



## Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

### Committee of the Whole Meeting

April 9, 2020

#### Call To Order

The meeting was called to order at 7:35p.m. Present were Trustees Harlfinger, Huckins, Dustin, Bogdanowski, Bojarski, Murphy and President Ruzanski.

Also present were Village Administrator Jennifer Clough, Assistant Village Administrator/Finance Director Shane Johnson, Chief of Police Dave Brey, Public Works Director Dan Kaup, Community Service Director Fred Mullard, IT Manager Justin Piessens, Village Attorney Brad Stewart and Village Clerk Cecilia Carman.

Pledge of Allegiance was led by President Ruzanski.

#### Discussion

##### **A. Business and Resident relief and support in response to COVID-19 Pandemic**

A discussion ensued concerning Liquor, Tobacco & Video Gaming Licenses. It concluded to extend Liquor, Tobacco & Video Gaming license fee payments to July 31 to coincide with the state. An ordinance will be presented at the next set of meetings to finalize the decision. They will also have staff draft an ordinance to decrease all Liquor, Tobacco & Video Gaming license fees by fifty percent and to rebate any business that has paid in full. Trustee Harlfinger asked President Ruzanski to speak to our state legislators concerning relief for our residents. President Ruzanski stated he can do this.

Trustees began a discussion concerning how to support the residents. Water bills became the topic of discussion. The ideas of one-time credit or percentage of water bill deducted was deliberated. There was a concern that this is a major revenue source for the Village and may not be fiscally responsible. Trustees Murphy and Bojarski suggested having a discount for only residents in need. The Trustees decided to develop a rebate application for residents in need and have staff research how this will affect the budget.

Trustee Dustin asked the staff if any budget cuts were being considered at this time. Assistant Village Administrator/Finance Director Shane Johnson stated he attended a meeting concerning best practices during economic downturns. They recommended not stopping capital projects as it may cost more in the future. Also, municipalities that have a fund balance may need to use these monies. Lake in the Hills does have a good reserve and is financially sound at this time. The staff will do a six month review of expenses and will present any changes that need to be made.

##### **B. Section 3.01D, President Pro Tem, of the Village's Municipal Code**

A discussion ensued concerning when the vote for President Pro Tem will be done. It concluded the Pro temp position will be a two year position. It will be nominated and voted at the time trustees are sworn in. Attorney Stewart commented if a trustee appointment is made mid-term the Pro temp position will need to be reelected. Trustee Harlfinger asked if the Board can nominate a trustee tonight. Attorney Stewart stated no because the ordinance needs to be drafted.

##### **C. Possible extension of the Village's declared Local Disaster Emergency set to expire April 9, 2020.**

A discussion ensued and the trustees agreed to extend the Local Disaster of Emergency until May 14, 2020.

**Audience Participation:** None

**Administration:**

**Ordinance Amending Chapter 2, Section 2.16 “Telephonic Attendance at Meetings” of the Municipal Code-** Presented by Village Administrator Jennifer Clough-At the direction of the Village Board at the March 24, 2020 Special Meeting of the Board of Trustees, the Village Attorney has prepared an ordinance amending Chapter 2, Section 2.16 “Telephonic Attendance at Meetings” regarding remote participation in meetings.

Staff recommends a motion to approve an Ordinance amending Chapter 2, Section 2.16 of the Village of Lake in the Hills Municipal Code Regarding Remote Participation in Meetings.

Trustee Murphy commented the ordinance states the trustee needs to hear all discussions and as of now our audio system does not allow this. She suggested during the State of Emergency to have all board members and staff call into the meeting or further separate all attendees. A discussion ensued and concluded all staff and board members will call in at the next meeting. The Go To Meeting will also be available to the public. Motion was made to place this item on the Village Board Agenda.

**Finance:**

**Purchase and Replacement of Multi-Function Printers-** Presented by IT Manager Justin Piessens - The FY 2020 Budget includes \$23,000 for the replacement of two multi-function printers (\$11,500/each); one at Village Hall and one at Public Works. A Request for Qualifications (RFQ) was sent to 7 different vendors with specifications of the new multi-function printers that match our current Konica Minolta machines. We received 8 quotes in response to the RFQ and vendors quoted several different brands consisting of Konica Minolta, HP, Toshiba, Ricoh, Cannon and Xerox that met the specifications of the devices. The RFQ also included pricing on annual service agreement costs for the printers. The quotes were analyzed on a total cost of ownership for a 3-year period. The low price was received from Konica Minolta for Konica Minolta printers at a total cost of \$27,716 up to the high from BHEX Imaging for Xerox printers at a total cost of \$42,850. All quotes and prices can be found on the attachment.

Konica Minolta Business Solutions provided the lowest overall price for the 3-year period. In addition, Konica Minolta Business Solutions has the Illinois State Contract through Sourcewell, again giving reassurance that we were getting the best possible pricing on these devices. Another benefit of Konica Minolta printer is that our organization has been using this brand for the last 15 years and therefor has vast experience and staff knowledge of the Konica Minolta devices.

**Financial Impact:** The Konica Minolta’s devices being recommended at \$9,119 and \$7,353 for a total of \$16,472 will result in a budget savings of \$6,528. In addition, the service agreements for black & white copies of \$ 0.00370 and color copies of \$0.03500 will result in an additional savings, based on average monthly volumes, of roughly \$613 for the year with the new printers.

Staff recommends a motion to waive competitive bidding and enter into a purchase and service agreement with Konica Minolta for the purchase of two multi-function printers.

Trustee Dustin asked if a higher cost printer lead to less expensive service agreement. IT Manager Justin Piessens stated no. Motion was made to place this item on the Village Board Agenda.

**Public Works:**

**2020 Playground and Skate Park Replacements**-Presented by Public Works Director Dan Kaup- This year, the Village plans to replace the existing skate park equipment at Richard Taylor Park and the existing playground equipment at Horner Park, Echo Park, and Edward Hynes Park.

Request For Simplified Proposals

In January, Village staff released a Request For Simplified Proposals requesting replacement design concept plans and through this process, Village staff received design concept plans for each location. Village staff then released a survey in February requesting resident feedback on the initial design concept plans. After reviewing the February survey results, one desired feature that was repeatedly mentioned in the survey was a zip-line. As such, Village staff contacted the playground vendors at the end of February, provided them with a copy of the survey results and gave them the option of adding one or more additional design concept plans. The playground vendors responded by providing Village staff with eight additional design concept plans, for a total of 29 design concept plans.

March 5th Focus Group and Parks and Recreation Board Meeting

In February, Village staff released a press release inviting residents to a March 5th Focus Group Meeting at Village Hall. At the Focus Group meeting, each design concept plan was on display and the public was given an opportunity to comment on each design. Immediately following the Focus Group meeting, the Parks and Recreation Board met and used the public input to select three “final” design concepts for each location. Following the March 5th Parks and Recreation Board Meeting, the vendors that submitted the three “final” design concepts for each location were asked to participate in a Request For Proposal (RFP) process that requested pricing and a final design proposal.

Request For Proposal (RFP)

On March 9th, the vendors that submitted the three “final” design concepts for each location were invited to participate in a competitive bid process. The RFP opening occurred on March 18th and the RFP bid tabulation is attached as Attachment 1. Although two skate park design vendors were selected as "finalists" for the replacement of the Richard Taylor Skate Park, one vendor decided not to continue to participate in this process and cited the Illinois Prevailing Wage Act requirement and the costs they would need to bear to travel to Illinois from California as reasons why they decided to not participate in the RFP. It should be noted that Village staff contacted all known skate park vendors in January, encouraged them to participate in this process, but many of the skate park vendors were not willing to participate and cited the distance between their operation and Illinois as a common reason.

Second Village Resident Survey and April 2nd Parks and Recreation Board Meeting

Leading up to the April 2nd Parks and Recreation Board Meeting, a second Village resident survey that included the “final” design concept plans was posted to the Village website and the results of this survey are included as Attachment 2.

On April 2nd, after reviewing the “final” design concept plans as well as the results from the second Village resident survey, the Parks and Recreation Board provided the following recommendations to Village staff:

Location	Second Village Resident Survey	Parks and Recreation Board Design Concept Plan	
	Favorite	Recommendation	Color Choice
Richard Taylor Skate Park	One	One	No changes

Horner Park Playground	One	Three	No Changes
Echo Park Playground	Three	Three	Change colors to earth tone
Edward Hynes Park Playground	Two	Two	Change colors to Island Oasis

Attachments 3-5 show the design concept plan that were selected by the Parks and Recreation Board for each location.

**Financial Impact:** The 2020 Playground and Skate Park Replacements are included in the 2020 Village Budget in the following funds

Location	Fund	Budget	Award Amount	Amount Under Budget
Richard Taylor Skate Park	General	\$110,000.00	\$110,000.00	\$0.00
Horner Park Playground	General	\$76,500.00	\$76,194.00	\$306.00
Echo Park Playground	SSA 3	\$95,600.00	\$95,594.00	\$6.00
Edward Hynes Park Playground	SSA 2	\$76,500.00	\$76,245.00	\$255.00

Staff recommends a motion to award a contract to American Ramp Company of Joplin, MO, for the replacement of the Richard Taylor Skate Park in the amount of \$110,000.00, award a contract to the Kenneth Company of Warrenville, IL, for the replacement of the Horner Park Playground in the amount of \$76,194.00, award a contract to the Kenneth Company of Warrenville, IL, for the replacement of the Echo Park Playground in the amount of \$95,594.00 and award a contract to Team REIL of Union, IL, for the replacement of the Edward Hynes Park Playground in the amount of \$76,245.00.

Trustee Bogdanowski asked is this a good time to change the playground equipment. Administrator Clough commented with the parks closed it is a good time to change since no resident will be affected. Also, two of the parks are funded by SSA's and not the Village's budget.

Trustee Murphy asked when the bids expire. Public Works Director Kaup stated normally in 60 days. He commented the park equipment is over 20 years old and parts are no longer made. It is not a core service but extending to the next fiscal year could increase the cost. He reiterated Administrator Clough's comment that 2 parks are paid by a SSA not the Village. A discussion ensued and it was decided to wait 30 days to approve the new playgrounds. Motion was made to place this item on the Village Board Agenda.

**Award a Contract for the Rental Properties Demolition Project-** Presented by Public Works Director Dan Kaup- The demolition of the village-owned single-family home located at 9017 Haligus Road and the horse stable and associated buildings at 1109 Pyott Road ("Rental Properties") were approved in the 2020 budget. Village staff authored a Request For Proposal (RFP) and last month, 40 demolition vendors were notified of the RFP opportunity, the RFP was posted on the Village website and the RFP opportunity was published in the Northwest Herald. On March 12, 2020, staff opened seven sealed bids for the Rental Properties demolition. The bids ranged from a low of \$165,890.00 from KLF Enterprises of Markham, IL, Village of Lake in the Hills Committee of the Whole Meeting

to a high of \$586,000.00. KLF's total price for both locations of \$165,890.00 is \$57,010.00 under the budget for 1109 Pyott Road and \$7,100.00 under budget for 9017 Haligus Road for a combined total of \$64,110.00 under budget. The Village hired KLF Enterprises in 2017 for the demolition of 290 Indian Trail. Village staff had a positive working relationship with KLF Enterprises in 2017 and Village staff believe that they are professional and fully capable of completing this project. As such, Village staff recommend awarding this project to KLF Enterprises of Markham, IL.

**9017 Haligus Property:** In 2004, the Village purchased the residential home located at 9017 Haligus as a part of the 16.7 acre Susong Property for \$880,000. The Village purchased the 16.7 acre property in order to allow for the opportunity of eliminating the existing 3-way stop at Haligus in the future and as a potential site for a future recreation center. However, the development and funding for the recreation center was later defeated by referendum in a consolidated election and the removal of the 3-way stop was not pursued because it was thought that the 3-way stop served as a traffic-calming device. Therefore, the Village converted the majority of the acreage to the Bark Park and began leasing the residential home at 9017 Haligus.

In order to forgo some upcoming significant capital expenditures, such as the replacement of windows, siding, and septic, and allow the Village to prepare the site for future use, the last lease agreement for the residential home at 9017 Haligus property was signed last year. In 2019, the Parks and Recreation Board held discussions on the property's potential use on multiple occasions and most recently, discussed the possibility of expanding the Bark Park parking lot. The residential home is currently vacant and Village staff will seek a recommendation from the Parks and Recreation Board at an upcoming meeting as to the future use of the residential home portion of the property.

**1109 Pyott Road Property:** The former Larsen homestead and equestrian property was purchased in 2002 for \$2.8 million. Since then, the Village has held various leases on the parcel for the equestrian center, the single-family home, and the food pantry. Leasing the equestrian center at 1109 Pyott Road ceased in the spring of 2017 following the disrepair of the associated stable facilities and having exited agreements with sequential operators which had negative financial effect to the Village. The Village demolished the single family home in 2019.

Following the vacancy of the equestrian center, consideration was given for opportunities to preserve the facilities. Repairs required at the stables and barn were estimated to be near \$1 million. The Parks and Recreation Board expressed a desire to salvage the silo for future incorporation into the property. In that light, staff retained the services of a structural engineer to inspect the soundness of the structure, and provide a cost estimate for the repair if it was found to be unsound. The report identified that the lower courses of blocks were failing, and that the silo would need to be rebuilt at a cost of between \$50,000 and \$100,000. Based on these findings, the Parks and Recreation Board decided to not pursue saving the structure. However, the contractor hired to perform the demolition will time retain an amount of salvageable barnwood for potential use in the property's future. The demolition of the 1109 Pyott facilities was bid at \$142,990 by KLF Enterprises, which is \$57,010 under budget. If approved, the parcel would be restored to green space to prepare the location for future recreation opportunities.

Throughout 2019, the Parks and Recreation Board discussed the future use of the 1109 Pyott Road property on four separate occasions. Most recently, the board met on December 5, 2019 to discuss other preliminary concepts of reutilizing the space for a future park that would include features such as a splash pad, sledding hill, wheelchair accessible playground, fitness park, combination uses, and more.

When the demolition of the single-family home at 1111 Pyott took place in 2019, the Village saw renewed interest in the topic of the parcel's future. If the demolition of the remaining 1109 Pyott Road Property structures is approved, staff anticipates the same renewed interest. As such, staff has prepared a series of frequently asked questions, which are available to residents on the Village website. Additionally, staff will encourage the community to submit feedback and idea's for future recreation opportunities for ongoing consideration through focus groups and surveys, which is consistent with the direction last discussed at the December 5, 2019, Parks and Recreation Board meeting.

**Financial Impact:** The Village's 2020 Budget includes \$200,000.00 for the demolition of 1109 Pyott Road and \$30,000 for the demolition of 9017 Haligus Road for a total budget of \$230,000.00 for this project. KLF's total price for both locations of \$165,890.00 is \$57,010.00 under the budget for 1109 Pyott Road and \$7,100.00 under budget for 9017 Haligus Road for a combined total of \$64,110.00 under budget.

Staff recommends a motion to award a contract to KLF Enterprises of Markham, IL, for the Rental Properties Demolition Project in the amount of \$165,890.00. Motion was made to place this item on the Village Board Agenda.

**Award a Contract for the 2020 MFT Street Resurfacing Road Project-** Presented by Public Works Director Dan Kaup- On March 10, 2020, five sealed bids for the 2020 MFT Street Resurfacing Road Project were opened at Public Works. The five bids ranged from a low of \$1,247,821.14 from Geske & Sons to a high bid of \$1,320,777.77. The engineer's estimate for this project is \$1,148,172.38. The Engineer's opinion of Probable Costs included a 5% contingency cost. The prices this year had approximately a 30% increase over last year's costs. To stay within budget staff recommends the Village reduce the size of this year's project by approximately 0.9 miles and the streets removed will be scheduled for next year. A general increase of as-bid unit prices above the budgeted project amount was seen amongst the bid proposals submitted for this contract. This is consistent with trends observed at recent bid openings of similar-type projects and is likely a reflection of the expanding amount of work projected to be available for bidding by area contractors due to the recent Illinois motor fuel tax increase. Staff believes the reduced scope of the project will still allow for the Village to meet the service level key performance indicator of maintaining an overall condition index of all Village owned roadways of 75 or greater. The streets designated for resurfacing total approximately 3.3 miles and are as follows:

<b>Street</b>	<b>Beginning Street</b>	<b>Ending Street</b>
Baronet Court	Annandale Drive	End
Annandale Drive	Baronet Court	Windermere Way
Windermere Way	Annandale Drive	Annandale
Provence Place	Bordeaux Drive	Noelle Bend
Parc Court	Bordeaux Drive	Normandy Lane
Normandy Lane	Bordeaux Drive	Reed Road
Winslow Way	Stickley	Chancery Way
Steeplechase Way	Warwick Lane	Annandale Drive
Wedgewood Court	Annandale Drive	End
Crossview Lane	Annandale Drive	Annandale Drive
Bridlewood Circle	Whitmore Way	Whitmore Way
Annandale Drive	Algonquin Road	Tenneyson
Princeton Lane	Thistle Lane	Brisbane Drive
Highwood Lane	Thistle Lane	Brisbane Drive
Arland Court	Albrecht	End

Asbury Court	Albrecht	End
Danbury Circle	Worthington	Montrose
Montrose Drive	Danbury	End
Wexford Lane	Stanton	Wexford Court
McKenzie Drive	Aurora	Sienna
Banford Court	Banford Circle	End
Heron Drive	Barharbor	Barharbor
Cheyenne Drive	Hilltop	Hiawatha
Chippewa Trail	Delaware	Hiawatha
Roosevelt Street	Adams	Jefferson

**Financial Impact:** The Village’s 2020 Motor Fuel Tax Fund includes \$978,173.00 for resurfacing.

Staff recommends a motion to award a contract to Geske & Sons for the 2020 MFT Street Resurfacing Road Project in the amount of \$978,173.00. Motion was made to place this item on the Village Board Agenda.

**Resolution Appropriating Funds for the 2020 Motor Fuel Tax (MFT) Road Program and Engineering Services Task Order-** Presented by Public Works Director Dan Kaup- To use MFT funds the Illinois Department of Transportation (IDOT) requires that the Village Board of Trustees appropriate the funds by approving an IDOT Resolution. The IDOT Resolution amount of \$1,033,173.00 consists of resurfacing, engineering and material testing work. The resurfacing portion of the work accounts for \$978,173.00 and the engineering and material testing portion of the work accounts for the remaining \$55,000.00 (\$15,000.00 for preliminary engineering work and \$40,000.00 for the construction supervision task order).

Village staff would like to hire the Village’s Transportation Engineer, Chastain and Associates, to perform construction supervision services at a cost not to exceed \$40,000.00. Attached is the Chastain task order for construction supervision services and IDOT’s Resolution and Maintenance Engineering forms for your review and approval.

**Financial Impact:** The Village’s 2020 MFT budget includes \$978,173.00 for resurfacing and \$55,000.00 for engineering design and construction supervision.

Staff recommends a motion to approve the IDOT Resolution and Maintenance Engineering form to appropriate \$1,033,173.00 of MFT funds for the 2020 resurfacing program and approve the task order with Chastain to perform construction supervision services at a cost not to exceed \$40,000.00. Motion was made to place this item on the Village Board Agenda.

**2020 Affiliate Organization Agreements-** Presented by Public Works Director Dan Kaup Since 2005, the Village has had formal agreements with not-for-profit Affiliate Organizations (“AO’s”) that desire to provide organized recreational opportunities on Village-owned property. These agreements are a necessary tool in defining the responsibilities of both the AO and the Village. Defined responsibilities include facility usage and maintenance, equipment usage, advertising, meeting requirements, insurance requirements, fees, and general obligations, and conditions. The current Affiliate Agreements with Lake in the Hills Youth Athletic Association (LITHYAA), Algonquin Lake in the Hills Soccer Association (ALITHSA), Junior Eagles Football and Junior Eagles Cheerleading expired on February 1, 2020. In 2019, the Village received the following amounts from each AO for use of Village owned facilities:

1. LITHYAA - \$12,460.00
2. ALITHSA - \$8,040.00
3. Junior Eagles Football - \$1,368.00
4. Junior Eagles Cheerleading - \$1,000.00

Earlier this year, the Village liaison responsibilities for the AO's transited from Parks and Recreation staff to Public Works staff. Public Works staff held meetings with each AO and planned to bring new AO agreements to the Village Board last month. However, last month, the AO's each informed Public Works staff that their 2020 seasons were on-hold due to the recent COVID-19 pandemic. Because the start and duration of each AO season is currently unknown, Village staff requests that the Village Board approve the attached one-year agreements with each AO and grant Public Works staff the authority to negotiate the 2020 fees with each AO at a future date. Village staff plan to base the 2020 fees on the 2019 fees but prorate each 2020 fee if the AO experiences a smaller group of participants in 2020 and/or a shortened 2020 season.

Staff recommends a motion to approve an agreement between the Village and the Lake in the Hills Youth Athletic Association (LITHYAA) for 2020 and grant Village staff the authority to determine the Fees (Section 8) by December 31, 2020, to approve an agreement between the Village and the Algonquin Lake in the Hills Soccer Association (ALITHSA) for 2020 and grant Village staff the authority to determine the Fees (Section 8) by December 31, 2020, to approve an agreement between the Village and Junior Eagles Football for 2020 and grant Village staff the authority to determine the Fees (Section 8) by December 31, 2020, and to approve an agreement between the Village and Junior Eagles Cheerleading for 2020 and grant Village staff the authority to determine the Fees (Section 8) by December 31, 2020. Motion was made to place this item on the Village Board Agenda.

**Mosquito Abatement Services 2020 Spending Authority Request-** Presented by Public Works Director Dan Kaup- On April 9, 2019, the Village Board awarded Clarke Environmental a three-year (2019-2021) contract for mosquito abatement services. Clarke Environmental has provided good service to the Village since 1997. As such, Village staff recommend approval of a motion allowing the Village to spend \$36,000.00 with Clarke Environmental in 2020 for mosquito abatement services.

**Financial Impact:** The Village's 2020 budget includes \$39,000.00 in the General Fund for Village wide mosquito abatement services. The 2020 services included as part of the \$36,000.00 contract are listed in Attachment 1 and the Village budget includes an additional \$3,000.00 for additional as-needed spraying services. At this time, Village staff request spending authority in the amount of \$36,000.00 and if additional spraying services are needed, Village staff will increase the 2020 contract amount through a change order.

Staff recommends a motion to approve spending authority for mosquito abatement services with Clarke Environmental of Saint Charles, IL, in the amount of \$36,000.00. Motion was made to place this item on the Village Board Agenda.

**Design Engineering for the Lakewood Road Bike Path Extension-** Presented by Public Works Director Dan Kaup- Over the past few years, the Village of Lake in the Hills has requested that McHenry County consider constructing a new bike path along the County right-of-way on Lakewood Road, extending from Algonquin Road north to Ackman Road in order to fill in a considerable gap in the regional bike path/shared use path network. This bike path has also been requested by residents in previous Village satisfaction surveys as a desirable addition to the area network of bike paths in southern McHenry County.



On October 25, 2018 the Village Board of Trustees approved an Intergovernmental Agreement with McHenry County, approving the Village's share of \$50,000 for the design engineering costs associated with this project. After the design engineering has been completed, the County and the Village intend to jointly apply for State and Federal funding for future phases of any additional engineering, construction, and construction engineering, through opportunities including the Illinois Transportation Enhancement Program (ITEP), Congestion Mitigation and Air Quality (CMAQ) and Transportation Alternatives Program (TAP) federal grants.

**Financial Impact:** The Village's 2020 budget includes \$50,000 in the Capital Improvement Fund for design engineering costs for the Lakewood Road bike path extension project.

Staff recommends a motion to authorize the expenditure of \$50,000 for design engineering costs for the Lakewood Road bike path extension project. Motion was made to place this item on the Village Board Agenda.

**Complete Streets Policy-** Presented by Public Works Director Dan Kaup- Transportation, quality of life, and economic development are all connected through wellplanned, well-designed, and context-sensitive transportation solutions. A Complete Street is defined as one that provides safe and convenient access for all users of the road, including pedestrians, bicyclists, transit users, freight, emergency services, citizen services (snow plows and garbage trucks) as well as passenger vehicles. The Village of Lake in the Hills views all transportation improvements as opportunities to calm traffic and improve safety, access, and mobility for users of the public way and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system. Hundreds of jurisdictions in the United States and over fifty in the State of Illinois have adopted Complete Streets policies, including the State of Illinois, the Counties of Cook, Lake and DuPage, and communities such as Chicago, Algonquin, Woodstock, Skokie, Lakemoor, Highland Park, Hoffman Estates, Palatine, and Arlington Heights. The Village strives to provide transportation options to maximize the independence and mobility for all ages of its population. Additionally, passing a complete street policy will best situate the Village to be able to successfully apply for and receive grant funding for future roadway improvements. The Village is currently in the process of applying for grant funding for surface transportation funding through the McHenry County Council of Mayors, and one of the criteria for consideration of the application is whether the community has passed a complete streets policy. Having this policy will improve our success rate for this and future grant opportunities.

Staff recommends a motion to approve the adoption of the Complete Streets Policy attached as Exhibit A. Motion was made to place this item on the Village Board Agenda.

#### **Community Service:**

**Approval of the Official Zoning Map-** Presented by Community Service Director Fred Mullard- State statute requires municipalities to approve and publish their Official Zoning Map by the end of March of each year. This year there were no amendments made. The only changes made during the year were administrative in nature, such as titles and different colors to the various zoning sections.

Staff recommends a motion to approve the ordinance adopting the official zoning map. Motion was made to place this item on the Village Board Agenda.

#### **Board of Trustees:**

Trustee Harlfinger – None at this time

Trustee Dustin – None at this time

Trustee Huckins - None at this time

Trustee Bojarski - None at this time

Trustee Bogdanowski - None at this time

Trustee Murphy - None at this time

**President Ruzanski:** None at this time

**Audience Participation:** None

**Adjournment:** There being no further business to discuss, the Committee of the Whole meeting was adjourned at 9:55pm

Submitted by,

Cecilia Carman  
Village Clerk