



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

BOARD OF TRUSTEES MEETING

JULY 25, 2024

Call to Order

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

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

Also present were Assistant Village Administrator Trevor Bosack, Chief of Police Matt Mannino, Finance Director Pete Stefan, Deputy Director of Public Works Derek Rowbotham, 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 McHenry County Conservation District Executive Director Elizabeth Kessler and McHenry County Conservation District Board of Trustees President Chris Dahm.

Ms. Kessler shared the Conservation District's many amenities, which include 25,800 protected acres. Community assets in close proximity include the Fen, Exner Marsh, and a portion of the Prairie Trail. Ms. Kessler stressed the importance of collaboration with local governments.

President Bogdanowski inquired about maintenance of the Fen. Ms. Kessler stated that there was a dedicated site steward in past years. However, currently, the area is maintained by many volunteers.

Public Comment

None.

Consent Agenda

This portion of the agenda contains several items that will be acted upon in one Motion unless any Trustee wishes to remove an item. For members of the public, copies of the agenda are available at the entryway.

- A. Motion to accept and place on file the minutes of the July 9, 2024, Committee of the Whole meeting.
- B. Motion to accept and place on file the minutes of the July 11, 2024, Village Board meeting.
- C. Motion to waive competitive bidding to allow staff to negotiate a contract with Municipal Well and Pump for the repairs or replacement of Well 10.
- D. Motion to approve Baxter & Woodman Task Order No. 2024-10 for Woods Creek Reach 9 Design & Permitting at a cost not to exceed \$89,850.00.
- E. Motion to pass Ordinance No. 2024-____, An Ordinance Authorizing the Approval of a Ground Lease between the Village of Lake in the Hills and Aleksei Air LLC for PAP-1A.



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JULY 25, 2024

- F. Motion to approve an agreement with the Lake in the Hills Historical Society for use of the Labahn-Hain House.

Motion to approve the Consent Agenda items A-F was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Anderson, Dustin, Bojarski, Huckins, Murphy, and Harlfinger voted Aye. No Nays. Motion carried.

Approval of the Schedule of Bills

Motion to approve the July 26, 2024, Schedule of Bills total of all funds \$279,199.17 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Bojarski, Murphy, Huckins, Harlfinger, Anderson, and Dustin voted Aye. No Nays. Motion carried.

Motion to approve the June 2024 Manual Bills total of all funds \$1,836,863.81 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Dustin, Huckins, Bojarski, Anderson, Murphy, and Harlfinger voted Aye. No Nays. Motion carried.

Village Administrator and Department Head Reports

None.

Board of Trustee Reports

Trustee Huckins asked for an update on an inquiry from the Committee of the Whole meeting regarding an unincorporated resident's boat sticker. Director Splitt stated that the issue is still being worked on.

Village President Reports

None.

Unfinished Business

None.

New Business

Request to Approve an Agreement with Landscape Structures for Playground Replacements

Presented by Parks & Recreation Director Randy Splitt

At the April 25, 2024, Board of Trustees meeting, NuToys Leisure Products, Inc. ("NuToys") was selected to assist the Village with preliminary designs for playground replacement projects. NuToys, is an exclusive local representative for Landscape Structures, who provides the required professional services to complete the site improvement or replace the equipment according to the Village's budget. Each project designed by NuToys will require a waiver of competitive bidding in order for the Village to enter into a separate contract with Landscape Structures. This contract outlines the cost of the equipment, which is through a purchasing cooperative, in addition to the remaining costs associated with the project, such as installation and/or disposal of equipment.



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BOARD OF TRUSTEES MEETING

JULY 25, 2024

In FY24, the Village budgeted for two playground replacements and improvements, Celebration and Jaycee Parks. At the May 2024 Parks and Recreation Board Meeting, Staff presented 3 display boards with conceptual ideas, plus video of children playing, to showcase the equipment being displayed. The Board identified equipment ideas that meet the feedback from the Master Plan community survey, which was to include new, exciting, and accessible equipment that caters to the park's name or theme.

Celebration Park

During the June 6, 2024, Parks and Recreation Board meeting, NuToys presented to the Parks and Recreation Board with two playground design options for their consideration. Option A was a standard replacement with similar ideas to the existing park. Option B included a brand-new product line with an assortment of play routes, variety of swing options, and standalone amenities to include all levels of play. NuToys finalized the design using Option B, with an added feature from Option A, and received a unanimous recommendation from the Parks and Recreation Board. The unique equipment and colors selected represent the theme of "Celebration Park" and assist in identifying the park with its name.

Jaycee Park

The Parks and Recreation Board had previously discussed the concept of adding a basketball court as part of the equipment improvement at Jaycee Park. In discussions with area residents, they felt basketball is the most popular activity, with the park being utilized by older children due to its location and lack of parking. An additional basketball surface would allow the existing court to serve not only for basketball, but complement the park's need for additional play space for children to use, due to the lack of open space and sidewalks in the area.

During the June 6, 2024, Parks and Recreation Board meeting, NuToys presented two options for consideration. Option A would keep the current footprint intact, while staying within budget. This option would provide equipment geared towards older children, as well as an area in the middle of the footprint to allow for a basketball court surface, which would have a basketball standard in the middle with backboards facing opposite directions. Option A would allow more opportunities to play basketball while the traditional court is in use. Option B included a brand-new product line with an assortment of features including a challenge course and play routes, similar to an obstacle course challenge. The Parks and Recreation Board voted unanimously for Option A.

In working with the Village attorney, Staff has prepared an agreement (attached to the agenda) with Landscape Structures, Inc. for the provision and installation of playground equipment for Celebration and Jaycee Park in an amount not to exceed \$278,478.00 for both projects. The Celebration Park equipment is listed in Exhibit A on the agenda for a total of \$169,814.00, with the design itself depicted in Exhibit B on the agenda. The Jaycee Park equipment is listed in Exhibit C on the agenda for a total of \$108,664.00, with the design depicted in Exhibit D on the agenda.

It should also be noted that Landscape Structures is an approved partner of Sourcewell for National Purchasing and meets purchasing and bidding requirements.



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BOARD OF TRUSTEES MEETING

JULY 25, 2024

Financial Impact

The FY24 Budget includes \$172,380.00 in SSA #2 for Celebration Park, while the contract with Landscape Structures is not to exceed \$169,814.00, for a savings of \$2,566.00. The FY24 Budget includes \$110,600.00 in the Capital Improvement Fund for Jaycee Park, while the contract with Landscape Structures is not to exceed \$108,664.00, for a savings of \$1,946.00. The total actual cost across both Funds is not to exceed \$278,478.00.

Staff recommends a motion to waive competitive bidding and approve an agreement with Landscape Structures, Inc. for the provision and installation of playground equipment for Celebration Park and Jaycee Park, in an amount not to exceed \$278,478.00.

- A. Motion to waive competitive bidding and approve an agreement with Landscape Structures, Inc. for the provision and installation of playground equipment for Celebration Park and Jaycee Park in an amount not to exceed \$278,478.00 was made by Trustee Huckins and seconded by Trustee Murphy.

President Bogdanowski asked Director Splitt to explain the urgency of moving this item forward prior to the next set of meetings. Director Splitt explained that there is a shortage of equipment. As such, executing the order next week would allow for installation by late fall.

Trustee Anderson noted that she polled residents about what was desired for Jaycee Park. Most residents requested that the park cater to teenagers. Sand volleyball and basketball were specific request. She is concerned with the level of preteen focus. Director Splitt stated that the feedback he received was geared more towards open space.

Trustee Huckins asked why competitive bidding is being waived. Director Splitt explained that NuToys works with the installer, Landscape Structures. Attorney Stewart added that the majority of the cost is going toward the equipment. Each park has a remainder of \$31,000–\$38,000 going toward labor.

Trustee Harlfinger questioned the timeline. Director Split stated that, weather permitting, Jaycee Park will be first on the schedule.

Trustee Harlfinger asked where the equipment will be stored if the installation is delayed. Director Splitt stated that the installer will store it.

After discussing conflicts between the Jaycee Park design and resident feedback, members of the Board were not comfortable moving forward with motion on the floor.

Motion to divide the question of waiver of competitive bidding and approval of an agreement with Landscape Structures, Inc. for the provision and installation of playground equipment for Celebration Park and Jaycee Park was made by Trustee Anderson and seconded by Trustee Bojarski.

On roll call vote, Trustee Dustin abstained, Trustee Murphy voted Aye, Trustee Bojarski voted Aye, Trustee Huckins voted Nay, Trustee Harlfinger voted Aye, and Trustee Anderson voted Aye. Motion carried.



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BOARD OF TRUSTEES MEETING

JULY 25, 2024

Motion to waive competitive bidding and approve an agreement with Landscape Structures, Inc. for the provision and installation of playground equipment for Jaycee Park in an amount not to exceed \$108,664.00 was made by Trustee Huckins and seconded by Trustee Harlfinger.

Trustee Anderson stressed that the residents are not looking for a patch-up. They want a place for teens to hang out. Discussion was made about which age-appropriate equipment would be able to fit in the park. Director Splitt stated that the equipment is targeted for ages 5-12.

Attorney Stewart noted a correction to his earlier estimate—Jaycee Park has a remainder of close to \$45,000 going toward labor.

On roll call vote, Trustee Dustin voted Nay, Trustee Murphy voted Nay, Trustee Bojarski voted Nay, Trustee Huckins voted Aye, Trustee Anderson voted Nay, and Trustee Harlfinger voted Nay. Motion failed.

Motion to waive competitive bidding and approve an agreement with Landscape Structures, Inc. for the provision and installation of playground equipment for Celebration Park in an amount not to exceed \$169,814.00 was made by Trustee Huckins and seconded by Trustee Murphy.

On roll call vote, Trustees Anderson, Harlfinger, Huckins, Bojarski, Dustin, and Murphy voted Aye. No Nays. Motion carried.

Closed Session

Motion to enter into Closed Session to discuss collective negotiating matters, pursuant to 5 ILCS 120/2(c)(2) was made by Trustee Huckins and seconded by Trustee Bojarski. On roll call vote, Trustees Anderson, Bojarski, Murphy, Huckins, Dustin, and Harlfinger voted Aye. No Nays. Motion Carried.

Return from Closed Session

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

Adjournment

A motion to adjourn the meeting was made by Trustee Murphy and seconded by Trustee Huckins. All in favor by voice vote.

There being no further business to discuss, the meeting of the Lake in the Hills Board of Trustees was adjourned at 8:30 pm.

Submitted by,

A handwritten signature in black ink that reads "Shannon DuBeau".

Shannon DuBeau
Village Clerk

Board of Trustees Meeting
July 25, 2024