



**CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING AGENDA  
AUGUST 13, 2025 | 6:00 PM  
CITY COUNCIL CHAMBERS**

**Call to Order**

**Roll Call**

**Approval of Minutes of Previous Meeting – July 23, 2025**

**Public Comment**

**Items on Both Agendas**

- A. Honorary Street Name Designation for Alice Court – U.S. Army Corporal Eriverto Ortiz (Council Member Martinez) (No Cost)**  
Objective: Honor Corporal Ortiz, killed in the Korean War in 1950 and laid to rest in the Bluff City Cemetery with full military honors in October 2024, with an honorary street name designation.

**Initiatives and Other Items**

- B. Parking Lot and Alley 2025 Maintenance Program—Design and Construction Engineering Services Agreement with Thomas Engineering, LLC (\$79,930)**  
Objective: Analyze, design and prepare construction documents for the maintenance of various public parking lots and city-owned alleys, as well as provide field inspection, contract administration, general coordination, and control of the day-to-day construction activities for the Parking Lot and Alley 2025 Maintenance Program.
- C. City Hall Sustainable Parking Lot Design Reconstruction Project—Green Infrastructure Grant Opportunities (GIGO) Grant Agreement (\$534,338 Grant)**  
Objective: Accept the Green Infrastructure Grant funding award through the Illinois Environmental Protection Agency to provide funds for the installation of stormwater runoff reduction green infrastructure best management practices (BMPs) in association with the planned city hall parking lot reconstruction.

- D. Electric Vehicle Charging Stations—Purchase Agreement with Carbon Day EV Charging (\$53,296)**  
Objective: Enter into a purchase agreement with Carbon Day EV Charging for four, level 2 ChargePoint networked electric vehicle chargers to support the expansion of the city’s electric vehicle charging station network.
- E. Golf Cart Lease – Nadler Golf Car Sales, Inc. Extension Agreement for 2023-2032 (\$93,240 Annually)**  
Objective: Provide sustainable golf cart rental operation that aligns with the city’s environmental and sustainability goals by reducing greenhouse gas emissions, lowering noise pollution and decreasing reliance on fossil fuels, all for an affordable price for Bowes Creek Country Club.
- F. Wing Park Clubhouse and Associated Facilities—Agreement with Plank Road Tap Room for Labor Services (RFP 25-020) (\$35,000 FY 2025) (Not-To-Exceed \$270,000 Annually During FY 2026-2029)**  
Objective: Approve a service agreement with Plank Road Tap Room for the provision of professional hospitality labor and management services at the newly developed “Chip Shots Whiskey and Simulator Bar” located within the new Wing Park Golf Course Clubhouse.
- G. School Crossing Guards—Agreement with Andy Frain Services (\$165,497)**  
Objective: Continue providing school crossing guards at eleven elementary school locations in the city currently being staffed by Andy Frain Services.
- H. Electrical Engineering Services for Leo Nelson Riverside and Airlite Water Treatment Plants—Amendment No. 4 to Engineering Services Agreement with Donohue & Associates, Inc. (\$500,000)**  
Objective: Provide the city with engineering services to evaluate, design and provide construction services related to electrical improvements at the Leo Nelson Riverside and Airlite Water Treatment Plants.
- I. Lead Service Line Replacement Program, Contract D—Change Order No. 1 for Bid 24-019, 2024 (\$44,201)**  
Objective: Improve the water distribution system by replacing lead water service lines.
- J. Sewer Inspection Camera Transporter and Associated Software for Sewer Inspections—Agreement with EJ Equipment, Inc. (\$49,755)**  
Objective: Provide reliable inspection of larger diameter sewer mains.

#### **Announcements from Council**

#### **Announcements from Staff**

## **Adjournment**

PLEASE NOTE: The City of Elgin is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Human Resources Department at (847) 931-6076 or TT/TDD (847) 931-5616 promptly to allow the City of Elgin to make reasonable accommodations for those persons.



**CITY OF ELGIN, ILLINOIS  
COUNCIL AGENDA  
CITY COUNCIL CHAMBERS**

**Regular Meeting**

**7:00 P.M.**

**August 13, 2025**

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Minutes of Previous Meetings – July 23, 2025**

**Communications**

- **Women's Equality Day Proclamation**
- **Elgin Masters Swim Team Proclamation**

**Public Comments**

**Bids -**

1. 25-039 Various Electric Vehicle Charging Station Installation Project (\$74,000)
2. 25-040 DuPage Street Combined Sewer Separation Project (\$6,161,733)

**Other Business (O)**

1. Consideration of Petition 22-25; Zoning Ordinance Text Amendment to Establish Zoning Regulations for Mobile Food Vendors
2. Consideration of Petition 18-25; Conditional Use to Establish One Mobile Food Vendor Near the New Clubhouse at Wing Park Golf Course
3. Resolution Establishing an Honorary Street Name of Corporal Ortiz Court for Alice Court
4. Resolution Authorizing Execution of a Change Order No. 4 with Ramboll Americas Integrated Solutions, Inc. f/k/a O'Brien & Gere, Inc. of North America for Professional Services

in Connection with Environmental Investigations Relating to a Former Leaking Underground Storage Tank at 1010 Wing Street, Elgin, Illinois

**\*Consent Agenda (C)**

1. Resolution Approving the 2025 Annual Action Plan, Amending the 2022 and 2023 Annual Action Plans, and Authorizing the Execution of Documents Necessary to Participate In and Implement Activities Funded Under the Community Development Block Grant Program
2. Resolution Authorizing Execution of an Agreement with Engineering Enterprises, Inc. for Professional Services in Connection with the Lead Service Line Replacement (LSLR) Program – Year 5 Improvements
3. Resolution Authorizing Execution of a Local Public Agency Engineering Services Agreement with Engineering Enterprises, Inc. for Construction Engineering Services in Connection with the Highland Woods 2025 Resurfacing Project
4. Resolution Authorizing Execution of a Local Public Agency Engineering Services Agreement with Fehr-Graham & Associates LLC for Construction Engineering Services in Connection with the Various East Side Streets 2025 Resurfacing Project
5. Resolution Authorizing Execution of a Local Public Agency Engineering Services Agreement with Hampton, Lenzini & Renwick, Inc. for Construction Engineering Services in Connection with the Country Knolls South 2025 Resurfacing Project
6. Resolution Authorizing Execution of a Second Amendment to Employment Contract with City Manager Richard G. Kozal
7. Resolution Appointing Members to Cultural Arts Commission
8. Resolution Appointing Members to Civilian Review Board
9. Resolution Appointing Members to Planning and Zoning Commission
10. Resolution Authorizing Execution of a Purchase Agreement with Vortex USA Inc. for the Toddler Slide Replacement at Wing Park Family Aquatic Center
11. Resolution Authorizing Execution of an Amendment Agreement with the Permanent Part Time Maintenance and Custodian Employee Group Service Employees International Union, Local 73
12. Ordinance Authorizing an Intergovernmental Agreement Between the Village of Lily Lake and the City of Elgin Regarding Jurisdictional Boundaries

**Miscellaneous Business (M)**

1. Boards and Commissions Minutes
  - a. Civilian Review Board June 23, 2025
  - b. Heritage Design Review Subcommittee June 24, 2025
  - c. Committee of the Whole July 9, 2025
  - d. City Council July 9, 2025
  
2. Various Reports
  - a. Alcohol Tax
  - b. Cannabis Tax
  - c. Electric Tax
  - d. Excise Tax
  - e. Income Tax
  - f. Local Motor Fuel Revenue
  - g. Local Sales Tax
  - h. Riverboat Revenue
  - i. Sales Tax
  - j. State Use Tax
  - k. Video Gaming Revenue

### **Announcements**

Next Committee of the Whole Meeting, Wednesday, August 27, 2025, at 6:00 p.m., in the City Council Chambers

Next Regular Meeting of the Elgin City Council, Wednesday, August 27, 2025, at 7:00 p.m. in the City Council Chambers

### **Adjournment**

\*All matters listed under Consent Agenda are considered to be routine and non-controversial by the City Council and will be enacted by one motion and one roll call vote. There will be no separate discussion of these items. If discussion is desired by a Council member or citizen, that item will be removed from the Consent Agenda and will be considered separately immediately after approval of the Consent Agenda. Citizens desiring discussion on any item listed under the Consent Agenda should contact a Council member prior to the meeting and request that the item be removed for discussion.

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