

VILLAGE OF RICHMOND  
5600 HUNTER DRIVE  
REGULAR BOARD MEETING NOTICE  
NOVEMBER 20, 2025  
AGENDA  
7:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ANNOUNCEMENTS/REQUESTS:
5. PUBLIC COMMENTS
6. UNFINISHED BUSINESS: None
7. CONSENT AGENDA:
  - a. Motion to approve the Regular Board Minutes for October 16, 2025
  - b. Motion to Authorize Expenditures of Funds for Warrant Fiscal Year 25/26.07 in the amount not to exceed \$550,000.00
8. NEW BUSINESS:
  - a. Motion to approve the General Liability/Workers Compensation/Cyber Liability Insurance proposal totaling an estimated \$261,356.00 from Arthur J. Gallagher (AJG) and Authorize the Village President to sign contract documents
  - b. Motion to approve An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2025
  - c. Motion to approve An Ordinance Amending Article 7.1, Parks, Schools and Public Area Contributions, Section 7.1.5(C), Fire Protection Contribution, and 7.1.6(A), Library Donation, of the Richmond Unified Development Ordinance
9. COMMITTEE/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: 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)), Litigation (5 ILCS 120/2(c)(11)), Approval/Semi-Annual Review of Closed Session Minutes (5 ILCS 120/2(c)(21))
13. ACTION RESULTING FROM CLOSED SESSION
14. ADJOURNMENT

POSTED: November 14, 2025

## ORDINANCE NO. 2025-\_\_\_\_

### *An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2025*

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

SECTION 1: That there be and is hereby levied on all taxable property within the corporate limits of said Village for the year 2025, the total sum of \$588,695.00 for all corporate purposes of said Village for the purposes of providing for Corporate, IMRF, Police Protection, Audit, Liability Insurance, Street and Bridge, Social Security and Workman's Comp, in the respective sums as follows:

	<u>2025</u>
Corporate	\$224,680.00
IMRF	20,000.00
Police Protection	272,005.00
Audit	14,000.00
Liability Insurance	14,000.00
Street and Bridge	10.00
Social Security	39,000.00
Workman's Comp	<u>5,000.00</u>
TOTAL:	\$588,695.00

SECTION 2: The detail of the levy as summarized in Section 1 of this Ordinance is attached hereto.

SECTION 3: The Village Clerk is hereby directed to file with the Clerk of McHenry County, a duly certified copy of this Ordinance on or before the last Tuesday in December.

SECTION 4: In the event the rate provided by the tax levy exceeds the rate allowed under the Property Tax Extension Limitation Act, the levy shall be amended as follows: Reduce all the remaining levies on a pro rata basis.

SECTION 5: 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 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: 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.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED:

\_\_\_\_\_  
Toni Wardanian, Village President

(SEAL)

ATTEST: \_\_\_\_\_  
Karla L. Thomas, Village Clerk

PASSED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

	<u>2025-26 BUDGET</u>	<u>AMOUNT LEVIED</u>
<b>CORPORATE</b>		
<b><i>ADMINISTRATION</i></b>		
A--TRANSFER TO MFT	\$ 175,000	\$ -
A--FT SALARIES	108,358	54,000
A--PT SALARIES	-	-
A--BOARD SALARIES	14,700	7,000
A--PLANNING SALARIES	2,800	-
A--OT SALARIES	-	-
A--EMPLOYEE INSURANCE	22,395	9,000
A--UNEMPLOYMENT INSURANCE	237	-
A--FICA CONTRIBUTIONS	9,628	-
A--IMRF CONTRIBUTIONS	5,580	3,000
A--MAINTENANCE BUILDING	2,225	-
A--MAINTENANCE EQUIPMENT	8,020	-
A--MAINTENANCE GROUNDS	300	-
A--ENGINEERING	5,000	-
A--LEGAL	57,614	30,000
A--LEGAL-UNION	1,000	-
A--SOFTWARE MAINTENANCE	24,449	-
A--BUILDING INSPECTOR	12,000	-
A--ALARM SERVICE	324	-
A--OTHER PROFESSIONAL SERVICES	2,175	-
A--BANK FEES	3,700	-
A--INVESTMENT MANAGEMENT FEES	25,000	-
A--POSTAGE	1,600	-
A--TELEPHONE	1,020	-
A--PRINTING	850	-
A--DUES	2,466	-
A--TRAVEL	653	-
A--TRAINING	1,150	-
A--BOARD EXPENSES	6,132	-
A--RENTAL	3,240	-
A--REC CONTRIBUTIONS	2,000	-
A--MAINTENANCE SUPPLIES	500	-
A--OFFICE SUPPLIES	2,238	-
A--SPECIAL EVENTS	-	-
A--CHRISTMAS OF YESTERYEAR	8,774	-
A--WELCOME SIGN	-	-
A--TRANSPORTATION PROGRAM	-	-
A--PUBLICATIONS	2,225	-
A--BUILDING	20,000	-
A--EQUIPMENT	28,640	-

A--MISCELLANEOUS	7,190	-
A--ACCOUNTING SERVICES	26,250	14,000
A--LIABILITY PREMIUMS	52,138	14,000
A--WORKER'S COMP PREMIUMS	28,804	5,000
A--ENGINEERING	20,000	-
A--LEGAL	5,000	-
A--REIMBURSEMENT	-	-
<b>TOTAL ADMINISTRATION</b>	<b>\$ 701,375</b>	<b>\$ 136,000</b>

***POLICE***

P--FT SALARIES	\$ 781,050	\$ 265,356
P--PT SALARIES	28,000	-
P--PD SUPPORTING STAFF	38,371	-
P--OT SALARIES	37,540	-
P--EMPLOYEE INSURANCE	111,321	-
P--UNEMPLOYMENT INSURANCE	1,566	-
P--FICA CONTRIBUTIONS	67,700	39,000
P--IMRF CONTRIBUTIONS	42,239	14,000
P--MAINTENANCE EQUIPMENT	2,000	-
P--MAINTENANCE VEHICLES	8,000	-
P--LEGAL	50,000	-
P--LEGAL POLICE COMMISSION	250	-
P--EMERGENCY MANAGEMENT	-	-
P--SOFTWARE MAINTENANCE	-	-
P--OTHER PROFESSIONAL SERVICES	13,980	-
P--POSTAGE	2,000	-
P--TELEPHONE	2,000	-
P--CELLULAR TELEPHONE	5,520	-
P--PRINTING	500	-
P--DISPATCH	88,443	-
P--DUES	1,330	-
P--DUES POLICE COMMISSSION	950	-
P--TRAINING	22,150	-
P--RENTAL	1,316	-
P--MAINTENANCE SUPPLIES	300	-
P--OFFICE SUPPLIES	2,500	-
P--OPERATING SUPPLIES	8,430	-
P--UNIFORMS	8,000	-
P--FUEL	24,000	6,649
P--EQUIPMENT	63,375	-
P--VEHICLES	66,444	-
P--FINES REIMBURSEMENT	-	-
P--COMMUNITY RELATIONS	3,000	-
P--MISCELLANEOUS	500	-

P--VEHICLES, RESERVE

	-	-
<b>TOTAL POLICE</b>	<b>\$ 1,482,775</b>	<b>\$ 325,005</b>

***PUBLIC PROPERTIES***

S--FT SALARIES	\$ 142,940	\$ 60,010
S--PT SALARIES	23,219	-
S--OT SALARIES	16,000	-
S--EMPLOYEE INSURANCE	33,113	9,000
S--UNEMPLOYMENT INSURANCE	291	-
S--FICA CONTRIBUTIONS	13,859	-
S--IMRF CONTRIBUTIONS	8,150	3,000
S--MAINTENANCE BUILDING	51,855	-
S--MAINTENANCE EQUIPMENT	5,750	-
S--MAINTENANCE VEHICLES	12,000	-
S--MAINTENANCE STREETS	26,200	-
S--MAINTENANCE GROUNDS	40,800	-
S--MAINTENANCE SIDEWALKS	50,000	-
S--MAINTENANCE SIDEWALKS 50/50	-	-
S--ENGINEERING	72,500	-
S--CDL DRUG TESTING	120	-
S--OTHER PROFESSIONAL SERVICES	46,910	-
S--POSTAGE	-	-
S--TELEPHONE	3,266	-
S--CELLULAR PHONE	1,800	-
S--PRINTING	-	-
S--DUES	145	-
S--TRAVEL	-	-
S--TRAINING	2,800	-
S--UTILITIES	1,852	-
S--STREET LIGHTING	23,000	13,680
S--RENTAL	9,180	-
S--MAINTENANCE SUPPLIES	500	-
S--OFFICE SUPPLIES	650	-
S--OPERATING SUPPLIES	45,500	-
S--UNIFORMS	913	-
S--SAFETY EQUIPMENT	750	-
S--FUEL	7,500	6,000
S--BUILDING	-	-
S--EQUIPMENT	4,120	-
S--WARNING SIRENS	1,500	-
S--VEHICLES	85,000	-
S--MISCELLANEOUS	8,730	-
P--FT SALARIES	79,350	30,000
P--PT SALARIES	23,219	-

P--OT SALARIES	2,000	-
P--EMPLOYEE INSURANCE	17,641	6,000
P--UNEMPLOYMENT INSURANCE	202	-
P--FICA CONTRIBUTIONS	8,000	-
P--IMRF CONTRIBUTIONS	4,198	-
P--MAINTENANCE BUILDING	1,355	-
P--MAINTENANCE EQUIPMENT	1,550	-
P--MAINTENANCE VEHICLES	-	-
P--MAINTENANCE GROUNDS	7,000	-
P--ENGINEERING	-	-
P--OTHER PROFESSIONAL SERVICES	9,100	-
P--RENTAL	3,080	-
P--MAINTENANCE SUPPLIES	750	-
P--UNIFORMS	913	-
P--SAFETY EQUIPMENT	750	-
P--FUEL	1,000	-
P--PARK CIF	12,500	-
P--EQUIPMENT	49,612	-
P--MISCELLANEOUS	150	-
CDC--FT SALARIES SE	-	-
CDC--PT SALARIES SE	1,500	-
CDC--PD SUPPORTING STAFF SE	-	-
CDC--OT SALARIES SE	-	-
CDC--UNEMPLOYMENT INSURANCE SE	20	-
CDC--FICA CONTRIBUTIONS SE	100	-
CDC--IMRF CONTRIBUTIONS SE	-	-
CDC--OTHER PROFESSIONAL SERVICES	-	-
CDC--POSTAGE	-	-
CDC--ADVERTISING	1,500	-
CDC--PRINTING	100	-
CDC--DUES	-	-
CDC--OFFICE SUPPLIES	200	-
CDC--SPECIAL EVENTS	7,500	-
CDC--MISCELLANEOUS	11,000	-
FP--UTILITIES	1,800	-
<b>TOTAL PUBLIC PROPERTIES</b>	<b>\$ 987,003</b>	<b>\$ 127,690</b>
<b>TOTAL CORPORATE</b>	<b>\$ 3,171,153</b>	<b>\$ 588,695</b>

***MOTOR FUEL TAX***

FT SALARIES	\$ -	\$ -
PT SALARIES	\$ -	-
OT SALARIES	\$ -	-
MAINTENANCE STREETS	\$ -	-
MAINTENANCE STREETS-OTHER	\$ -	-

ENGINEERING	\$	-	-
MAINTENANCE SUPPLIES	\$	-	-
TRAFFIC LIGHTING	\$	-	-
<b>TOTAL MFT</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>

***WATER & SEWER***

WSG--LIABILITY PREMIUMS	\$	42,178	\$ -
WSG--WORKER COMP PREMIUM		15,433	-
WSG--IL EPA LOAN PRINCIPAL		335,055	-
WSG--IL EPA LOAN INTEREST		43,547	-
WSG--TRANSFER TO CIF		11,560	-
WSG--TRANSFER TO GENERAL		-	-
W--FT SALARIES		65,092	-
W--PT SALARIES		18,739	-
W--OT SALARIES		12,000	-
W--EMPLOYEE INSURANCE		11,890	-
W--UNEMPLOYMENT INSURANCE		139	-
W--FICA CONTRIBUTIONS		7,331	-
W--IMRF CONTRIBUTIONS		3,978	-
W--MAINTENANCE BUILDING		500	-
W--MAINTENANCE EQUIPMENT		14,950	-
W--SCADA		43,116	-
W--MAINTENANCE VEHICLES		-	-
W--MAINTENANCE STREETS		12,000	-
W--MAINTENANCE UTILITY SYSTEM		19,805	-
W--MAINTENANCE UTILITY LINES		30,000	-
W--MAINTENANCE GROUNDS		10,000	-
W--ENGINEERING		25,298	-
W--LEGAL		-	-
W--SOFTWARE MAINTENANCE		13,591	-
W--ALARM SERVICE		-	-
W--OTHER PROFESSIONAL SERVICES		41,380	-
W--BANK FEES		2,000	-
W--POSTAGE		800	-
W--TELEPHONE		2,216	-
W--CELLULAR PHONE		1,800	-
W--PRINTING		770	-
W--DUES		910	-
W--TRAVEL		1,200	-
W--TRAINING		1,450	-
W--UTILITIES		25,000	-
W--RENTAL		2,720	-
W--OFFICE SUPPLIES		500	-
W--OPERATING SUPPLIES		25,500	-



W--UNIFORMS	775	-
W--SAFETY EQUIPMENT	750	-
W--FUEL	4,000	-
W--EQUIPMENT	26,600	-
W--METER NEW	2,000	-
W--METER REPLACEMENTS	10,000	-
W--MISCELLANEOUS	-	-
S--FT SALARIES	75,515	-
S--PT SALARIES	25,488	-
S--OT SALARIES	10,000	-
S--EMPLOYEE INSURANCE	26,667	-
S--UNEMPLOYMENT INSURANCE	224	-
S--FICA CONTRIBUTIONS	12,792	-
S--IMRF CONTRIBUTIONS	4,412	-
S--MAINTENANCE BUILDING	5,505	-
S--MAINTENANCE EQUIPMENT	19,000	-
S--SCADA	7,000	-
S--MAINTENANCE VEHICLES	-	-
S--MAINTENANCE STREETS	1,000	-
S--MAINTENANCE UTILITY SYSTEM	-	-
S--MAINTENANCE UTILITY LINES	25,000	-
S--MAINTENANCE GROUNDS	1,000	-
S--ENGINEERING	-	-
S--LEGAL	-	-
S--SOFTWARE MAINTENANCE	13,391	-
S--SLUDGE DISPOSAL	65,000	-
S--SLUDGE TESTING	4,000	-
S--OTHER PROFESSIONAL SERVICES	27,280	-
S--BANK FEES	2,000	-
S--POSTAGE	800	-
S--TELEPHONE	2,216	-
S--CELLULAR PHONE	1,800	-
S--PRINTING	770	-
S--DUES	225	-
S--TRAINING	1,500	-
S--UTILITIES	95,000	-
S--RENTAL	3,920	-
S--OFFICE SUPPLIES	500	-
S--OPERATING SUPPLIES	16,650	-
S--UNIFORMS	775	-
S--SAFETY EQUIPMENT	750	-
S--FUEL	4,000	-
S--WWTP EMERGENCY REPAIRS	1,000	-
S--LIFT STATION REPAIRS	23,000	-

S--EQUIPMENT	3,000	-
S--VEHICLES	-	-
S--NPDES PERMITS	5,000	-
S--MISCELLANEOUS	500	-
SR--FT SALARIES	22,684	-
SR--OT SALARIES	1,500	-
SR--EMPLOYEE INSURANCE	7,299	-
SR--UNEMPLOYMENT INSURANCE	42	-
SR--FICA CONTRIBUTIONS	1,850	-
SR--IMRF CONTRIBUTIONS	1,248	-
SR--MAINTENANCE EQUIPMENT	13,000	-
SR--MAINTENANCE GROUNDS	-	-
SR--SOFTWARE	550	-
SR--OTHER PROFESSIONAL SERVICES	-	-
SR--UTILITIES	3,500	-
SR--EQUIPMENT	1,570	-
SR--MISCELLANEOUS	5,000	-
CIF--ENGINEERING	-	-
CIF--WWTP REPAIRS & PROJECTS	-	-
CIF--COLLECTION SYSTEM	-	-
CIF--EQUIPMENT	-	-
CIF--WATER UTILITY SYSTEM	-	-
<b>TOTAL WATER AND SEWER</b>	<b>\$ 1,431,496</b>	<b>\$ -</b>
<b>TOTAL BUDGET/LEVY</b>	<b>\$ 5,906,099</b>	<b>\$ 588,695</b>

## C E R T I F I C A T E

The undersigned, Village President of the Village of Richmond, hereby certifies that I am the presiding officer of the Village of Richmond and as such presiding officer I hereby certify that the levy ordinance, a certified copy of which is appended hereto, was adopted pursuant to, and in all respects in compliance with, the provisions of 35 ILCS 200/18-55, *et seq.*, the Truth in Taxation Law.

Dated: \_\_\_\_\_  
(SEAL)

\_\_\_\_\_  
Toni Wardanian, Village President  
Village of Richmond

## CERTIFICATION

I, KARLA L. THOMAS, do hereby certify that I am the duly appointed, acting and qualified Clerk of the Village of Richmond, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the President and Board of Trustees of said Village of Richmond.

I do hereby further certify that at a regular meeting of the President and Board of Trustees of the Village of Richmond, held on the \_\_\_\_ day of \_\_\_\_\_, 2025, the foregoing Ordinance entitled *An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2025*, was duly passed by the President and Board of Trustees of the Village of Richmond.

The pamphlet form of Ordinance No. 2025-\_\_\_\_, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was available from the Village Clerk, commencing on the \_\_\_\_ day of \_\_\_\_\_, 2025, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the Village Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said Village for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and the official seal of the Village of Richmond this \_\_\_\_ day of \_\_\_\_\_, 2025.

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Karla L. Thomas, Village Clerk  
Village of Richmond,  
McHenry County, Illinois

(SEAL)

## ORDINANCE NO. 2025-\_\_\_\_

*An Ordinance Amending Article 7.1, Parks, Schools and Public Area Contributions, Section 7.1.5(C), Fire Protection Contribution, and 7.1.6(A), Library Donation, of the Richmond Unified Development Ordinance*

WHEREAS, the President and Board of Trustees of the Village of Richmond believe that it is appropriate, necessary, and in the best interests of the Village and its residents that the Village provide for updated contribution and donation ordinances to keep up with anticipated costs and as needs have changed over time and to promote the public health, safety, comfort, and general welfare of the Village and its residents; and

WHEREAS, the purpose and intent of these contribution and donation ordinances are to provide for facilities and improvements to meet the needs of the increased population brought about by the new development.

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

SECTION 1: That Section 7.1.5(C) of Article 7.1, Parks, Schools and Public Area Contributions, of the Richmond Unified Development Ordinance be amended by adding the underlined language and deleting the stricken language as follows:

**7.1.5(C) Fire Protection Contribution.** Regardless of whether the donation is land or cash in lieu of land, the Village encourages the District and property owner to execute an independent contract for a fire protection and life safety donation. The Village recognizes that individual developments, whether commercial, residential or industrial, present unique problems relative to fire protection and life safety needs. The Village, therefore, encourages the property owner and the District to address those needs via separate contractual arrangements.

In the event a donation fee is in the form of land, said land shall be dedicated in a fully improved condition ready for full service of electric, gas, water, sewer, sidewalks, streets and storm drainage, as applicable to the location of the site. Such land shall be conveyed free and clear of all liens and encumbrances and any easements, conditions, covenants and restrictions of record shall be acceptable to the District.

Should a land dedication be deemed impracticable or otherwise unfeasible by the District, and the aforementioned agreement has not been reached, the following donation shall be made:

1. For each residential dwelling unit (including, but not limited to, townhouse, apartment, single-family house) the donation shall be ~~two-five~~ hundred ~~fifty~~ dollars (\$~~250~~500.00).

2. For commercial and industrial uses, the donation shall be ~~.04-.20~~ cents per square foot of construction, both above and below grade, not to exceed ~~one-two~~ thousand five hundred dollars (~~\$1,000~~2,500.00).

The donation shall be a condition of approval of any final plat of subdivision or final plat of a planned development located within the planning jurisdiction of the Village. The Village Board may, on its own initiative or pursuant to the request of the property owner, by special resolution, defer the donation of land or cash in lieu thereof to the time a building permit is issued.

In the event an agreement is not reached between the property owner and the District, the donation required herein shall be collected by the Village, who shall remit same to the District.

The owner of any lot, parcel or tract of land which has been subdivided, but not yet developed, shall pay to the Village a cash contribution of ~~\$250~~500.00 per residential dwelling unit and ~~.04-.20~~ cents per square foot of commercial or industrial building size, both above and below grade, not to exceed ~~\$1,000~~2,500.00, for fire protection and life safety purposes upon the issuance of a building permit. Said fee shall be paid to the Village, who shall then remit the fee to the District.

SECTION 2: That Section 7.1.6(A) of Article 7.1, Parks, Schools and Public Areas Contributions, of the Richmond Unified Development Ordinance be amended by adding the underlined language and deleting the stricken language as follows:

**7.1.6(A) Library Donation.** As a condition of approval of any final plat of subdivision, final approval of a Planned Unit Development (PUD), or final approval of any similar residential development within the Village of Richmond or its planning jurisdiction, a cash contribution of two hundred ~~fifty-eight-seven~~ dollars and .25 cents (~~\$250.00~~287.25) per dwelling unit shall be paid to the Nippersink Public Library District to serve the immediate and future needs of the residents of said development.

SECTION 3: 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 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: 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.

Ayes:  
Nays:  
Abstain:  
Absent:

APPROVED:

(SEAL)

\_\_\_\_\_  
Toni Wardanian, Village President

ATTEST: \_\_\_\_\_  
Karla L. Thomas, Village Clerk

Passed: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Published: \_\_\_\_\_