



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

JANUARY 25, 2022

## Call to Order

The meeting was called to order at 7:30 pm.

Roll call was answered by Trustees Huckins, Harlfinger, Dustin, Bojarski, Anderson, President Bogdanowski and Trustee Murphy.

Also present were Village Administrator Fred Mullard, Assistant Village Administrator Shannon Andrews, Chief of Police Mary Frake, Finance Director Pete Stefan, Public Works Director Tom Migatz, Community and Economic Development Director Josh Langen, IT Manager Joe Neilon, Village Attorney Brad Stewart, and Village Clerk Shannon DuBeau.

Pledge of Allegiance was led by President Bogdanowski.

## Audience Participation

None.

## Administration

### **Informational Item Concerning the Status of Strategic Plan Goal: Provide a Wide Array of Outstanding Parks and Recreation Programs to Enhance Quality of Life for Village Residents**

Presented by Assistant Village Administrator Shannon Andrews

In November of 2021, The Village Board adopted Strategic Plan Goals and Objectives. A total of five goals were adopted along with supporting objectives for each goal. Staff has prepared initiatives to achieve each objective. The time frames anticipated for achieving each objective range from April through December of 2022, with some continuing annually thereafter. The information below is intended to provide the Board with an update on what the staff is working on to achieve the goal, "Provide a wide array of outstanding parks and recreation programs to enhance quality of life for Village residents."

This goal has three objectives, which are listed below, along with updates on their initiatives:

1. Review prior year's successful programs and research current industry trends in recreation programs to effectively use existing and planned infrastructure and improve the demand for our programming
  - a. Quarterly review the ability to increase community engagement and participation through programs and events while effectively using existing infrastructure
    - Staff continuously reviews and analyzes events and programs. With limited indoor space for programming, staff has expanded outdoor event offerings.
    - New for winter:
      - MLK Day Events: LITH Ice Bowl Disc Golf Tournament, New Frozen Footgolf, and Come Read with Us! Over 40 people attended and enjoyed the outdoors



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- Winter Weekend at Woods Creek Lake: Pond Hockey Tournament, Come Read with Us, new Youth Pond Hockey, Ice Fishing Derby, and new Chili-off and Cookie Bake-off
- New Winter Wiffleball
- New teen skate park trip
- Senior programming is currently being reviewed and will incorporate some changes this spring.
- b. Develop and implement a new strategy of value based recreational programming that meets participants' personal and social values by April 2022
  - Recreation staff determined a list of attributes that contribute to personal and social values which will be considered when developing programs and events. These attributes are physical wellbeing, mental wellbeing, stretching skills, socialization, reducing screen time, safety, inclusivity, enriching relationships, nature, culture, and uniquely LITH.
  - Programs and events will contain at least four of these attributes.
  - Marketing material for programs and events is incorporating messages pertaining how the program or event is contributing to the different attributes that contribute to a person's personal and social value.
  - Event surveys include asking what attributes were achieved from the event.
- c. Evaluate where target audiences are spending their recreation time and/or money by October 2022.
  - Program and event statistics are analyzed each quarter. Statistics include participation numbers, net revenue, margins, cost recovery, and overall satisfaction.
  - Program statistics are shared with the Parks and Recreation Board four times a year.
- d. Identify whether there are barriers to program registrations and utilize technology to assist in streamlining the process by May 2022.
  - Staff has recognized the inefficiency of checking-in participants at ticketed events. A barcode scanner has been purchased and will enable staff to check-in participants more efficiently.
- 2. Update and improve parks infrastructure to make the facilities more comprehensive and attract more regional users
  - a. Annually review and identify parks and facilities capable of administering a quality experience for youth, teens, or adults and develop a seasonal program plan rotation and implementation
    - Each season, prior to activity guide development, staff meets and plans program and event sites to use.
    - During the winter, events were planned at Linda K. Fischer Park, Sunset Park, Village Hall outside grounds, Indian Trail Beach, LaBahn Hain House, Larsen Park, Village Hall indoor space, and Ken Carpenter Park.
  - b. Revise Parks Master Plan to identify shortfalls and improve recreational facilities by December 2022
    - A Request for Proposal (RFP) for the Parks Master Plan is in the process of being developed. Staff plans to issue the RFP in March with selection to be made before midyear.
- 3. Create new partnerships with other parks and recreation organizations to improve the efficiency, effectiveness, and breadth of our programming



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- a. Annually identify new opportunities to co-op with other recreation organizations to maximize the Village's return for a variety of events
  - Recreation staff has planned events with the Algonquin Area Public Library, including story-time and use of the library's Makermark room.
  - The Girls Scouts are donating bingo prizes and will volunteer at the Daddy Daughter Date Night.
  - Oasis, The Oaks of Algonquin, and Kindred Hospice are donating bingo prizes and will be guest bingo callers.
- b. Semi-annually review the partnership with NISRA by consulting on major community event plans to ensure inclusion opportunities for all populations
  - Staff met with NISRA in December. A NISRA family timeslot was added to the Daddy Daughter Date event.

Trustee Huckins asked if there was an increase in participation over the previous year. Assistant Administrator Andrews confirmed that there was, however, the Village offered more programs, increasing the slots available.

Trustee Huckins asked why a consultant is needed to approve master plans. Assistant Administrator Andrews explained that the inclusion of a consultant offers expertise from people that stay current on developing park sites. The master plan will focus on the values that our Village has and incorporate them into our parks system moving forward. Consultants can help target these areas of improvement—such as inclusive features. Trustee Huckins asked how long it has been since the last master plan was established. Assistant Administrator Andrews stated that it has been a very long time, possibly 18 years.

Trustee Murphy noted the lack of adult programming. Assistant Administrator Andrews stated that the Village has had a deep focus on the programs that bring in the most revenue, which primarily include the educational programs. New staffing in the Parks and Recreation department will help to increase programming options.

Trustee Anderson asked if there are plans to resolve the issue of limited space. Assistant Administrator Andrews explained that the limitations have forced Parks and Recreation to be more creative about what is offered, for example, frozen footgolf.

Trustee Dustin referenced the December monthly report, stating that program participation tripled from 2020 to 2021.

Assistant Administrator Andrews accompanied Recreation Superintendent Kim Buscemi on a tour of the Elk Grove Village Park District. She reported that their use of space was impressive, the ADA compliant equipment felt cohesive, and the equipment and earthwork were done for about \$140k, which is attainable.



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## **Request to Award of Purchase for the 2022 Laptops & Desktops**

Presented by IT Manager Joe Neilon

Staff is seeking the Board's approval to award the purchase of the 2022 Laptops and Desktops to CDW Government LLC in the amount of \$36,860.55.

As was discussed at the January 13 meeting, Staff developed a five-year replacement schedule for all 127 of the Village's PCs and laptops. The FY22 budget included funds to replace 28 of these units, which were either over 5 years old and/or beyond their useful life. The Village issued a bid for the purchase of this equipment along with a server for the Police Department's new PenLink software program. Unfortunately, the bid responses contained multiple errors, which resulted in the Board rejecting all bids and waiving the competitive bidding process.

This action allowed Staff to work directly with the company who had submitted the lowest bid to correct the quantity errors they initially submitted and verify the accuracy of all part numbers. In doing so, the company agreed to honor the line item rates they had submitted during the bid but applied those rates to the correct equipment and updated the quantities to reflect the Village's requirements, bringing the adjusted cost to a total of \$36,861. While this is \$1,611 over the budgeted amount for FY22, it remains the lowest of all those who had previously bid. The MIS Staff reviewed the submission and found that CDW Government LLC was able to provide us with a quote using the original bid numbers, specifications, and cost. A detailed summary of this quote has been attached to the agenda as Exhibit A.

### **Financial Impact**

A total of \$35,250 was budgeted in the General Fund for equipment replacements. Staff is requesting \$36,860.55, which exceeds the budgeted amount by \$1,611.

Staff recommends a motion to award the purchase of the 2022 Laptops and Desktops to CDW Government, LLC in the amount of \$36,860.55.

Motion was made to place this item on the Village Board Agenda.

## **Public Works**

### **Request to Award a Contract for the 2022 Asphalt Parking Lot and Bike Path Replacement Project**

Presented by Public Works Director Tom Migatz

Staff seeks Board approval to award a contract to Champion Paving of Hampshire, IL, for the 2022 asphalt parking lot and bike path replacement projects, for an amount not to exceed \$195,415.

Staff released a Request for Proposal (RFP) for parking lot and bike path asphalt work on December 10, 2021. The RFP invitation was sent to fifty-seven vendors, posted on the Village's website, and published in the *Northwest Herald*. Public Works received and opened fourteen sealed proposals on January 12, 2022. Champion Paving of Hampshire, IL was the lowest responsible bidder at \$195,415. The Village has previously contracted with Champion



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Paving for parking lot replacements and has been satisfied with their service and the company. The RFP results, a recommendation letter, and the bid certification form are attached to the agenda for your review.

### Financial Impact

The 2022 Village Budget includes monies for this project across four different funds. As shown in the table below, all four project locations are under budget. In total, this project is under budget by \$38,585.

Fund	Budget Account	Project Location	Budget Amount	Low Bid	Over/Under Budget
Capital	490.00.00.80.08	Sunset Park - Parking Lot	\$130,000	\$114,195	\$15,805
SSA 2	308.00.00.80.12	Sunset Park - Bike Path	\$51,000	\$37,350	\$13,650
SSA 6	328.00.00.80.12	Reed Road - Bike Path	\$23,000	\$19,000	\$4,000
General	100.30.32.61.08	Bark Park - Parking Lot	\$30,000	\$24,870	\$5,130
			<u>\$243,000</u>	<u>\$195,415</u>	<u>\$38,585</u>

Staff recommends a motion to award a contract to Champion Paving of Hampshire, IL, for the 2022 asphalt parking lot and bike path replacement projects, for an amount not to exceed \$195,415.00.

Trustee Dustin asked why Bark Park expenses are coming from the General Fund instead of the Capital Projects Fund. Director Migatz stated that there may have been a mistake on the memo. It will be looked into.

Motion was made to place this item on the Village Board Agenda.

### Request to Award a Contract for the Purchase of an Equipment Trailer

Presented by Public Works Director Tom Migatz

Staff seeks Board approval to award a contract to Russo Power Equipment of Schiller Park, IL, for the purchase and delivery of an equipment trailer, for an amount not to exceed \$31,500.

The 2022 Village budget includes funds to replace trailer unit number 56, which is a 24-year-old trailer used by the streets division to haul equipment. The replacement trailer that the streets division intends to purchase is longer in length with an increased load capacity, which will allow staff to use one trailer (instead of two) to transport the skid steer, the roller, and all other equipment needed to perform asphalt repairs/replacements. Village staff released a Request for Proposal (RFP) for an equipment trailer on December 10, 2021. The RFP invitation was sent to sixteen vendors, posted on the Village’s website, and published in the *Northwest Herald*. Public Works received and opened two sealed proposals on January 12, 2022. Russo Power Equipment of Schiller Park, IL was the lowest responsible bidder at \$31,500. Village staff has purchased equipment from Russo Power Equipment before and has been satisfied with their service and the company. The RFP results, a recommendation letter, and the bid certification form are attached to the agenda for your review.



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After the bid opening, staff contacted vendors to find out why they did not participate. Vendors indicated that price fluctuations and shipping delays from manufacturing companies has made it difficult to participate in competitive bids for trailers.

### **Financial Impact**

The 2022 Village budget includes \$30,000 for the purchase and delivery of an equipment trailer in the Capital Improvement Fund. The total cost for the equipment trailer is \$31,500, which is \$1,500 over budget. The increased cost for the trailer is due to a substantial rise in steel pricing during the COVID-19 pandemic. Although this purchase is over budget, staff do not anticipate that a budget amendment will be needed to the Capital Improvement Fund as other recent purchases have been under budget. For example, the aerial lift truck purchase was \$19,354 under budget and the street sweeper purchase was \$50,642 under budget.

Staff recommends a motion to award a contract to Russo Power Equipment of Schiller Park, IL, for the purchase and delivery of an equipment trailer, for an amount not to exceed \$31,500.

Trustee Huckins asked if the trailer will be readily available. Director Migatz confirmed its availability.

Motion was made to place this item on the Village Board Agenda.

### **Request for the Purchase of a Mini-Excavator**

Presented by Public Works Director Tom Migatz

Staff seeks Board approval to purchase a mini-excavator from Atlas Bobcat of Elk Grove, IL, through the Sourcewell Purchasing Cooperative in the amount of \$57,246.

The Fiscal Year 2022 (FY22) Village budget includes \$55,000 for the purchase of a mini-excavator. This equipment would be a new addition to the Village fleet. Staff submitted this request into the FY22 budget after determining that it would be more cost-effective to utilize a smaller machine than the current backhoe for certain excavations. When used instead of the backhoe, the mini-excavator will cause less damage to landscaping and parkways, saving time and resources on restorations due to its smaller footprint. Staff reviewed machines from different manufacturers—John Deere, Kubota, Bobcat, and Case—and believe that a Bobcat brand mini-excavator best fits the needs of the department. Atlas Bobcat provided the Village with a quote for a new mini-excavator at a cost of \$57,246 in accordance with Sourcewell Purchasing Cooperative pricing. Cooperatives, such as the Sourcewell Purchasing Cooperative, are aggregated joint purchasing programs that receive competitive bid prices for vehicles and equipment for governmental purchase. Chapter 17.08 of the Municipal Code recognizes joint purchasing programs as an acceptable substitution for a formal competitive bid.

### **Financial Impact**

The Village's FY22 budget includes \$55,000 for the purchase of the mini-excavator from the Water Fund. The total cost for the mini-excavator is \$57,246, which is \$2,246 over budget. Although this purchase is over budget, staff do



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not anticipate that a budget amendment will be needed. The Water Fund currently has sufficient funds because the hydro-excavator purchase will be \$12,988.80 under budget.

Staff recommends a motion to approve the purchase of a mini-excavator from Atlas Bobcat of Elk Grove, IL, through the Sourcewell Purchasing Cooperative in the amount of \$57,246.

Motion was made to place this item on the Village Board Agenda.

## **Request to Extend a Solar Project Lease Option Agreement**

Presented by Public Works Director Tom Migatz

Staff seeks Board approval to enter into a solar project lease agreement extension with LITH CS, LLC, an affiliate of BAP Power Corporation d/b/a Cenergy Power of Carlsbad, California.

The Village of Lake in the Hills and Cenergy Power, a solar energy company based in Carlsbad, California, entered into a lease option agreement in December 2017. The agreement provided for due diligence engineering and other research necessary for the parties to enter into a twenty-one-year lease agreement for the construction and operation of a solar power farm on Lake in the Hills airport property. The term of original agreement was for one year based on the anticipated lead time necessary for Cenergy to obtain all the required State and Federal permits and incentives to proceed with the project. This included Cenergy securing necessary incentives through the Illinois Adjustable Block Program, which is the grant funding program for this type of solar project. While the program was originally scheduled for release during the summer of 2018, the Illinois Power Agency delayed the release of the initial application block until mid-January of 2019. Cenergy's project with the Village has not been among those chosen during the first, second, or third lottery drawings. However, recent legislation within the State indicated that Cenergy's project will be approved in 2022. To allow for appropriate time to design and get the project funding in place, Cenergy is requesting one additional one-year extension of the agreement. The terms of the diligence period are identical to what was previously approved by the Board of Trustees with the exception of the term extension.

## **Financial Impact**

The agreement requires LITH CS, LLC to make a one-time \$1,000 payment to the Village during the initial diligence period. The Village received the \$1,000 payment during the original lease agreement. The Village will collect any additional funds from LITH CS, LLC until after the project starts. The lease payment will be based on the size of the solar farm (up to 15 acres) at an initial annual rate of \$2,000 per acre.

Staff recommends a motion to approve a solar project lease agreement extension with LITH CS, LLC, an affiliate of BAP Power Corporation d/b/a Cenergy Power of Carlsbad, California.

Trustee Bojarski asked if this project has the potential of restricting future development plans near the airport. Director Migatz stated that a solar farm in this area will not affect other development plans. Attorney Stewart



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elaborated by explaining that area reserved for the solar farm does not have potential for commercial development. Administrator Mullard stated that this area works best for the FAA's required future development plan.

Motion was made to place this item on the Village Board Agenda.

## **Request to Amend Crawford, Murphy and Tilly, Inc.'s Standard Schedule of Hourly Charges**

Presented by Public Works Director Tom Migatz

Staff seeks Board approval to amend Crawford, Murphy and Tilly, Inc.'s standard schedule of hourly charges for professional engineering services at the Lake in the Hills Airport from January 1, 2022, through December 31, 2022.

The Village currently retains Crawford, Murphy and Tilly, Inc. (CMT) of Springfield, IL, for airport consulting services. A master contract between the Village and CMT was approved on February 21, 2019 and is in effect through March 27, 2024.

Annually, CMT requests rate increases and then Village staff bring these proposed rate increases to the Village Board for consideration. A proposed Ordinance increasing CMT's rates from January 1, 2022, until December 31, 2022, is attached to the agenda. CMT has informed Village staff that it charges the same rates to all its clients. The 2022 rates are increasing an average of 8% against an average increase of 4.7% in 2021. CMT's rates are only used for on-call hourly assignments not associated with capital projects. The Illinois Department of Transportation sets rates that are used for all federally funded grant projects. CMT has served in a consulting capacity for the Airport since 2012. The Public Works Department is satisfied with their performance.

### **Financial Impact**

The included rates are only used for on-call hourly assignments that are not associated with capital projects. The Airport Fund includes \$6,000 annually for such tasks and activity within this account is sporadic and inconsistent from year to year.

Staff recommends a motion to approve an ordinance amending Crawford, Murphy and Tilly, Inc.'s standard schedule of hourly charges for professional engineering services at the Lake in the Hills Airport from January 1, 2022, through December 31, 2022.

Motion was made to place this item on the Village Board Agenda.

## **Community Development**

### **Informational Item Concerning Section 18 Off-Street Parking and Loading**

Presented by Community and Economic Development Director Josh Langen

The Village Board has directed the Community Development Department to evaluate Section 18 Off-Street Parking and Loading of the Zoning Code regarding property owners wanting to have trailers not specifically designed for snow mobiles or recreational vehicles considered "in season" for purposes of storage in the front yard during winter





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months. Section 18 has been amended twelve times since 2002, the edition upon which the Village's current zoning code is based on, two of which are relevant to this item. Staff has included a brief summary of the relevant aspects of those two amendments. Staff has also researched surrounding municipality zoning ordinances and identified potential options to provide increased flexibility.

Section 18 was amended in February 2010 to regulate commercial vehicle and all trailer storage. Commercial vehicles having a class "D" plate or lower were allowed to be stored in residential districts without being fully enclosed, subject to height regulations. Trailers with a classification of "TA" were also allowed to be stored in residential districts without being fully enclosed, with height and length restrictions. Much discussion of these regulations was present in the archived minutes of the Village Board at the time of adoption. No Village Board comments were relevant to seasonal trailer use; however, Planning and Zoning Commission minutes show one Commissioner to have expressed concern that trailers could be used as supplemental storage units.

Section 18 was also amended in March 2018 to move parking regulations from Chapter 12 of the Municipal Code to Section 18 of the Zoning Ordinance, including regulations for "in season", "off season", and winter use vehicles. No discussion of the merits or potential negative effects of these regulations were present in the archived minutes of the Village Board or Planning and Zoning Commission at the time of adoption.

Neighboring municipality zoning ordinances were researched, and the following relevant regulations have been identified:

- Village of Algonquin - Recreational vehicles shall be parked in a completely enclosed building in a lawful manner or on a hard surface of not less than 2 inches of asphalt or 4 inches of concrete. Not more than two recreational vehicles shall be visible on a zoning lot. Neither yard location, visibility, nor seasonal restrictions are listed.
- City of Crystal Lake - RVs, boats, and trailers (under 11 feet tall and 25 feet long) may be parked in a residential driveway. Anything over those dimensions can be parked in a side or back yard on an approved surface.
- Village of Lakewood - November 1 through March 31, boats, trailers, and RVs must be stored indoors or if outdoors, in areas where permitted, then only in the rear yard on a pad.
- Village of Huntley - Recreational vehicles shall be stored completely behind the front of the primary structure and shall not be stored between the primary structure and the street.
- Village of Cary - Recreational vehicles or equipment, including travel trailers, campers, trucks with slide-in campers, watercraft, snowmobiles, jet skis, all-terrain vehicles and any trailers used to transport recreational vehicles or equipment, are divided into two classes – summer and winter use. Winter use vehicles and equipment are defined as snowmobiles and such other recreational vehicles and equipment that are associated primarily with winter use. Only during winter months can winter vehicles be stored in the front yard.

The Village's Comprehensive Plan contains a land use objective to "Promote and maintain the visual and open space characteristics that make Lake in the Hills visually distinctive". Regulating the visual impact of trailer storage in



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residential districts could support this objective. In addition to the need to address the flexibility of the Village’s current winter trailer regulations, a number of additional trailer license plates are now available from the Office of Secretary of State. The Village’s existing regulations need to be amended in order to remain current. The following table provides a summary of the vehicles, trailers, and license plates allowed to be permanently stored in the front yard as well as recommended additions/amendments:

Zoning District	Plate Type “In Season”- Current	Plate Type “In Season”- Recommended	Plate Type “Off Season”- Current	Plate Type “Off Season”- Recommended
B-1 B-2 B-3 B-4 B-5 M-1 M-2 AD-1 AD-2 O-S I-B	<ul style="list-style-type: none"> <li>No restrictions of vehicle type, only on overnight parking and storage for automotive repair</li> </ul>	No change	<ul style="list-style-type: none"> <li>No restrictions of vehicle type, only on overnight parking and storage for automotive repair</li> </ul>	Same
R-2 R-3 R-4	<ul style="list-style-type: none"> <li>Passenger,</li> <li>“D”plate or lower commercial vehicles,</li> <li>&lt; 3000 lbs “TA” plate trailers**,</li> <li>boat, trailer or recreational vehicle</li> </ul>	<ul style="list-style-type: none"> <li>Passenger,</li> <li>“D”plate or lower commercial vehicles</li> <li>Motorcycle TA Trailer (4-digit “TA”),</li> <li>Recreational Trailer (“RT”),</li> <li>Recreational Vehicle (“RV”),</li> <li>&lt; 3000 lbs TA Trailer (6-digit “TA”),</li> <li>&lt; 2000 lbs Trailer (“UT”)</li> </ul>	<ul style="list-style-type: none"> <li>Passenger, “D”plate or lower commercial vehicles,</li> <li>&lt; 3000 lbs “TA” plate trailers**,</li> <li>Snowmobiles, or trailers for the specific purposes of hauling a snowmobile or winter recreational vehicle</li> </ul>	<ul style="list-style-type: none"> <li>Passenger,</li> <li>“D”plate or lower commercial vehicles,</li> <li>Motorcycle TA Trailer (4-digit “TA”)</li> </ul>



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				Optional
R-2 R-3 R-4				<ul style="list-style-type: none"> <li>• &lt; 3000 lbs TA Trailer (6-digit "TA",</li> <li>• &lt; 2000 lbs Trailer ("UT")</li> <li>• Snowmobile trailers for specific purposes</li> <li>• Snowmobile trailer for primary purposes</li> </ul>

Staff is seeking input on any changes requested to allow for additional trailer types in residential districts during the "off season."

The Board approved of the proposed changes. Trustee Dustin asked if the proposed amendment will allow a trailer classified as TA to be used year-round. Director Langen confirmed this to be the case. Trustee Huckins asked if these changes will be in addition to the original ordinance or a replacement. Director Lange confirmed that this wording will be in addition to the current ordinance. Trustee Anderson requested the ordinance be worded in a way that prohibits using trailers for storage. Director Langen noted that the Village would then need to determine what is being stored in trailers. President Bogdanowski complimented Director Langen's proposed amendments and asked that a finalized version be presented to the Board as an ordinance change.

## Board of Trustees

Trustee Murphy noted comments from residents regarding the PFAS well issue and requested the community be addressed to alleviate fears and miscommunication. President Bogdanowski agreed stating that it should be communicated that well #6 has been shut down for the past year.

Trustee Dustin commented on positive trends published in the monthly report for December. He also recognized the amount of delinquent water bills and asked if there is a different option for collecting them. Director Stefan stated that the percentage of delinquent bills is standard. The Village is looking into enhancing the credit card and e-payment system to simplify payments in hopes of getting the numbers down.

Pertaining to a previous inquiry, Director Stefan explained that expenses for the Bark Park are below the threshold for the Capital Projects Fund; for this reason, the General Fund is being used.

## President

None.



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## Adjournment

There being no further business to discuss, the Committee of the Whole meeting was adjourned at 8:25 pm.

Submitted by,

A handwritten signature in cursive script that reads "Shannon DuBeau".

Shannon DuBeau  
Village Clerk