

VILLAGE OF RICHMOND
5600 HUNTER DRIVE
REGULAR BOARD MEETING NOTICE
SEPTEMBER 5, 2024
AGENDA
7:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ANNOUNCEMENTS/REQUESTS: None
5. PUBLIC COMMENTS
6. UNFINISHED BUSINESS: None
7. CONSENT AGENDA:
 - a. Motion to approve the Regular Community Development Committee and Special Board Meeting Minutes for August 12, 2024
 - b. Motion to approve the Regular Board Minutes for August 15, 2024
 - c. Motion to approve the St. Joseph's Church Knights of Columbus Annual Fund Drive September 13-15, 2024 to be held in the intersection of Routes 12 and 173, as well as, being in the downtown Business District
 - d. Motion to Approve a Special Event Liquor License to the W.A. McConnell Foundation for their Craft Beer & Bourbon Fest to be held Saturday, September 7, 2024 from 2-5 PM at 10400 N. Main Street
8. NEW BUSINESS:
 - a. Presentation by Nick Minkov regarding Village Investment Portfolio
 - b. Motion to approve A Resolution Committing to Fund the Local Match Required for the Main Street Shared Use Path Project and Associated Improvements in the Event of Successful ITEP Funding
 - c. Motion to approve An Ordinance Amending Appendix A for Adjudication Purposes of the Richmond Municipal Code
 - d. Motion to approve and authorize the Village President to execute the Baxter & Woodman Work Order No. 15 regarding the Prairie Ridge Road Water Main Replacement & Looping Design in the amount not to exceed \$96,500.00
9. DEPARTMENT REPORTS:
 - a. Community Development
 - b. Administration/Police
 - c. Public Works/Engineering
 - d. Village Clerk
10. PRESIDENT'S COMMENTS
11. TRUSTEE COMMENTS
12. CLOSED SESSION: Litigation (5 ILCS 120/2(c)(11)), Personnel (5 ILCS 120/2(c)(1)), Acquisition of Property (5 ILCS 120/2(c)(5)), Real Estate: Setting Price for Sale/Lease of Municipal Property (5 ILCS 120/2(c)(6)), Approval/Semi-Annual Review of closed minutes (5 ILCS 120/2(c)(21))
13. ACTION RESULTING FROM CLOSED SESSION
14. ADJOURNMENT

POSTED: August 23, 2024



Village of Richmond

5600 Hunter Drive • Richmond, Illinois 60071

Phone (815)678-4040

www.richmond-il.com

Toni Wardanian
VILLAGE PRESIDENT

TRUSTEES

ROBERT ELLIOTT

JAMES GERASCO

CRAIG KUNZ

ADAM METZ

FRANK PEILER

LINDA WEISS

KARLA THOMAS
Village Clerk

CIRO CETRANGOLO
Village Administrator/Police
Chief

JON SCHMITT
Supt. of PW

Memo

To: Village President & Board of Trustees

From: Karla L. Thomas, Village Clerk

CC: File

Date: 8/23/2024

Re: St. Joseph's Church Knights of Columbus Annual Fund Drive

The St. Joseph's Church Knights of Columbus are requesting to be in the intersection of Routes 12 and 173 on Friday, September 13, Saturday, September 14, and Sunday, September 14, as well as, in the downtown Business District for their Annual Fund Drive.

They have provided me with a Certificate of Insurance for this event.



VILLAGE OF RICHMOND
APPLICATION FOR SPECIAL EVENT PERMIT LIQUOR LICENSE

The undersigned hereby makes application for a Special Event Permit for the sale of alcoholic beverages under the provisions of the Village of Richmond Liquor License Ordinance:

1. Applicant's full name: WA MCCOWELL FOUNDATION^{ET}
(must be not-for-profit organization)

Address: P.O. BOX 272 Phone Number: _____

2. Location where alcoholic beverages will be sold:
10400 N. Main Street, Richmond, Illinois

3. Dates of the event (not to exceed **three** days): SATURDAY, SEPTEMBER 7
• No more than two (2) Special Event permit liquor licenses shall be issued to any one such not-for-profit corporation during a one year period.

4. Hours of operation: 2 PM - 5 PM

5. Describe plan for refuse pickup: WILL SUPPLY TRASH CANS AND EMPTY TRASH CANS AFTER EVENT

6. List the names and addresses of the members of the organization who will be selling alcoholic beverages at the location pursuant to the license. If additional space is needed, please use reverse side.
ADAM METZ, RICHMOND, IL; RACHEL PRICKETT, RICHMOND, IL; KURT BEGALKA, HARVARD, IL; PETER GUSSIE, WONDER LAKE, IL
CINDY SKRUCRUD, SOLON MILLS, IL; TANYA NIXON, MCHENRY, IL.; CHIP ELDREDGE, RICHMOND, IL

7. Please attach the following to your application:

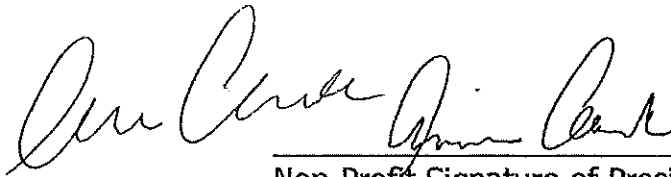
- License fee in the amount of \$100.00 per day.
- Proof of liquor liability insurance **covering the location and dates of the special event.**
- Proof of permission from owner of the premises, if different than applicant, authorizing sale of alcoholic beverages on the property during the time requested.
- Site plan of area where alcoholic beverages will be sold, must be an enclosed area with **one** combined and controlled entrance/exit and adequately lighted.
- Proof of State Special Event Retailer's Liquor License shall be required prior to the event.
- Proof of State of Illinois not-for-profit status.

Ami Clark Ami Clark JULY 31, 2024
Non-Profit Signature of President Date
Cynthia Skrucrud 8/14/24
Non-Profit Signature of Secretary Date

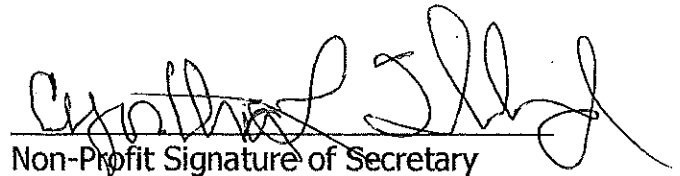
AFFIDAVIT

State of Illinois)
County of McHenry)

We swear that we will not violate any of the Ordinances of the Village of Richmond or the laws of the State of Illinois or the laws of the United States of America, in the conduct of the place of business described herein and that the statements contained in this application are true and correct to the best of our knowledge and belief.



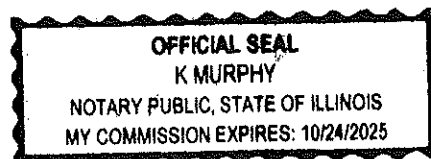
Non-Profit Signature of President



Non-Profit Signature of Secretary

Subscribed and sworn to before me this

14 day of August, 2024


Notary Public

Both application and affidavit must be signed by the President and Secretary of the not-for-profit organization.

Project Summary for the Main Street Shared Use Path Project

Background:

The Village of Richmond is actively pursuing funding through the Illinois Transportation Enhancement Program (ITEP) to construct the Main Street Shared Use Path. This project aims to enhance connectivity and safety for pedestrians and cyclists, addressing community needs and preferences.

Project Details:

- **Scope:** The project involves the construction of a 10-foot wide shared use path, extending just over 0.7 miles. The path will run from Swallow Ridge to the north, south to IL 173, and then west to the Prairie Trail on the north side of IL 173.
- **Consultant:** Epstein, the consultant currently working with the Village on their Bicycle & Pedestrian Plan, will assist in preparing the ITEP grant application. This includes developing the cost estimate, detailed project layout, map, and narrative.
- **Crossings:**
 - **US 12 Crossing:** A new crossing of US 12 will be included, equipped with a Rectangular Rapid Flashing Beacon (RRFB), similar to the one at the Broadway & US 12 intersection. An RRFB is a pedestrian-activated flashing light that enhances crosswalk visibility, making it safer for pedestrians and cyclists to cross busy roads. This crosswalk will be added across US 12 at Ami Drive.
 - **IL 173 Crosswalk:** The project will also include re-striping the crosswalk on IL 173 to comply with best practices for bicyclist crossings.
 - **Importance of the Project:**
- **Critical Connection Point:** This project serves as a crucial connection for Richmond, linking the Prairie Trail to more neighborhoods, businesses, and schools, significantly enhancing the village's overall connectivity.
- **Safety Improvements:** The new crossings and RRFBs will greatly improve crossing safety for pedestrians and cyclists, addressing a key community concern.
- **Community Support:** Public input has indicated strong support for additional shared use paths, especially along US 12, underscoring the community's desire for improved transportation infrastructure.

Grant Application Details:

The ITEP provides funding for projects that enhance the transportation system by offering safe, alternative modes of transportation, preserving visual and cultural resources, and improving quality of life. The program funds projects through a competitive, merit-based process. Eligible projects can receive up to 80% reimbursement for preliminary engineering, utility relocations, construction, and construction engineering costs, with a 20% local match required. Right-of-way and easement acquisitions can receive up to 50% reimbursement with a 50% local match.

Local Match Requirement:

The Village of Richmond must commit to funding the required local match and all ineligible costs as per ITEP guidelines. This financial commitment is essential for the successful execution of the project and to ensure compliance with grant requirements.

Project Deadline and Timeline:

- **Application Deadline:** The project application deadline is September 30, 2024.
- **Award Announcements:** Award announcements are anticipated for early to mid-2025.

Public Involvement:

Engaging the community is a critical component of this project. Public involvement documentation and letters of support from local stakeholders will be included in the application to demonstrate strong community backing.

RESOLUTION NO. R2024-__

**A RESOLUTION COMMITTING TO FUND THE LOCAL MATCH REQUIRED FOR
THE MAIN STREET SHARED USE PATH PROJECT AND ASSOCIATED
IMPROVEMENTS IN THE EVENT OF SUCCESSFUL ITEP FUNDING**

WHEREAS, the Village of Richmond recognizes the importance of improving infrastructure to enhance the quality of life for its residents and to promote safe and accessible transportation options; and

WHEREAS, the Village has identified the need for a Shared Use Path on Main Street, spanning from Swallow Ridge to the north, south to IL 173, and then traveling west to the Prairie Trail on the north side of IL 173 (hereinafter referred to as "the Project"); and

WHEREAS, the Illinois Transportation Enhancement Program (ITEP) provides funding for projects that enhance the transportation experience by improving the cultural, aesthetic, and environmental aspects of transportation infrastructure; and

WHEREAS, the Village of Richmond intends to apply for ITEP funding for the Project; and

WHEREAS, the ITEP funding requires a local match as a condition of receiving the grant; and

WHEREAS, the Village of Richmond is committed to providing the necessary local match to ensure the successful implementation of the Project; and

WHEREAS, the Project includes a re-striping of the crosswalk on IL 173 to accommodate and comply with best practices for bicyclists crossing the road, and the addition of a crosswalk across US 12 at Ami Drive, along with a Rectangular Rapid Flashing Beacon (RRFB); and

WHEREAS, public input has indicated strong support for additional shared use paths, especially along US 12; and

WHEREAS, an Illinois Transportation Enhancement Program (ITEP) Grant will fund 80% of eligible preliminary engineering, design, construction, and construction engineering and 50% of right-of-way and street lighting of the proposed improvements with the remaining costs and ineligibles to be paid for with local funds.

NOW, THEREFORE, BE IT RESOLVED by the Village President and Board of Trustees of the Village of Richmond, McHenry County, Illinois, as follows:

1. Commitment to Funding:

- The Village of Richmond hereby commits to funding the local match required by the ITEP grant for the Main Street Shared Use Path Project, which includes the span from Swallow Ridge to the north, south to IL 173, and then traveling west to the Prairie Trail on the north side of IL 173.

2. Authorization of Funds:

- The Village of Richmond authorizes the allocation of funds from its budget to meet the local match requirement. The exact amount of the local match will be determined based on the final grant award and project cost estimates.

3. Implementation of Improvements:

- The Village of Richmond commits to implementing the re-striping of the crosswalk on IL 173 to accommodate bicyclists, adding a crosswalk across US 12 at Ami Drive, and installing a Rectangular Rapid Flashing Beacon (RRFB) at this location, ensuring compliance with best practices for bicyclist safety.

4. Public Support:

- The Village acknowledges the strong public support for additional shared use paths, particularly along US 12, and reaffirms its commitment to enhancing the transportation infrastructure to meet the community's needs.

BE IT FURTHER RESOLVED that the Village President and Board of Trustees of the Village of Richmond, McHenry County, Illinois:

SECTION 1: The foregoing recitals are hereby incorporated into, and made part of, this Resolution.

SECTION 2: The Village of Richmond does hereby commit to paying up to 20% required local match to complete the design, construction, and construction engineering and up to 50% required local match for right-of-way acquisition and street lighting, and all ineligible costs associated with the Project.

SECTION 3: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED this 5th day of September, 2024 in Richmond, Illinois.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Toni Wardenian, Village President
Village of Richmond

ATTEST:

Karla L. Thomas, Village Clerk
Village of Richmond

ORDINANCE NO. 2024-__

An Ordinance Amending Appendix A for Adjudication Purposes of the Richmond Municipal Code

BE IT ORDAINED by the President and Board of Trustees of the Village of Richmond, McHenry County, Illinois, as follows:

SECTION 1: The following shall be amended in Appendix A for Adjudication Purposes to read as follows:

Section or Chapter	Offense	Fine or Notice to Appear ("NTA")

4.18	Trees	NTA \$75 or NTA \$75-750
8.08	Trees, nuisance, penalty	\$75/NTA \$75 or NTA \$75-750
34.02	Building Regulations, penalties	\$25/500 \$75 or NTA \$75-750

SECTION 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

AYE:

NAY:

ABSENT:

ABSTAIN:

APPROVED:

Toni Wardanian, Village President

(SEAL)

ATTEST: _____
Karla L. Thomas, Village Clerk

Passed: _____

Approved: _____

Published: _____