

VILLAGE OF VERNON HILLS

ORDINANCE 2017-070

AN ORDINANCE TO AUTHORIZE THE EXECUTION OF A COMMUNICATION SERVICES
AGREEMENT WITH LYNN BRANDL, BRANDL COMMUNICATIONS, INC.

THE 16TH DAY OF MAY 2017

Published in pamphlet form by the Authority of the
President and Board of Trustees of the Village of
Vernon Hills, Lake County, Illinois, this 18th Day of
May 2017

AFFIDAVIT OF SERVICE

STATE OF ILLINOIS)
)
COUNTY OF LAKE)

I, JOHN M. KALMAR, BEING FIRST DULY APPOINTED, DEPOSES AND SAYS ON OATH THAT AS VILLAGE CLERK OF THE VILLAGE OF VERNON HILLS, HE DID CAUSE THE FOREGOING CERTIFICATE FOR ORDINANCE 2017-070 AN ORDINANCE TO AUTHORIZE THE EXECUTION OF A COMMUNICATION SERVICES AGREEMENT WITH LYNN BRANDL, BRANDL COMMUNICATIONS, INC. TO BE POSTED IN THE VILLAGE HALL AS REQUIRED BY LAW FROM MAY 18, 2017 TO MAY 29, 2017.



John M. Kalmar, Village Clerk

SUBSCRIBED AND SWORN TO BEFORE
THIS 18th DAY OF MAY 2017

Notary Public

ORDINANCE NO. 2017-070

AN ORDINANCE TO AUTHORIZE THE EXECUTION OF A COMMUNICATION SERVICES AGREEMENT WITH LYNN BRANDL, BRANDL COMMUNICATIONS, INC.

Whereas, the Village Board has determined that Lynn Brandl, Brandl Communications, Inc., is well suited to provide communication services in order to disseminate information to the general public.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF VERNON HILLS, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION I. That the Village Manager is authorized to execute a Communication Services Agreement with Lynn Brandl, Brandl Communications, Inc., and said agreement is attached as Exhibit A.

SECTION II. EFFECTIVE DATE. That this Ordinance shall be in full force and effect upon its passage and approval of the corporate authorities of the Village.

SECTION III. ORDINANCE NUMBER. This Ordinance shall be known as Ordinance 2017-070.

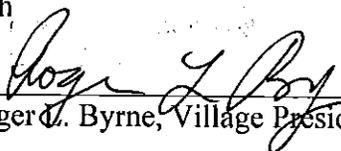
Dated the 16th of May, 2016

Adopted by roll call votes as follows:

AYES: 5 – Oppenheim, Takaoka, Hebda, Schultz, Marquardt

NAYS: 0 - None

ABSENT AND NOT VOTING: 1 - Koch



Roger L. Byrne, Village President

PASSED: 05/16/2017

APPROVED: 05/16/2017

PUBLISHED IN PAMPHLET FORM: 5/18/2017

ATTEST:



John M. Kalmar, Village Clerk

EXHIBIT A

Communication Services Agreement

VILLAGE OF VERNON HILLS COMMUNICATION SERVICES AGREEMENT

This Village of Vernon Hills Communication Services Agreement ("Agreement") is made this 17th day of May, 2017, by and between Village of Vernon Hills, Illinois ("Village"), and Lynn Brandl, Brandl Communications, Inc., located at 311 Onwentsia Road, Vernon Hills, Illinois ("Brandl").

Brandl will provide as needed communication services for the Village in order to disseminate information to the general public.

CONSIDERATION: Consideration for this Agreement includes the services, compensation, and mutual exchange of promises of the parties specified herein.

SPECIFIC PROVISIONS: The provisions of the above "Purpose" section are material and binding terms of this Agreement.

1. **Brandl's Obligations.** Brandl shall provide the Village with the following services:
 - A. Be available to the Village's staff and Board, and its other agents, for consultation and conference at times mutually agreed upon.
 - B. Working with the Village's Cable Coordinator, provide monthly programs for the Village's cable access Channel 4.
 - C. Create and publish a Monthly electronic newsletter providing Village-generated information that links stories to website and Facebook for more details. The electronic newsletter should coordinate with the Village's weekly eNews blasts of community announcements so they dovetail in both style and content.
 - D. A weekly (or as needed) news roundup to be shared with the local media such as the Daily Herald, VH Review, Chicago Tribune, TV, etc.
 - E. Create and post Webpage articles in addition to the newsletter where possible.
 - F. Work with Staff to create Blast Email (community announcement & village news) format for Village to use on weekly. This would be A "Paste-In" shell document that standardizes the document appearance with the newsletter.
 - G. Working on Senior Center information, create a brochure and push out information to residents about the center and its activities.
 - H. Assist, as requested, with coordination of the publicity activities relates to Village events - including 4th of July, Oktoberfest, Summer Celebration, Board activities, etc.
 - I. Prepare, as required, post-card mailers to approximately 10,000 households within Vernon Hills zip codes.
 - J. Other communications-related tasked as requested by the Village.

2. **Village's Obligations.** The Village's obligations shall include the following:
 - a. Pay Brandl for work performed pursuant to this Agreement. Brandl shall invoice the

Village Communication Services Agreement

Village at an hourly rate of \$60 per hour. Invoices shall be paid in accordance with the Illinois Prompt Payment Act.

- b. The annual cost for Channel 4-related and communications work as lists above shall not exceed \$35,500.

3. **Term.** The term of this Agreement shall commence on execution and shall expire on May 1, 2018 except as terminated earlier pursuant to the provisions below.

4. **Termination.** The Village, at its sole discretion, may terminate this Agreement at any time by providing a written notice of termination to Brandl. At the termination of this Agreement, the Village shall reimburse Brandl such reasonable costs and expenses incurred to the date of such termination and shall pay Brandl such compensation earned to the date of such termination.

5. **Execution.** This Agreement may be executed in multiple counterparts and together such counterparts will be deemed an original.

IN WITNESS WHEREOF, the parties here have executed this Agreement the day and year first above written.

AGREED TO AND ACCEPTED:

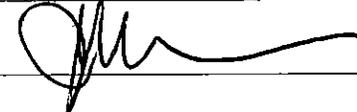
LYNN BRANDL, BRANDL COMMUNICATIONS, INC.

By: 

Printed Name: Lynn Brandl

Title: Communications

VILLAGE OF VERNON HILLS

By: 

Printed Name: John M. Kalmar

Title: Village Manager