



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

COMMITTEE OF THE WHOLE MEETING

MARCH 26, 2024

## Call to Order

The meeting was called to order at 7:30 pm. Present were Trustees Huckins, Dustin, Harlfinger, Bojarski, Anderson, Murphy, and President Bogdanowski.

Also present were Village Administrator Shannon Andrews, Chief of Police Mary Frake, Finance Director Pete Stefan, Public Works Director Ryan McDillon, Director of Community Development John Svalenka, Parks and Recreation Director Randy Splitt, Village Attorney Brad Stewart, and Village Clerk Shannon DuBeau.

The Pledge of Allegiance was led by the Lake in the Hills Police Department volunteer Chaplain, Pastor Mark Wood. He has been the Pastor of New Life Baptist Church 20 years and has volunteered as Police Chaplain for the Lake in the Hills Police Department for 10 years. Pastor Mark rides along on police calls to support the police and help temper stressful situations.

## Audience Participation

None.

## Administration

### **Request to Approve a Resolution Authorizing the Destruction of Certain Closed Session Meeting Recordings**

Presented by Village Administrator Shannon Andrews

Statute 5 ILCS 120/2.06 requires all public bodies to keep written minutes of all meetings and a verbatim record of all closed meetings in the form of an audio or video recording. It also allows the destruction of verbatim records of closed meetings that are over 18 months old and for which minutes have been Village Board approved.

The Resolution, which is attached to the agenda, would allow staff to destroy all verbatim records of closed meetings that meet the criteria for destruction. It also allows for any future closed meeting recordings to be destroyed, once they have become older than 18 months and have been Village Board approved.

Staff recommends a motion to approve a Resolution authorizing the destruction of certain closed session meeting recordings.

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

### **Request to Approve the Guaranteed Maximum Price Amendment for the Police Facility Project**

Presented by Village Administrator Shannon Andrews

Staff is recommending the Board's approval of AIA Document A133-2019, Exhibit A, Guaranteed Maximum Price Amendment, provided by Camosy Construction ("Camosy") for the new police facility.



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The Village selected Camosy as the Construction Manager at Risk (CMAR) for the Police Facility Project back in April, 2023. Under a CMAR model, risk is transferred from the owner to the CMAR in exchange for the CMAR's guaranteed maximum price proposal (GMP) to deliver the project on time and within the GMP. Camosy's GMP places the total construction cost for the project at \$23,036,508.

Schedule 4 provides a list of exclusions for which the Village is separately responsible. The known costs of these exclusions are estimated below:

- Architectural or engineering fees - \$2,245,585
- Furniture, fixtures, or equipment costs - \$570,000
- Lockers or storage equipment - \$400,150
- Site benches, trash receptacles, or bike racks; Owner soft costs; Moving costs - \$332,924

When added to the construction cost in the GMP, the total project cost is \$26,585,167.

To arrive at the GMP, twenty-one (21) bid packages were issued in January 2024. The Village separately received and reviewed the bids for concrete, general trades and structural carpentry, as Camosy participated in bidding on those packages. A summary of the bid and re-bid results has been attached to the agenda.

Out of the ten alternates considered during the design and bidding process, only three are included in the GMP as follows:

- Alternate #1: Remove snow melt system.
- Alternate #5: Install an irrigation system.
- Alternate #8: Haul off excess soil materials to airport and construct an access road.

Out of the twenty-one (21) bids issued, the contractors with the lowest bid price including the alternates identified above, were selected in all but one bid package. A difference of \$450 separated the two bidders for Detention Equipment, however during the post-bid qualification process and scope review, it was discovered that their performance bond cost was high (3.5% of the bid). The inclusion of this additional cost swung the low bid to Valley Security. The names of each of the selected contractors are listed in the GMP, with the remaining three to be considered by the Board under a separate agenda item.

After the bids had been received and contractors were selected, Staff worked with Dewberry and Camosy to identify opportunities to further reduce the project costs through value enhancements. The bids for landscaping, drywall and security systems were amended and re-issued in order to secure the most accurate and best possible pricing. The results of these efforts further reduced the project cost by \$811,778 as shown in the list of value enhancements, which is attached to the agenda.

The GMP commits to a commencement date of April 15, 2024, and project completion within 18 months or not later than October 15, 2025. This timeline adds an additional four months to the initial project plan but is considered by both the architect and Camosy to be a more realistic timeframe for this project.



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Camosy has provided the Village with the GMP amendment, which is attached to the agenda. Once executed, the construction manager becomes contractually bound to provide labor and materials for the project and to complete construction at or below the GMP, with the exception of approved change orders.

A common misunderstanding associated with the GMP is that this maximum price will not be exceeded in any case. It is important to understand that the GMP is based on the plans and specifications at the time of the GMP with some reasonable assumptions made and a reasonable contingency included. Major changes in scope will result in a change-order, which increases the GMP contract. In addition, any changes to the project and scope made by the Village will require a change-order. By having the documents 100% complete prior to receiving the GMP, the risk of unanticipated change orders should be minimized.

Finally, there is a contingency fund built into the GMP for unforeseen project costs. If the contingency has not been used up by the end of the agreement, the remainder of the contingency reverts to the Village.

## **Financial Impact**

During the schematic design phase of the project, Dewberry produced a total project estimate of \$26,935,572, which aligned with the Village's approved \$27,000,000 funding plan. Once Camosy was selected as the CMAR, the schematic design estimates were adjusted based on the parameters included in their responses to the RFP. This reduced the initial estimated project cost to \$25,195,936.

As the design phase has progressed and bids have been received, Camosy's estimates have become more accurate. The Cost of Work under the GMP is comprised of the actual bid responses from the contractors. As previously mentioned, Camosy's GMP Amendment now places the total construction cost for the project at \$23,036,508. When the owner exclusions are added to this GMP, it brings the total project cost to \$26,585,167.

The difference between the GMP and the estimate at Design Development is \$1,117,802. This includes the following:

- 1) A proportionate increase in fees totaling \$16,294.
- 2) The change in the project schedule from 14 months to 18 months added \$153,651.
- 3) Owner supplied exclusions, such as computer equipment, phones, appliances, copiers, workout equipment, etc. added another \$332,924.
- 4) The remaining \$614,933 comes from changes in scope primarily in the following areas:
  - a. Landscaping – an increase of \$93,292. Staff worked with Dewberry and their landscape architect to trim back the project scope and is in the process of rebidding the package to reduce the cost. The figure contained within the GMP reflects the anticipated reduction according to the changes made to the scope.
  - b. Concrete – an increase of \$427,265 due to an increase in the cubic yards for the building and site concrete, inflation cost and more robust specifications for concrete ready mix and added complexity of storm shelter.



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- c. Structural Carpentry – an increase of \$367,438 due to a large quantity of structural steel being shifted to structural wood. This increase in the cost of the structural carpentry is partially offset by the bid for structural steel, which came in \$235,980 under the estimate.
- d. Aluminum Storefront/Glass & Glazing – an increase of \$361,159 due to unanticipated sound transmission rated glass throughout various areas in the building. The sound transmission class rating increases cost, adds lamination, and the thickness subsequently changes framing configurations to non-standard.

It should be noted that the Design Development estimate includes lockers and storage shelving in the Cost of Work. In the GMP estimate, these costs totaling \$400,150 have been removed from the Cost of Work, becoming owner supplied items. These items provide savings to the Village, as there are no markup costs from the CMAR.

Ultimately, the total project estimate of \$26,585,167 remains within the Village's \$27,000,000 budget for this project, with \$414,833 remaining for any future change orders.

Staff recommends a motion to approve the AIA Document A133-2019, Exhibit A, Guaranteed Maximum Price Amendment, provided by Camosy Construction for the new police facility.

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

## **Request to Accept the Bids for the New Police Facility, including 3.30 Concrete Work, 6.01 General Trades, and 6.10 Structural Carpentry**

Presented by Village Administrator Shannon Andrews

On February 8, 2024, the Village Board approved an Addendum to Terms of Construction Manager Agreement between the Village of Lake in the Hills and Camosy Incorporated Regarding Self-Performed Work by Construction Manager ("Addendum"). The Addendum allowed for Camosy to competitively bid on the following bid packages:

- Bid Package—No. 3.30 Concrete Work
- Bid Package—No. 6.01 General Trades
- Bid Package—No. 6.10 Structural Carpentry

With the potential for Camosy bidding on the above packages, Village staff directly oversaw the bid process by receiving, opening, and reviewing the responses. The bid opening was held on Monday, February 12, 2024 at 1:00pm with the following results.

**Bid Package No. 3.30 Concrete Work** – A total of five (5) bids were received with responses that ranged from a high of \$2,430,000.00 to a low of \$1,803,355.00 from Builders Concrete Services, LLC.

Bid Package No. 3.30 included Alternate Bid #1 for the removal of the snow melt systems at the public entry, staff entry and bond out locations; the omission of in-slab heating at Training Room 202; and providing floor mounted electric baseboard heat at Training Room 202 in lieu of hydronic in-floor. The low bid indicated a reduction of \$7,500.00 if the Village were to exercise Alternative Bid #1, which Staff is recommending, as



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the total cost for the snow melt solution (\$203,500.00) outweighs its value. The remainder of the costs, which exceed the \$7,500.00 in this bid package up to the total \$203,500.00 are included across multiple bid packages managed by Camosy. The savings the Village would realize through the acceptance of Alternate Bid #1 would be proportionately applied to the applicable bid packages.

After the bids had been received, Staff worked with Dewberry and Camosy to identify opportunities to further reduce the project costs through value enhancements. The results of this effort further reduced the bid by another \$19,975.00.

The staff recommendation is to award Bid Package 3.30, Concrete Work, including Alternate Bid #1, to Builders Concrete Services, LLC in an amount not to exceed \$1,775,880.00.

**Bid Package No. 6.01 General Trades** – A total of two (2) bids were received with responses that ranged from a high of \$4,292,600.00 to a low of \$2,737,900.00 from Camosy Incorporated. Camosy's bid for general trades is slightly less than their design development estimate for a savings of \$70,173.00.

Bid Package No. 6.01 included Alternate Bid #3 to add decorative metal mesh with wood and moss accents at the elevator core walls in lieu of ground face block at a cost of \$100,725. Staff recommends the rejection of Alternate Bid #3, as the cost outweighs its value to the project.

Bid Package No. 6.01 also included Alternate Bid #6 for porcelain tile in lieu of epoxy terrazzo flooring for a reduction to the bid of \$16,350. In this case, staff recommends rejecting Alternate Bid #6, as the savings are not sufficient to deviate from the preferred epoxy terrazzo flooring.

After the bids had been received, Staff worked with Dewberry and Camosy to identify opportunities to further reduce the project costs through value enhancements. The results of this effort further reduced the bid by another \$85,350.00.

The staff recommendation is to award bid package 6.01, General Trades, to Camosy Incorporated for a total cost not to exceed \$2,652,550.00.

**Bid Package No. 6.10 Structural Carpentry** – A single bid was received for a total cost of \$1,500,000.00 from Camosy Incorporated. This bid exceeds Camosy's estimate at design development by \$367,438.00, due to a large quantity of structural steel being shifted to structural wood. This increase in the cost of the structural carpentry is partially offset by the bid for structural steel, which came in \$235,980.00 under the estimate.

Bid Package No. 6.10 included Alternate Bid #2, which adds the sloped glazing skylight above the main stair/elevator core walls in lieu of wood decking at a cost of \$63,650.00. Staff recommends the rejection of Alternate Bid #2, as the cost outweighs its value to the project.

The staff recommendation is to award bid package 6.10, Structural Carpentry, to Camosy Incorporated for a total cost not to exceed \$1,500,000.00.



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Since Camosy was a bidder on each of these bid packages, the award must be made exclusively by the Village. In addition, it was understood that if Camosy was to be awarded any of the above bid packages, the Village would retain the right to engage a professional 3rd party to supervise Camosy's work. Any costs the Village incurs for this 3rd party oversight will be deducted from what is owed to Camosy.

## **Financial Impact**

The total cost estimate for the new police facility is \$26,585,167.00, which includes \$1,775,880.00 for Bid Package No. 3.30 Concrete Work, \$2,652,550.00 for Bid Package No. 6.01 General Trades, and \$1,500,000.00 for Bid Package No. 6.10 Structural Carpentry.

Staff recommends a motion to Accept the bid for Bid Package 3.30, Concrete Work, including Alternate Bid #1, from Builders Concrete Services, LLC in an amount not to exceed \$1,775,880.00, a motion to Accept the bid for Bid Package 6.01, General Trades, from Camosy Incorporated in an amount not to exceed \$2,652,550.00, and a motion to Accept the bid for Bid Package 6.10, Structural Carpentry, from Camosy Incorporated in an amount not to exceed \$1,500,000.00.

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

## Public Works

### **Request to Reject the Bid for Well 15 Regeneration Sludge Removal**

Presented by Public Works Director Ryan McDillon

Village staff released a Request for Proposal (RFP) for the Well 15 Regeneration Sludge Removal project on January 22nd, 2024. The RFP invitation was posted on the Village's website, published in the Northwest Herald, and sent to seven separate vendors. Public Works received and opened two sealed responses on February 14, 2024. Crystal Clean supplied a "No bid at this time due to time constraints" and All Service Contracting Corporation bid at \$248,038.00. The 2024 budget allocated \$150,000.00 for the Well 15 Regeneration Sludge Removal. Staff recommends rejecting the sole bid from All Service Contracting Corp, engaging Baxter and Woodman to investigate other possible solutions, and deferring this project to FY25.

## **Financial Impact**

The sole responsive bid from All Service Contracting Corp at \$248,038.00 is over the \$150,000.00 budget by \$98,038.00.

Staff recommends a motion to reject the sole bid from All Service Contracting Corp and engage Baxter and Woodman to provide options for remediation and removal.

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



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## **Request to Approve a Contract for the Plote Field Netting Replacement Project**

Presented by Public Works Director Ryan McDillon

Staff seeks Board approval for a contract award with Misfits Construction Company of Chicago, IL, for replacing the ball field netting at Plote Field, located at 500 Grace Drive, in an amount not to exceed \$68,600.00.

On February 5, 2024, Village staff released a Request for Proposal (RFP) for the project to the Village's website; a public notice was published in the Northwest Herald, and village staff contacted five vendors to notify them of this opportunity. On February 28, 2024, two sealed proposals were opened from Misfits Construction for \$68,600.00 and the other from Tiles in Style for \$74,500.00. Misfits Construction is a new contractor working for the Village. Staff contacted their work references and were very satisfied with the positive statements, speaking to their professionalism, being on time and within budget, and stated further that given the opportunity, they would use them again in the future. As such, Village staff recommends awarding a contract with Misfits Construction for \$68,600.00.

### **Financial Impact**

The Village's FY24 budget includes \$40,000.00 for the Plote Field Netting Replacement project within the Capital Improvement Fund. This low bid of \$68,600.00 from Misfits Construction and is over budget by \$28,600.00; however, savings from other projects within this fund cover the overage for this project. No budget amendment is required at this time.

Staff recommends a motion to approve a contract for the Plote Field Replacement project with Misfits Construction Company in an amount not to exceed \$68,600.00.

Trustee Huckins questioned the materials included. Director McDillon confirmed that the price is only for netting.

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

## **Request to Waive the Competitive Bidding Process and Award a Pavement Rejuvenator Contract**

Presented by Public Works Director Ryan McDillon

Staff seeks Board approval to award a contract to Corrective Asphalt Materials of Sugar Grove, IL, for the 2024 Pavement Rejuvenator Project in the amount of \$67,200.00.

The Village is in the eighth year of applying a pavement rejuvenator product to help prolong the life cycle of Village streets. An asphalt rejuvenator is a maltene-based petroleum product designed to penetrate and seal the surface, thereby preventing raveling and stripping. The Village, along with the Village of Algonquin, Cary, Marengo, Crystal Lake, Elmhurst, Richmond, Barrington Hills and the City of Woodstock, have partnered together through the McHenry County Municipal Partnering Initiative to jointly procure pavement rejuvenator application services. The Village applies the product to 100% of all resurfaced roadways from the previous year.

This year the McHenry County Municipal Partnering Initiative received information from Winnetka that it recently held the bid with Corrective Asphalt Materials being the sole source bidder. Corrective Asphalt Materials (CAM) is the sole provider of this product. The cost for 2024 is \$1.20 per square yard which is an increase of \$0.17 and



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includes sweeping, cleanup, traffic control and resident notification. If the contract award is approved, Village staff will hire CAM to apply their pavement rejuvenator product to all sections of pavement that were resurfaced in 2023, estimated to total 56,000 square yards.

### **Financial Impact**

The FY24 Village Budget contains \$73,700.00 in the General Fund for pavement rejuvenator application services and the total expense for 2024 will not exceed \$67,200.00.

Staff recommends a motion to waive the competitive bidding process and award a contract to Corrective Asphalt Materials of Sugar Grove, IL, for the 2024 Pavement Rejuvenator Project in the amount of \$67,200.00.

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

### **Request to Accept a Bid and Approve a Contract for the Sunset Park Splash Pad Surface Renovation Project**

Presented by Public Works Director Ryan McDillon

Staff seeks Board approval for a contract award with Sundek of Illinois to renovate the splash pad surface at Sunset Park, located at 5200 Miller Road, for FY24, in an amount not to exceed \$25,987.00.

On February 7, 2024, Village staff released a Request for Proposal (RFP) for the project to the Village's website; a public notice was published in the Northwest Herald, and Village staff contacted twenty-six vendors to notify them of this opportunity. On March 6, 2024, two sealed proposals were opened from Sundek of Illinois for \$25,987.00 and another from M1 Sealcoating for \$14,000.00.

While M1 Sealcoating is the low bidder, they have never renovated a concrete pool deck or splash pad surface. The company admitted that their field of expertise has been installing asphalt-related projects. Based on their inexperience, Staff is uncomfortable recommending M1 Sealcoating despite the potential savings.

Sundek, the remaining bidder, has been installing quality decorative concrete coatings since 1970. While they would be a new contractor for the Village, Sundek's references responded positively, indicating that they were very satisfied with their results. They also said that Sundek was professional and completed the project on time and without issues, further stating that they would use them again in the future. As such, Village staff recommends awarding a contract with Sundek of Illinois for \$25,987.00.

### **Financial Impact**

The Village's FY24 Budget includes \$30,000.00 for the Sunset Park Splash Pad Surface Renovation in the Capital Land Improvement Fund. Sundek's bid of \$25,987.00 is under budget by \$4,013.00.

Staff recommends a motion to accept the bid and approve a contract with Sundek of Illinois, Inc. for the Sunset Splash Pad Resurfacing Project, in an amount not to exceed \$25,987.00.

Trustee Huckins noted that a resident reported flooding in the main drain of the splash pad last year. Director McDillon was unaware of drainage issues and will investigate further.



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Trustee Dustin asked how long the surface coating will last. Director McDillon expects a 10-15-year lifespan.

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

## **Request to Approve Participation in the State of Illinois Rock Salt Joint Purchasing Program for the 2024-2025 Snow Season**

Presented by Public Works Director Ryan McDillon

Rock salt can be purchased under the State's Master Contract, which is established by the State of Illinois Department of Central Management Services. As part of this cooperative purchasing plan, the purchase is exempt from the normal bidding process as stated in Section 9.13 of the Municipal Code.

The Illinois Department of Central Management Services released their joint purchasing requisition for rock salt requirements for the winter of 2024-2025. Participating municipalities have until April 7, 2024 to fill out and submit the survey form to the State. The survey form requires each municipality to provide its desired quantities, providing information the State uses to solicit bids on behalf of each municipality. Once a municipality submits the survey form to the State, the municipality is required to procure a certain amount of rock salt from the low bid vendor for the winter of 2024-2025 depending on the participation category that it selects. As such, Village staff are requesting Village Board authority to participate in the State of Illinois rock salt joint purchasing program for the 2024-2025 snow season.

Staff estimates the Village requires 1,400 tons of rock salt for the 2024-2025 winter season. Calculations justifying this amount are attached to the agenda. The requisition offers the Village two procurement options for the winter of 2024-2025. Staff plans to select the option allowing for the purchase of 80% of its 2024-2025 contract request, which requires the Village to purchase a minimum of 80% (1120 tons) and as much as 120% (1680 tons) of the contract amount.

### **Financial Impact**

Although the joint purchasing opportunity for the winter of 2024-2025 allows participants to begin taking possession of rock salt at the end of 2024, staff does not anticipate taking possession of any rock salt procured under this contract until 2025. As such, staff anticipates returning to the Village Board in January 2025 to request spending authority for 2025.

Staff recommends a motion to approve participation in the State of Illinois rock salt joint purchasing program for the 2024- 2025 snow season.

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

## **Request to Approve an Agreement with Patriot Maintenance for the 2024 Bike Path Resurfacing Project**

Presented by Public Works Director Ryan McDillon

Staff seeks Board approval to enter into an agreement with Patriot Maintenance of Mundelein, IL, for the 2024 bike path resurfacing project, in an amount not to exceed \$38,000.00.



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On February 10, 2024, the Board rejected all bids and waived competitive bidding for the 2024 bike path resurfacing project, due to challenges with the bid process. This allowed staff to negotiate an agreement with the low bidder, Patriot Maintenance, under the same terms and conditions contained within the proposal. The original RFP, bid certification form and agreement are attached to the agenda.

### **Financial Impact**

The Village's FY24 Budget includes \$75,000.00 for the resurfacing of Sunset Park Bike Path in Special Services Area #2 Capital Improvement Fund. The total cost for the resurfacing is \$38,000.00, which is \$37,000.00 under budget.

Staff recommends a motion to approve and authorize the Village Administrator to enter into an agreement with Patriot Maintenance for the 2024 Bike Path Resurfacing project in an amount not to exceed \$38,000.00.

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

### **Request to Award the Airport Fuel Supplier Contract to Arrow Energy**

Presented by Public Works Director Ryan McDillon

The Village's current contract with Arrow Energy of Saline, Michigan, to provide aviation fuel to the airport expires April 26, 2024. As such, on March 4, 2024, Village staff issued a Request for Proposal (RFP) for two types of aviation fuel: 100LL and Jet A, as well as business support services to assist Village staff in the resale of aviation fuels. To account for fuel price fluctuations over the contract term, the RFP pricing for both aviation fuel types are based on a regional fuel price index that is updated daily—with vendors providing a markup price that is fixed during the contract term.

The Village received a single bid from Arrow Energy. They have maintained a longstanding business partnership with the Village for over five years, consistently delivering exceptional service without interruption. Given their track record and the absence of competing bids, Arrow Energy stands as the sole provider for aviation fuel, ensuring continuity and reliability in fuel supply for the Village's aviation needs. As such, Village staff recommends entering into a one-year contract with Arrow Energy.

### **Financial Impact**

The Village's FY24 budget includes \$396,298.00 in the Airport O&M Fund for the purchase of aviation fuel for resale. The FY25 budget will include a request for an additional \$150,000.00 through April 26, 2025, which is the end of Arrow's contract term. The total not to exceed for this contract term will be \$546,298.00.

Staff recommends a motion to accept the bid and approve a contract with Arrow Energy, for aviation fuel for the Lake in the Hills Airport from April 26, 2024 to April 25, 2025, for an amount not to exceed \$546,298.00.

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

### **Request to Approve an Airport Ground Lease for Hangar PAP-08**

Presented by Public Works Director Ryan McDillon



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In accordance with Chapter 3.1 of the Lake in the Hills Airport Rules and Regulations, no person shall store any aircraft at the airport except pursuant to a written Lease, license and/or storage agreement approved by the Village. A new ground lease is required upon each change in ownership of a private hangar.

Larry Edwards, representing Sands Road LLC, is seeking approval for a new ground lease for Hangar PAP-08. While Sand Road LLC is registered as an out of state business, they have been an airport tenant in PAP-13 since January 2023. The account is in good standing with no late payments received.

The initial term of this lease is for twenty years from December 1, 2023, to November 30, 2043, with options to renew for four additional five-year terms. The ground lease has been retroactively dated to December 1, 2023, to the date Mr. Edwards took possession of the hanger and assumed the lease payments. The lease, which is attached to the agenda, has been reviewed by the Village's attorney and has been updated to allow for annual adjustments to the lease rates by the Board. Mr. Edwards has executed the requisite lease documentation and has provided the required certificate of insurance.

### Financial Impact

The Airport Fund will receive \$2,437.80 annually from the ground lease and \$240 from electrical fees. The rent and fees are subject to annual increases as approved by the Board.

Staff recommends a motion to approve the Ordinance Authorizing the Approval of a Ground Lease between the Village of Lake in the Hills and Sands Road, LLC for PAP-08.

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

## Board of Trustees

None.

## President

None.

## Adjournment

There being no further business to discuss, the Committee of the Whole meeting was adjourned at 8:02pm.

Submitted by,

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

Shannon DuBeau  
Village Clerk