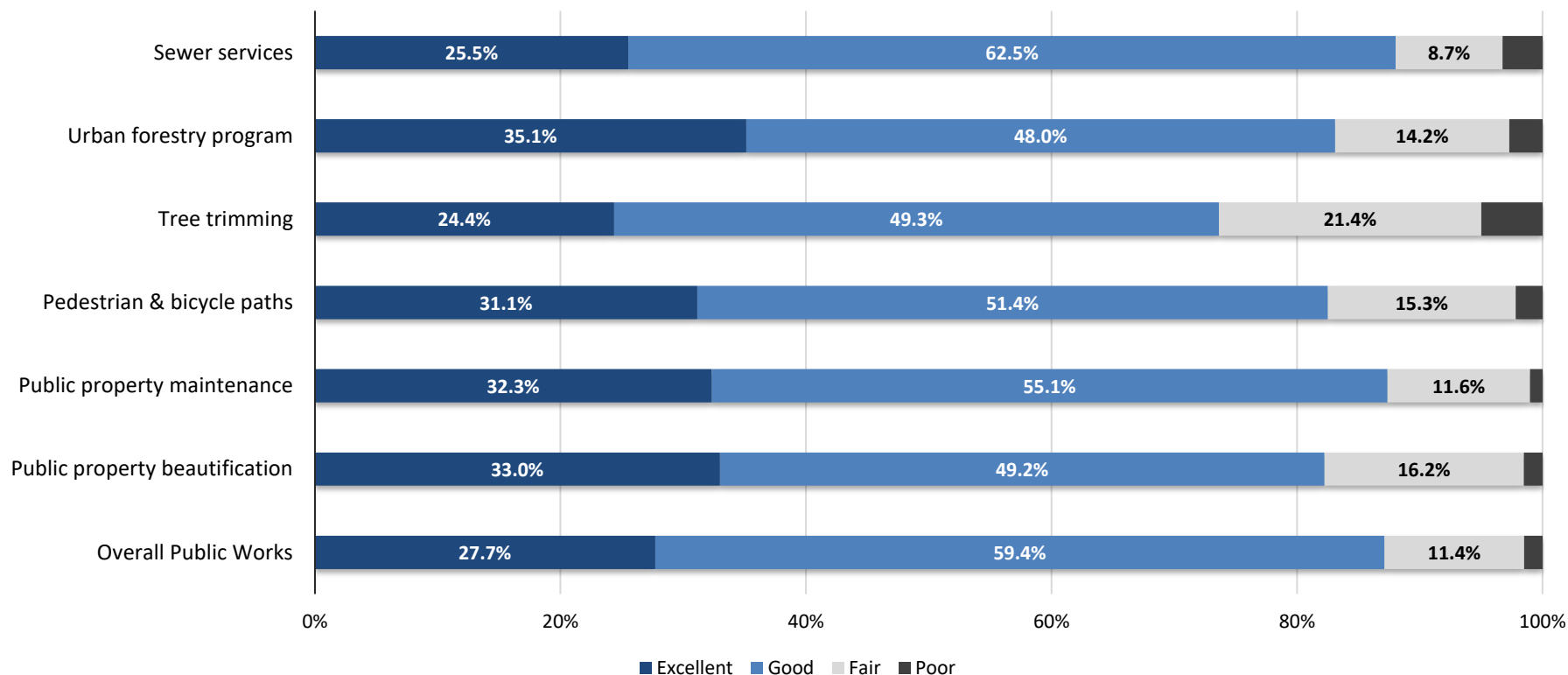


The chart above shows the first grouping of Public Works and Infrastructure Services. **Stormwater Drainage was rated positively by 83.2% of the respondents.** This measure received positive ratings from 80.4% of respondents in 2022.

Drinking Water remains an area of focus, receiving Fair (30.0%) and Poor (12.0%) responses, a change from the previous year with Fair (23.8%) and Poor (12.9%) ratings in 2022. The Village of Algonquin provides annual water quality reports as required by the Safe Drinking Water Act, accessible at www.algonquin.org/waterquality.

The largest change from 2022 to 2023, in this section, is Street Sweeping (-5.5%), a decrease from 2022. Street sweeping services for Algonquin's 130 miles of roadway are currently provided through a contract with Lakeshore Recycling Systems, operating regularly from March through December, as weather allows. The routes include all residential areas, the Old Town business district, and regional roadways.

Quality Ratings: Public Works/Infrastructure Summary (Part 2)

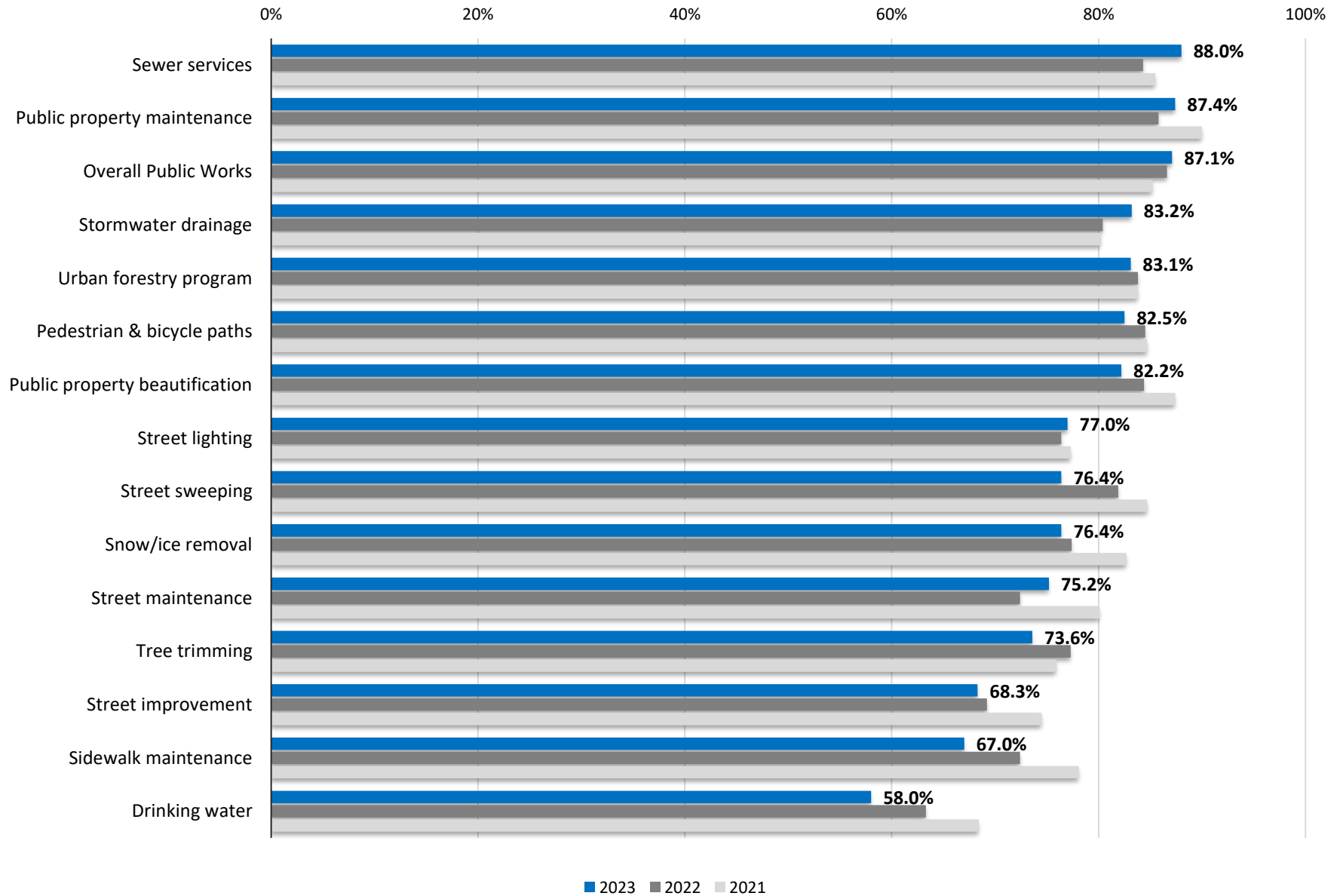


This chart shows the second grouping of Public Works and Infrastructure Services. **88.0% of respondents rated Sewer Services positively.** In 2022, 84.3% of respondents rated this measure positively.

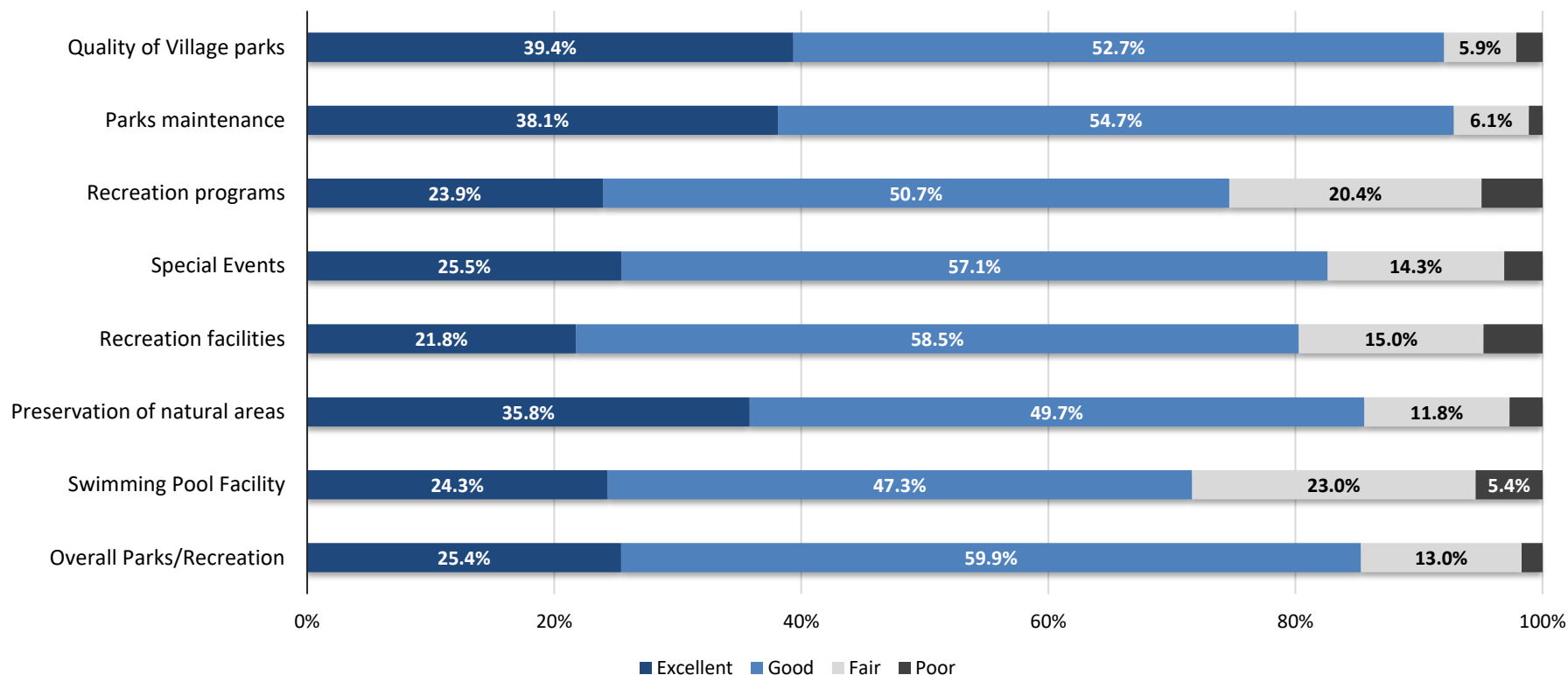
Tree Trimming remains an area of focus, which received a significant number of Fair (21.4%) and Poor (5.0%) responses. This measure also received a significant number of Fair (19.2%) and Poor (3.5%) ratings in 2022. Each year, the Village addresses requests for tree trimming services initiated by both residents and visitors. The Village also conducts annual programmed tree trimming, which provides routine maintenance for a targeted percentage of Village-owned trees. This proactive approach ensures the overall well-being and longevity of the Village's tree assets.

Additionally, Tree Trimming experienced the largest observed change in this section from 2022 to 2023, with a slight decrease of 3.7%. Despite the decrease, this measure has remained stable since inception of the survey in 2012 as the result of continued maintenance efforts.

Public Works Year-to-Year Positive Rating Comparison: 2021 - 2023



Quality Ratings: Parks/Recreation

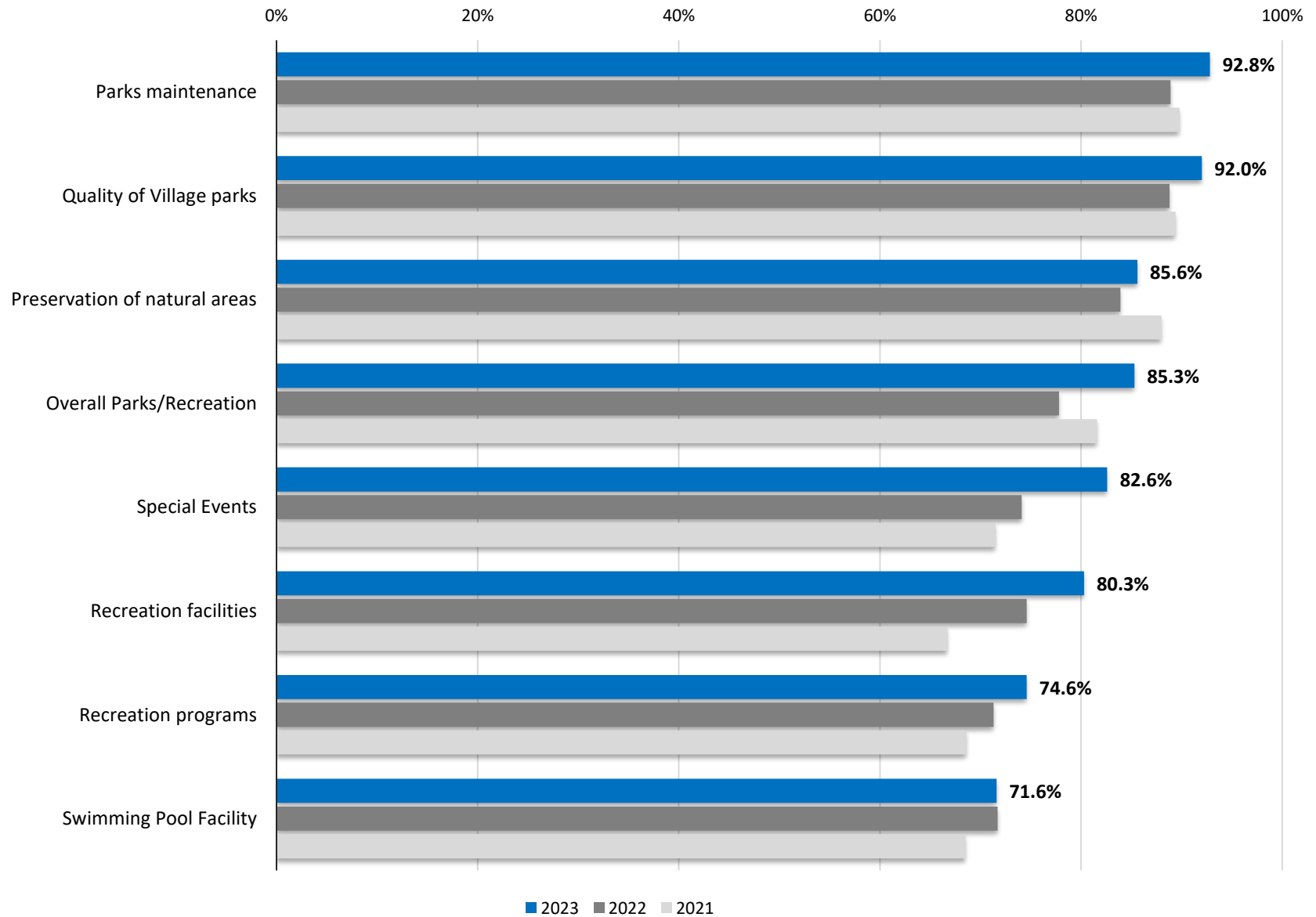


The chart above illustrates quality ratings related to Parks and Recreation Services. **Parks Maintenance was rated the highest in this category with 92.8% of respondents rating it positive.** In 2022, 88.9% of respondents rated this measure positively. The Village is currently planning the redevelopment of Towne Park and Presidential Park after securing \$1 million in grant funding from the Illinois Department of Natural Resources.

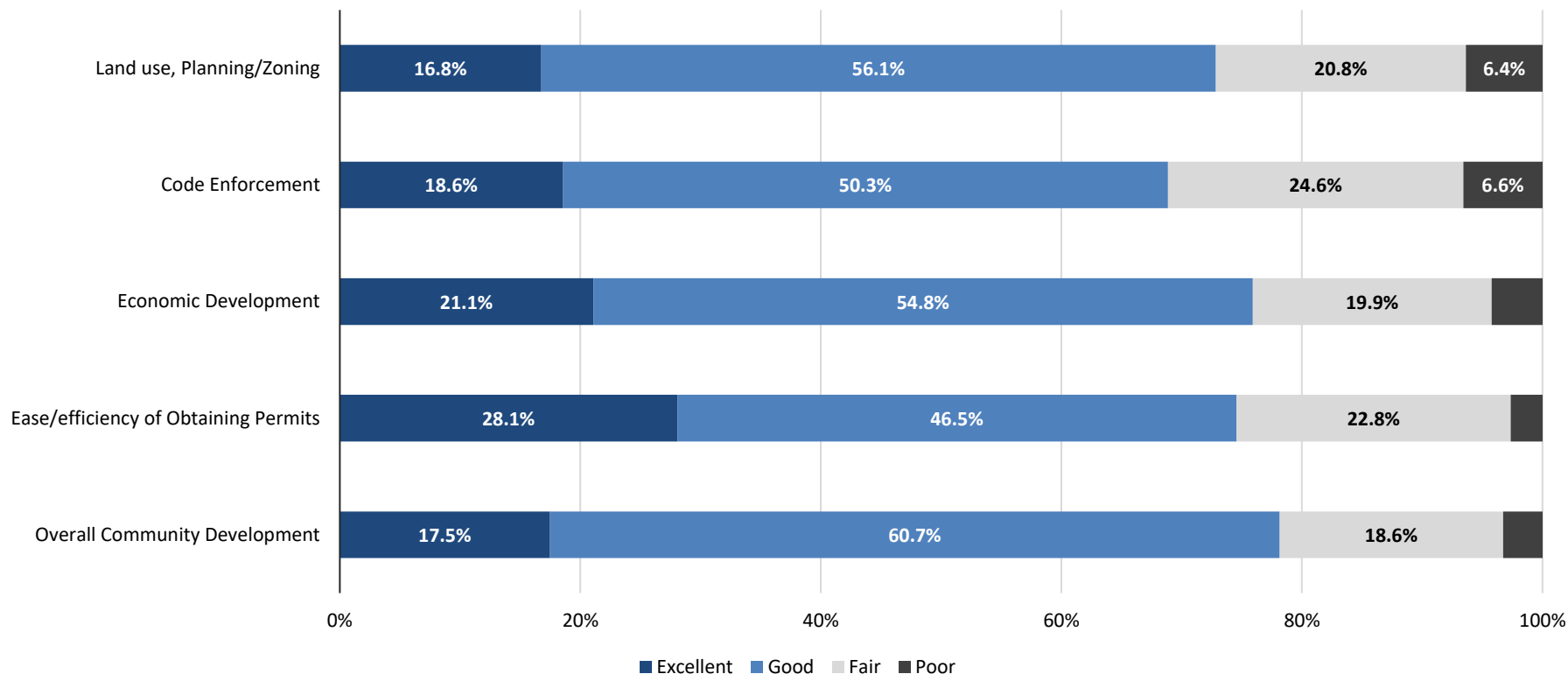
An area of focus is the Swimming Pool Facility, which received a significant number of Fair (23.0%) and Poor (5.4%) responses. This measure received significantly less Fair (23.6%) and Poor (4.7%) ratings in 2022. Consideration for a long-term improvement plan for Lions Armstrong Memorial Pool was identified in the Parks and Recreation Master Plan. Satisfaction has been maintained in recent years through minor improvements at the facility.

The largest change from 2022 to 2023, in this section, is Special Events (+8.5%), an increase from the previous year. Algonquin's Recreation Department holds different events each year, like the Algonquin Egg Hunt, Touch-a-Truck, Summer Concerts, National Night Out, Kite Festival, and the Trick or Treat Trail, which had over 4,000 attendees in 2023. These events bring the community together and help local businesses.

Parks/Recreation Year-to-Year Positive Rating Comparison: 2021 - 2023



Quality Ratings: Community Development

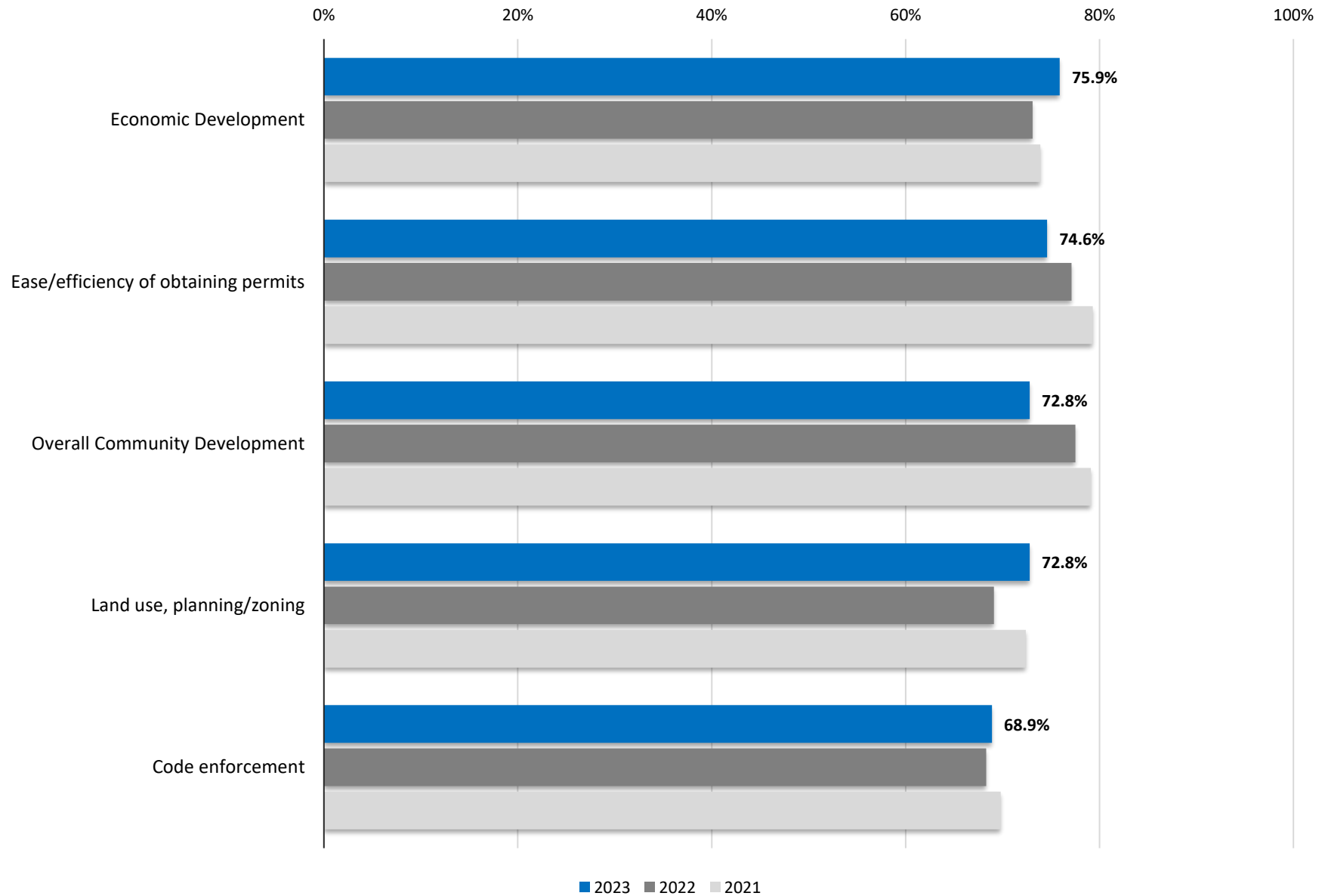


The chart above illustrates quality ratings related to Community Development Services. **Overall Community Development, the highest rated service in this category, was rated positively by 78.1% of respondents.** In 2022, this measure was rated positively by 77.5% of respondents.

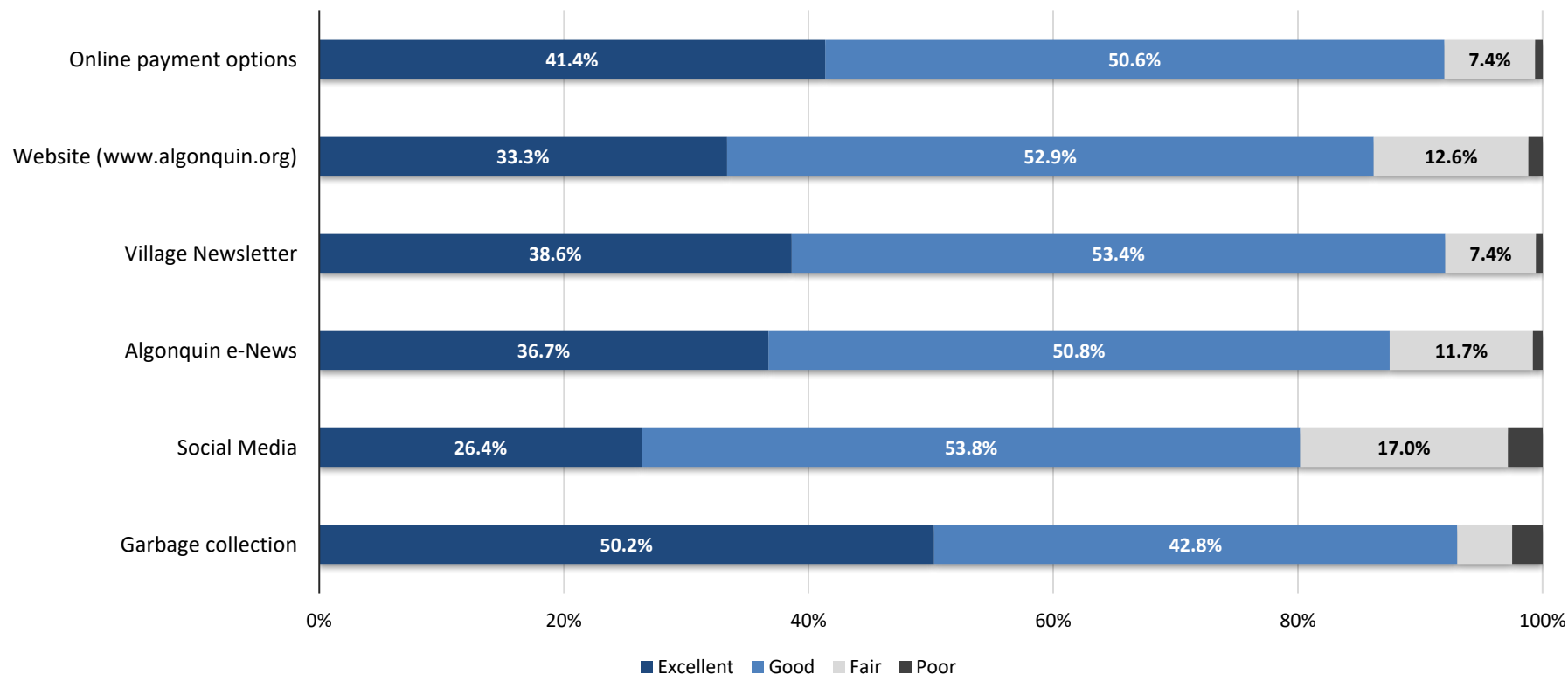
Code Enforcement remains an area to focus on, which received a significant number of Fair (24.6%) and Poor (6.4%) responses. This measure also received a large number of Fair (20.7%) and Poor (11.1%) ratings in 2022. Despite the number of Fair and Poor responses, 87.2% of respondents agree major code enforcement issues like run-down buildings, weed lots, and junk vehicles remain little to no problem in Algonquin.

The largest change from 2022 to 2023, for this section, was Land use, Planning/Zoning (+3.7%), a slight increase from 2022. Since inception of the survey, this measure has increased 9.0%. The Village is in the process of updating the Comprehensive Land Use Plan, last revised in 2008, to set priorities guiding future land use decisions.

Community Development Year-to-Year Positive Rating Comparison: 2021 - 2023



Quality Ratings: General Services

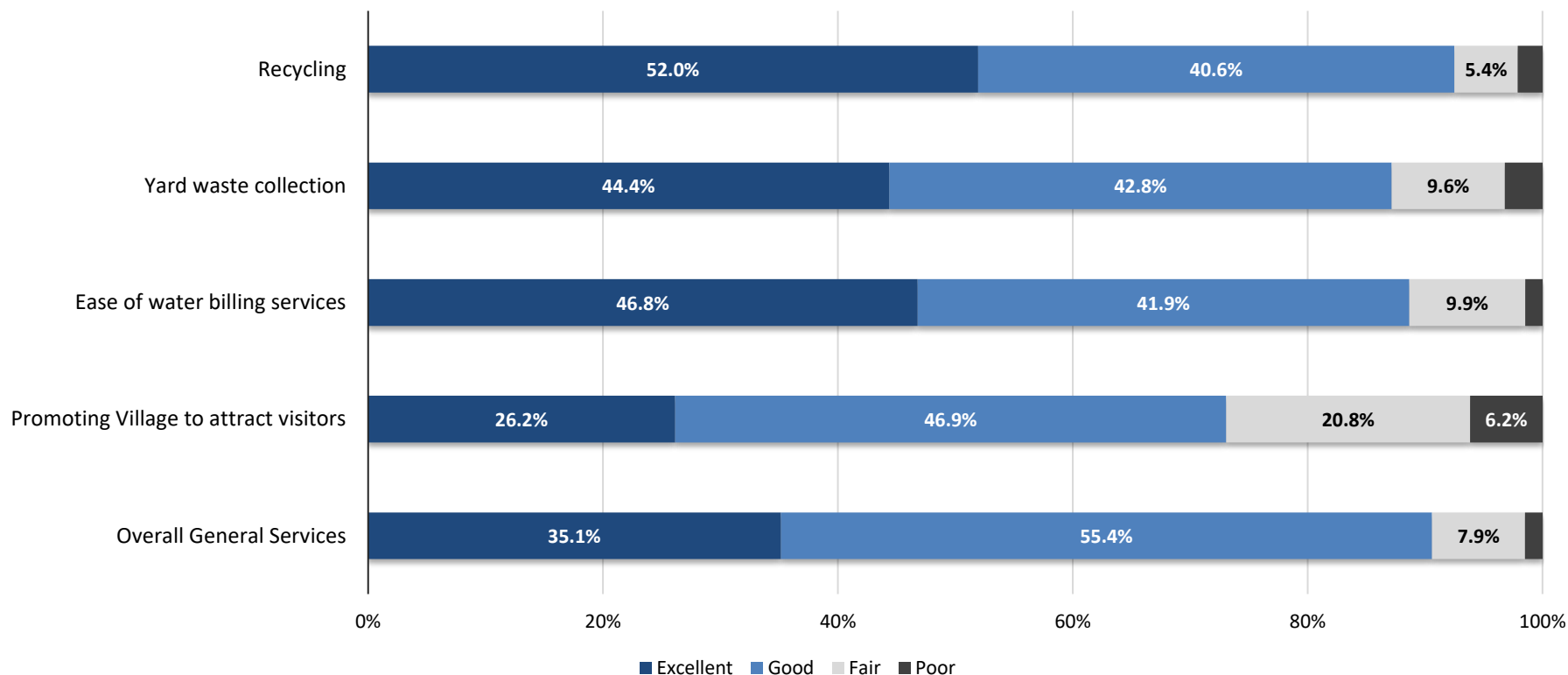


The chart above illustrates the first of two groupings of quality ratings related to General Services. **Garbage Collection received the highest rating in this section with 93.0% of respondents rating this as positive.** In 2022, 91.5% of respondents rated this measure positively. Garbage collection, along with Recycling and Yard Waste Collection services, are provided to Village residents by Groot. More information about these services can be found at www.algonquin.org/groot.

The lowest rated service, in this section, is Social Media (80.2%). Social Media received a number of Fair (17.0%) and Poor (2.8%) responses. This category also received a number of Fair (13.7%) and Poor (1.6%) responses last year. The Village shares relevant information on a number of active social media accounts, including Facebook, Instagram, Twitter, Nextdoor, LinkedIn, and YouTube.

Online Payment Options accounted for the largest change in this from 2022 to 2023 (+3.1%) in this section. Residents and visitors can conveniently make payments for services like water billing, recreation courses, and building permits on the Village website at www.algonquin.org/pay.

Quality Ratings: General Services (Part 2)

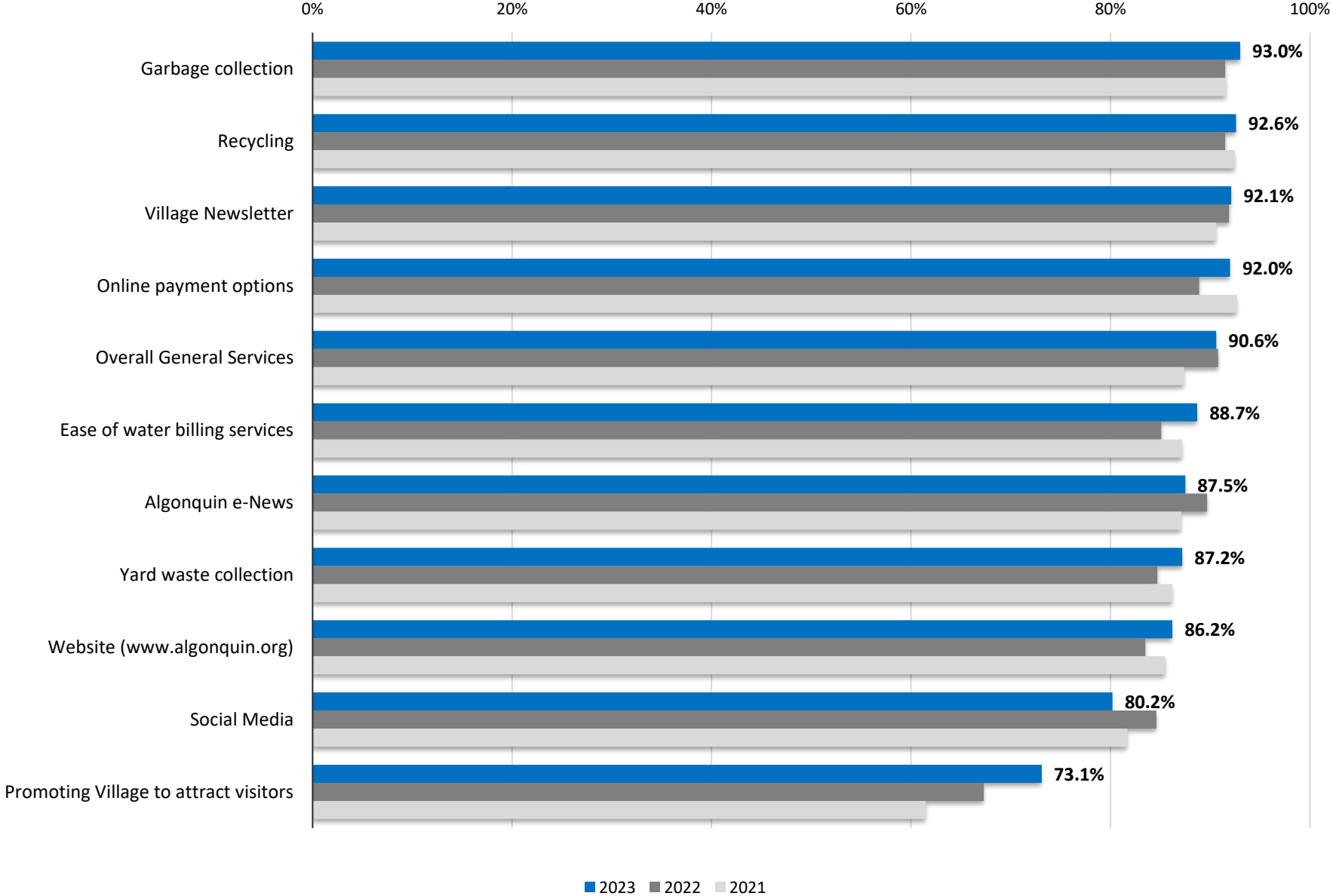


This chart shows the second grouping of General Services evaluated in the Algonquin Community Survey. **Recycling was rated positively by residents approximately 92.6% of the time.** In 2022, this measure received a positive rating by 91.5% of respondents. More information about the Village’s refuse and recycling services can be found at www.algonquin.org/groot.

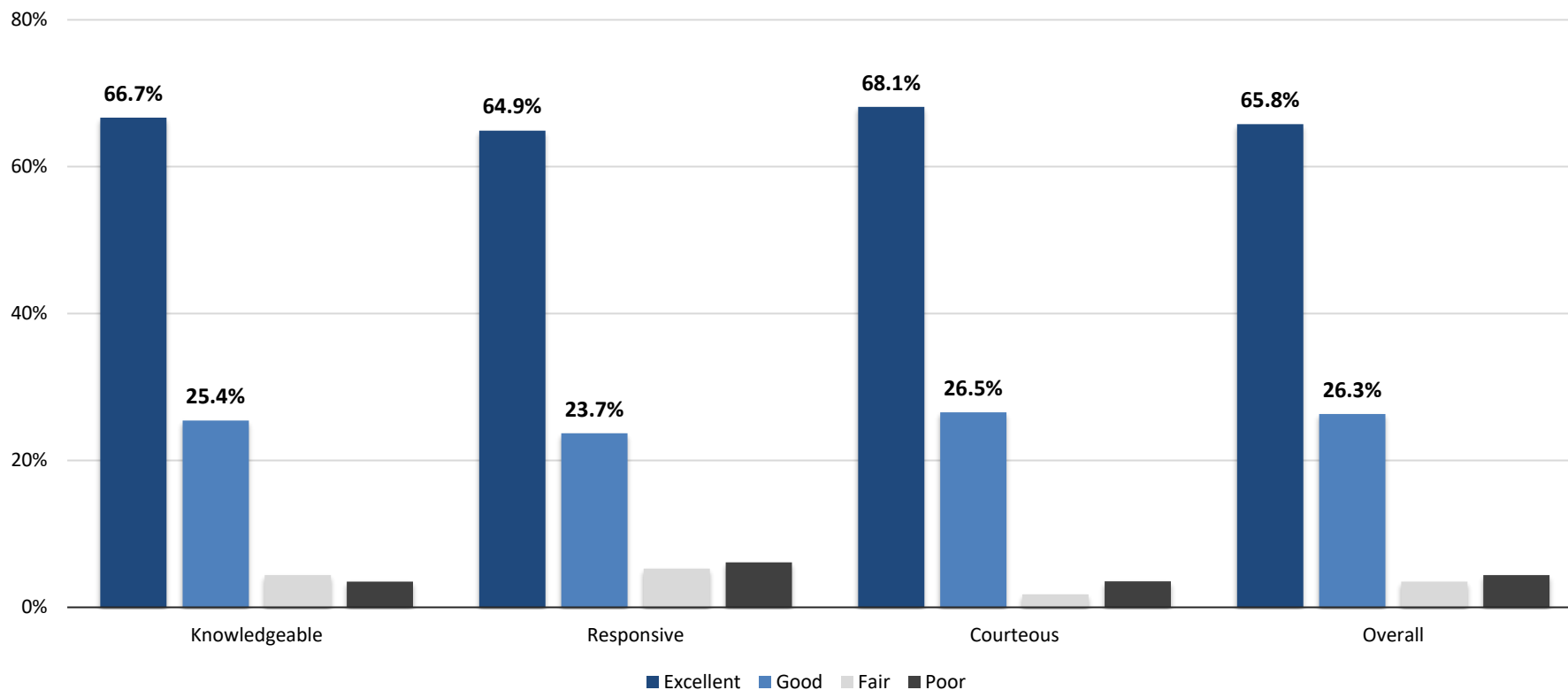
An area of focus continues to be Promoting the Village to Attract Visitors, which received a significant number of Fair (24.6%) and Poor (8.2%) responses. This measure also received a significant number of Fair (24.6%) and Poor (8.2%) ratings in 2022. General Services staff actively promote Village events and attractions through social media platforms and other media outlets. These channels have been successfully leveraged for larger special events, including the Summer Concert Series, Art on the Fox, and Miracle on Main.

Moreover, the largest change observed in this section from 2022 to 2023 is in the category of Promoting the Village to Attract Visitors, showing an increase of 5.8%. This shift aligns with renewed efforts to promote the Village's appealing qualities, such as the quality of life and dining and entertainment.

General Services Year-to-Year Positive Rating Comparison: 2021 - 2023



Village Employee Performance



This chart illustrates the performance ratings of Village employees based on feedback from residents who have interacted with staff. **Overall, employee interactions received Excellent or Good ratings across all four evaluation categories: Knowledgeable, Responsive, Courteous, and Overall.** The ratings, listed from highest to lowest, are as follows: Courteous (94.6%), Knowledgeable (92.1%), Overall (92.1%), and Responsive (88.6%).

Each department in the Village ensures that its staff is proficient in various areas related to the provided services. Residents and visitors are provided with multiple communication options, such as in-person, phone, email, social media, or the Village website, to express any comments or concerns they may have.



VILLAGE OF ALGONQUIN
MEMORANDUM

DATE: January 2, 2024

TO: Tim Schloneger, Village Manager

FROM: Todd A. Walker, Assistant Village Manager

SUBJECT: Merit Compensation Plan Changes

According to Section 2.3.2 of the Village Policy Manual, on an annual basis in the early spring staff provides the Village Board our recommendations for the upcoming fiscal year Merit Compensation Plan.

However, periodically the Village has a need to adjust this document mid-year by making changes that are in the best interest of the Village.

I understand I requested in December to eliminate the position of Community Development Deputy Director. However, with the recent resignation of our Community Development Director, staff feels it is in the best interest of the Village to reinstate that position and fill it with one of our current employees.

I do apologize for this confusion, but I am recommending we add the title of “Community Development Deputy Director” to our Merit Plan effective immediately.

As usual, please let me know if you have any questions on the attached documents. I have attached the draft with the changes highlighted (e.g., green font is additions) and the clean version for your consideration. With this said, I am requesting the Board consider and approve amending the Merit Plan.

ORDINANCE NO. 2024 - O - _____

**AN ORDINANCE AMENDING ORDINANCE 2023-O-54
REGARDING THE MERIT COMPENSATION PLAN
FOR VILLAGE EMPLOYEES**

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

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

SECTION 1: That Section G of Ordinance 93-O-24 passed on April 20, 1993, and as amended by Ordinance No. 2023-O-54, which was passed on December 19, 2023, shall be amended to read as follows:

G. The grades, job classifications, and monthly compensation ranges to the Village Merit Compensation Plan shall be as shown on Exhibit A attached.

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 as of January 17, 2024, subsequent to its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Voting Aye:
Voting Nay:
Abstain:
Absent:

Debby Sosine, Village President

(Seal)

ATTEST: _____
Fred Martin, Village Clerk

Passed:
Approved:
Published:

Prepared by: Tim Schloneger, Village Manager
Village of Algonquin
2200 Harnish Drive
Algonquin, Illinois 60102



Village of Algonquin

The Gem of the Fox River Valley

Fiscal Year 2023-2024 MERIT COMPENSATION PLAN

GRADE	JOB CLASSIFICATION	MONTHLY COMPENSATION		
		MINIMUM	CONTROL	MAXIMUM
1	Office Clerk I - Receptionist I - Custodian	\$3,853.63	\$4,551.15	\$5,248.67
2	Receptionist II - Account Clerk	\$4,085.40	\$4,818.37	\$5,551.34
3	Account Clerk I - Permit Clerk	\$4,346.47	\$5,118.58	\$5,890.70
4	Account Clerk II - Social Worker Advocate	\$4,619.55	\$5,432.70	\$6,245.85
5	Administrative Specialist I - Account Clerk III	\$4,874.64	\$5,725.98	\$6,577.32
6	Property Maintenance Inspector - Administrative Specialist II - Utility Billing Coordinator - Accounts Payable Specialist	\$5,158.03	\$6,051.21	\$6,944.39
7	Administrative Assistant - Recreation Manager	\$5,458.94	\$6,397.53	\$7,336.12
8	Planner - Management Analyst - Human Resources Generalist Innovation Analyst - Executive Assistant/Deputy Clerk - Laboratory Technician - Engineer I	\$5,860.48	\$6,859.83	\$7,859.19
9	Building Inspector - Accountant - Asst. Innovation Coordinator - Innovation and Technology Officer I	\$6,351.80	\$7,546.66	\$8,741.53
10	Plumbing Inspector - Electrical Inspector - Innovation Coordinator - Senior Accountant	\$6,831.41	\$7,976.91	\$9,122.40
11	Asst. to the Village Manager - Asst. Bldg. Commissioner - PW Supervisor - Recreation Superintendent - Senior Planner - Accounting Manager - Assistant Innovation Officer - Ecologist/Horticulturist - Engineer II	\$7,615.58	\$8,841.62	\$10,067.65
12	Chief Utility Operator	\$8,135.12	\$9,560.55	\$10,985.98
13	PW Superintendent - Police Sergeant - Deputy Chief Financial Officer - Community Development Deputy Director	\$8,759.40	\$10,395.47	\$12,031.55
14	Assistant PW Director - Building Commissioner	\$9,266.21	\$10,853.42	\$12,440.63
15	Human Resources Director - Deputy Police Chief	\$9,934.46	\$11,693.65	\$13,452.85
16	Chief Innovation Officer - Assistant Village Manager - Community Development Director - Village Engineer	\$10,676.76	\$12,453.59	\$14,230.43
17	Deputy Village Manager/Chief Financial Officer - Police Chief - Public Works Director	\$11,387.32	\$13,542.47	\$15,697.63

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

KELLY A. CAHILL
kcahill@zrfmlaw.com

(815) 459-2050
Facsimile (815) 459-9057
www.zrfmlaw.com

MEMORANDUM

December 7, 2023

To: Board of Trustees

From: Kelly A. Cahill, Village Attorney

RE: Lot 1 in Frank E. Merrill & Company's Algonquin Hills Unit No. 2

The Village's Public Works Department would like to declare two Village owned parcels on Pioneer Road as surplus and would like to offer the adjacent property owners in taking ownership and maintenance responsibilities of same. The vacant properties are assigned PINs 19-27-284-010 and 19-27-284-001. A depiction of the relevant properties is attached.

Our office sent correspondence to the adjacent property owners, Christine Nelson, at 198 Mohawk Trail and Maria Weiss at 191 Wildwood Drive and inquired if they had any interest in such properties. Ms. Weiss replied that she was not interested in the adjacent property. Ms. Nelson was only interested in the vacant property adjacent to her which is PIN 19-27-284-010 and willing to take full responsibility of maintaining same.

A copy of a quit claim deed which, upon recording, would accomplish the transfer of title, is attached hereto. The Village's Public Works Department is asking that the Village authorize the transfer of title of the above-referenced vacant property to Christine Nelson.

If there are any questions, please reach out to Michelle Zimmerman, Assistant Public Works Director, Village of Public Works, (847) 658 - 2700, mzimmerman@algonquin.org. Thank you.

KAC:cw
Attachment

cc: Michelle Zimmerman, Assistant Public Works Director



Copyright County of McHenry 2023.
 All information is provided 'as-is' with no
 guarantee of accuracy, completeness, or currency.

QUIT CLAIM DEED
Statutory (Illinois)

PREPARED BY/MAIL TO:

Kelly A. Cahill
Zukowski, Rogers, Flood & McArdle
50 Virginia Street
Crystal Lake, IL 60014

NAME AND ADDRESS OF TAXPAYER:

Christine Ann Nelson
198 Mohawk Trail
Algonquin, IL 60102

THE **GRANTOR, VILLAGE OF ALGONQUIN**, an Illinois municipal corporation, for and in consideration of **TEN AND NO/100THS DOLLARS (\$10.00)** and other good and valuable considerations in hand paid;

CONVEYS AND QUIT CLAIMS to **Christine Ann Nelson, divorced and not since remarried, 198 Mohawk Trail, Algonquin, IL 60102**, all interest in the following described Real Estate situated in the County of McHenry, State of Illinois, to wit:

Lot One (1) in Block Twenty-six (26) in Frank E. Merrill & Company's Algonquin Hills Unit No. 2, being a Subdivision of a part of the Northwest Fractional Quarter of Section Twenty-Six (26) and the Northeast Quarter of Section Twenty-seven (27), in Township Forty-Three (43) North, of Range Eight (8) East of the Third Principal Meridian.

SUBJECT TO: GENERAL REAL ESTATE TAXES NOT YET DUE AND PAYABLE AT THE TIME OF CLOSING, COVENANTS, CONDITIONS AND RESTRICTIONS OF RECORD, BUILDING LINES AND EASEMENTS, IF ANY, SO LONG AS THEY DO NOT INTERFERE WITH THE CURRENT USE AND ENJOYMENT OF THE PROPERTY.

Permanent Real Estate Index Number(s): **19-27-284-010**

Address of Real Estate: **Vacant property on the corner of Pioneer Road and Mohawk Trail, Algonquin, IL 60102**

Hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

Dated this ____ day of _____, 2023.

VILLAGE OF ALGONQUIN

By:_____

Its:_____

STATE OF ILLINOIS)
) ss.
COUNTY OF MCHENRY)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY THAT _____, as _____ of the Village of Algonquin, an Illinois municipal corporation, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he/she signed, sealed and delivered the said instrument as the Village of Algonquin's free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and notarial seal, this ____ day of _____, 2023.

Notary Public

Exempt under the provisions of Paragraph e, Section 31-45 of the Real Estate Transfer Tax Law

Buyer, Seller, Representative Date



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: January 9, 2024

TO: Tim Schloneger, Village Manager

FROM: Clifton Ganek, P.E., Village Engineer

SUBJECT: *Construction Services for the Souwanas Outfall Stabilization with Martam Construction, Inc.*

Attached is a copy of the cost proposal with Martam Construction, Inc. for the construction of the Souwanas Outfall Stabilization project in the amount of \$124,504.10 from plans completed by HR Green.

This project's scope includes extending the 42" elliptical pipe and end section further west to reduce the open swale outfall. This extension will help reduce erosion to neighboring properties in the future and salvage existing trees along the bank. The open section of the channel will be reshaped, armored, and re-aligned to the south to help eliminate erosion to the private property to the north and reduce yard flooding by increasing the channel's capacity.

Staff contacted four prospective contractors currently working in the area, requesting cost proposals based on the completed plans and specifications compiled by HR Green. Staff recommended forgoing the public bidding process to expedite the project. Below is the summary of the cost proposals.

Copenhaver Construction, Inc.	\$181,140.00
Martam Construction, Inc.	\$124,504.10
Encap, Inc.	Did not submit
Hamilton Construction, Inc.	Did not submit

HR Green's letter is attached, recommending Martam as the low bidder for this work. The attached bid tab shows Martam's proposal is \$30,000 under the engineer's estimate. Given the past history and relationship, the staff is confident in Martam's ability to complete the project successfully. Martam is already under several other construction contracts with the Village, including the Wood and Holder Park Replacements and the demolition of the former Algonquin State Bank property at 221 S. Main Street.

This project is unfunded but is being proposed as an emergency improvement as the outfall is within the Village's right-of-way. Ideally, this project will be completed prior to the completion of the Souwanas Trail pavement. Available, unused funds from the Bunker Hill Drive Rehabilitation Project will be proposed to fund the construction of this project.

Therefore, we recommend that the Committee of the Whole take action to move this matter forward to the Village Board for awarding the cost proposal of the construction of the Souwanas Outfall Stabilization project to Martam Construction for \$124,504.10.



▶ 1391 Corporate Drive | Suite 203
McHenry, IL 60050
Main 815.385.1778 + **Fax** 713.965.0044
▶ HRGREEN.COM

December 21, 2023

Mr. Clifton Ganek, P.E.
Village of Algonquin
Director of Public Works
110 Mitchard Way
Algonquin, Illinois 60102

RE: Souwanas Trail Outfall
Recommendation for Award
HRG Project No. 2302872

Dear Mr. Ganek:

The Village of Algonquin received two (2) bid proposals for Souwanas Trail Outfall project. The improvements consist of storm sewer outfall extension, storm sewer structures, tree clearing, streambank stabilization, riprap placement and restoration in and adjacent to the Village's property located west of the intersection of Souwanas Trail and Oceola Drive, east of the Fox River.

The two (2) bids ranged in price from a low bid of \$124,504.10 submitted by Martam Construction, Inc., to a high bid of \$181,140.00. We have analyzed the bid documents and checked them for accuracy and find Martam Construction Inc. to be qualified and the lowest bidder.

HR Green recommends award of the contract to Martam Construction, Inc., in the amount of \$124,504.10. The Engineer's Opinion of Probable Cost (EOPC) for this work was \$154,189.00.

As with all unit price contracts, the final project amount will be determined after completion of the work. Please call if you have any questions.

Sincerely,

HR GREEN, INC

A handwritten signature in black ink, appearing to read 'Logan Gilbertsen', written over a light green background.

Logan Gilbertsen, P.E., CFM
Project Manager, Water Resources

LG

Enclosure: Bid Tabulation

cc: Ms. Michele Zimmerman, Village of Algonquin
Mr. Bradley Andresen, Village of Algonquin
Mr. Ajay Jain, HR Green, Inc.
Ms. Andrea Pracht, HR Green, Inc.

\\hrgreen.com\HRG\Data\2023\2302872\Design\Bid\Bids_Received\ltr-recommendation_martam-20231221.docx



HR Green, Inc.
 1391 Corporate Drive, Suite 203
 McHenry, IL 60050

Project: Village of Algonquin, IL Souwanas Trail Outfall		Engineer: AP	ENGINEER'S ESTIMATE							
Job No.: 2302872		Bids Rec'd: 2	12/20/2023				Martam		Copenhaver	
NO.	PAY ITEM #	DESCRIPTION	UNIT	QTY	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1		STORM SEWERS, RCP - CL A , TYPE 1, 34"x53" ELLIP, RUBBER GASKET	FOOT	60	\$ 400.00	\$ 24,000.00	\$335.00	\$20,100.00	\$520.00	\$31,200.00
2		STORM SEWERS, RCP - CL A , TYPE 1, 12" DIA. , RUBBER GASKET	FOOT	23	\$ 150.00	\$ 3,450.00	\$135.00	\$3,105.00	\$170.00	\$3,910.00
3		STORM SEWER CONNECTION	EACH	1	\$ 1,000.00	\$ 1,000.00	\$1,615.00	\$1,615.00	\$2,000.00	\$2,000.00
4		MANHOLES, TYPE A, 7'-DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	1	\$ 18,000.00	\$ 18,000.00	\$13,500.00	\$13,500.00	\$22,000.00	\$22,000.00
5		REINFORCED CONCRETE FLARED END SECTION - 34"X53" (SALVAGED)	EACH	1	\$ 3,000.00	\$ 3,000.00	\$1,800.00	\$1,800.00	\$4,000.00	\$4,000.00
6		REINFORCED CONCRETE FLARED END SECTION - 12"	EACH	1	\$ 3,200.00	\$ 3,200.00	\$1,700.00	\$1,700.00	\$2,500.00	\$2,500.00
7		GUARD RAIL REMOVAL AND REPLACE	FOOT	25	\$ 125.00	\$ 3,125.00	\$215.00	\$5,375.00	\$70.00	\$1,750.00
8		SIGN REMOVAL AND REPLACE	EACH	3	\$ 100.00	\$ 300.00	\$120.00	\$360.00	\$400.00	\$1,200.00
9		RIP RAP CLASS 5	SY	16	\$ 150.00	\$ 2,400.00	\$190.00	\$3,040.00	\$220.00	\$3,520.00
10		RIP RAP CLASS 3	SY	135	\$ 125.00	\$ 16,875.00	\$57.00	\$7,695.00	\$115.00	\$15,525.00
11		RIP RAP CLASS 1	SY	131	\$ 110.00	\$ 14,410.00	\$40.00	\$5,240.00	\$100.00	\$13,100.00
12		EARTHWORK	CY	102	\$ 85.00	\$ 8,670.00	\$97.00	\$9,894.00	\$90.00	\$9,180.00
13		TREE TRUNK PROTECTION	EACH	5	\$ 125.00	\$ 625.00	\$236.00	\$1,180.00	\$120.00	\$600.00
14		CLEARING AND GRUBBING	ACRE	0.27	\$ 30,000.00	\$ 8,100.00	\$15,700.00	\$4,239.00	\$10,000.00	\$2,700.00
15		TREE CLEARING	ACRE	0.27	\$ 40,000.00	\$ 10,800.00	\$21,950.00	\$5,926.50	\$35,000.00	\$9,450.00
16		PERIMETER EROSION BARRIER	LF	337	\$ 5.00	\$ 1,685.00	\$5.00	\$1,685.00	\$5.00	\$1,685.00
17		TEMPORARY DITCH CHECK	EACH	2	\$ 250.00	\$ 500.00	\$450.00	\$900.00	\$200.00	\$400.00
18		TEMPORARY STABILIZED CONSTRUCTION ENTRANCE	EACH	1	\$ 2,500.00	\$ 2,500.00	\$4,300.00	\$4,300.00	\$3,000.00	\$3,000.00
19		SEED IDOT CLASS 1B	ACRE	0.20	\$ 5,000.00	\$ 1,000.00	\$9,200.00	\$1,840.00	\$3,000.00	\$600.00
20		SEED IDOT CLASS 4	ACRE	0.05	\$ 7,500.00	\$ 375.00	\$17,700.00	\$885.00	\$30,000.00	\$1,500.00
21		TOPSOIL EXCAVATION AND PLACEMENT - 6"	SY	556	\$ 11.50	\$ 6,394.00	\$17.00	\$9,452.00	\$6.00	\$3,336.00
22		EROSION CONTROL BLANKET - SC-150-BN	SY	324	\$ 3.00	\$ 972.00	\$3.25	\$1,053.00	\$4.00	\$1,296.00
23		EROSION CONTROL BLANKET - DS-75	SY	872	\$ 1.50	\$ 1,308.00	\$1.80	\$1,569.60	\$4.00	\$3,488.00
24		COFFERDAM, BYPASS PUMPING & DEWATERING	L SUM	1	\$ 10,000.00	\$ 10,000.00	\$6,500.00	\$6,500.00	\$33,000.00	\$33,000.00
25		EXPLORATION TRENCH	FOOT	10	\$ 150.00	\$ 1,500.00	\$155.00	\$1,550.00	\$20.00	\$200.00
26		ITEMS ORDERED BY THE ENGINEER	L SUM	1	\$ 10,000.00	\$ 10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
						\$154,189.00	\$124,504.10		\$181,140.00	

LOW BIDDER

\\hrgreen.com\HRG\Data\2023\2302872\Design\Bid\Bids_Received\Bid_tab_122123.xlsx

VILLAGE OF ALGONQUIN

BID PROPOSAL (LINE ITEM)**FOR****SOUWANAS TRAIL OUTFALL DRAINAGE IMPROVEMENTS**

ITEM NO.	DESCRIPTION	UNIT OF MEASURE	QTY	UNIT PRICE	TOTAL PRICE
1	STORM SEWERS, RCP - CL A , TYPE 1, 34"x53" ELLIP, RUBBER GASKET	FOOT	60	335.00	20,100.00
2	STORM SEWERS, RCP - CL A , TYPE 1, 12" DIA. , RUBBER GASKET	FOOT	23	135.00	3,105.00
3	STORM SEWER CONNECTION	EACH	1	1,615.00	1,615.00
4	MANHOLES, TYPE A, 7'-DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	1	13,500.00	13,500.00
5	REINFORCED CONCRETE FLARED END SECTION - 34"x53" (SALVAGED)	EACH	1	1,800.00	1,800.00
6	REINFORCED CONCRETE FLARED END SECTION - 12"	EACH	1	1,700.00	1,700.00
7	GUARD RAIL REMOVAL AND REPLACE	FOOT	25	215.00	5,375.00
8	SIGN REMOVAL AND REPLACE	EACH	3	120.00	360.00
9	RIP RAP CLASS 5	SY	16	190.00	3,040.00
10	RIP RAP CLASS 3	SY	135	57.00	7,695.00
11	RIP RAP CLASS 1	SY	131	40.00	5,240.00
12	EARTHWORK	CY	102	97.00	9,894.00
13	TREE TRUNK PROTECTION	EACH	5	236.00	1,180.00
14	CLEARING AND GRUBBING	ACRE	0.27	15,700.00	4,239.00
15	TREE CLEARING	ACRE	0.27	21,950.00	5,926.50
16	PERIMETER EROSION BARRIER	LF	337	5.00	1,685.00

ITEM NO.	DESCRIPTION	UNIT OF MEASURE	QTY	UNIT PRICE	TOTAL PRICE
17	TEMPORARY DITCH CHECK	EACH	2	450.00	900.00
18	TEMPORARY STABILIZED CONSTRUCTION ENTRANCE	EACH	1	4,300.00	4,300.00
19	SEED IDOT CLASS 1B	ACRE	0.20	9,200.00	1,840.00
20	SEED IDOT CLASS 4	ACRE	0.05	17,700.00	885.00
21	TOPSOIL EXCAVATION AND PLACEMENT - 6"	SY	556	17.00	9,452.00
22	EROSION CONTROL BLANKET - SC-150-BN	SY	324	3.25	1,053.00
23	EROSION CONTROL BLANKET - DS-75	SY	872	1.80	1,569.60
24	COFFERDAM, BYPASS PUMPING & DEWATERING	L SUM	1	6,500.00	6,500.00
25	EXPLORATION TRENCH	FOOT	10	155.00	1,550.00
26	ITEMS ORDERED BY THE ENGINEER	L SUM	1	\$10,000.00	\$10,000.00

2 of 2

VILLAGE OF ALGONQUIN

BID PROPOSAL (LINE ITEM)

FOR

SOUWANAS TRAIL OUTFALL DRAINAGE IMPROVEMENTS

Written Out Grand Total:

One hundred twenty-four thousand five hundred four dollars and 10 cents (\$124,504.10)

Contractor: Martam Construction, Inc.

Signature:  Date: 12/18/23

Title: Estimator

VILLAGE OF ALGONQUIN

BID PROPOSAL (LINE ITEM)

FOR

SOUWANAS TRAIL OUTFALL DRAINAGE IMPROVEMENTS

ITEM NO.	DESCRIPTION	UNIT OF MEASURE	QTY	UNIT PRICE	TOTAL PRICE
1	STORM SEWERS, RCP - CL A , TYPE 1, 34"x53" ELLIP, RUBBER GASKET	FOOT	60	520.00	31,200.00
2	STORM SEWERS, RCP - CL A , TYPE 1, 12" DIA. , RUBBER GASKET	FOOT	23	170.00	3,910.00
3	STORM SEWER CONNECTION	EACH	1	2,000.00	2,000.00
4	MANHOLES, TYPE A, 7'-DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	1	22,000.00	22,000.00
5	REINFORCED CONCRETE FLARED END SECTION - 34"X53" (SALVAGED)	EACH	1	4,000.00	4,000.00
6	REINFORCED CONCRETE FLARED END SECTION - 12"	EACH	1	2,500.00	2,500.00
7	GUARD RAIL REMOVAL AND REPLACE	FOOT	25	70.00	1,750.00
8	SIGN REMOVAL AND REPLACE	EACH	3	400.00	1,200.00
9	RIP RAP CLASS 5	SY	16	220.00	3,520.00
10	RIP RAP CLASS 3	SY	135	115.00	15,525.00
11	RIP RAP CLASS 1	SY	131	100.00	13,100.00
12	EARTHWORK	CY	102	90.00	9,180.00
13	TREE TRUNK PROTECTION	EACH	5	120.00	600.00
14	CLEARING AND GRUBBING	ACRE	0.27	10,000.00	2,700.00
15	TREE CLEARING	ACRE	0.27	35,000.00	9,450.00
16	PERIMETER EROSION BARRIER	LF	337	5.00	1,685.00

1 of 2

VILLAGE OF ALGONQUIN

Copenhaver Construction

ITEM NO.	DESCRIPTION	UNIT OF MEASURE	QTY	UNIT PRICE	TOTAL PRICE
17	TEMPORARY DITCH CHECK	EACH	2	200.00	400.00
18	TEMPORARY STABILIZED CONSTRUCTION ENTRANCE	EACH	1	3,000.00	3,000.00
19	SEED IDOT CLASS 1B	ACRE	0.20	3,000.00	600.00
20	SEED IDOT CLASS 4	ACRE	0.05	30,000.00	1,500.00
21	TOPSOIL EXCAVATION AND PLACEMENT - 6"	SY	556	6.00	3,336.00
22	EROSION CONTROL BLANKET - SC-150-BN	SY	324	4.00	1,296.00
23	EROSION CONTROL BLANKET - DS-75	SY	872	4.00	3,488.00
24	COFFERDAM, BYPASS PUMPING & DEWATERING	L SUM	1	33,000.00	33,000.00
25	EXPLORATION TRENCH	FOOT	10	20.00	200.00
26	ITEMS ORDERED BY THE ENGINEER	L SUM	1	\$10,000.00	\$10,000.00

2 of 2

TOTAL: \$181,140.00

**VILLAGE OF ALGONQUIN
BID PROPOSAL (LINE ITEM)**

FOR

SOUWANAS TRAIL OUTFALL DRAINAGE IMPROVEMENTS

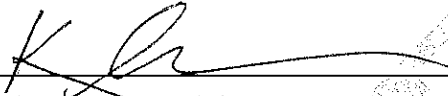
Written Out Grand Total:

Does not match the amount
on previous page.

One Hundred Seventy-Three Thousand One Hundred Forty & 00/100 Dollars

Contractor: Copenhaver Construction, Inc.

Signature: _____



Title: Ken Copenhaver, President _____

Date: December 18, 2023

DRAFT



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: January 9, 2024

TO: Tim Schloneger, Village Manager

FROM: Clifton Ganek, P.E., Village Engineer

SUBJECT: Recommendation for an Amendment for Engineering Design Services for the Eastgate Drive Roadway Improvement Project

Attached, is amendment #1 for the engineering design services for the Eastgate Drive Roadway Improvement project. The original design agreement, executed in November 2022, included only roadway and pedestrian improvements. Once the roadway design was well underway, staff began developing a water main condition assessment throughout the Village. During the early stages of this condition assessment, staff identified the existing water main on Eastgate Drive as a candidate for replacement.

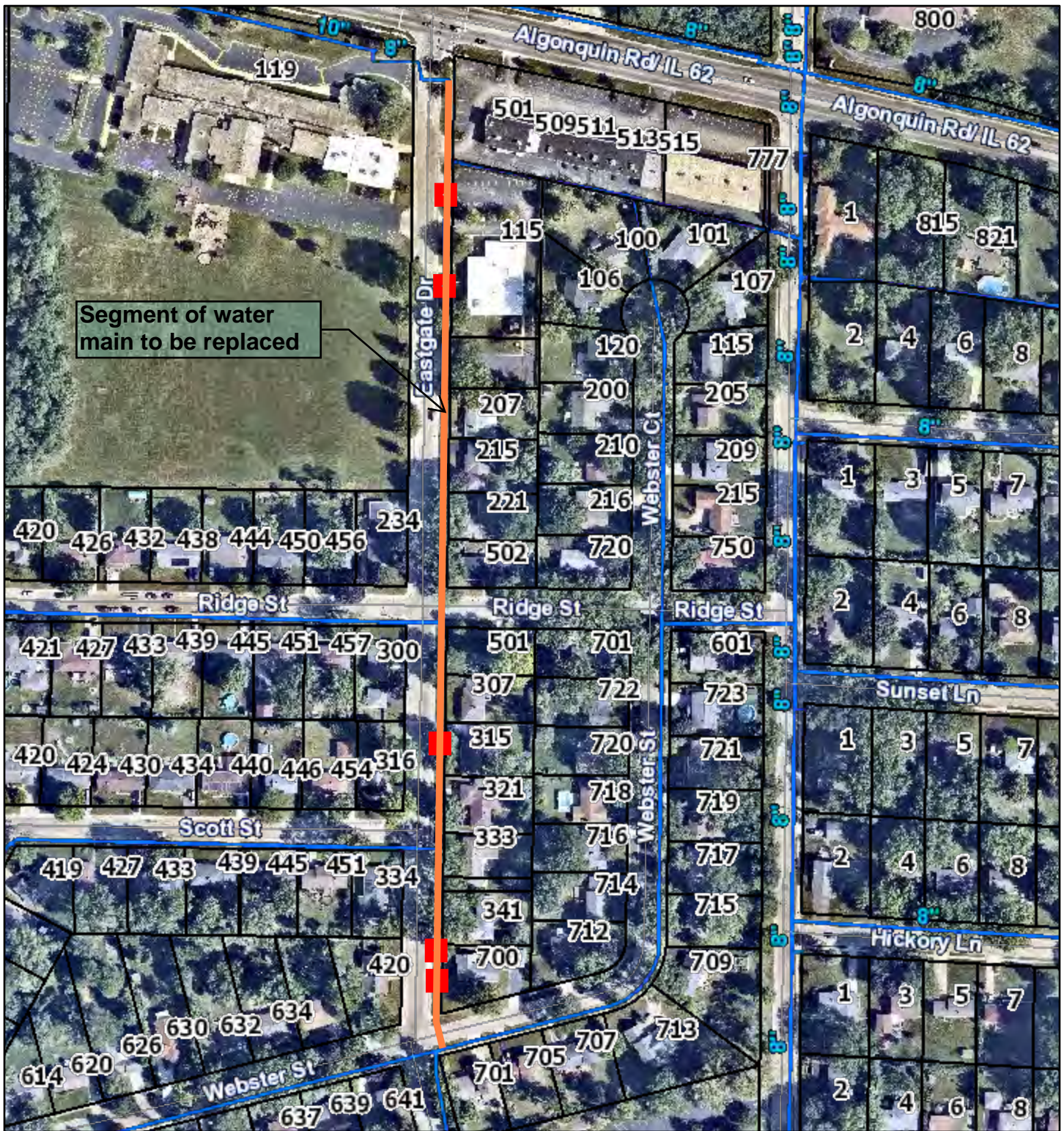
The water main assessment considers the age of the main, material, number of breaks, diameter of the pipe, and upcoming roadway projects. The condition of the current main is extremely poor, evidenced by the four main breaks over the last eight years and five breaks over the last 15 years. Additionally, the main is under-sized and nearly 70 years old. This section of main also feeds the Algonquin Area Public Library - Eastgate Branch. Including the water main replacement with the roadway improvement will minimize disruptions and greatly reduce future mains breaks for the foreseeable future.

The proposed improvements include replacing and upsizing 1,450 feet of water main on Eastgate Drive from IL-62 to Webster Street, including removing the pressure-reducing valve-11. New valves, fire hydrants, and valve boxes will be performed as well. The timing of construction will be coordinated with the roadway improvements.

The proposed amendment from Christopher B. Burke Engineering, LTD. is in the amount of \$31,650.00. The revised design engineering costs for this entire project are \$101,841.00. Unused funds from the Water Treatment Plant 2 Softener Media Replacement project in the Water and Sewer fund will be utilized to cover the design amendment amount.

Based on the information presented, we recommend that the Committee of the Whole take the necessary steps to advance this matter to the Village Board for approval. Staff proposes granting design services for the water main replacement on Eastgate Drive to be included with the Eastgate Drive Roadway Improvement project to Christopher B. Burke Engineering, LTD, for \$31,650.00.

Eastgate Water main



1/2/2024, 11:40:46 AM

1:2,500



Consulting Engineering
Master Agreement Work Order Form

I. Incorporation of Master Agreement

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

II. Project Understanding

A. General Understanding/Assumptions

This work order is to include additional construction scope items to the bid documents for the Eastgate Drive Roadway and Pedestrian Improvements project.

III. Scope of Services

A. Engineering Services

Task A.1 - Geotechnical Investigation

A Geotechnical Investigation was included in the original scope of work for the project, which included borings and testing for pavement condition and basic subsurface conditions, with LPC-663 certification for excavated materials. Due to the added scope of replacement of water main within the right-of-way, additional Corrosivity Testing (DIRPA) has been requested to determine soil corrosivity for the proposed water main. CBBEL's subconsultant Rubino Engineering, Inc. will perform the DIRPA testing assuming a water main depth of 6 ½ feet. Upon completion of the field and laboratory work, Rubino will prepare a summary geotechnical engineering report using the collected data.

Task A.2 – Plans, Specifications, Estimates, and Permitting

CBBEL will provide additional plan changes outside the original scope of work. Plan changes include the addition of a new water main along Eastgate Drive from Algonquin Road to Webster Street, and sanitary sewer lining in the rear yards of properties to the east of Eastgate Road, from south of Algonquin Road to Webster Street. This work will include water main plan and profile sheets, water main alignment review, pay items and specifications, constructability review, and IEPA water main construction permit coordination.

This proposal assumes no easements are required as part of the water main work or the sanitary sewer lining work. This proposal assumes the Village will provide coordination with the affected residents for any rear-yard work.

CBBEL anticipates preparing the following engineering plan sheets and modifications:

- General Notes updates for anticipated water main work
- Removal Plans updates
- Water Main Plan and Profile Sheets
- Construction Details
- Specifications
- Summary of Quantities
- Engineer's Estimate of Probable Cost

IV. Staff-Hour & Fee Summary

A. Engineering Services

Task A.1 Geotechnical Investigation			
Rubino Engineering		=	\$3,500
Task A.2 Plans, Specifications, Estimates, and Permitting			
Engineer V	30 hrs x \$185/hr	=	\$5,550
Engineer IV	40 hrs x \$155/hr	=	\$6,200
Engineer III	48 hrs x \$135/hr	=	\$6,480
Engineer I/II	40 hrs x \$110/hr	=	\$4,400
CAD Manager	30 hrs x \$184/hr	=	<u>\$5,520</u>
			\$28,150
		Not-to Exceed Fee	= \$31,650

VILLAGE OF ALGONQUIN

Accepted by: _____

Title: _____

Date: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.

Accepted by:  _____

Title: President _____

Date: 12/20/23 _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
VILLAGE OF ALGONQUIN

<u>Personnel</u>	<u>Charges</u> <u>(\$/Hr)</u>
Principal.....	210
Engineer VI.....	200
Engineer V.....	185
Engineer IV.....	155
Engineer III.....	135
Engineer I/II.....	110
Survey V.....	179
Survey IV.....	174
Survey III.....	173
Survey II.....	143
Survey I.....	108
Engineering Technician V.....	173
Engineering Technician IV.....	138
Engineering Technician III.....	120
Engineering Technician I/II.....	100
CAD Manager.....	184
CAD II.....	135
GIS Specialist III.....	146
GIS Specialist I/II.....	94
Landscape Architect.....	166
Landscape Designer I/II.....	94
Environmental Resource Specialist V.....	169
Environmental Resource Specialist IV.....	146
Environmental Resource Specialist III.....	110
Environmental Resource Specialist II.....	90
Environmental Resource Technician.....	114
Administrative.....	105
Engineering Intern.....	49

Updated March 29, 2022