

VILLAGE OF LAKE ZURICH
Board of Trustees
70 East Main Street

Monday, April 15, 2013, 7:00 p.m.

A G E N D A

- 1. CALL TO ORDER**
- 2. ROLL CALL: Village President Suzanne Branding, Trustee Jeff Halen, Trustee Terry Mastandrea, Trustee Tom Poynton, Trustee Dana Rzeznik, Trustee Jonathan Sprawka, and Trustee Rich Sustich**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENT (This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees.)**

A. Fiscal Year 2013-14 Budget

Summary: The purpose of this public hearing will be to receive public testimony on the Village's proposed budget for the fiscal year beginning May 1, 2013 and ending April 30, 2014. Copies of the proposed budget are available for public inspection at the Administrative Offices of Village Hall and the Ela Area Public Library during regular business hours, or it is available on the Village's website at www.volz.org. All interested persons are invited to attend and be heard.

- 5. PRESIDENT'S REPORT (This is an opportunity for the Village President to report on matters of interest to the Village.)**

A. Community Update

- 6. CONSENT AGENDA (These titles will be read by the Village Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any**

member of the Board)**A. Approval of Replacement HVAC Roof-top Unit at Police Department**

Summary: The Police Department has experienced numerous problems with HVAC RTU #1 which date back to 2007. This unit serves the Training/Community Room and lower level Sergeants and Reporting Writing area. The Village has expended large amounts of funds to address this unit's problems and the cost for repairing this unit has exceeded the cost of replacement of the unit. Recommendation is being made to replace Rooftop Unit #1 using one of the contractors submitting a proposal.

 Memo Documentation**B. Approval of Kildeer Service Agreement for Vehicle Maintenance**

Summary: Kildeer currently has nine Police vehicles and uses local repair shops to maintain their fleet. Fleet Services would provide routine maintenance and make repairs as needed. In doing so, Kildeer will be receiving quality repairs and maintenance by people familiar with emergency response vehicles, at a secured location. Kildeer would be charged an hourly labor rate, initially \$90.00 per hour. The labor rate will be reviewed annually. In addition, any parts and supplies used in the course of the repairs will be charged back to Kildeer.

 Attachment**C. Approval of Intergovernmental Agreement with Kildeer and Hawthorne Woods for Purchase of Fuel**

Summary: An Intergovernmental Agreement has been in place since 2003 allowing the Villages of Hawthorn Woods and Kildeer use of the fuel pumps at the Lake Zurich Public Works facility. Both communities are charged an annual lump sum fee based on 5 percent of there annual usage. For this agreement the fee would be: Hawthorn Woods: \$ 2,650.00 and Kildeer: \$ 1,600.00. This fee is in addition to amount of fuel consumed in which they pay at our cost. This agreement is for the period of May 1, 2013 through April 30, 2015.

 Attachment

D. Approval of Intergovernmental Agreement with Ela Township for Fuel Purchase

Summary: Ela Township Highway Department currently has a fueling system at there facility, which has no back up power source. This agreement would assure Ela Township a back up source of fuel in the event that there system was out of service. It is anticipated that the use would be minimal, possibly once or twice a year. Due to the possibility of Ela Township never using the fuel system or only using it once or twice a year, no annual fee would be charged. Ela Township would only be charged for the amount of fuel consumed.

 Attachment

E. Resolution Authorizing Expenditure of MFT Funds for Landscape Contract

Summary: In order to receive authorization to expend Motor Fuel Tax (MFT) Funds, the Village is required to pass an MFT Resolution, which obligates MFT funds for specific purposes, as attached. Recommendation is made to approve the MFT resolution for the purpose of right-of-way mowing.

 Attachment

F. Bid Award for Janitorial Services

Summary: The Village requested bids for janitorial services due to the current bid expiration date of May 1, 2013. Out of six bidders, Best Quality, Inc. was the lowest bidder with a guaranteed price for 36 months. The Village recommends contracting with Best Quality, Inc.

 Attachment

G. Bid Award for Portland Cement Concrete Material

Summary: On April 5, 2013, the Village received one material proposal by Fischer Bros. Fresh Concrete, Inc. After reviewing the bid results for accuracy and comparing the unit prices to the current industry standard, it is recommended to award the proposal

to Fischer Bros. Fresh Concrete, Inc.

 Attachment

H. Bid Award for Hot Mix Asphalt Material

Summary: On April 5, 2013, the Village received one material proposal by Geske and Sons, Inc. After reviewing the bid results for accuracy and comparing the unit prices to the current industry standard, it is recommended to award the proposal to Geske and Sons Inc.

Motion to approve the Consent Agenda as presented. (Roll Call Vote)

 Attachment

7. OLD BUSINESS (This agenda item includes matters for action by the Board of Trustees.)

A. Approval of Request for Qualifications for Downtown Development (Trustee Mastandrea)

Summary: Review and discussion of final draft of Request for Qualifications (RFQ) with Village Board comments seeking qualified developers for downtown redevelopment Block/Site-A, per Village Board directive.

Presented for discussion. No recommendation action at this time.

 Memo

 Attachment

8. NEW BUSINESS (This agenda item includes matters coming to the Board of Trustees for discussion and possible action.)

A. Approval of Ordinance Adopting Fiscal Year 2013-14 Budget (Trustee Rzeznik)

Summary: The Proposed Budget for fiscal year May 1, 2013 through April 30, 2014 is to be considered for adoption by the Village Board.

Motion to approve an Ordinance adopting the proposed budget for fiscal year May 1, 2013 through April 30, 2014. (Roll Call Vote) Assign ORD 2013-04-889.

 Exhibit A

 Exhibit B

 Memo/Ordinance

B. Semi-Monthly Warrant Register Dated April 15, 2013, Totaling \$527,099.08 (Trustee Rzeznik)

Motion to approve the semi-monthly warrant register dated April 15, 2013, totaling \$527,099.08 (Roll Call Vote)

 Warrant

9. TRUSTEE REPORTS (This is an opportunity for Trustees to report on matters of interest to the Board of Trustees.)

10. VILLAGE MANAGER'S REPORT (This is an opportunity for the Village Manager to report on matters of interest to the Board of Trustees.)

A. Bi-weekly Departmental reports as of April 9, 2013

 Report

B. Financial Report for month of February, 2013

 Report

11. ATTORNEY'S REPORT (This is an opportunity for the Village Attorney to report on legal matters of interest to the Board of Trustees.)

12. DEPARTMENT HEAD REPORTS (This is an opportunity for department heads to report on matters of interest to the Board of Trustees.)

A. Police Chief Finlon

- i. Report on Cost of Hire Backs
- ii. Feedback Regarding Liquor Code Amendments

13. ADJOURNMENT

Attachments:

1. Park and Recreation Advisory Board Minutes, March 12, 2013.

 [Unapproved Minutes](#)

2. Park and Recreation Advisory Board Agenda, April 9, 2013.

 [Agenda](#)

3. Foreign Fire Insurance Board Agenda, April 11, 2013.

 [Agenda](#)

4. Calendar for April, 2013.

 [April Calendar](#)

5. Calendar for May, 2013.

 [May Calendar](#)

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at 847.438.5141 (TDD 847.438.2349) promptly to allow the Village to make reasonable accommodations for those persons.