



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

MAY 10, 2022

## Call to Order

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

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

Motion to allow Trustee Anderson to attend telephonically was made by Trustee Murphy and seconded by Trustee Huckins. On roll call vote, Trustees Bojarski, Murphy, Dustin, Harlfinger, and Huckins voted Aye. No Nays. Motion carried.

Also present were Village Administrator Shannon Andrews, Assistant Village Administrator Ashley Eccles, Deputy Chief of Patrol Pat Boulden, Finance Director Pete Stefan, Public Works Director Tom Migatz, Community and Economic Development Director Josh Langen, Village Attorney Brad Stewart, and Village Clerk Shannon DuBeau.

Pledge of Allegiance was led by President Bogdanowski.

## Audience Participation

Helen Jost requested the Village direct code enforce to non-compliant rental properties. President Bogdanowski asked staff if this is possible. Administrator Andrews stated that water bills can be used to distinguish renters from owners. Trustee Harlfinger noted that some towns have a renter's registry. President Bogdanowski agreed to have staff look into it.

Helen mentioned an article on the Woods Creek stream bank restoration and recommended a tour or before and after photos once the work has been completed. Administrator Andrews stated that staff plans to launch a campaign before construction begins.

Dr. Paula Yensen, President of the National Organization for Women's McHenry County Chapter, addressed the Board to request a proclamation in honor of Pride Month. She noted that the county passed a resolution in support of the LGBTQ+ community last year and plans to do so again this year. Administrator Andrews confirmed that a proclamation is on the agenda for the next set of meetings. Paula added that it is important to help shape public policy.

George Ieremciuc of True North Properties, Inc. requested input from the Board for a mixed-use concept of 1301 Oak St—a 31,700 SF, two-story office building on 2.68 acres. True North believes that a mixed-use concept would be well received.

Trustee Huckins feels the Village lacks apartment rentals and welcomes the idea. Trustee Dustin asked if the dwellings will be studios. George stated that they will be larger, desirable, luxury spaces. Trustee Anderson asked if exterior changes have been planned. George stated that there will be no exterior changes. Trustee Huckins foresees traffic issues at the intersection of Pyott Rd and Oak St as it is currently regulated by a stop sign. George agreed to



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

MAY 10, 2022

do a traffic study. While Trustees Bojarski and Murphy agree with Trustee Huckins, Trustee Harlfinger would prefer the building contain only apartments. He feels that office traffic will be undesirable to residents.

Director Langen presented possible zoning challenges, explaining that the building is situated in B-4 zoning, which does not allow for residential use. The following would need to be addressed:

- Redistricting
- Signage
- Fire safety
- Privacy
- Property maintenance/code enforcement measures

President Bogdanowski asked if variances could resolve these issues. Director Langen stated that variances are based on dimensional standards—with dimensional changes, variances could resolve the issues. Attorney Stewart noted that the creation of a new R5 district as another option.

## Administration

### **Request for Waiver of Section 43.09, “Noise”, of the Lake in the Hills Municipal Code for Boulder Ridge Country Club Annual Outdoor Party**

Presented by Village Administrator Shannon Andrews

Boulder Ridge Country Club is requesting the Village Board to waive the provisions of Section 43.09 of the Municipal Code for their annual Outdoor Party on Friday, July 29, 2022, for their members and invited guests. The entertainment for the event is “Modern Day Romeos”. The band will perform from 7:30 pm to 10:30 pm on their outdoor patio. Staff recommends extending the time until 11 pm, in case the band performs beyond 10:30 pm.

Staff recommends a motion to waive the provisions of Section 43.09, Noise, of the Lake in the Hills Municipal Code, to allow Boulder Ridge Country Club to host their Annual Outdoor Party until 11 pm on Friday, July 29, 2022.

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

### **Request for Waiver of Sign Regulations and Enforcement for Joanna Krzepakowska/RE/MAX Suburban Sarah Leonard Team**

Presented by Village Administrator Shannon Andrews

Per the Zoning Ordinance, Section 16.2-8, all non-profit entities wishing to place temporary signs in the rights-of-way must submit a written request to the Community Development Department to allow for an event’s sign(s) to be placed in the public right-of-way. The request is then approved by the Village Administrator.



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

MAY 10, 2022

Per Village Code, Chapter 31, Section 31.01 C, residents that receive a garage sale permit are limited to three signs and they shall be displayed only during the dates the sale is in progress and must be removed within 24 hours after the last day of the sale.

The request that is attached to the agenda is from Joanna Krzepakowska, a realtor for the Suburban Sarah Leonard Team of RE/MAX. She is requesting enforcement activities be suspended to allow the erection of temporary signage in the right-of-way at the intersections listed below, within Village boundaries, from May 26, 2022, until June 13, 2022, to advertise participation in a neighborhood garage sale to take place from June 9 through June 12, 2022, in the Meadowbrook subdivision.

1. Lakewood Road and Miller Road
2. Miller Road and Haligus Road
3. Miller Road and Swanson Road (Southside)
4. Miller Road and Randall Road

Since this is not a non-profit entity, the request is being submitted to the Village Board for approval.

The remaining requests will be addressed through the special event permit process.

Staff recommends a motion to suspend enforcement activities from May 26, 2022, until June 13, 2022, to allow the installation of temporary signage at the intersections referenced above for the neighborhood garage sale to take place from June 9 to June 12, 2022, in the Meadowbrook subdivision.

Trustee Anderson asked if the resurfacing project at Sunset Park will be completed in time for the food trucks. Administrator Andrews stated that the project is in progress and will be completed in time.

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

## Public Works

### **Request for Task Order Approval for the Woods Creek Streambank Projects**

Presented by Public Works Director Tom Migatz

Staff seeks Board approval for two task orders with Christopher B. Burke Engineering (CBBEL) for construction observation services. The first is for the Woods Creek Streambank Reach 11 project and the second is for services related to the McHenry County DOT compensatory storage project related to work on Randall Road.

Christopher B. Burke Engineering currently serves as the Village's storm water and lakes engineering consultant. At its April 28th meeting, the Board approved a construction contract with V3 Construction for the Woods Creek Streambank Reach 11 project, including the storm water compensatory storage project. That project, agreed to by the Board in November 2020, stipulates that the Village will provide construction and construction oversight for full



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

MAY 10, 2022

reimbursement by the County in addition to a one-time payment of \$200,000. With approval of the contract with V3, staff requests approval of the task orders (attached to the agenda) to hire CBBEL to provide construction observation for both projects. Two different task orders are provided to properly separate project costs for each project.

### **Financial Impact**

The FY22 Village Budget includes \$30,000 in the Lake Restoration Fund for compensatory storage construction observation services and \$64,680 for Reach 11 construction observation. Both task orders are within budget.

Staff recommends a motion to approve the task order with Christopher B. Burke Engineering to provide construction observation services for the Woods Creek Streambank Reach 11 project at a cost not to exceed \$64,680 and a motion to approve the task order with Christopher B. Burke Engineering to provide construction observation services for the compensatory storage project at a cost not to exceed \$30,000.

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

### **Request for Approval of a Budget Amendment to the Airport Fund**

Presented by Public Works Director Tom Migatz

Staff seeks approval of an Ordinance approving a budget amendment to the Airport Fund for the fiscal year ending December 31, 2022.

On March 12, 2019, the Village Board approved a design and special services contract with Crawford, Murphy, and Tilly, Inc. (CMT) in the amount of \$164,300 for the first phase of the runway reconstruction project. The goal of the first phase was to eliminate the displaced thresholds allowing aircraft a larger safety margin when landing and the installation of windsocks as a secondary weather observation measure. Although the project was bid by IDOT in the summer of 2020, it was never awarded on account of the higher than anticipated bids. The grant money was not released as the contract was never awarded; however, engineering work had already been completed by CMT in the amount of \$47,700.

On September 21, 2021, the Village Board approved a new design and special services contract with CMT in the amount of \$157,400 for the second phase of the runway reconstruction project. Bids were opened in July of 2021 and Plote Construction was selected as the contractor in the fall. Construction will commence on August 1 for this phase of the project.

With the runway project successfully awarded, CMT is requesting payment of their initial \$47,700 design charge incurred during Phase 1. The Village will receive full reimbursement for this as all projects awarded in calendar years 2020 and 2021 are covered 100% by federal grant money allocated through various pandemic relief acts.



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

MAY 10, 2022

## Financial Impact

A budget amendment Ordinance is attached to the agenda as the 2022 Village Budget does not contain funding for this expense in the Airport Fund. Although the Airport Fund will expend \$47,700, this payment will be reimbursed 100% by federal grants.

Staff recommends a motion to approve an Ordinance approving a budget amendment to the Airport Fund for the fiscal year ending December 31, 2022.

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

## Community Development

### Informational Item Concerning the Status of Temporary Commercial Signs in the Village

Presented by Community and Economic Development Director Josh Langen

In 2020, the Village Board directed Community Development to suspend enforcement of temporary commercial advertising signs for Village businesses in order to provide much needed support during the pandemic. While most COVID restrictions have been lifted, many businesses still have a number of temporary signs in place, which would normally be considered in violation of our Code. Village staff recently surveyed the temporary signs remaining in the Village and found a total of 43 signs installed without a permit at 17 local businesses. None of these businesses applied for a temporary sign permit; however, the majority of these were installed in 2020. The Village has at least four that were just recently installed in early 2022 and has had inquiries from new businesses regarding current temporary sign regulations. A full listing of the locations in question has been provided in the survey attached to the agenda, along with the estimated dates of installation, and number of months beyond the standard 60-day display period.

A breakdown of the 43 signs by sign type has been provided below, with sample images attached to the agenda:

1. (19) Prohibited – These signs would not be able to receive a permit under the Village's Municipal Code. Feather banners are the most common example.
2. (9) Wall Signs – These are temporary signs, often banners, which are placed on the exterior wall of the business. They are normally permitted for a maximum of 60 days.
3. (15) Ground Signs – These are temporary signs, often mounted to a stem that is pressed into the ground to hold it in place. They are normally permitted for a maximum of 60 days.

Complaints have been in the form of written and verbal; however, under a dozen have been received since 2020. Some of the complaints have been similar complaints regarding a specific business.

As we are approaching two years since the moratorium was put in place, staff is bringing this issue back to the Board for consideration to determine whether it is time to begin enforcement, extend the moratorium, or seek to adjust the Code to allow for these signs on a more permanent basis.

Committee of the Whole Meeting  
May 10, 2022



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

MAY 10, 2022

President Bogdanowski and Trustee Huckins rehashed past discussions regarding sign regulations. The Board largely agreed that the best immediate solution is to address only the signs that, given other circumstances, would not be compliant, i.e., those that are damaged or not properly secured.

Administrator Andrews stated that the last update to the sign ordinance was on September 24, 2020. President Bogdanowski requested that staff review the ordinance to ensure that it includes temporary signage wording.

## Board of Trustees

None.

## President

President Bogdanowski will deliver a proclamation for National Public Works Week at Thursday's Board of Trustees meeting.

## Adjournment

A motion to adjourn the meeting was made by Trustee Huckins and seconded by Trustee Murphy. On roll call vote, Trustees Anderson, Murphy, Bojarski, Dustin, Harlfinger, and Huckins voted Aye. No Nays. Motion carried.

There being no further business to discuss, the Committee of the Whole meeting was adjourned at 8:27 pm.

Submitted by,

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

Shannon DuBeau  
Village Clerk