



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Committee of the Whole Meeting

February 11, 2020

Call To Order

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

Also present were Village Administrator Jennifer Clough, Assistant Village Administrator/Finance Director Shane Johnson, Chief of Police Dave Brey, Public Works Director Dan Kaup, Community Service Director Fred Mullard, Airport Manager Mike Peranich, Village Attorney Brad Stewart and Village Clerk Cecilia Carman.

Pledge of Allegiance was led by President Ruzanski.

Audience Participation: None

Administration:

Mays Lake in the Hills LLC – Class A-2 Liquor License- Presented by Village Administrator Jennifer Clough-Mays Lake in the Hills LLC presented their business plan to the Village Board on September 24, 2019 for a Class A-2 Liquor License and Video Gaming at 273 N. Randall Road, at which time the Village Board verbally provided its support. The standard for Mays is to operate an upscale premium Gaming Café offering locally crafted beers, fine wine, coffee, and a casual food menu including breakfast, sandwiches, pizza, and sweets.

The Village received Mays Lake in the Hills LLC liquor license application, application fee, certificate of insurance, bond, and lease agreement on December 30, 2019. The background check has been completed and the results are clear, which means the next step is issuing a liquor license.

When a liquor license application has been received, an ordinance must be passed to increase the number of licenses issued within the liquor licenses class. However, an ordinance was already approved on January 10, 2019 increasing the Liquor Class A-2 to three licenses in order to allow Ginger's to move forward with applying for a Liquor Class A-2 License. Ginger's did apply, but before the liquor license was issued, decided not to move forward in establishing their business. This vacant Class A-2 license will be issued to Mays. Current businesses holding Class A-2 licenses are Dotty's and Stella's.

A representative from Mays Lake in the Hills LLC was in attendance at the February 11, 2020 Committee of the Whole meeting.

Finance:

Agreement - Windy City Amusements Inc. for the 2020 Summer Sunset Festival- Presented by Assistant Village Administrator/Finance Director Shane Johnson- Attached is a one-year agreement with Windy City Amusements Inc. to supply amusements for the annual Summer Sunset Festival on September 4, 2020 through September 6, 2020. All terms and conditions are the same as the previous contract that

expired on September 2, 2019. Representatives from the Summer Sunset Festival was in attendance at the committee of the whole meeting to answer any questions.

Financial Impact: The expense amount budgeted in FY 2020 is \$60,000 for this agreement. This amount was based on an average of actual payments for previous Sunset Festival activity and attendance. The final payment will be based on 2020 activity and attendance and based on the terms set forth in the attached agreement.

Staff recommends a motion waive competitive bidding and approve a one-year agreement with Windy City Amusements Inc. to supply amusements for the 2020 Summer Sunset Festival. Motion was made to place this item on the Village Board Agenda.

Police:

Ordinance Amending Chapter 4, Police Department, of the Lake in the Hills Municipal Code- Presented by Chief of Police Brey- Police agencies across the nation are experiencing declining numbers of applications for law enforcement officer positions. A recent survey of 400 law enforcement agencies by the Police Executive Research Forum showed 66 percent of the departments reporting a decline in the number of applications. Locally, this trend is being experienced in and around the county. With a shrinking pool of qualified candidates, competition among agencies has become intense for experienced officers. Most area agencies have developed a police officer lateral entry program to hire experienced police officers. Hiring certified officers with practical street experience will reduce training time and more efficiently replace the loss of veteran officers who retire or move to a different agency. The department has a growing list of officers who will be or are currently eligible for retirement. The use of our lateral entry program will minimize the impact on the department during times of high officer turnover and loss of practical street experience.

The department has been successful in identifying and hiring well-qualified, experienced candidates through the lateral entry program, but the current ordinance limits the ability for a lateral hire to every other open position. To better address the loss of veteran officers, the revised ordinance allows the Chief of Police to hire an officer using the lateral entry program anytime at their discretion. The revised ordinance also allows the placement of a lateral entry officer at any step on the wage schedule consistent with the department's policies and interests, based on the candidate's training, experience, and other qualifications.

Financial Impact: Hiring officers through the lateral entry program requires placing the officer at advanced steps on the pay scale. The higher initial employment cost is offset by operational savings associated with training and filling open positions faster with more experienced personnel.

Staff recommends a motion to approve the ordinance amending Chapter 4, Police Department, of the Lake in the Hills Municipal Code. Motion was made to place this item on the Village Board Agenda.

Public Works:

Recommendation to Award a Tree Purchase Contract to Goodmark Nurseries- Presented by Public Works Director Dan Kaup- In December, Village staff authored a Request for Proposal (RFP) for Tree Purchase Services, advertised the RFP opportunity in the Northwest Herald, posted the RFP to the Village website and sent RFP invitations to 28 vendors. On January 10, 2020, seven vendors supplied bids: St. Aubin Nursery, Fox Ridge Nursery, Spring Grove Nursery, Arthur Weiler Inc., Fiore Nursery, Wilson Nursery, and Goodmark Nurseries. In comparing the RFP submittals, Goodmark Nurseries supplied the lowest pricing for more tree species than any other vendor did over a three-year period. The Village has

purchased trees from Goodmark Nurseries in the past and they have provided the Village with excellent service, quality trees and timely product delivery. As such, Village staff recommend entering into a three-year contract with Goodmark Nurseries, to purchase trees in 2020, 2021 and 2022.

Financial Impact: The Village's 2020 budget includes \$81,215.00 for the purchase trees (\$59,215.00 in the General Fund and \$22,000.00 total from eight Special Service Area Funds).

Staff recommends a motion to approve a contract with Goodmark Nurseries of Wonder Lake, IL, for the purchase of trees in 2020, 2021 and 2022.

Staff recommends a motion to approve spending authority with Goodmark Nurseries of Wonder Lake, IL, for fiscal year 2020, for the purchase of trees, in an amount not-to-exceed \$81,215.00.

Trustee Dustin asked about the amount of trees purchased each year. Public Works Director Kaup explained how and why trees purchased. Trustee Dustin asked if the Village could have their own nursery. Director Kaup explained this is an endeavor the Village could not afford. Trustee Huckins asked what types of trees are purchased. Director Kaup stated what types of trees are purchased.

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

Airport Ground Lease for Hangar PAP-1A- Presented by Airport Manager Mike Peranich - The Lake in the Hills Airport Rules and Regulations require airport tenants to enter into applicable leases, licenses, or storage agreements for Village owned hangers. Alan Hanke is requesting a new ground lease on Hangar PAP-1A. This lease is for the period of February 14, 2020 to February 14, 2040. The lease includes an option to renew for four additional five-year terms.

Mr. Hanke has signed the appropriate lease form and already has acceptable proof of insurance on file for another hangar he owns. A background check was previously completed and no issues were found by the Lake in the Hills Police Department.

Financial Impact: The Airport Fund will receive \$2,574.96 annually from the ground lease and another \$456 from electrical fees, subject to annual increases approved by ordinance.

Staff recommends a motion to approve the Ordinance and authorize the Village President and Village Clerk to sign the ground lease for Hangar PAP-1A with Alan Hanke of Crystal Lake, IL. Motion was made to place this item on the Village Board Agenda.

Board of Trustees:

Trustee Harlfinger – None at this time

Trustee Dustin – None at this time.

Trustee Huckins - None at this time

Trustee Bojarski -None at this time

Trustee Bogdanowski - None at this time

Trustee Murphy - None at this time

President Ruzanski: Reminded everyone the Ad Hoc Budget Meeting is tomorrow at 6:30pm.

Audience Participation: None

Adjournment: There being no further business to discuss, the Committee of the Whole meeting was adjourned at 7:42 pm

Submitted by,

Cecilia Carman
Village Clerk