

VILLAGE OF LAKE ZURICH
Board of Trustees
70 East Main Street



Monday, June 2, 2014, 7:00 p.m.

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee Mark Loewes, Trustee Steve O'Connor, Trustee Jonathan Sprawka, and Trustee Dan Stanovich.
- 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.)
- 5. PRESIDENT'S REPORT**
(This is an opportunity for the Mayor to report on matters of interest to the Village.)
 - A. Community Update**
 - B. Appointment of Tony Harper to the Tree Commission**
 - C. Proclamation for Click It or Ticket Campaign**
 - D. Proclamation for International Fire/EMS Safety and Health Week**
- 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 Minutes of the Village Board Meeting, May 5, 2014**

B. An Ordinance Granting a Class A-1 Liquor License to El Jardin's at 500 Ela Road (Assign Ord. #2014-6-972)

Summary: El Jardin's has requested a Class A-1 liquor license, authorizing the retail sale of alcoholic liquor for consumption at an outdoor café accessory to a restaurant that holds a Class A license.

C. An Ordinance Granting a Class C Liquor License to Jewel-Osco Drug at 345 South Rand Road (Assign Ord. #2014-6-973)

Summary: Jewel-Osco has requested a Class C liquor license, authorizing the retail sale of alcoholic liquors, in original package form, for consumption off the premises where sold.

D. An Ordinance Granting a Class H-2 Liquor License to Jewel-Osco Drug at 345 South Rand Road (Assign Ord. #2014-6-974)

Summary: Jewel-Osco has requested a Class H-2 liquor license, authorizing an unlimited number of tasting events, subject to the same conditions applicable to an H-1 single special event license.

E. An Ordinance Amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code to Amend the "Number of Licenses" (Assign Ord. #2014-6-975)

Summary: The above three Ordinances amend the number of liquor licenses issued by the Village to El Jardin and Jewel-Osco. This Ordinance clarifies the total number of licenses and classifications used by the Village and is reflected in the official table found in the Municipal Code.

F. A Resolution Approving a Change Order to Bolder Contractors of Deerfield, IL in the Amount of \$34,307.68 for the Pine Avenue/Elm Place Water Main Project (Assign Ord. #2014-6-976)

Summary: In September 2013, the Village Board approved an agreement with Bolder Contractors in the amount of \$448,652. This amount was \$51,348 less than the budget amount of \$500,000. Of the agreed amount, \$350,000 was funded by a grant from the Department of Commerce and Economic Opportunity. Several factors have impacted the water main project, including weather, project timing, improper drainage and road shoulder restoration, which have contributed to an increase in the original bid by \$34,307.68.

G. Contract with Peter Baker & Son Company in the Amount of \$38,200 for Asphalt Material

Summary: Peter Baker & Son Company was the lowest responsible bidder for the Village supply of hot-mix asphalt, which is used for road repairs

throughout Lake Zurich. There are approved funds of \$60,000 in the Non-Home Rule Sales Tax Fund for this item.

H. Contract with Mondi Construction in the Amount of \$45,155 for Concrete Repairs

Summary: Mondi Construction was the lowest responsible bidder for concrete repairs to various public sidewalks, curbs, and gutters. There are approved funds of \$47,000 in the Motor Fuel Tax Fund for this item.

I. Letter of Credit Reduction for Schneider Graphics (885 Telser Road)

Summary: The Community Services Department has reviewed the submitted Letter of Credit reduction request and has inspected and approved the completed site improvements. Based on this review, staff concurs with the request and recommends that Letter of Credit #2013-04, in the amount of \$32,378 be reduced to 10% of the original amount. The remaining 10% will be retained for one year to guarantee improvements.

J. An Ordinance Approving Budget Amendment No. 1 for Fiscal Year 2014/15 Budget (Assign Ord. #2014-6-977)

Summary: The previous year has resulted in a significant amount of progress for the Village of Lake Zurich in advancing fiscal responsibility, long-term planning, community engagement, and organizational professionalism. As the chief administrative and executive officer of the organization, Village Manager Slowinski has demonstrated exemplary leadership and performance in moving Lake Zurich forward. In recognition of this exceptional performance, a one-time Village Manager stipend is being proposed, as authorized by the proposed Ordinance.

K. Agreement with Lake County Stormwater Management Commission for Restoration and Stabilization of Deerpath Road

Summary: The proposed agreement with the Lake County Stormwater Management Commission facilitates budgeted infrastructure improvements using the Non-Home Rule Sales Tax Fund. The fiscal year 2015 budget includes \$80,000 for this project. Monetary assistance is being provided from the Federal Emergency Management Agency in the amount of \$28,810 and from the Lake County Stormwater Management Commission via a reimbursement grant of 50% of project expenditures or \$20,000, whichever is less.

L. Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code

Summary: Each year the Village uses its Motor Fuel Tax (MFT) allocation from the State of Illinois for certain maintenance services and material purchases. The State requires the Village Board consider a Resolution approving use of MFT funds. To avoid the necessity of a MFT supplemental resolution in the event costs exceed the budget amount, staff recommends the proposed resolution include a 5% contingency amount.

M. Supplemental Resolution for Maintenance of Streets and Highways

Summary: Additional maintenance services and materials purchases occurred in fiscal year 2014 that require the proposed supplemental MFT resolution. Due to the harsh winter months, snow and ice control materials surpassed the original maintenance period appropriate and must also be accounted for in the proposed resolution.

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

7. OLD BUSINESS

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

None at this time.

8. NEW BUSINESS

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

A. Semi-Monthly Warrant Register Dated June 2, 2014 Totaling \$1,352,799.51 (Trustee Halen)

Recommended Action: A motion to approve the semi-monthly warrant register dated June 2, 2014 totaling \$1,352,799.51.

B. An Ordinance Approving a Concept and Final PUD, Site Plan, Exterior Appearance, and Exception to the Land Development Code (Marathon Gas Station – 1125 S. Old Rand Road) (Assign Ord. #2014-6-978) (Trustee Loewes)

Summary: The owner of the Marathon Gas Station at 1125 S. Old Rand Road has submitted a zoning application for approval of a concept and final PUD, site plans, exterior appearance and exception to the Land Development Code. The application has been heard by the Plan Commission, who voted unanimously to recommend approval of this project.

Recommended Action: A motion to approve Ordinance #2014-6-978 approving a concept and final PUD, Site Plan, Exterior Appearance, and Exception to the Land Development Code for Marathon Gas Station.

C. An Ordinance Granting Exterior Appearance Approval (Bobber's Restaurant 710 N. Old Rand Road) (Assign Ord. #2014-6-979) (Trustee Loewes)

Summary: The owner of 710 N. Old Rand Road has submitted a zoning application for Exterior Appearance approval to allow for a new façade on the building at the subject property and has proposed the establishment of a new restaurant called "Bobber's" within the existing building. The application has been heard by the Plan Commission, who voted unanimously to recommend approval of the Exterior Appearance.

Recommended Action: A motion to approve Ordinance #2014-6-979 granting exterior appearance approval for Bobber's Restaurant.

D. An Ordinance Granting Site Plan Approval (Peapod – 580 Capital Drive) (Assign Ord. #2014-6-980) (Trustee Loewes)

Summary: The project manager for Peapod has submitted a zoning application for a Site Plan approval to allow for an expansion to an existing parking lot located at 580 Capital Drive. The application has been heard by the Plan Commission, who voted unanimously to recommend approval of the Site Plan.

Recommended Action: A motion to approve Ordinance #2014-6-980 approving the Peapod parking lot Site Plans.

E. Agreement for a Comprehensive Organizational Analysis in the Fire Department (Trustee O'Connor)

Summary: The approved fiscal year 2015 budget includes \$50,000 for an organizational analysis in the Fire Department. Since fiscal year 2010, Village staffing levels have been reduced by 19 full-time positions, but due to the scope and complexity of public safety operations, the Village Board has previously discussed retaining a consultant to conduct an analysis in these areas. This analysis with the International City/County Management Association's Center for Public Safety Management is being proposed as an investment to create a more efficient government organization that will progress the Village strategic goal of long-term fiscal sustainability.

Recommended Action: A motion to approve an agreement for a Fire Department organizational analysis with the International City/County Management Association's Center for Public Safety Management in an amount not to exceed \$50,000 and to authorize the Village Manager to execute any necessary documents for the same.

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. Monthly Department Reports**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. Community Services Department – Industrial and Retail Vacancy Reports,
Q1 2014****13. ADJOURNMENT**

(Next Village Board meeting on Monday, June 16, 2014)

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 individuals.



STATE OF ILLINOIS)
) ss
COUNTY OF LAKE)

OFFICIAL OATH

I, Tony Harper, having been duly appointed to the position of Tree Commissioner, in the Village of Lake Zurich in the County of Lake, DO SOLEMNLY SWEAR, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of Tree Commissioner to the best of my ability.

Term to Expire: April 30, 2016

Tony Harper

Signed and sworn before me this 2nd day of June, 2014.

Tom Poynton
Village President



OFFICE OF THE MAYOR

Thomas M. Poynton

PROCLAMATION
CLICK IT OR TICKET CAMPAIGN

WHEREAS, motor vehicle crashes are the leading cause of death in the United States for people between the ages of 4 and 33; and

WHEREAS, drivers and passengers should be aware that three out of every four crashes occur within 25 miles of their homes; and

WHEREAS, if 90 percent of Americans buckle up, more than 5,500 deaths and 312,000 injuries would be prevented annually; and

WHEREAS, adults not buckling up themselves send their children a deadly message that it is all right not to wear a safety belt; and

WHEREAS, even though safety belt usage in Illinois is at an all-time high of 71.4 percent, an even higher rate will save even more lives on our roadways; and

WHEREAS, the Click It or Ticket program in the State of Illinois is a reminder from police agencies around the state that if you are caught driving or riding without a safety belt, you might receive a ticket.

NOW, THEREFORE, BE IT PROCLAIMED that I, Mayor Tom Poynton, Village of Lake Zurich President, proclaim that the **CLICK IT OR TICKET CAMPAIGN** is being enforced in the Village of Lake Zurich and we encourage all citizens to be aware of the importance of the proper use of safety belts and child safety seats when they drive.

Dated this 2nd day of June, 2014.

In witness whereof, I have hereunto set my hand and caused the official Seal of this Village to be affixed.

Tom Poynton, Mayor



OFFICE OF THE MAYOR

Thomas M. Poynton

PROCLAMATION

2014 INTERNATIONAL FIRE/EMS SAFETY AND HEALTH WEEK

WHEREAS, the Lake Zurich Fire Rescue Department will participate in the 2014 International Fire/EMS Safety and Health Week from June 15-21; and

WHEREAS, Safety and Health Week is a joint initiative of the International Association of Fire Chiefs and the National Volunteer Fire Council; and

WHEREAS, this annual event aims to improve firefighter safety and health to give all a better chance of survival during emergencies and in the long-term; and

WHEREAS, fire departments across the world will take time during the week to increase awareness and action so that safety and health become a priority in all fire departments; and

WHEREAS, the theme for Safety and Health Week this year is "Train Like You Fight!" because training is a critical component of firefighter and emergency medical responder safety; and

WHEREAS, the focus captures two angles of responder safety including the importance of adequate training to prepare for safe fire-ground operations and safety on the training ground; and

WHEREAS, Safety and Health Week provides a time for all department members to focus on the safety and health measures they need to take both on and off duty to make sure they stay strong and ready to serve the community at a moment's notice; and

WHEREAS, the Lake Zurich Fire Rescue Departments asks for community awareness and support during International Fire/EMS Safety and Health Week and in its safety and health initiatives throughout the year.

NOW, THEREFORE, BE IT PROCLAIMED that I, Mayor Thomas M. Poynton, Village of Lake Zurich President, proclaim that the 2014 INTERNATIONAL FIRE/EMS SAFETY AND HEALTH WEEK is being observed in the Village of Lake Zurich and we encourage all citizens to also focus on safety and health measures in support of this week.

Dated this 2nd day of June, 2014.

In witness whereof, I have hereunto set my hand and caused the official Seal of this Village to be affixed.

Tom Poynton, Mayor



UNAPPROVED
VILLAGE OF LAKE ZURICH
Board of Trustees
70 East Main Street
Monday, May 5, 2014, 7:00 p.m.

1. CALL TO ORDER by Mayor Thomas M. Poynton 7.00pm
2. ROLL CALL: Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee Mark Loewes, Trustee Steve O'Connor, Trustee Jonathan Sprawka, and Trustee Dan Stanovich. Also present: Village Manager Jason Slowinski, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Community Services Dir. Mike Earl, Finance Dir. Jodie Hartman, I/T Dir. Michael Duebner, Fire Chief Dave Wheelock, Police Chief Steve Husak, Public Works Manager Mike Brown, Building Zoning Manager Dan Peterson, Engineer Peter Stoehr, Management Analyst Kyle Kordell.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Joe Schweda, Scoreboard Bar and Grill, N. Old Rand Road, addressed the Board on agenda item #8D.

5. PRESIDENT'S REPORT

- A. Community Update: Wednesday, May 7, 2014 will be Cruise Night on Main Street.
- B. Proclamation for Building Safety Month (May 2014)
- C. Proclamation for Motorcycle Safety and Awareness Month (May 2014)
- D. Proclamation for Emergency Medical Services Week (May 18 – May 24, 2014)
- E. Proclamation for Peace Officers Memorial Day (May 15, 2014)
- F. Proclamation for Crossing Guard Day (May 12, 2014)

6. CONSENT AGENDA

- A. Approval of Minutes of the Village Board Meeting, April 21, 2014
- B. Resolution for Lake Zurich American Legion Memorial Day Parade 2014
RESO # 2014-5-6B

Summary: The Lake Zurich American Legion sponsors the annual Memorial Day Parade. The route will temporarily close Route 22 from Ela to Buesching Road, Old Rand Road from Buesching to Oak Street, Lions Drive from Main Street to Jamie Lane, and Mohawk Trail from South Old Rand to 200 Mohawk. This resolution is required by the Illinois Department of Transportation to allow for these road closures.

- D. Purchase of Bulk Water Conditioning Salt

Summary: The annual contract for water conditioning salt for use in the Village's ion exchange water treatment plants expired on April 30, 2014. After a review of current market prices, staff is recommending the Village Board waive the formal bid process and accept the unit price from Morton Salt in the amount of \$82.75 per ton in a total amount not to exceed \$101,000.

Trustee Halen requested item #6C to be removed from the Consent Agenda.

Recommended Action: Motion was made by Trustee Loewes, seconded by Trustee Sprawka, to approve the Consent Agenda as amended, excluding item #6C.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

C. **Ratification of Collective Bargaining Agreement with the International Association of Firefighters, Local 3191**

Summary: The proposed agreement with Local 3191 is intended to promote the continuous mutual understanding and harmonious relationship between the Village and the International Association of Firefighters. The proposed agreement is retroactive to May 1, 2014 and is effective until April 30, 2017.

Trustee Halen stated that the benefits package was the reason he requested the removal of this item from the Consent Agenda

Motion made by Trustee Beaudoin, seconded by Trustee Stanovich, to approve the Ratification of Collective Bargaining Agreement with the International Association of Firefighters, Local 3191

AYES: 5 Trustees Beaudoin, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 1 Trustee Halen.

ABSENT: 0

MOTION CARRIED.

7. **OLD BUSINESS**

A. **Five Year Strategic Plan**

Summary: At the March 3, 2014 Village Board meeting, the initial draft of the five year strategic plan was presented for review and comment. The current version of the strategic plan represents the final working draft, which includes the five major strategic goals, their subsequent objectives, and revised mission and vision statements. Upon approval of the strategic plan, the Board will establish the direction of the Village over the next five years, which will serve as a "roadmap" to accomplish the official goals.

Asst. Village Manager Roy Witherow gave an overview on the Strategic plan and answered the Board's questions.

Recommended Action: A motion was made by Trustee Loewes, seconded by Trustee Halen, to approve the 2014-2019 Lake Zurich Five Year Strategic Plan.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

8. **NEW BUSINESS**

A. **Semi-Monthly Warrant Register Dated May 5, 2014 Totaling \$604,783.79**

Recommended Action: A motion made by Mayor Poynton, seconded by Trustee Halen, to approve the semi-monthly warrant register dated May 5, 2014 totaling \$604,783.79.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

B. **An Ordinance Approving and Granting Special Use Permit for Outdoor Seating Accessory to a Permitted Eating Place for 500 Ela Road (El Jardin Restaurant) ORD # 2014-5-969**

Summary: On January 15, 2014, the Plan Commissioned voted 8-0 in favor of recommending approval of the proposed special use permit, which allows the lessee

of the property at 500 Ela Road to utilize the existing deck for outdoor dining. There are no special conditions relative to approval.

Recommended Action: A motion was made by Trustee Loewes, seconded by Trustee Beaudoin, to approve Ordinance #2014-5-969 approving and granting special use permit for outdoor seating accessory to a permitted eating place for 500 Ela Road.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

C. An Ordinance Approving an Amendment to the Exterior Appearance (Somerset Townhomes – Lakeview Place) ORD # 2014-5-970

Summary: On April 21, 2014, the Plan Commission voted 8-0 in favor of granting approval of the proposed variation, which amends the existing Exterior Appearance approval to allow for the construction of 19 remaining townhome units in downtown Lake Zurich. There are no special conditions relative to approval.

Recommended Action: A motion made by Trustee Loewes, seconded by Trustee Sprawka, to approve Ordinance #2014-5-970 approving an amendment to the exterior appearance of Somerset Townhomes.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

D. An Ordinance Amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code Increasing Fees for V-Video Gaming Liquor License ORD # 2014-5-971

Summary: At the April 7, 2014 Village board meeting, Trustees approved an Ordinance authorizing video gaming pursuant to the Illinois Video Gaming Act. Based on an analysis of comparative video gaming fees in nearby municipalities, an increase from \$250 to \$1,000 for a "V-Video Gaming" liquor license will bring the total annual licensing cost for video gaming terminals in Lake Zurich in-line with other towns.

Trustee Halen stated that he would like to recommend \$2500.00 fee for the liquor license. There was discussion about Mr. Schweda's comments at Public Comments. Atty. Uhler advised the Board and Village Manager Jason Slowinski gave an explanation of the Act. After discussion the Board recommended that the Ordinance be amended to a \$2500.00 fee instead of \$1000.00.

Recommended Action: An amended motion was made by Trustee Beaudoin, seconded by Trustee Halen, to approve Ordinance #2014-5-971 amending Chapter 3 of Title 3 of the Lake Zurich municipal code to increase liquor licensing fees to \$2500.00

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

E. Approval of 2014 Road Resurfacing Program (Trustee Stanovich)

Summary: Five bids were received for the upcoming 2014 road resurfacing program, which includes new asphalt surface, as well as sidewalk, curb, and gutter replacement, for the streets in the Industrial Park and portions of Red Bridge Road and Surryse Road. The lowest responsible bidder for this program is Peter Baker & Son Company. This annual road resurfacing program is funded by the Non-Home Rule Sales Tax Fund.

Community Services Dir. Mike Earl and Building Zoning Manager Dan Peterson answered the Board's questions.

Recommended Action: A motion was made by Trustee Stanovich, seconded by Trustee Sprawka, to award the 2014 road resurfacing program to Peter Baker & Son Company in the amount of \$1,116,326.08.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

F. A Resolution Adopting A Village Seal, Village Flag, Village Slogan, and Other Alternative Logos RESO # 2014-5-8F

Summary: The official Village logo has not been modified in ten years. As part of an initiative to better market the Village and establish a contemporary and consistent Lake Zurich brand, staff has worked with several graphic designers to develop a new, more contemporary logo. It is anticipated that the rollout of a new official Village of Lake Zurich website will occur shortly following the adoption of the new logo designs.

Village Manager Slowinski introduced the topic and I/T Dir. Michael Duebner gave a PowerPoint presentation; they answered the Board's questions.

Recommended Action: A motion was made by Mayor Poynton, seconded by Trustee Stanovich, to approve Resolution # 2014-5-8F adopting a Village Seal, Village Flag, Village Slogan, and Other Alternative Logos.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

9. TRUSTEE REPORTS

Trustee Loewes reported on a fundraiser for a LZHS student who has cancer. Information is available at www.lzlacrosse.com

10. VILLAGE MANAGER'S REPORT

Village Manager Slowinski reported that Police Chief Husak and Management Analyst Kordell have been preparing the video-gaming applications. Chief Husak stated that a flowchart and process has been prepared.

11. ATTORNEY'S REPORT

A. Legal Review Law Bulletin

Atty. Uhler reported on the bulletin and the decision was made to have the bulletin emailed to the Board.

12. DEPARTMENT HEAD REPORTS

A. Community Services Department: Roofing Contractors.

Building Zoning Manager Peterson reported on the roofing contractors who are soliciting after the hailstorm of April 12, 2014.

13. EXECUTIVE SESSION called for the purpose of discussing 5 ILCS 120/2 (c)(2) collective bargaining and 5 ILCS 120/2 (c)(21) approval of executive session minutes.

A. Approval of minutes from Executive Session April 21, 2014

B. Discussion of Collective Bargaining Agreements

Motion was made by Trustee Beaudoin seconded by Trustee Stanovich, to adjourn to Executive Session.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.
NAYS: 0
ABSENT: 0
MOTION CARRIED.

Meeting adjourned at 8.10pm.

Meeting reconvened at 8.48pm and called to order by Mayor Tom Poynton.

ROLL CALL: Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee Mark Loewes, Trustee Steve O'Connor, Trustee Jonathan Sprawka, and Trustee Dan Stanovich. Also present: Village Manager Jason Slowinski, Village Atty. Scott Uhler, H.R. Manager Doug Gibson, Police Chief Steve Husak.

14. ADJOURNMENT

Motion to adjourn was made by Trustee Loewes, seconded by Trustee Beaudoin.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Meeting adjourned at 8.49pm.

Respectfully submitted: Kathleen Johnson, Village Clerk.

Approved by:

Thomas M. Poynton, Village Mayor

Date.



At the Heart of Community

200 Mohawk Trail
Lake Zurich, Illinois 60047

(847) 719-1690
LakeZurich.org

MEMORANDUM

Date: May 13, 2014

To: Jason T. Slowinski, Village Manager

From: David K. Anderson, Commander of Police Investigations

Subject: Amendment of the Village Liquor Code

Issue: A new business, El Jardin, is requesting a liquor license for their business requiring amendments to the Village's Liquor License Code (Chapter 3 of Title 3).

Analysis: El Jardin will be opening their restaurant at 500 Ela Road. In addition to prepared foods El Jardin would like to have the opportunity to serve alcoholic liquors, beer, wine and spirits to be consumed at their location. To accommodate their request the Village's Liquor License Code would need to be amended to add a Class A – 1 license. The owners of El Jardin have complied with all the requirements of the application process and have been found to be eligible for a Village license.

Recommendation: Enact the proposed amendments to the Village Liquor Control Ordinance.

w/ Attachments:

Ordinances amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code increasing the number of Class A – 1 liquor licenses.

ORDINANCE NO. 2014-6-972

**AN ORDINANCE AMENDING SECTION 3-3B-14 OF CHAPTER 3 OF TITLE 3 OF
THE VILLAGE CODE OF THE VILLAGE OF LAKE ZURICH TO INCREASE
THE NUMBER OF AUTHORIZED LIQUOR LICENSES**

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The number of Class **A-1** liquor licenses authorized by section 3-3b-14 of Chapter 3 of title 3 of the Village Code of the Village of Lake Zurich is hereby **increased** by one for El Jardin located at 500 Ela Road in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

SECTION 2: If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 3: All Ordinances in conflict therewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED this 2nd day of June, 2014 by the following vote:

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on June 2, 2014.

Tom Poynton, MAYOR

ATTEST:

Kathleen Johnson, VILLAGE CLERK



At the Heart of Community

200 Mohawk Trail
Lake Zurich, Illinois 60047

(847) 719-1690
LakeZurich.org

MEMORANDUM

Date: May 13, 2014

To: Jason T. Slowinski, Village Manager

From: David K. Anderson, Commander of Police Investigations

Subject: Amendment of the Village Liquor Code

Issue: A new business, Osco Drug #2505, is requesting a liquor license for their business requiring amendments to the Village's Liquor License Code (Chapter 3 of Title 3).

Analysis: Osco Drug #2505 will be opening their business at 345 South Rand Road. Osco Drug #2505 would like to have the opportunity to sell alcoholic liquors, beer, wine and spirits, in original package form, for consumption off the premises where sold. To accommodate their request the Village's Liquor License Code would need to be amended to add a Class C license. The owners of Osco Drug #2505 have complied with all the requirements of the application process and have been found to be eligible for a Village license.

Recommendation: Enact the proposed amendments to the Village Liquor Control Ordinance.

w/ Attachments:

Ordinances amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code increasing the number of Class C liquor licenses.

ORDINANCE NO. 2014-6-973

**AN ORDINANCE AMENDING SECTION 3-3B-14 OF CHAPTER 3 OF TITLE 3 OF
THE VILLAGE CODE OF THE VILLAGE OF LAKE ZURICH TO INCREASE
THE NUMBER OF AUTHORIZED LIQUOR LICENSES**

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The number of Class **C** liquor licenses authorized by section 3-3b-14 of Chapter 3 of title 3 of the Village Code of the Village of Lake Zurich is hereby **increased** by one for Osco Drug #2505 located at 345 S. Rand Road in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

SECTION 2: If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 3: All Ordinances in conflict therewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED this 2nd day of June, 2014 by the following vote:

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on June 2nd, 2014.

Tom Poynton, MAYOR

ATTEST:

Kathleen Johnson, VILLAGE CLERK



At the Heart of Community

200 Mohawk Trail
Lake Zurich, Illinois 60047

(847) 719-1690
LakeZurich.org

MEMORANDUM

Date: May 13, 2014

To: Jason T. Slowinski, Village Manager

From: David K. Anderson, Commander of Police Investigations

Subject: Amendment of the Village Liquor Code

Issue: A new business, Osco Drug #2505, is requesting a liquor license for their business requiring amendments to the Village's Liquor License Code (Chapter 3 of Title 3).

Analysis: Osco Drug #2505 will be opening their business at 345 South Rand Road. Osco Drug #2505 would like to have the authority to have an unlimited number of tastings for the 2014 calendar year. To accommodate their request the Village's Liquor License Code would need to be amended to add a Class H - 2 license. The owners of Osco Drug #2505 have complied with all the requirements of the application process and have been found to be eligible for a Village license.

Recommendation: Enact the proposed amendments to the Village Liquor Control Ordinance.

w/ Attachments:

Ordinances amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code increasing the number of Class H - 2 liquor licenses.

ORDINANCE NO. 2014-6-974

**AN ORDINANCE AMENDING SECTION 3-3B-14 OF CHAPTER 3 OF TITLE 3 OF
THE VILLAGE CODE OF THE VILLAGE OF LAKE ZURICH TO INCREASE
THE NUMBER OF AUTHORIZED LIQUOR LICENSES**

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The number of Class **H-2** liquor licenses authorized by section 3-3b-14 of Chapter 3 of title 3 of the Village Code of the Village of Lake Zurich is hereby **increased** by one for Osco Drug #2505 located at 345 S. Rand Road in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

SECTION 2: If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 3: All Ordinances in conflict therewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED this 2nd day of June, 2014 by the following vote:

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on June 2nd, 2014.

Tom Poynton, MAYOR

ATTEST:

Kathleen Johnson, VILLAGE CLERK



Lake Zurich Village Hall
70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

At the Heart of Community

MEMORANDUM

Date: May 9, 2014

To: Jason T. Slowinski, Village Manager

From: Kyle D. Kordell, Management Analyst

Subject: Amendment of the Village Liquor Code

A handwritten signature in black ink, appearing to read "JDS".

Issue: The current Municipal Code includes a table of every liquor license classification, associated fee, and maximum number of licenses issued per category. This table is updated periodically by Sterling Codifiers to reflect the new number of licenses issued.

Analysis: On the May 19th Village Board agenda, three Ordinances are being proposed to grant liquor licenses to El Jardin (one Class A-1), and Jewel-Osco Drug (one Class C and one Class H-2). Upon approval, these three Ordinances would impact the next revision of the Municipal Code, thus updating said table.

Recommendation: Enact the proposed Ordinance to amend the "Number of Licenses" table.

w/ Attachments:

Ordinance #2014-6-975 updating the number and types of licenses issued

PAMPHLET
FRONT OF PAMPHLET

ORDINANCE NO. 2014-6-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE “Number of Licenses”**

Published in pamphlet form this 2nd day of June, 2014, by Order of the Corporate Authorities of the Village of Lake Zurich, Lake County, Illinois.

Village Clerk

ORDINANCE NO. 2014-6-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE “Number of Licenses”**

BE IT ORDAINED by the President and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

Section 1: That Section 3-3B-14 of Chapter 3 of Title 3 of the Lake Zurich Municipal Code entitled “NUMBER OF LICENSES” be and is hereby further amended with the corresponding number of licenses in each class, shown with bold letters with underscoring below:

<u>License Class</u>	<u>Maximum Number Issued</u>
A and A-1	<u>18</u>
B and B-1	4
C and C-1	<u>17</u>
D-1	<u>0</u>
D-2	3
E	2
F	0
G-1	<u>1</u>
G-2	<u>2</u>
H-1	<u>1</u>
H-2	<u>5</u>
I	1
J	0
K	0
L	0
M	1
N	1

O	1
P	O
V	<u>(Issued in tandem with</u> <u>above license(s) per Code).</u>

Section 2: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3: That if any provision of this ordinance or application thereof to any entity or person or circumstance is declared invalid or held to be unlawful, such declaration or holding shall not affect the validity of any other portion or provision of this Ordinance and such declaration or holding shall be severable from the remainder hereof.

Section 4: This Ordinance shall be in full force and effect immediately upon its passage, approval and publication as required by law.

Section 5: The Village Clerk is hereby ordered and directed to publish this Ordinance in pamphlet form.

PASSED this 2nd day of June, 2014, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this 2nd day of June, 2014, by the President of the Village of Lake Zurich.

President

ATTEST:

Village Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

CLERK'S CERTIFICATE

I, **Kathleen Johnson**, the duly elected, qualified, and acting Village Clerk of the Village of Lake Zurich, Lake County, Illinois, do hereby certify that attached hereto is a true and correct copy of that Ordinance now on file in my office, entitled:

ORDINANCE NO. 2014-6-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE "Number of Licenses"**

which Ordinance was passed by the Board of Trustees of the Village of Lake Zurich at a regular meeting held on the 2nd day of June, 2014, at which meeting a quorum was present, and approved by the Mayor of the Village of Lake Zurich on the 2nd day of June, 2014.

I further certify that the vote on the question of the passage of the said Ordinance by the Board of Trustees of the Village of Lake Zurich was taken by the Ayes and Nays and recorded in the Journal of Proceedings of the Board of Trustees of the Village of Lake Zurich, and that the result of said vote was as follows, to-wit:

AYES: _____

NAYS: _____

ABSENT: _____

I do further certify that the original Ordinance, of which the attached is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Lake Zurich, this 2nd day of June, 2014.

Village Clerk

PAMPHLET

BACK OF PAMPHLET

ORDINANCE NO. 2014-6-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE “Number of Licenses”**

Published in pamphlet form this 2nd day of June, 2014, by Order of the Corporate Authorities of the Village of Lake Zurich, Lake County, Illinois.

Village Clerk



At the Heart of Community

MEMORANDUM

Date: May 21, 2014

To: Jason T. Slowinski, Village Manager *JS*

From: Steve Schmitt, Utilities Superintendent

Copy: Michael J. Earl, Director of Community Services
Michael J. Brown, Public Works Manager

Subject: Approval of Resolution regarding Change Order Request - Pine Ave./Elm Place
Water Main Project

Issue: Staff has received a change order request in the amount of \$34,307.68 from Bolder Contractors for work on the Pine Avenue/Elm Place water main project. After review and inspection, staff recommends Village Board approval.

Background: On 9/3/2013 the Village Board approved a contract for the project in the amount of \$448,652. The contract amount was \$51,348 less than the budget amount of \$500K. Of this amount, \$350K was funded by a grant from the Dept. of Commerce and Economic Opportunity (DCEO).

Analysis: Actual quantities for road and landscape restoration exceeded the consulting engineer's (Baxter Woodman) estimated quantities. Several factors including weather, project timing, improper drainage and road shoulder restoration contributed to an increase in the original bid by \$34,307.68. The water main installation was completed in late 11/2013 but due to the time of year, permanent asphalt could not be used to repair the road surface or driveways. Cold (temporary) patch was installed so the road and driveways could be used over the winter. In April, the cold patch was removed and replaced with permanent asphalt and the deteriorated gravel road shoulder was restored. Final landscape restoration of the project area also occurred in April when it was determined that the preconstruction grade of the existing drainage swales was improper. The drainage swales were regraded properly and front yards restored. Additional landscape materials (topsoil, seed, and blanket) were needed to complete the restoration. A team of staff members inspected the quantities and reviewed the request and is satisfied that the request is warranted.

Recommendation: Staff recommends Approval of a Resolution regarding a change order request for the Pine Ave./Elm Place water main project to Bolder Contractors in the amount of \$34,307.68.

VILLAGE OF LAKE ZURICH
RESOLUTION NO. 2014-6-976

**A RESOLUTION APPROVING A CHANGE ORDER TO BOLDER
CONTRACTORS DEERFIELD, IL IN THE AMOUNT OF \$34,307.68 FOR
THE PINE AVENUE/ELM PLACE WATER MAIN PROJECT**

WHEREAS, the Board of Trustees at its September 3, 2013 meeting approved a contract in the amount of \$448,652 to Bolder Contractors, Deerfield, IL. ("Contractor") for the Pine Avenue and Elm Place Water Main Project ("Project"); and

WHEREAS, during construction it became evident that the design of the storm water drainage system for the Project was inadequate and was not reasonably foreseeable at the start of the project; and

WHEREAS, excessive inclement weather resulted in a project delay and an unexpected use of temporary restoration material; and

WHEREAS, Village staff inspected the additional work associated with the inadequate design and excessive inclement weather and determined that the additional work was necessary, and that the additional costs are fair and reasonable; and

WHEREAS, based upon the above circumstances and conditions related to the current status of the work on the Project the Contractor is seeking a change order in the amount of amount of \$34,307.68 ("Change Order") to complete the Project work; and

WHEREAS, Village staff believes it is in the best interest of the Village of Lake Zurich that the President and Board of Trustees approve the Change Order request.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Lake Zurich, Lake County and the State of Illinois, having considered all information related to this matter, specifically including those matters set forth hereinabove, as follows:

SECTION 1: The President and Board of Trustees hereby find that:

- (1) the circumstances necessitating this Change Order were not reasonably foreseeable at the time the contract was signed;
- (2) the change in the contract is germane to the original contract as signed; and
- (3) the Change Order is in the best interest of the Village of Lake Zurich and is authorized by law.

Based on the foregoing, the Change Order is hereby approved.

SECTION 2: The Village Manager, or his designee, is hereby authorized to execute the Change Order and any necessary related documentation to complete the approval of the Change Order.

SECTION 3: A copy of this resolution shall be placed in the Project file.

SECTION 4: This resolution shall become effective upon its passage and approval, and shall be published in pamphlet form as may be required by law.

PASSED this 2nd day of June, 2014.

AYES:

NAYS:

ABSENT:

APPROVED this 2nd day of June, 2014.

By: _____
Thomas Poynton, Village President

SEAL

ATTEST:

Kathleen Johnson, Village Clerk



At the Heart of Community

COMMUNITY SERVICES DEPARTMENT
Public Works Division

505 Telser Road
Lake Zurich, Illinois 60047

(847) 540-1696
Fax (847) 726-2182
LakeZurich.org

MEMORANDUM

Date: May 22, 2014 *JS*

To: Jason T. Slowinski, Village Manager

From: Michael Brown, Public Works Manager

Copy: Michael J. Earl, Director of Community Services

Subject: Results of Bid Opening: Hot-Mix Asphalt Material

Issue: A recent bid opening for hot-mix asphalt material resulted in three bidders. Staff recommends the Village Board approve a contract to the lowest responsible bidder, Peter Baker & Son in the amount of \$38,200.

Background: This bid award focuses on hot-mix asphalt which is used by Public Works personnel for road repairs throughout the Village. Funds in the FY 2015 budget are made available through the Concrete & Asphalt line item in the Non-Home Rule Sales Tax Fund for which \$60,000 is available. Staff anticipates applying the remaining funds in this account for in-house concrete repairs. The Village Engineer, Manhard Consulting, prepared the bidding specifications and administered the bid opening held on May 14, 2014.

Analysis: The Village received three (3) bids for consideration. The bid results are summarized below and detailed on the attachment. The lowest responsible bid was received from Peter Baker & Son Co. of Lake Bluff, Illinois.

Name of Bidder	Bid Amount
Peter Baker & Son Co. (Lake Bluff, IL)	\$38,200.00
Geske & Sons, Inc. (Crystal Lake, IL)	\$39,950.00
Arrow Road Construction (Mount Prospect, IL)	\$40,600.00

Recommendation: Approval of a contract to Peter Baker & Son Co. in the amount of \$38,200 for hot-mix asphalt material.

w/Attachment: Bid Results – Hot-Mix Asphalt Material

BID: 2014 Hot-Mix Asphalt Material Proposal Due: May 14, 2014 by 10:00 a.m.

<u>Company Name</u>	<u>Contact Person/Title</u>	<u>Phone #</u>	<u>Submitted</u>	<u>Bid Amount</u>
Peter Baker & Son Co 1349 Rockland Rd Po Box 187 Lake Bluff, IL 60044-0187	Arthur Baker		5/13/2014 8:15 a.m.	\$ 38,200.00
Geske & Sons, Inc 400 E. Terra Cotta Ave Crystal Lake, IL 60014	Leroy H Geske		5/13/2014 1:43 p.m.	\$ 39,950.00
Arrow Road Construction 3401 S. Busse Rd Mt. Prospect, IL 60056	John F. Healy		5/14/2014 9:29 a.m.	\$ 40,600.00

WITNESSED BY:
10:01 a.m. opening 5-14-14

Michael Brown
Bea Corral
David - Manhard Eng

Original sheet in bid file

Bid Requests - Drop off

Project Title: LCVDR 2014 Hot-Mix Asphalt Material

Date: May 14, 2014 @ 10:00 a.m.

Business Name: Peter Baker & Son Co Contact Name: _____
Address: 1349 Rockland Rd Phone: \$ 38,200 -
Lake Bluff, IL 60044 Fax: _____
E-mail: _____

Business Name: Greske and Sons, Inc. Asphalt Paving Contact Name: _____
Address: 400 E. Terra Cotta Ave. Phone: _____
Crystal Lake, IL 60014 Fax: \$ 39,950 -
E-mail: _____

Business Name: Argus Road Construction Co. Contact Name: _____
Address: 3401 South Busse Road P.O. Box 334 Phone: _____
Mount Prospect, IL 60056 Fax: \$ 40,100 -
E-mail: _____



At the Heart of Community

COMMUNITY SERVICES DEPARTMENT
Public Works Division

505 Telser Road
Lake Zurich, Illinois 60047

(847) 540-1696
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LakeZurich.org

MEMORANDUM

Date: May 27, 2014

To: Jason Slowinski, Village Manager

From: Michael Brown, Public Works Manager

Copy: Michael J. Earl, Director of Community Services

Subject: Bid Award – Concrete Repairs to Sidewalk, Curb and Gutter

JS

Issue: A consortium of nine municipalities (Cary, Fox River Grove, Grayslake, Lake Villa, Lake Zurich, Libertyville, Lindenhurst, Mundelein, and Round Lake Beach) was organized to participate in a cooperative bid for concrete repair work. Bids were opened and read by the Village of Grayslake on March 4, 2014.

Background: The concrete work focuses on the removal and replacement of sidewalk and curb and gutter by a contractor. Funds in the FY 2015 budget are made available through the Contractual Services line item in the Motor Fuel Tax Fund for which \$47,000 was set aside.

Analysis: The consortium received five (5) bids as summarized below specific to Lake Zurich. The lowest responsible bid was received from Mondi Construction of West Chicago, Illinois.

Name of Bidder	Bid Amount
Mondi Construction	\$45,155.00
Marvel Construction	\$59,407.50
Suburban Concrete	\$59,445.00
D'Land Construction	\$59,260.00
Schroeder & Schroeder	\$63,200.00

Recommendation: Approval of a contract to Mondi Construction in the amount of \$45,155 for concrete repairs to sidewalk, curb and gutter.

w/Attachments: Bid Results – Concrete Repair

**2014 Curb & Sidewalk Program
Bid Tabulation
3/4/2014 - 2:00 p.m.**

Items	Total Quantity	Mondi Construction	Marvel Construction	Suburban Concrete	Schroeder & Schroeder	D'Land Construction
Curb and Gutter Replacement						
LF	2,224	\$25.50	\$56,712.00	\$38.75	\$86,180.00	\$34.00
SF	21,875	\$6.20	\$135,625.00	\$6.95	\$152,031.25	\$8.25
Sidewalk Replacement 4"						
SF	2,100	\$8.50	\$17,850.00	\$14.45	\$30,345.00	\$8.75
Sidewalk Replacement 6"						
EA	9	\$225.00	\$2,025.00	\$400.00	\$3,600.00	\$350.00
ADA Panels						
SF	226	\$27.50	\$6,215.00	\$35.00	\$7,910.00	\$40.00
Detectable Warnings						
Total		\$218,427.00	\$280,066.25	\$286,649.75	\$293,507.50	\$299,969.00
Low Bid						
Total Bid (as read)		\$218,427.00	\$280,066.25	\$286,649.75	\$293,507.00	\$299,969.00



At the Heart of Community

MEMORANDUM

Date: May 19, 2014

To: Jason T. Slowinski, Village Manager *JS*

From: Michael Brown, Public Works Manager

Copy: Michael J. Earl, Director of Community Services

Subject: Reduction of Letter of Credit - Schneider Graphics

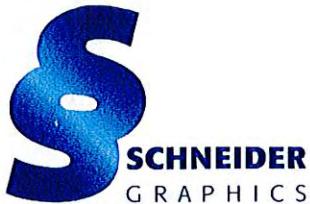
Issue: Reduction of the \$32,378 letter of credit that was provided for the development of the property located at 885 Telser Road.

Analysis: Village staff and Manhard Consulting received the attached letter of credit reduction request dated May 2, 2014 from Greg Schneider of Schneider Graphics. Schneider Graphics has received occupancy approval and the approved improvements are in place.

The requested reduction is 90% of original letter of credit. Staff has reviewed the request and determined that the request is in order. Per the land development ordinance, 10% of the Letter of Credit will be retained for one year to guarantee the workmanship.

Recommendation: Staff recommends the letter of credit #2013-04 in the amount of \$32,378 be reduced to \$3,327.80.

w/Attachments: Developer's release request dated May 2, 2014. (1 page)



MAY - 5 2014

May 2, 2014

Mr. Jason Slowinski
VILLAGE OF LAKE ZURICH
70 E Main St
Lake Zurich, IL 60047

RE: Letter of Credit
Schneider Graphics – 885 Telser Road

Dear Mr. Slowinski,

Please accept this as our formal request to reduce the letter of credit #2013-04 issued by Glenview State Bank for Schneider Graphics Inc. The original letter of credit was issued in the amount of \$32,378.00.

At this time all site work has been completed and we would like to reduce the amount of the letter of credit to 10% of the original or \$3,237.80.

We will look forward to Board approval of this reduction. Once we have your confirmation we will have Glenview State Bank issue a letter of credit in the reduced amount of \$3,237.80.

Thank you for your cooperation. If you should have any questions or comments, please do not hesitate to call.

Sincerely,

Greg Schneider
SCHNEIDER GRPAHICS
SG -LETTER OF CREDIT REDUCTION.LTR1

Cc: John Tofano – Glenview State Bank
Flex Construction

885 Telser Road
Lake Zurich, Illinois 60047

847.550.4310
Fax: 847.550.4311
schneider-graphics.com



OFFICE OF THE MAYOR

Thomas M. Poynton

Date: May 23, 2014

To: Village Board of Trustees

From: Mayor Tom Poynton

Subject: Budget Amendment for Village Manager Stipend

Issue: The previous year has resulted in a significant amount of progress for the Village of Lake Zurich in advancing fiscal responsibility, long-term planning, community engagement, and organizational professionalism. As the chief administrative and executive officer of the organization, Village Manager Jason Slowinski has demonstrated exemplary leadership and performance in moving Lake Zurich forward. I have attached some of our accomplishments from the previous year. Under the direction of the Board of Trustees, Mr. Slowinski has been responsible for planning, organizing, staffing, coordinating, budgeting and evaluating all local government activities. In recognition of this exceptional performance, a one-time Village Manager stipend is being proposed.

Analysis: The base salary of the Village Manager for the current fiscal year is funded by the General Fund (90%) and the Water and Sewer Fund (10%). A one-time \$10,000 performance stipend is being proposed, which would also be funded by the same General Fund / Water and Sewer Fund split. Authorization of these funds requires a budget amendment to be approved by the Village Board as outlined in the attachment.

Recommendation: Approval of the proposed budget amendment for a one-time Village Manager stipend of \$10,000.

w/ Attachments: Accomplishments for 2013/2014

Proposed Ordinance



OFFICE OF THE MAYOR

Thomas M. Poynton

Accomplishments for 2013/2014

Following is a list of some of the accomplishments of Village Manager Slowinski for the fiscal year ending April 30, 2014:

- Creation of Five Year Strategic Plan
- AAA bond rating upgrade
- Long-term TIF District planning
- GFOA Certificate of Excellence Award
- Six Point Downtown Action Plan
- Improved Capital Improvement Plan
- Building and Zoning satisfaction survey
- Block A RFQ
- Pavement Management Program started
- Continual technological advances
- Balanced budget
- Fiscal responsibility
- Response to June flood event
- Cedar Creek resident issues / stakeholder outreach
- Cedar Creek early warning systems
- Flood mitigation study
- Engineering function contracted to Manhard Engineering
- Resolved Hawthorn Woods sewer connection
- Creation of Community Services Department
- Police Chief recruitment
- Community Services Director recruitment
- Recreation Manager recruitment
- Management Analyst recruitment
- Cedar Creek /Coventry Creek Dispute Resolution
- CN noise mitigation program
- Several community events, including Rock the Block.
- Departmental performance reviews
- Downtown updates
 - Building demolition
 - Property appraisals
 - Property marketing
- Fire prevention reorganization
- Village Hall renovations (Board room and 2nd floor)
- Tree City USA recognition
- Launched first community e-newsletter

PAMPHLET
FRONT OF PAMPHLET

ORDINANCE NO. 2014-6-977

An Ordinance Approving Budget Amendment No. for Fiscal Year 2014/15 Budget

Published in pamphlet form this 2nd day of June, 2014, by Order of the Corporate Authorities of the Village of Lake Zurich, Lake County, Illinois.

By: _____
Kathleen Johnson
Village Clerk

VILLAGE OF LAKE ZURICH
ORDINANCE NO. 2014-6-977

**AN ORDINANCE APPROVING BUDGET AMENDMENT NO. 1 FOR FISCAL YEAR
2014/15 BUDGET**

WHEREAS, on April 21, 2014, the President and Board of Trustees of the Village of Lake Zurich approved the FY 2014-2015 budget and since its passage the Village has found it necessary to amend said budget; and

WHEREAS, pursuant to 65 ILCS 5/8-2-9.6, by a two-thirds vote of the members of the corporate authorities then holding office, the annual budget may be revised by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves.

BE IT ORDAINED by the President and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The Village of Lake Zurich Budget Amendment No. 1 for Fiscal Year 2014/15, attached hereto and made a part hereof, is hereby approved.

SECTION 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby released to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

PASSED this 2nd day of June, 2014, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 2nd day of June, 2014.

By: _____
Thomas Poynton, Village President

SEAL

ATTEST:

Kathleen Johnson, Village Clerk

Village of Lake Zurich

Fiscal Year 2014/2015

Budget Amendment #1

June 2, 2014

ATTACHMENT A

Fund	Title	Expenditure	Reason	Original Budget	Amended Budget
General Fund	Village Manager	10,899	Performance Stipend	137,648	148,547
Water & Sewer	Village Manager	1,211	Performance Stipend	15,294	16,505

PAMPHLET

BACK OF PAMPHLET

ORDINANCE NO. 2014-6-977

An Ordinance Approving Budget Amendment No. for Fiscal Year 2014/15 Budget

Published in pamphlet form by Order of the Corporate Authorities of the Village of Lake Zurich, Lake County, Illinois.



At the Heart of Community

COMMUNITY SERVICES DEPARTMENT

505 Telser Road

Lake Zurich, Illinois 60047

(847) 540-1696

Fax (847) 726-2182

LakeZurich.org

MEMORANDUM

Date: May 23, 2014

To: Jason T. Slowinski, Village Manager

From: Michael J. Earl, Director of Community Services
Michael Brown, Public Works Manager

Subject: Agreement with Lake County Stormwater Management Commission – Deerpath Road

Issue: Deerpath Road, between S. Old Rand Road and S. Rand Road, has experienced frequent overtopping washouts during significant rain events. The two most recent events in 2013 (April and June) accelerated the deterioration of sections of this area. Improvements are necessary to prevent future washouts.

Background: The FY-2015 budget includes \$454,000 for infrastructure improvements in the Non-Home Rule Sales Tax Fund. Eighty thousand (\$80,000) has been set aside from this account for overflow route improvements (restoration and stabilization) on Deerpath Road.

The Village received \$28,810 from FEMA for improvement work. On behalf of the Village, Manhard Consulting applied for a grant from the Lake County Stormwater Management Commission (SMC) via the Watershed Management Board (WMB), and was recently notified that it will be reimbursed 50% of eligible project expenditures up to a maximum of \$20,000, whichever is less.

Discussion: The estimated total cost of the project is \$80,000. Subtracting the FEMA funds and the SMC grant, the estimated Village expense is \$31,190 - not including engineering and permit fees. The attached agreement between the SMC and the Village sets forth the expectations of both entities, including the requirement that the Village manage the project and complete it on or before November 30, 2014. Staff and Manhard Consulting are agreeable to the terms of the agreement and recommend Village Board approval. If approved, staff will immediately initiate the work necessary to satisfy the terms of the agreement.

Recommendation: Approval of agreement with Lake County Stormwater Management Commission for the Restoration and Stabilization of Deerpath Road.

**AGREEMENT
Between the
LAKE COUNTY
STORMWATER MANAGEMENT COMMISSION
And
THE VILLAGE OF LAKE ZURICH
For
RESTORATION AND STABILIZATION OF DEERPATH ROAD
(SMC #G14-25-005)**

THIS IS AN AGREEMENT, by and between the LAKE COUNTY STORMWATER MANAGEMENT COMMISSION, 500 W. Winchester Road, Libertyville, Illinois 60048 (hereinafter called SMC) and THE VILLAGE OF LAKE ZURICH, 505 Telser Road, Lake Zurich, IL 60047 (hereinafter called VILLAGE).

PROJECT DESCRIPTION

The PROJECT AREA is approximately 280 feet west of the intersection of Deerpath Road and Old Rand Road (42.18294, -88.08118). Deerpath Road has been plagued by frequent overtopping in recent years. Two events in 2013 (April & June) have accelerated the deterioration of the south Deerpath Road shoulder due to overflow volume and velocity. The road overtoppings result from an improperly functioning discharge system from the Villa Lucerne detention facility.

The PROJECT associated with this WMB grant will revise and clean out the Villa Lucerne discharge pipe and permanently stabilize Deerpath Road. More specifically, the PROJECT involves:

- Drainage Improvements to
 - Modify the Villa Lucerne restrictor pipe to enhance function and
 - Clean sediment out of the discharge system; and
- Permanent Stabilization of Deerpath Road via
 - Repair the existing slumping curb line,
 - Repair eroded road shoulder,
 - Stabilization of the southern shoulder using a compacted stone base and riprap,
 - Removal of eroded material from the wetland, and
 - Enhancement of disturbed wetland areas with native species.

As a result, the PROJECT will reduce flooding of the detention pond with resulting road overtopping, reduce/eliminate erosion of the road shoulder into the wetland and enhance public safety during large storm events.

SCOPE OF WORK

1. The VILLAGE will complete the PROJECT as described above.
2. The VILLAGE will hire all consultants and/or contractors and procure all materials and/or equipment necessary to complete the PROJECT.
3. SMC will provide limited technical assistance to the VILLAGE during implementation of the PROJECT. This may include review of the methods and materials to be used during implementation of the PROJECT.
4. The VILLAGE will obtain all easements and landowner approvals necessary to complete the PROJECT, including, if necessary, a drainage easement or other permanent easement.
5. The VILLAGE will obtain all permits necessary to complete the PROJECT, including, if necessary, a wetland permit from the U.S. Army Corps of Engineers (USACE), a Watershed Development Permit from SMC and a construction storm water permit from the Illinois Environmental Protection Agency (IEPA). Permit fees are not reimbursable under this Agreement.
6. Upon completion of the PROJECT, the VILLAGE will submit to the SMC a brief one to two page report on the PROJECT. The report should include proposed monitoring and maintenance procedures, copies of easements obtained, before and after photos, if applicable and the as-built drawings.
7. The parties recognize and agree that the VILLAGE is responsible for diligent and timely actions on its part to make requests and take essential steps to secure the necessary easements hereunder, and any required permit(s) from other entities, but that the timely grant of such easements or permits are matters beyond the control of the VILLAGE.

SCHEDULE

The VILLAGE shall submit a written status update on the PROJECT to SMC on or before July 31, 2014.

The VILLAGE shall complete the PROJECT on or before November 30, 2015. If necessary, an extension may be requested in writing by the VILLAGE prior to such date.

The VILLAGE shall submit a written request for reimbursement of eligible PROJECT expenses to SMC on or before November 30, 2015. If necessary, an extension may be requested in writing by the VILLAGE prior to such date. Requests for reimbursement submitted after such date, unless an extension has been granted by SMC, will not be honored.

COMPENSATION

1. Eligible expenditures shall be in the categories of planning, engineering analysis, alternate solution evaluation, design, capital construction and repairs. Projects required

as part of a regulatory permit are not eligible for WMB funding. Variances to this may be warranted due to unique circumstances.

2. The total cost of the PROJECT is approximately \$85,000.
3. SMC will reimburse the VILLAGE for 50 percent of eligible PROJECT expenditures made after the signing of this Agreement, or \$20,000, whichever is less.
4. Payment of reimbursable expenditures shall become due and payable by SMC after satisfactory completion of the PROJECT and the receipt of a written request for reimbursement from the VILLAGE for the requested reimbursement amount, complete with adequate documentation of the PROJECT expenditures (i.e., invoice), including in-kind labor.

TERMS AND CONDITIONS

1. The terms of this Agreement are valid until November 30, 2015 unless an extension is granted hereunder.
2. Either party may terminate this Agreement upon 30 days written notice to the other party. In the event of such termination, or the expiration of this Agreement, SMC shall reimburse the VILLAGE for 50 percent of eligible PROJECT expenditures made up to the date of termination or expiration of this Agreement, up to a maximum of \$20,000.
3. All adjustments, additions, and/or deletions to this Agreement are subject to the written approval of both parties.
4. This Agreement shall be governed by and construed according to the laws of the State of Illinois.
5. The VILLAGE will include in any publications created for general external circulation, including brochures, newsletters, and website and presentation materials), the following phrase: *“Funding for this project was provided in part by the Lake County Stormwater Management Commission through a Watershed Management Board Grant.”*
6. This Agreement supersedes any and all other Agreements, oral or written, between the parties hereto with respect to the subject matter hereof.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed, as evidenced by the signatures of their duly authorized representative as affixed below.

**LAKE COUNTY STORMWATER
MANAGEMENT COMMISSION:**

Michael D. Warner, PE, CFM
Executive Director

Date: _____

Michael Brown
Public Works Manager

Date: _____

COMMUNITY SERVICES DEPARTMENT
Public Works Division505 Telser Road
Lake Zurich, Illinois 60047(847) 540-1696
Fax (847) 726-2182
LakeZurich.org*At the Heart of Community*

MEMORANDUM

Date: May 27, 2014

To: Jason Slowinski, Village Manager *JS*

From: Michael Brown, Public Works Manager

Copy: Michael J. Earl, Director of Community Services

Subject: Motor Fuel Tax Resolution – FY 2015

Issue: Each year the Village uses its Motor Fuel Tax (MFT) allocation from the State of Illinois for certain maintenance services and material purchases. The State requires the Village Board consider a Resolution approving use of MFT funds.

Analysis: The FY 2015 budget anticipates use of MFT funds for the following services and materials in the stated amounts:

Right-of-Way Mowing	\$45,500
Tree Trimming	\$30,000
Crack Sealing	\$20,000
Thermoplastic Marking	\$17,500
Right-of-Way Maintenance	\$47,500
Sign Replacement Program	\$15,000
Salt & Deicing Supplies	\$145,000
Traffic Signal Maintenance	\$38,000
Electricity	\$151,500

The combined total budget for MFT related maintenance services and material purchases are \$510,000. To avoid the necessity of a MFT supplemental resolution in the event costs exceed the budget amount, staff recommends the attached resolution include a 5% contingency amount.

Recommendation: Staff recommends approval of the attached Resolution in the amount of \$535,500 for use of MFT Funds in FY 2015 for certain maintenance services and material purchases

w/Attachments: Resolution for Maintenance of Streets and Highways (BLR14230)



**Illinois Department
of Transportation**

**Resolution for Maintenance of
Streets and Highways by Municipality
Under the Illinois Highway Code**

BE IT RESOLVED, by the Board of Trustees of the
Village of Lake Zurich, Illinois, that there is hereby
appropriated the sum of \$535,500.00 of Motor Fuel Tax funds for the purpose of maintaining
streets and highways under the applicable provisions of the Illinois Highway Code from May 1, 2014
to April 30, 2015.
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

I, Kathleen Johnson Clerk in and for the Village
of Lake Zurich (City, Town or Village), County of Lake

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the Board of Trustees at a meeting on _____
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____.

(SEAL) _____ Clerk
(City, Town or Village)

Approved
_____ Regional Engineer Department of Transportation
_____ Date



At the Heart of Community

MEMORANDUM

Date: May 22, 2014

To: Jason Slowinski, Village Manager

From: Michael Brown, Public Works Manager

Copy: Michael J. Earl, Director of Community Services

Subject: Motor Fuel Tax - Supplemental Resolution
FY 2014 Closeout Documentation

JS

Issue: Additional maintenance services and materials purchases occurred in FY 2014 that require a Supplemental Motor Fuel Tax (MFT) Resolution in order to finalize the FY 2014 MFT closeout documentation.

Background: On August 19, 2013 the Village Board approved a Resolution appropriating \$124,942.64 in (MFT) funds for snow and ice control materials and tree trimming.

Analysis: The Village expended the following for standard maintenance and materials purchases in FY 2014:

Snow and Ice Control Materials (excess amount)	\$12,195.39
Right-of-Way Mowing	\$23,955.49
Electricity	\$120,235.37
Traffic Signal Maintenance	\$37,979.40
<u>Sign Replacement Program</u>	<u>\$11,305.16</u>
Total	\$205,670.81

Due to the harsh winter, Snow and Ice Control Materials surpassed the original maintenance period appropriation and must also be accounted for in the attached Supplemental Resolution.

Recommendation: Staff recommends approval of the attached Supplemental Resolution in the amount of \$205,670.81 for supplemental use of MFT Funds in FY 2014 for certain maintenance services and material purchases.

w/Attachments: Supplemental Resolution for Maintenance of Streets and Highways (BLR14230)



**Illinois Department
of Transportation**

**Resolution for Maintenance of
Streets and Highways by Municipality
Under the Illinois Highway Code**

BE IT RESOLVED, by the President and Board of Trustees of the
Village of Lake Zurich, Illinois, that there is hereby
(City, Town or Village) (Name)
appropriated the sum of \$205,670.81 of Motor Fuel Tax funds for the purpose of maintaining
streets and highways under the applicable provisions of the Illinois Highway Code from May 1, 2013
to April 30, 2014 (Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

I, Kathleen Johnson Clerk in and for the Village
(City, Town or Village)
of Lake Zurich, County of Lake
hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by
the President and Board of Trustees at a meeting on _____ Date
(Council or President and Board of Trustees)

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____

(SEAL) _____ Village _____ Clerk _____
(City, Town or Village)

Approved
_____ Regional Engineer Department of Transportation
_____ Date

VILLAGE OF LAKE ZURICH
Semi-Monthly Warrant Report
June 2, 2014
Warrant Total \$1,352,799.51

Payment Request(s) Exceeding 5% of Total Warrant

- Payment to:
Vendor: Bank of New York Mellon
Fund: Debt Service & Water/Sewer
Reference: Pages 9 & 12
Amount: \$315,716.81
% Warrant: 23.34%
Bond Principal & Interest
- Payment to:
Vendor: United HealthCare Insurance
Fund: Medical Self Insurance
Reference: Page – Manual Check List
Amount: \$188,203.17
% Warrant: 13.91%
Health Insurance
- Payment to:
Vendor: Wells Fargo Bank
Fund: Debt Service
Reference: Page 9
Amount: \$149,462.50
% Warrant: 11.05%
Bond Principal & Interest
- Payment to:
Vendor: Manhard Consulting LTD
Fund: General Fund, Capital Project, Park Improvement, NHRST Capital Projects, Water/Sewer
Reference: Pages 2, 5, 6, 7, & 8 (FY14)
Amount: \$79,499.25
% Warrant: 5.88%
Engineering Fees
- Payment to:
Vendor: IMRF
Fund: Risk Management Ins
Reference: Page – Manual Check List
Amount: \$67,757.43
% Warrant: 5.01%
PR Deductions

Village of Lake Zurich
Semi-Monthly Warrant Report
Total by Fund - Combined
Warrant Dated June 2, 2014

Fund	Fund Title	Total
101	GENERAL FUND	320,943.43
202	MOTOR FUEL TAX	9,275.05
203	HOTEL TAX	10,600.00
210	TIF TAX ALLOCATION FUND	10,544.45
301	DEBT SERVICE	4,012.50
310	TIF DEBT SERVICE	359,143.75
401	CAPITAL PROJECT	35,554.01
402	PARK IMPROVEMENT	10,537.78
405	NHRST CAPITAL PROJECTS	34,576.45
410	TIF REDEVELOPMENT	2,650.00
501	WATER/SEWER	216,182.80
601	MEDICAL SELF INSURANCE	222,525.91
603	RISK MANAGEMENT INS	22,785.80
710	PERFORMANCE ESCROW	10,472.97
720	PAYROLL CLEARING	82,994.61

Warrant Total - \$ 1,352,799.51

Village of Lake Zurich
Semi-Monthly Warrant Report
Total by Fund - FY15
Warrant Dated June 2, 2014

Fund	Fund Title	Total
101	GENERAL FUND	72,910.72
202	MOTOR FUEL TAX	755.05
203	HOTEL TAX	10,600.00
210	TIF TAX ALLOCATION FUND	7,714.45
310	DEBT SERVICE	359,143.75
402	PARK IMPROVEMENT	1,357.42
405	NHRST CAPITAL PROJECTS	60.52
501	WATER/SEWER	172,810.28
601	MEDICAL SELF INSURANCE	33,891.89
603	RISK MANAGEMENT INS	3,179.25
720	PAYROLL CLEARING	7,321.64

Warrant Total - \$ 669,744.97

Village of Lake Zurich
Semi-Monthly Warrant Report
June 2, 2014

Report Run Date: 5/22/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 101 -GENERAL FUND				
2102	AMBULANCE FEES PAYABLE	LZ RURAL FIRE PROTECTION DIST.	REFUND ON AMBULANCE PAYME	496.81
2012	RECREATION CREDIT PAYABLE	SCHEXNIDER, CINDY/KEVIN	PRG CXL-CAMP ALPINE	405.00
2102	AMBULANCE FEES PAYABLE	MONACO, MARIE	AMB 1372855MONACO	95.11
2102	AMBULANCE FEES PAYABLE	BLUE CROSS BLUE SHIELD	AMB RUN1345388POWERS	528.96
			<u>Program Total</u>	<u>1,525.88</u>
Program: 10112001 -ADMIN				
5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	COPY PAPER	29.95
			<u>Program Total</u>	<u>29.95</u>
Program: 10113001 -FINANCIAL ADMIN				
5152	CONFERENCES & SEMINARS	HARTMAN, JODIE	GFOA-TRAVEL EXP	574.95
5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	COPY PAPER	89.85
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT	DEPOSIT STAMP	21.50
5274	MAINT-EQUIPMENT	PITNEY BOWES - LEASE	POSTAGE MTR LEASE-MAY	59.00
5415	TAXES	LAKE COUNTY COLLECTOR	675 MIDLOTHIAN RD	75.00
5415	TAXES	LAKE COUNTY COLLECTOR	752 ECHO LAKE RD	75.00
5415	TAXES	LAKE COUNTY COLLECTOR	200 MOHAWK TR	47.93
			<u>Program Total</u>	<u>943.23</u>
Program: 10117017 -TECHNOLOGY				
5570	CAPITAL LEASE	US BANK NATIONAL ASSOC.	COPIER LEASE	1,015.25
5313	TELEPHONE	COMCAST CABLE	PW INTERNET	158.85
5219	OTHER PROFESSIONAL SVCS	KOVACH, VERONICA L	5-5-14 VH MTG	24.00
5219	OTHER PROFESSIONAL SVCS	KOVACH, VERONICA L	5-19-14 VH MTG	12.00
5275	MAINT - SOFTWARE	SUNGARD PUBLIC SECTOR PENTAMAT	ANNUAL SOFTWARE MAINT	3,832.00
5313	TELEPHONE	CALL ONE	ANALOG LINES-MAY	1,842.73
			<u>Program Total</u>	<u>6,884.83</u>
Program: 10124001 -POLICE ADMIN				
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT	FASTENERS - FILE	9.18
5155	MEMBERSHIPS & SUBSCRIP	PADDOCK PUBLICATIONS INC.	DAILY HERALD SUBSCRIPTION	34.00
5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	COPY PAPER - ADMINISTRATI	269.55
5411	LEGAL NOTICE/PUBLISHING	PADDOCK PUBLICATIONS INC.	PROMOTIONAL TEST NOTICE	36.80
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	FREIGHT	10.00
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT	LABEL TAPE	38.07
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT	MAERKERS - BOX OF 12	3.59
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	CREDIT - UNIFORMS	(139.98)
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT	1" BINDERS	5.56
5413	EMPLOYEE EXAMS	STANARD & ASSOCIATES INC.	SERGEANT PROMOTIONAL TEST	131.25
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT	PENS - BOX OF 60	3.99
5314	CELL PHONES & PAGERS	AMERICAN MESSAGING	PAGER SERVICE	17.01
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	UNIFORM PANTS	89.98
5271	MAINT-BLDGS & GROUNDS	BEST QUALITY CLEANING INC.	FACILITY CLEANING	1,295.00
			<u>Program Total</u>	<u>1,804.00</u>
Program: 10124021 -OPERATIONS				

Village of Lake Zurich
Semi-Monthly Warrant Report
June 2, 2014

Report Run Date: 5/22/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	INVOICE #1428382-IN, UNIF	164.97
5214	OTHER LEGAL	ALBARRAN, LUIS	VILLAGE PROSECUTOR FEE	6,666.67
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	INVOICE #1428384-IN, UNIF	219.96
5355	UNIFORMS	GALL'S INC.	MITCH: NIPAS MFF GEAR BAG	196.15
5355	UNIFORMS	GALL'S INC.	VANACKER: UNIFORM PANTS (266.79
5355	UNIFORMS	GALL'S INC.	MARINE UNIT: DUTY SHOES,	70.66
5355	UNIFORMS	ELEGANT EMBROIDERY/MELON INK	MARINE UNIT: EMBROIDERY,	284.00
5355	UNIFORMS	JG UNIFORMS INC.	FROST: FITTED BASEBALL HA	41.23
5355	UNIFORMS	GREAT LAKES FIRE & SAFETY	COMMENDATION BARS: TEROND	59.30
5560	VEHICLES	RAY O'HERRON COMPANY INC.	DOCK MOUNT 106	192.40
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	FREIGHT	16.92
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	INVOICE #1428384-IN, UNIF	139.98
			<u>Program Total</u>	<u>8,319.03</u>

Program: 10124022 -COMMUNICATIONS

5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	COPY PAPER - COMMUNICATIO	119.80
5275	MAINT - SOFTWARE	PRIORITY DISPATCH	AQUA ESP ANNUAL MAINTENAN	405.00
5275	MAINT - SOFTWARE	PRIORITY DISPATCH	PRO QA ESP ANNUAL MAINTEN	1,860.00
5355	UNIFORMS	THE UPS STORE	SHIPPING: LOVELACE, RETUR	9.95
			<u>Program Total</u>	<u>2,394.75</u>

Program: 10124023 -CRIME PREVENTION

5153	TRAINING & BUSINESS MTGS	GLACKEN & ASSOCIATES	BACKGROUND INVESTIGATIONS	275.00
5355	UNIFORMS	SIEBER, ANDREW	MISC CLOTHING ITEMS FOR I	206.85
5153	TRAINING & BUSINESS MTGS	LAKE COUNTY SHERIFF	HUMAN TRAFFICKING SEMINAR	60.00
5355	UNIFORMS	SIEBER, ANDREW	MISC. CLOTHING ITEMS FOR	117.51
5155	MEMBERSHIPS & SUBSCRIP	LAKE COUNTY JUVENILE OFFICERS ASLCJOA 2014 MEMBERSHIP DUE		50.00
			<u>Program Total</u>	<u>709.36</u>

Program: 10125001 -FIRE/RESCUE-ADMIN

5156	EMPLOYEE RECOGNITION	CAPITAL ONE NATIONAL ASSOCIATION RECK		134.73
5313	TELEPHONE	COMCAST CABLE	STA #3 INTERNET	108.85
5359	OTHER SUPPLIES	FACILITY SOLUTIONS GROUP	BULBS	147.66
5570	CAPITAL LEASE	US BANK NATIONAL ASSOC.	COPIER LEASE	225.00
5313	TELEPHONE	COMCAST CABLE	STA #4 - INTERNET	89.85
5313	TELEPHONE	CALL ONE	ANALOG LINES-MAY	229.92
5313	TELEPHONE	COMCAST CABLE	STA #2 INTERNET	108.85
5359	OTHER SUPPLIES	FACILITY SOLUTIONS GROUP	LIGHTBULBS	193.95
			<u>Program Total</u>	<u>1,238.81</u>

Program: 10125031 -EMERGENCY MANAGEMENT

5275	MAINT - SOFTWARE	SCHNEIDER ELECTRIC	JUNE 1 - AUG 31	1,386.75
			<u>Program Total</u>	<u>1,386.75</u>

Program: 10125032 -FIRE SUPPRESSION

5153	TRAINING & BUSINESS MTGS	GURA CLINICAL SERVICES LLC	FIREFIGHTER BEHAVIORAL HE	450.00
5355	UNIFORMS	RED WING SHOE STORE	SAFETY SHOES HEIDERMAN	119.00
5275	MAINT - SOFTWARE	LC EMERGENCY TELEPHONE SYSTEM	YEARLY ENROUTE MAINTENANC	2,052.72
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	HOHS UNIFORMS	66.95

Village of Lake Zurich
Semi-Monthly Warrant Report
June 2, 2014

Report Run Date: 5/22/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
				<u>Program Total</u>
Program: 10125033 -EMS				
5151	LICENSING/CERTIFICATIONS	LUCAS, BRIAN	PARAMEDIC LICENSE FEE	40.00
5413	EMPLOYEE EXAMS	HEALTH ENDEAVORS, SC	OBRIEN ANNUAL PHYSICAL	410.00
5151	LICENSING/CERTIFICATIONS	FUCHS, GREGORY	PARAMEDIC LICENSE FEE	40.00
5155	MEMBERSHIPS & SUBSCRIP	NORTHWEST ASSOC. OF PROVIDER EI	2014 DUES	50.00
5357	MEDICAL SUPPLIES	HENRY SCHEIN EMS	CATHETER SUCTION	15.00
5274	MAINT-EQUIPMENT	MEDTRONIC PHYSIO-CONTROL CORP.	QUARTERLY BILLING 5-1-14	2,497.35
				<u>Program Total</u>
				<u>3,052.35</u>
Program: 10128081 -INSPECTIONS				
5219	OTHER PROFESSIONAL SVCS	KGM PLUMBING, INC	PLAN REVIEWS	1,255.00
5219	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE	300 CHURCH, 1325 ENSELL,	200.00
5219	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE	300 CHURCH, 1325 ENSELL,	100.00
5219	OTHER PROFESSIONAL SVCS	KGM PLUMBING, INC	INSPECTIONS	1,080.00
				<u>Program Total</u>
				<u>2,635.00</u>
Program: 10136001 -COMMUNITY SERVICES ADMIN				
5155	MEMBERSHIPS & SUBSCRIP	PADDOCK PUBLICATIONS INC.	5/25/14-7/19/14 DAILY HER	43.00
5155	MEMBERSHIPS & SUBSCRIP	ICMA MEMBERSHIP RENEWALS	MEMBERSHIP - MIKE EARL	1,036.83
5411	LEGAL NOTICE/PUBLISHING	PADDOCK PUBLICATIONS INC.	BID NOTICES	120.75
5155	MEMBERSHIPS & SUBSCRIP	IL CITY MANAGEMENT ASSOCIATION	MEMBERSHIP - ILCMA MIKE E	161.75
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	37.18
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	37.18
				<u>Program Total</u>
				<u>1,436.69</u>
Program: 10136042 -PARK MAINTENANCE				
5325	BLDG & GROUND MAINT SUPPL	MULTIPLE CONCRETE ACCESS CORP	PAULUS PARK REBAR	18.00
5311	ELECTRICITY	COMMONWEALTH EDISON	CONCESSION ELECTRIC	1.58
5325	BLDG & GROUND MAINT SUPPL	GRAINGER	DRINKING FOUNTAIN REPAIR	177.93
5311	ELECTRICITY	COMMONWEALTH EDISON	BARN ELECTRIC	134.83
5311	ELECTRICITY	COMMONWEALTH EDISON	7 EAST MAIN ELECTRIC	30.30
5271	MAINT-BLDGS & GROUNDS	BEST QUALITY CLEANING INC.	FACILTY CLEANING	1,365.00
				<u>Program Total</u>
				<u>1,727.64</u>
Program: 10136043 -MUNICIPAL PROPERTY MAINT				
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	10 EAST MAIN REPAIRS	4.97
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	10 EAST MAIN REPAIRS	1.52
5271	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	102.75
5325	BLDG & GROUND MAINT SUPPL	BCB GROUP, INC	SPRAYGROUND FLOWMETER BAT	17.98
5325	BLDG & GROUND MAINT SUPPL	AIRGAS USA, LLC	TORCH GASES	76.82
5271	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	102.75
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	10 EAST MAIN PLUMBING	51.13
5271	MAINT-BLDGS & GROUNDS	BEST QUALITY CLEANING INC.	FACILTY CLEANING	1,540.00
5311	ELECTRICITY	COMMONWEALTH EDISON	15 SOUTH OLD RAND ELECTRI	42.68
5311	ELECTRICITY	COMMONWEALTH EDISON	11 SOUTH OLD RAND ELECTRI	20.24
5311	ELECTRICITY	COMMONWEALTH EDISON	11 SOUTH OLD RAND ELECTRI	42.40
5311	ELECTRICITY	COMMONWEALTH EDISON	15 SOUTH OLD RAND ELECTRI	44.23
5311	ELECTRICITY	COMMONWEALTH EDISON	133 WEST MAIN ELECTRIC	56.26

Village of Lake Zurich
Semi-Monthly Warrant Report
June 2, 2014

Report Run Date: 5/22/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
5311	ELECTRICITY	COMMONWEALTH EDISON	15 SOUTH OLD RAND ELECTRI	69.06
5271	MAINT-BLDGS & GROUNDS	AMERICAN BACKFLOW PREVENTION	BACKFLOW TESTING	525.00
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	10 EAST MAIN REPAIRS	62.23
			<u>Program Total</u>	<u>2,760.02</u>

Program: 10136044 -RIGHT OF WAY MAINT

5261	MAINT-STREETS	FASTENAL COMPANY	SIGN HARDWARE	9.30
5261	MAINT-STREETS	SHERWIN INDUSTRIES INC.	FUEL ISLAND SIGNS	75.73
5550	MACHINERY & EQUIPMENT	BURRIS EQUIPMENT COMPANY	CONCRETE SAW	2,184.91
			<u>Program Total</u>	<u>2,269.94</u>

Program: 10136071 -VEHICLE MAINTENANCE

5327	EQUIP MAINT PART&SUPPLIES	NAPA AUTO PARTS	LENS	2.46
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	LUG NUTS 7490	21.20
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	A/C COMPRESSOR 7492	304.36
5327	EQUIP MAINT PART&SUPPLIES	NAPA AUTO PARTS	FILTERS PUMPS	6.14
5327	EQUIP MAINT PART&SUPPLIES	ADAMS STEEL SERVICE INC.	FENDERS TRAILER#5	656.24
5326	AUTO PARTS & SUPPLIES	WICKSTROM FORD	SEAT PADS 105	255.44
5326	AUTO PARTS & SUPPLIES	WICKSTROM FORD	HOOD BUMPERS	6.92
5326	AUTO PARTS & SUPPLIES	SPRING ALIGN OF PALATINE INC.	REAR SPRINGS 322	896.57
5326	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER - SPRINGFIELD	HORN 322	72.54
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	35.63
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT	(140.61)
5326	AUTO PARTS & SUPPLIES	BRAKE ALIGN PARTS & SERVICES, INC	U-JOINT 322	57.84
5273	MAINT-VEHICLES	REMINGTON AUTOMOTIVE	EXHAUST 343	185.13
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTER	30.60
5219	OTHER PROFESSIONAL SVCS	SECRETARY OF STATE VEHICLE SVC D TITLE		95.00
5273	MAINT-VEHICLES	WEST SIDE EXCHANGE	LOADER REPAIR	2,101.86
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	30.63
5326	AUTO PARTS & SUPPLIES	STANDARD EQUIPMENT COMPANY	TUBE 532	498.65
5326	AUTO PARTS & SUPPLIES	SPRING ALIGN OF PALATINE INC.	SPRINGS 325	1,043.49
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	ROTORS 114	121.94
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	WIPER 116	14.49
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	60.41
5342	FUELS	BELL FUELS INC.	UNLEADED FUEL	10,352.64
5271	MAINT-BLDGS & GROUNDS	DON'S WELDING & FABRICATING	PLOW SLEEVE 337	45.00
5328	OTHER MAINT PARTS&SUPPLY	LAWSON PRODUCTS INC.	HARDWARE	261.74
5326	AUTO PARTS & SUPPLIES	FASTENAL COMPANY	FLAT BAR 333	16.66
5351	POSTAGE & SHIPPING	THE UPS STORE	SHIPPING (3)	42.64
5326	AUTO PARTS & SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	CV AXLE 122	77.78
5327	EQUIP MAINT PART&SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	BATTERY LEROI	95.74
5326	AUTO PARTS & SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	BATTERIES 333	248.78
5354	SMALL TOOLS & EQUIP	ADAMS STEEL SERVICE INC.	TORCH HEAD	85.00
5275	MAINT - SOFTWARE	ALL DATA LLC	SOFTWARE RENEWAL	1,500.00
5273	MAINT-VEHICLES	RUSH TRUCK CENTER -GRAYSLAKE	REPAIRS 323	1,730.16
5326	AUTO PARTS & SUPPLIES	GLOBAL EMERGENCY PRODUCTS INC.	IGNITION SWITCH 3214	69.06
5273	MAINT-VEHICLES	HYDRAULIC SERVICES & REPAIRS	DUMP CYL.REPAIR327	1,281.75
5326	AUTO PARTS & SUPPLIES	TERMINAL SUPPLY INC	WIRE 106/122	170.43
5326	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	BRAKE PADS	79.96
5328	OTHER MAINT PARTS&SUPPLY	AIRGAS USA, LLC	TORCH GASES	76.82
5271	MAINT-BLDGS & GROUNDS	SHERWIN INDUSTRIES INC.	FUEL ISLAND SIGNS	121.04
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FUSE HOLDER 106	9.27

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Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
				<u>Program Total</u> <u>22,621.40</u>
Program: 10136080 -BUILDING & ZONING				
5570	CAPITAL LEASE	KIP AMERICA INC	WIDE FORMAT LEASE	195.56
				<u>Program Total</u> <u>195.56</u>
Program: 10167001 -PARK & REC ADMIN				
5352	PRINTING-STATIONERY/FORMS	KK STEVENS PUBLISHING COMPANY	SMR BROCHURE MAILING	3,286.61
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT	MISC ITEMS	195.18
				<u>Program Total</u> <u>3,481.79</u>
Program: 10167935 -DANCE				
5241	PROGRAM SVCS	ZAKER VIDEO PRODUCTION, INC	DVD DANCE RECITAL 5/3/14	22.00
				<u>Program Total</u> <u>22.00</u>
Program: 10167965 -ATHLETICS				
5241	PROGRAM SVCS	MIDWEST TENNIS PROGRAM, LLC	SPRG SESSION	3,056.07
5241	PROGRAM SVCS	ALL STAR SPORTS INSTRUCTION	SPORTS INSTR-CONTRACT	1,260.00
				<u>Program Total</u> <u>4,316.07</u>
Program: 10167970 -AQUATICS				
5359	OTHER SUPPLIES	SIGNSCAPES INC	SGINS FOR PAULUS PARK BEA	175.50
5341	CHEMICALS	HALOGEN SUPPLY CO. INC.	CHEMICALS-SPRAYGROUND PAU	291.50
				<u>Program Total</u> <u>467.00</u>
			Fund Total	72,910.72

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Fund: 202 - MOTOR FUEL TAX

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 20236046 -STREET/TRAFFIC LIGHTS				
5311	ELECTRICITY	COMMONWEALTH EDISON	STREETLIGHT ELECTRIC	755.05
			<u>Program Total</u>	<u>755.05</u>
				Fund Total 755.05

Village of Lake Zurich
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Fund: 203 - HOTEL TAX

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 20367975 -SPECIAL EVENTS				
5241	PROGRAM SVCS	ADDISON ALL SPORTS COMPANY, INC	4TH OF JULY INFLATABLE EN	2,200.00
5241	PROGRAM SVCS	FIVE ALARM FIREWORKS CO	DEPOSIT FOR FIREWORKS AT	8,400.00
			<u>Program Total</u>	<u>10,600.00</u>
			Fund Total	10,600.00

Village of Lake Zurich
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Fund: 210 - TIF TAX ALLOCATION FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 21012001 -TIF - ADMINISTRATION				
5415	TAXES	LAKE COUNTY COLLECTOR	15 S OLD RAND RD	5,444.76
5415	TAXES	LAKE COUNTY COLLECTOR	0 N OLD RAND RD	189.25
5415	TAXES	LAKE COUNTY COLLECTOR	37 S OLD RAND	432.84
5415	TAXES	LAKE COUNTY COLLECTOR	45 N OLD RAND RD	48.17
5415	TAXES	LAKE COUNTY COLLECTOR	44 PARK AVE	157.06
5415	TAXES	LAKE COUNTY COLLECTOR	2 E MAIN ST	259.34
5415	TAXES	LAKE COUNTY COLLECTOR	22 PARK AVE	141.64
5415	TAXES	LAKE COUNTY COLLECTOR	36 MIONSKE DR	149.35
5415	TAXES	LAKE COUNTY COLLECTOR	7 S OLD RAND RD	172.89
5415	TAXES	LAKE COUNTY COLLECTOR	8 N RAND RD	102.27
5415	TAXES	LAKE COUNTY COLLECTOR	9 S OLD RAND RD	205.77
5415	TAXES	LAKE COUNTY COLLECTOR	10 E MAIN ST	78.73
5415	TAXES	LAKE COUNTY COLLECTOR	133 W MAIN ST	121.75
5415	TAXES	LAKE COUNTY COLLECTOR	0 N OLD RAND RD	137.99
5415	TAXES	LAKE COUNTY COLLECTOR	25 S OLD RAND	72.64
Program Total				7,714.45
Fund Total				7,714.45

Village of Lake Zurich
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Report Run Date: 5/22/2014

Fund: 310 - TIF DEBT SERVICE

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 31070049 -TIF DEBT				
5620	INTEREST	WELLS FARGO BANK	2005B INTEREST PAYMENT	2,400.00
5620	INTEREST	WELLS FARGO BANK	2005A INTEREST PAYMENT	141,562.50
5620	INTEREST	BANK OF NEW YORK MELLON	2009C BOND INTEREST	87,015.00
5620	INTEREST	BANK OF NEW YORK MELLON	2009B BOND INTEREST	35,912.50
5620	INTEREST	BANK OF NEW YORK MELLON	2012 BOND INTEREST	23,700.00
5620	INTEREST	BANK OF NEW YORK MELLON	2011C BOND INTEREST	18,181.25
5620	INTEREST	BANK OF NEW YORK MELLON	2011B BOND INTEREST	50,372.50
<u>Program Total</u>				<u>359,143.75</u>
<u>Fund Total</u>				<u>359,143.75</u>

Village of Lake Zurich
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Fund: 402 - PARK IMPROVEMENT

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40236042 -PARK IMPROVEMENT - PW				
5327	EQUIP MAINT PART&SUPPLIES	HALOGEN SUPPLY CO. INC.	BUOYS FOR THE BEACHES	407.42
			<u>Program Total</u>	<u>407.42</u>
Program: 40267900 -PARK IMP				
5520	LAND IMPROVEMENTS	TEAM REIL, INC	SAFETY PLAYGROUND AUDIT F	950.00
			<u>Program Total</u>	<u>950.00</u>
				Fund Total
				1,357.42

Fund: 405 - NHRST CAPITAL PROJECTS

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Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40536047 -NHR PW STORM WATER CTRL				
5540	INFRASTRUCTURE IMPROVEMT	ADAMS STEEL SERVICE INC.	TORCH HEAD	60.52
			<u>Program Total</u>	<u>60.52</u>
				Fund Total
				60.52

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Fund: 501 - WATER/SEWER

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 50136050 -WATER SERVICE				
5550	MACHINERY & EQUIPMENT	HBK WATER METER SERVICE INC.	2" METER SPACER	381.00
5359	OTHER SUPPLIES	AIRGAS USA, LLC	TORCH GASES	76.81
5359	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	14W CFL 4-PK	5.94
5316	DIALERS & ALARMS	TYCO INTEGRATED SECURITY LLC	WELL 8 FIRE \$ SECURITY AL	105.22
5323	LANDSCAPING SUPPLIES	POTSIE'S INC.	PULVERIZED TOPSOIL-TRUCKL	110.00
5289	WATER SAMPLE ANALYSIS	SUBURBAN LABORATORIES, INC.	LAB ANAYSIS/WATER	186.50
5323	LANDSCAPING SUPPLIES	CONSERV FARM SUPPLY	STRAW BLANKET	101.27
5323	LANDSCAPING SUPPLIES	POTSIE'S INC.	PULVERIZED TOPSOIL-TRUCKL	165.00
<u>Program Total</u>				<u>1,131.74</u>
Program: 50136060 -SEWER SERVICE				
5358	SAFETY SUPPLIES	SAFETY SUPPLY ILLINOIS	CONFINED SPACE MONITOR CA	241.85
5354	SMALL TOOLS & EQUIP	HOME DEPOT CREDIT SERVICES	BI-METAL HOLE SAW BLADES	28.71
<u>Program Total</u>				<u>270.56</u>
Program: 50156001 -UTILITIES-ADMIN				
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	30.55
5620	INTEREST	BANK OF NEW YORK MELLON	2013A BOND INTEREST	100,535.56
5610	PRINCIPAL	IL EPA	2006 IEPA LOAN PRINCIPAL	47,256.91
5570	CAPITAL LEASE	US BANK NATIONAL ASSOC.	COPIER LEASE	25.00
5620	INTEREST	IL EPA	2006 IEPA LOAN INTEREST	17,850.39
5313	TELEPHONE	CALL ONE	ANALOG LINES-MAY	108.77
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	35.55
5570	CAPITAL LEASE	KIP AMERICA INC	WIDE FORMAT LEASE	65.25
5620	INTEREST	WELLS FARGO BANK	2006 INTEREST PAYMENT	5,500.00
<u>Program Total</u>				<u>171,407.98</u>
Fund Total				172,810.28

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Report Run Date: 5/22/2014

Fund: 601 - MEDICAL SELF INSURANCE

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 60112010 -MEDICAL SELF INS FUND				
5232	LOCAL 150 HEALTH INS PREM	MIDWEST OPERATING ENG L/150	LOCAL 150 - FAMILY	27,132.45
5232	LOCAL 150 HEALTH INS PREM	MIDWEST OPERATING ENG L/150	LOCAL 150 - SINGLE	5,953.59
5218	MEDICAL ADMINISTRATION FE	EMPLOYEE BENEFITS CORPORATION	COBRA FEES	135.85
5218	MEDICAL ADMINISTRATION FE	EMPLOYEE BENEFITS CORPORATION	HRA FEE	50.00
5218	MEDICAL ADMINISTRATION FE	EMPLOYEE BENEFITS CORPORATION	2014 RENEWAL FEE	450.00
5218	MEDICAL ADMINISTRATION FE	EMPLOYEE BENEFITS CORPORATION	PLAN ADMIN FEES	170.00
<u>Program Total</u>				<u>33,891.89</u>
<u>Fund Total</u>				<u>33,891.89</u>

Village of Lake Zurich
Semi-Monthly Warrant Report
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Report Run Date: 5/22/2014

Fund: 603 - RISK MANAGEMENT INS

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 60312010 -RISK MANAGEMENT INS FUND				
5222	INSURANCE CLAIMS	RAINBOW COLLISION CENTER	HAIL DAMAGE REPAIR 116	2,275.30
5222	INSURANCE CLAIMS	RAINBOW COLLISION CENTER	HAIL DAMAGE REPAIR 292	903.95
Program Total				3,179.25
				Fund Total
				3,179.25

Village of Lake Zurich
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June 2, 2014

Report Run Date: 5/22/2014

Fund: 720 - PAYROLL CLEARING

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 720 -PAYROLL CLEARING				
2039	100% EE COVERED BENEFITS	UNITED HEALTHCARE INSURANCE CO. DENTAL		6,247.22
2039	100% EE COVERED BENEFITS	UNITED HEALTHCARE INSURANCE CO. VISION		1,074.42
Program Total				7,321.64
				Fund Total
				7,321.64

YTD Vendor Payments - FY15

Date: 5/22/2014

Vendor Number	Vendor Name	Current Payment
995	ADAMS STEEL SERVICE INC.	801.76
29060	ADDISON ALL SPORTS COMPANY, INC	2,200.00
2460	AIRGAS USA, LLC	230.45
3063	ALBARRAN, LUIS	6,666.67
3245	ALL DATA LLC	1,500.00
3268	ALL STAR SPORTS INSTRUCTION	1,260.00
3650	AMERICAN BACKFLOW PREVENTION	525.00
2455	AMERICAN MESSAGING	17.01
7978	BANK OF NEW YORK MELLON	315,716.81
8390	BCB GROUP, INC	17.98
8850	BELL FUELS INC.	10,352.64
9219	BEST QUALITY CLEANING INC.	4,200.00
10015	BLUE CROSS BLUE SHIELD	528.96
10634	BRAKE ALIGN PART5 & SERVICES, INC	57.84
11750	BURRIS EQUIPMENT COMPANY	2,184.91
12503	CALL ONE	2,181.42
12797	CAPITAL ONE NATIONAL ASSOCIATION	134.73
13923	CHICAGO PARTS & SOUND LLC	79.96
14252	CINTAS CORPORATION LOC. 355	412.22
15258	COMCAST CABLE	466.40
15271	COMMONWEALTH EDISON	1,196.63
15390	CONSERV FARM SUPPLY	101.27
18975	DON'S WELDING & FABRICATING	45.00
23225	ELEGANT EMBROIDERY/MELON INK	284.00
23830	EMPLOYEE BENEFITS CORPORATION	805.85
3645	FACILITY SOLUTIONS GROUP	341.61
27515	FASTENAL COMPANY	25.96
28458	FIVE ALARM FIREWORKS CO	8,400.00
29655	FUCHS, GREGORY	40.00
30240	GALL'S INC.	533.60
31595	GLACKEN & ASSOCIATES	275.00
30953	GLOBAL EMERGENCY PRODUCTS INC.	69.06
96120	GRAINGER	177.93
32602	GREAT LAKES FIRE & SAFETY	59.30
33405	GURA CLINICAL SERVICES LLC	450.00
34070	HALOGEN SUPPLY CO. INC.	698.92
34700	HARTMAN, JODIE	574.95
35260	HBK WATER METER SERVICE INC.	381.00
35425	HEALTH ENDEAVORS, SC	410.00
77315	HENRY SCHEIN EMS	15.00
37025	HOME DEPOT CREDIT SERVICES	154.50
38565	HYDRAULIC SERVICES & REPAIRS	1,281.75
39443	ICMA MEMBERSHIP RENEWALS	1,036.83
41778	IL CITY MANAGEMENT ASSOCIATION	161.75
41833	IL EPA	65,107.30
46350	JG UNIFORMS INC.	41.23
48990	KGM PLUMBING, INC	2,335.00
49340	KIP AMERICA INC	260.81
49400	KK STEVENS PUBLISHING COMPANY	3,286.61

YTD Vendor Payments - FY15

Date: 5/22/2014

Vendor Number	Vendor Name	Current Payment
50265	KOVACH, VERONICA L	36.00
51251	LAKE COUNTY COLLECTOR	7,912.38
51256	LAKE COUNTY JUVENILE OFFICERS ASSN.	50.00
51245	LAKE COUNTY SHERIFF	60.00
51730	LAWSON PRODUCTS INC.	261.74
51244	LC EMERGENCY TELEPHONE SYSTEM BOARD	2,052.72
53572	LUCAS, BRIAN	40.00
51290	LZ RURAL FIRE PROTECTION DIST.	496.81
70670	MEDTRONIC PHYSIO-CONTROL CORP.	2,497.35
57045	MIDWEST OPERATING ENG L/150	33,086.04
76850	MIDWEST TENNIS PROGRAM, LLC	3,056.07
99959	MONACO, MARIE	95.11
58930	MULTIPLE CONCRETE ACCESS CORP	18.00
59770	NAPA AUTO PARTS	430.26
61123	NORTHWEST ASSOC. OF PROVIDER EMS	50.00
66520	O'REILLY AUTOMOTIVE STORES, INC	422.30
68771	PADDOCK PUBLICATIONS INC.	234.55
70901	PITNEY BOWES - LEASE	59.00
71470	POTSIE'S INC.	275.00
56519	PRIORITY DISPATCH	2,265.00
73230	RAINBOW COLLISION CENTER	3,179.25
73540	RAY O'HERRON COMPANY INC.	761.18
73661	RED WING SHOE STORE	119.00
74015	REMINGTON AUTOMOTIVE	185.13
76143	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	277.07
76346	RUSH TRUCK CENTER - SPRINGFIELD	72.54
76344	RUSH TRUCK CENTER -GRAYSLAKE	1,730.16
76883	SAFETY SUPPLY ILLINOIS	241.85
99994	SCHEXNIDER, CINOY/KEVIN	405.00
19400	SCHNEIDER ELECTRIC	1,386.75
77942	SECRETARY OF STATE VEHICLE SVC DEPT	95.00
78543	SHERWIN INDUSTRIES INC.	196.77
78995	SIEBER, ANDREW	324.36
79038	SIGNSCAPES INC	175.50
80790	SPRING ALIGN OF PALATINE INC.	1,940.06
81015	STANARD & ASSOCIATES INC.	131.25
81025	STANDARD EQUIPMENT COMPANY	498.65
81070	STAPLES BUSINESS ADVANTAGE	509.15
82073	SUBURBAN LABORATORIES, INC.	186.50
82220	SUNGARD PUBLIC SECTOR PENTAMATION	3,832.00
83569	TEAM REIL, INC	950.00
83720	TERMINAL SUPPLY INC	170.43
54419	THE UPS STORE	52.59
84200	THOMPSON ELEVATOR INSP SERVICE	300.00
77970	TYCO INTEGRATED SECURITY LLC	105.22
88131	UNITED HEALTHCARE INSURANCE CO.	7,321.64
88855	US BANK NATIONAL ASSOC.	1,265.25
92816	WELLS FARGO BANK	149,462.50
93170	WEST SIDE EXCHANGE	2,101.86

YTD Vendor Payments - FY15

Date: 5/22/2014

Vendor Number	Vendor Name	Current Payment
93900	WICKSTROM FORD	262.36
98265	ZAKER VIDEO PRODUCTION, INC	22.00
	<u>Report Total:</u>	<u>669,744.97</u>

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Semi-Monthly Warrant Report
Total by Fund - FY14
Warrant Dated June 2, 2014

Fund	Fund Title	Total
101	GENERAL FUND	51,809.04
210	TIF TAX ALLOCATION FUND	1,650.00
401	CAPITAL PROJECT	2,580.00
402	PARK IMPROVEMENT	280.00
405	NHRST CAPITAL PROJECTS	34,499.53
501	WATER/SEWER	12,869.32
601	MEDICAL SELF INSURANCE	430.85
603	RISK MANAGEMENT INS	1,485.00
710	PERFORMANCE ESCROW	3,707.00

Warrant Total - \$ 109,310.74

Village of Lake Zurich
Semi-Monthly Warrant Report
June 2, 2014 - Period 13

Report Run Date: 5/22/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 10112001 -ADMIN				
5211	VILLAGE ATTORNEY RETAINER	KLEIN THORPE & JENKINS	LEGAL FEES - MARCH	4,626.40
			<u>Program Total</u>	<u>4,626.40</u>
Program: 10117017 -TECHNOLOGY				
5219	OTHER PROFESSIONAL SVCS	KOVACH, VERONICA L	4-21-14 VH MTG	30.00
			<u>Program Total</u>	<u>30.00</u>
Program: 10124001 -POLICE ADMIN				
5352	PRINTING-STATIONERY/FORMS	P F PETTIBONE & COMPANY	FREIGHT	9.95
5271	MAINT-BLDGS & GROUNDS	SHERMAN MECHANICAL INC	LEIBERT UNIT REPAIR IN EL	481.81
5352	PRINTING-STATIONERY/FORMS	P F PETTIBONE & COMPANY	CITATION UPDATES	225.00
			<u>Program Total</u>	<u>716.76</u>
Program: 10124021 -OPERATIONS				
5359	OTHER SUPPLIES	KIESLER POLICE SUPPLY, INC.	AMMUNITION-38SPL	492.05
5359	OTHER SUPPLIES	GALL'S INC.	METAL DETECTORS	331.97
			<u>Program Total</u>	<u>824.02</u>
Program: 10124023 -CRIME PREVENTION				
5219	OTHER PROFESSIONAL SVCS	TRANS UNION CORPORATION	BKGROUNDS INVEST. SVC	45.00
5219	OTHER PROFESSIONAL SVCS	WEST PUBLISHING GROUP	CLEAR FEE-BKGND INVST. SV	144.32
			<u>Program Total</u>	<u>189.32</u>
Program: 10125001 -FIRE/RESCUE-ADMIN				
5211	VILLAGE ATTORNEY RETAINER	KLEIN THORPE & JENKINS	LEGAL FEES - MARCH	575.00
			<u>Program Total</u>	<u>575.00</u>
Program: 10125032 -FIRE SUPPRESSION				
5355	UNIFORMS	RAY O'HERRON COMPANY INC.	UNIFORM-WILTGEN	192.80
			<u>Program Total</u>	<u>192.80</u>
Program: 10128081 -INSPECTIONS				
5219	OTHER PROFESSIONAL SVCS	KGM PLUMBING, INC	PLUMBING INSPECTIONS	570.00
5219	OTHER PROFESSIONAL SVCS	KGM PLUMBING, INC	APRIL INSPECTIONS	2,205.00
			<u>Program Total</u>	<u>2,775.00</u>
Program: 10136001 -COMMUNITY SERVICES ADMIN				
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	42.18
			<u>Program Total</u>	<u>42.18</u>
Program: 10136042 -PARK MAINTENANCE				
5323	LANDSCAPING SUPPLIES	A. BLOCK MARKETING, INC	PREMIUM BARK	1,882.60
			<u>Program Total</u>	<u>1,882.60</u>

Village of Lake Zurich
Semi-Monthly Warrant Report
June 2, 2014 - Period 13

Report Run Date: 5/22/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 10136043 -MUNICIPAL PROPERTY MAINT				
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	CREDIT - SINK	(119.00)
5325	BLDG & GROUND MAINT SUPPL	AIRGAS USA, LLC	CUTTING TORCHES	46.23
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	SINK - 10 E MAIN	119.00
5271	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	102.75
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	CREDIT - RETURNS	(23.56)
<u>Program Total</u>				<u>125.42</u>
Program: 10136048 -ENGINEERING				
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	ENG REVEIWS	150.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	ENG REVEIWS	907.50
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	CMAQ SIDEWALKS	3,040.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	GIS	693.75
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	ENG REVEIWS	300.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	ENG REVEIWS	852.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	PERMIT REVIEWS	1,670.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	PERMIT REVIEWS	347.50
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	NPDES II COMPLIANCE	1,890.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	PERMIT REVIEWS	540.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	MFT TAX AUDIT	540.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	GENERAL ENGINEERING	5,404.50
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	CMAQ SIDEWALKS	3,464.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	ENG REVEIWS	420.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	ENG REVEIWS	630.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	COVENTRY CREEK	405.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	NPDES II COMPLIANCE	555.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	DOWNTOWN TIF DIST	1,042.50
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	CMAQ SIDEWALKS	658.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	PERMIT REVIEWS	370.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	NPDES II COMPLIANCE	900.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	MFT AUDIT	960.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	GIS	425.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	PERMIT REVIEWS	330.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	GENERAL ENGINEERING	5,082.50
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	DOWNTOWN TIF	660.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	COVENTRY CREEK	345.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	GENERAL ENGINEERING	6,641.25
<u>Program Total</u>				<u>39,223.50</u>
Program: 10136071 -VEHICLE MAINTENANCE				
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	30.63
5328	OTHER MAINT PARTS&SUPPLY	AIRGAS USA, LLC	CUTTING TORCHES	46.23
5326	AUTO PARTS & SUPPLIES	AUTO TRUCK GROUP	BRACKET/MUD FLAPS	119.18
<u>Program Total</u>				<u>196.04</u>
Program: 10167965 -ATHLETICS				
5241	PROGRAM SVCS	LAKE ZURICH SCHOOL DISTRICT 95	RENTAL FEES	410.00
<u>Program Total</u>				<u>410.00</u>

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Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
			Fund Total	51,809.04

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Fund: 210 - TIF TAX ALLOCATION FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 21012001 -TIF - ADMINISTRATION				
5219	OTHER PROFESSIONAL SVCS	TESKAASSOCIATES	TIF DOWNTOWN REDEVELOPMEN	1,050.00
5211	VILLAGE ATTORNEY RETAINER	KATHLEEN FIELD ORR & ASSOCIATES	TIF LEGAL FEES - APRIL	600.00
Program Total				1,650.00
				Fund Total 1,650.00

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Fund: 401 - CAPITAL PROJECT

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40136044 -RIGHT OF WAY MAINTENANCE				
5540	INFRASTRUCTURE IMPROVEMTS MANHARD CONSULTING LTD		RTE 12 CMAQ	1,140.00
5540	INFRASTRUCTURE IMPROVEMTS MANHARD CONSULTING LTD		SRTS - ISAAC FOX	720.00
5540	INFRASTRUCTURE IMPROVEMTS MANHARD CONSULTING LTD		SRTS - ISAAC FOX	300.00
5540	INFRASTRUCTURE IMPROVEMTS MANHARD CONSULTING LTD		RT 12 ELA CMAQ	420.00
			Program Total	2,580.00
			Fund Total	2,580.00

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Fund: 402 - PARK IMPROVEMENT

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40267900 -PARK IMP				
5520	LAND IMPROVEMENTS	MANHARD CONSULTING LTD	CSW PARKING LOT	280.00
Program Total				280.00
Fund Total				280.00

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Fund: 405 - NHRST CAPITAL PROJECTS

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40536044 -NHR PW ROW				
5219	OTHER PROFESSIONAL SVCS	MANHARD CONSULTING LTD	CEDAR CREEK DRAINAGE	2,103.75
5540	INFRASTRUCTURE IMPROVEMTS	MANHARD CONSULTING LTD	2013 ROAD RESURFACING	1,184.00
5540	INFRASTRUCTURE IMPROVEMTS	MANHARD CONSULTING LTD	MIDLOTHIAN RD TRAFFIC SIG	360.00
5540	INFRASTRUCTURE IMPROVEMTS	MANHARD CONSULTING LTD	2014 ROAD RESURFACING	5,092.25
5219	OTHER PROFESSIONAL SVCS	MANHARD CONSULTING LTD	CEDAR CREEK DRAINAGE	3,071.25
5219	OTHER PROFESSIONAL SVCS	MANHARD CONSULTING LTD	CEDAR CREEK DRAINAGE	2,775.00
5540	INFRASTRUCTURE IMPROVEMTS	MANHARD CONSULTING LTD	2014 ROAD RESURFACING	8,867.50
5540	INFRASTRUCTURE IMPROVEMTS	MANHARD CONSULTING LTD	2014 ROAD RESURFACING	9,254.00
5540	INFRASTRUCTURE IMPROVEMTS	MANHARD CONSULTING LTD	2013 ROAD RESURFACING	1,128.00
5540	INFRASTRUCTURE IMPROVEMTS	MANHARD CONSULTING LTD	MIDLOTHIAN SIGNAL	600.00
<u>Program Total</u>				<u>34,435.75</u>
Program: 40536047 -NHR PW STORM WATER CTRL				
5359	OTHER SUPPLIES	CONSERV FARM SUPPLY	FROZEN STORM LINE THAWING	63.78
<u>Program Total</u>				<u>63.78</u>
Fund Total				34,499.53

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Fund: 501 - WATER/SEWER

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 50156001 -UTILITIES-ADMIN				
5219	OTHER PROFESSIONAL SVCS	INFOSEND, INC	SHUT OFF NOTICE PROCESSIN	6.68
5351	POSTAGE & SHIPPING	INFOSEND, INC	WATER BILL POSTAGE - APRIL	2,428.79
5211	VILLAGE ATTORNEY RETAINER	KLEIN THORPE & JENKINS	LEGAL FEES - MARCH	575.00
5219	OTHER PROFESSIONAL SVCS	INFOSEND, INC	WATER BILL PROCESSING - A	673.27
5351	POSTAGE & SHIPPING	INFOSEND, INC	SHUT OFF NOTICE POSTAGE -	30.98
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	30.55
<u>Program Total</u>				<u>3,745.27</u>
Program: 50156054 -WATER PROD/STORAGE				
5219	OTHER PROFESSIONAL SVCS	MANHARD CONSULTING LTD	LK MICHIGAN	825.00
5219	OTHER PROFESSIONAL SVCS	MANHARD CONSULTING LTD	LK MICHIGAN WATER	1,095.00
5219	OTHER PROFESSIONAL SVCS	MANHARD CONSULTING LTD	LK MICHIGAN STUDY	1,060.00
5334	INST & TELEMETRY P&S	BAXTER & WOODMAN	BWCSI SUPPORT	2,270.17
5312	NATURAL GAS	NICOR GAS	WELL 7	346.71
5359	OTHER SUPPLIES	AIRGAS USA, LLC	CUTTING TORCHES	46.24
<u>Program Total</u>				<u>5,643.12</u>
Program: 50156065 -INTERCEPTOR SEWER				
5284	MAINT-INST&TELEMETRY	BAXTER & WOODMAN	BWCSI SUPPORT	2,270.17
<u>Program Total</u>				<u>2,270.17</u>
Program: 50156066 -LIFT STATIONS				
5311	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	ELECTRICITY/LIFT & PUMP S	90.45
5311	ELECTRICITY	COMMONWEALTH EDISON	FLOW CONTROL STRUCTURE	35.31
5271	MAINT-BLDGS & GROUNDS	METROPOLITAN INDUSTRIES INC.	PUMP REPAIRS	1,085.00
<u>Program Total</u>				<u>1,210.76</u>
Fund Total				12,869.32

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Fund: 601 - MEDICAL SELF INSURANCE

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 60112010 -MEDICAL SELF INS FUND				
5233	MEDICAL CLAIM PAYMENTS	PILGARD, DAVID	EYE REIMB	75.00
5218	MEDICAL ADMINISTRATION FE	EMPLOYEE BENEFITS CORPORATION	COBRA FEE	135.85
5218	MEDICAL ADMINISTRATION FE	EMPLOYEE BENEFITS CORPORATION	HRA FEE	50.00
5218	MEDICAL ADMINISTRATION FE	EMPLOYEE BENEFITS CORPORATION	PLAN FEE - APRIL	170.00
Program Total				430.85
Fund Total				430.85

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Fund: 603 - RISK MANAGEMENT INS

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 60312010 -RISK MANAGEMENT INS FUND				
5221	RISK MANAGEMENT INSURANCE IL DEPT OF EMPLOYMENT SECURITY	1ST QTR UNEMPL		1,485.00
			<u>Program Total</u>	<u>1,485.00</u>
			Fund Total	1,485.00

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Fund: 710 - PERFORMANCE ESCROW

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 710 -PERFORMANCE ESCROW				
2053	UNDIST AR SUSPENSE	KLEIN THORPE & JENKINS	LEGAL FEES - MARCH	3,707.00
			<u>Program Total</u>	<u>3,707.00</u>
				Fund Total
				3,707.00

YTD Vendor Payments - FY14

Date: 5/22/2014

Vendor Number	Vendor Name	Current Payment
19	A. BLOCK MARKETING, INC	1,882.60
2460	AIRGAS USA, LLC	138.70
6089	AUTO TRUCK GROUP	119.18
8415	BAXTER & WOODMAN	4,540.34
14252	CINTAS CORPORATION LOC. 355	206.11
15271	COMMONWEALTH EDISON	35.31
15390	CONSERV FARM SUPPLY	63.78
26590	CONSTELLATION NEW ENERGY, INC.	90.45
23830	EMPLOYEE BENEFITS CORPORATION	355.85
30240	GALL'S INC.	331.97
37025	HOME DEPOT CREDIT SERVICES	(23.56)
41782	IL DEPT OF EMPLOYMENT SECURITY	1,485.00
42230	INFOSEND, INC	3,139.72
48335	KATHLEEN FIELD ORR & ASSOCIATES	600.00
48990	KGM PLUMBING, INC	2,775.00
49172	KIESLER POLICE SUPPLY, INC.	492.05
49830	KLEIN THORPE & JENKINS	9,483.40
50265	KOVACH, VERONICA L	30.00
51263	LAKE ZURICH SCHOOL DISTRICT 95	410.00
54490	MANHARD CONSULTING LTD	79,499.25
56826	METROPOLITAN INDUSTRIES INC.	1,085.00
61214	NICOR GAS	346.71
70390	P F PETTJBONE & COMPANY	234.95
70843	PILGARD, DAVID	75.00
73540	RAY O'HERRON COMPANY INC.	192.80
78520	SHERMAN MECHANICAL INC	481.81
83788	TESKA ASSOCIATES	1,050.00
85220	TRANS UNION CORPORATION	45.00
93160	WEST PUBLISHING GROUP	144.32

Report Total:109,310.74

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Manual Checks 5-1-14 thru 05-22-14

WT000155	IMRF	05/09/2014	67,757.43
WT000156	Inland Bank - Cardmember Servc.	05/17/2014	8,464.59
97448	A. BLOCK MARKETING, INC	05/20/2014	1,882.60
97449	ABSOLUTELY CUSTOM	05/20/2014	264.35
97450	OTIS ELEVATOR COMPANY	05/20/2014	822.78
97451	ADVANCE REMODELING CORP	05/20/2014	50.00
97452	ALL TEMP HEATING & AIR CONDITIONING	05/20/2014	100.00
97453	AMERICAN BACKFLOW PREVENTION	05/20/2014	75.00
97454	AMERICAN PLANNING ASSOC.	05/20/2014	263.00
97455	AMERICAN TECHNOLOGIES, INC	05/20/2014	100.00
97456	AT & T	05/20/2014	63.61
97457	ANDERSON PEST SOLUTIONS	05/20/2014	111.15
97458	ANDRES MEDICAL BILLING LTD.	05/20/2014	1,887.34
97459	ARLINGTON POWER EQUIPMENT INC.	05/20/2014	6.99
97460	ARONSON, TARA	05/20/2014	400.00
97461	ARTE VERDE GARDEN CNTR & LANDSCAPIN	05/20/2014	21,675.00
97462	BADE PAPER PRODUCTS	05/20/2014	3,190.38
97463	FISHER AUTO PARTS	05/20/2014	104.72
97464	BARTOLI, DAVID	05/20/2014	40.00
97465	YEE, BENNY R	05/20/2014	40.00
97466	BEYER, WENDY L	05/20/2014	1,000.00
97467	BLANK, ROGER N	05/20/2014	50.00
97468	BRANIFF COMMUNICATIONS INC.	05/20/2014	3,300.00
97469	BROWN, MIKE	05/20/2014	205.19
97470	THE CARE OF TREES	05/20/2014	8,520.00
97471	CARLINO, PAUL & JULIE	05/20/2014	74.52
97473	CASPER TRUE VALUE	05/20/2014	814.09
97474	CINTAS CORPORATION LOC. 355	05/20/2014	206.11
97475	CLARKE ENVIRON MOSQUITO MGMT	05/20/2014	12,117.60
97476	CLEONARDO STUDIOS, INC	05/20/2014	219.00
97477	CLIFFORD-WALD, A KIP COMPANY	05/20/2014	45.00
97478	COLLEGE OF DU PAGE	05/20/2014	75.00
97479	COLLEGE OF LAKE COUNTY	05/20/2014	21,696.25
97480	COMMONWEALTH EDISON	05/20/2014	107.59
97481	EHLERS INVESTMENT PARTNERS LLC	05/20/2014	520.00
97482	COMMUNITY SEWER & SEPTIC	05/20/2014	170.00
97483	CDW GOVERNMENT INC.	05/20/2014	6,856.11
97484	CAPITAL ONE NATIONAL ASSOCIATION	05/20/2014	299.97
97485	CHICAGO PARTS & SOUND LLC	05/20/2014	99.96
97486	DKOKIC, RATJI	05/20/2014	1,100.00
97487	DUSTCATCHERS INC.	05/20/2014	145.96
97488	ECHO INC.	05/20/2014	14.43
97489	ELEGANT EMBROIDERY/MELON INK	05/20/2014	1,371.50

97490	ELITE WINDOWS & SIDING	05/20/2014	50.00
97491	ENVIRONMENTAL INC. MIDWEST LAB	05/20/2014	110.00
97492	ERIC D RYAN	05/20/2014	40.00
97493	ETERNO, DAVID G	05/20/2014	337.50
97494	EVERBRIDGE INC	05/20/2014	5,535.00
97495	CONSTELLATION NEW ENERGY, INC.	05/20/2014	177.51
97496	FASTENAL COMPANY	05/20/2014	119.40
97497	JOSEPH D FOREMAN COMPANY	05/20/2014	125.25
97498	GALL'S INC.	05/20/2014	10.94
97499	GATSO USA, INC	05/20/2014	9,030.00
97500	GFOA	05/20/2014	190.00
97501	GRAEF	05/20/2014	11,079.01
97502	GRAINGER	05/20/2014	505.92
97503	GROOT INDUSTRIES INC.	05/20/2014	703.66
97504	GROSS, STEVEN/GALE	05/20/2014	100.00
97505	HALOGEN SUPPLY CO. INC.	05/20/2014	509.52
97506	HAUGER, JOHN	05/20/2014	100.00
97507	HEALTH ENDEAVORS, SC	05/20/2014	735.00
97508	HOME DEPOT CREDIT SERVICES	05/20/2014	1,423.97
97509	HOME DEPOT CREDIT SERVICES	05/20/2014	218.96
97510	STANLEY SECURITY SOLUTIONS	05/20/2014	337.13
97511	R S HUGHES INC.	05/20/2014	406.31
97512	HUGHES, BENJAMIN	05/20/2014	100.00
97513	IL JUVENILE OFFICERS ASSOCIATION	05/20/2014	275.00
97514	IL FIRE CHIEFS ASSOCIATION	05/20/2014	2,300.00
97515	INSIGHT PUBLIC SECTOR, INC	05/20/2014	332.46
97516	INTERSTATE BATTERY	05/20/2014	73.95
97517	INTERNATIONAL FIRE EQUIPMENT	05/20/2014	1,173.87
97518	I R M A	05/20/2014	3,986.44
97519	JUNK REMEDY, INC	05/20/2014	115.00
97520	KELLY, LEA	05/20/2014	579.00
97521	KLEIN THORPE & JENKINS	05/20/2014	7,667.00
97522	KONDIC, JENNIFER	05/20/2014	397.84
97523	KORBEL, YVONNE	05/20/2014	21.84
97524	KOZIOL REPORTING SERVICE	05/20/2014	589.50
97525	LAKE COUNTY RECORDER	05/20/2014	29.00
97526	LANGOS CORPORATION	05/20/2014	2,650.00
97527	LEADSONLINE LLC	05/20/2014	2,238.00
97528	LUXOR HOME BUILDERS LLC	05/20/2014	1,700.00
97529	LAKE ZURICH LUMBER	05/20/2014	1,209.60
97530	MACGYVER DEVELOPMENT	05/20/2014	200.00
97531	MANHARD CONSULTING LTD	05/20/2014	585.00
97532	MARLEX LLC	05/20/2014	110.00
97533	MARONEY, PATRICK	05/20/2014	50.00
97534	MENARDS - LONG GROVE	05/20/2014	648.47
97535	MIKE'S TOWING, INC AUTO & TRUCK REP	05/20/2014	654.00
97536	MORETTI, KATE	05/20/2014	934.50
97537	MORTON SALT, INC	05/20/2014	4,031.04
97538	MUSIC IN THE BOX, INC	05/20/2014	526.50

97539	NAPA AUTO PARTS	05/20/2014	1,423.10
97540	NATIONAL ARBOR DAY FOUNDATION	05/20/2014	124.95
97541	NCPERS-IL IMRF - 0157	05/20/2014	268.00
97542	N E N A	05/20/2014	550.00
97543	NETRIX LLC	05/20/2014	6,708.57
97544	NI GOVERNMENT SERVICES, INC	05/20/2014	25.28
97545	NATIONAL FIRE PROTECTION ASSN.	05/20/2014	1,165.50
97546	NORMAN, STEVE	05/20/2014	40.00
97547	NORTHERN IL POLICE CRIME LAB	05/20/2014	28,520.00
97548	NICOR GAS	05/20/2014	6,184.24
97549	NORTHWEST COMMUNITY HOSPITAL EMS	05/20/2014	4,612.50
97550	NORTHWEST MUNICIPAL CONFERENCE	05/20/2014	10,012.00
97551	NW UNIV TRAFFIC INSTITUTE	05/20/2014	975.00
97552	PUBLIC GRANTS TRAINING INITIATIVES	05/20/2014	258.00
97553	O'REILLY AUTOMOTIVE STORES, INC	05/20/2014	132.83
97554	PADDOCK PUBLICATIONS INC.	05/20/2014	31.05
97555	PAETEC	05/20/2014	4,543.47
97556	PATEL, JAYANTILAL P	05/20/2014	114.07
97557	PAULUS, STEVE	05/20/2014	50.00
97558	PERRICONE GARDEN CENTER	05/20/2014	1,460.00
97559	PETTY CASH - BLDG & ZONING	05/20/2014	43.90
97560	PIGGOTT, STEPHANIE	05/20/2014	100.00
97561	PILGARD, DAVID	05/20/2014	40.00
97562	POLITES, CONWAY/PATRICIA	05/20/2014	25.43
97563	POMP'S TIRE SERVICE	05/20/2014	1,068.28
97564	PRECISE MOBILE RESOURCE MGMT	05/20/2014	16.04
97565	PRZYBYSZ, PETER	05/20/2014	20.00
97566	R C TOPSOIL INC.	05/20/2014	315.00
97567	RAINBOW COLLISION CENTER	05/20/2014	11,604.54
97568	RAINEY, PATRICK	05/20/2014	40.00
97569	RENEWAL BY ANDERSEN	05/20/2014	100.00
97570	RENTAL MAX, LLC	05/20/2014	50.00
97571	ENCOMPASS MED & SPEC GASES LTD	05/20/2014	82.50
97572	RON JOHNSON & SON HOME IMP CO	05/20/2014	100.00
97573	RSD COVENTRY LLC	05/20/2014	100.00
97574	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	05/20/2014	164.03
97575	RUSH TRUCK CENTER - SPRINGFIELD	05/20/2014	979.00
97576	RUSH TRUCK CENTER -GRAYSLAKE	05/20/2014	2,492.85
97577	ST PETER'S CHURCH	05/20/2014	280.00
97578	HENRY SCHEIN EMS	05/20/2014	396.00
97579	SCHNEIDER, TIFFANY	05/20/2014	24.84
97580	SEBERT LANDSCAPING COMPANY	05/20/2014	843.75
97581	SERVICE EXPERTS LLC	05/20/2014	100.00
97582	SHERWIN INDUSTRIES INC.	05/20/2014	2,129.61
97583	SOCIETY FOR HUMAN RESOURCE MGMT	05/20/2014	185.00
97584	SISTER CITIES INTERNATIONAL	05/20/2014	360.00
97585	SMITH ECOLOGICAL SYSTEMS COMPANY	05/20/2014	10,147.25
97586	SMITHEREEN PEST MANAGEMENT	05/20/2014	137.00
97587	SPRING ALIGN OF PALATINE INC.	05/20/2014	669.15

97588	SPRUCE LAKE SAND & GRAVEL	05/20/2014	15.00
97589	STAPLES BUSINESS ADVANTAGE	05/20/2014	733.50
97590	STREICHER'S, INC	05/20/2014	53.94
97591	SUBURBAN LABORATORIES, INC.	05/20/2014	198.50
97592	BANK OF NEW YORK MELLON	05/20/2014	4,012.50
97593	THE NORTHSTAR PICKLE COMPANY	05/20/2014	500.00
97594	THE SPORTS AUTHORITY	05/20/2014	500.00
97595	THOMPSON ELEVATOR INSP SERVICE	05/20/2014	200.00
97596	TLO LLC	05/20/2014	110.00
97597	TOSHIBA BUSINESS SOLUTIONS, USA	05/20/2014	3,584.51
97598	K & G ASSOCIATES, INC	05/20/2014	5,997.00
97599	UEQ CORPORATION	05/20/2014	80.00
97600	U S A BLUEBOOK	05/20/2014	3,790.78
97601	SECRETARY OF STATE VEHICLE SVC DEPT	05/20/2014	386.00
97602	WASTE MANAGEMENT	05/20/2014	183.62
97603	WHOLESALE DIRECT, INC	05/20/2014	237.88
97604	WICKSTROM FORD	05/20/2014	571.34
97605	WINDOW WORKS	05/20/2014	172.00
97606	WINDOWS & EXTERIORS BY OLSON, INC	05/20/2014	50.00
97607	ZAVAKOS, CONSTANTINE/GIANNNA	05/20/2014	50.00
WT000157	AFLAC	05/21/2014	7,647.54
97608	BAYTREE LEASING COMPANY	05/22/2014	2,863.00
97609	BAYTREE LEASING COMPANY	05/22/2014	666.00
97610	COLLEGE OF LAKE COUNTY	05/22/2014	20,856.25
97611	COMCAST CABLE	05/22/2014	241.81
97612	COMCAST CABLE	05/22/2014	557.90
97613	UNITED HEALTHCARE INSURANCE	05/22/2014	188,203.17
97614	US BANK OF NATIONAL ASSOC.	05/22/2014	138.52

Report Total: **573,743.80**



At the Heart of Community

MEMORANDUM

Date: May 6, 2014

To: Jason T. Slowinski, Village Manager

From: Sam Hubbard, Village Planner

Subject: Zoning Application for Concept and Final PUD, Site Plan, Exterior Appearance, and Exception to Land Development Code approval at 1125 S. Old Rand Rd.

JS

Issue: Jassi Sandhu (the "Applicant") is the owner of the Marathon Gas located at 1125 S. Old Rand Rd. and has submitted a zoning application for approval of:

- 1) Concept and Final PUD
- 2) Site Plans
- 3) Exterior Appearance
- 4) Exception to the Land Development Code

Approval of this application will allow the Applicant to tear down the existing convenience store "kiosk" and replace it with a 1,600 square foot convenience store building. This application has been heard by the Plan Commission, which has forwarded a recommendation of approval to the Village Board. The application is now before the Village Board for final approval.

Analysis: The Plan Commission conducted a public hearing on January 15, 2014, to consider the application and all of the facts and circumstances affecting the application, including the staff report and recommendations. Based on issues relating to the compensating amenity, landscaping, site circulation, emergency access, utilities, and illumination, the Plan Commission voted to continue the public hearing until the February 19, 2014 Plan Commission meeting. The application was continued again at the February 19, 2014 Plan Commission to allow the Applicant additional time to address all concerns.

The Applicant amended his original application and revised the plans to address the concerns raised by the Plan Commission. At the March 19, 2014 Plan Commission meeting the Application received a 5-0 vote in favor of approval. However, in the days prior to appearing at the Village Board for final approval, IDOT transmitted a memo stating that they would be

requiring substantial changes to the site plan. These changes had the potential to impact the site circulation, emergency vehicle access, and landscaping plan. Therefore, the Village Board voted to send the Application back to the Plan Commission to give the Applicant a chance to revise his plans per IDOT requirements and to give the Plan Commission a chance to review these revisions.

The revised plans were placed on the agenda for consideration at the May 21, 2014 Plan Commission meeting where they received a 6-0 vote in favor of approval relative to the following conditions:

- 1) Site plan approval is subject to final IDOT approval of landscaping within the ROW.
- 2) Final PUD approval is conditional upon the provision of a \$5,000 compensating amenity to the Village of Lake Zurich for general improvements within the vicinity.
- 3) The Applicant must add the 12 missing shrubs to the landscaping plan as indicated by the May 9, 2014 review letter from Rolf Campbell & Associates.

Recommendation: Staff concurs with the recommendation by the Plan Commission and recommends approval of the attached ordinance, which includes the conditions of approval as per the Plan Commission recommendation.

w/Attachments:

1. Approval Ordinance (including the Staff Report dated 5/16/14 as an exhibit)
2. Site Plans
3. Village Review comments from:
 - a. Zoning, dated 5/12/2014
 - b. Public Works, dated 5/6/2014
 - c. Manhard Engineering, dated 3/10/2014
 - d. Fire Department, dated 5/8/2014
 - e. Rolf C. Campbell & Associates (Landscape Consultant), dated 5/9/2014
 - f. Police Department, dated 4/29/2014
 - g. DLZ (Traffic Consultant), dated 3/10/2014

ORDINANCE NO. 2014-

**AN ORDINANCE GRANTING PUD, SITE PLANS AND EXTERIOR
APPEARANCE APPROVALS, AND EXCEPTION TO THE LAND
DEVELOPMENT CODE
(Marathon Gas Station – 1125 S. Old Rand Road)**

WHEREAS, Jassi Sandhu (“Applicant”), as owner of the Marathon Gas Station located at 1125 S. Old Rand Road in the Village of Lake Zurich, said property legally described in **Exhibit A** (“Property”), filed an application with the Village on December 18, 2013, amended February 25, 2014, and amended a second time on April 23, 2014, seeking approval of a concept and final planned unit development, approval of a proposed new site plan and exterior appearance plan approval for improvements to the facility located on the property (“Application PC 2014-01 #1); and

WHEREAS, said Property is located within the B-1 Local and Community Business District within the Village of Lake Zurich, is currently improved and used as a Marathon gas service station and Applicant is seeking to upgrade the site use and the facilities; and

WHEREAS, following proper notice, the Plan Commission conducted a public hearing on January 15, 2014, said hearing continued to February 19, 2014, and then continued to March 19, 2014 at Petitioner’s request, and finally referred back to the Plan Commission by the Board of Trustees at the Trustees’ April 7, 2014 meeting for consideration of issues related to the Illinois Department of Transportation (“IDOT”) right-of-way (Route 12) adjacent to this site and the impact of this proposal on the adjacent Route 12 right-of-way; and

WHEREAS, Applicant has revised its site plans and landscaping to address the concerns being raised by IDOT regarding ingress and egress from the Gas Station onto the IDOT right-of-way (Route 12), with IDOT mandating the elimination of the southern driveway entrance onto Route 12 and Applicant including new widening of the northern driveway entrance onto Route 12 and the northern driveway entrance onto S. Old Rand Road to improve vehicular access to the Gas Station; and

WHEREAS, the Applicant has now received preliminary approval from IDOT for the Applicant’s revised site plan and landscaping, to allow landscaping with the IDOT Route 12 right-of-way including modifications to the landscape plan to fill in that open area created by the elimination of the southern entrance from the site onto Route 12; and

WHEREAS, the Plan Commission has now considered the application, as amended, and all of the facts and circumstances affecting the application, including staff reports and recommendations, IDOT review and recommendations, all as set forth in the May 16 2014 STAFF REPORT from Village Planner Sam Hubbard to the Plan Commission, consisting of 17 pages and attached hereto as **Exhibit B**, which the Plan Commission has adopted as their own findings and recommendations; and

WHEREAS, the Plan Commission also reviewed the site plans and exterior appearance plans submitted by the Applicant and a request for relief from the Land Development Code relative to the installation of a sanitary sewer line and the Plan Commission recommends approval subject to certain conditions; and

WHEREAS, the Mayor and Board of Trustees have considered the findings and recommendations of the Plan Commission and have considered all of the facts and circumstances affecting the application, and have determined that the application satisfies the applicable standards in Sections 22-105, 20-103, 21-103 of the Lake Zurich Zoning Code and Section 10-7-3 of the Land Development Code.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: Recitals. The foregoing recitals are incorporated herein as findings of the Mayor and Board of Trustees, and all Exhibits referenced herein are made a part of and incorporated into the grant of this Concept Plan and Planned Unit Development and approval of this Ordinance.

SECTION 2: APPROVALS. The following approvals are hereby granted subject to the conditions hereinafter stated:

- A. The requested concept and final planned unit development ("PUD"), including all the zoning relief items listed in the "Analysis of Zoning Relief for PUD" dated May 16, 2014, is hereby approved, including those changes showing the outdoor storage of propane, firewood and an ice chest, as depicted on the Site plan attached hereto as **Exhibit C.**
- B. The Site plan for the Property, attached as **Exhibit C.** as presented at the Plan Commission meetings, is approved, without the requirement for a public sidewalk, based on the Village engineering recommendation.
- C. The exterior appearance plans for a new convenience store, attached as **Exhibit D.** as presented at the Plan Commission meetings, are approved to include specific materials for the dumpster enclosure to match the building materials, with the enclosure to provide space for a prefabricated shed and the enclosure walls to be at the approved height to screen the shed, and to increase the amount of brick to be utilized on the sides of the building to meet the requirements of the Architectural Guidelines for the Route 12 Corridor.
- D. A variation and exception from the requirements of the Village of Lake Zurich Land Development Code is hereby granted under Subsection 10-7-3 of Chapter 7 ("Administration, Enforcement, Fees") of Title 10 ("Land Development Code") of the Village of Lake Zurich Code to allow

for a three foot (3') deep sanitary sewer to serve the Property, in the location depicted on the approved civil engineering plans submitted by Applicant.

SECTION 3: CONDITIONS. The above approvals set forth in **SECTION 2** are hereby expressly conditioned on the following.

- A. The Site plan remains subject to final IDOT approval of landscaping within the adjoining IDOT Route 12 right-of-way. If IDOT approval is not granted, a revised landscaping plan is required and may be subject to the further review of the Plan Commission, which would require a return of this issue to the Plan Commission for review and consideration.
- B. The payment of a compensating amenity of \$5,000.00 to the Village of Lake Zurich for general improvements in the vicinity, as a condition of the grant of the PUD.
- C. The addition of 12 missing shrubs by the Applicant to the landscaping plan, as provided in the May 9, 2014 review letter of Rolf Campbell & Associates.
- D. The ongoing responsibility for maintenance and upkeep of the improvements approved herein, including, but not limited to, landscaping, sanitary sewer, building exterior materials and enclosure materials, consistent with the plans approved pursuant to this Ordinance.

SECTION 4: COMPLIANCE WITH ALL CODES. That all requirements set forth in the Zoning and other applicable Codes of the Village of Lake Zurich, as would be required by any owner of property zoned in the same manner as the property described above, shall be complied with, except as otherwise provided in this Ordinance.

SECTION 5: FINDINGS AND RECOMMENDATIONS. The findings, recommendations and conditions of the Plan Commission and the staff reports and filings provided to the Plan Commission are hereby accepted as the Board's own and shall be made a part of the official record for the application and are attached hereto as **Exhibits B, C & D.**

SECTION 6: SEVERABILITY. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 7: CONFLICTS. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 8: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval as provided by law.

PASSED THIS _____ day of _____, 2014.

Ayes:

Nays:

Absent:

Abstain:

APPROVED this _____ day of _____, 2014.

Tom Poynton
Mayor

ATTEST:

Kathleen Johnson
Village Clerk

EXHIBIT A
Legal Description of Property

THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 43 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE NORTH ON THE EAST LINE THEREOF 19.0 FEET; THENCE NORTHWESTERLY ON THE CENTER LINE OF RAND ROAD, 289.0 FEET; THENCE SOUTHWESTERLY AT RIGHT ANGLES TO THE CENTER LINE OF SAID RAND ROAD, 227.90 FEET TO THE CENTER LINE OF UNITED STATES ROUTE NO. 12; THENCE SOUTHEASTERLY ON CENTER LINE OF SAID ROUTE NO. 12, 225.40 FEET TO THE SOUTH LINE OF SAID QUARTER QUARTER SECTION; THENCE EAST ON THE SOUTH LINE OF SAID QUARTER QUARTER SECTION, 179.25 FEET TO THE POINT OF BEGINNING, IN LAKE COUNTY, ILLINOIS.

EXHIBIT B

Staff Report

The May 16, 2014 STAFF REPORT, consisting of 17 pages, including the Code standards and requirements, and findings of fact.

APPLICATION PC 2014-01 #1

AGENDA ITEM 3A

Community Services Dept.
• Building & Zoning
• Public Works
505 Telser Road
Lake Zurich, IL 60047



Phone: (847) 540-1696
Fax: (847) 726-2182
Web: www.LakeZurich.org

STAFF REPORT

To: Chairperson Jackson and Members of the Plan Commission

From: Sam Hubbard, Village Planner

CC: Daniel A. Peterson, Manager of Building & Zoning

Date: May 16, 2014

Re: **PC 2014-01 #1 Zoning Application for Marathon Gas Station, 1125 S. Old Rand Rd.**

Summary: Jassi Sandhu (the “*Applicant*”) is the owner of the Marathon Gas Station located at 1125 South Old Rand Road legally described in **Exhibit A** attached hereto (the “*Subject Property*”). The Applicant filed an application with the Village of Lake Zurich dated December 18, 2013 (the “*Application*”) seeking the following approvals:

- (i) Concept and Final Planned Unit Development (PUD)
- (ii) Site Plan
- (iii) Exterior Appearance

The Subject Property is within the Village’s B-1 Local & Community Business District.

Pursuant to public notice published on December 26, 2013, in the *Lake Zurich Courier*, a public hearing was scheduled with the Lake Zurich Plan Commission on January 15, 2014, to consider the Application. The Village posted a public hearing sign on the Subject Property (**Exhibit B**).

On January 15th, the Plan Commission opened the public hearing to discuss the Application. Discussion revolved around several topics, including:

- Landscaping in IDOT Right-of-Way
- Illumination
- Infrastructure improvements (sanitary sewer)
- Traffic generation and traffic study
- Building materials
- Site ingress/egress, including for emergency services.

Upon conclusion of the discussion, the Plan Commission voted to continue the public hearing until the next regularly scheduled meeting on February 19th.

The Applicant had not fully addressed all items in time for the February 19th meeting, and asked for another continuance until the March 19th meeting to allow more time to revise the plans.

The Applicant submitted a revised set of plans for the March 19th Plan Commission meeting (date stamped received February 25th, 2014) that constituted the first amendment to the Application. The changes included a request for an Exception from the Land Development Code, which comes under the authority of the Plan Commission but does not require public notice. This request was to allow a 3' deep sanitary sewer, which was briefly discussed at the January 15th Plan Commission meeting. The Plan Commission voted to recommend approval of the amended application subject to IDOT review and approval. The amended Application was placed on the agenda for the April 7th Village Board meeting.

On April 4th Village staff received a letter from IDOT stating that they had not approved the plans. Due to their denial, the Village Board voted at their April 7th meeting to send the Application back to the Plan Commission as revisions to the plans would be required to address IDOT's concerns.

The Applicant has now made a second amendment to their original application, which is reflected in their latest revision (date stamped received April 23rd, 2014). These revisions address the concerns raised by IDOT. All previous aspects of the project that are not shown in these revisions remain the same as seen by the Plan Commission during their March 19th meeting.

Preliminary Findings: The Applicant's second amendment to their Application includes new landscaping plans and site plans as a result of IDOT concerns with the ingress/egress at the site. Specifically, IDOT has required the elimination of the southern driveway entrance onto Route 12. The Applicant has removed this access point and subsequently proposed widening the northern driveway entrance onto Route 12 and the northern driveway entrance onto S. Old Rand Road to improve vehicular access to the site. The applicant received preliminary approval from IDOT to allow landscaping within the ROW and has made slight modifications to the landscape plan to fill in the newly created greenspace area created by the elimination of the southern entrance onto Route 12.

Staff has analyzed the revised submission and has found only one area of concern:

- The landscape plan that was submitted and approved at the March 19th Plan Commission meeting was fully compliant with the landscape regulations. However, the latest iteration of the landscape plan submitted for consideration at the May 21st Plan Commission meeting does not contain the required number of plantings. Staff recommends that the applicant add the missing 12 shrubs as outlined in the review letter from Rolf Campbell & Associates.

Staff has added a condition of approval to address the above concern. Staff has also included the same two conditions of approval as made in the previous motion for approval during the March 19th Plan Commission meeting.

Detailed staff reviews from the Building and Zoning Division, Public Works, Police Department, Fire/Rescue Department, Manhard Engineering, and Rolf Campbell & Associates (landscape consultant) are attached. The Applicant has included a response letter addressing these reviews.

To help the Plan Commission fully understand the areas where the proposed development does not conform to code, staff has prepared an analysis of the relief that is sought through the PUD. The analysis is included within the packet and titled "Analysis of Zoning Relief for PUD".

Recommendation: Your recommendations should be based on the standards included in Section 22-105 for Standards for Planned Unit Developments, Section 20-103 Standards for Site Plan Disapproval, Section 21-103 Standards for Exterior Appearance Approval, and Section 10-7-3 of the Land Development Code for standards for Exceptions.

Please refer to Exhibit C for Staff's responses to these zoning standards. The Zoning Code requires that a recommendation should be made only after all standards of approval have been met. Based on Staff's review, all of the standards for approval have been met and therefore staff recommends the Plan Commission make these standards a part of the official record for the Application.

Staff recommends approval of the following items subject to the conditions listed below and subject to any terms and conditions that may be discussed at the public hearing.

- (i) Concept and Final Planned Unit Development, including all the zoning relief items listed in "Analysis of Zoning Relief for PUD" dated May 16, 2014.
- (ii) Site plans.
- (iii) Exterior Appearance plans for new convenience store.
- (iv) Exception to Land Development Code to allow a sanitary sewer depth of 3' in the location as depicted on the Civil Engineering Plans.

Conditions of Approval:

- 1) Site plan approval is subject to final IDOT approval of landscaping within the IDOT ROW.
- 2) Final PUD approval is conditional upon the provision of a \$5,000 compensating amenity to the Village of Lake Zurich for general improvements within the vicinity.
- 3) The Applicant must add the 12 missing shrubs to the landscaping plan as indicated by the 5-9-14 review letter from Rolf Campbell & Associates.

Should you have any questions, please call me at 847-540-1759.

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 43 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE NORTH ON THE EAST LINE THEREOF 19.0 FEET; THENCE NORTHWESTERLY ON THE CENTER LINE OF RAND ROAD, 289.0 FEET; THENCE SOUTHWESTERLY AT RIGHT ANGLES TO THE CENTER LINE OF SAID RAND ROAD, 227.90 FEET TO THE CENTER LINE OF UNITED STATES ROUTE NO. 12; THENCE SOUTHEASTERLY ON CENTER LINE OF SAID ROUTE NO. 12, 225.40 FEET TO THE SOUTH LINE OF SAID QUARTER QUARTER SECTION; THENCE EAST ON THE SOUTH LINE OF SAID QUARTER QUARTER SECTION, 179.25 FEET TO THE POINT OF BEGINNING, IN LAKE COUNTY, ILLINOIS.

EXHIBIT B
PUBLIC HEARING SIGN ON SUBJECT PROPERTY



1125 South Old Rand Rd.

EXHIBIT C

REVIEW OF COMPLIANCE WITH ZONING STANDARDS FOR 1125 SOUTH OLD RAND ROAD

22-105

STANDARDS FOR PLANNED UNIT DEVELOPMENTS

A. Special Use Permit Standards. No special use permit for a planned unit development shall be recommended or granted pursuant to this Chapter unless the applicant shall establish that the proposed development will meet each of the standards made applicable to special use permits pursuant to Chapter 19 of this Code.

Staff Response: These standards have been met in their entirety and a recommendation of approval is warranted.

B. Additional Standards for All Planned Unit Developments. No special use permit for a planned unit development shall be recommended or granted unless the applicant shall establish that the proposed development will meet each of the following additional standards:

1. Unified Ownership Required. The entire property proposed for planned unit development treatment shall be in single ownership or under such unified control as to ensure that the entire property will be developed as a unified whole. All owners of the property shall be included as joint applicants on all applications and all approvals shall bind all owners. The violation of any owner as to any tract shall be deemed a violation as to all owners and all tracts.

Staff Response: Standard met. The entire Subject Property is owned by the Applicant.

2. Minimum Area. The applicant shall have the burden of establishing that the subject property is of sufficient size and shape to be planned and developed as a unified whole capable of meeting the objectives for which planned unit developments may be established pursuant to this Section.

Staff Response: Standard met. The size of the property is adequate for the development as proposed.

3. Covenants and Restrictions to be Enforceable by Village. All covenants, deed restrictions, easements, and similar restrictions to be recorded in connection with the planned unit development shall provide that they may not be modified, removed, or released without the express consent of the Board of Trustees and that they may be enforced by the Village as well as by future landowners within the proposed development.

Staff Response: Standard met. As a single property under unified ownership, covenants, conditions, and restrictions are not necessary. The Village will insure that all applicable easements will include language that addresses the concerns of this standard.

4. **Public Open Space and Contributions.** Whenever the Official Comprehensive Plan, Zoning Map, or Official Map indicates that development of a planned unit development will create a need for land for public purposes of the Village within the proposed planned unit development, the Board of Trustees may require that such area be designated and to the extent such need is specifically and uniquely attributable to the proposed development, dedicated to the Village for such use. In addition, the Board of Trustees may require evidence that all requirements of Village ordinances pertaining to the dedication of land or the contribution of cash in connection with subdivisions or developments of land have been met as respects the proposed planned unit development.

Staff Response: Standard met. The Official Comprehensive Plan, Zoning Map, or Official Map does not indicate that development on this property creates a need for land for public purposes. The applicant has proposed a compensating amenity that is suitable to offset the relief as granted via the PUD.

5. **Common Open Space.**

- a. **Amount, Location, and Use.** The failure of a planned unit development to provide common open space shall be considered to be an indication that it has not satisfied the objectives for which such developments may be approved pursuant to this Code. When common open space is provided in a planned unit development, the amount and location of such open space shall be consistent with its intended function as set forth in the application and planned unit development plans. No such open space shall be used for the construction of any structure or improvement except such structures and improvements as may be approved in the Final Plan as appropriate to the intended leisure and recreational uses for which such open space is intended.
- b. **Preservation.** Adequate safeguards, including recorded covenants or dedication of development rights, shall be provided to prevent the subsequent use of common open space for any use, structure, improvement, or development other than that shown on the approved Final Plan. The restrictions must be permanent and not for a given period of years and must run with the land. Such covenants and dedications may provide that they may be released, but only with the express written consent of the Board of Trustees.
- c. **Ownership and Maintenance.** The Final Plan shall include such provisions for the ownership and maintenance of such open space and improvements as are reasonably necessary to ensure their continuity, care, conservation, maintenance, and operation in accordance with predetermined standards and to ensure that remedial measures will be available to the Village if such open space or improvements are permitted to deteriorate or are not maintained in a condition consistent with the best interests of the planned unit development or the Village.
- d. **Property Owners' Association.** When the requirements of the preceding subparagraph are to be satisfied by the ownership or maintenance of such

open space or improvements by a property owners' association, such association shall meet each of the following standards:

- i. the by-laws and rules of the association and all declarations, covenants, and restrictions to be recorded must be approved as part of the Final Plan prior to becoming effective. Each such document shall provide that it shall not be amended in any manner that would result in it being in violation of the requirements of this Subparagraph; and
- ii. the association must be established and all covenants and restrictions must be recorded prior to the sale of any property within the area of the planned unit development designated to have the exclusive use of the proposed open space or improvements; and
- iii. the association must be responsible for casualty and liability insurance, taxes, and the maintenance of the open space and improvements to be deeded to it; and
- iv. membership in the association must be mandatory for each property owner and any successive owner having a right to the use or enjoyment of such open space or improvements; and
- v. every property owner having a right to the use or enjoyment of such open space or improvements must pay its pro rata share of the cost of the association by means of an assessment to be levied by the association that meets the requirements for becoming a lien on the property in accordance with State statutes; and
- vi. the association must have the right to adjust the assessment to meet changed needs. The membership vote required to authorize such adjustment shall not be fixed at more than two-thirds of the members voting on the issue; and
- vii. the Village must be given the right to enforce the covenants; and
- viii. the Village must be given the right, after 10 days' written notice to the association, to perform any maintenance or repair work that the association has neglected to perform, to assess the membership for such work and to have a lien against the property of any member failing to pay such assessment. For this purpose alone, the Village shall have all the rights and powers of the association and its governing body under the agreements and declarations creating the association.

Staff Response: Common open space is not necessary for a redevelopment project of this scope and on a property of this size and therefore this standard is not applicable to the proposed development.

6. **Landscaping and Perimeter Treatment.** Any area of a planned unit development not used for structures or circulation elements shall be landscaped or otherwise improved. The perimeter of the planned unit development shall be treated so as to ensure compatibility with surrounding uses by means such as provision of compatible uses and structures, setbacks, screening, or natural or man-made buffers.

Staff Response: Standard met. The proposed landscaping along the perimeter of the development falls on land controlled by the Illinois Department of Transportation (IDOT). The Applicant has submitted an application to IDOT asking for approval of landscaping within IDOT Right-of-Way, however, approval has not yet been received. Approval of the Site Plan will be subject to IDOT approval of the landscaping and therefore this standard is met. Additionally, in many areas the amount of landscaping is in excess of code requirements and will function to enhance to overall exterior appearance of the site.

7. **Private Streets.** Private streets are prohibited unless expressly approved by the Board of Trustees. If so approved, they shall meet all construction standards applicable to public streets. No such streets shall be approved except upon the condition that they shall be owned and maintained by a property owners' association meeting the requirements set forth in Subparagraph B5(d) of this Section.

Staff Response: Not applicable due to there being no private streets proposed within this development.

8. **Sidewalks.** A sidewalk meeting the standards of the Lake Zurich Subdivision Ordinance shall be provided along at least one side of every street in or abutting a planned unit development; provided, however, that such sidewalk may be constructed in a street right-of-way or as a specific element of the design of the planned unit development.

Staff Response: Standard met. Although no public sidewalks have been included within the development, the applicant has demonstrated that there is no public sidewalks system in the vicinity of this development and therefore the provision of a sidewalk may create a hazardous pedestrian situation. Additionally, they have included a compensating amenity within their proposal to potentially address this issue in the future.

9. **Utilities.** All utility lines shall be installed underground.

Staff Response: All utility lines are proposed to be installed underground and therefore this standard has been met.

C. **Additional Standards for Specific Planned Unit Developments.** When the district regulations authorizing any planned unit development use in a particular district impose standards to be met by such planned unit development in such district, a special use permit for such development shall not be recommended or granted unless the applicant shall establish compliance with such standards.

Staff Response: There are no additional standards for a PUD in the B-3 district and therefore this standard has been met.

*** *** ***

20-103 STANDARDS FOR SITE PLAN DISAPPROVAL

A. **Standards.** The Board of Trustees shall not disapprove, and the Plan Commission shall not recommend disapproval of, a site plan submitted pursuant to this Chapter except on the basis of specific written findings directed to one or more of the following standards:

1. **Application Improper.** The application is incomplete in specified particulars or contains or reveals violations of this Code or other applicable regulations that the applicant has failed or refused to supply or correct.

Staff Response: Standard met. The application is complete.

2. **Failure of Condition Precedent.** The application is submitted in connection with another application, the approval of which is a condition precedent to the necessity for site plan review, and the applicant has failed to secure approval of that application.

Staff Response: Standard met. The Applicant has applied to receive the necessary PUD and Exterior Appearance approval that is required to proceed with the development.

3. **Failure to Meet Standards.** The site plan fails to adequately meet specified standards required by this Code with respect to the proposed use or development, including special use standards where applicable.

Staff Response: Standard met. The proposed site plan meets the standards as required by Code, and the proposal has included a request for relief via a PUD to address areas where it is deficient.

4. **Interference With Right-Of-Way.** The proposed site plan interferes with easements or rights-of-way.

Staff Response: Standard met. There will be no interference with existing Right-of-Way or easements. It may be noted that the Village traffic consultant has reviewed the development and found no major concerns regarding interference with the ROW.

5. **Interference with Features.** The proposed site plan unreasonably destroys, damages, detrimentally modifies, or interferes with the enjoyment of significant natural, topographical, or physical features of the site.

Staff Response: Standard met. There are no significant natural, topographical, or physical features on the site that warrant preservation.

6. **Traffic Problems.** The proposed site plan creates undue traffic congestion or hazards in the public streets, or the circulation elements of the proposed site plan unreasonably create hazards to safety on or off site or disjointed, inefficient pedestrian or vehicular circulation paths on or off site.

Staff Response: Standard met. The Village traffic consultant has reviewed the plans and has not found any concerns related to undue traffic congestion.

7. **Inadequate Screening.** The screening of the site does not provide adequate shielding from or for nearby uses.

Staff Response: Standard met. The proposed landscaping plan provides adequate shielding from and for nearby uses through extensive lot line landscaping and the provision of street trees. The proposed landscaping will be a great improvement over the current landscaping on site.

8. **Lacking Amenity.** The proposed structures or landscaping are unreasonably lacking amenity in relation to, or are incompatible with, nearby structures and uses.

Staff Response: Standard met. The proposed landscaping is comparable to surrounding structures and the building facade includes large expanses of brick along the most prominent elevations which provides a quality exterior appearance.

9. **Lack of Open Space.** In the case of site plans submitted in connection with an application for a special use permit, the proposed site plan makes inadequate provision for the creation or preservation of open space or for its continued maintenance.

Staff Response: Standard met. Given the small size of the site and the usage of the property, open space would not be practical.

10. **Drainage or Erosion Problems.** The proposed site plan creates unreasonable drainage or erosion problems or fails to fully and satisfactorily integrate the site into the overall existing and planned drainage system serving the Village.

Staff Response: Standard met. The proposed development will comply with all applicable engineering requirements related to drainage and erosion.

11. **Burdens on Utilities.** The proposed site plan places unwarranted or unreasonable burdens on specified utility systems serving the site or area or fails to fully and satisfactorily integrate the site's utilities into the overall existing and planned utility systems serving the Village.

Staff Response: Standard met. The Subject Property will update all utility systems to comply with code and will not place a burden on the utility system. In fact, the Applicant is proposing the extension of a sanitary main along S. Old Rand Rd., which will help to expand the Village's utility system.

12. Lack of Public Uses. The proposed site plan does not provide for required public uses designated on the Official Map.

Staff Response: Not applicable. The Official Map does not require public uses on the Subject Property.

13. Other Adverse Effects. The proposed site plan otherwise adversely affects the public health, safety, or general welfare.

Staff Response: Standard met. The proposed convenience store will not have an adverse effect the public health, safety, or general welfare.

B. Alternative Approaches. In citing any of the foregoing standards, other than those of Paragraphs A1 and A2, as the basis for disapproving a site plan, the Plan Commission or the Board of Trustees shall suggest alternate site plan approaches that could be developed to avoid the specified deficiency or shall state the reasons why such deficiency cannot be avoided consistent with the applicant's objectives.

Staff Response: Not applicable as no basis for disapproval has been found.

*** *** ***

21-103 STANDARDS AND CONSIDERATIONS FOR EXTERIOR APPEARANCE APPROVAL

In their consideration of applications for exterior appearance approval, the Plan Commission and the Board of Trustees shall consider and evaluate the propriety of granting the approval in terms of the effect of the application on the purposes for which exterior appearance approval is required. In addition, the Plan Commission and the Board of Trustees shall be guided by the following standards and considerations:

A. General Quality of Design and Site Development. New and existing buildings and structures and appurtenances thereof which are constructed, reconstructed, materially altered, repaired, or moved shall be evaluated under the following quality of design and site development guidelines:

1. Open Spaces. The quality of the open spaces between buildings and in setback spaces between street and facade.

Staff Response: The proposed open spaces are adequate given the small size of the site.

2. Materials. The quality of materials and their relationship to those in existing adjacent structures.

Staff Response: Standard met. The proposed building facade includes large expanses of brick along the most prominent elevations which creates a quality exterior appearance.

3. **General Design.** The quality of the design in general and its relationship to the overall character of neighborhood.

Staff Response: The design of the proposed convenience store is not out of character with the surrounding commercial properties.

4. **General Site Development.** The quality of the site development in terms of landscaping, recreation, pedestrian access, automobile access, parking, servicing of the property, and impact on vehicular traffic patterns and conditions on site and in the vicinity of the site, and the retention of trees and shrubs to the maximum extent possible.

Staff Response: The Application includes quality landscaping. Pedestrian access is not a major consideration due to minimal pedestrian traffic, and recreation is not applicable to the site given its small size. The revised traffic study shows that the development will not create a significant negative impact on parking, automobile access, and impact on vehicular traffic patterns.

- B. **General Standards for Visual Compatibility.** New and existing buildings and structures, and appurtenances thereof, which are constructed, reconstructed, materially altered, repaired, or moved shall be visually compatible in terms of the following guidelines:

1. **Height.** The height of the proposed buildings and structures shall be visually compatible with adjacent buildings.

Staff Response: Standard met. The height of the building is consistent with adjacent structures.

2. **Proportion of Front Facade.** The relationship of the width to the height of the front elevation shall be visually compatible with buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. The proposed front facade is compatible with buildings of similar size within the immediate vicinity.

3. **Proportion of Openings.** The relationship of the width to height of windows shall be visually compatible with buildings, public ways, and places to which the building is visually related.

Staff Response: Standard met. The windows are compatible with adjacent buildings.

4. **Rhythm of Solids to Voids in Front Facades.** The relationship of solids to voids in the front facade of a building shall be visually compatible with buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. The proposed convenience store structure is compatible with buildings, public ways, and places to which it is visually related.

5. **Rhythm of Spacing and Buildings on Streets.** The relationship of a building or structure to the open space between it and adjoining buildings or structures shall

be visually compatible with the buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. Given the small size and unique shape of the Subject Property, the proposed structure is in general conformity with the rhythm of spacing within the character of the neighborhood.

6. **Rhythm of Entrance, Porch, and Other Projections.** The relationship of entrances and other projections to sidewalks shall be visually compatible with the buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. The front facing nature of the building is in conformity to the places that it is visually related.

7. **Relationship of Materials and Texture.** The relationship of the materials and texture of the facade shall be visually compatible with the predominant materials used in the buildings and structures to which it is visually related.

Staff Response: Standard met. The predominance of brick on the three most visible elevations is compatible with surrounding structures to which it is visually related.

8. **Roof Shapes.** The roof shape of a building shall be visually compatible with the buildings to which it is visually related.

Staff Response: Standard met. The proposed addition has a flat roof, which is consistent with commercial properties along Rand Rd.

9. **Walls of Continuity.** Building facades and appurtenances such as walls, fences, and landscape masses shall, when it is a characteristic of the area, form cohesive walls of enclosure along a street to ensure visual compatibility with the buildings, public ways, and places to which such elements are visually related.

Staff Response: Not applicable. There is no established characteristic of the area for cohesive walls of enclosure. Furthermore, the unique shape of the lot would not lend itself to a cohesive wall of enclosure.

10. **Scale of Building.** The size and mass of buildings and structures in relation to open spaces, windows, door openings, porches, and balconies shall be visually compatible with the buildings, public ways, and places to which they are visually related.

Staff Response: The proposed building meets this standard.

11. **Directional Expression of Front Elevation.** A building shall be visually compatible with the buildings, public ways, and places to which it is visually related in its directional character, whether this be vertical character, horizontal character, or non-directional character.

Staff Response: Standard met. The directional expression of the proposed structure is organized in the most sensible direction given the unique shape of the lot.

C. **Additional Standards Applicable to Development in the B-2 Central Business District.** New and existing buildings and structures and appurtenances thereof in the B-2 Central Business District which are constructed, reconstructed, materially altered, or moved shall be evaluated under the following quality of design and site development guidelines in addition to the standards set in Subsections A and B of this Section:

1. **Overall Compatibility.** The proposed improvements should be compatible with adjacent structures and with the overall redevelopment strategy for the B-2 District set forth in the Official Comprehensive Plan.
2. **Building Frontage Lines.** Buildings along Main Street and Old Rand Road should have frontage directly adjacent to the sidewalk right-of-way line. Building setbacks may be permitted if the area between the building face and the sidewalk is used for outdoor retailing, seating, or usable public-access open space and is compatible with adjacent properties.
3. **Principal Entrance.** Buildings along Main Street and Old Rand Road should have the principal store entrance accessible directly from the public sidewalk. A short private walkway to the entrance may be permissible if it is consistent with the character of the building and adjacent properties.
4. **Entrance Highlights.** Store entrances should be highlighted with architectural features compatible with the overall building design.
5. **Windows.** Windows should be subdivided to emphasize vertical proportions.
6. **Story Distinctions.** The first story of the building should be distinguished from the second story by means of a horizontal lintel, second floor overhang or setback, or similar detail.
7. **Building Materials.** Exterior building materials should be any of the following: brick, masonry, stucco, cementitious products, wood-like vinyl siding, and/or natural wood siding.
8. **Signs.** Sign materials, forms, and designs shall be integral with the building architecture. Custom designed individual letters, carved wood, or etched metal signs will be strongly encouraged. Perpendicular signs extending over the sidewalk may be permitted if limited in size and if compatible with adjacent properties and safety concerns. Back-lighted fluorescent box signs shall be prohibited.

Staff Response: Not applicable as this property is not within the B-2 District.

D. **Additional Standards Applicable to Development in the LP Lake Protection District.** New and existing buildings and structures and appurtenances thereof in the LP Lake Protection District which are constructed, reconstructed, materially altered, repaired, or moved shall

be evaluated under the following development guidelines in addition to the standards set in Subsections A, B, and, if applicable, C of this Section:

1. No Adverse Impact on Views. The proposed development should create no undue adverse impact on existing views of the lake, subject to the other guidelines in this Subsection D.
2. Diminution of value. Impacts on existing views of the lake may be offset by the degree to which the value of the subject property would be diminished by avoidance or elimination of such impacts on existing views.
3. Protection of Lake Features. Such diminution in value may be offset, however, by the protection of a valuable existing feature of the lake.
4. Value of Adjacent Properties. The use and enjoyment, or value, of adjacent properties should not be adversely affected by the proposed use or development.

Staff Response: Not applicable as this property is not located within the Lake Protection District.

E. Special Considerations for Existing Buildings. For existing buildings, the Plan Commission and the Board of Trustees shall consider the availability of materials, technology, and craftsmanship to duplicate existing styles, patterns, textures, and overall detailing.

Staff Response: Not applicable as this will be a new building.

*** *** ***

10-7-3: VARIATIONS AND EXCEPTIONS:

A. Hardships: Where the Plan Commission finds that extraordinary hardships or particular difficulties regarding the physical development of land may result from strict compliance with these regulations, it may recommend variations or exceptions of the regulations so that substantial justice may be done and the public interest secured; provided, that such variation or exception shall not have the effect of nullifying the intent and purpose of this Title; and, further provided the Plan Commission shall not recommend variations or exceptions to the regulations of this Title unless it shall make findings based upon the evidence presented to it in each specific case that:

1. Public Welfare Protected: The granting of the variation will not be detrimental to the public safety, health or welfare or injurious to nearby properties;

Staff Response: Standard met. There will be no harm to the general public, health, or welfare associated with a 3' deep sanitary sewer. The 3' deep sanitary sewer will not be injurious to nearby properties.

2. Unique Conditions: The conditions upon which the request for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property;
3. Particular Physical Conditions: Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

Staff Response: Standard met. Given the small size and irregular shape of the lot, a unique condition exists.

Staff Response: Standard met. The topography of the site and the depth of the existing main where connection is needed would require the installation of a lift station which is not financially practical given the small scope of this project. This is not a mere inconvenience but a legitimate hardship.

LAKE ZURICH PLAN COMMISSION
FINAL FINDINGS & RECOMMENDATIONS
FOR 1125 SOUTH OLD RAND ROAD
MAY 21, 2014

The Plan Commission hereby recommends approval of the Application [PC 2014-01 #1](#), subject to and including the terms, findings, and conditions contained within the Staff Report dated [May 16, 2014](#) for this Application (with the conditions included below for reference) as follows:

Conditions of Approval (from Staff Report):

- 1) Site plan approval is subject to final IDOT approval of landscaping within the IDOT ROW.
- 2) Final PUD approval is conditional upon the provision of a \$5,000 compensating amenity to the Village of Lake Zurich for general improvements within the vicinity.
- 3) The Applicant must add the 12 missing shrubs to the landscaping plan as indicated by the 5-9-14 review letter from Rolf Campbell & Associates.

Without any further additions, changes and modifications.
 With the following additions, changes and modifications:



Tim Jackson, Chairperson

Proposed Site Plan New Sales Building

1125 S. Old Rand Road
Lake Zurich, IL 60047

Additional Public Work's Notes:

New Water Service line must be flushed, pressure tested, chlorinated, and tested per Village Standards.

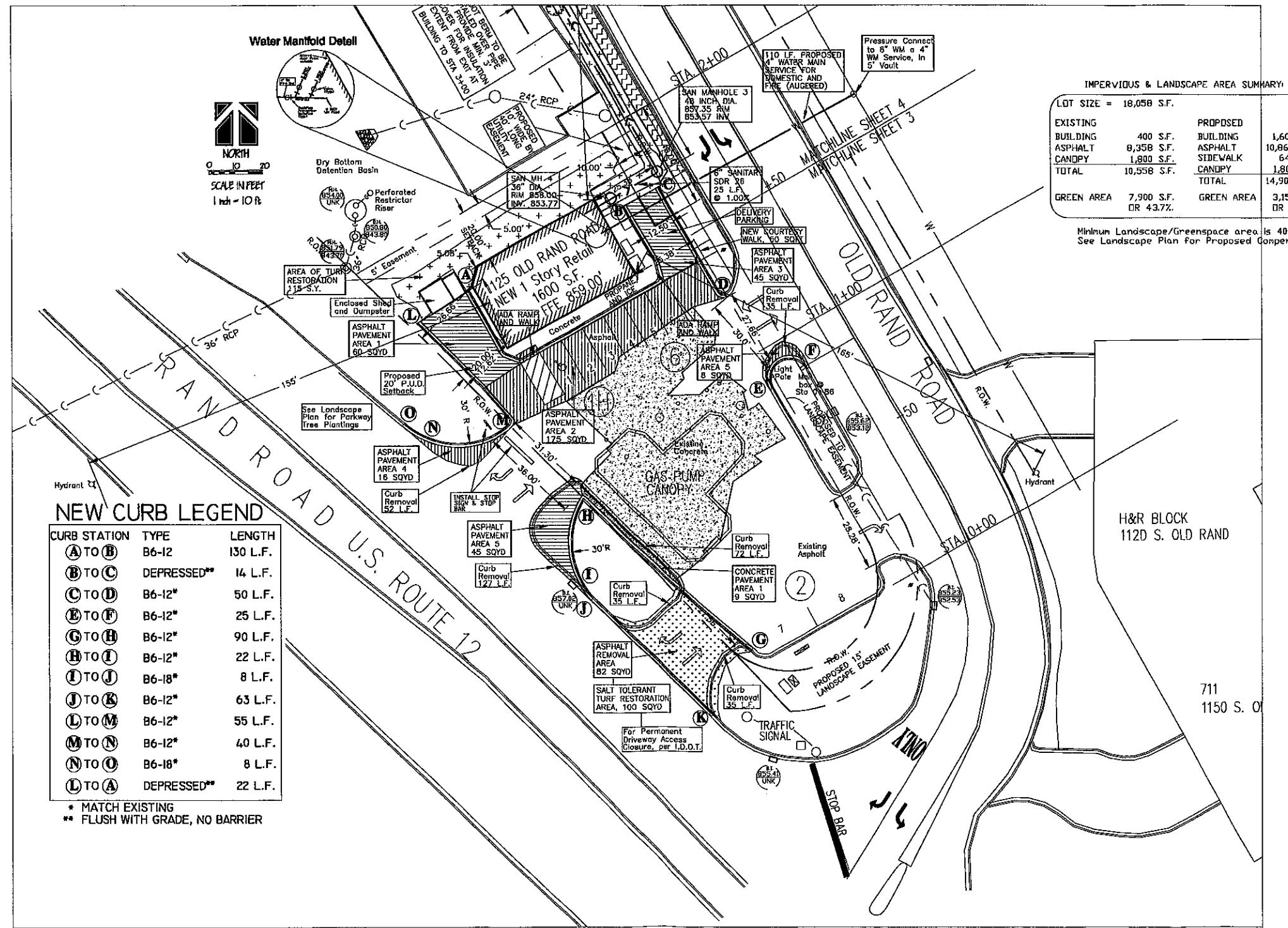
Size of new water meter to be determined by Village Inspector.

Non-Shear Mission Couplings to be used.

Public Works to be notified at least two working days prior to any excavation within public parkways or easements.

OWNER
Attn:
Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782

ENGINEER
DAN GRECCO, P.E.
Professional Civil Engineer
5246 Meyer Dr.
Lisle Grove, IL 60532
(630) 745-0524
dgrecccad@aim.com



Sheet: C3

Project: NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

PROPOSED SITE PLAN
SHEET 1 OF 3

Architect: Joe Mayer & Associates
135 Park Avenue
Barrington, IL 60010
(847) 382-0200
mayer@richmondglobal.net

Civil Engineer: Dan Grecco, P.E.
5246 Meyer Drive
Lisle, IL 60532
(630) 745-0524
dgrecccad@aim.com

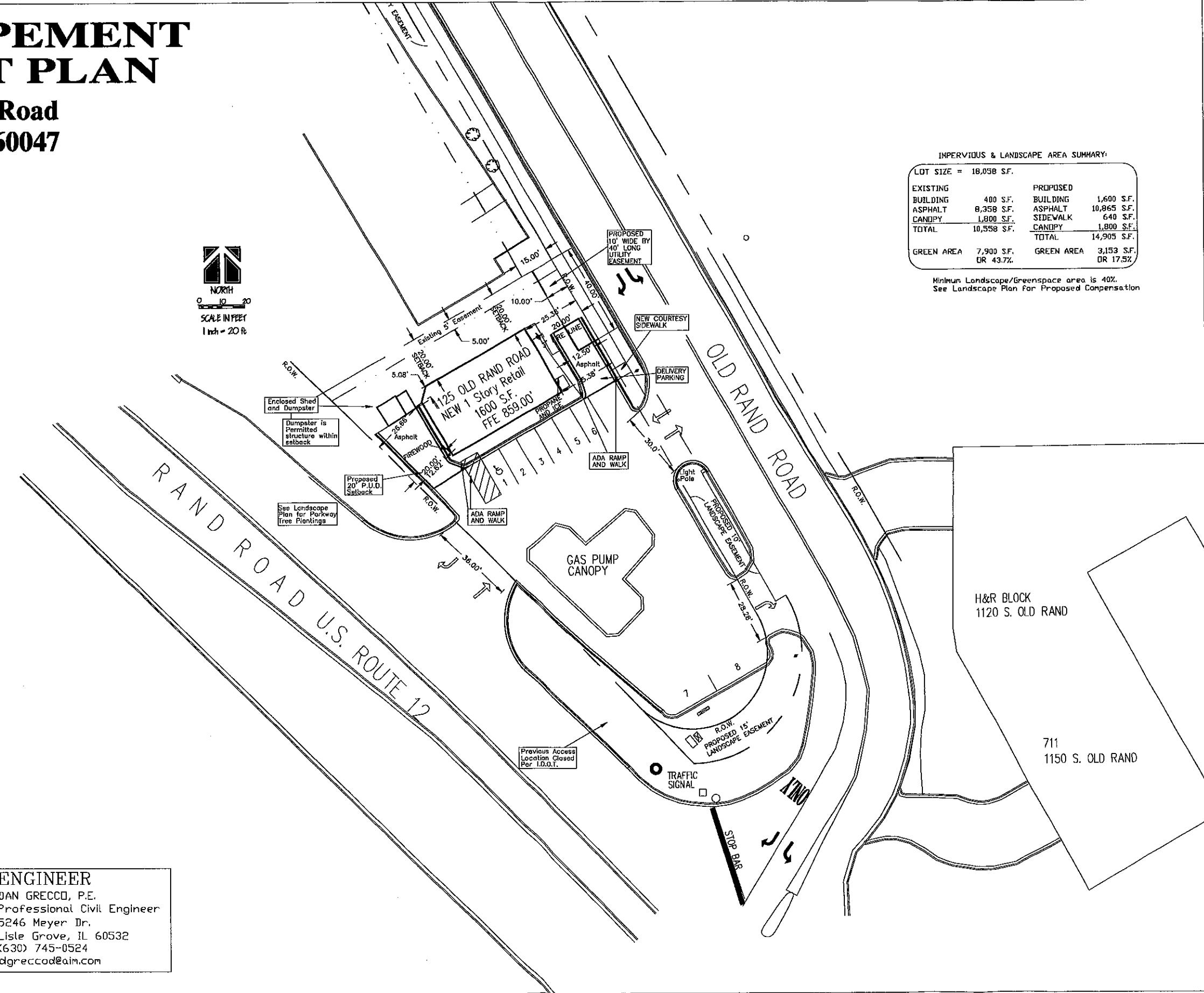
Scale: AS SHOWN

Sheet: C3

Date: April 18, 2014

DEVELOPMENT CONCEPT PLAN

1125 S. Old Rand Road
Lake Zurich, IL 60047



PLANT SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY.
Qma	Quercus macrocarpa	Bur Oak	3" cal. B & B	3
Agr	Amelanchier x Grandiflora	Apple Serviceberry	3" cal. B & B	4
Gdi	Gymnocladus dioicus	Kentucky Coffeetree	3" cal. B & B	2
Gln	Ginnala	Amur maple	3" cal. B & B	3
Txa	Taxus Media	Nigra Yew	38" B & B	18
Jcs	Juniperus Chinensis	Sargent Juniper	36" B & B	9
Rok	Rosa 'Knockout'	Knockout Rose	36" B & B	27
Spb	Spiraea xbumalda 'Gold Flame'	Gold Flame Spirea	24" B & B	9
Syp	Syringa patula 'Miss Kim'	Miss Kim Lilac	36" B & B	18
Sdk	Sedum Kamtschaticum	Yellow Stonecrop	3"	182
Prm	Coreopsis Verticillata	Moonbeam Coreopsis	1 gal.	33
Pey	Hemerocallis Species	Stelle De Oro Daylily	1 gal.	85
Prp	Heuchera Micrantha	Purple Palace Coralbell	1 gal.	46
Pgb	Rudbeckia Goldstrum	Black Eyed Susan	1 gal.	5
Pfw	Hosta Selsbordiana	Frances Willard Hosta	1 gal.	14
Pfg	Pennisetum Species	Fountain Grass	2 gal.	10
Pdg	Pennisetum Harneln	Dwarf Fountain Grass	2 gal.	5
Caa	Calamagrostis acutiflora 'Karl Foerster'	Karl Foerster Reed Grass	2 gal.	14
Eic	Elymus canadensis	Canada Wild Rye	2 gal.	25

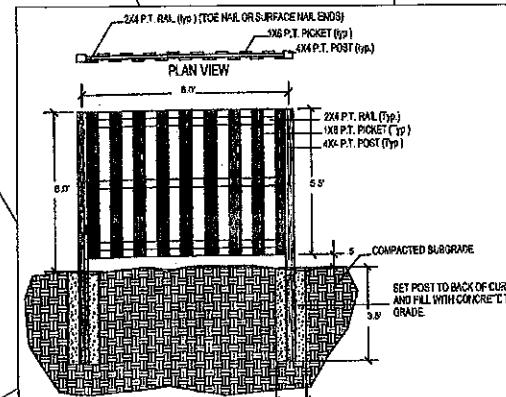
IMPERVIOUS & LANDSCAPE AREA SUMMARY	
LOT SIZE =	18,058 S.F.
EXISTING	
BUILDING	400 S.F.
ASPHALT	8,358 S.F.
CANOPY	1,800 S.F.
TOTAL	10,558 S.F.
GREEN AREA	7,900 S.F. OR 43.7%
PROPOSED	1,600 S.F.
BUILDING	10,965 S.F.
ASPHALT	640 S.F.
SIDEWALK	1,800 S.F.
CANOPY	15,665 S.F.
TOTAL	30,555 S.F.
GREEN AREA	3,053 S.F. OR 16.9%

Minimum Landscape/Greenspace area is 40%.
See Landscape Plan for Proposed Compensation

40% GREEN = 7,223 S.F.
LESS PROPOSED 3,053 S.F.
DIFFERENCE 4,170 S.F.

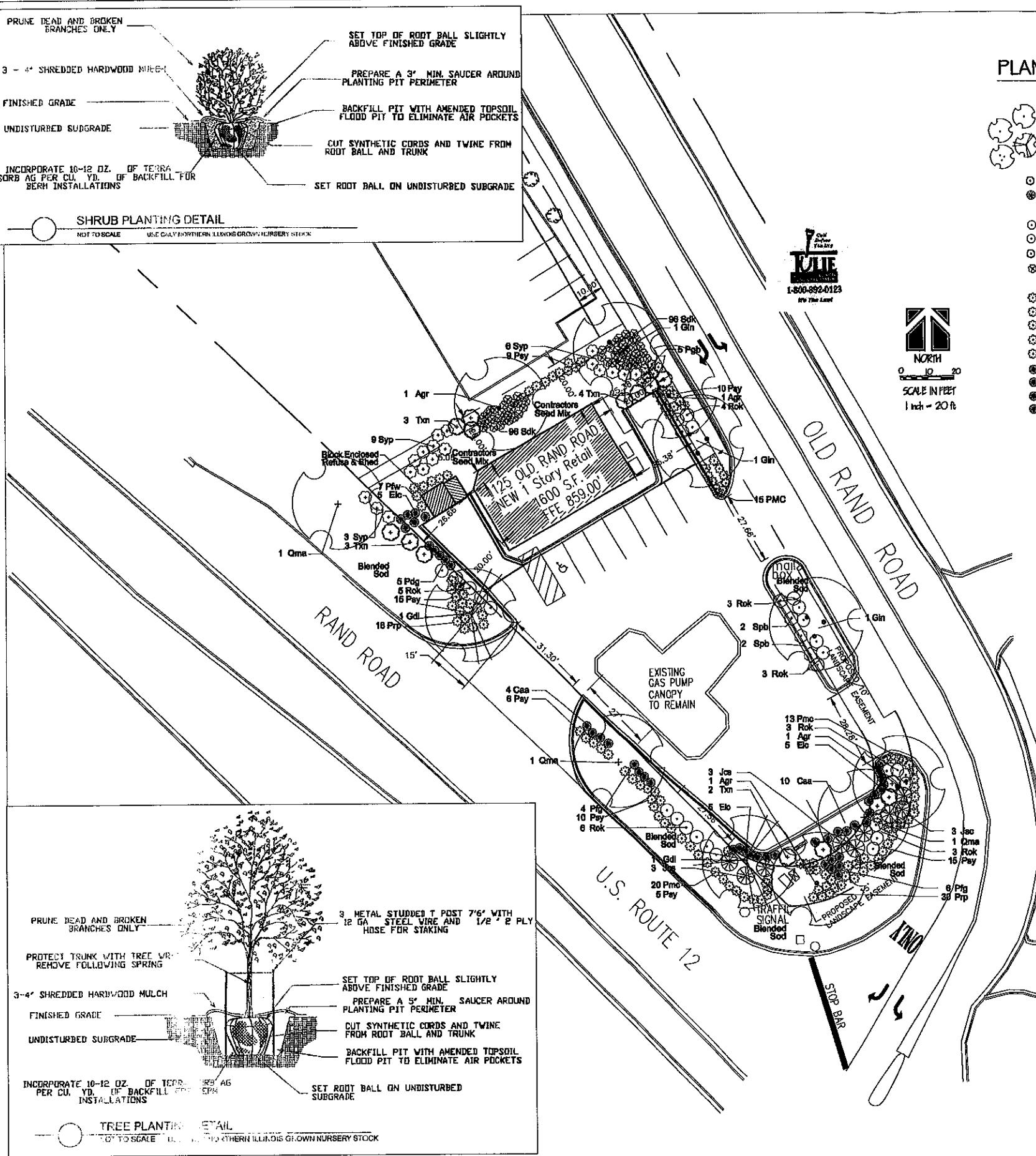
Proposed Private Landscaping 2,400 S.F.
Proposed Public Landscaping 2,883 S.F.
Total 5,283 S.F.

Remaining Public Turf Area 4,433 S.F.



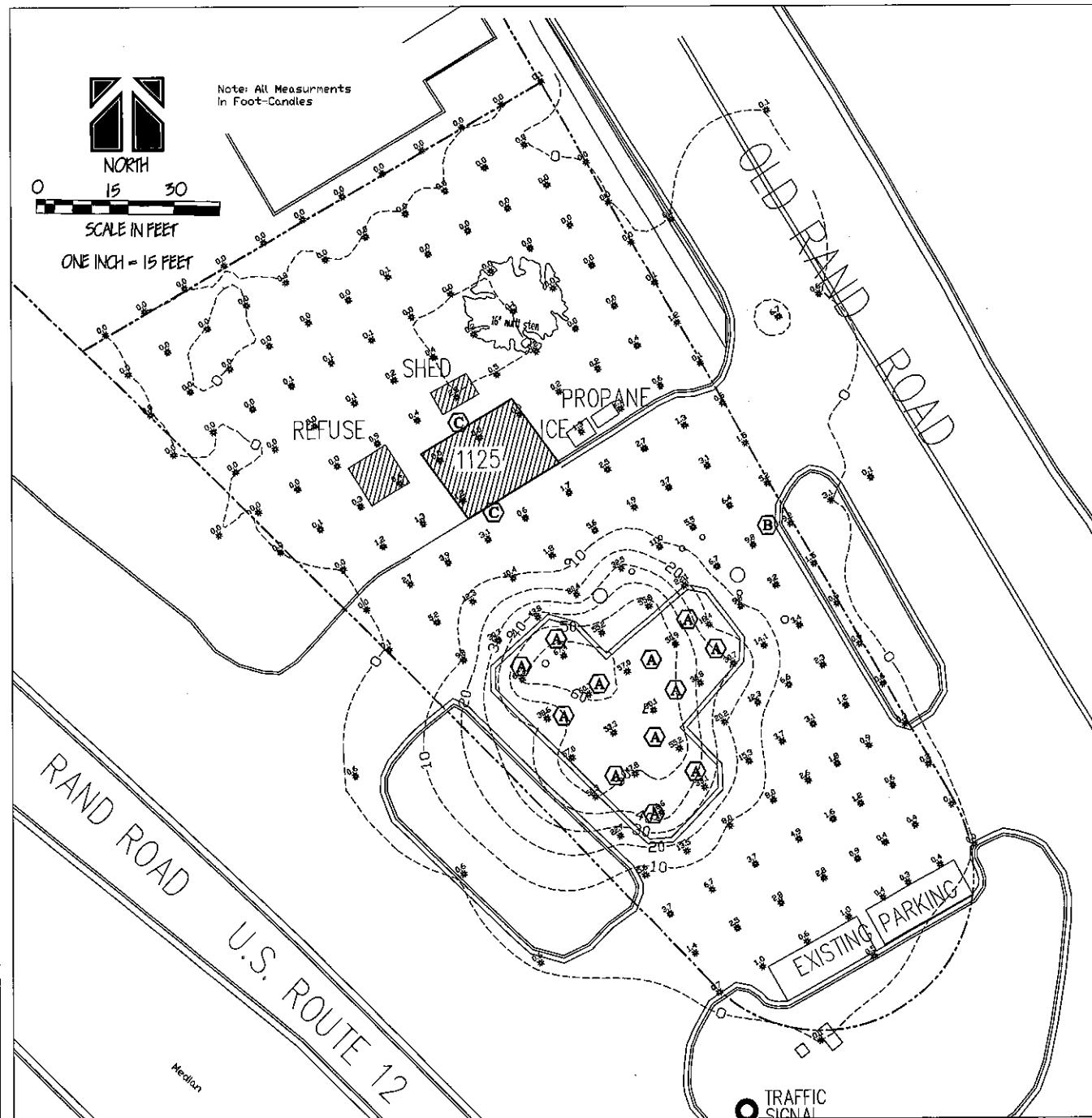
OWNER

Attn:
Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782



EXISTING SITE PHOTOMETRICS

1125 S. Old Rand Road
Lake Zurich, IL 60047



Existing Lighting Summary⁺

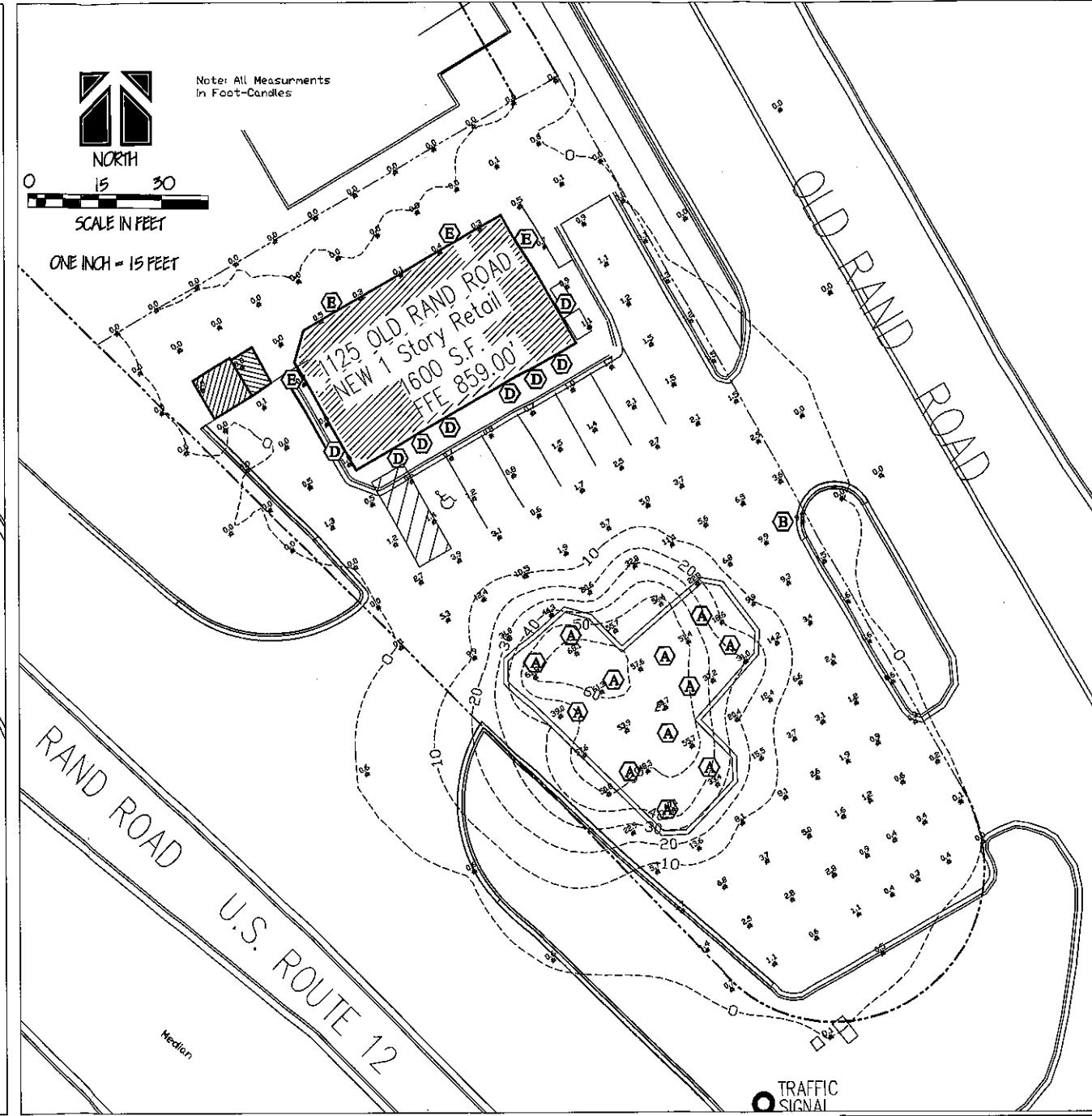
Maximum: 68.3 F.C.*
Minimum: 0.0 F.C.
Average: 7.2 F.C.

⁺ Overall Lighting Levels reduced by 1/3 from previous submittal, due to recalibrating of digital light meter.

*Previous unconverted lux reading measurement corrected.

PROPOSED SITE PHOTOMETRICS

1125 S. Old Rand Road
Lake Zurich, IL 60047



Lighting Legend

- (A) 127 Watt L.E.D, recessed within Canopy
- (B) 300 Watt L.E.D, Pole Mounted Spot
- (C) 300 WATT H.P.S., Spot Mounted on Building
- (D) 8 Watt L.E.D, Gooseneck, shielded
- (E) 8 Watt L.E.D., Wall mounted with cutoff optics

Proposed Lighting Summary⁺

Maximum: 68.3 F.C.*
Minimum: 0.0 F.C.
Average: 7.3 F.C.

ENGINEER
DAN GRECCO, P.E.
Professional Civil Engineer
5246 Meyer Dr.
Lisle Grove, IL 60532
(630) 745-0524
dgrecod@aim.com

OWNER
Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782

Sheet: C13

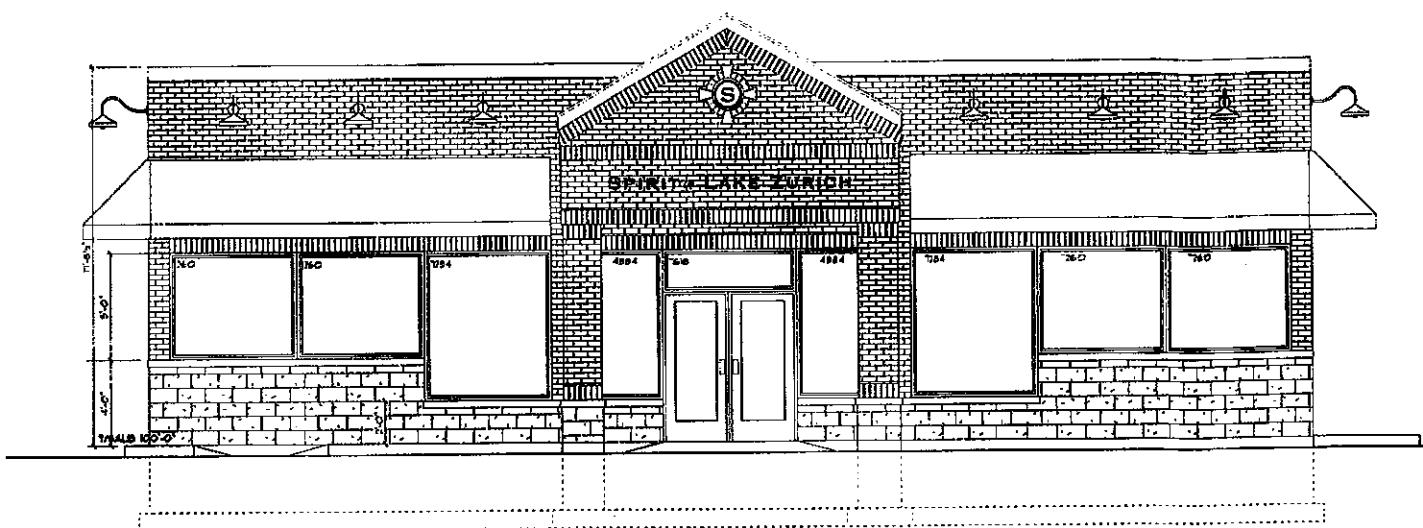
Project: NEW SALES BUILDING FOR
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

Existing & Proposed
Site Photometrics

Architect: Joe Meyer & Associates
135 Park Avenue
Barrington, IL 60010
(847) 382-0200
mayer_wichmann@globalnet.com

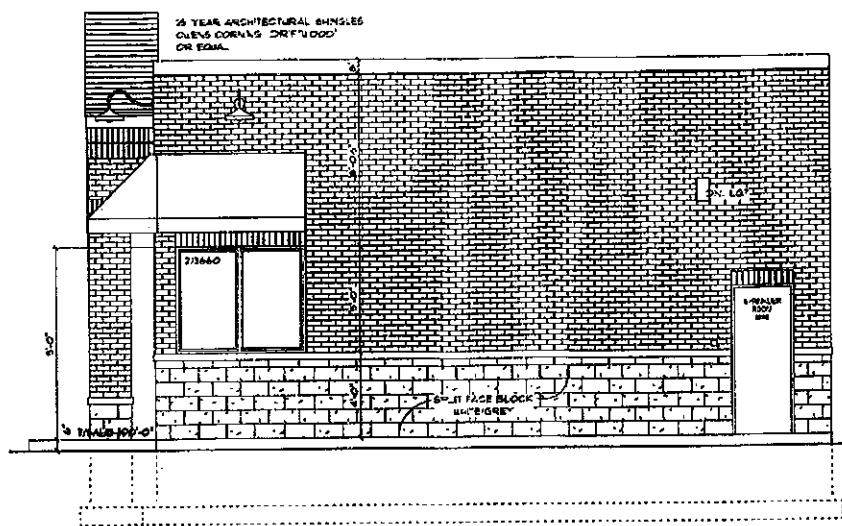
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Date: APRIL 22, 2014

EXHIBIT D
Exterior Appearance Plan

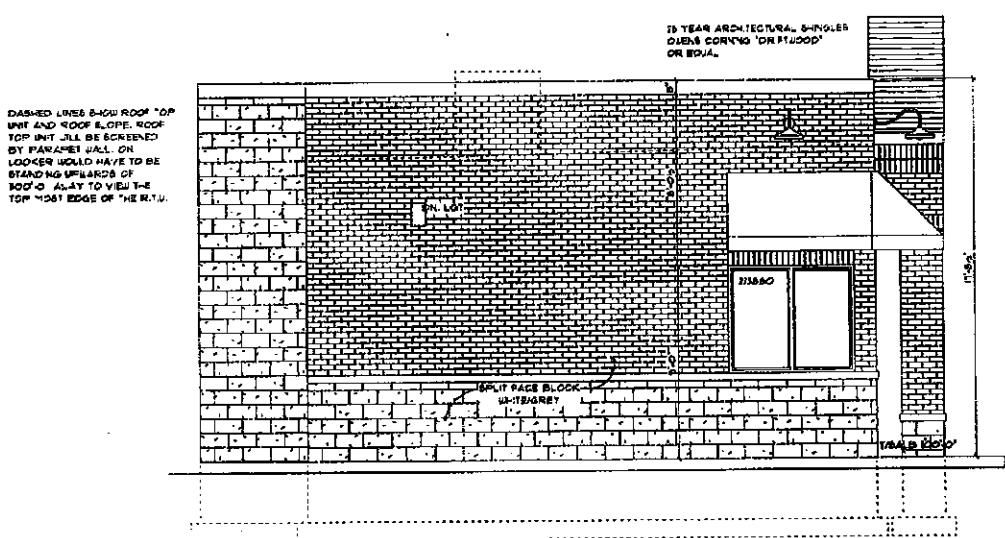


FRONT ELEVATION

SCALE: 1/4" = 1'-0"

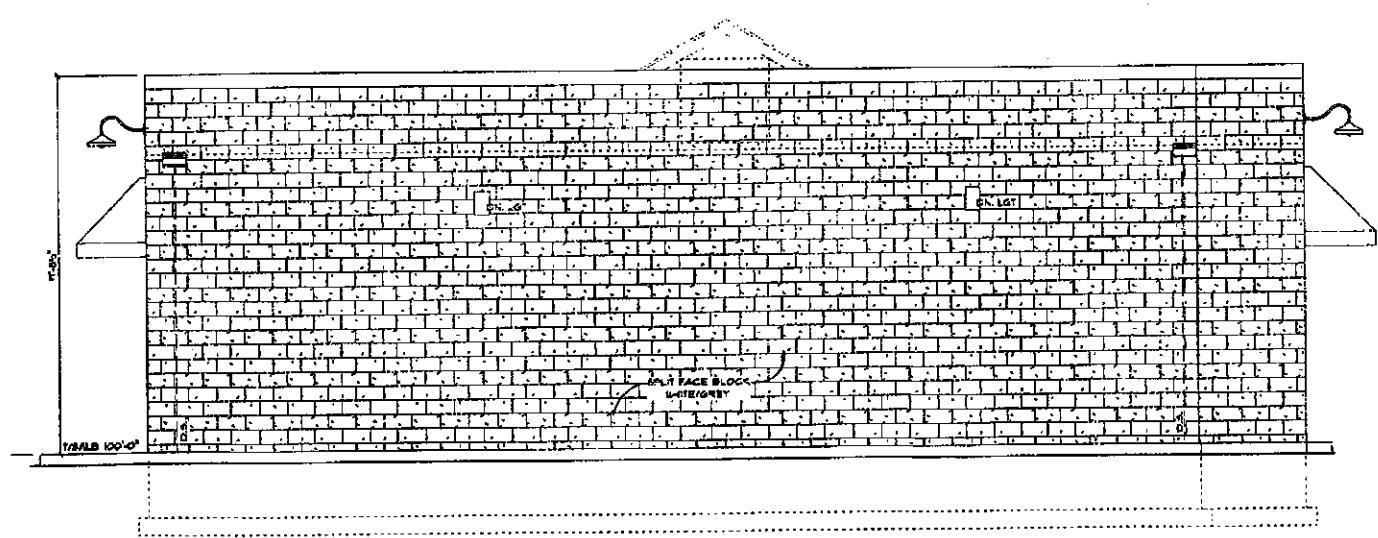


RIGHT ELEVATION SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"

DATE
JULY 21, 2013
AUG 9, 2013
OCT 10, 2013

REVISION
DEC 4, 2013
JAN 28, 2014

JOB #
SHEET #
4

MR. JASSWINDER SANDHU
NEW SALES BUILDING FOR:
1125 S. OLD RAND ROAD, LAKE ZURICH, ILLINOIS 60047

STRUCTURAL & PROFESSIONAL ENGINEER

JOSEPH A. MEYER
STRUCTURAL & PROFESSIONAL ENGINEER
135 PARK AVE, BARRINGTON IL 60010 847-382-0200



MARATHON

NEW RETAIL SALES STORE
FOR
LAKE ZURICH MARATHON STATION
S.S.B. PETRO INC.

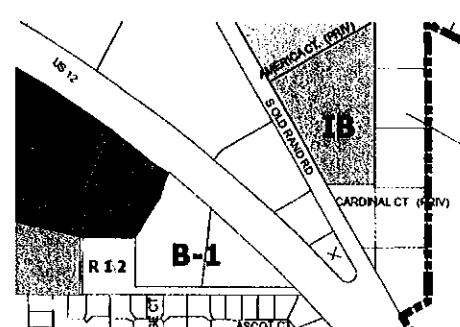
HOLES OF OPERATION:
6A-6AT
8:00 AM TO 10:00 PM



AERIAL IMAGE



LOCATION MAP



ZONING MAP

ZONING & OCCUPANCY NOTES

ZONING:	EXISTING B1 (LAKE ZURICH ZONING CODE) -- PROPOSED P.U.D.
PERMITTED USE:	RETAIL TRADE, MISCELLANEOUS GENERAL MERCHANTILE
OCCUPANCY:	M (MERCANTILE)
CONSTRUCTION CLASS:	II B (EXTERIOR WALLS 2 HR / INTERIOR WALLS 0 HR)
LOT AREA:	16,058 SQFT
FLOOR AREA RATIO:	0.16 (10.18 X 16,058 SQFT = 3,250.44 SQFT)
NUMBER OF EMPLOYEES:	2 EMPLOYEES
OCCUPANT LOAD (MERCANTILE):	40 PERSONS STOCK STORAGE AREA (45250SQFT / 300 = 154) 10250FT / 30 GROSS = 341
REQUIRED PARKING:	9 SPACES (1 TO BE HANDICAPPED) 300 FT (MINDED IN EX 04) / 300 SQFT PER REQ. SPACE 1:8 SPACES
REQUIRED EXIT:	LEAF REQUIRED IN KEEPING WITH IBC TABLE 1013 LESS THAN 45 OCCUPANTS AND LESS THAN 10' OF TRAVEL
SPRINKLER:	NEW SPRINKLER SYSTEM TO BE INSTALLED IN KEEPING WITH VILLAGE ORDINANCE INSTALLATION DRAWINGS / PERMIT TO BE SUBMITTED BY SPRINKLER CONTRACTOR ADJUSTMENTS TO BE IN KEEPING WITH NFPA 13 NFPA 13
FIRE ALARM:	NEW ALARM SYSTEM TO BE INSTALLED IN KEEPING WITH VILLAGE ORDINANCE INSTALLATION DRAWINGS / PERMIT TO BE SUBMITTED BY ALARM CONTRACTOR DESIGN TO BE IN KEEPING WITH NFPA 17 RADAR TRANSMITTER IS REQUIRED

SHEET INDEX	
Sheet Number	Sheet Description
C	LOCATION MAP / ZONING / CODES
1	FOUNDATION PLAN / 1/4 IN. LS
2	1ST FLOOR PLAN / INTERIOR SCHEDULE / DETAILS
3	ROOF FRAMING PLAN / ROOFING DETAILS / ANNOT.
4	ELEVATIONS
5	DETAILS / ELEVATIONS
6	SUMMARY FLOORPLANS
F	ELECTRICAL PLAN / NOTES
M1	MECHANICAL PLAN / RPS
P	PURGING PLANS / POWER SOURCE

FLOOR AREA	
BUILDING	1747 SQ FT

FIRE AND EMERGENCY SAFETY NOTES:
ENSURE UNOBSTRUCTED ACCESS IS MAINTAINED THROUGHOUT THE DURATION OF THIS PROJECT AND THEREAFTER TO THE EXISTING FIRE DEPARTMENT CONNECTION AS WELL AS THE NEARBY FIRE DEPARTMENT KEY BOX (KNOX BOX) ON THE REAR ELEVATION OUTSIDE OF THE MECHANICAL ROOM 2.

PROVIDE KEYS TO ANY NEW OR CHANGED DOOR LOCKS FIRE ALARM EQUIPMENT, ETC. FOR PLACEMENT IN THE EXISTING KNOX BOX.

PROVIDE FIRE DEPARTMENT WITH UPDATED / CURRENT KEY HOLDER CONTACT INFORMATION, ETC. AS WARRANTED.

UPON COMPLETION OF THE TELEPHONE/DATA SYSTEM, VERIFY THE PROPER ENCODED SHI INFORMATION IS PROVIDED TO DISPATCHERS (FLASH A 9-1-1 CALL IS PLACED FROM THIS SPACE).

VILLAGE CODES:

INTERNATIONAL BUILDING CODE 2006 EDITION
INTERNATIONAL MECHANICAL CODE 2006 EDITION
INTERNATIONAL PLUMBING CODE 2006 EDITION
INTERNATIONAL ENERGY CONSERVATION CODE, 2010 EDITION
INTERNATIONAL FIRE CODE 2006 EDITION
LIFE SAFETY CODE NFPA 101, 2000 EDITION
NATIONAL ELECTRICAL CODE, 2008 EDITION
ILLINOIS PLUMBING CODE 2004
ILLINOIS ACCESSIBILITY CODE, LATEST EDITION
ADA STANDARDS FOR ACCESSIBLE DESIGN 2000

ALL CODES LISTED CODES AND VILLAGE OF LAKE ZURICH AMENDMENTS

THIS IS TO CERTIFY THAT THESE DRAWINGS HAVE
BEEN DONE UNDER MY DIRECT SUPERVISION AND
TO THE BEST OF MY KNOWLEDGE COMPLY WITH
ALL APPLICABLE ZONING AND BUILDING CODES
FOR THE VILLAGE OF LAKE ZURICH.

BY: _____

NEW SALES BUILDING FOR:
MR. JASSWINDER SANDHU
1125 S. OLD RAND ROAD LAKE ZURICH, ILLINOIS 60047

DATE
JULY 23, 2013
OCT 10, 2013

REVISION
DEC 4, 2013

JOB #
SHEET
C

JOSEPH A. MEYER
STRUCTURAL & PROFESSIONAL ENGINEER
135 PARK AVE. BARRINGTON IL 60010 847-362-0200

DOOR SCHEDULE

TAG	ROOM	SIZE	THICKNESS	STYLE	MATERIAL	FRAME	NOTES
1	SALES	6'-0" x 7'-0"	1 3/4"	GLAZED W/ ALUMINUM	HOLLOW METAL	HOLLOW METAL	1/2 PAIR BUTT, LEVER HANDLE LOCKSET, CLOSER
2	STORAGE	3'-0" x 7'-0"	1 3/4"	FLUSH PANEL	SOLID WOOD	WOOD	1/2 PAIR BUTT, LEVER HANDLE LOCKSET, CLOSER
3	ADA	3'-0" x 7'-0"	1 3/4"	FLUSH PANEL	SOLID WOOD	WOOD	1/2 PAIR BUTT, LEVER HANDLE PRIVACY LOCK, CLOSER
4	MECH/STORAGE	3'-0" x 7'-0"	1 3/4"	FLUSH W/ VISION GLASS	SOLID WOOD	WOOD	1/2 PAIR BUTT, LEVER HANDLE LOCKSET, DEADBOLT, CLOSER
5	COOLER	BY MANF. 3'-0" MA	1 3/4"	BY MANF.	BY MANF.	BY MANF.	BY MANF.
6	SPRINKLER	3'-0" x 7'-0"	1 3/4"	FLUSH PANEL	HOLLOW METAL	HOLLOW METAL	1/2 PAIR BUTT, LEVER HANDLE LOCKSET, DEADBOLT, CLOSER
7	CASHER	3'-0" x 3'-6"	1 3/4"	FLUSH (GATE)	SOLID WOOD	WOOD	HINGED CLOSER SLICE BOLT

ROOM FINISH SCHEDULE

TAG	ROOM	FLOOR	BASE	WALLS	CEILING	HEIGHT	NOTES
100	SALES	CERAMIC TILE	4' VINYL	GYPSUM PAINTED	2X SUSPENDED	10'-0"	NON-SLIP FLOOR TILE
101	CASHER	CERAMIC TILE	4' VINYL	GYPSUM PAINTED	2X SUSPENDED	10'-0"	
102	STORAGE	SEALED CONCRETE	4' VINYL	TRP BOARD	2X SUSPENDED	10'-0"	
103	ADA	CERAMIC TILE	4' VINYL	TRP PANEL	2X SUSPENDED	10'-0"	TRP PANEL WALLS
104	MECH/STORAGE	SEALED CONCRETE	4' VINYL	TRP BOARD	2X SUSPENDED	10'-0"	CLEAN CEILING
105	COOLER	SEALED CONCRETE	NONE	BY MANF.	BY MANF.	BY MANF.	
106	SPRINKLER	SEALED CONCRETE	NONE	GYPSUM PAINTED	NONE	VARIOUS	

NOTES:

ALL WALL AND CEILING FINISHES SHALL HAVE A CLASS C RATING PER ASTM E 84 WITH A FLAME SPREAD RATING OF 16-200 AND A SMOKE DEVELOPMENT RATING OF 0-400.

TRP - FIBERGLASS REINFORCED PLASTIC PANELS BY KEY-LITE OR EQUAL.

MASONRY

1. CLAY BRICK AND CONCRETE MASONRY CONSTRUCTION SHALL CONFORM TO THE AMERICAN STANDARD BUILDING CODE REQUIREMENTS FOR MASONRY (ASCM) BY THE U.S. DEPARTMENT OF COMMERCE, LATEST EDITION, AND TO "BUILDING CODE REQUIREMENTS FOR MASONRY STRUCTURES", ISSUED BY THE AMERICAN CONCRETE INSTITUTE/AMERICAN SOCIETY OF CIVIL ENGINEERS (ACI 500-08/ASCE 5-08).

2. GIVEN DESIGN DATA ASSUMES THE EXISTENCE OF ADEQUATE FIELD TESTING AND SUPERVISION OF CONSTRUCTION PLEASING THE "W/ INSPECTION" CRITERIA OF THE COCE.

3. MASONRY MATERIALS SHALL CONFORM TO THE LATEST EDITIONS OF THE SPECIFICATIONS:

A. FACING BRICK ASTM C106, TYPE FCB, GRADE 84 WITH AN INITIAL RATE OF ABSORPTION BETWEEN 10 AND 25 GRAMS/60 MIN. MINIMUM COMPRESSIVE STRENGTH 6000 PSI.

B. MASONRY PAVING CONCRETE BLOCK, ASTM C50, GRADE 84. MINIMUM COMPRESSIVE STRENGTH SHALL BE 2000 PSI ON NET AREA OF UNIT. CONCRETE MASONRY UNITS SHALL BE OF MEDIUM WEIGHT (108-25 POF).

C. MORTAR, ASTM C70, PORTLAND CEMENT, TYPE "S".

D. METAL TIES USED AS TIES AND ANCHORS, ASTM A82, GALVANIZED IN ACCORDANCE WITH ASTM B13, CLASS B2, 1.5 OZ. PER SQ. FT. PROOF OF CERTIFICATION OF GALVANIZING.

E. REINFORCEMENT, WHEN INDICATED, SHALL BE ASTM A615, GRADE 60.

4. PRIOR TO DELIVERY OF MASONRY UNITS TO THE JOB SITE, FURNISH THE ARCHITECT WITH AFFIDAVITS FROM AN APPROVED TESTING LABORATORY CERTIFYING THAT ALL UNITS CONFORM TO THEIR RESPECTIVE ASTM REQUIREMENTS.

5. MORTAR SHALL BE TESTED BY AN APPROVED TESTING LABORATORY IN ACCORDANCE WITH ASTM C101, TWO SETS OF THREE MORTAR CUBES SHALL BE TAKEN AT RANDOM FOR EACH DAY OF MASONRY WORK. ONE CUBE OF EACH SET AT 1 DAYS AND 28 DAYS. THE THIRD CUBE TO BE TESTED AT 56 DAYS, ONLY IF REQUIRED BY THE OWNER'S MATERIALS TESTING AGENT.

6. AIR ENTREMENT, CALCIUM CHLORIDE AND/OR ADMIXTURES CONTAINING SAME SHALL NOT BE INCLUDED IN MORTAR OR GROUT.

7. NO EXTERIOR MASONRY SHALL BE LAD JUNP OUTSIDE AIR TEMPERATURE IS LESS THAN 40 DEGREES F. UNLESS ACRODIA PROTECTION IN ACCORDANCE WITH SECTION 2.3.2, "COLD WEATHER CONSTRUCTION" OF ACI 500-08/ASCE 6-08, SPECIFICATIONS FOR MASONRY STRUCTURES IS PROVIDED.

8. MASONRY WALLS SHALL BE ADEQUATELY BRACED DURING THEIR ERECTION AND UNTIL THEIR DESIGN SUPPORTS ARE IN PLACE TO WITHSTAND A HORIZONTAL LOAD OF 20 PSF.

9. TYPICAL JOINT REINFORCING SHALL BE #9 GA CONTINUOUS SIDE WIRES WITH #9 GA CROSS TIE, AND SHALL BE INSTALLED AT 1" VERTICAL SPACINGS. IN ADDITION ONE LAYER OF REINFORCING SHALL BE LOCATED AT EACH FLOOR SLAB LEVEL AND ONE AT THE FIRST COURSE ABOVE ALL UNISON OPENINGS.

10. BRICK VENEER SHALL BE TIED TO BACKUP WALL WITH TIES AT MAXIMUM 6' x 24" SPACING. MINIMUM TIE SIZE SHALL BE #13 GAGE WIRE, HOT DIP GALVANIZED. IF ADJUSTABLE TIE SIZE ARE USED, MAXIMUM TIE SPACING SHALL BE REDUCED TO 16' x 16' OR 24' x 10 1/2".

11. MASONRY WALLS SHALL BE TIED TO STEEL/CONCRETE FRAME USING FLEXIBLE ANCHORS. 16" VERTICAL SPACINGS AT ALL COLUMNS, 10" HORIZONTAL SPACINGS AT ALL BEAMS. FOR CONCRETE FRAME PROVIDE DOVETAIL SLOP NUTS.

12. MORTAR AND GROUT USED FOR REINFORCED MASONRY CONSTRUCTION SHALL COMPLY WITH THE REQUIREMENTS OF ASTM SPECIFICATIONS C460, STANDARD SPECIFICATIONS FOR MORTAR AND GROUT FOR REINFORCED MASONRY, EXCEPT THAT PORTER SHALL ALSO COMPLY WITH THE REQUIREMENTS OF ASTM SPECIFICATION C70.

13. MINIMUM COMPRESSIVE STRENGTH FOR MORTAR AT 28 DAYS SHALL BE AS FOLLOWS: TYPE 80.....1500 PSI.

14. MINIMUM COMPRESSIVE STRENGTH FOR GROUT AT 28 DAYS SHALL BE 1500 PSI, UNLESS NOTED ON DRAWINGS.

15. USE OF ADMIXTURES IN GROUT AND MORTAR IS NOT PERMITTED UNLESS ACCEPTED BY STRUCTURAL ENGINEER.

16. SUBMIT TYPE AND PROPORTIONS OF THE INGREDIENTS COMPOSING THE GROUT MIXTURES TO BE USED. INCLUDE A LETTER CERTIFYING CEMENT COMPLIANCE WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS. ALSO SUBMIT LEIGH SLIPS AT THE TIME OF DELIVERY.

17. SLUMP OF GROUT SHALL BE BETWEEN 8" AND 10".

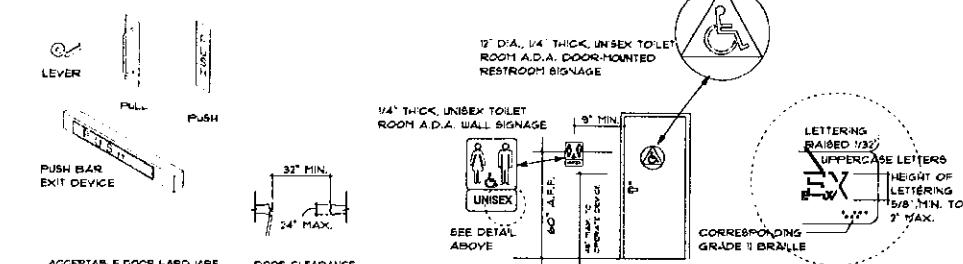
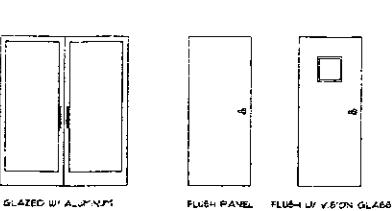
18. GROUT LIFT HEIGHT SHALL NOT EXCEED 4 FT. IN WALLS OR FLOORS. TERMINATE GROUT FLOW APPROXIMATELY 1 IN. BELOW TOP OF MASONRY.

19. CONSOLIDATE GROUT AT TIME OF PLACEMENT. FOR GROUT POURS LESS THAN 15 IN. IN HT., GROUT SHALL BE CONSOLIDATED BY MECHANICAL VIBRATION OR BY PLUGGING. FOR GROUT POURS EXCEEDING 15 IN. IN HT., CONSOLIDATE GROUT BY MECHANICAL VIBRATION AND RECONSOLIDATE BY MECHANICAL VIBRATION AFTER INITIAL SETTER LOSS AND SETTLEMENT HAS OCCURRED.

20. FINE GROUT SHALL BE USED IN GROUT SPACES OF 2 IN. OR LESS. OTHERWISE COARSE GROUT MAY BE USED. NO GROUT SPACES EXCEEDING WIDTH OF 8 IN. COARSE GROUT USING 3/4" AGGREGATE MAY BE USED.

21. LAP SPLICES FOR REINFORCEMENT USED IN REINFORCED MASONRY CONSTRUCTION SHALL BE 50 BAR DIAMETERS.

22. REINFORCEMENT SHALL BE SUPPORTED AND SECURED AGAINST DISPLACEMENT BEFORE GROUTING. NO REINFORCEMENT MAY BE INSTALLED AFTER GROUT IS PLACED.

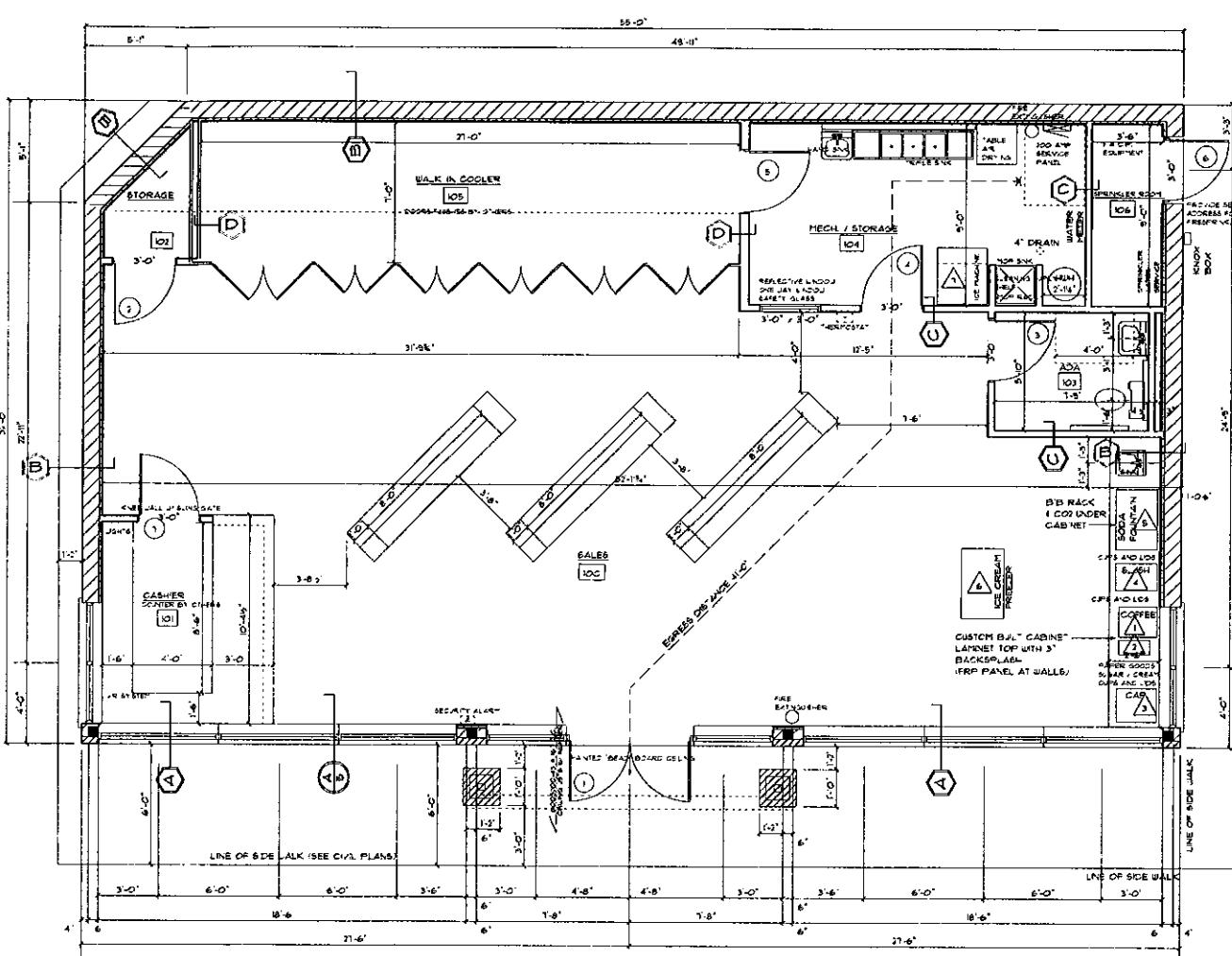


HARDWARE

SCALE: 1/4" = 1'-0"

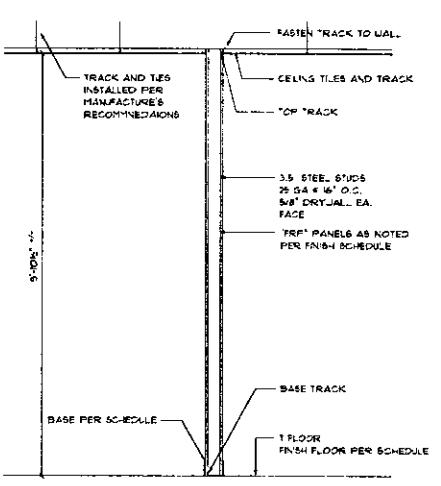
WALL SIGNAGE

SCALE: 1/4" = 1'-0"

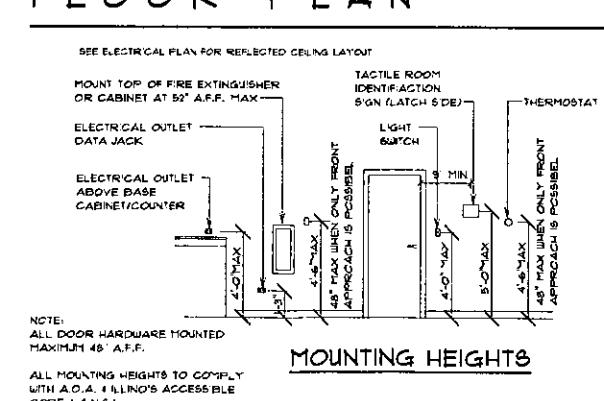


FLOOR PLAN

SCALE: 1/4" = 1'-0"



PARTITION SECTION



PORTABLE FIRE EXTINGUISHERS ARE TO BE PROVIDED IN ACCORDANCE WITH NFPA 10 STANDARD FOR PORTABLE FIRE EXTINGUISHERS. MULTI-PURPOSE DRY CHEMICAL EXTINGUISHERS (MN 2A 10B C RATING) OR OTHER APPROPRIATELY RATED UNITS ARE REQUIRED THROUGHOUT THE SPACE. FIRE EXTINGUISHERS ARE TO BE PLACED IN EASILY ACCESSIBLE LOCATIONS NEAR ENTRANCE / EXIT.

NOTE:
ALL DOOR HARDWARE MOUNTED MAXIMUM 48 A.F.F.

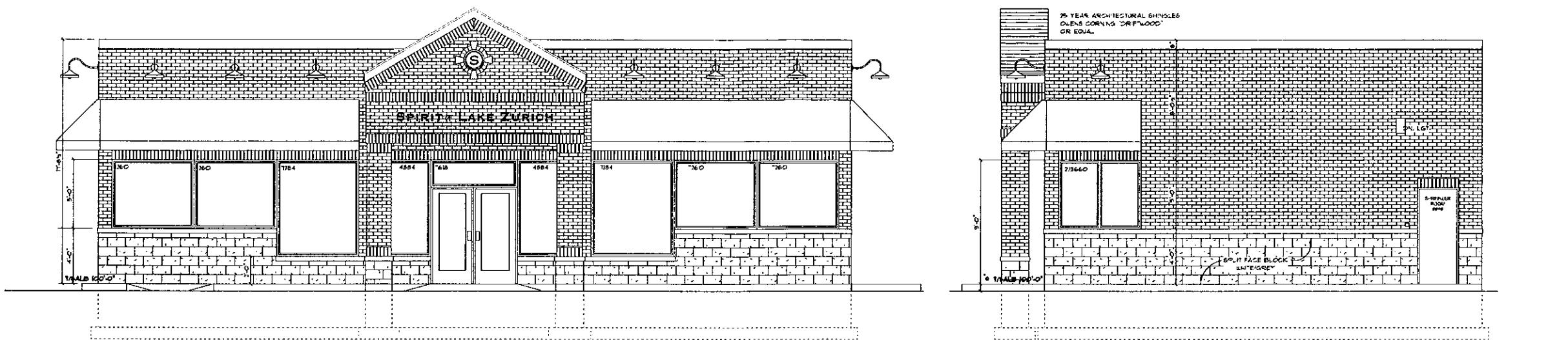
ALL MOUNTING HEIGHTS TO COMPLY WITH A.C.A. & ILLINOIS ACCESSIBLE CODE (A.S.C.)

JOSEPH A. MEYER

STRUCTURAL & PROFESSIONAL ENGINEER
135 PARK AVE. BARRINGTON IL 60010 847-382-2020

MR. JASSWINDER SANDHU

NEW SALES BUILDING FOR:
1125 S. OLD RAND ROAD LAKE ZURICH, ILLINOIS 60047

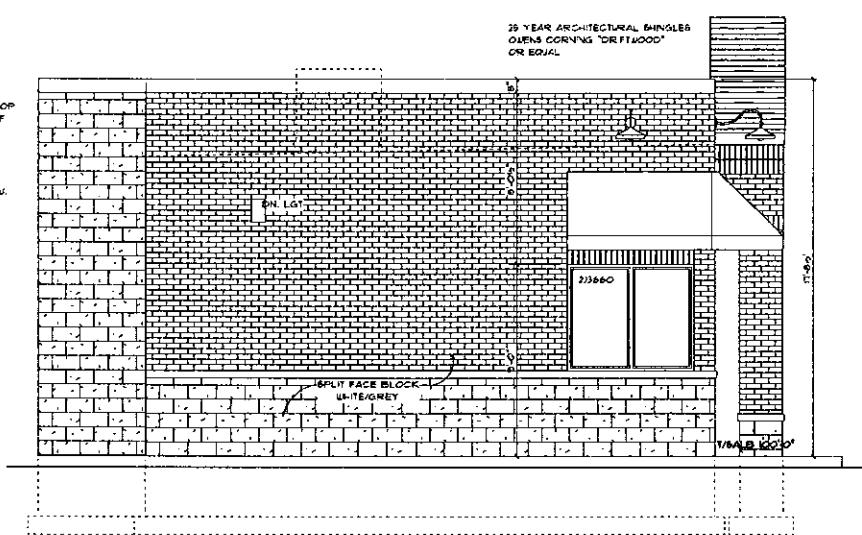


FRONT ELEVATION

SCALE: 1/4" = 1'-0"

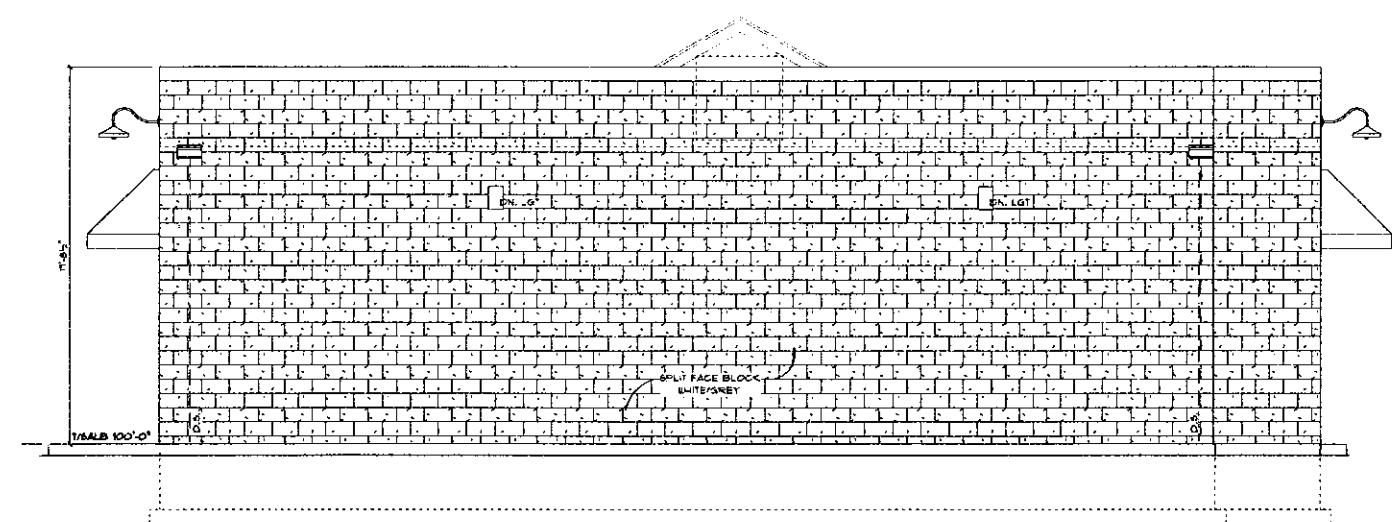
RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"

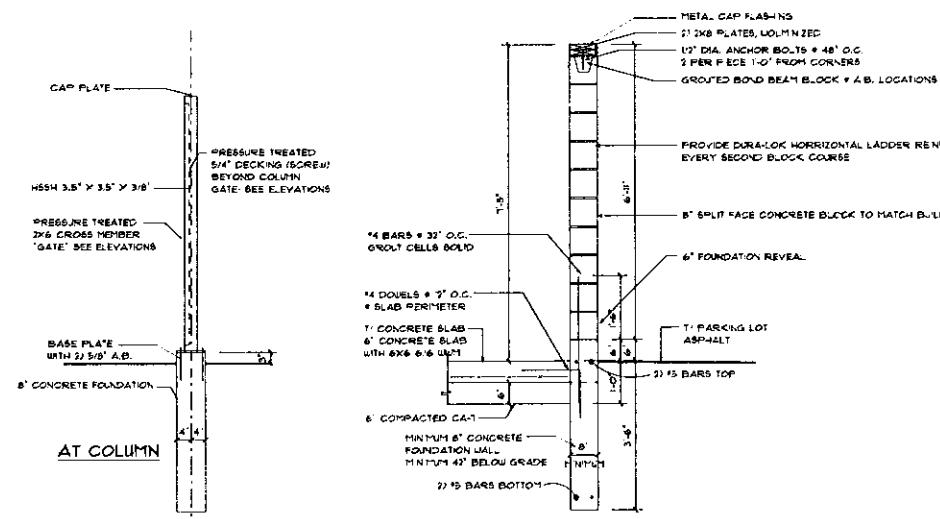
DATE
JULY 23, 2013
AUG 9, 2013
OCT 10, 2013

REVISION
DEC 4, 2013
JAN 26, 2014

JOB #

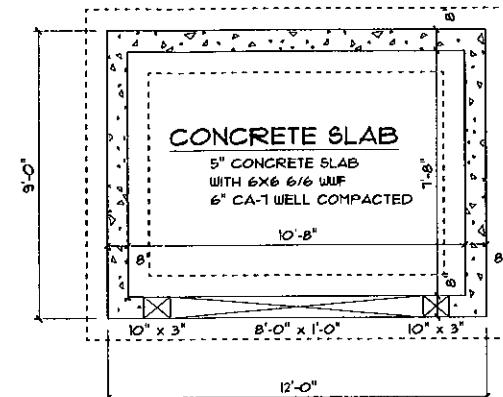
SHEET #

4



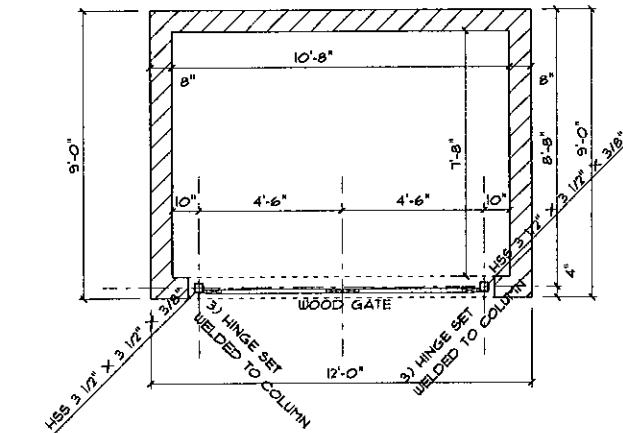
TYPICAL SECTION

SCALE: 1/2" = 1'-0"



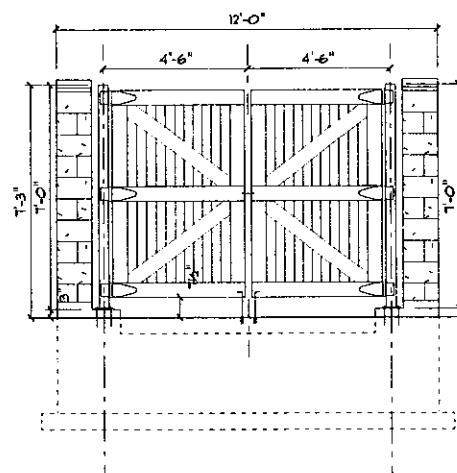
FOUNDATION PLAN

SCALE: 3/8" = 1'-0"



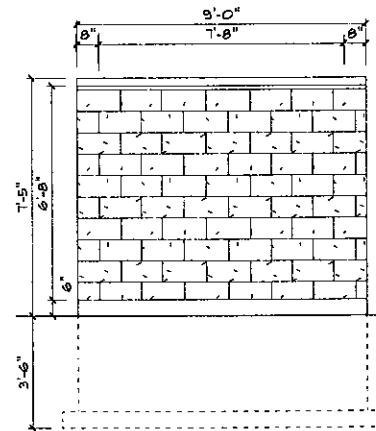
ENCLOSURE PLAN

SCALE: 3/8" = 1'-0"



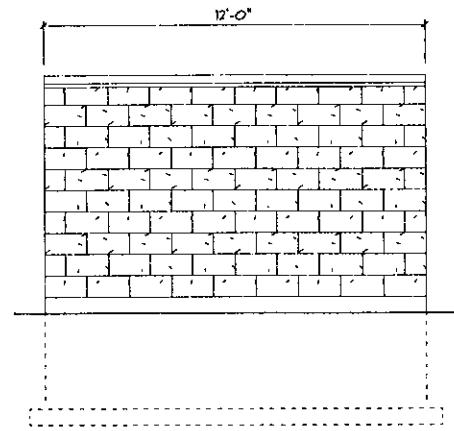
FRONT

SCALE: 3/8" = 1'-0"



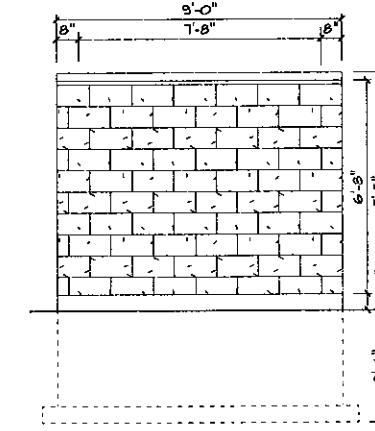
LEFT

SCALE: 3/8" = 1'-0"



REAR

SCALE: 3/8" = 1'-0"



RIGHT

SCALE: 3/8" = 1'-0"

MR. JASSWINDER SINGH
NEW SALES BUILDING FOR:
5 S. OLD RAND ROAD LAKE ZURICH,

DATE
JULY 23, 2013
OCT 10, 2013

REVISION
DEC 4, 2013
JAN 28, 2014

JOB #

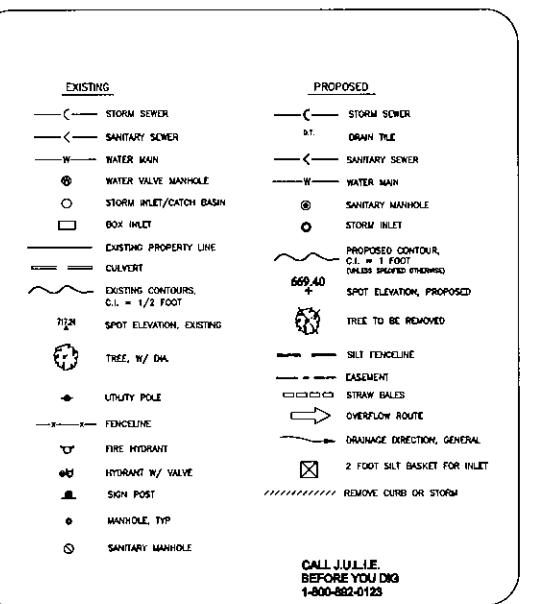
6

Civil Engineering Plans for: New Sales Building - Marathon Gas Station 1125 Old Rand Road, Lake Zurich, IL 60047 I.D.O.T. REF # 049-61285

INDEX

1. Cover Sheet and Information
2. Existing Conditions, Demolition, & Erosion Control Plan
3. Site Plan, Sheet 1
4. Site Plan, Sheet 2
5. Site Plan, Sheet 3
6. Proposed Grading Plan
7. P.U.D. Concept Exhibit
8. Landscaping Plan
9. Details, Sheet 1
10. Details, Sheet 2
11. Details, Sheet 3
12. Lighting
13. Drainage Areas

LEGEND

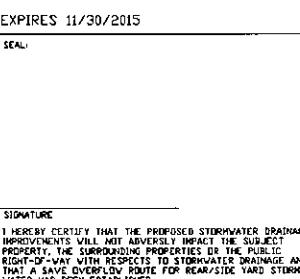
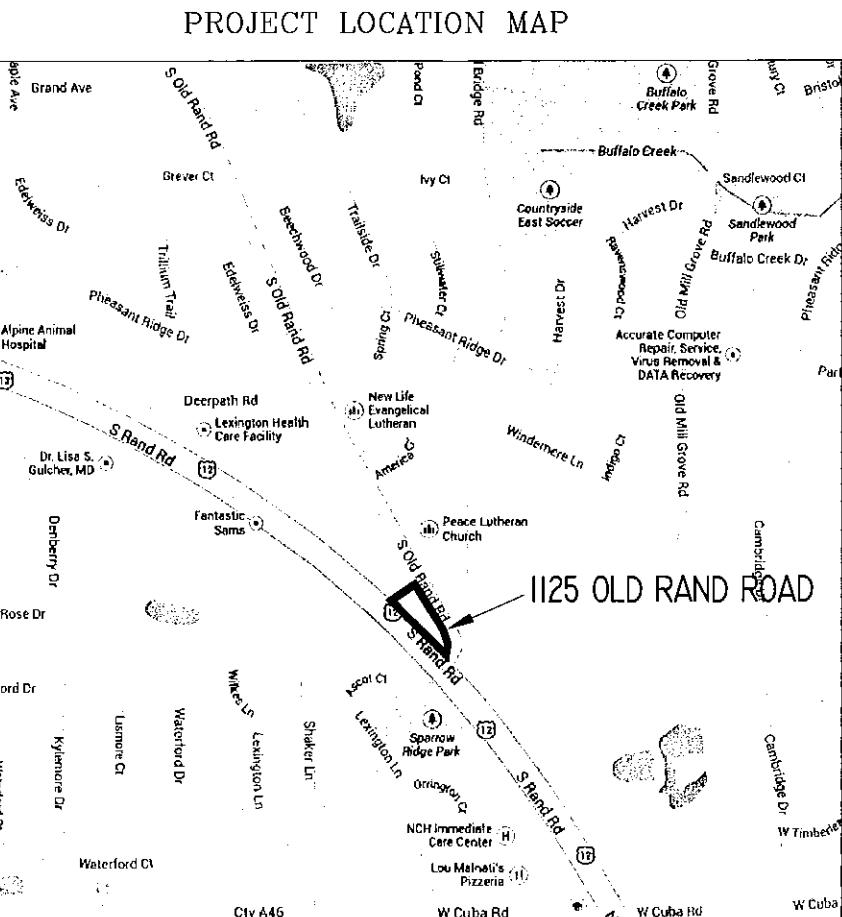


BENCHMARKS

LAKE COUNTY BM 6-22
Description: Chisled square on south end of curbed median located at Burr Ridge/Cambridge drive entrance and Cuba road intersection, in Lake Zurich USGS Quad map.
Elevation - 848.48 (1929 / N.G.V.D.)
Elevation - 848.25 (1988 / N.A.V.D.)

LAKE COUNTY BM 6-23
Description: "+" North Rim of Manhole located within N.W. Parkway of Cuba Road and Williamsburg Colony intersection, in Lake Zurich USGS Quad Map
Elevation - 868.50 (1929 / N.G.V.D.)
Elevation - 868.27 (1988 / N.A.V.D.)

SITE BENCHMARK:
Description: Top side of Rail Road Spike in Utility Pole in parkway right next to Old Rand Road & Rand Road and adjacent to 1125 S. Old Rand Road Property.
Elevation - 856.87 (1988 / N.A.V.D.)



Marathon Gas Station
New Sales Building
1125 Old Rand Road
Lake Zurich, IL 60047
Latitude: 42.179700 °
Longitude: -88.078017 °
Lake County P.I.N.
14-28-100-003

ENGINEER
DAN GRECCO, P.E.
Professional Civil Engineer
5246 Meyer Dr.
Lisle Grove, IL 60532
(630) 745-0524
dgrecco@alm.com

ARCHITECT

Joe Meyers & Associates
135 Park Avenue
Barrington, IL 60010
(847) 382-0200

OWNER/BUILDER

Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782

CONTACTS

Village of Lake Zurich
Building (847) 540-1683
Public Works (847) 540-1698
Fire Prevention Bureau (847) 540-1596
(847) 540-5073
Illinois Dept. of Public Health (217) 782-5830
(Jerry Dawson) (217) 524-4136
Lake County DOPH (Mark Mussachio) (847) 984-5003

SPRINKLER

Orion Fire Protection
1000 N. Rand Road, Suite 123
Wauconda, IL 60084
(847) 526-0348

GENERAL NOTES:

The Contractor shall contact Julie (1-800-892-0123) prior to any excavation work. Lake County Parcel Identification number 14-28-100-003, or Northwest 1/4 of Section 28 in Township 43 (Ela Township).

The Village of Lake Zurich must have 48 hours notice prior to the commencement of any approved construction activity.

All approved improvements shall be designed and constructed in accordance with the Village of Lake Zurich "Standard Specifications of the Design and Construction of Public Improvements," latest edition, the Village Municipal Code.

Permits shall be obtained from all outside governmental agencies having jurisdiction prior to Village approval of construction activities.

Work within the public rights-of-way is subject to the specific approval of the Village Engineer.

All structure adjustments shall be accomplished using only concrete rings not to exceed 8" with appropriate mastic or mortar.

Existing field tiles encountered during design or construction shall be redirected or included in a manner acceptable to the Village Engineer. Any and all field tiles encountered shall be immediately reported to the Village Engineer. Any and all field tiles encountered shall be immediately reported to the Village Engineer or field representatives.

The builder shall provide parkway trees in accordance with the Village of Lake Zurich Land Development code, and per IDOT's roadside development standards.

The builder shall be responsible for all adjustments before and after final inspection, prior to final acceptance by the Village of Lake Zurich.

All utility lines shall be augured under street pavement unless specific approval is obtained from the Village Engineer to open cut the street pavement. Contractor shall maintain pavement crossings until final pavement restoration is accepted by the Village Engineer.

SHEET: C1

PROJECT: NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

COVER SHEET
& INFORMATION

Architect: Joe Meyers & Associates
135 Park Avenue
Barrington, IL 60010
(847) 382-0200
meyer-wschmon@globalnet.com

Civil Engineer: Dan Green, P.E.
5246 Meyer Drive
Lisle, IL 60532
(630) 745-0524
dgreen@alm.com

SCALE: AS SHOWN

SHEET: C1

Date: April 22, 2014

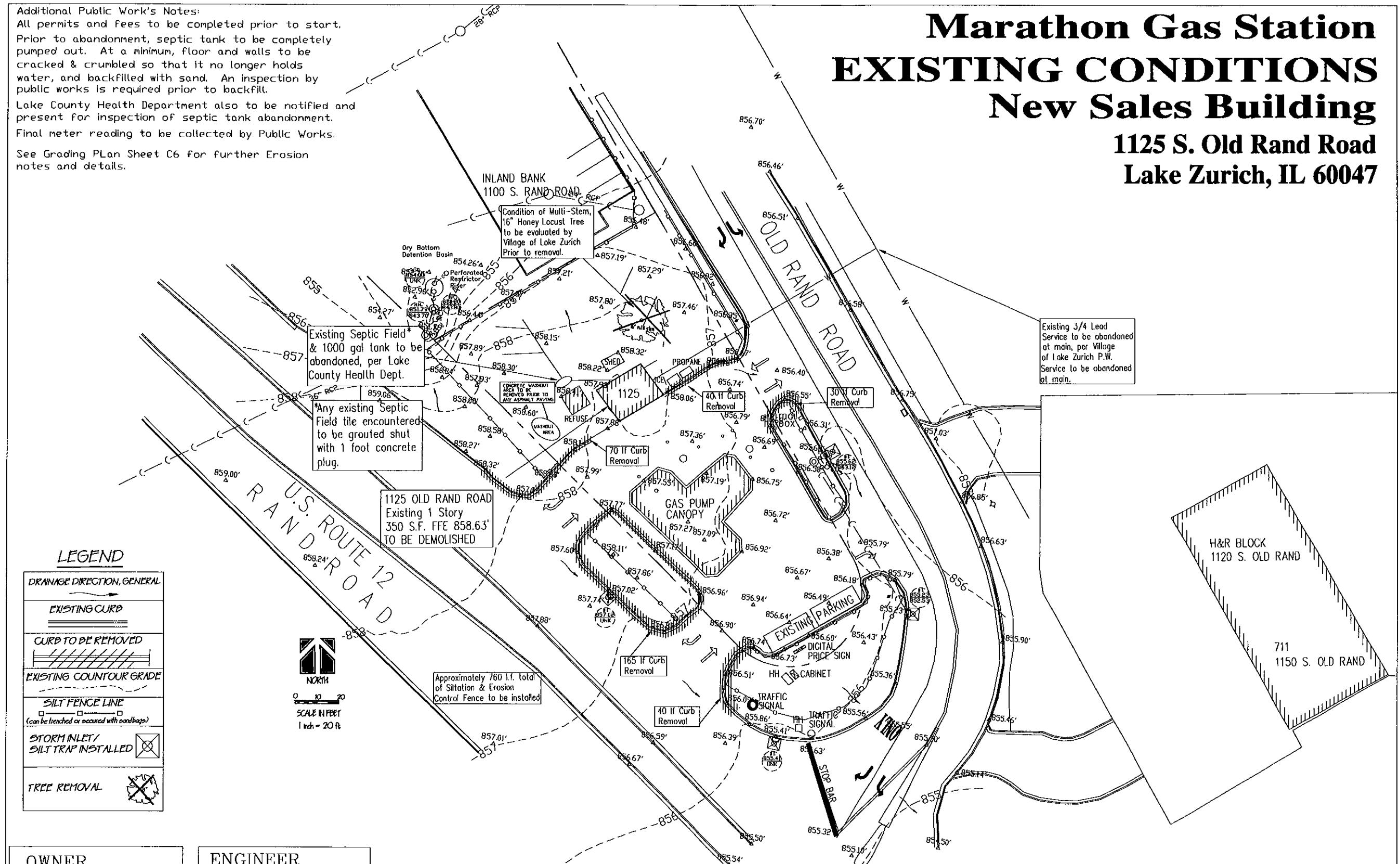
Marathon Gas Station

EXISTING CONDITIONS

New Sales Building

1125 S. Old Rand Road
Lake Zurich, IL 60047

Additional Public Work's Notes:
All permits and fees to be completed prior to start.
Prior to abandonment, septic tank to be completely pumped out. At a minimum, floor and walls to be cracked & crumbled so that it no longer holds water, and backfilled with sand. An inspection by public works is required prior to backfill.
Lake County Health Department also to be notified and present for inspection of septic tank abandonment.
Final meter reading to be collected by Public Works.
See Grading Plan Sheet C6 for further Erosion notes and details.



SHEET:	
1	2
3	4
5	6
7	8
9	10
11	12
13	14

PROJECT: NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

EXISTING CONDITIONS, DEMO
& EROSION CONTROL PLAN

Civil Engineer	Dan Grecco, P.E. P.O. Box 561 Downers Grove, IL 60515 (630) 745-0524 dgreccod@aim.com
Architect	Joe Meyer & Associates 135 Park Avenue Barrington, IL 60010 (847) 382-0200 dmeyer@jma-arch.com
SCALE	AS SHOWN
SHEET	C2
Date	APRIL 22, 2011

Proposed Site Plan New Sales Building

1125 S. Old Rand Road
Lake Zurich, IL 60047

Additional Public Work's Notes:
New Water Service line must be flushed, pressure tested, chlorinated, and tested per Village Standards.

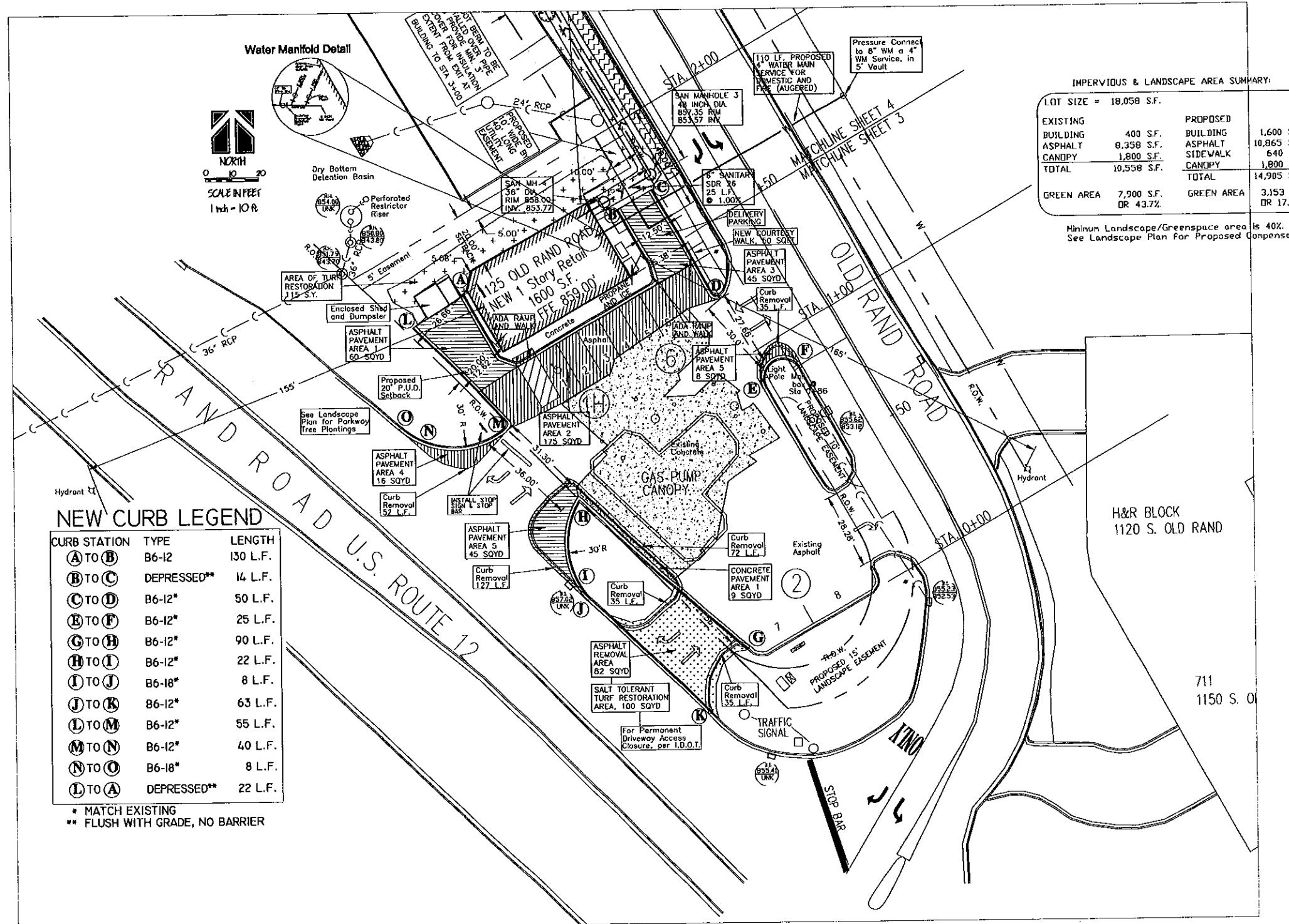
Size of new water meter to be determined by Village Inspector.

Non-Shear Mission Couplings to be used.

Public Works to be notified at least two working days prior to any excavation within public parkways or easements.

OWNER
Attn:
Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782

ENGINEER
DAN GRECCO, P.E.
Professional Civil Engineer
5246 Meyer Dr.
Lisle Grove, IL 60532
(630) 745-0524
dgrecod@aim.com



SPREAD: C3

PROJECT: NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

PROPOSED SITE PLAN
SHEET 1 OF 3

Architect: Joe Grecco & Associates
135 Park Avenue
Burr Ridge, IL 60521
(630) 745-0524
dgrecod@aim.com

Civil Engineer: Dan Grecco, P.E.
5246 Meyer Drive
Lisle, IL 60532
(630) 745-0524
dgrecod@aim.com

SCALE: AS SHOWN

DATE: April 22, 2014

SPREAD: C3

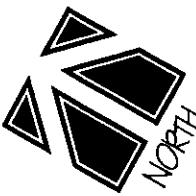
PROPOSED SITE PLAN

New Sales Building

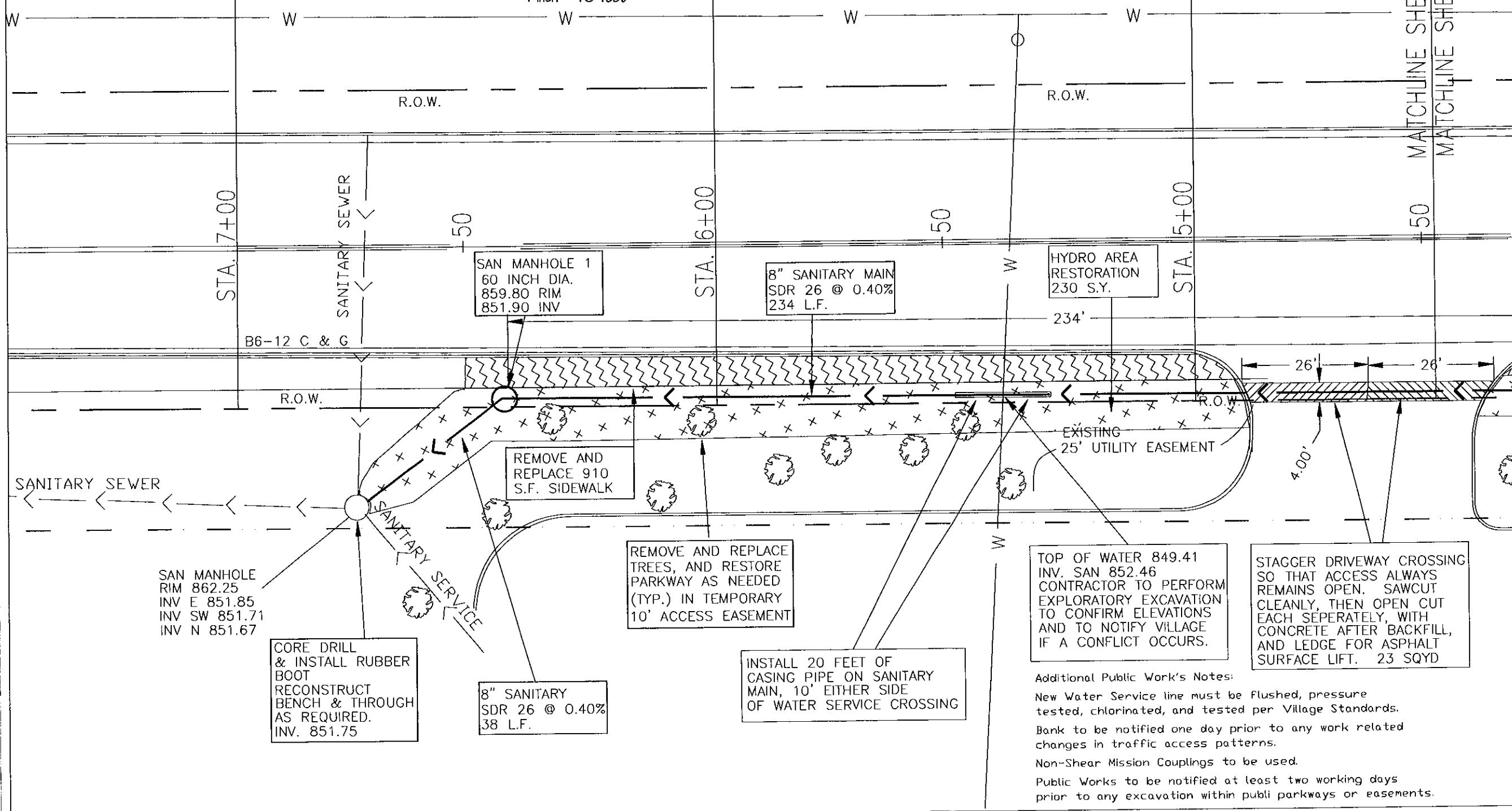
1125 S. Old Rand Road
Lake Zurich, IL 60047

OWNER
Attn:
Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782

ENGINEER
DAN GRECCO, P.E.
Professional Civil Engineer
5246 Meyer Dr.
Lisle Grove, IL 60532
(630) 745-0524
dgreccode@aim.com



0 10 20
SCALE IN FEET
1 inch = 10 feet



PROPOSED SITE PLAN
SHEET 3 OF 3

STREET:
C5

STREET: C5
C5

PROJECT: NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

Civil Engineer: Dan Grecco, P.E., 5246 Meyer Dr., Lisle, IL 60532, (630) 745-0524, dgreccode@aim.com
Scale: AS SHOWN
Sheet: C5
Date: APR 21, 2014

GRADING PLAN

New Sales Building

1125 S. Old Rand Road
Lake Zurich, IL 60047

C6

PROJECT:
NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

PROPOSED GRADING PLAN

Architect
Joe Meyer & Associates
126 Park Avenue
Barrington, IL 60010
(847) 382-0200
meyer@wiedemannassociates.com

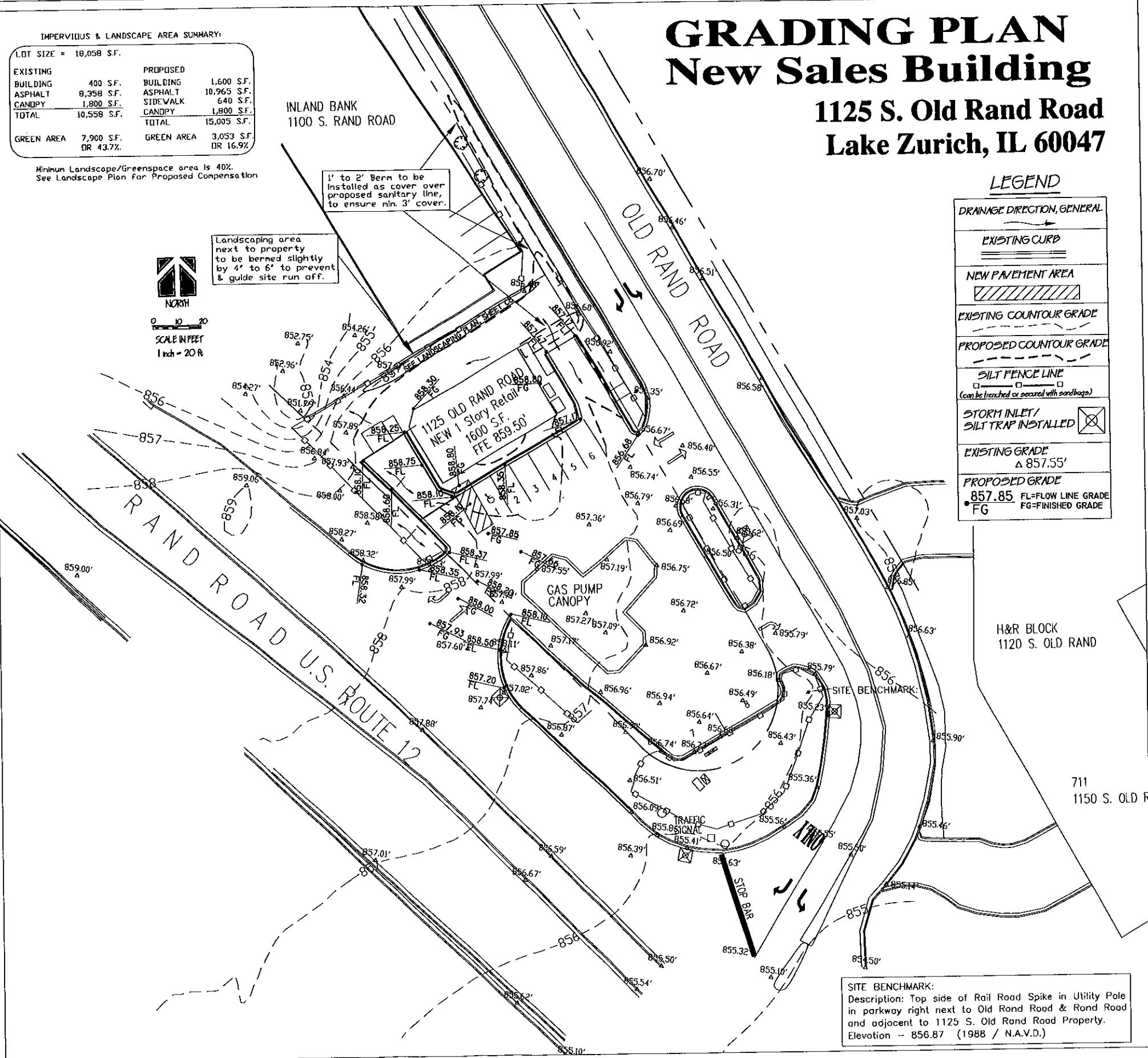
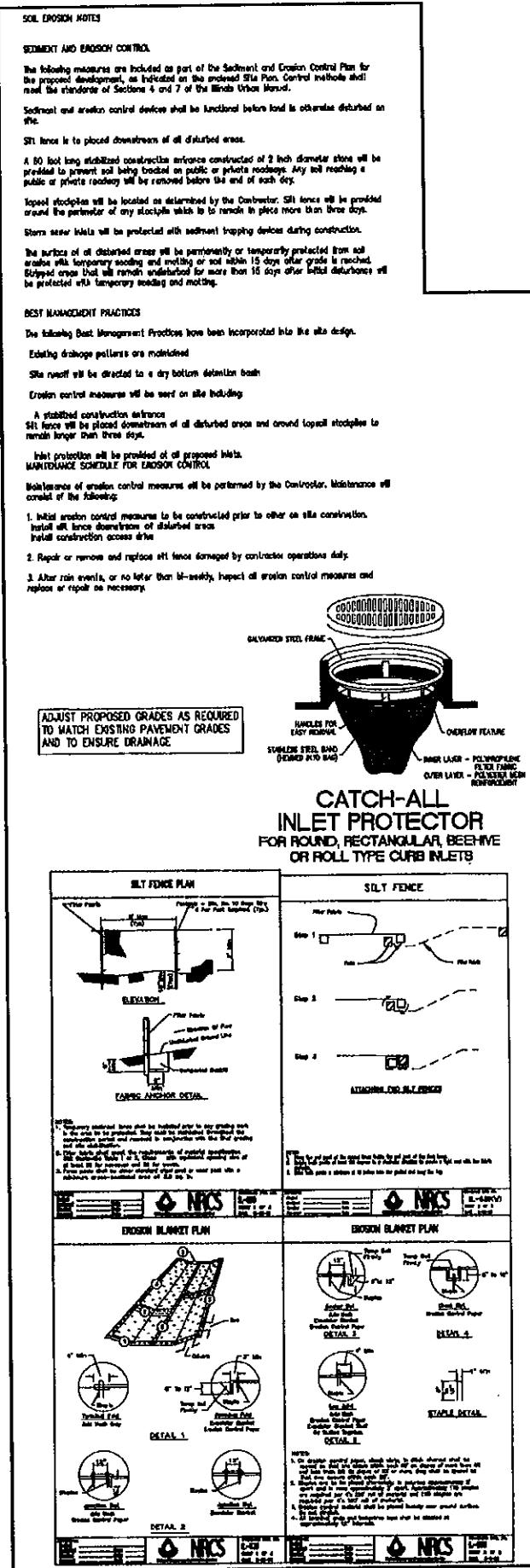
Civil Engineer
Dan Cirocco, P.E.
5248 Meyer Drive
Lake, IL 60032
(847) 745-0024
dcirocco@att.net

SCALE
AS SHOWN

VIEW

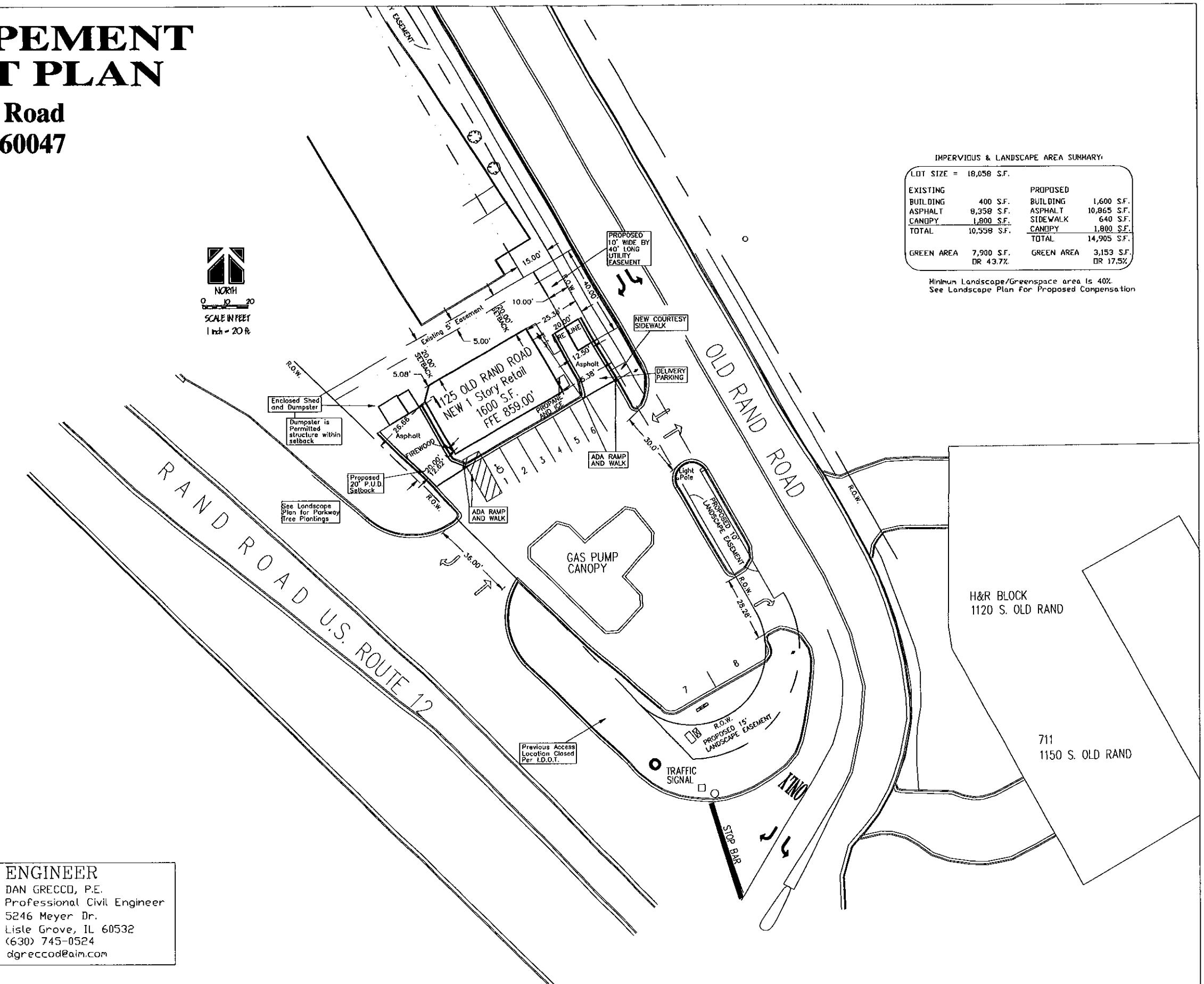
C6

Date
APR 27, 2014



DEVELOPMENT CONCEPT PLAN

**1125 S. Old Rand Road
Lake Zurich, IL 60047**



OWNER
Attn:
Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782

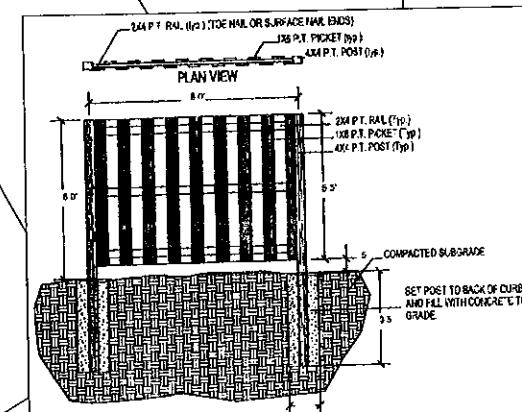
ENGINEER
DAN GRECCO, P.E.
Professional Civil Engineer
5246 Meyer Dr.
Lisle Grove, IL 60532
(630) 745-0524
dgreccod@aim.com

PUD DEVELOPMENT CONCEPT PLAN	
NEW SALES BUILDING FOR: MR. JASSI SANDHU 1125 S. OLD BAND ROAD LAKE ZURICH, IL 60047	
C7	C7
<p>Architect: Joe Meyer & Associates 135 Park Avenue Burlington, IL 60010 (847) 382-0000 meyer@bma.com</p> <p>Client Engineer: Dan Greco, P.E. 5248 Meyer Drive Lake, IL 60047 (847) 385-0324 dgreco@bma.com</p> <p>Scale: AS SHOWN</p> <p>Sheet: C7</p> <p>Date: APRIL 11, 2014</p>	

Architect:	Joe Mayer & Associates 135 Park Avenue Barrington, IL 60010 (847) 382-0200 mayer-architects@bci-global.net
Civil Engineer:	Dan Greco, P.E. P.O. Box 561 Downers Grove, IL 60515 (847) 385-0524 dgreco-cod@statepac.net
Scale:	AS SHOWN
Sheet:	C8

OWNER

Attn:
Mr. Jassi Sandhu
 1125 S. Old Rand Road
 Lake Zurich, IL 60047
 (847) 254-1782



PLANT SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY.
Qma	<i>Quercus macrocarpa</i>	Bur Oak	3" cal. B & B	3
Agr	<i>Amelanchier x Grandiflora</i>	Apple Serviceberry	3" cal. B & B	4
Gdi	<i>Gymnocladus dioicus</i>	Kentucky Coffeetree	3" cal. B & B	2
Gln	<i>Ginnala</i>	Amur maple	3" cal. B & B	3
Txn	<i>Taxus Media</i>	Nigra Yew	36" B & B	18
Jcs	<i>Juniperus Chinensis</i>	Sargent Juniper	36" B & B	9
Rok	<i>Rosa 'Knockout'</i>	Knockout Rose	36" B & B	27
Spb	<i>Spirea xblumalda 'Gold Flame'</i>	Gold Flame Spirea	24" B & B	9
Syp	<i>Syringa petiolaris 'Miss Kim'</i>	Miss Kim Lilac	36" B & B	18
Sdk	<i>Sedum Kamtschaticum</i>	Yellow Stonecrop	3"	192
Prmc	<i>Coreopsis Verticillata</i>	Moonbeam Coreopsis	1 gal.	33
Pey	<i>Hemerocallis Species</i>	Stella De Oro Daylily	1 gal.	85
Prp	<i>Heuchera Micrantha</i>	Purple Palace Coralbell	1 gal.	46
Pgb	<i>Rudbeckia Goldstrum</i>	Black Eyed Susan	1 gal.	5
Pfw	<i>Hosta Selsboldiana</i>	Frances William Hosta	1 gal.	14
Ptg	<i>Pennisetum Species</i>	Fountain Grass	2 gal.	10
Pdg	<i>Pennisetum Hameln</i>	Dwarf Fountain Grass	2 gal.	5
Caa	<i>Calamagrostis acutiflora 'Karl Foerster'</i>	Karl Foerster Reed Grass	2 gal.	14
Elc	<i>Elymus canadensis</i>	Canada Wild Rye	2 gal.	25

IMPERVIOUS & LANDSCAPE AREA SUMMARY

LOT SIZE = 18,058 SF.	PROPOSED
EXISTING	
BUILDING 400 SF.	BUILDING 1,600 SF.
ASPHALT 8,358 SF.	ASPHALT 10,965 SF.
CANOPY 1,800 SF.	SIDEWALK 64 SF.
TOTAL 10,558 SF.	CANOPY 1,800 SF.
	TOTAL 15,005 SF.
GREEN AREA 7,900 SF.	GREEN AREA 3,053 SF.
OR 43%	OR 16.9%

Minimum Landscape/Greenspace area is 40%.
 See Landscape Plan for Proposed Compensation

10% GREEN = 7,223 SF.
 LESS PROPOSED 3,053 SF.
 Difference 4,170 SF.

Proposed Private Landscaping 2,400 SF.
 Proposed Public Landscaping 2,883 SF.
 Total 5,283 SF.

Remaining Public Turf Area 4,433 SF.

Notes:
 All proposed planting beds to be amended with 3" Organic Compost, with spaded edge.

All planting beds to be covered with 3" layer of Premium Hardwood Mulch, with spaded edge.

Contractor to guarantee plant material for one year from time of planting.

Contractor encouraged to stake trees, as he will be responsible for plants remaining plumb until the end of the guarantee period.

Plant sizes listed are the minimum size required. Plants that do not meet these minimum requirements shall be rejected at the contractors expense.

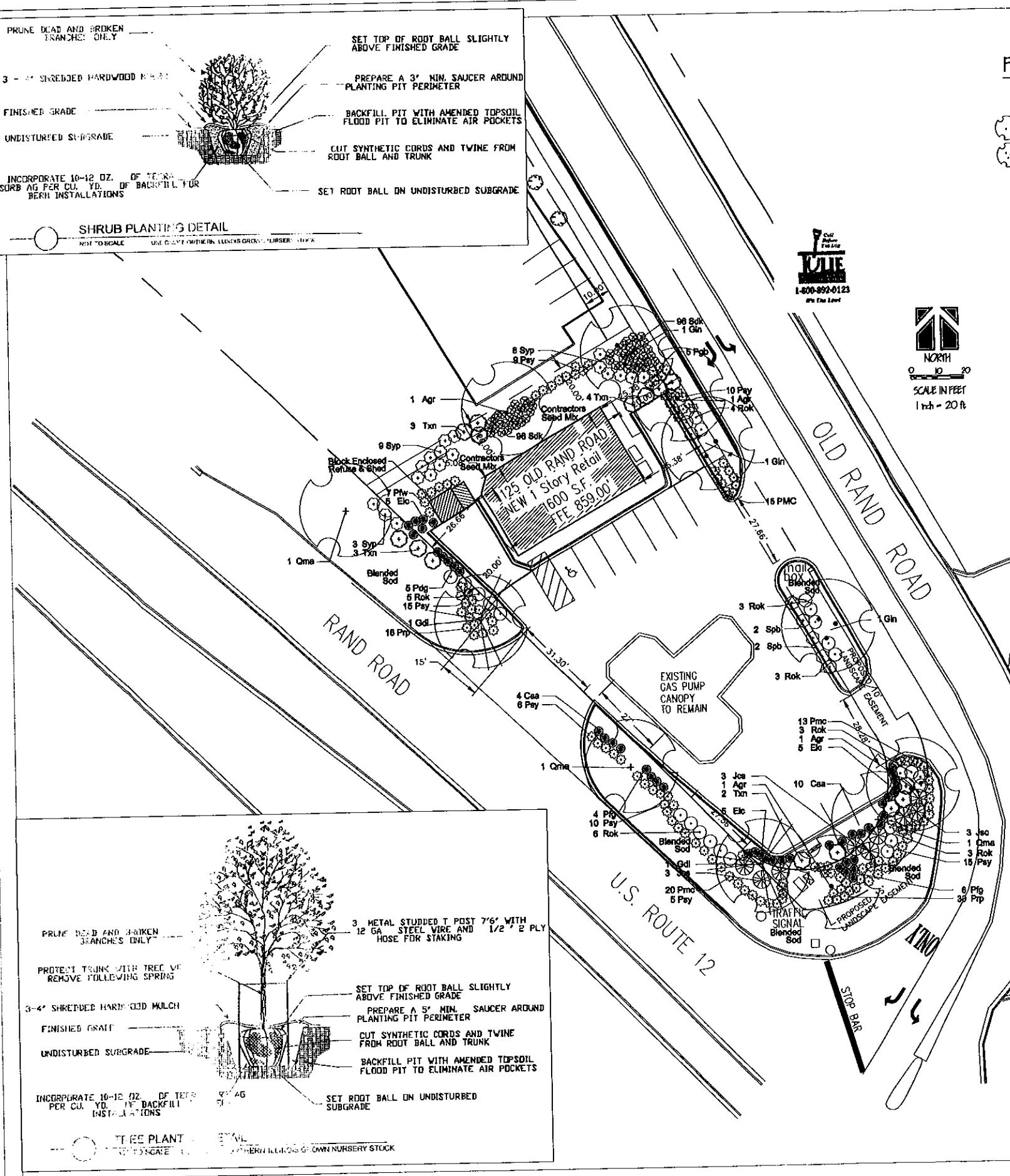
No Plant species or sizes shall be substituted without prior approval from the Engineer.

All plantings shall be watered thoroughly in the first 24 hours after planting. The Contractor shall ensure all air pockets have been removed around the root ball.

Contractor shall verify all material quantities on site.

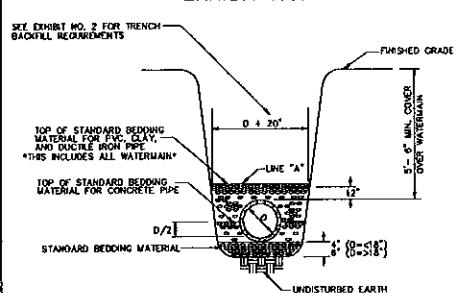
All plant material to be Northern Illinois Grown, and with the exception of low type Juniper, Groundcovers, and perennials be balled and burlap 'B & B' unless otherwise specified. Plant Material to be grown in accordance to standards set by the American Association of Nurserymen.

Contractor's Seed Mix:
 30% Atlantic Kentucky Bluegrass
 20% Baron Kentucky Bluegrass
 20% Rio Annual Ryegrass
 15% Dennant III Perennial Ryegrass
 15% Epic Strong Creeping Red Fescue



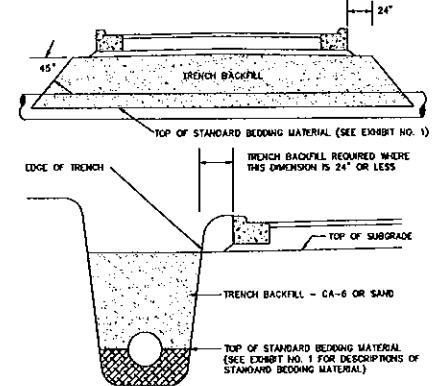
NOTE: DETAILS ARE NOT TO BE CHANGED IN ANY WAY. LEAVE ALL DETAILS ON SHEET EVEN IF THEY DO NOT APPLY TO CURRENT IMPROVEMENTS. CHANGING OF DETAILS DOES NOT CHANGE REQUIREMENTS.

EXHIBIT NO. 1



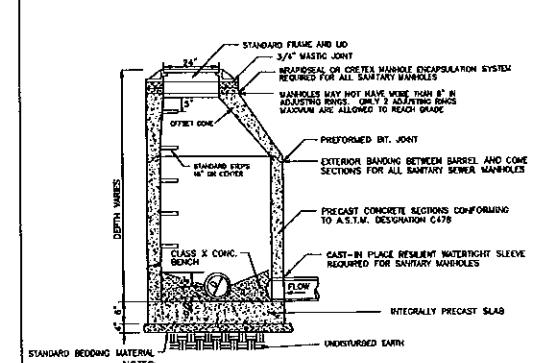
NOTES:
1. STANDARD BEDDING MATERIAL FOR NON-PLASTIC PIPE INCLUDING ALL
2. STANDARD BEDDING MATERIAL FOR PLASTIC PIPE SHALL CONFORM TO
3. SELECTED BEDDING MATERIAL SHALL BE PLACED TO LINE "A".
4. Voids left by sheeting shall be filled with standard bedding material
AS THE SHEETING IS REMOVED.

EXHIBIT NO. 2



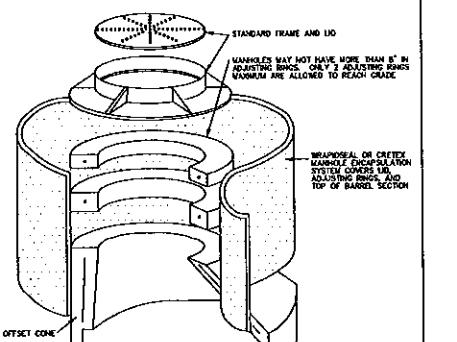
NOTES:
1. TRENCH BACKFILL SHALL CONFORM TO THE PROVISIONS OF ARTICLE 206 OF
2. TRENCH BACKFILL AS DETAILED ELSEWHERE SHALL BE USED TO CALCULATE
3. ADDITIONAL TRENCH BACKFILL NECESSARY TO FILL A TRENCH
4. WATER TIGHT SEALANT REQUIRED FOR ALL SANITARY SEWER
MANHOLES.

EXHIBIT NO. 3



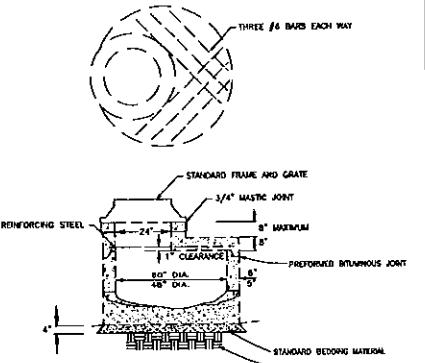
NOTES:
1. FOR SEWERS 24 INCHES OR LESS IN DIAMETER, USE 48 INCH
2. INSEAL OR CRETIX SHALL BE INSTALLED ON ALL SANITARY SEWER
3. WRAPIDSEAL MANHOLE ENCAPSULATION SYSTEMS ARE REQUIRED, ANY
4. WRAPIDSEAL OR CRETIX SHALL BE INSTALLED IN ACCORDANCE WITH
MANUFACTURER'S PROCEDURES AND INSTRUCTIONS.

EXHIBIT NO. 4



NOTES:
1. WRAPIDSEAL OR CRETIX SHALL BE INSTALLED ON ALL SANITARY SEWER
2. WRAPIDSEAL MANHOLE ENCAPSULATION SYSTEMS ARE REQUIRED, ANY
3. WRAPIDSEAL OR CRETIX SHALL BE INSTALLED IN ACCORDANCE WITH
MANUFACTURER'S PROCEDURES AND INSTRUCTIONS.

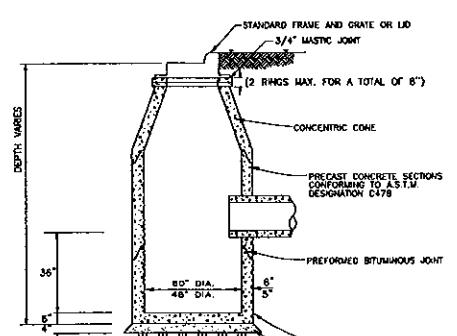
EXHIBIT NO. 5



NOTES:
1. A 6" THICK SLAB TOP MAY BE ALLOWED FOR 48" DIAMETER RESTRICTED
2. A WRAPIDSEAL MANHOLE ENCAPSULATION SYSTEM SHALL BE REQUIRED
3. NO STEPS ARE REQUIRED IN RESTRICTED DEPTH CATCH BASINS.

TYPICAL TRENCH AND STANDARD BEDDING

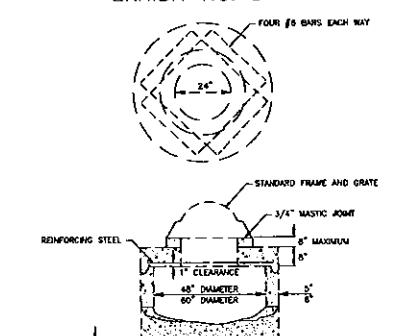
EXHIBIT NO. 7



NOTES:
1. FOR SEWER PIPES 24 INCHES OR LESS IN DIAMETER, USE 48 INCH
2. OUTLET PIPE SHALL BE NO LESS THAN 12 INCHES IN DIAMETER.
3. STEPS ARE REQUIRED IF THE CATCH BASIN IS OVER 7' IN DEPTH.
4. STEPS ARE TO BE 16" ON CENTER, ON THE OPPOSITE SIDE FROM
THE OUTLET PIPE.

TRENCH BACKFILL

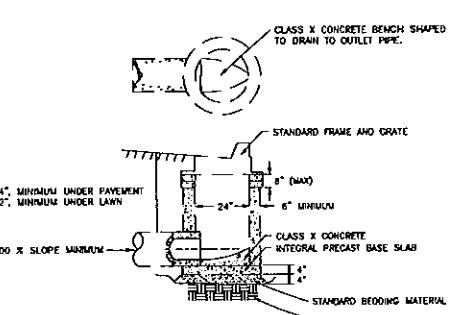
EXHIBIT NO. 8



NOTES:
1. A 6" THICK SLAB TOP MAY BE ALLOWED FOR 48" DIAMETER RESTRICTED
2. NO STEPS ARE REQUIRED IN RESTRICTED DEPTH CATCH BASINS.

STANDARD MANHOLE

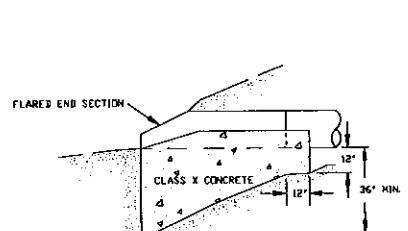
EXHIBIT NO. 9



NOTES:
1. INLET BARREL SECTIONS SHALL CONFORM TO A.S.T.M. DESIGNATION C478.
2. MINIMUM PIPE SIZE FOR INLETS IN PUBLIC STREETS IS 10" DIAMETER.
3. DUCTILE IRON PIPE SHALL BE USED IN FADED AREAS OF PUBLIC
STREETS FOR INLET PROTECTION IF LESS THAN 3 FEET OF COVER
IS PROVIDED.

WRAPIDSEAL MANHOLE ENCAPSULATION SYSTEM

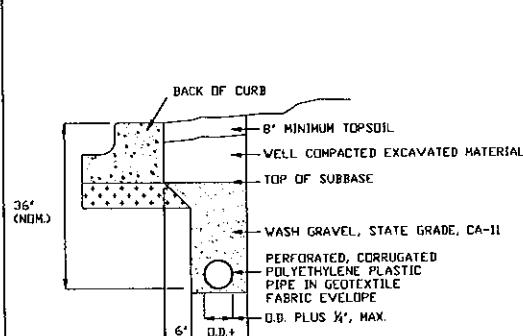
EXHIBIT NO. 10



NOTES:
1. WIDTH OF THE FOUNDATION SHALL BE THE SAME AS THE WIDTH OF THE
2. THE BOTTOM OF THE FOUNDATION SHALL REST ON UNDISTURBED EARTH,
3. A FOUNDATION SIMILAR TO THIS FOUNDATION SHALL BE CONSTRUCTED
UNDER ALL PRECAST HEADWALLS.

FLAT TOP FOR RESTRICTED DEPTH MANHOLE

EXHIBIT NO. 11



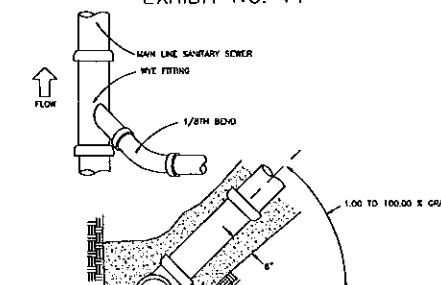
CATCH BASIN

EXHIBIT NO. 12

STREET	PAVEMENT DESIGN
MAJOR	4" GRANULAR SUB-BASE 3" AGGREGATE MIXTURE 2" BITUMINOUS BINDER COURSE 2" BITUMINOUS SURFACE COURSE
COLLECTOR	3" GRANULAR SUB-BASE 6" BITUMINOUS AGGREGATE MIXTURE 2" BITUMINOUS BINDER COURSE 1 1/2" BITUMINOUS SURFACE COURSE
MINOR	3" AGGREGATE BASE COURSE 5" BITUMINOUS AGGREGATE MIXTURE 2" BITUMINOUS BINDER COURSE 1 1/2" BITUMINOUS SURFACE COURSE
CUL-DE-SAC	SAME AS MINOR
MARGINAL ACCESS	SAME AS MINOR
IN BUSINESS AND INDUSTRIAL DISTRICTS	3" GRANULAR SUB-BASE 6" BITUMINOUS AGGREGATE MIXTURE 3" BITUMINOUS CONCRETE

FLAT SLAB TOP FOR RESTRICTED DEPTH C.B.

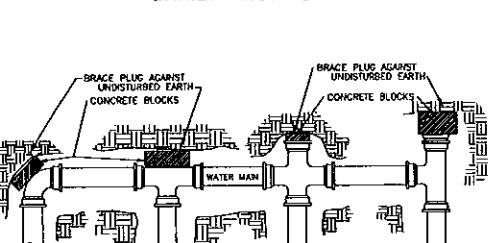
EXHIBIT NO. 14



NOTES:
1. THIS EXHIBIT IS APPLICABLE TO FOUR (4) OR (6) INCH SANITARY
2. THE BEDDING UNDER THE YVE FITTING AND STUD SHALL BE
3. THE SANITARY SERVICE CONNECTION PIPE SHALL BE Laid IN A STRAIGHT LINE
4. SECURELY PLUG THE END OF THE SERVICE CONNECTION.

INLET

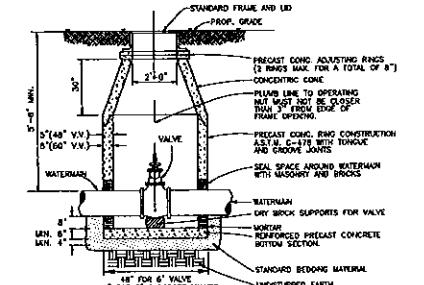
EXHIBIT NO. 15



NOTES:
1. PROVIDE THRUST BLOCKING TO PREVENT MOVEMENT OF LINES
2. ALL BLODING SHALL BE MADE FROM CONCRETE BLOCKS
3. ALTERNATE METHODS OF RESTRAING WATER MAIN COMPONENTS SHALL
4. NO BOD IS ALLOWED IN THE THRUST BLOCKS.
5. MEGALOUS SERIES 1100 OR APPROVED EQUAL ARE REQUIRED AT ALL JOINTS.

FOUNDATION FOR FLARED END SECTION

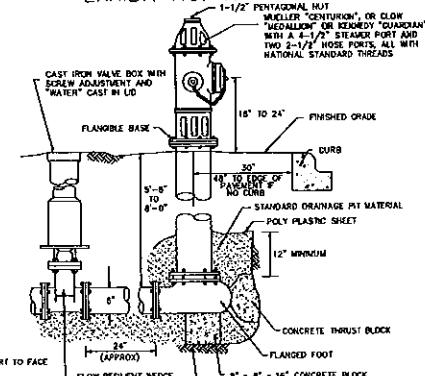
EXHIBIT NO. 16



NOTES:
1. WATER MAIN 8 INCHES OR MORE IN DIAMETER SHALL REQUIRE
2. INSTALL MINIMUM 4" OF SELECTED GRANULAR BACKFILL
3. PIPE OPENDS SHALL BE CAST INTO WALL
4. STRUCTURE FRAME, ADJUSTING RINGS, AND ALL
5. FILL LUB HOLES WITH BITUMINOUS JOINT MATERIAL
6. HYDRANT TO BE PLACED ACCORDING TO THE STANDARD SPEC.
7. HEAVY DUTY HYDRANT AS DESCRIBED IN THE STANDARD SPEC.
8. HEAVY DUTY HYDRANT AS DESCRIBED IN THE STANDARD SPEC.

UNDERDRAIN

EXHIBIT NO. 17



NOTES:
1. STEAKER PORT TO FACE
2. PROVIDE 2 FOOT DIAMETER
3. HYDRANT TO BE PLACED
4. CONCRETE THRUST BLOCK
5. FLANGED FOOT
6. FLOW RESILIENT NEDGE
7. CONCRETE BLOCK
8. UNDISTURBED EARTH

FIRE HYDRANT

PROJECT NO. 1/10/03

DETAILS NTS

SCALE 1

DESIGNED BY DTM

DRAWN BY DTM

CHECKED BY EL

MINIMUM STANDARDS FOR STREET DESIGN

REVISIONS

VILLAGE OF LAKE ZURICH	REVISIONS
70 EAST MAIN STREET	
LAKE ZURICH, IL 60047	
(847) 540-1694	

VILLAGE OF LAKE ZURICH DETAILS

SHEET 1

VILLAGE OF LAKE ZURICH DETAILS

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SCALE AS SHOWN

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NOTE: DETAILS ARE NOT TO BE CHANGED IN ANY WAY. LEAVE ALL DETAILS ON SHEET EVEN IF THEY DO NOT APPLY TO CURRENT IMPROVEMENTS. CHANGING OF DETAILS DOES NOT CHANGE REQUIREMENTS.

EXHIBIT NO. 13

THESE STANDARDS SUPERCEDE ALL OTHER STANDARDS

Lake Zurich Utility Material Standards

Sanitary Sewer PVC 50R - 26, meeting requirements of ASTM - 3034

Depth over joint - 12" - 14" - 16" - 18"

Service Lateral: PVC 50R 40 or better, SDR 15 or 26

1/4" to 3/8" crushed stone, stone to CA-11, 12" over the top of pipe

Pro-Root, Concrete Boots and Rubber Boots

Crushed Aggregate and Lake Zurich Type 1 self-sealing Mortar "Sanitary Sewer"

Wreapped Module Excavation System is required on all sanitary manholes

Contractor shall be qualified by manufacturer's requirements and Wreapped

External bonding between manholes shall be required

Wreapped shall be bonded to the manholes and sealed from the outside

Fiberglass stops

The casting must be ductile iron or steel

Manufactured pipe must be used between the pipe and casting

Permit required to be filled through the casting, with concrete mortar on the ends

Cast iron must be isolated by the Standard Specifications for Water and

Sewer Construction in Illinois 5th Edition, 1995, with all services considered as main

if PVC pipe (50R) is used, 1/2" solid copper tubing is required for location purposes

Casing

The casting must be ductile iron or steel

Manufactured pipe must be used between the pipe and casting

Permit required to be filled through the casting, with concrete mortar on the ends

Cast iron must be isolated by the Standard Specifications for Water and

Sewer Construction in Illinois 5th Edition, 1995, with all services considered as main

if PVC pipe (50R) is used, 1/2" solid copper tubing is required for location purposes

Watermain

Fire Hydrants Ductile Iron, 5 1/4" with Auxiliary Valve

Kennedy Guard, 5 1/4" with Auxiliary Valve

5 1/4" - Box-type (2 hose nozzles and 1 pump/nozzle)

Polk Safety Red

Class 52 Ductile Iron, current lead, Megalite Series 1100 required of all fittings

Water main connection with polyethylene film CA-7 to CA-11, 12" over the top of pipe

Cast iron, American Flare Control

Kennedy Reduced, Megalite Series 500 NRS

Resident Valve 1/2" to 1" General

Mechanical Reducer Valve

Cast iron fittings and pipe joints

Cast iron fittings and Lake Zurich Type 1 self-sealing Mortar "Water"

The casting must be ductile iron or steel

Manufactured pipe joints must be used between the pipe and casting

Permit required to be filled through the casting, with concrete mortar on the ends

Cast iron must be isolated by the Standard Specifications for Water and

Sewer Construction in Illinois 5th Edition, 1995, with all services considered as main

if PVC pipe (50R) is used, 1/2" solid copper tubing is required for location purposes

Manholes

Casing

1. PVC manholes 12" with 12" diameter

2. Manholes 12" with 12" diameter

3. Manholes 12" with 12" diameter

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107. Manholes 12" with 12" diameter

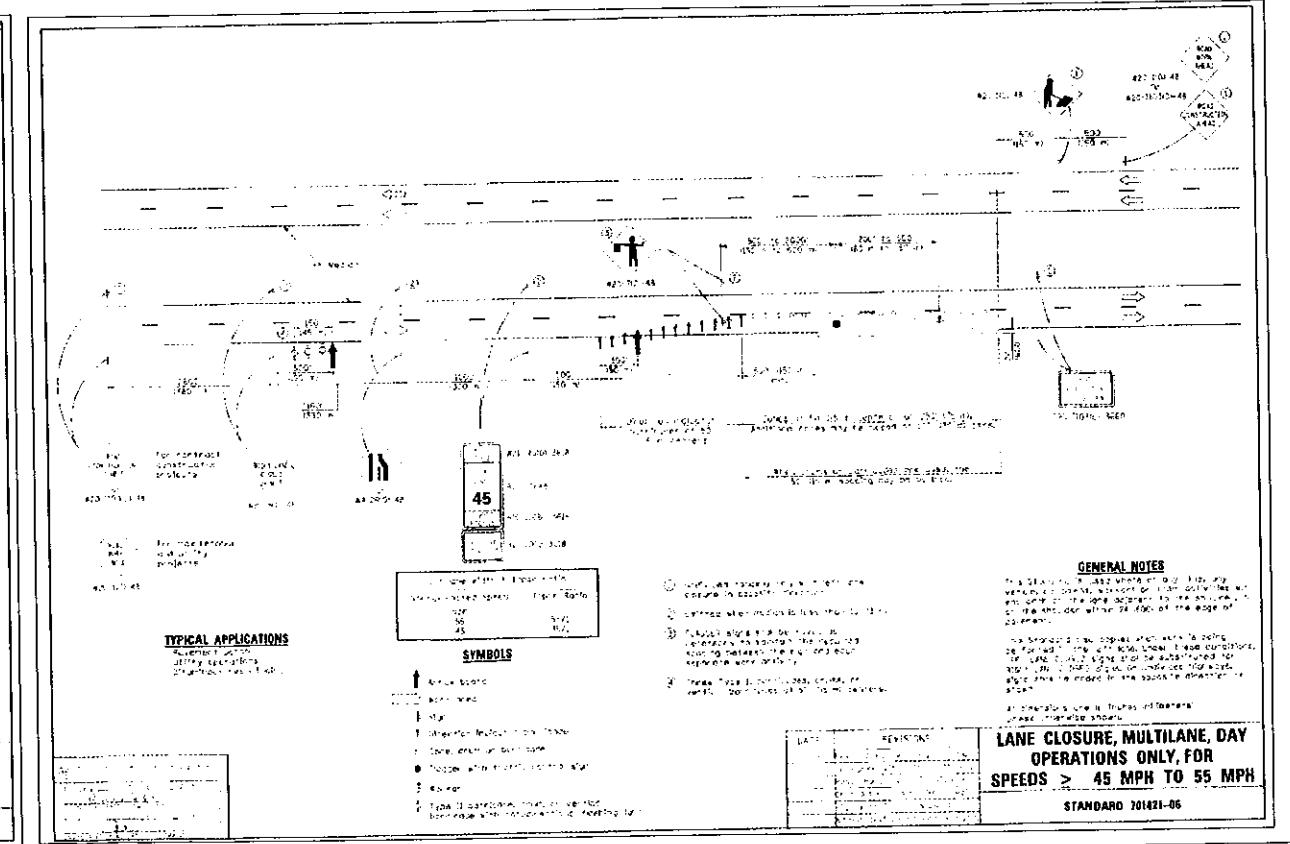
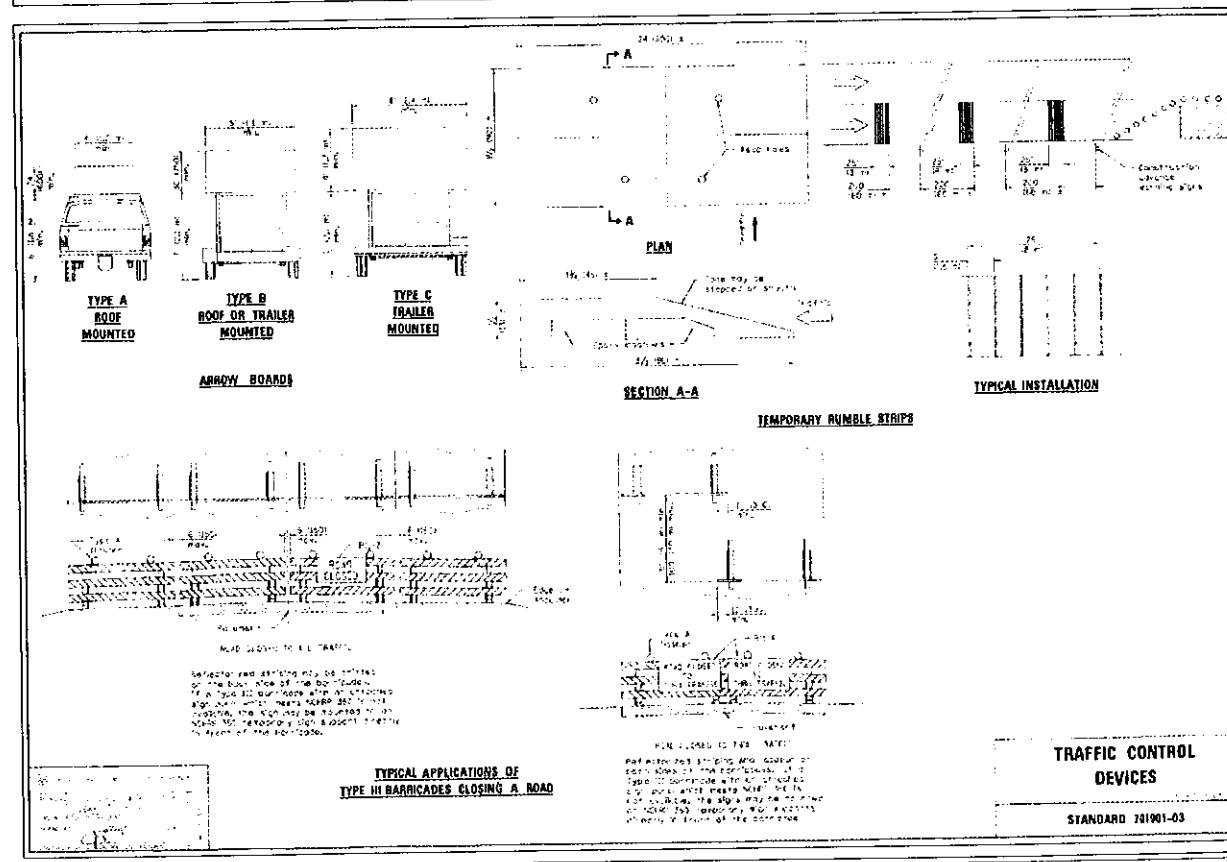
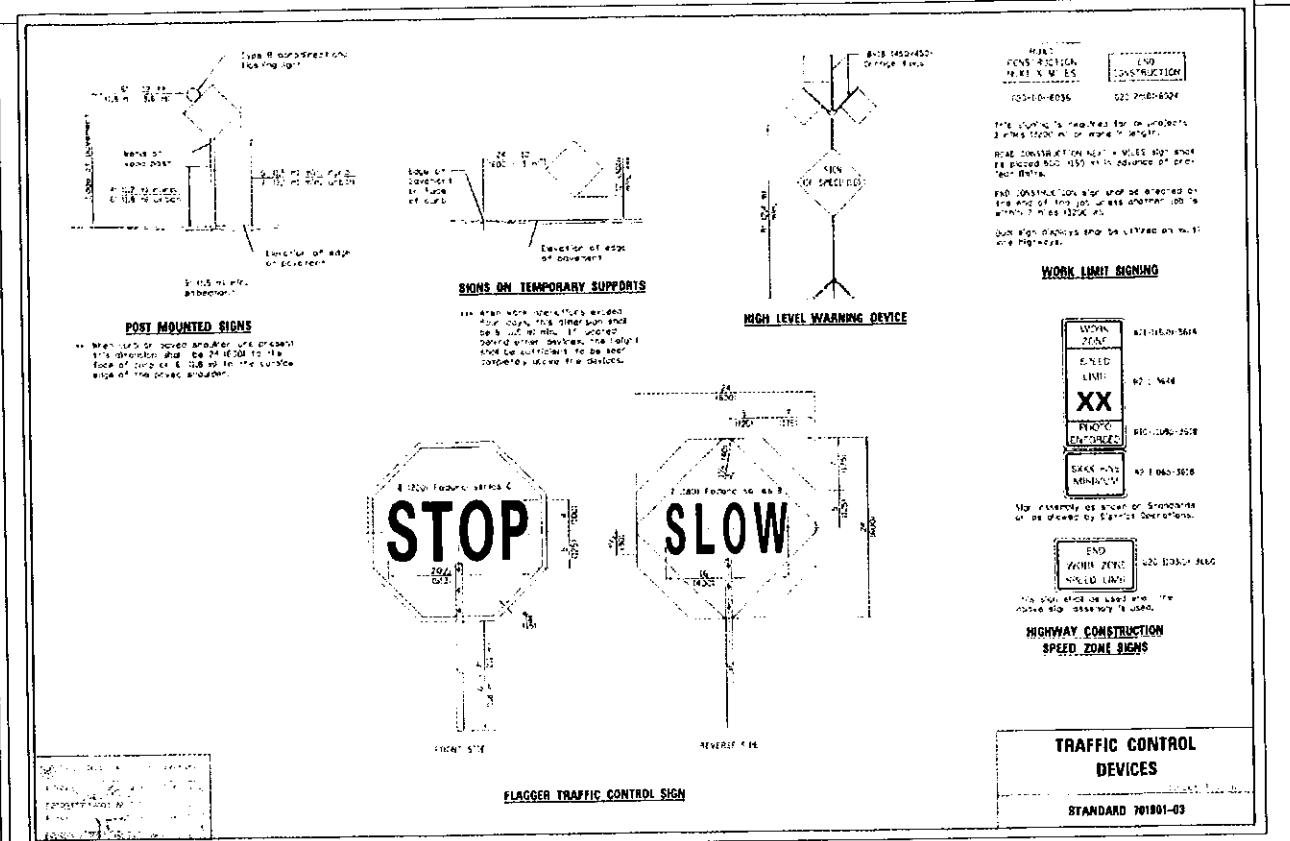
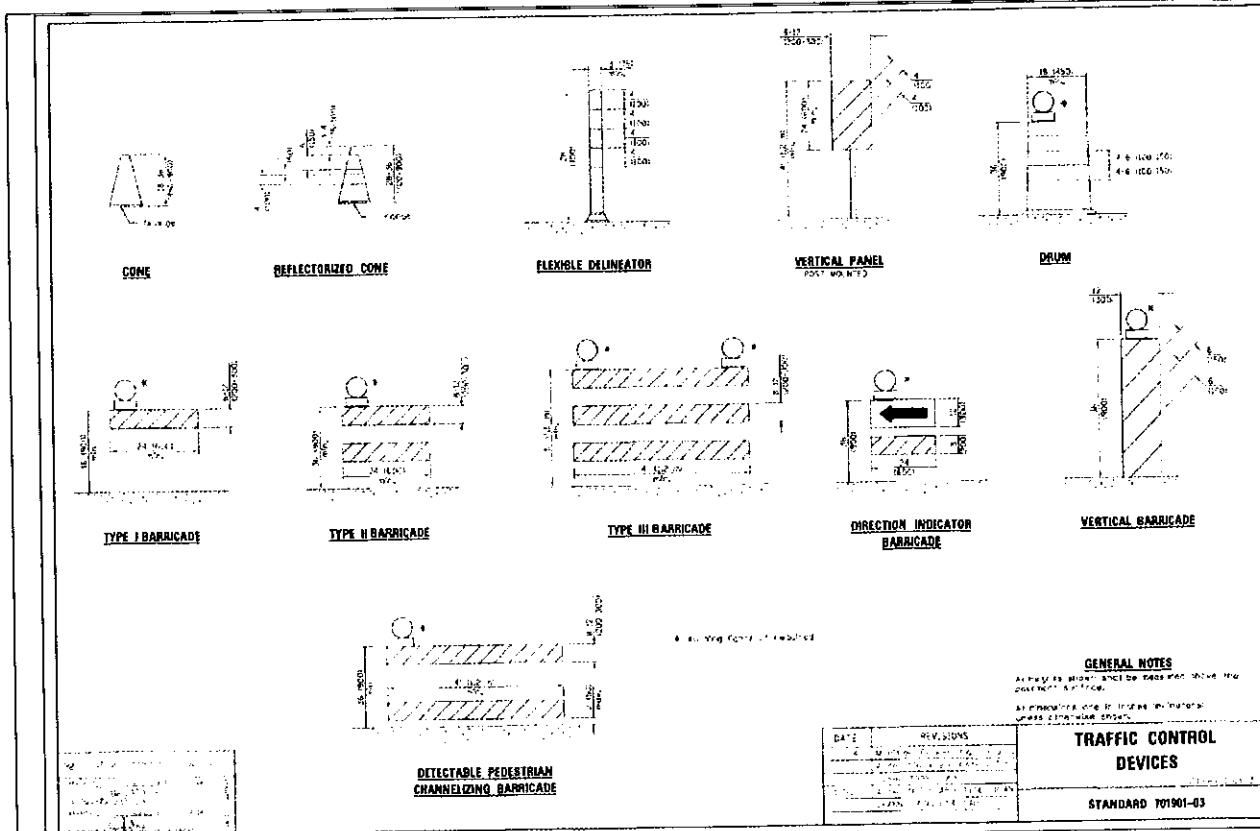
108. Manholes 12" with 12" diameter

109. Manholes 12" with 12" diameter

110. Manholes 12" with 12" diameter

111. Manholes 12" with 12

NOTE: DETAILS ARE NOT TO BE CHANGED IN ANY WAY. LEAVE ALL DETAILS ON SHEET EVEN IF THEY DO NOT APPLY TO CURRENT IMPROVEMENTS. CHANGING OF DETAILS DOES NOT CHANGE REQUIREMENTS.



C12

PROJECT:
NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1105 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

DETAIL SHEET 4

Architect: Joe Meyer & Associates
135 Park Avenue
Barrington, IL 60010
(847) 382-0200
meyer@wmhassociates.com

Civil Engineer: Dan Gretton, P.E.
5246 Marquette Drive
Lake Forest, IL 60045
(847) 745-0026
drgretton@att.net

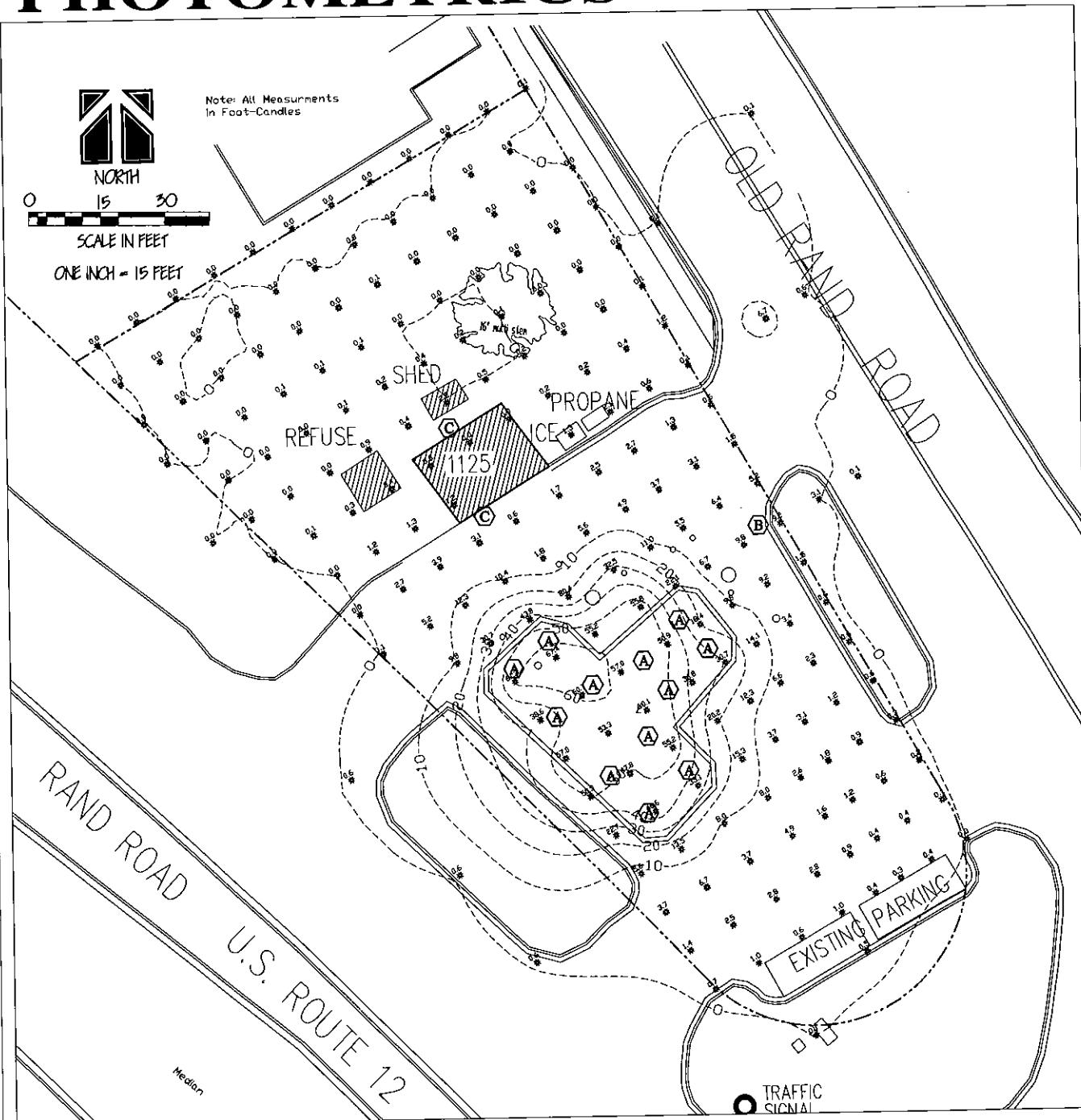
Scale: AS SHOWN

Sheet: C12

Date: April 22, 2014

EXISTING SITE PHOTOMETRICS

1125 S. Old Rand Road
Lake Zurich, IL 60047



Existing Lighting Summary⁺

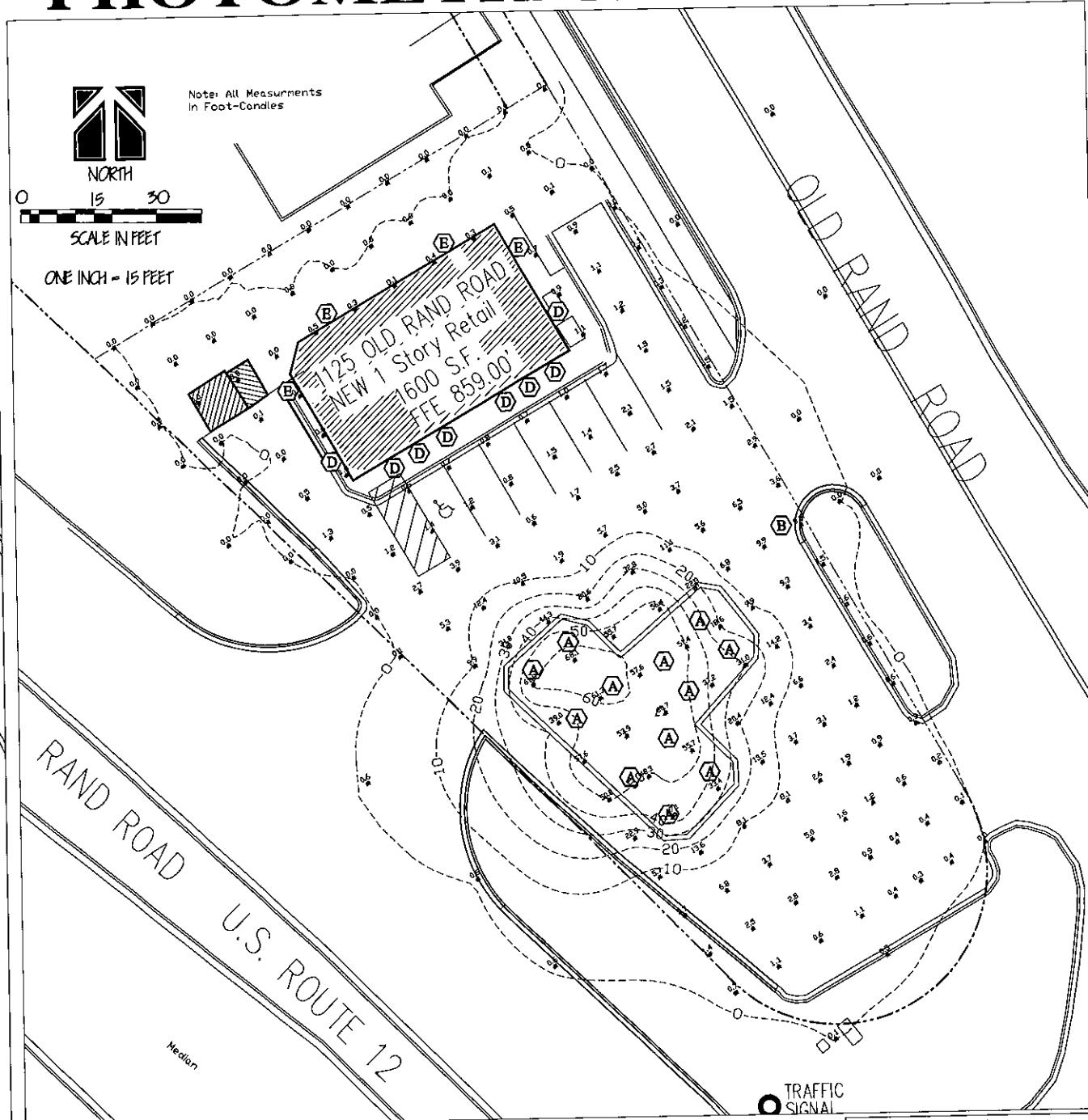
Maximum: 68.3 F.C.
Minimum: 0.0 F.C.
Average: 7.2 F.C.

⁺ Overall Lighting Levels reduced by 1/3 from previous submittal, due to recalibrating of digital light meter.

*Previous unconverted lux reading measurement corrected.

PROPOSED SITE PHOTOMETRICS

1125 S. Old Rand Road
Lake Zurich, IL 60047



Lighting Legend

- (A) 127 Watt L.E.D, recessed within Canopy
- (B) 300 Watt L.E.D, Pole Mounted Spot
- (C) 300 WATT H.P.S., Spot Mounted on Building
- (D) 8 Watt L.E.D, Gooseneck, shielded
- (E) 8 Watt L.E.D, Wall mounted with cutoff optics

Proposed Lighting Summary⁺

Maximum: 68.3 F.C.*
Minimum: 0.0 F.C.
Average: 7.3 F.C.

ENGINEER
DAN GRECCO, P.E.
Professional Civil Engineer
5246 Meyer Dr.
Listle Grove, IL 60532
(630) 745-0524
dgreccod@aim.com

OWNER
Mr. Jassi Sandhu
1125 S. Old Rand Road
Lake Zurich, IL 60047
(847) 254-1782

EXISTING & PROPOSED
SITE PHOTOMETRICS

Architect & Associates
Joe Meyer & Associates
135 Park Avenue
Barrington, IL 60010
(847) 382-0250
meyer-richman@barrglobal.net

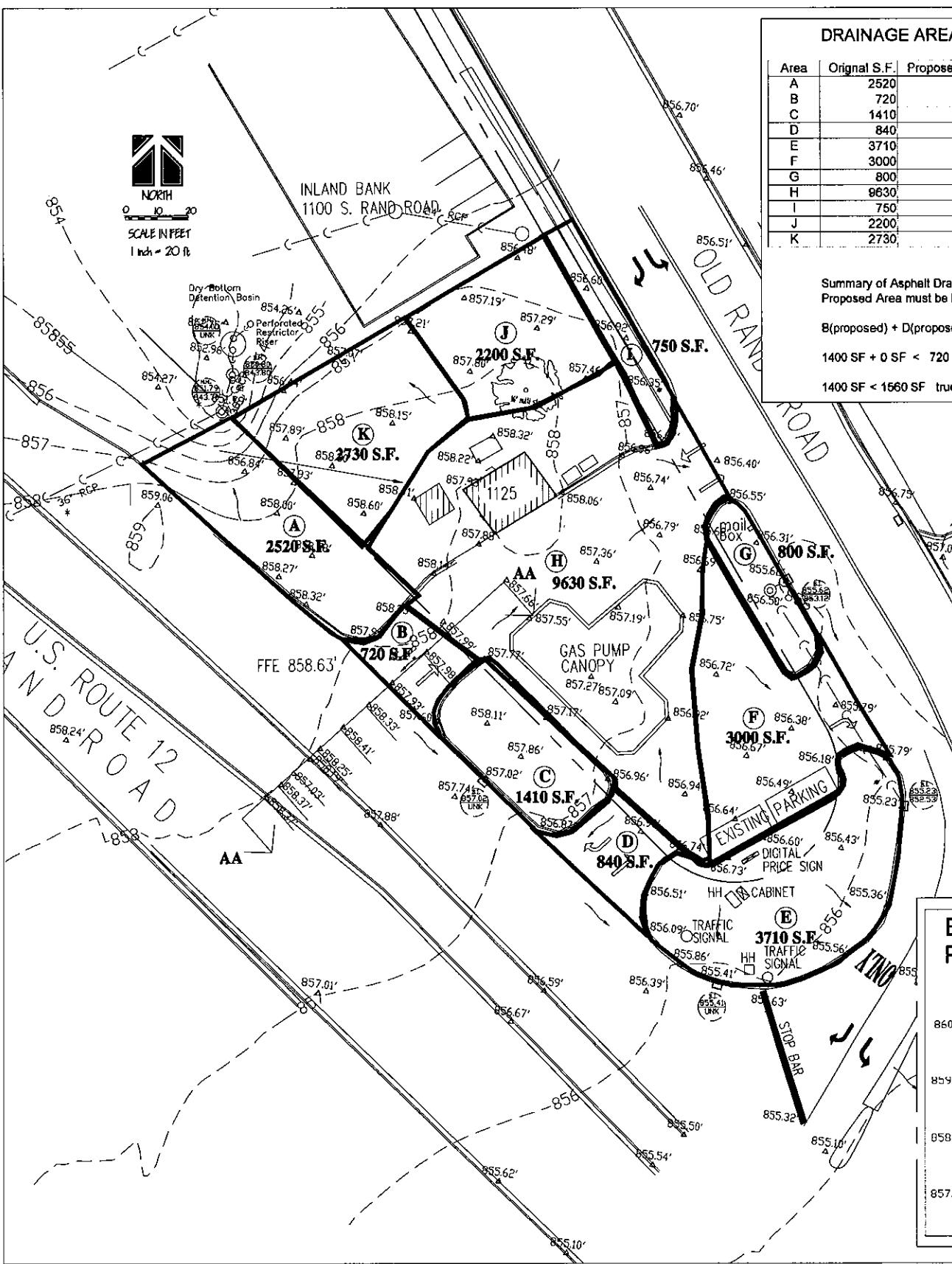
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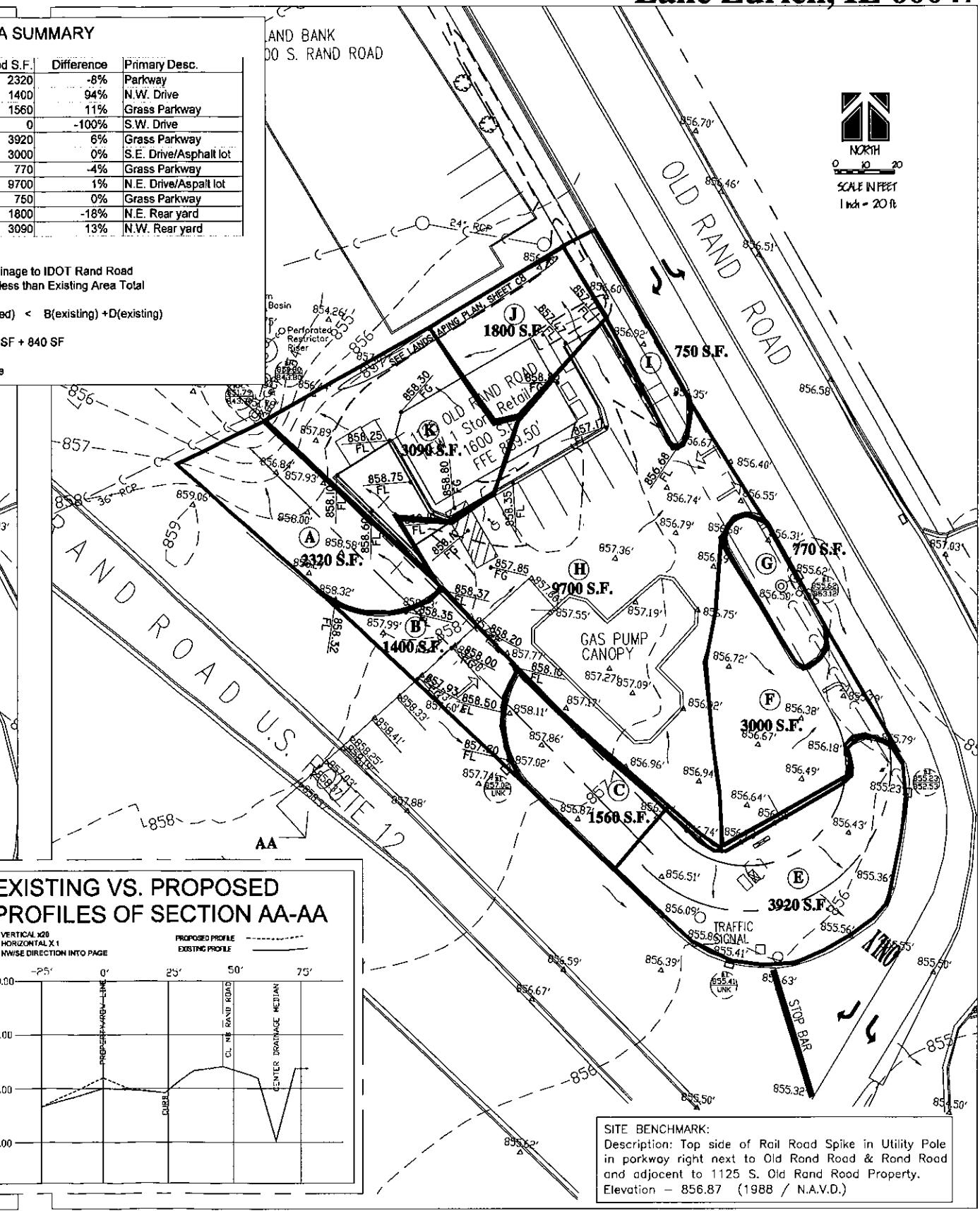
Date: April 23, 2014

EXISTING VS. PROPOSED DRAINAGE AREAS

EXISTING



PROPOSED



New Sales Building
1125 S. Old Rand Road
Lake Zurich, IL 60047

SHEET: C14

NEW SALES BUILDING FOR:
MR. JASSI SANDHU
1125 S. OLD RAND ROAD
LAKE ZURICH, IL 60047

Architect
Joe Mayer & Associates
135 Park Avenue
Barrington, IL 60010
(847) 382-0200
mayer_wichman@hughesglobal.net

Civil Engineer
Dan Greco, P.E.
5248 Meyer Drive
Lake, IL 60032
(847) 745-0524
dgreco@slim.com

SCALE AS SHOWN
SHEET C14
Date APRIL 22, 2014

ZONING REVIEW

PROJECT: MARATHON GAS STATION REDEVELOPMENT
SPECIAL USE PERMIT, SITE PLAN, EXTERIOR APPEARANCE,
PLANNED UNIT DEVELOPMENT (PUD)
LOCATION: 1125 S. OLD RAND ROAD
REVIEWED BY: MARY MEYER
DATE: MAY 12, 2014
DOCUMENTS
REVIEWED: REVISED PLANS WITH COVER LETTER DATED 4/23/14, ZONING CODE, LAND DEVELOPMENT CODE

Marathon Gas Station has appeared previously at the Plan Commission, and did not proceed to the Board Trustees due to Illinois Department of Transportation (IDOT) denying the proposal. To satisfy IDOT, Marathon has removed one of their Rand Road accesses, and widened both remaining accesses (Rand and Old Rand). As no other changes have been made impacting zoning, attached is a copy of previous zoning review, with change noted below:

Driveway Entrance: Required: Commercial 2-way driveway entrances shall be between 20 feet and 40 feet in width at the right-of-way line.
Proposed: Approximately 70 feet at right-of-way line, and 36 feet at property line.

Conclusion

- Special Use permit, Site Plan, Exterior Appearance and Planned Unit Development approvals shall be based on zoning code standards.
- Relief is sought via Planned Unit Development for reduced front yards, reduced landscaped surface area, elimination of sidewalk installation, exterior display, and increased lighting levels.
- Additional relief include allowance of increased driveway entrance widths, with the closure of one driveway entrance.

ZONING REVIEW

PROJECT: MARATHON GAS STATION REDEVELOPMENT
SPECIAL USE PERMIT, SITE PLAN, EXTERIOR APPEARANCE,
PLANNED UNIT DEVELOPMENT (PUD)
LOCATION: 1125 S. OLD RAND ROAD
REVIEWED BY: MARY MEYER
DATE: MARCH 11, 2014
DOCUMENTS
REVIEWED: APPLICATION DATED 12/16/13 WITH A TTACHMENT RESPONSE LETTER
RECEIVED FEBRUARY 21, 2014, PLANS C, 2, 4, C1-C10 OF 10, L LANDSCAPING
PLAN, ZONING CODE, LAND DEVELOPMENT CODE (SHEET C3 SHOWN AT 1"
= 20', SCALES AT 1" = 15')

Marathon gas station has existed at the 1125 S. Old Rand Road for decades, previously known as the Clark gas station. Marathon applied for and received approval in 2007 to redevelop the site keeping the gas pumps and adding an expanded 1,800 square foot convenient store and Dunkin Donuts drive-thru; this project was not constructed and is null and void. The new proposal eliminates the Dunkin Donuts and drive-thru, but also seeks to keep the pumps as-is, and demolish the small kiosk building to allow an expanded 1,600 square foot convenient store. Review is as follows:

- 1) Zoning: B-1 Local and Community Business.
- 2) Lot Area: Required: 20,000 square feet with allowed reduction to 13,000 square feet for existing lots.
Existing: +/- 18,058 sq.ft.
- 3) Minimum Lot Width: Required: 100 feet.
Existing: 178.26 feet.
- 4) Use/s: Gasoline Service Stations (SIC #554): permitted via Special Use permit (existing use)
Convenient Store (SIC #5411): permitted use
- 5) Maximum Height: Allowed: 35 feet or 2 stories, whichever is less.
Proposed: 17.75 feet, 1 story proposed.
- 6) Minimum Front Yard (Rand-Double Frontage): Required: 25 feet, increased to 50 feet due to Rand Road frontage.
Proposed: Building: 20 feet; 30 foot relief sought via PUD;
Proposed: pavement: +/- 2 feet (existing/proposed); 48 foot relief sought via PUD.
- 7) Minimum Front Yard (Old Rand-Double Frontage): Required: 25 feet.
Proposed: Building: 25.38 feet
Proposed: Pavement: +/- 2 feet; 23 foot relief sought via PUD.
- 8) Minimum Interior Side Yard: Required: 10 feet
Proposed: 20 feet
- 9) Maximum Floor Area Ratio: Allowed: .18

Proposed: .09

10) Minimum Landscaped

Surface Area: Required: 40%

Proposed: 18%; relief sought via PUD.

11) Trash Enclosure: Shall not be located closer to the street than the principal structure; relief sought via PUD to have enclosure within front yard (to remain at Rand). The proposed trash enclosure is noted to response letter to match the materials of the building.

12) Rooftop Mechanical

Equipment: Rooftop mechanical equipment appears full screened by parapet walls.

13) Lighting:

Exterior lighting maximum footcandles allowed is 10.0 on site and 0.5 at property lines. Additionally, lighting shall not produce glare onto roadways. Lighting is proposed with a maximum 68.3 footcandles and 9.3 at property line (at entrance at Old Rand Road). Relief is sought via PUD for lighting levels substantially higher than maximum allowed.

14) Parking:

Utilizing retail use and based on 1,600 square feet, 8 parking spaces are required and provided.

15) Parking Space Sizes:

Standard parking spaces shall be 9X20; 20 feet may be reduced to 18 when an overhang is provided. Handicapped spaces shall be 16 wide. Spaces appear to comply with size restrictions.

16) Landscaping:

Landscaping to be reviewed by Village Planner.

17) Elevations:

Elevations/material details are indicated as split faced block with brick accent at the front and side elevations. Colors appear to be gray block with tan/brown mix brick accent and blue awnings.

18) Exterior Use/s:

At Rand Road, the trash enclosure is proposed to remain. Other structures intended to remain include shed, display of ice chest, propane and firewood. Relief is sought via PUD for noted exterior display on permanent basis.

19) Sidewalks:

Relief is sought via PUD for elimination of public sidewalk installation.

20) Compensating Amenity:

Compensating amenities of cash contribution discussed with Village Planner for public improvements including Village entrance signage and/or landscaping.

Conclusion

- Special Use permit, Site Plan, Exterior Appearance and Planned Unit Development approvals shall be based on zoning code standards.
- Relief is sought via Planned Unit Development for reduced front yards, reduced landscaped surface area, elimination of sidewalk installation, exterior display, and increased lighting levels.

Memo

To: Sam Hubbard, Village Planner
From: Betty Harrison, EQC Supervisor
CC:
Date: May 6, 2014
Re: Staff Review – May 21st Plan Commission Meeting

1. Peapod Parking Lot Expansion
Water and Sewer are located along Capital Drive, no interference with parking lot expansion.
2. Bobber's Restaurant Exterior
No comment on exterior.
3. Marathon Gas Station
 - Several comments made for March 19th commission meeting have been included on submittal.
 - Water service depiction on engineering plan C3 is different from plumbing schematic on P1.
 - Existing meter will be collected by Public Works for final reading.
 - Size of new water meter to be determined by Plumbing Inspector. Cost for meter based on size of new meter.
 - Backflow protection required on domestic water service and fire protection service.
 - Separate irrigation service denoted. Backflow protection required on irrigation service.
 - Backflow devices must be certified upon installation and annually thereafter. Certification results to be submitted to Public Works.
 - Sanitary sewer service from building cannot connect into a manhole. Connection must be made downstream of the manhole.
 - Size of grease trap to be determined by Plumbing Inspector.
 - Design plan must be submitted to Lake County for assessment for the Lake County connection fee.
 - Connection fee for a 2-inch domestic service is \$ 24,000. Credit for the existing ¾-inch water service will be \$ 1,875. Connection fee due is \$ 22,125.
 - 1-inch irrigation connection fee is \$ 2,500.



Civil Engineering
Surveying
Water Resources Management
Water & Wastewater Engineering
Supply Chain Logistics
Construction Management
Environmental Sciences
Landscape Architecture
Land Planning

May 8, 2014

Mr. Sam Hubbard
Village Planner
Village of Lake Zurich
505 Telser Road
Lake Zurich, Illinois 60047

Engineering – Review #3

DEVELOPMENT: Marathon Gas Station – 1125 S. Old Rand Road

DEVELOPER: S.S.B. Petro Inc.

ITEMS RECEIVED:

- 1) Village of Lake Zurich Memorandum Re: Zoning & Preliminary Plan Review for Plan Commission, Dated April 24, 2014
- 2) "3rd Planning Commission Submittal for Marathon Gas Station Improvements" Dated April 23, 2014 from Daniel J. Grecco Addressed to Mr. Tim Jackson – Plan Commission Chairman, Village of Lake Zurich
- 3) "Final Engineers Opinion of Probable Construction Cost for Site Development" Dated April 22, 2014 Prepared by Daniel J. Grecco, P.E.
- 4) "Civil Engineering Plans for: New Sales Building – Marathon Gas Station" Consisting of Sheets C1 through C14 Prepared by Dan Grecco, P.E. Dated Revised April 22, 2014

On behalf of the Village of Lake Zurich, Manhard Consulting, Ltd. has completed a review of the above referenced materials for conformance with the Village ordinances and general accepted engineering practices. We reserve the right to generate additional comments on future submittals. By copy of this letter we request that the Developer address all comments in a response letter and submit the appropriate revisions for further review.

- 1) Per Section IV.A.1.h of the Watershed Development Ordinance (WDO), "Any development which hydrologically disturbs 5,000 square feet or more" requires a Watershed Development Permit (WDP) to be submitted for review of soil erosion and sediment control performance standards. The WDP can be found and printed from <http://www.lakecountyil.gov/Stormwater/FloodplainStormwaterRegulations/PermitsApprovals/Pages/WDOPermitApplication.aspx>.
- 2) An approved IEPA permit will be required for the sewer extension. As discussed during our meeting on January 17, 2014, the Village's requirement of "sanitary sewers shall be constructed at a minimum depth of six feet" could be waived as long as the design meets the IEPA's minimum design standards. If the minimum design standards cannot be met, further discussion with the Village's Utilities Department may be warranted concerning alternative sewer connection locations.
- 3) An IDOT permit will be necessary to perform work within their right-of-way. A copy of obtained permits shall be provided to the Village.

Manhard Consulting, Ltd.

900 Woodlands Parkway • Vernon Hills, Illinois 60061

tel: (847) 634-5550 • fax: (847) 634-0095 • www.manhard.com

ARIZONA • CALIFORNIA • COLORADO • GEORGIA • ILLINOIS • INDIANA • MARYLAND • NEVADA • VIRGINIA

- 4) Please refer to the Public Works – Utilities Division memo for further comments.

If you should have any questions, please do not hesitate to contact me at (847) 325-7318.

Respectfully,
MANHARD CONSULTING, LTD.


Peter Stoehr, P.E.
Municipal Project Manager



VILLAGE OF LAKE ZURICH FIRE RESCUE DEPARTMENT
FIRE PREVENTION BUREAU
1075 OLD MCHENRY ROAD, LAKE ZURICH, ILLINOIS 60047
PHONE: 847.540.5073 • WWW.LZFIRERESCUE.ORG
JOHN M. BZDUSEK SR., DEPUTY FIRE MARSHAL

May 8, 2014

Sam Hubbard
Village Planner
505 Telser Rd.
Lake Zurich, IL 60047

Re: PR14-102 Marathon Site review #2

The Fire Prevention Bureau has conducted a re- review of the site for Marathon Gas Station, 1125 S. Old Rand Road in Lake Zurich. This review is based on the 2006 International Building and Fire Prevention Codes and Local Code amendments. The following items have been noted in this review.

1. The computed Design Flow for the building is 1500 gpm.

L.Z. Municipal Code 10-6-7B

2. A permit for the installation of an automatic fire suppression system (sprinkler system) is required as specified in the Lake Zurich Building Code. The installation shall be in accordance with NFPA 13 and Local Code requirements.

225 ILCS 325 3d
LZBC 8-9-2: 903.2

3. A permit for the installation of an automatic fire detection system (fire alarm system) is required as specified in the Lake Zurich Building Code. The installation shall be in accordance with NFPA 72 and Local Code requirements.

LZBC 8-9-2: 903.4.2

4. Fire lanes shall be provided as specified in the Village of Lake Zurich Municipal Code. Access shall be provided to the sprinkler system fire department connection. TURNING RADII OK

LZBC 8-9-2: 503.7

5. A supervised key box (Knox Box 4400 Series) shall be provided. The key box will be used for emergency access only. Key boxes shall contain two sets of keys to locked points of ingress, whether on the interior or the exterior of the structure, and to locked mechanical, electrical, and elevator control rooms, and other areas

VILLAGE OF LAKE ZURICH FIRE RESCUE DEPARTMENT
321 S. BUESCHING ROAD, LAKE ZURICH, ILLINOIS 60047-3226
PHONE: 847.540.5070 • WWW.LZFIRERESCUE.ORG
DAVID P. WHEELOCK, FIRE CHIEF/DIRECTOR

as directed by the Fire Chief. All exterior doors that access areas common to the overall structure for each structure are required to have hardware that will allow exterior access into the building with use of a single master key whenever possible. The exterior doors that access an individual retail or commercial occupant are required to have hardware that will allow exterior access into the occupancy with use of a single master key whenever possible that is different than the common key.

LZBC 8-9-2: 506.1

6. It is required that the finished building plans be provided in a CAD format. The drawings will be used in the fire departments emergency pre-plan design.

LZBC 8-9-2: 404.5.1

Based on the information provided, the building plans **COMPLY AS NOTED**.

ALL AREAS OF CONCERN HAVE BEEN ADDRESSED.

Please contact the Bureau office at (847) 540-5073, if you have any questions or comments.

Sincerely,

John M. Bzdusek Sr.
Deputy Fire Marshal
Fire Prevention Bureau
John.bzdusek@lakezurich.org

Cc: Daniel Peterson, Director Building & Zoning

ROLF C. CAMPBELL & ASSOCIATES

A MANHARD CONSULTING DIVISION



910 Woodlands Parkway, Vernon Hills, IL 60061
Ph: (847) 735-1000 Fax: (847) 735-1010 www.rccai.com

Consultant Memorandum Via Email

To: Sam Hubbard, Village Planner
Village of Lake Zurich, Illinois

Fr: Rolf C. Campbell & Associates

Date: May 9, 2014

Re: **Sandhu Property - 1125 S. Old Rand Road**
3rd Landscape Plan Review and Comments

Pursuant to your request Rolf C. Campbell & Associates (RCCA) reviewed the following revisions for the referenced project : A Landscape Plan (labeled Sheet C8) dated 4/22/14; Revised Engineering Plans dated 4/22/14. Also attached was a Trash Enclosure sheet (labeled Sheet 6) with a date of 1/28/14.

The following comments are offered for your consideration:

1. Comparing the Landscape Plan to the Site Plan, the southwest entrance from the site onto Route 12 has been removed and added and relocated landscaping and green space has been provided. We recommend this change as submitted.
2. As mentioned in the email dated April 25, 2014 from the Village Planner, the Village Arborist has appraised the 16" multi-stem tree and does not need to be preserved.
3. Pursuant to Title 9, Chapter 8, Section 8-103 of the Village of Lake Zurich Zoning Ordinance, landscaping is required along the lot lines. The amount of landscaping to be provided is established in Sections 8-104; 8-105 and 8-106 of the Zoning Ordinance. Section 8-104 establishes "standard plant units"; Section 8-105 establishes specific "Opacity Values" based upon surrounding zoning abutting the subject site; and, Section 8-106 establishes the required minimum number of standard plant units.

The following Tables below identify and compare the number of plantings required to be planted in the buffer yards, as well as the additional number of plants needed to be in compliance with the Village Zoning Ordinance. Parkway trees are not included in these Tables regarding buffer yards, but Parkway trees are addressed in a section following these Tables.

Northeast Lot Line Landscape Area - (Old Rand Road)			
30% Opacity Required	10' Width Min.	2 Plant Units per 100'	
+/- 190 Linear Feet* 4 Plant Units Required	4 Plant Units Required Based on Unit C		
Types of Plants	Plan dated 2-17-14	Revised Plan dated 4-22-14	Required
3" Cal. Shade Trees	4	4**	4
3' Evergreen Shrubs	8	8	8
36" Shrubs	20	20	20

Northwest Lot Line Landscape Area – (B-1 – Local and Community Business)			
10% Opacity Required	3' Width Min.	1 Plant Unit per 100'	
+/- 109 Linear Feet*	1.5 Plant Units Required Based on Unit C		
1.5 Plant Units Required			
Types of Plants	Plan dated 2-17-14	Revised Plan dated 4-22-14	Required
3" Cal. Shade Trees	2	2**	2
3' Evergreen Shrubs	8	3	3
36" Shrubs	10	8	8

Southwest Lot Line Landscape Area - (Rand Road – US Rt. 12)			
30% Opacity Required	10' Width Min.	2 Plant Units per 100'	
+/- 192 Linear Feet*	4 Plant Units Required Based on Unit C		
2 Plant Units Required			
Types of Plants	Plan dated 2-17-14	Revised Plan dated 4-22-14	Required
3" Cal. Shade Trees	4	4**	4
3' Evergreen Shrubs	10	8	8
36" Shrubs	28	15	20

Previously the Applicant had provided the required amount of landscaping for the southwest lot line on the landscape plan dated 2-17-14. To meet the Village landscape ordinance, five (5) additional 36" shrubs need to be provided.

Southeast Lot Line Landscape Area - (Old Rand Road)			
30% Opacity Required	10' Width Min.	2 Plant Units per 100'	
+/- 95 Linear Feet*	2 Plant Units Required Based on Unit C		
2 Plant Units Required			
Types of Plants	Plan dated 2-17-14	Revised Plan dated 4-22-14	Required
3" Cal. Shade Trees	2	2	2
3' Evergreen Shrubs	17	5	4
36" Shrubs	10	3	10

Previously the Applicant had provided the required amount of landscaping for the southeast lot line on the landscape plan dated 2-17-14. To meet the Village landscape ordinance, seven (7) additional 36" shrubs need to be provided.

* Based on Tax Map

** We recommend including these Shade Trees/Parkway Trees in the Parkway Tree Requirements (See Comment #4 as follows) due to the existing conditions of the site with limited on-site buffer area in comparison to the available Parkway Area available for planting of these Shade Trees.

4. In addition to the above lot line landscape requirements Title 7, Chapter 6, Section 7-6-2-3 of the Village Code requires parkway trees be provided at a rate of one (1) large shade tree per 50' at 3" Caliper. The Applicant appears to have indicated the required amount of parkway trees, which is 7 parkway trees; however, again, the Village may want to review these proposed plantings with the jurisdictions controlling these road R.O.W.'s.

5. As mentioned in the email dated April 25, 2014 from the Village Planner, the trash enclosure will be constructed of concrete block to match the building with a wood swinging gate as indicated on the Trash Enclosure Plan dated 1-28-14.
6. According to Title 10 Chapter 6, Section 10-6-18-A1 of the Village Code, the Landscape Architect or other qualified professional that prepared the Landscape Plan is to sign and seal the Landscape Plan. The Applicant was previously requested to identify the professional who designed the Landscape Plan and we did not find the information in the 2/21/14 Applicants response letter.

If you have any questions or comments, please contact our office

am:bd:p:lakezurich/ Sandul 125 S. Old Rand Rd.#15065-312/LAreview05-09-14.

Village of Lake Zurich

Kevin Finlon
Chief of Police



Police Department

Support Services Division

Serving with Pride

Interdepartmental Memorandum
Commander David M. Bradstreet

April 29, 2014

To: Sam Hubbard
Subject: 1125 South Old Rand Road (Lake Zurich Marathon)

Representatives of the Lake Zurich Police Department have reviewed the building plans for the Lake Zurich Marathon and recommend the following:

- View of interior of structure unobstructed by landscaping or signs
- No trespassing / loitering signs
- Dual "Do Not Enter" signs that conform to MUTCD standards are recommended for the southeast exit. One sign should be placed at each side of the exit facing towards South Old Rand Road
- Dual "Right Turn Only" signs that conform to MUTCD standards are recommended at the southeast exit. One sign should be placed at each side of the exit facing towards Rand Road.
- Contact the Crime Prevention Unit or Traffic Safety Unit to obtain information regarding information on a private property traffic enforcement contract

Respectfully

David M. Bradstreet

David M. Bradstreet
Commander of Administration



At the Heart of Community

COMMUNITY SERVICES DEPARTMENT
Building and Zoning Division

505 Telser Road
Lake Zurich, Illinois 60047

(847) 540-1696
Fax (847) 726-2182
LakeZurich.org

MEMORANDUM

Date: May 6, 2014

To: Jason T. Slowinski, Village Manager

From: Sam Hubbard, Village Planner

Subject: Zoning Application for Site Plan Approval at 710 North Old Rand Road

A handwritten signature in black ink, appearing to read "Sam Hubbard". It is written in a cursive, flowing style with a large, stylized initial 'S'.

Issue: Robert Razes (the "Applicant") is the owner of property located at 710 N. Old Rand Rd and has submitted a zoning application for Exterior Appearance approval to allow for a new façade on the building at the subject property and has proposed the establishment of a new restaurant called "Bobber's" within the existing building. The application has been heard by the Plan Commission, who voted unanimously to recommend approval of the Exterior Appearance.

Analysis: The Plan Commission held a public meeting on May 21, 2014 to consider the application for Exterior Appearance approval and voted 6-0 in favor of a recommendation of approval. The Applicant has proposed the removal of the deteriorated wood siding on the southern and western sides of the building and its replacement with a combination of ornamental stone, dryvit, windows, and small portions of wood siding. The northern and eastern elevations would be refurbished with a fresh coat of paint to compliment the dryvit and stone. The Plan Commission found the new façade to be an improvement over the existing wood siding and compatible with the surrounding residential homes.

Recommendation: Staff concurs with the recommendation of approval by the Plan Commission and recommends approval of the attached ordinance. Approval of the Exterior Appearance will allow the applicant to improve the existing building and will facilitate his goal to open up a new restaurant at the subject property.

w/Attachments:

1. Approval Ordinance (including the Staff Report dated 5/16/14 as an exhibit)
2. Application Cover Letter and Elevations
3. Village Review comments from:
 - a. Zoning, dated 5/12/2014
 - b. Fire Department, dated 5/8/2014

d. Police Department, dated 4/29/2014

ORDINANCE NO. 2014-_____

**AN ORDINANCE GRANTING EXTERIOR APPEARANCE APPROVAL
(Bobbers Restaurant – 710 N. Old Rand Road)**

WHEREAS, Robert Razes (“Applicant”), as property owner of the proposed Bobbers Restaurant, to be located at 710 N. Old Rand Road in the Village of Lake Zurich, said property legally described in **Exhibit A** (“Property”), filed an application with the Village on April 23, 2014 (“Application PC 2014-05 #2), seeking Exterior Appearance approval for changes to the façade of the restaurant building; and

WHEREAS, said Property is located within the B-1 Local and Community Business District in the Village of Lake Zurich; and

WHEREAS, following proper notice, the Plan Commission at its regular meeting on May 21, 2014, considered Applicant’s presentation and request for approval; and

WHEREAS, the Plan Commission has now considered the application and all of the facts and circumstances affecting this application, including staff reports and recommendations, all as set forth in the May 16, 2014 STAFF REPORT from Village Planner Sam Hubbard to the Plan Commission, consisting of 9 pages and attached hereto as **Exhibit B**, which the Plan Commission has adopted as their own findings and recommendations; and

WHEREAS, the Plan Commission reviewed the exterior appearance plans submitted by the Applicant which will involve the removal of the wood siding, its replacement with a combination of decorative stone, dryvit, windows, and siding, the removal of an existing attached shed addition on the side of the building and the addition of a small entrance vestibule to the main entry; and

WHEREAS, the Mayor and Board of Trustees have considered the findings and recommendations of the Plan Commission and have considered all of the facts and circumstances affecting the application, and have determined that the application satisfies the applicable standards in Section 21-103 of the Lake Zurich Zoning Code for the grant of Exterior Appearance approval.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: Recitals. The foregoing recitals are incorporated herein as findings of the Mayor and Board of Trustees, and all Exhibits referenced herein are made a part of and incorporated into the grant of this Exterior Appearance approval of this Ordinance.

SECTION 2: APPROVALS. The following approval of the exterior building façade changes requested by the Applicant showing changes to the south and east elevations of the current building located at 710 N. Old Rand Road is hereby approved, said Exterior Appearance plans and changes to be as shown on and attached hereto as **Exhibit C**. This approval is hereby expressly conditioned on the proper and continuing maintenance of these changes to the exterior façade of the building on the Property.

SECTION 3: COMPLIANCE WITH ALL CODES. That all requirements set forth in the Zoning and other applicable Codes of the Village of Lake Zurich, as would be required by any owner of property zoned in the same manner as the property described above, shall be complied with, except as otherwise provided in this Ordinance.

SECTION 4: FINDINGS AND RECOMMENDATIONS. The findings, recommendations and conditions of the Plan Commission and the staff reports and filings provided to the Plan Commission are hereby accepted as the Board's own and shall be made a part of the official record for the application and are attached hereto as Exhibits B, C & D.

SECTION 5: SEVERABILITY. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 6: CONFLICTS. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval as provided by law.

PASSED THIS _____ day of _____, 2014.

Ayes:

Nays:

Absent:

APPROVED this _____ day of _____, 2014.

Tom Poynton
Mayor

ATTEST:

Kathleen Johnson
Village Clerk

EXHIBIT A
Legal Description of Property

LOTS "D", 3, 4, 5 AND THE SOUTH 10 FEET OF LOT 6 IN JOHN KOFFEN SUBDIVISION ON LAKE ZURICH, BEING A SUBDIVISION OF PART OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED SEPTEMBER 19, 1910, AS DOCUMENT 131288, IN BOOK "H" OF PLATS, PAGE 77, IN LAKE COUNTY, ILLINOIS.

EXHIBIT B

Staff Report

The May 16, 2014 STAFF REPORT, consisting of 8 pages and including the Code standards and requirements and findings of fact, along with the additions, changes and modifications to said STAFF REPORT adopted by the Plan Commission in its one page written approval, all consisting of 9 pages.

APPLICATION PC 2014-05 #2

AGENDA ITEM 4B

Community Services Dept.
• Building & Zoning
• Public Works
505 Telser Road
Lake Zurich, IL 60047



Phone: (847) 540-1696
Fax: (847) 726-2182
Web: www.LakeZurich.org

STAFF REPORT

To: Chairperson Jackson and Members of the Plan Commission

From: Sam Hubbard, Village Planner

CC: Daniel A. Peterson, Manager of Building & Zoning

Date: May 16, 2014

Re: **PC 2014-05 #2 Zoning Application for Bobbers Restaurant, 710 N. Old Rand Road**

Summary: Robert Razes (the “*Applicant*”) is the property owner for the proposed Bobbers Restaurant to be located at 710 North Old Rand Road and legally described in **Exhibit A** attached hereto (the “*Subject Property*”). The Applicant filed an application with the Village of Lake Zurich received April 23, 2014 (the “*Application*”) seeking Exterior Appearance approval to allow for changes to the facade on the building.

The Subject Property is within the Village’s B-1 Local & Community Business District.

No public hearing sign was placed on the property and no notice was published in the newspaper because Exterior Appearance approval does not require a public hearing.

Preliminary Findings: The Applicant is proposing changes to the façade on the south and east elevations of the building located at 710 N. Old Rand Rd. This building previously housed Eng’s Tea House. The proposed changes encompass the removal of the dilapidated wood siding and its replacement with a combination of decorative stone, dryvit, windows, and small portion of wood siding. As part of the façade

changes, an existing attached shed addition on the side of the building will be removed and a small entrance vestibule will be added to the main entryway. The remaining two elevations will not be altered with the exception of a fresh coat of paint. Since color elevations have not been provided, the applicant should clarify that the color of the new exterior will be harmonious with the color of the new façade materials.

Detailed staff reviews from the Building and Zoning Division, Public Works, Police Department, and Fire/Rescue Department, are attached.

The Applicant has included a response letter addressing staff reviews. This letter included revised elevations showing all sides of the building as well as labels for exterior materials.

Recommendation: Your recommendation should be based on the standards included in Section 21-103 Standards for Exterior Appearance Approval.

Please refer to Exhibit B for Staff's responses to these zoning standards. The Zoning Code requires that a recommendation should be made only after all standards of approval have been met. Based on Staff's review, all of the standards for approval have been met and therefore staff recommends the Plan Commission make these standards a part of the official record for the Application.

Staff recommends **approval** of the Exterior Appearance subject to any terms and conditions as may be discussed at the public meeting.

Should you have any questions, please call me at 847-540-1759.

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

LOTS "D", 3, 4, 5 AND THE SOUTH 10 FEET OF LOT 6 IN JOHN KOFFEN SUBDIVISION ON LAKE ZURICH, BEING A SUBDIVISION OF PART OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED SEPTEMBER 19, 1910, AS DOCUMENT 131288, IN BOOK "H" OF PLATS, PAGE 77, IN LAKE COUNTY, ILLINOIS.

EXHIBIT B
REVIEW OF COMPLIANCE WITH ZONING STANDARDS
FOR 710 NORTH OLD RAND ROAD

21-103 STANDARDS AND CONSIDERATIONS FOR EXTERIOR APPEARANCE APPROVAL

In their consideration of applications for exterior appearance approval, the Plan Commission and the Board of Trustees shall consider and evaluate the propriety of granting the approval in terms of the effect of the application on the purposes for which exterior appearance approval is required. In addition, the Plan Commission and the Board of Trustees shall be guided by the following standards and considerations:

A. General Quality of Design and Site Development. New and existing buildings and structures and appurtenances thereof which are constructed, reconstructed, materially altered, repaired, or moved shall be evaluated under the following quality of design and site development guidelines:

1. Open Spaces. The quality of the open spaces between buildings and in setback spaces between street and facade.

Staff Response: Standard met. There is no change to the location of the building and therefore the open spaces will remain the same.

2. Materials. The quality of materials and their relationship to those in existing adjacent structures.

Staff Response: Standard met. The proposed façade changes utilize high quality materials consisting of ornamental stone and wood siding to complement the existing building. These materials will blend nicely with adjacent structures.

3. General Design. The quality of the design in general and its relationship to the overall character of neighborhood.

Staff Response: Standard met. The proposed façade will not be out of character with the surrounding neighborhood.

4. General Site Development. The quality of the site development in terms of landscaping, recreation, pedestrian access, automobile access, parking, servicing of the property, and impact on vehicular traffic patterns and conditions on site and in the vicinity of the site, and the retention of trees and shrubs to the maximum extent possible.

Staff Response: Standard met. The proposed façade changes will not affect the existing landscaping, recreation, pedestrian access, automobile access, parking, servicing of the property, and will not impact the vehicular traffic patterns and conditions on site and in the vicinity of the site. The renovated façade will not interfere with the retention of trees and shrubs.

B. General Standards for Visual Compatibility. New and existing buildings and structures, and appurtenances thereof, which are constructed, reconstructed, materially altered, repaired, or moved shall be visually compatible in terms of the following guidelines:

1. Height. The height of the proposed buildings and structures shall be visually compatible with adjacent buildings.

Staff Response: Standard met. The existing building height is compatible to surrounding development and there is no change proposed to the height of the building.

2. Proportion of Front Façade. The relationship of the width to the height of the front elevation shall be visually compatible with buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. There is no proposed change to the proportion of the front façade in relation to the height of the building. The existing proportion is acceptable.

3. Proportion of Openings. The relationship of the width to height of windows shall be visually compatible with buildings, public ways, and places to which the building is visually related.

Staff Response: Standard met. This property is somewhat unique in that it is the only commercial property in the immediate vicinity. In that sense, comparison to other buildings in which it is visually related is not directly applicable. However, the addition of a line of new windows on the front of the building is consistent with other structures along the lake.

4. Rhythm of Solids to Voids in Front Facades. The relationship of solids to voids in the front facade of a building shall be visually compatible with buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. The addition of windows on the building makes this structure more compatible with places to which the structure is visually related in that most nearby structures have a similar rhythm of solids to voids.

5. Rhythm of Spacing and Buildings on Streets. The relationship of a building or structure to the open space between it and adjoining buildings or structures shall be visually compatible with the buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. There is no proposed change to the rhythm of spacing and the existing rhythm of the spacing is within the character of the neighborhood.

6. Rhythm of Entrance, Porch, and Other Projections. The relationship of entrances and other projections to sidewalks shall be visually compatible with the buildings, public ways, and places to which it is visually related.

Staff Response: Standard met. The primary entrance, located on the front of the building, is consistent with other buildings to which it is visually related.

7. **Relationship of Materials and Texture.** The relationship of the materials and texture of the facade shall be visually compatible with the predominant materials used in the buildings and structures to which it is visually related.

Staff Response: Standard met. The proposed materials are compatible with the residential character of the neighborhood in which the structure is located.

8. **Roof Shapes.** The roof shape of a building shall be visually compatible with the buildings to which it is visually related.

Staff Response: Standard met. There is no change to the primary roofline of this structure.

9. **Walls of Continuity.** Building facades and appurtenances such as walls, fences, and landscape masses shall, when it is a characteristic of the area, form cohesive walls of enclosure along a street to ensure visual compatibility with the buildings, public ways, and places to which such elements are visually related.

Staff Response: Standard met. There is no change to the façade location and so there will be no alteration to the existing walls of continuity.

10. **Scale of Building.** The size and mass of buildings and structures in relation to open spaces, windows, door openings, porches, and balconies shall be visually compatible with the buildings, public ways, and places to which they are visually related.

Staff Response: The proposed building meets this standard.

11. **Directional Expression of Front Elevation.** A building shall be visually compatible with the buildings, public ways, and places to which it is visually related in its directional character, whether this be vertical character, horizontal character, or non-directional character.

Staff Response: Standard met. There is no change to the existing directional expression of this building.

C. **Additional Standards Applicable to Development in the B-2 Central Business District.** New and existing buildings and structures and appurtenances thereof in the B-2 Central Business District which are constructed, reconstructed, materially altered, or moved shall be evaluated under the following quality of design and site development guidelines in addition to the standards set in Subsections A and B of this Section:

1. **Overall Compatibility.** The proposed improvements should be compatible with adjacent structures and with the overall redevelopment strategy for the B-2 District set forth in the Official Comprehensive Plan.
2. **Building Frontage Lines.** Buildings along Main Street and Old Rand Road should have frontage directly adjacent to the sidewalk right-of-way line. Building

setbacks may be permitted if the area between the building face and the sidewalk is used for outdoor retailing, seating, or usable public-access open space and is compatible with adjacent properties.

3. **Principal Entrance.** Buildings along Main Street and Old Rand Road should have the principal store entrance accessible directly from the public sidewalk. A short private walkway to the entrance may be permissible if it is consistent with the character of the building and adjacent properties.
4. **Entrance Highlights.** Store entrances should be highlighted with architectural features compatible with the overall building design.
5. **Windows.** Windows should be subdivided to emphasize vertical proportions.
6. **Story Distinctions.** The first story of the building should be distinguished from the second story by means of a horizontal lintel, second floor overhang or setback, or similar detail.
7. **Building Materials.** Exterior building materials should be any of the following: brick, masonry, stucco, cementitious products, wood-like vinyl siding, and/or natural wood siding.
8. **Signs.** Sign materials, forms, and designs shall be integral with the building architecture. Custom designed individual letters, carved wood, or etched metal signs will be strongly encouraged. Perpendicular signs extending over the sidewalk may be permitted if limited in size and if compatible with adjacent properties and safety concerns. Back-lighted fluorescent box signs shall be prohibited.

Staff Response: Not applicable as this property is not within the B-2 District.

D. **Additional Standards Applicable to Development in the LP Lake Protection District.** New and existing buildings and structures and appurtenances thereof in the LP Lake Protection District which are constructed, reconstructed, materially altered, repaired, or moved shall be evaluated under the following development guidelines in addition to the standards set in Subsections A, B, and, if applicable, C of this Section:

1. **No Adverse Impact on Views.** The proposed development should create no undue adverse impact on existing views of the lake, subject to the other guidelines in this Subsection D.
2. **Diminution of value.** Impacts on existing views of the lake may be offset by the degree to which the value of the subject property would be diminished by avoidance or elimination of such impacts on existing views.
3. **Protection of Lake Features.** Such diminution in value may be offset, however, by the protection of a valuable existing feature of the lake.
4. **Value of Adjacent Properties.** The use and enjoyment, or value, of adjacent properties should not be adversely affected by the proposed use or development.

Staff Response: Not applicable as this building is not located within the Lake Protection District.

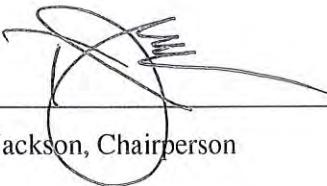
E. Special Considerations for Existing Buildings. For existing buildings, the Plan Commission and the Board of Trustees shall consider the availability of materials, technology, and craftsmanship to duplicate existing styles, patterns, textures, and overall detailing.

Staff Response: Standard met. The proposed façade represents an update to a deteriorated façade and incorporates quality materials that will improve the existing building and be compatible with the neighborhood.

LAKE ZURICH PLAN COMMISSION
FINAL FINDINGS & RECOMMENDATIONS
FOR **710 NORTH OLD RAND ROAD**
MAY 21, 2014

The Plan Commission hereby recommends approval of the Application [PC 2014-05 #2](#), subject to and including the terms, findings, and conditions contained within the Staff Report dated [May 16, 2014](#) for this Application as follows:

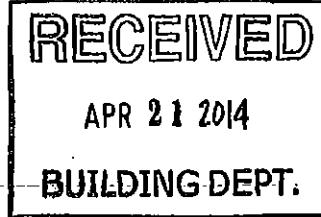
- Without any further additions, changes and modifications.
- With the following additions, changes and modifications:



Tim Jackson, Chairperson

MATOCHA
ASSOCIATES

Architecture, Development, and
Program Management



401 EAST 2nd STREET
STERLING, ILLINOIS 61081
VOICE 630 701 - 7641
FAX 630 701 - 7641
EMAIL GMATOCHA@MATOCHA.COM
WEB WWW.MATOCHA.COM

M

April 18, 2014

Mr. Tim Jackson
Chairman of Plan Commission
Village of Lake Zurich
70 E Main Street
Lake Zurich, Illinois 60047

RE: Application for 580 Capital Drive - Peapod Parking Lot Expansion
Meeting May 21, 2014

Dear Mr. Jackson:

On behalf of Peapod LLC, we are submitting herein the following documents to be presented before the Plan Commission on May 21, 2014. We are requesting Site Plan Approval to for the expansion of the north parking lot at 580 Capital Drive within the I-1 zoning classification. Specifically, we are requesting to expand the existing north parking lot to accommodate more staff after having leased the north half of the building for the expansion of our business. We will be relocating some of the existing trees within the property and adding new when the trees are too large to move. Additionally, we will be adding some additional lighting and one storm drain. All of the above improvements are required as part of our on-going modifications to the interior of the building at 1325 Ensell Road and to expand our sales to our customer.

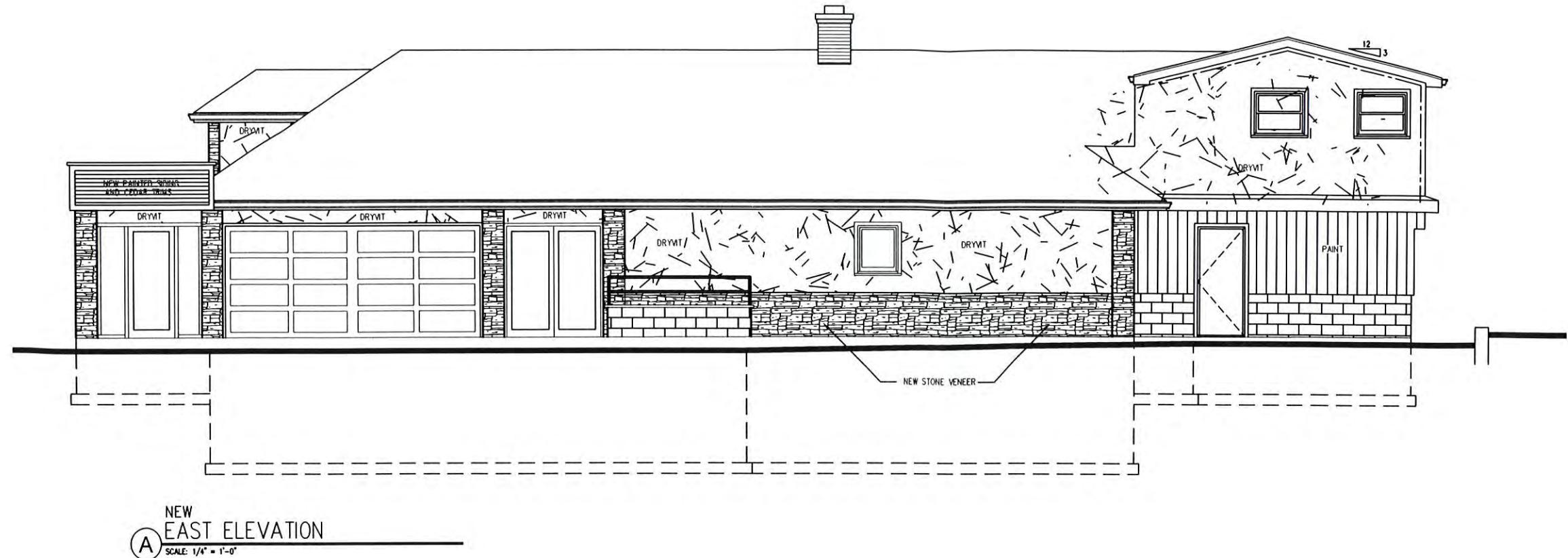
We have moved 50 employees to 580 Capital Drive in order to expand our warehouse capacity and require more parking spaces than the north parking lot has. We anticipate expanding the existing parking lot to the west, which is similar to the design at the south parking lot on this property. We expect our sales and therefore the sales tax that are generated to double over the next five years. We appreciate the opportunity to appear before the Board in reference to our request and your support in moving forward to the Plan Commission later in the month.

Please let me know if you have any questions.

Sincerely
MATOCHA ASSOCIATES

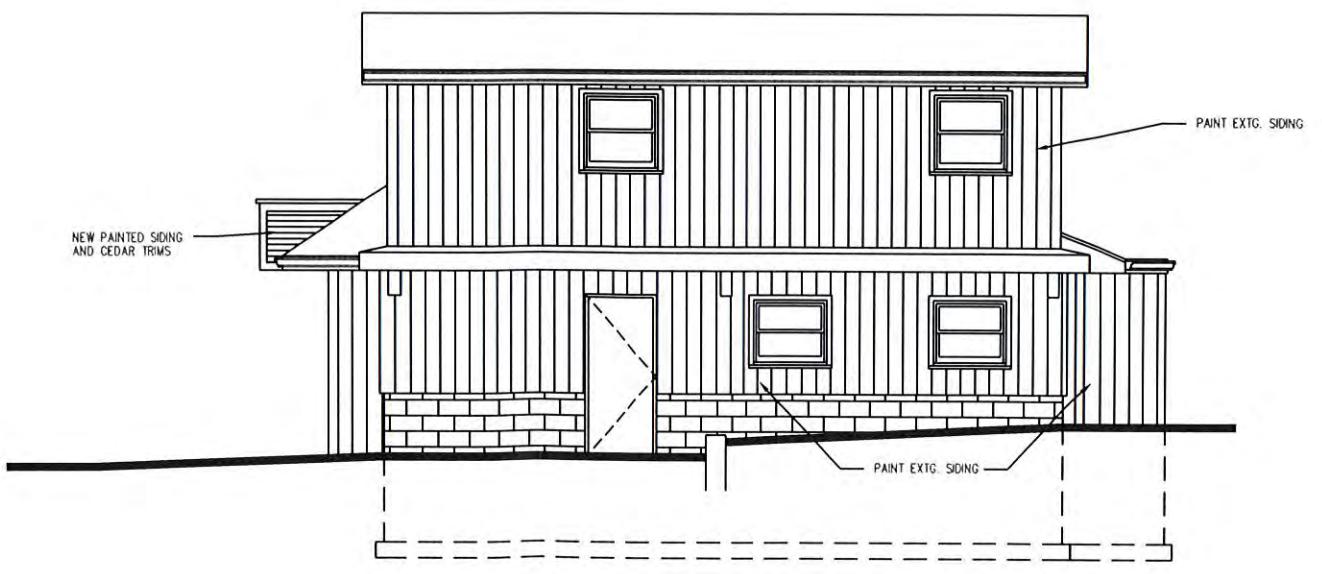
A handwritten signature in black ink that reads "George Matocha".

George R. Matocha, A.I.A.
E-mail sam.hubbard@lakezurich.org
File:https://matochaassociates-my.sharepoint.com/personal/gmatocha_matocha_com/Documents/H-drive/Word
Files/Projects/Pea Pod_Scotty/VILLAGE OF LAKE ZURICH PLAN COMMISSION NOTIFICATION 580 Capital Drive Parking Lot
Expansion 2014 April 17.docx



MATERIALS AND COLOR

Dryvit Exterior Aggregate Textured 100% Acrylic Based Dirt Pickup Resistant Finish Closely resembles: Sandy earth tone	
Stone facade: Titanium Black Quartz Panel Ledger Model: 924200053 Product Type: Quartz Ledger Panel Thickness: 1in. 25mm Closely resembles: Charcoal tones	
Door/Window framing: Tubelite 4500 Low Rise storefront 1-3/4" flat black Exterior glazed	



RECEIVED
MAY 16 2014
BUILDING DEPT.

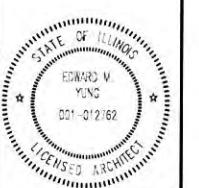
YUNG Architects

ARCHITECTS/PLANNERS/INTERIORS/CONSTRUCTION MANAGERS
300 SOUTH ROBERTS ROAD, INVERNESS, ILLINOIS 60067
TELEPHONE: (847) 845-3552
EMAIL: YUNGARCH@COMCAST.NET

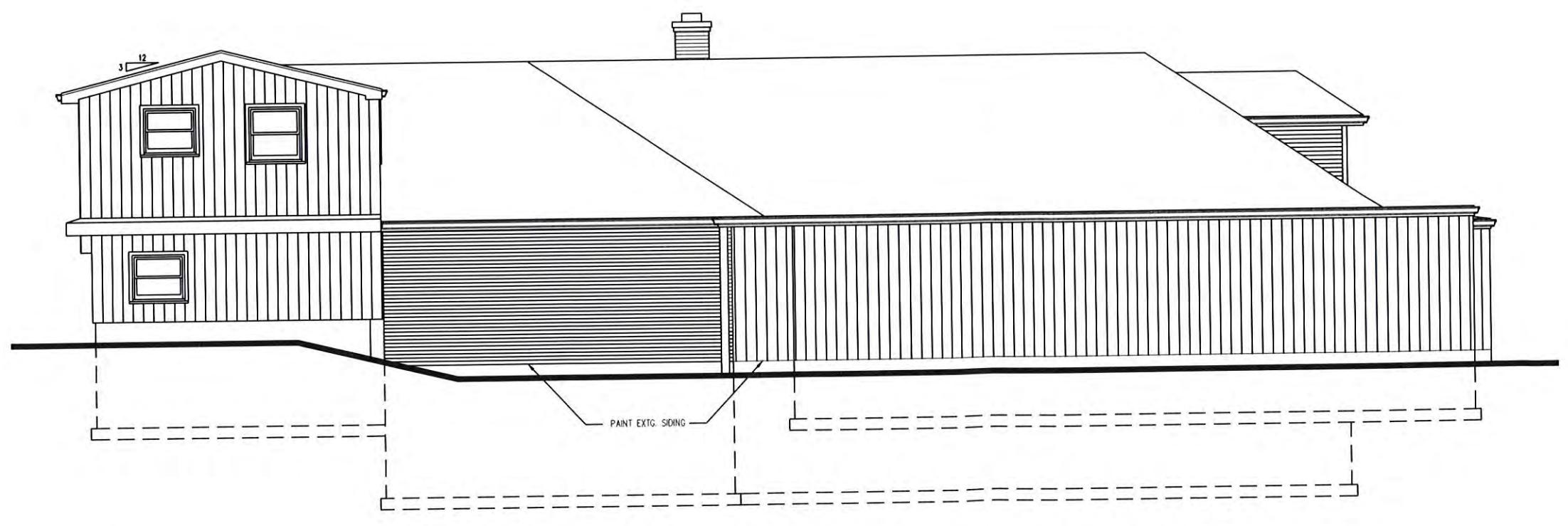
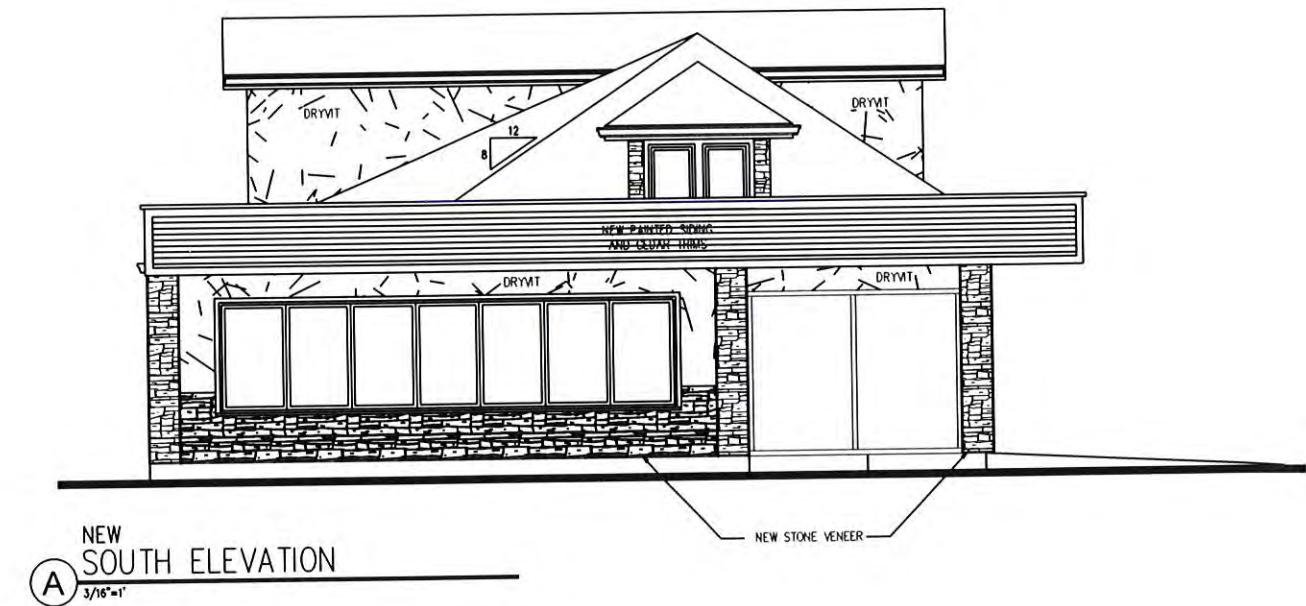
RESTAURANT REMODELING
710 NORTH OLD RAND ROAD
LAKE ZURICH, ILLINOIS

YUNG Architects

ARCHITECTS/PLANNERS/INTERIORS/CONSTRUCTION MANAGERS
300 SOUTH ROBERTS ROAD, INVERNESS, ILLINOIS 60067
TELEPHONE: (847) 845-3552
EMAIL: YUNGARCH@COMCAST.NET



DATE ISSUED:
04-14-2014
PROJECT #: 1418
SHEET TITLE:
ARCHITECTURAL ELEVATIONS
SHEET #:
A-7



RECEIVED
MAY 16 2014
BUILDING DEPT.

YUNG Architects

ARCHITECTS/PLANNERS/INTERIORS/CONSTRUCTION MANAGERS
300 SOUTH ROBERTS ROAD, INVERNESS, ILLINOIS 60067
TELEPHONE: (847) 845-3552

RESTAURANT REMODELING
710 NORTH OLD RAND ROAD
LAKE ZURICH, ILLINOIS

NUMBER	REVISIONS	DATE

STATE OF ILLINOIS
EDWARD M. YUNG
001-012762
LICENSED ARCHITECT

DATE ISSUED:
04-14-2014

PROJECT # 1415

SHEET TITLE:
ARCHITECTURAL ELEVATIONS

SHEET #:
A-1

710 North Old Rand Road

Robert Razes
rdrazes@gmail.com
847-721-4567

Tim Jackson

Chairperson – Plan Commission

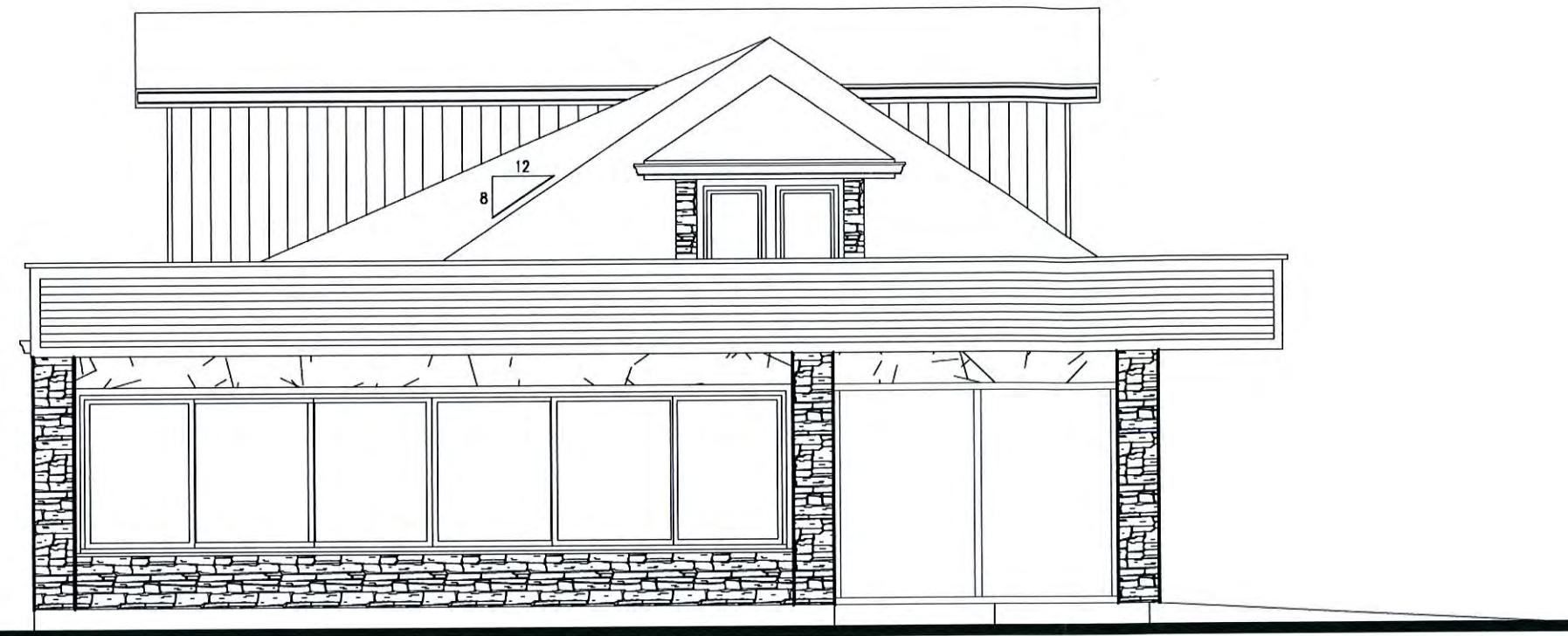
Exterior Appearance Approval

Property known under previous title of Eng's Tea House. Intended future use proposes to be a lakefront restaurant and bar with an exterior that matches that of an upscale residential-like motif. I am proposing changes to the southern and eastern exteriors of the building. The new facades will blend nicely within the existing surroundings and prove to be a vastly superior improvement over the current dilapidated state. Gratuitous stone along with neutral earth tones will elevate the exterior into a very relaxing, lakeside property. Windows throughout will take scenic advantage of our beautiful lake. Proposed exterior changes to the southern and eastern elevations will significantly enhance the property's appearance as well as solidify the quality establishments shown within our community. The proposed exterior changes are compatible with the standards for approval as outlined in the Zoning Code and this application therefore merits approval of the Exterior Appearance request. Please view attached elevations for further review.

Sincerely,



Robert Razes

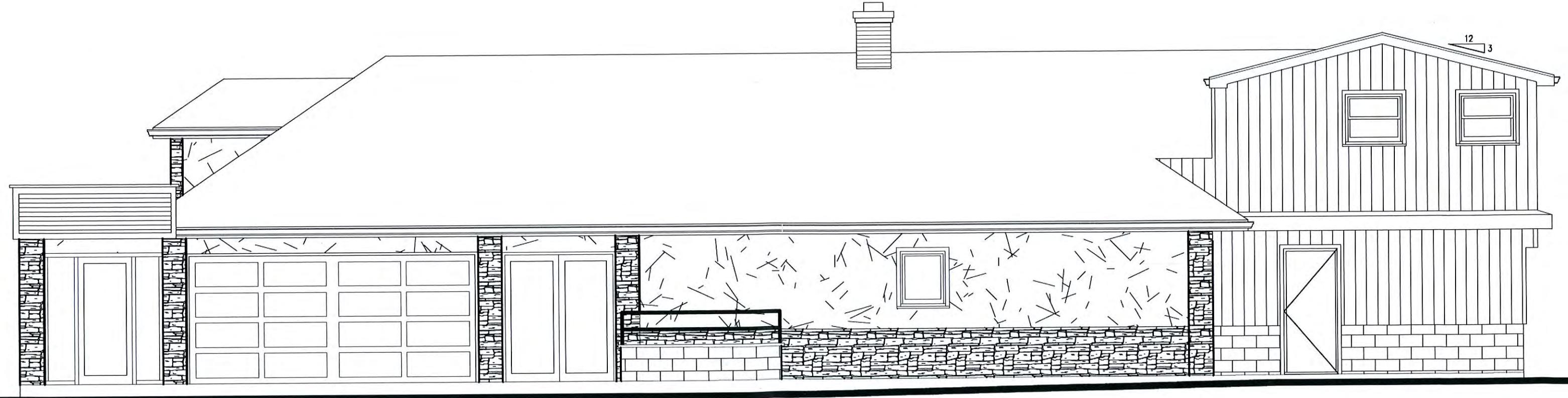


MATERIALS AND COLOR

<p>Dryvit Exterior Aggregate Textured 100% Acrylic Based Dirt Pickup Resistant Finish</p> <p>Closely resembles: Sandy earth tone</p>	<p>341A Praline</p>
<p>Stone facade: Titanium Black Quartz Panel Ledger Model: 924200053</p> <p>Product Type: Quartz Ledger Panel Thickness: 1 in. 25mm</p> <p>Closely resembles: Charcoal tones</p>	
<p>Door/Window framing: Tubelite 4500 Low-Rise storefront 1 3/4" flat black Exterior glazed</p>	

SOUTH ELEVATION

3/16"=1'



EAST ELEVATION

3/16"=1'

ZONING REVIEW

PROJECT: BOBBER'S RESTAURANT – EXTERIOR APPEARANCE
LOCATION: 710 N. OLD RAND ROAD
REVIEWED BY: MARY MEYER
DATE: MAY 12, 2014
DOCUMENTS
REVIEWED: APPLICATION DATED 4/21/14, ZONING CODE, LAND DEVELOPMENT CODE

Robert ("Bob") Razes recently purchased 710 N. Old Rand Road, formerly known as Eng's Tea House. Interior demolition is occurring and a permit is pending for interior upgrades and temporary outdoor seating. Review is as follows:

- 1) Exterior Materials: Upgrades include adding windows and stone features at the south and east elevations. Clarify any changes proposed to north and west elevations.
- 2) Pending zoning items from interior build out/temporary outdoor seating include:
 - Remove pole sign. New sign must comply with signage regulations-permit required.
 - Handicapped parking spaces must be located at closest accessible entrance.
 - Clarify text on plans and intended upstairs use.
 - Clarify proposed occupancy of restaurant, total number of parking spaces and how many parking spaces are anticipated to be utilized for outdoor seating area.

Consideration for Exterior Appearance approval shall be based on standards outlined in Zoning Code 21-103.



VILLAGE OF LAKE ZURICH FIRE RESCUE DEPARTMENT
FIRE PREVENTION BUREAU
1075 OLD MCHENRY ROAD, LAKE ZURICH, ILLINOIS 60047
PHONE: 847.540.5073 • WWW.LZFIRERESCUE.ORG
JOHN M. BZDUSEK SR., DEPUTY FIRE MARSHAL

May 8, 2014

Sam Hubbard
Village Planner
505 Telser Rd.
Lake Zurich, IL 60047

Re: PR14-101 Bobber's- Exterior Preliminary Review

The Fire Prevention Bureau has conducted a preliminary review of the exterior improvements for Bobber's, 710 Old Rand Road in Lake Zurich. This review is based on the 2006 International Building and Fire Prevention Codes and Local Code amendments. The following items have been noted in this review.

Based on the information provided, the building plans **COMPLY**.

Please contact the Bureau office at (847) 540-5073, if you have any questions or comments.

Sincerely,

John M. Bzdusek Sr.
Deputy Fire Marshal
Fire Prevention Bureau
John.bzdusek@lakezurich.org

Cc: Daniel Peterson, Director Building & Zoning

Memo

To: Sam Hubbard, Village Planner
From: Betty Harrison, EQC Supervisor
CC:
Date: May 6, 2014
Re: Staff Review – May 21st Plan Commission Meeting

1. Peapod Parking Lot Expansion

Water and Sewer are located along Capital Drive, no interference with parking lot expansion.

2. Bobber's Restaurant Exterior

No comment on exterior.

3. Marathon Gas Station

- Several comments made for March 19th commission meeting have been included on submittal.
- Water service depiction on engineering plan C3 is different from plumbing schematic on P1.
- Existing meter will be collected by Public Works for final reading.
- Size of new water meter to be determined by Plumbing Inspector. Cost for meter based on size of new meter.
- Backflow protection required on domestic water service and fire protection service.
- Separate irrigation service denoted. Backflow protection required on irrigation service.
- Backflow devices must be certified upon installation and annually thereafter. Certification results to be submitted to Public Works.
- Sanitary sewer service from building cannot connect into a manhole. Connection must be made downstream of the manhole.
- Size of grease trap to be determined by Plumbing Inspector.
- Design plan must be submitted to Lake County for assessment for the Lake County connection fee.
- Connection fee for a 2-inch domestic service is \$ 24,000. Credit for the existing ¾-inch water service will be \$ 1,875. Connection fee due is \$ 22,125.
- 1-inch irrigation connection fee is \$ 2,500.

Village of Lake Zurich

Kevin Finlon
Chief of Police



Serving with Pride

Police Department

Support Services Division

Interdepartmental Memorandum
Commander David M. Bradstreet

April 29, 2014

To: Sam Hubbard
Subject: 710 North Old Rand Road (Bobber's Restaurant)

Representatives of the Lake Zurich Police Department have reviewed the building plans for Bobber's restaurant and recommend the following:

- View of interior of structure unobstructed by landscaping or signs
- No trespassing / loitering signs
- Exterior lighting of building including all sides of the building to include exterior door areas (no lighting shown on plans)
- Addresses of buildings properly and clearly displayed in bold letters / numbers (able to be seen from the street)
- Entrance / exit drives unobstructed and well lit
- Parking lot well lit
- Establish identifiable parking spaces
- Establish identifiable handicap parking spaces that conform to ADA standards
- Install a stop sign at the entrance / exit of the business
- The parking lot is in disrepair and will be a hazard to vehicular and pedestrian traffic. There are many pot holes, loose asphalt and uneven areas which should be fixed
- Contact the Crime Prevention Unit or Traffic Safety Unit to obtain information regarding information on a private property traffic enforcement contract

Respectfully

David M. Bradstreet
Commander of Administration



At the Heart of Community

MEMORANDUM

Date: May 6, 2014

To: Jason T. Slowinski, Village Manager

From: Sam Hubbard, Village Planner

Subject: Zoning Application for Site Plan Approval at 580 Capital Dr.

JS

Issue: George Matocha (the “Applicant”), the architect and project manager for Peapod, has submitted a zoning application for an Site Plan approval to allow for an expansion to an existing parking lot located 580 Capital Drive. The application has been heard by the Plan Commission, who voted unanimously to recommend approval of the Site Plans.

Analysis: The Plan Commission held a public meeting on May 21, 2014 to consider the application for Site Plan approval and voted 6-0 in favor of a recommendation of approval. The proposed parking lot expansion will extend outwards to the east of the existing parking lot on the north side of the building. This new parking area will be setback approximately 33.12 feet from the eastern property line. The minimum required setback in this area is 10 feet and therefore the proposed parking lot is well within setback requirements.

The expansion necessitates the removal of fifteen trees. Out of these fifteen trees, eight will be saved and relocated to areas within the parking lot and adjacent to the parking lot. The Applicant has proposed the planting of seven new trees to accommodate for the seven trees that will be removed and are too big to be relocated. By preserving several of the trees that must be removed to accommodate the parking lot expansion and by replacing all trees that are too big to preserve, the site plan conforms to all applicable parking lot landscape requirements.

Recommendation: Staff concurs with the recommendation of approval by the Plan Commission and recommends approval of the attached ordinance. Approval of the Site Plan will allow for the expansion of the parking lot, which will allow Peapod to continue to grow within Lake Zurich.

w/Attachments:

1. Approval Ordinance (including the Staff Report dated 5/16/14 as an exhibit)
2. Application Cover Letter and Site Plans

3. Village Review comments from:

- a. Zoning, dated 5/12/2014
- b. Public Works, dated 5/6/2014
- c. Manhard Engineering, dated 5/8/2014
- d. Rolf Campbell & Associates, dated 5/9/2014
- e. Fire Department, dated 5/8/2014
- f. Police Department, dated 4/29/2014

ORDINANCE NO. 2014-_____

**AN ORDINANCE GRANTING SITE PLAN APPROVAL
(PeaPod – 580 Capital Drive)**

WHEREAS, George Matocha (“Applicant”), as architect, project manager and representative of Peapod, is proposing a parking lot expansion at the Peapod facility within the Village of Lake Zurich, located at 580 Capital Drive, said property legally described in **Exhibit A** (“Property”) and has filed an application with the Village on April 21, 2014, seeking required site plan approval for such a parking lot expansion to the lot area on the north side of the Property (“Application PC 2014-05 #1); and

WHEREAS, said Property is located within the I Industrial Zoning District within the Village of Lake Zurich and is currently improved with the Peapod facility; and

WHEREAS, following proper notice of its meeting, the Plan Commission at its regular meeting on May 21, 2014, considered Applicant’s request for said site plan approval; and

WHEREAS, the Plan Commission has now considered this application and all of the facts and circumstances affecting the application, including staff reports and recommendations, all as set forth in the May 16 2014 STAFF REPORT from Village Planner Sam Hubbard to the Plan Commission, consisting of 7 pages and attached hereto as **Exhibit B**, which the Plan Commission has adopted as their own findings and recommendations; and

WHEREAS, the Plan Commission also reviewed the proposed site plan for the parking lot expansion to the north of the Property, which site plan represents an amendment to the original site plan approval that authorized the current improvements on the Property, and the Plan Commission finds that the standards for site plan disapproval have not been met and recommends approval of this amended site plan without conditions or modifications; and

WHEREAS, the Mayor and Board of Trustees have considered the findings and recommendations of the Plan Commission and have considered all of the facts and circumstances affecting the application, and have determined that the application can be granted under the applicable standards in Section 20-103 of the Lake Zurich Zoning Code.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: Recitals. The foregoing recitals are incorporated herein as findings of the Mayor and Board of Trustees, and all Exhibits referenced herein are made a part of and incorporated into the grant of this site plan approval of this Ordinance.

SECTION 2: APPROVAL. The amended Site plan for the expanded parking lot to the north side of the Property, attached as **Exhibit C**, as presented at the Plan Commission meetings, is hereby approved. This approval is hereby expressly conditioned on the proper and continuing maintenance of the existing and expanded parking lot area on the Property.

SECTION 3: COMPLIANCE WITH ALL CODES. That all requirements set forth in the Zoning and other applicable Codes of the Village of Lake Zurich, as would be required by any owner of property zoned in the same manner as the property described above, shall be complied with, except as otherwise provided in this Ordinance.

SECTION 4: FINDINGS AND RECOMMENDATIONS. The findings, recommendations and conditions of the Plan Commission and the staff reports and filings provided to the Plan Commission are hereby accepted as the Board's own and shall be made a part of the official record for the application and are attached hereto as **Exhibits B & C**.

SECTION 5: SEVERABILITY. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 6: CONFLICTS. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval as provided by law.

PASSED THIS _____ day of _____, 2014.

Ayes:

Nays:

Absent:

APPROVED this _____ day of _____, 2014.

Tom Poynton
Mayor

ATTEST:

Kathleen Johnson
Village Clerk

EXHIBIT A
Legal Description of Property

LOTS 6 AND 7 IN LAKE ZURICH CORPORATE PARK UNIT 1, BEING A SUBDIVISION IN PART OF SECTION 16, TOWNSHIP 43 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 30, 1998 AS DOCUMENT NO. 4080315 IN LAKE COUNTY, ILLINOIS.

EXHIBIT B

Staff Report

The May 16, 2014 STAFF REPORT, consisting of 7 pages, including the Code standards and requirements, and findings of fact.

APPLICATION PC 2014-05 #1

AGENDA ITEM 4A

Community Services Dept.
• Building & Zoning
• Public Works
505 Telser Road
Lake Zurich, IL 60047



Phone: (847) 540-1696
Fax: (847) 726-2182
Web: www.LakeZurich.org

STAFF REPORT

To: Chairperson Jackson and Members of the Plan Commission
From: Sam Hubbard, Village Planner
CC: Daniel A. Peterson, Manager of Building & Zoning
Date: May 16, 2014
Re: PC 2014-05 #1 Zoning Application for Peapod, 580 Capital Dr.

Summary: George Matocha (the “*Applicant*”) is the architect and project manager for Peapod’s proposed parking lot expansion at their facility located at 580 Capital Drive and legally described in **Exhibit A** attached hereto (the “*Subject Property*”). The Applicant filed an application with the Village of Lake Zurich received April 21, 2014 (the “*Application*”) seeking Site Plan approval to allow for an addition to the existing parking lot located on the north side of the property.

The Subject Property is within the Village’s I Industrial District.

No public hearing sign was placed on the property and no notice was published in the newspaper because Site Plan approval does not require a public hearing.

Preliminary Findings: The Applicant is proposing the expansion of the existing parking lot on the north side of the building as well as the striping of 5 new parking spaces on the existing pavement in front of the overhead door. The additional parking area would expand eastward and require the removal of 15 trees to accommodate the new parking area. Of the 15 trees to be removed, 8 will be saved and relocated to areas within the parking lot and adjacent to the parking lot. The Applicant has proposed the planting of 7 new trees to accommodate for the 7 trees that will be removed and are too big to be relocated.

There were some issues raised in the zoning review relating to illumination and parking requirements. With regards to illumination, the proposed levels of illumination exceed those allowed by code. The Applicant has provided a response letter indicating that he will revise the proposed fixtures to comply with the photometric requirements. In relation to parking, the Applicant has provided updated parking calculations that confirm the parking on site is within code allowances.

It should be noted that per section 6-110F.5.k, parking spaces are a permitted encroachment into a rear yard setback area provided they are no less than 10 feet from the rear yard property line. The proposed parking spaces are setback 33.12 feet from the rear yard property line and therefore conform to all rear yard setback requirements.

Detailed staff reviews from the Building and Zoning Division, Public Works, Police Department, Fire/Rescue Department, Manhard Engineering, and Rolf Campbell & Associates (landscape consultant) are attached. The Applicant's response letter addressing these reviews has also been included.

Recommendation: Your recommendation should be based on the standards included in Section 20-103 Standards for Site Plan Disapproval.

*Please refer to **Exhibit B** for Staff's responses to these zoning standards. The Zoning Code requires that a recommendation should be made only after all standards of approval have been met. Based on Staff's review, all of the standards for approval have been met and therefore staff recommends the Plan Commission make these standards a part of the official record for the Application.*

Staff recommends approval of the Site Plans subject to any terms and conditions that may be discussed at the public hearing.

Should you have any questions, please call me at 847-540-1759.

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

LOTS 6 AND 7 IN LAKE ZURICH CORPORATE PARK UNIT 1, BEING A SUBDIVISION IN PART OF SECTION 16, TOWNSHIP 43 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 30, 1998 AS DOCUMENT NO. 4080315 IN LAKE COUNTY, ILLINOIS.

EXHIBIT B
REVIEW OF COMPLIANCE WITH ZONING STANDARDS
FOR 580 CAPITAL DRIVE

20-103 STANDARDS FOR SITE PLAN DISAPPROVAL

A. **Standards.** The Board of Trustees shall not disapprove, and the Plan Commission shall not recommend disapproval of, a site plan submitted pursuant to this Chapter except on the basis of specific written findings directed to one or more of the following standards:

1. **Application Improper.** The application is incomplete in specified particulars or contains or reveals violations of this Code or other applicable regulations that the applicant has failed or refused to supply or correct.

Staff Response: Standard met. The application is complete.

2. **Failure of Condition Precedent.** The application is submitted in connection with another application, the approval of which is a condition precedent to the necessity for site plan review, and the applicant has failed to secure approval of that application.

Staff Response: Standard met. The application has not been submitted in connection with another application.

3. **Failure to Meet Standards.** The site plan fails to adequately meet specified standards required by this Code with respect to the proposed use or development, including special use standards where applicable.

Staff Response: Standard met. The proposed use, as an industrial warehouse and office, is appropriate in the I District where the Subject Property is located and conforms to the applicable standards of the I District.

4. **Interference With Right-Of-Way.** The proposed site plan interferes with easements or rights-of-way.

Staff Response: Standard met. There will be no interference with existing Right-of-Way or easements. The parking lot addition has been located outside of all easement areas and there is no change to the existing access to the Right-of-Way.

5. **Interference with Features.** The proposed site plan unreasonably destroys, damages, detrimentally modifies, or interferes with the enjoyment of significant natural, topographical, or physical features of the site.

Staff Response: Standard met. There are no significant natural, topographical, or physical features on the site that warrant preservation. Furthermore, the Applicant has made all efforts to preserve the existing trees that will be relocated due to the proposed parking lot addition. Those trees that can be moved and relocated will be done so on site and those trees that are too large to be relocated will be replaced with trees that meet Village code requirements.

6. **Traffic Problems.** The proposed site plan creates undue traffic congestion or hazards in the public streets, or the circulation elements of the proposed site plan unreasonably create hazards to safety on or off site or disjointed, inefficient pedestrian or vehicular circulation paths on or off site.

Staff Response: Standard met. There is no change to the existing ingress/egress to public streets, and the parking lot drive aisles and parking space sizes conform to code requirements and shall not create hazards to safety on or off site, nor create disjointed, inefficient pedestrian or vehicular circulation paths on or off site.

7. **Inadequate Screening.** The screening of the site does not provide adequate shielding from or for nearby uses.

Staff Response: Standard met. The proposed landscaping plan meets code requirements in relation to parking lot screening and the application includes the addition of trees to both existing and proposed parking lot landscape islands, which will further screen the parking lot.

8. **Lacking Amenity.** The proposed structures or landscaping are unreasonably lacking amenity in relation to, or are incompatible with, nearby structures and uses.

Staff Response: Standard met. The proposed landscaping is comparable to that on surrounding properties. The applicant is not proposing any changes to the structure so this standard does not apply in that regard.

9. **Lack of Open Space.** In the case of site plans submitted in connection with an application for a special use permit, the proposed site plan makes inadequate provision for the creation or preservation of open space or for its continued maintenance.

Staff Response: Not applicable. This site plan is not submitted in connection with an application for a special use permit.

10. **Drainage or Erosion Problems.** The proposed site plan creates unreasonable drainage or erosion problems or fails to fully and satisfactorily integrate the site into the overall existing and planned drainage system serving the Village.

Staff Response: Standard met. The proposed development will comply with all applicable engineering requirements related to drainage and erosion.

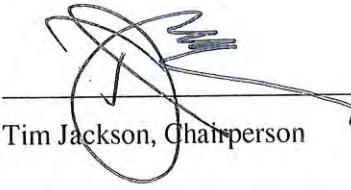
11. **Burdens on Utilities.** The proposed site plan places unwarranted or unreasonable burdens on specified utility systems serving the site or area or fails to fully and satisfactorily integrate the site's utilities into the overall existing and planned utility systems serving the Village.

Staff Response: Standard met. The existing utility system within the area was built to a capacity capable of handling any burden imposed by this parking lot addition.

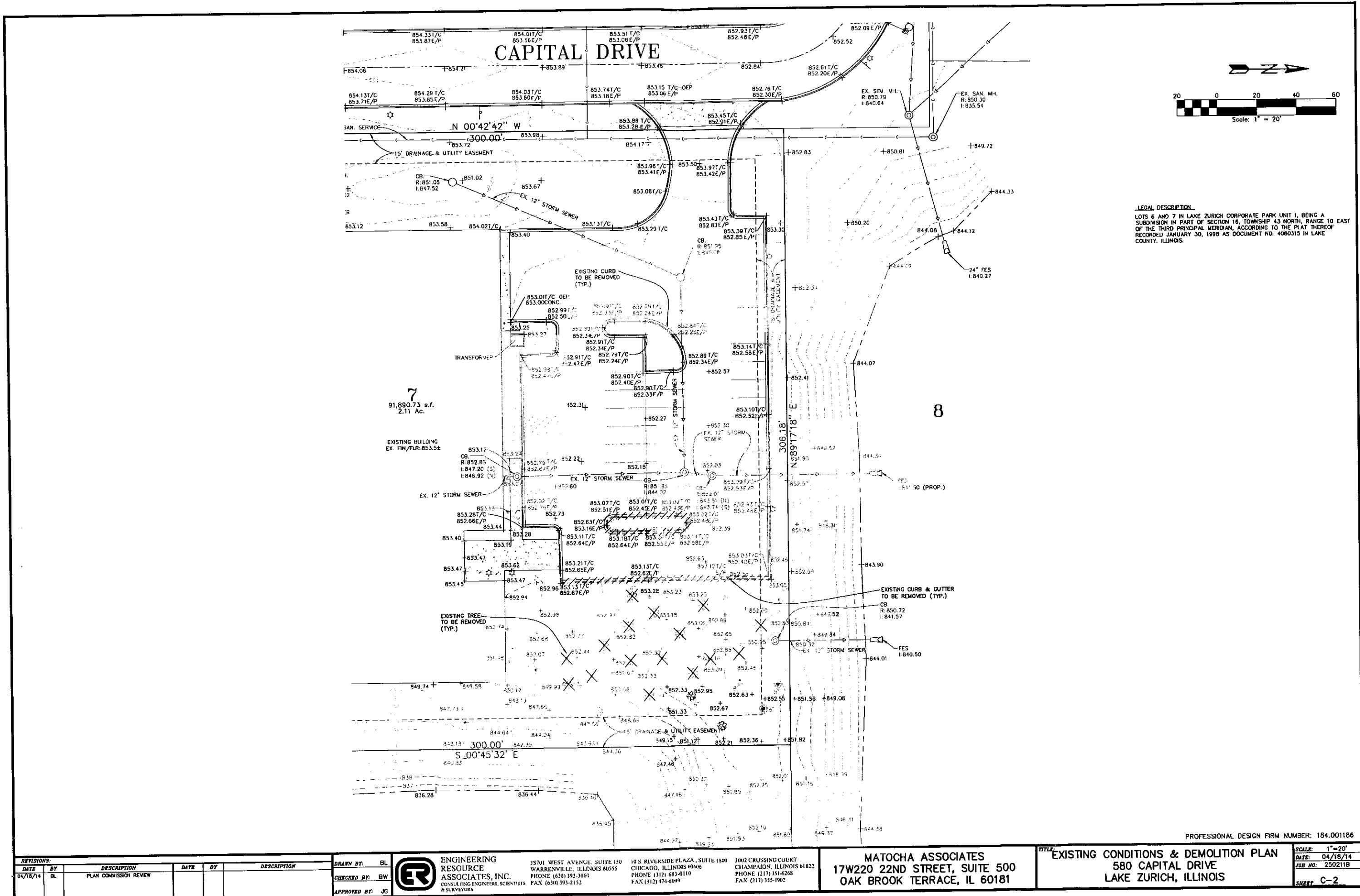
LAKE ZURICH PLAN COMMISSION
FINAL FINDINGS & RECOMMENDATIONS
FOR 580 CAPITAL DRIVE
MAY 21, 2014

The Plan Commission hereby recommends approval of the Application [PC 2014-05 #1](#), subject to and including the terms, findings, and conditions contained within the Staff Report dated [May 16, 2014](#) for this Application as follows:

- Without any further additions, changes and modifications.
- With the following additions, changes and modifications:



Tim Jackson, Chairperson



GENERAL NOTES:

- IRRIGATION SYSTEM REQUIREMENTS AND DESIGN BY GENERAL CONTRACTOR. COORDINATE WITH OWNER.
- DO NOT INSTALL PLANT MATERIALS WITHIN A MINIMUM OF 3'-0" OF LENS SIDE OF LANDSCAPE LIGHTING FIXTURES. VERIFY IN FIELD AND ADJUST ACCORDINGLY.
- LANDSCAPE PLAN SUPERCEDES SCHEDULES. VERIFY TYPE AND QUANTITY OF PLANT MATERIALS PER PLAN.
- ALL PLANTING BEDS TO HAVE SPADE-CUT EDGES ONLY.
- ALL PLANTING BEDS TO HAVE 4" DEPTH CLEAN, SHREDDED HARDWOOD MULCH.

PLANT SCHEDULE

PLANT SCHEDULE

SYMBOL	SIZE AND CONDITION	QUANTITY	COMMON NAME	BOTANICAL NAME	REMARKS
			<u>TREES: DECIDUOUS</u>		
SLL	3" cal. BB	5	LINDEN, SILVER	TILIA TOMBENTOSA	EXISTING SPECIMEN REPLANT
FCT	2" cal. BB	3	FLOWERING CRAB TREE	MALUS SYLVESTRIS	EXISTING SPECIMEN REPLANT
			<u>TREES: EVERGREEN</u>		
CBS	6' BB	4	SPRUCE, COLORADO BLUE	PICEA PUNGENS	NEW SPECIMEN
NVS	6' BB	3	SPRUCE, NORWAY	PICEA ABIES	NEW SPECIMEN
			<u>SHRUBS: DECIDUOUS</u>		
AWV	3' BB	20	VIBURNUM, ARROWWOOD	VIBURNUM DENTATUM	NEW SPECIMEN

SITE CALCULATIONS:

SITE AREA (LOT 6 + 7) = 175,269.02 SF (4.02 ACRES PROPERTY TOTAL)

GREEN SPACE REQUIRED (LOT 6 + LOT 7) X 20% = 35,054 SF (0.80 ACRES)

GREEN SPACE ACTUAL (LOT 6 + LOT 7) = (62,023 SF - 5,447 SF) = 56,576 SF (1.30 ACRES) = 32.28% > 20%

PARKING SURFACE WITH EXPANSION = 28,308.78 SF

PARKING LOT LANDSCAPING REQUIRED = 28,308.78 X 15% = 4,246.32 SF (0.9 ACRES)

PARKING LOT LANDSCAPING ACTUAL =

4,263.13 SF (0.9 ACRES)

PARKING SPACES PROVIDED = 46 EXISTING + 18 NEW PARKING SPACES INCLUDING (3) ADA PARKING SPACES = 64 TOTAL PARKING SPACES

SOIL LEVEL OF PLANT TO BE RAISED 1 TO 2 INCHES ABOVE FINISH GRADE.

CREATE RETENTION DIKE AROUND HOLE.

LAYER OF MULCH SEE SPECS FOR TYPE AND DEPTH.

REMOVE BURLAP FROM UPPER 1/4 OF ROOT BALL AND ALL THRU AROUND STEMS.

BACK FILL W/ AMENDED EXCAVATED SOIL 3 PARTS SOIL, 2 PARTS COMPOST, & ONE PART MILLED PEAT MOSS.

DIAMETER OF PLANTING HOLE TO BE TWICE (2X) THE DIAMETER OF ROOT BALL OR POT (6" MIN. ALL SIDES).

TREE STAKES PE DEGREES AROUND NO TO CALV. NO TWIST AND ANCHOR TREE WRAP SPIN ABOVE WIRE AND TOP OF ROOT BALL INCHES ABOVE GROUND.

CREATE RETENTION DIKE AROUND HOLE.

LAYER OF MULCH DEPTH.

REMOVE BURLAP, BALI AND ALL THRU AROUND STEMS.

BALI FILL W/ AMENDED EXCAVATED SOIL 2 PARTS SOIL, 2 PARTS COMPOST, & ONE PART MILLED PEAT MOSS.

DIAMETER OF PLANTING HOLE TO BE TWICE (2X) THE DIAMETER OF ROOT BALL OR POT (6" MIN. ALL SIDES).

12" COMPACTED PLANTING MEDIUM.

4

SHRUB PLANTING DETAIL

L1.0

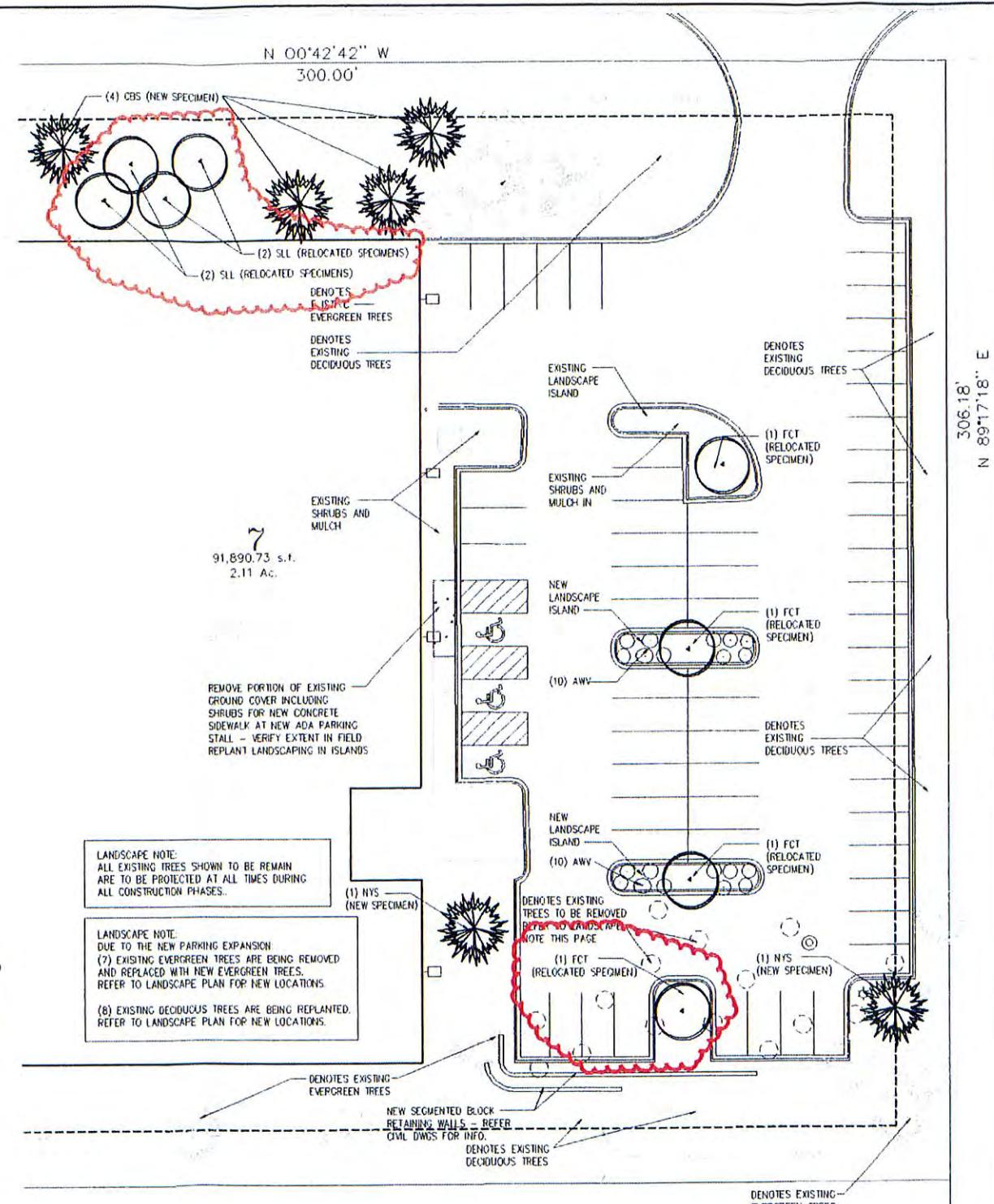
SCALE: 1" = 1'-0"

3

TREE PLANTING DETAIL

L1.0

SCALE: 1" = 1'-0"



 1
L1.0 SCALE: 1/16" = 1'-0" LANDSCAPING PLAN

PLAN COMMISSION REVIEW		
1	04/18/14	
No.	Date	Issue / Resolution

PEAPOD

**PARKING LOT
EXPANSION**

580 CAPITAL DRIVE
LAKE ZURICH, IL 60047

No.	1401.051
File:	14010511-000G
By:	AP
For:	CRM

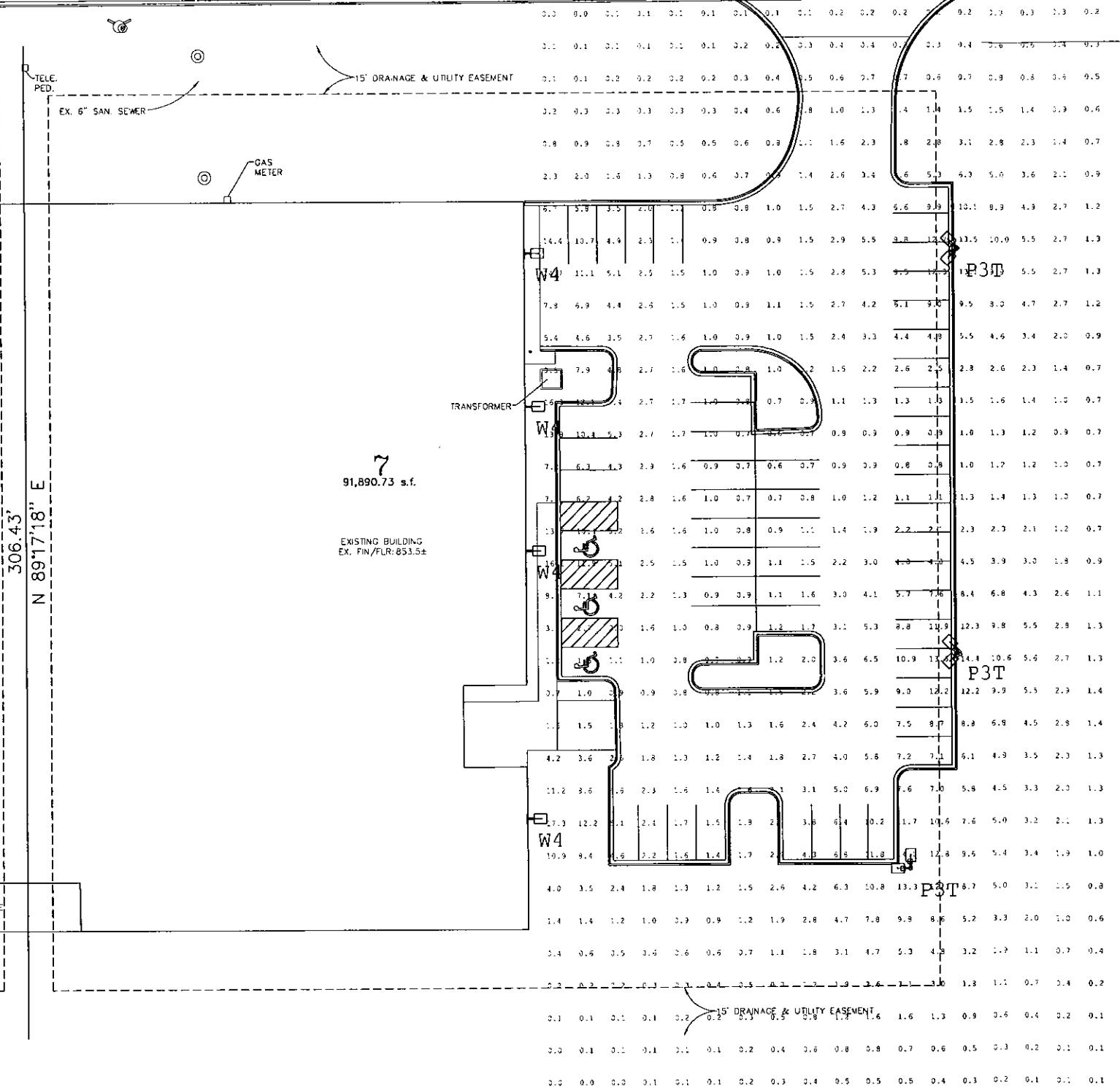
Sheet Title:

LANDSCAPING PLAN

81

L1.0

CAPITAL DRIVE



JOB NAME / AGENCY
PEAPOD
 Pilipuf-Grist & Associates, Inc.

POINT-BY-POINT CALCULATION

Illuminance at Grade (Footcandles)
 SCALE: 1" = 20'0"

NOTES:

See schedule for luminaire specifications.
 Luminaire Symbols are not to scale.
 Varying the position, mounting height,
 or orientation from what is specified in this
 drawing will invalidate the calculation performed.

U.S. ARCHITECTURAL LIGHTING
 Applications Department
 660 West Avenue O
 Palmdale, CA 93551
 (661) 233-2000, Fax: (661) 233-2001
 EMAIL: applications@usalg.com

DATA SUMMARY

Category	Series	Location	Unit	Avg	Max	Min	Avg Min
Lum.			fc	2.30	4.73	0.2	N/A
Carbs			fc	3.27	4.77	0.6	3.45
PARKING LOT			fc	3.27	4.77	0.6	3.45

LUMINAIRE SCHEDULE

Type	Symbol	Manufacturer / Catalog #	Description	Lamp Description	LLF	# of Type
W4	■	U.S. ARCHITECTURAL LIGHTING LUM-SEG IV-400PSM4VM	Wa Mounted, 20'0" Above Grade, Single Luminaire, Type M/FT Reflector Orient as Shown in Plan.	400 Watt Pulse Start Metal Halide 40,000 Initial Lumens	0.75	4 Tot.
PJT	□	U.S. ARCHITECTURAL LIGHTING (2)LUM-SEG II-400PSM4	Pole Mounted, 25'0" Above Grade, Twin Luminaire @ 90°, Type III Reflector Orient as Shown in Plan.	400 Watt Pulse Start Metal Halide 40,000 Initial Lumens	0.75	3 Tot.

0' 10' 20' 30' 40'
 SCALE: 1" = 20'0"

U.S. ARCHITECTURAL & SUN VALLEY LIGHTING
 Applications Department
 660 West Avenue O
 Palmdale, CA 93551
 (661) 233-2000, Fax: (661) 233-2001
 EMAIL: applications@usalg.com

U.S. ARCHITECTURAL LIGHTING

PEAPOD

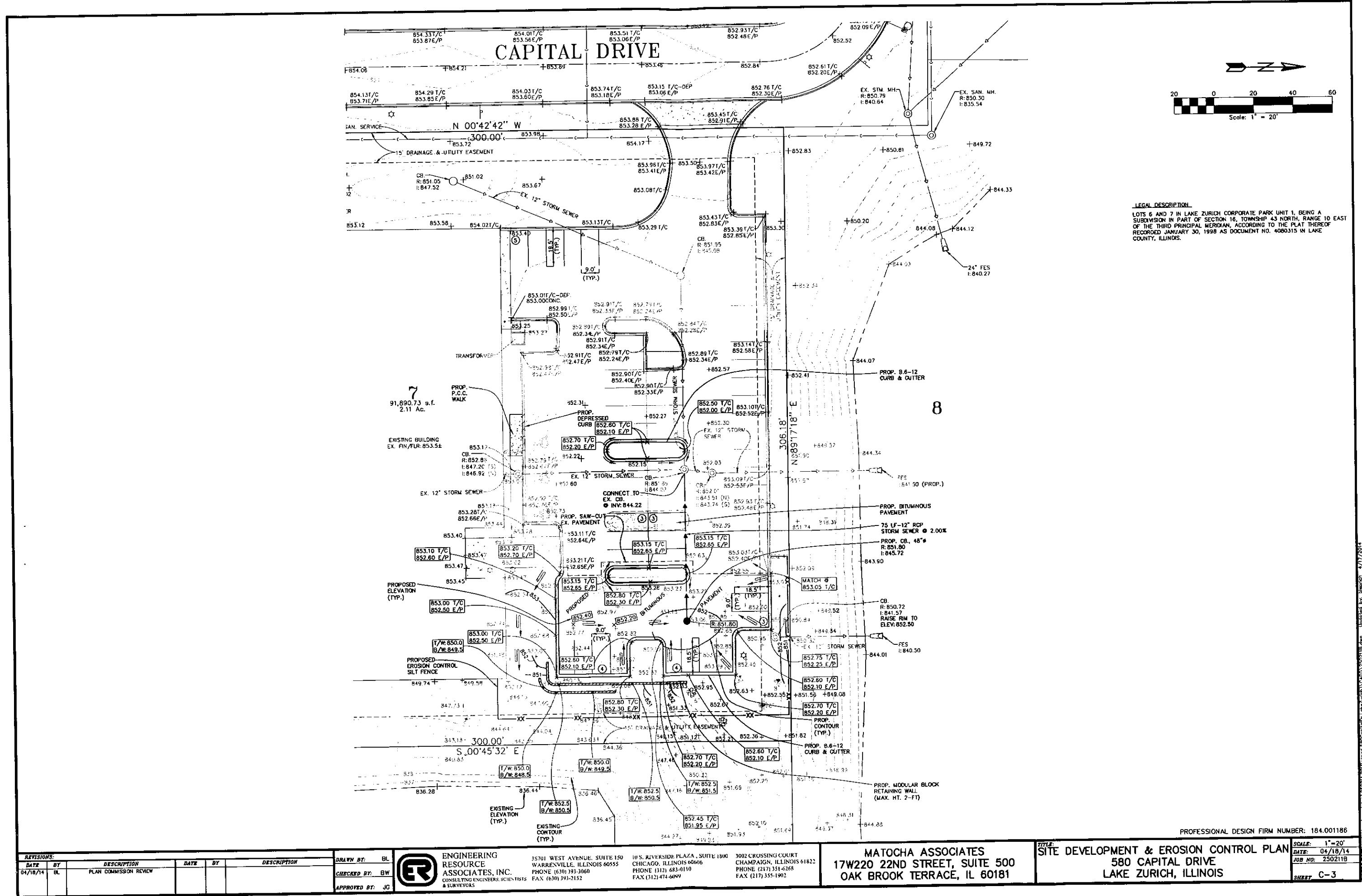
Agency: Pilipuf-Grist & Associates, Inc.

Drawing: Point-By-Point Illuminance Calculation (At Grade)

Job: PEAPOD

LCP 4/17/14
 1" = 20'

1



MATOCHA
ASSOCIATES

Architecture, Development, and
Program-Management

RECEIVED

APR 21 2014

BUILDING DEPT.

401 EAST 2nd STREET
STERLING, ILLINOIS 61081
VOICE 630 701-7641
FAX 630 701-7641
EMAIL: GMATOCHA@MATOCHA.COM
WEB: WWW.MATOCHA.COM

M

April 18, 2014

Mr. Tim Jackson
Chairman of Plan Commission
Village of Lake Zurich
70 E Main Street
Lake Zurich, Illinois 60047

RE: Application for 580 Capital Drive - Peapod Parking Lot Expansion
Meeting May 21, 2014

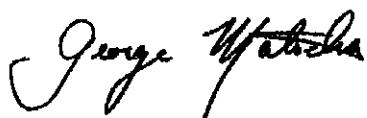
Dear Mr. Jackson:

On behalf of Peapod LLC, we are submitting herein the following documents to be presented before the Plan Commission on May 21, 2014. We are requesting Site Plan Approval to for the expansion of the north parking lot at 580 Capital Drive within the I-1 zoning classification. Specifically, we are requesting to expand the existing north parking lot to accommodate more staff after having Leased the north half of the building for the expansion of our business. We will be relocating some of the existing trees within the property and adding new when the trees are too large to move. Additionally, we will be adding some additional lighting and one storm drain. All of the above improvements are required as part of our on-going modifications to the interior of the building at 1325 Ensell Road and to expand our sales to our customer.

We have moved 50 employees to 580 Capital Drive in order to expand our warehouse capacity and require more parking spaces than the north parking lot has. We anticipate expanding the existing parking lot to the west, which is similar to the design at the south parking lot on this property. We expect our sales and therefore the sales tax that are generated to double over the next five years. We appreciate the opportunity to appear before the Board in reference to our request and your support in moving forward to the Plan Commission later in the month.

Please let me know if you have any questions.

Sincerely
MATOCHA ASSOCIATES



George R. Matocha, A.I.A.

E-mail sam.hubbard@lakezurich.org

File:https://matochaassociates-my.sharepoint.com/personal/gmatocha_matocha_com/Documents/H-drive/Word
Files/Projects/Pea Pod Scotty/VILLAGE OF LAKE ZURICH PLAN COMMISSION NOTIFICATION 580 Capital Drive Parking Lot
Expansion 2014 April 17.docx

ZONING REVIEW

PROJECT: PEA POD – SECONDARY SITE LOCATION – SITE PLAN
FOR PARKING LOT EXPANSION

LOCATION: 580 CAPITAL DRIVE

REVIEWED BY: MARY MEYER

DATE: MAY 12, 2014

DOCUMENTS

REVIEWED: APPLICATION DATED 4/18/14, ZONING CODE, LAND
DEVELOPMENT CODE

Architect, George Matocha, represents Pea Pod. Last year Pea Pod relocated some personnel from their main 1325 Ensell facility to a portion of the 570/580 Capital Drive building; this allowed warehousing expansion at the 1325 Ensell Road site. The personnel that relocated to 580 Capital was primarily telemarketing and customer service. According to the applicant, the warehouse at 580 Capital is used as general storage and not product warehousing. The proposal for parking lot expansion has been submitted; review is as follows:

- 1) Zoning: I Industrial.
- 2) Lot Clarification: For clarification, the building at 570/580 is referenced as lots 6 and 7. The “lot 6” portion of the property relates to Continental Motors at 570 Capital and there is no improvement proposed for that portion of the property. “Lot 7” relates to the Pea Pod occupancy and parking expansion.
- 3) Rear Yard: Required: 25 feet, may be reduced to 10 feet for parking spaces.
Proposed: It appears +/- 33 feet.
Site plan shown has not clearly provided lot expansion with yards/setbacks. It appears that there is approximately 83 feet existing, less approximately 50 feet of lot expansion resulting in a rear yard of 33 feet; clarify.
- 4) Landscaped Surface Area: Required: 20%
Proposed: Clarify
- 5) Number of Parking Spaces: Required: Need data to verify compliance. As a portion of the Pea Pod occupancy is based on office use, it will be computed for office (1 space per 250 sq.ft. of net floor area up to 10,000 sq.ft. or 1 space per 275 sq.ft. of net floor area for spaces 10,001 – 50,000 sq.ft.). Additionally, warehouse

use is based on 1 space required per each 6,000 square feet of gross floor area, plus 1 for each warehouse employee.

Clarify net square footage of office area, gross square footage of warehouse area, and number of warehouse employees.

Proposed: 64 parking spaces. If number of spaces provided is less than required, a variation is required. If number of spaces provided is more than 10% over required parking, a Special Use permit is required.

- 6) Handicapped Parking: When 51-75 spaces are required, at least 3 shall be handicapped. 3 handicapped spaces are provided. Handicapped space details shall be provided at permit submittal including striping, signage and ramping.
- 7) Lighting: Lighting shall not exceed 0.5 footcandles at the property line, 10.0 footcandles on site, or produce glare onto streets or residential properties. The plans provided indicate lighting of 3.1 at property line and 17.3 on site. Reduce accordingly.
- 8) Landscaping: Landscaping to be reviewed by Village Planner.

Consideration for Site Plan approval shall be based on standards outlined in Zoning Code 20-103.

Memo

To: Sam Hubbard, Village Planner
From: Betty Harrison, EQC Supervisor
CC:
Date: May 6, 2014
Re: Staff Review – May 21st Plan Commission Meeting

1. Peapod Parking Lot Expansion

Water and Sewer are located along Capital Drive, no interference with parking lot expansion.

2. Bobber's Restaurant Exterior

No comment on exterior.

3. Marathon Gas Station

- Several comments made for March 19th commission meeting have been included on submittal.
- Water service depiction on engineering plan C3 is different from plumbing schematic on P1.
- Existing meter will be collected by Public Works for final reading.
- Size of new water meter to be determined by Plumbing Inspector. Cost for meter based on size of new meter.
- Backflow protection required on domestic water service and fire protection service.
- Separate irrigation service denoted. Backflow protection required on irrigation service.
- Backflow devices must be certified upon installation and annually thereafter. Certification results to be submitted to Public Works.
- Sanitary sewer service from building cannot connect into a manhole. Connection must be made downstream of the manhole.
- Size of grease trap to be determined by Plumbing Inspector.
- Design plan must be submitted to Lake County for assessment for the Lake County connection fee.
- Connection fee for a 2-inch domestic service is \$ 24,000. Credit for the existing ¾-inch water service will be \$ 1,875. Connection fee due is \$ 22,125.
- 1-inch irrigation connection fee is \$ 2,500.



Civil Engineering

Surveying

Water Resources Management

Water & Wastewater Engineering

Supply Chain Logistics

Construction Management

Environmental Sciences

Landscape Architecture

Land Planning

May 8, 2014

Mr. Sam Hubbard, Village Planner
Village of Lake Zurich
505 Telser Rd
Lake Zurich, Illinois 60047

ENGINEERING REVIEW

DEVELOPMENT: Peapod North Parking Lot Addition
580 Capital Drive

DEVELOPER: Matocha Associates

ITEMS RECEIVED: 1) Engineering Plan Set (Sheet C1 – C7) prepared by Engineering Resource Associates, Inc dated 4/18/2014.

On behalf of the Village of Lake Zurich, Manhard Consulting, Ltd. has completed a review of the above referenced material for conformance with the Village ordinances and general accepted engineering practices. We reserve the right to generate additional comments on future submittals. By copy of this letter we request that the Developer address all comments in a response letter and submit the appropriate revisions for further review.

GENERAL

1) Please provide a stormwater narrative of the site improvements.

COVER

2) Note the benchmark and datum being used. Provide a conversion to NAVD88 if using NGVD 29.
3) An original P.E. signature shall be required on the final engineering plans.

EXISTING CONDITIONS & DEMOLITION PLAN

4) Revise the callout "Existing curb to be removed (Typ.)" to the correct existing landscaped island.
5) Verify the tree removal against the landscape plans.

SITE DEVELOPMENT & EROSION CONTROL PLAN

6) Indicate reverse pitch curb and gutter areas on the plan.
7) In the detention ponds to the east and north of the proposed improvements, there is a linetype towards the center of the pond that is unknown. Please show in the legend.

Manhard Consulting, Ltd.

900 Woodlands Parkway • Vernon Hills, Illinois 60061

tel: (847) 634-5550 • fax: (847) 634-0095 • www.manhard.com

ARIZONA • CALIFORNIA • COLORADO • GEORGIA • ILLINOIS • INDIANA • MARYLAND • NEVADA • VIRGINIA

- 8) Indicate a filter basket on any existing or proposed inlet that is located in or adjacent to the construction area.
- 9) Consider routing the proposed storm sewer to the existing inlet to the north of the proposed improvements.

DETAILS

- 10) Please use the attached Lake County SMC silt fence detail.
- 11) Provide a detail of the "Modular Block" retaining wall.

If you should have any questions, please do not hesitate to contact me.

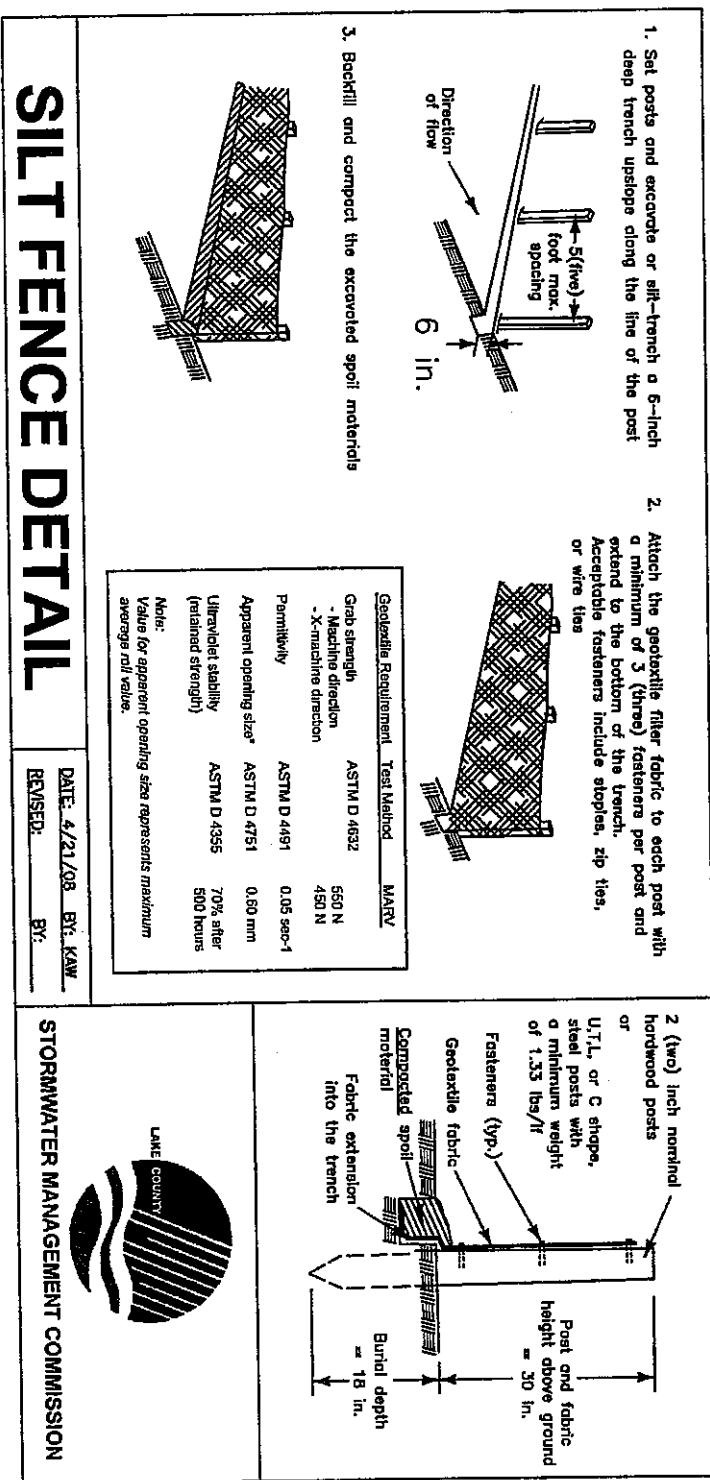
Yours truly,
MANHARD CONSULTING, LTD.



Peter Stoehr, P.E.
Municipal Project Manager

LZLZ11/documents/Review/Engineering Review.

cc: Dan Peterson, Building and Zoning Manager
Betty Harrison, EQC Supervisor



ROLF C. CAMPBELL & ASSOCIATES

A MANHARD CONSULTING DIVISION 

910 Woodlands Parkway, Vernon Hills, IL 60061
Ph: (847) 735-1000 Fax: (847) 735-1010 www.rccai.com

Consultant Memorandum Via Email

To: Sam Hubbard, Village Planner
Village of Lake Zurich

Fr: Rolf C. Campbell & Associates, Inc

Date: May 9, 2014

Re: **Peapod North Parking Lot Expansion, LLC – 580 Capital Road
Landscape Plan Review and Comments**

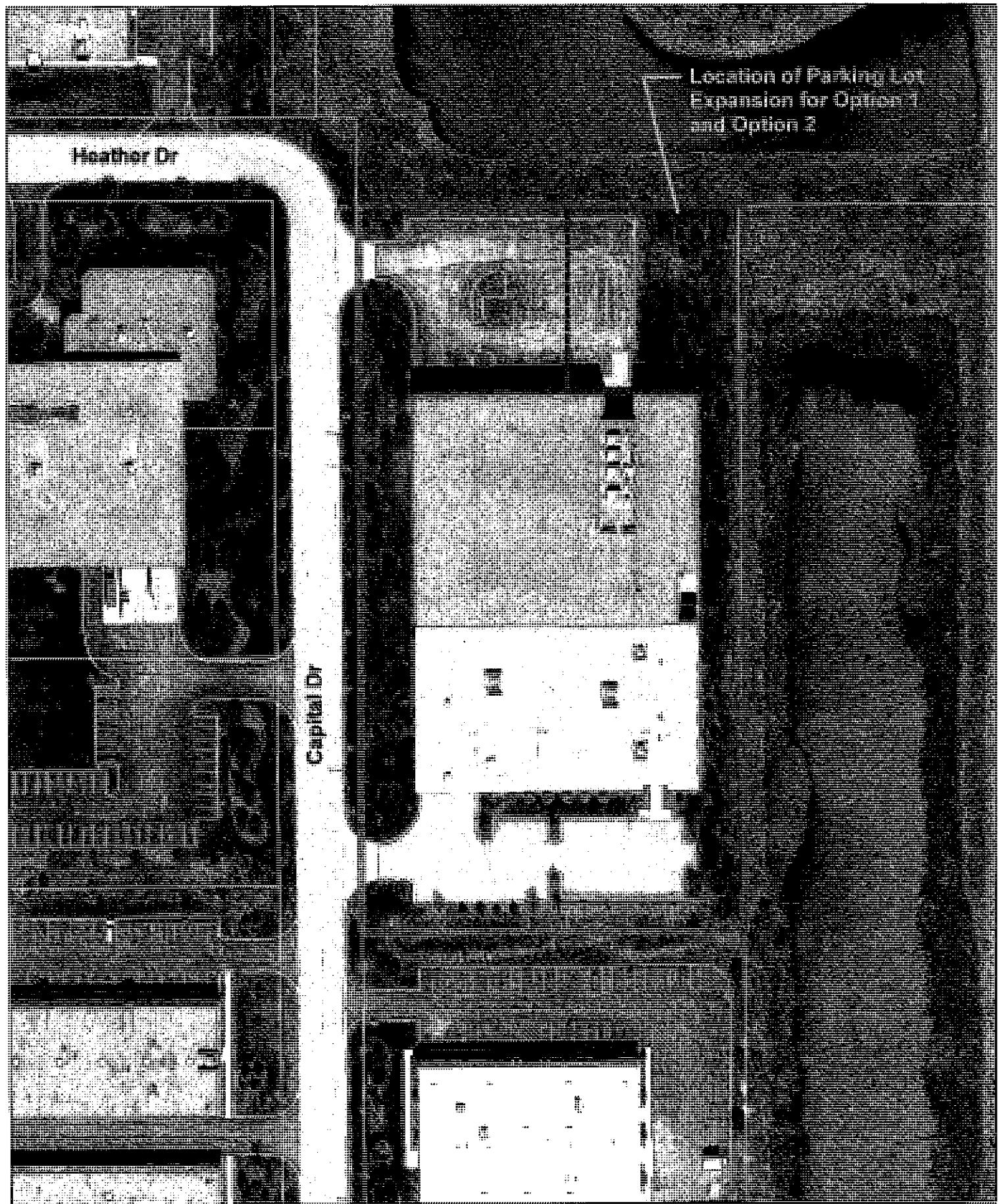
Pursuant to your request we have reviewed the Landscape Plans for the referenced project dated 4/18/14. The applicant has provided two Options (1 and 2) for the expansion of the north parking lot. The plans consist of a 24" x 36" copy of the original plans. In addition to the Landscape Plans, we received supplemental drawings of the Engineering Plans and Site Plans dated 4/18/14 for each Option.

1. According to the "Site Calculation" Table there are currently 45 parking spaces and for Option 1 there would be 18 additional parking spaces and for Option 2 there would be 11 additional parking spaces. According to Section 10-6-18 F2b, a parking lot that is reconstructed or redesigned for more than 15 spaces is to comply with the parking lot landscaping requirements.
2. According to Section 10-6-18 F4c, one (1) 4" caliper shade tree shall be provided in each planting island. In both Options 1 and 2, the applicant has proposed existing ornamental crabapple trees or a new evergreen tree in some parking islands.
 - a. If Village is okay with the relocated ornamental trees in these areas, we recommend that the ornamental trees be pruned up to assure adequate visibility for internal parking lot circulation.
 - b. According to Option 1, it appears that the applicant is proposing a new Norway spruce tree in a parking island. We do not recommend the use of evergreen trees due to the potential visibility issues for internal parking lot circulation.
3. According to Section 10-6-18 F3, 15% of the gross area of the parking lot must be landscaped. It appears that in both Options 1 and 2, approximately 16% of the parking lot area is landscaped and is in compliance with the ordinance. The landscaping calculated included the landscaped parking islands and the 5' landscape buffer surrounding the parking lot.

If you have any questions or comments, please contact our office.

bd:am:p:lakezurich/ Peapod#15065-300/LAreview050914

Attachment.



**2010 Aerial Photograph/
Village of Lake Zurich**

**Peapod Parking Lot Expansion
580 Capitol Road**

- Subject Site
- Parking Lot Expansion Area

Source: 2010 Lake County GIS Data.

Date: 05/09/14 1":100'

0 50 100
Feet



ROLF C. CAMPBELL & ASSOCIATES
A MANHARD CONSULTING DIVISION



VILLAGE OF LAKE ZURICH FIRE RESCUE DEPARTMENT
FIRE PREVENTION BUREAU
1075 OLD MCHENRY ROAD, LAKE ZURICH, ILLINOIS 60047
PHONE: 847.540.5073 • WWW.LZFIRERESCUE.ORG
JOHN M. BZDUSEK SR., DEPUTY FIRE MARSHAL

May 8, 2014

Sam Hubbard
Village Planner
505 Telser Rd.
Lake Zurich, IL 60047

Re: PR14-103 Peapod 580Capital Drive Parking Lot-Preliminary Review

The Fire Prevention Bureau has conducted a preliminary review of the Peapod parking lot expansion, 580 Capital Drive in Lake Zurich. This review is based on the 2006 International Building and Fire Prevention Codes and Local Code amendments. The following items have been noted in this review.

Based on the information provided, the plans **COMPLY**.

No comments on either option.

Please contact the Bureau office at (847) 540-5073, if you have any questions or comments.

Sincerely,

John M. Bzdusek Sr.
Deputy Fire Marshal
Fire Prevention Bureau
John.bzdusek@lakezurich.org

Cc: Daniel Peterson, Director Building & Zoning

Village of Lake Zurich

Kevin Finlon
Chief of Police



Police Department

Support Services Division

Serving with Pride

Interdepartmental Memorandum
Commander David M. Bradstreet

April 29, 2014

To: Sam Hubbard
Subject: 580 Capital Drive (Peapod)

Representatives of the Lake Zurich Police Department have reviewed the building plans for the Peapod parking lot expansion. There are no recommendations at this time.

Respectfully

David M. Bradstreet
Commander of Administration



At the Heart of Community

VILLAGE MANAGER'S OFFICE

Lake Zurich Village Hall
70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

MEMORANDUM

Date: May 21, 2014

To: Jason T. Slowinski, Village Manager

From: Roy T. Witherow, Assistant Village Manager

Subject: Fire Department Organizational Analysis

JS

Issue: The approved FY 2015 Budget includes funding of \$50,000 for a staffing/organizational analysis in the Fire Department. Staff seeks the Village Board's authorization to move forward in completing the organizational analysis.

Background: During the course of the past several years, the Village has responded to constricted financial resources with the reorganization of several Village departments and operations. Overall, staffing has been reduced by 19 full-time positions since FY 2010. As a result, every area of Village government has been impacted.

Due to the scope and complexity of public safety operations (i.e. police and fire) the Village Board has previously discussed retaining a consultant to conduct a comprehensive staffing/organizational analysis in these areas. In the summer of 2012, staff conducted a Request for Proposals (RFP) and recommended that the International City/County Management Association's Center for Public Safety Management (ICMA) conduct an organization analysis of the police and fire departments. The Village Board elected not to move forward as the cost of conducting an analysis of both departments was \$100,000 for which the funds were unbudgeted in the FY 2013 budget.

ICMA submitted a proposal again last month pursuant to staff's request to conduct an organizational/service analysis in the Fire Department at a cost not to exceed \$50,000.

Analysis: The ICMA has served municipalities for 100 years and has provided professional guidance for its membership. In the past several years, ICMA has created a well-established performance management and measurement division with an unparalleled expertise in

assisting municipalities in these areas. The Center for Public Safety Management has adopted this quantitative philosophy.

The ICMA consultant team is comprised of highly experienced and nationally recognized public safety professionals. This analysis should be considered an investment in assisting the Village to create and execute more efficient systems, controls, and processes. ICMA's proposed study includes the following key components:

- Examine the department's organizational structure and culture;
- Perform gap analysis, comparing the "as is" state of the department to the best practices and industry standards;
- Recommend a management framework to ensure accountability, increased efficiency and improved performance;
- Conduct a data-driven forensic analysis to identify actual workload; and
- Identify and recommend appropriate staffing and deployment levels for every discrete operational and support function in the department.

Given the methodology and process utilized by ICMA in the course of its analysis, staff recommends that the Village move forward with ICMA's Center for Public Safety Management to conduct an organizational and service analysis of the Fire Department. The estimated timeframe for completion of the analysis is 135 days (approximately 4.5 months) from the date the final agreement is signed.

Recommendation: Staff recommends the Village enter into a contractual agreement with ICMA-CPSM to conduct an operational and structural analysis of the Fire Department in an amount not to exceed \$50,000 and that the Village Manager be authorized to execute any necessary documents for the same.

w/ Attachments: International City/County Management Association/Center for Public Safety Management, LLC *Proposal for Comprehensive Analysis of Fire/EMS Services*

Proposal for Comprehensive Analysis of Fire / EMS Services

FIRE / EMS

OPERATIONS



CENTER FOR PUBLIC SAFETY MANAGEMENT

Submitted by:

Center for Public Safety Management, LLC

*Exclusive Provider of Public Safety Technical Assistance for
International City/County Management Association*

475 K Street, NW, Suite 702

Washington, DC 20001

716-969-1360

ICMA

Leaders at the Core of Better Communities

May 2, 2014

Mr. Jason Slowinski
Village Manager
Village of Lake Zurich
70 East Main Street
Lake Zurich, IL

Dear Mr. Slowinski:

The Center for Public Safety Management, LLC, the exclusive provider of public safety technical assistance for the International City/County Management Association, is pleased to submit this proposal for an analysis of fire / EMS services for the Village of Lake Zurich, Illinois.

The CPSM approach is unique and more comprehensive than ordinary accreditation or competitor studies. In general, our analysis involves the following major outcomes:

- Examine the department's organizational structure and culture;
- Perform gap analysis, comparing the "as is" state of the department to the best practices of industry standards;
- Recommend a management framework to ensure accountability, increased efficiency and improved performance;
- Conduct a data-driven forensic analysis to identify actual workload;
- Identify and recommend appropriate staffing and deployment levels for every discrete operational and support function in the department.

This proposal is specifically designed to provide the local government with a thorough and unbiased analysis of emergency services in your community. We have developed a unique approach by combining the experience of dozens of subject matter experts in the areas of emergency services. The team assigned to the project will have hundreds of years of practical experience managing emergency service agencies, a record of research, academic, teaching and training, and professional publications, and extensive consulting experience completing hundreds of projects nation-wide. The team assembled for you will be true "subject matter experts" not research assistants or interns.

ICMA has provided direct services to local governments worldwide for almost 100 years, which has helped to improve the quality of life for millions of residents in the United States and abroad. I, along with my colleagues at CPSM, greatly appreciate this opportunity and would be pleased to address any comments you may have. You may contact me at 716.969.1360 or via email at lmatarese@cpsm.us

Sincerely,



Leonard A. Matarese, ICMA-CM, IPMA-HR
Director, Research and Project Development
Center for Public Safety Management, LLC

The Association & The Company

International City/County Management Association (ICMA)

The International City/County Management Association (ICMA) is a 100 year old, non-profit professional association of local government administrators and managers, with approximately 9,000 members located in 32 countries.

Since its inception in 1914, ICMA has been dedicated to assisting local governments in providing services to its citizens in an efficient and effective manner. Our work spans all of the activities of local government – parks, libraries, recreation, public works, economic development, code enforcement, Brownfield's, public safety, etc.

ICMA advances the knowledge of local government best practices across a wide range of platforms including publications, research, training, and technical assistance. Our work includes both domestic and international activities in partnership with local, state and federal governments as well as private foundations. For example, we are involved in a major library research project funded by the Bill and Linda Gates Foundation and we are providing community policing training in Panama working with the U.S. State Department. We have personnel in Afghanistan assisting with building wastewater treatment plants and have teams in Central America providing training in disaster relief working with SOUTHCOR.

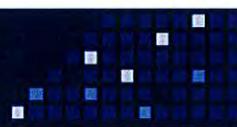
The **ICMA Center for Public Safety Management (ICMA/CPSM)** is one of four Centers within the Information and Assistance Division of ICMA providing support to local governments in the areas of police, fire, EMS, Emergency Management and Homeland Security. In addition to providing technical assistance in these areas we also represent local governments at the federal level and are involved in numerous projects with the Department of Justice and the Department of Homeland Security. In each of these Centers, ICMA has selected to partner with nationally recognized individuals or companies to provide services that ICMA has previously provided directly. Doing so will provide a higher level of services, greater flexibility and reduced costs in meeting member's needs as we will be expanding the services that ICMA can offer to local government is expanding. For example, The Center for Productivity Management (CPM) is now working exclusively with SAS, one of the world's leaders in data management and analysis. And the Center for Strategic Management (CSM) is now partnering with nationally recognized experts and academics in local government management and finance.

The ICMA Center for Public Safety Management will be maintaining the same team of individuals performing the same level of service that it has for the past seven years. The contracting entity will be "**Center for Public Safety Management, LLC**" (**CPSM**). This entity will be the exclusive provider of public safety technical assistance for ICMA and will continue to provide training and research for the Association's members and will represent ICMA in its dealings with the federal government and other public safety professional associations.

CPSM's local government technical assistance experience includes workload and deployment analysis, using our unique methodology and subject matter experts to examine department organizational structure and culture, identify workload and staffing needs as well as industry best practices. We have conducted over 200 such studies in 32 states and 120 communities ranging in size from 8,000 population Boone, IA to 800,000 population Indianapolis, IN.

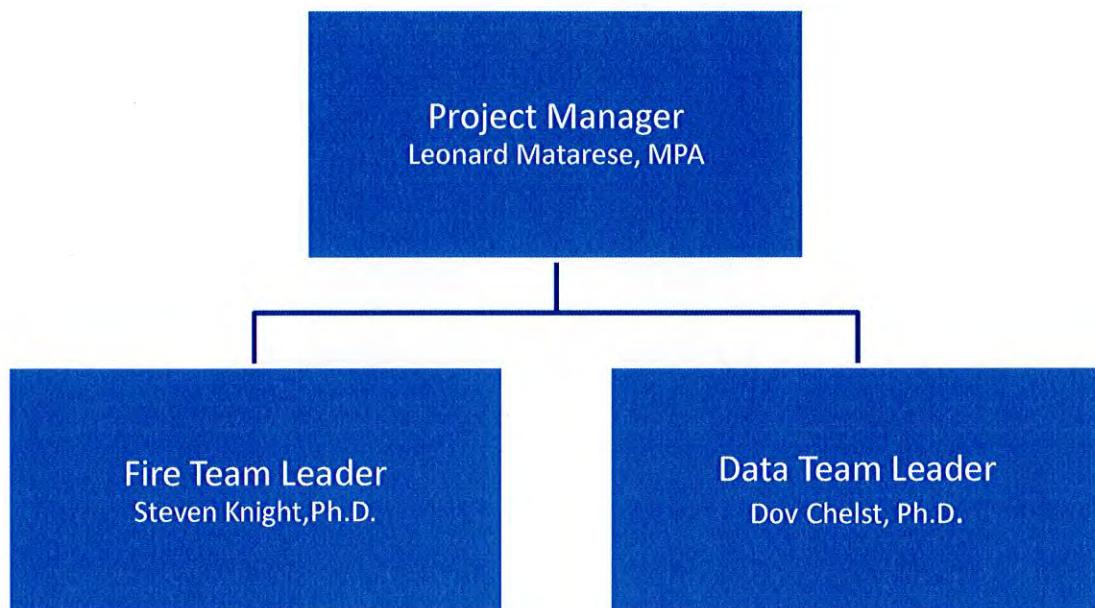
Thomas Wieczorek is the Director of the Center for Public Safety Management. Leonard Matarese serves as the Director of Research & Program Development. Dr. Dov Chelst is the Director of Quantitative Analysis. Dr. Steven Knight is the Senior Manager for Fire/EMS.

Project Staffing



The proposal will look at the fire and EMS services of Lake Zurich. For this project, the CPSM has assembled a premier team of experts from a variety of disciplines and from across the United States. The goal is to develop recommendations that will enable it to produce the outcomes necessary to provide critical emergency services consistent with the community's financial capabilities. The team will consist of a Project Manager, two Team Leaders and several senior public safety Subject Matter Experts selected from our team specifically to meet the needs of the community.

The management organizational chart for the project includes the following Key Team Members:



Project Manager

Director of Research and Project Development, Center for Public Safety Management, LLC

Leonard Matarese, MPA, ICMA-CM, IPMA-CP

- **Background**

Mr. Matarese is a specialist in public sector administration with particular expertise in public safety issues. He has 44 years' experience as a law enforcement officer, police chief, public safety director, city manager and major city Human Resources Commissioner. He was one of the original advisory board members and trainer for the first NIJ/ICMA Community Oriented Policing Project which has subsequently trained thousands of municipal practitioners on the techniques of the community policing philosophy over the past 18 years. He has managed several hundred studies of emergency services agencies with particular attention to matching staffing issues with calls for service workload.

Recognized as an innovator by his law enforcement colleagues he served as the Chairman of the SE Quadrant, Florida, Blue Lighting Strike Force, a 71agency, U.S. Customs Service anti-terrorist and narcotics task force and also as president of the Miami-Dade County Police Chief's Association – one of America's largest regional police associations. He represents ICMA on national projects involving the United States Department of Homeland Security, The Department of Justice, Office of Community Policing and the Department of Justice, Office Bureau of Justice Assistance. He has also served as a project reviewer for the National Institute of Justice and is the subject matter expert on several ICMA / USAID police projects in Central America. As a public safety director he has managed fire / EMS systems including ALS transport. He was an early proponent of public access and police response with AEDs.

Mr. Matarese has presented before most major public administration organizations annual conferences on numerous occasions and was a keynote speaker at the 2011 annual PERF conference. He was a plenary speaker at the 2011 TAMSEC Homeland security conference in Linköping, Sweden and at the 2010 UN Habitat PPUD Conference in Barcelona, Spain.

He has a Master's degree in Public Administration and a Bachelor's degree in Political Science. He is a member of two national honor societies and has served as an adjunct faculty member for several universities. He holds the ICMA Credentialed Manager designation, as well as Certified Professional designation from the International Public Management Association- Human Resources. He also has extensive experience in labor management issues, particularly in police and fire departments and is currently editing an ICMA book on the selection of police and fire chiefs.

Data Assessment Team

Center for Public Safety Management Senior Team Members

Dov Chelst, Ph.D., Director of Quantitative Analysis

- **Background**

Dr. Chelst is an expert in analyzing public safety department's workload and deployment. He manages the analysis of all public safety data for the Center. He is involved in all phases of The Center's studies from initial data collection, on-site review, large-scale dataset processing, statistical analysis, and designing data reports. To date, he has managed over 140 data analysis projects for city and county agencies ranging in population size from 8,000 to 800,000.

Dr. Chelst has a Ph.D. Mathematics from Rutgers University and a B.A. Magna Cum Laude in Mathematics and Physics from Yeshiva University. He has taught mathematics, physics and statistics, at the university level for 9 years. He has conducted research in complex analysis, mathematical physics, and wireless communication networks and has presented his academic research at local, national and international conferences, and participated in workshops across the country.

Senior Public Safety Subject Matter Expert

David Martin, Ph.D., Senior Researcher in the Center for Urban Studies, Wayne State University

- **Background**

Dr. Martin specializes in public policy analysis and program evaluation. He has worked with several police departments to develop crime mapping and statistical analysis tools. In these projects he has developed automated crime analysis tools and real-time, dashboard-style performance indicator systems for police executive and command staff. Dr. Martin teaches statistics at Wayne State University. He is also the program evaluator for four Department of Justice Weed and Seed sites. He is an expert in the use of mapping technology to analyze calls for service workload and deployments.

Senior Public Safety Subject Matter Expert

Gang Wang, Ph.D., Fire & EMS Services Data Analyst

- **Background**

Gang Wang received the dual bachelor degrees in industrial design and management science, and the M.S. in information system from Chongqing University in China and the Ph.D. degree in industrial engineering from Wayne State University. He has five years experience in enterprise information system and eight years experience in data analysis and applied mathematical modeling. He has rich experience in areas of automotive, travel and public safety with particular emphasis in fire / EMS analysis. He has published a book chapter and several journal articles.

Operations Assessment Team – Fire Unit

Director, Center for Public Safety Management, LLC

**Thomas Wieczorek, Retired City Manager Ionia, MI; former Executive Director
Center for Public Safety Excellence**

- **Background**

Thomas Wieczorek is an expert in fire and emergency medical services operations. He has served as a police officer, fire chief, director of public safety and city manager and is former Executive Director of the Center for Public Safety Excellence (formerly the Commission on Fire Accreditation International, Inc.). He has taught a number of programs at Grand Valley State University, the National Highway Traffic Safety Administration (NHTSA), and Grand Rapids Junior College. He has testified frequently for the Michigan Municipal League before the legislature and in several courts as an expert in the field of accident reconstruction and fire department management. He is the past-president of the Michigan Local Government Manager's Association; served as the vice-chairperson of the Commission on Fire Officer Designation; and serves as a representative of ICMA on the NFPA 1710 career committee.

He most recently worked with the National League of Cities and the Department of Homeland Security to create and deliver a program on emergency management for local officials titled, "Crisis Leadership for Local Government Officials." It has been presented in 43 states and has been assigned a course number by the DHS. He represents ICMA on the NFPA 1710 and 1730 Standards Committees and is a board member on the International Accreditation Service, a wholly owned subsidiary of the International Code Council.

He received the Mark E. Keane "Award for Excellence" in 2000 from the ICMA, the Association's highest award and was honored as City Manager of the Year (1999) and Person of the Year (2003) by the Rural Water Association of Michigan, and distinguished service by the Michigan Municipal League in 2005.

Senior Manager Fire / EMS

Chief Steven G. Knight, Ph.D., MPA, BS, EFO, CFO, Assistant Chief, St. Petersburg, FL Fire and Rescue Department.

- **Background**

Dr. Steve Knight is a 20-year veteran of the fire and EMS service and is currently the assistant fire chief with the St. Petersburg, Florida Fire and Rescue Department. St. Petersburg Fire & Rescue protects the lives and property of over 260,000 residents and responds to over 40,000 emergency incidents annually from 12 stations. During his tenure with SPFR, Chief Knight has served as the chief of rescue. Knight also currently serves for the Center for Public Safety Excellence, Commission on Fire Accreditation International as a technical advisor and peer assessor.

Chief Knight received the outstanding research award by the National Fire Academy/ United States Fire Administration in 2007, as well as the A. Don Manno Award for Excellence in Research by the National Society for Executive Fire Officers also in 2007.

Knight holds a Ph.D. from the University of South Florida in curriculum and instruction and a minor in research and measurement, a master's degree in public administration from Troy University and a bachelor's in Fire & Safety Engineering from the University of Cincinnati. Chief Knight is also a graduate of the Executive Fire Officer Program through the U.S. Fire Administration, Federal Emergency Management Agency. Knight is an accredited Chief Fire Officer through the Center for Public Safety Excellence and holds numerous Florida state fire and EMS technical certifications. Knight also serves as an adjunct instructor at St. Petersburg College in the Fire Science and Public Safety Administration Program, is the former Program Director – Emergency Medical Services at Manatee Technical Institute.

Senior Associate

Gerard J. Hoetmer, MPA, retired Executive Director of Public Entity Risk Institute, Fairfax, Virginia

- **Background**

Gerry Hoetmer is an expert in fire services, emergency management, and risk management. He served as the founding executive director of the Public Entity Risk Institute, a nonprofit organization that provided training, technical assistance, and research on risk management issues for local government and other public and quasi-public organizations. During his tenure as executive director he was a member of the National Academy of Sciences Disaster Roundtable. Prior to his position as executive director at PERI, Mr. Hoetmer worked at ICMA for 19 years, most recently as the director of research and development. He has written extensively on local government emergency management, the fire service, code enforcement, and risk management issues.

Seminal works include the first report to Congress on fire master planning and the first edition of *Emergency Management: Principles and Practices for Local Government*. In addition to providing expert testimony before Congress and local arbitration boards on fire staffing and scheduling issues, Mr. Hoetmer represented ICMA on the NFPA 1500 Standard on Occupational Safety and Health; NFPA 1201, the Standard for Providing Emergency services to the Public; and the NFPA 1710, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments. Mr. Hoetmer has developed and conducted training programs and seminars at FEMA's Emergency Management Institute and the National Fire Academy in Emmitsburg, Maryland.

He holds a Bachelors from the State University of New York, New Paltz and the Master of Public Administration degree from the University of Colorado at Denver

Senior Associate

Chief John (Jack) Brown (Ret.), BA, MS, EFO, Director, Arlington County Office of Emergency Management, Retired Assistant Chief Fairfax County Fire & Rescue Department

- **Background**

Jack Brown's 40 year public safety career includes 29 years with the Fairfax County, Virginia Fire & Rescue Department, where he retired as Assistant Fire

Chief of Operations. He served in a number of operational and staff positions, including the Office of the Fire Marshal where he attained NFPA certification as a Fire Inspector II and Fire Investigator. As an investigator, he conducted post fire and post blast investigations, assisting in the prosecution of offences involving arson and illegal explosives. He served as a Planning Section Chief and Task Force Leader for the Fairfax County Urban Search and Rescue Task Force (VA TF-1). He deployed to Nairobi, Kenya as Plans Chief in response to the 1998 embassy bombing and as Task Force Leader on a deployment to Taiwan in response to an earthquake in 1999.

Upon his retirement from Fairfax County in 2000, he became the Assistant Chief for the Loudoun County Department of Fire, Rescue and Emergency Management, where he led a team of firefighters to the Pentagon on 9/11 and assisted the Arlington County Fire Department as the initial Planning Section Chief for the incident. Jack served as Planning Section Chief on a Northern Virginia multi-jurisdictional emergency management task force that reestablished the New Orleans Emergency Operations Center just after Hurricane Katrina. He retired from Loudoun County in 2006 to pursue a career in emergency management.

Brown retired from the Coast Guard Reserve as a Chief Warrant Officer 4, specializing in port safety and security, with 33 years of combined Army and Coast Guard Reserve service. After 9/11, he served on active duty for 47 months, including 15 months in the Middle East. He received the Bronze Star Medal for actions in Baghdad, Iraq while supporting combat operations during Operation Iraqi Freedom.

Brown holds a bachelor's degree in Fire Science Administration from the University of Maryland and a master's degree in Quality Systems Management from the National Graduate School, Falmouth, Massachusetts. He is a 1997 graduate of the National Fire Academy's Executive Fire Officer Program at the National Emergency Training Center, Emmitsburg, Maryland. He has been an adjunct professor at the Northern Virginia Community College and the University of the District of Columbia in the Fire Science curriculums. He is a graduate of the Executive Leadership Program in the Center for Homeland Defense and Security at the Naval Postgraduate School, Monterey, California.

Associate

Chief Mike Iacona, MPA, Fire Chief/Director Flagstaff Fire Department, Flagstaff Arizona; former Director and Fire Chief , Orange County, Florida Fire Rescue Department.

• Background

Chief Iacona has 38 years of fire service experience, with the last 17 years as Fire Chief. He currently serves as fire chief for the City of Flagstaff, Arizona and has held this position since 2002. Prior to this, he was the Director of Orange County Fire Rescue, Florida, which included oversight of the County's emergency management functions. In addition to duties associated with fire chief, he has served in various capacities, rising through the ranks from to fire fighter/paramedic to chief fire officer. Mike has led a fire training division, was the Chief of Operations, served as Emergency Manager in EOC Operations, was Chief Negotiator in multiple IAFF Contract deliberations. He has supervised the development of several fire master plans, was a volunteer fire

fighter coordinator, led multiple fire code adoption processes, was in charge of personnel and payroll functions and implemented fire impact fees. He also has wildland fire experience, supervising a fuel management program, the adoption of a Wildland Interface Code, and the adoption of a Community Wildfire Protection Plan (CWPP).

Chief Iacona holds a Master's Degree in Public Administration and did his undergraduate work in Urban Planning at Florida Atlantic University, in Boca Raton, FL. He is a graduate of the National Fire Academy's Executive Fire Officer Program and attended The Program for Senior Executives in State and Local Government at the Harvard Kennedy School.

Project Schedule

Milestone 1 – Full execution of the agreement

Agreement will identify Project Launch date.

Milestone 2 – Project Launch

We will conduct an interactive telephone conference with local government contacts. Our project leads will launch the project by clarifying and confirming expectations, detailing study parameters, and commencing information gathering.

Milestone 3a – Information Gathering and Data Extraction- 30 Days

Immediately following project launch, the operations leads will deliver an information request to the department. This is an extensive request which provides us with a detailed understanding of the department's operations. Our experience is that it typically takes an agency several weeks to accumulate and digitize the information. We will provide instructions concerning uploading materials to our website. When necessary, the lead will hold a telephone conference to discuss items contained in the request. The team lead will review this material prior to an on-site visit.

Milestone 3b – Data Extraction and Analysis – 14 Days

Also immediately following the project launch the Data Lead will submit a preliminary data request, which will evaluate the quality of the Computer Aided Dispatch (CAD) system data. This will be followed by a comprehensive request for data from the CAD system to conduct the response and workload analysis. This request requires a concerted effort and focused response from your department to ensure the timely production of required for analysis. Delays in this process will likely extend the entire project and impact the delivery of final report. The data team will extract one year's worth of Calls for Service (CFS) from the CAD system. Once the Data Team is confident the data are accurate, they will certify that they have all the data necessary to complete the analysis.

Milestone 3c – Data Certification – 14 days

Milestone 4a – Data Analysis and Delivery of Draft Data Report – 30 days

Within thirty days of data certification, the analysis will be completed and a draft, unedited data report will be delivered to the department for review and comment. After the data draft report is delivered, an on-site visit by the operations team will be scheduled.

Milestone 4b – Departmental Review of Draft Data Report – 14 days

The department will have 10 days to review and comment on the draft unedited data analysis. During this time, our Data team will be available to discuss the draft report. The Department must specify all concerns with the draft report at one time.

Milestone 4c – Final Data Report – 10 days

After receipt of the department's comments, the data report will be finalized within 10 days.

Milestone 5 – Conduct On-Site Visit – 30 days

Subject matter experts will perform a site visit within 30 days of the delivery of the draft data report.

Milestone 6 – Draft Operations Report – 30 days

Within 30 days of the last on-site visit, the operations team will provide a draft operations report to the department. Again the departments will have 10 days to review and comment.

Milestone 7 – Final Report 15 days

Once the Department's comments and concerns are received by CPSM the combined final report will be delivered to the Village within 15 days.

TOTAL ELAPSED TIME: 105 - 135 days

The CPSM Approach: Fire/EMS

Operations Review

Using information analyzed by the data team, an operational assessment by CPSM technical experts will be conducted to evaluate the deployment of emergency resources.

The CPSM team will evaluate equipment, maintenance, records, policies, procedures, mapping, implemented technology and innovations, facilities, training, and staff to create recommendations for future service delivery.

The team may meet with elected and appointed officials as well as identified community leaders to determine the outcome they are seeking from deployment of resources.

Observations and recommendations will be developed around key performance and analysis areas in the completion of the report and include:

- Comprehensive Data Analysis
 - Incident Type Workload
 - Response Time
 - Unit Workload
 - Analysis of Busiest Hour
- Governance and Administration
 - Organizational Structure
 - Organizational Leadership
 - Staffing and Deployment
 - External Relationships
- Organizational Behavior/Management/Processes
 - Time Allocation of Staff
 - Organizational Communication
 - Strategic Planning
 - Performance Measurement
- Financial Resources (Operating and Capital Resources)
- Programs (To include fire suppression, EMS, fire prevention, public education, fire investigation, technical rescue, hazardous materials, emergency management, , and other service delivery programs)
- Risk Management/All hazards approach to community protection
- ISO/Accreditation Benefit Analysis

Using GIS technology we will review the current locations of deployed equipment and stations with recommendations developed for the future. Key to making these determinations will be response time for dispatched units and call density.

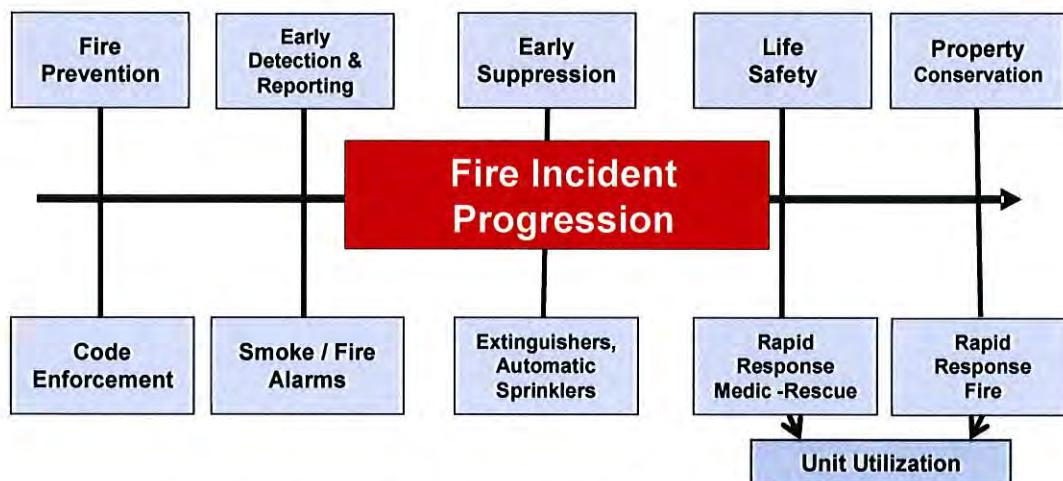
The CPSM data team has created a methodology for determining resource utilization that quantifies the maximum and minimum deployment of personnel and equipment. It is unlike any other approach currently used by consultants and is indicative of the desire by CPSM to deliver the right resources at the right time.

Fire Suppression Services

Fire departments staff their stations and train their personnel to respond to a wide array of fire and vehicular accident emergencies. In addition, many departments use the long intervals between calls for service for a variety of fire prevention, training and station activities. Research in the United Kingdom as well as by FEMA has shown that the most cost-effective approach to fire deployment is the elimination of calls. If a call is received, eliminating hazards decreases the risk faced by first responders and may result in a more positive outcome. These preventive strategies should include building effective code enforcement and fire prevention activities as well as strong public education programs promoting smoke detectors fire extinguisher use and placement in homes and businesses. The effort may also include early fire suppression through the use of automatic sprinkler systems and other fire protection systems. All of these prevention and response challenges are illustrated below.



FIRE CHALLENGES



FIRE DEPARTMENT ACTIONS

The resulting data study CPSM completes will gather and analyze data on the efficiency and effectiveness of the current deployment on the fire runs. Resource utilization will be quantified for concentration, location, and unit utilization.

The study will also analyze fire call data to provide a comprehensive review of how fire services are delivered to the community including a detailed analysis of workloads and response times. The analysis of the workloads should begin with an in-depth study of the types of calls handled and their severity. The goal of this data gathering would be to explicate the fundamental nature of the fire challenge faced by the Fire Department.

The study will pay special attention to fires reported in residences or buildings. Some examples of questions to be answered as a part of the study include: What was the average response

time of the first arriving fire suppression unit capable of deploying extinguishing agent? How long did the engine companies work at the scene?

For each call type, we will determine the time spent on-scene and the manpower personnel who worked the scene. This data will be aggregated to determine an overall average total time spent on fire calls per 24-hour period and by shift for each engine company. It will document any dramatic variations by time of day and day of week as well as seasonal variations. It will also require the review the department's non-emergency productive hours that fire personnel carry out between emergency calls. The study will also analyze data to determine the proportion of calls and the associated workload that arise within the community's borders compared to mutual aid calls.

Response time is an important statistic in emergency service systems. We will determine:

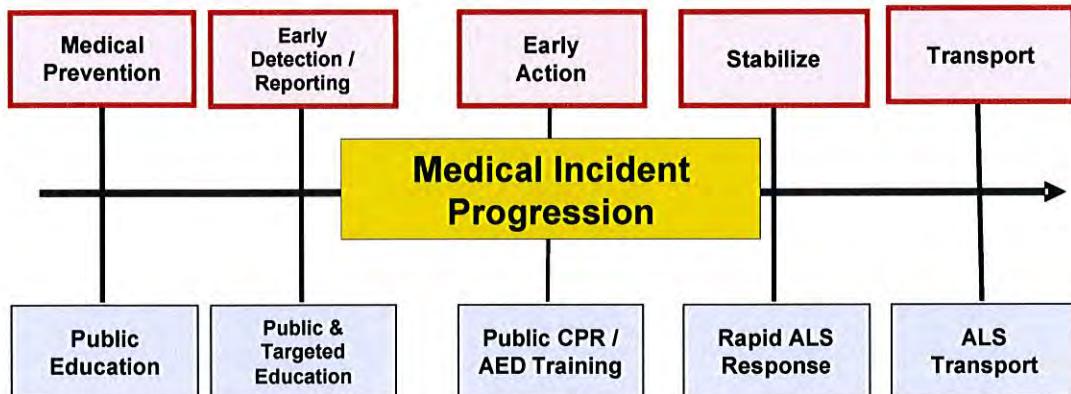
- Average response time of first arriving fire suppression unit capable of deploying extinguishing agent.
- Distribution of response times for different call categories
- Response time for the second arriving engine company, where possible

We will also identify and review calls that experienced unusually long response times.

Emergency Medical Services

Fire Departments provide emergency medical services in addition to fire suppression duties. In this project we will analyze EMS call data to provide a comprehensive review of emergency medical services including a detailed analysis of workloads and response times. The analysis of the workloads will begin with an in-depth study of the types of calls handled and their severity. The goal is to explicate the fundamental nature of the emergency medical challenge faced by the community's Fire Department. We will pay special attention to the most critical emergencies such as heart attack and serious vehicular accidents.

EMS CHALLENGES



EMS DEPARTMENT ACTIONS

For each call type, we will determine the time spent on-scene and the manpower personnel who worked the scene. These data will be aggregated to determine an overall average total time spent on fire calls per 24-hour period for each ambulance company and the unit hour utilization (UHU). We will also determine how much EMS calls contribute to the workload of fire engine companies since they also respond to most calls. We will document any dramatic variations by time of day and day of week as well as seasonal variations.

Response time is an important statistic in emergency service systems. We will determine not only average response time but also the distribution of response times for different call categories. We will also identify and review calls that experienced unusually long response times.

Analysis of the Busiest Hours of the Year

Fire departments often speak of the "worst case scenario" or "resource exhaustion" when developing staffing and deployment plans. In reality, an agency can never staff for the worst case scenario, because whatever situation can be envisioned, there can always be a more serious event that can be planned.

What is needed to make staffing and apparatus decisions is a clear understanding of what levels of demand can reasonably be expected over specific periods of time in a specific jurisdiction. For example, what are the busiest calls for service times over a one year period and what levels of staffing and apparatus were needed to handle this workload?

To answer this question requires a detailed analysis of calls for service, broken down minute by minute, identifying which units were busy and how many units remained available to respond to a new call for service. More sophisticated analysis can take into consideration available mutual aid resources.

There is significant variability in the number of calls from hour to hour. One special concern relates to the fire resources available for the highest workload hours. We tabulate the data for each of 8760 hours in the year. We identify how often the fire department will respond to more than a specified number of calls in an hour. In studying call totals, it is important to remember that an EMS run typically lasts, on average, a different amount of time than a fire category call.

Example of "Busiest Hour Analysis"

What follows is an example of an CPSM study of a fire department with 17 units staffed all the time. For the vast majority of these high volume hours, the total workload of all units combined is equivalent to 3 or fewer units busy the entire hour. For the ten highest volume hours, 0.1% of the hours, the total workload exceeded 3 hours. All of these high volume hours occurred between 10 a.m. and 9 p.m.

The hour with the most work was between 1000 and 1100 on September 12, 2009. The 21 calls involved 34 runs. The combined workload was 417 minutes. This is equivalent to 7 firefighting units being busy the entire hour. However, in the City there are 17 units staffed all of the time. During the worst portion of the hour, there were always at least 5 units still available to respond immediately. Only 5 of the 17 units were busy more than 30 minutes during this hour.

The hour with the most calls was between 1400 and 1500 on October 13, 2009. The 23 calls involved 28 runs. The combined workload was 379 minutes. This is equivalent to between 6 and 7 firefighting units being busy the entire hour. However, in the city there are 17 units staffed all of the time. During the worst portion of the hour, there were always at least 7 units still available to respond immediately. Only 3 of the 17 units were busy more than 30 minutes during this hour.

Table 1. Frequency Distribution of the Number of Calls

Number of Calls in an Hour	Frequency
0-5	6397
6-10	2263
11-15	98
16 or more	2

Observations:

- A total of 6,397 hours (73%) in a year have received 0-5 calls.
- A total of 2,263 hours (25.8%) in a year have received 6-10 calls.
- A total of 100 hours (1.2%) in a year have received 11 or more calls.

Table 2. Top Ten Hours with the Most Calls Received

HOURS	Number of Calls	Number of Runs	Total Busy Minutes
13-Oct-2009 1400	23	28	379
12-Sep-2009 1000	21	34	417
20-Jun-2009 2000	15	16	252
02-Feb-2009 1900	15	16	213
10-Jul-2009 1000	14	15	226
15-Feb-2009 1900	14	20	317
29-Jul-2009 1700	14	18	274
23-Feb-2009 1100	14	15	180
17-Mar-2009 1500	14	17	193
01-Mar-2009 1800	13	14	185

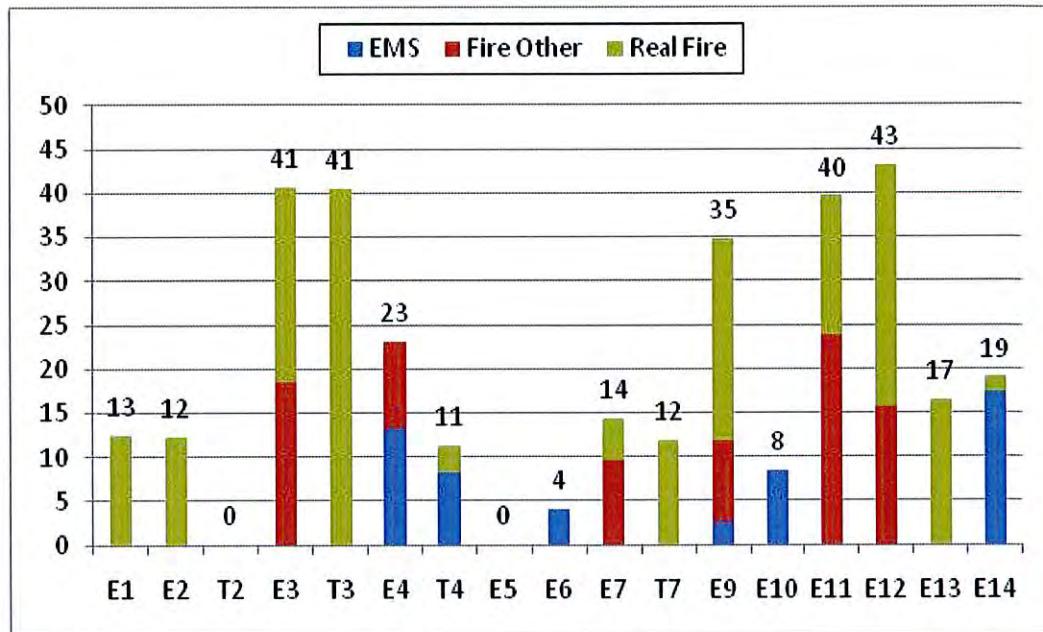
Table 3. Deployed Minutes by Unit for the Hour between 10 a.m. and 11 a.m. on 12-Sep-2009

Station	1	2	3	4	5	6	7	9	10	11	12	13	14	Number of Units						
Unit	E1	E2	T2	E3	T3	E4	T4	E5	E6	E7	T7	E9	E10	E11	E12	E13	E14	Busy	Free	
0-5																		3.3	1	16
5-10		1.9			0.7													5	3	14
10-15	3.1	5		5								3.7	0.6	4.8				5	7	10
15-20	5	4.3		5	0.5							5		5	4.4			4	8	9
20-25	4.4		1.1		4.4	5						3.8		5	5			7	10	
25-30		5		5								5		5	5			5	5	12
30-35		4.6		5								5		5	5			5	5	
35-40		5		5	3.1							5		5	2.7			6	11	
40-45		5		5				1.2		0.7		4.9	5	1.6				6	12	
45-50		5		5		1.8				5	1.8	1.9	1.6	5	4.9			9	8	
50-55				0.9		5	4.5		3.3	5	5	2.5	0.8	2.5	5	5		12	5	
55-60					5	5			0.8	3.1	5	4.1	5	5	5	5		11	6	
Total	12.5	12.3	0.0	40.6	40.5	23.1	11.3	0.0	4.1	14.3	11.8	34.8	8.4	39.6	43.2	16.5	19.0			

Note: The numbers in the cells are the busy minutes within the 5 minute block. The cell values greater than 2.5 are coded as red.
 Observations:

- Between 10 a.m. and 11 a.m. on September 12, 2009, the fire department responded to 21 calls and dispatched 34 units to these calls.
- In the city there are 17 units staffed all of the time. During the worst portion of this hour, there were always at least 5 units still available to respond immediately. Only 5 of the 17 units were busy more than 30 minutes during this hour.

Figure 1. Workload by Unit and Call Type for the Hour between 10 a.m. and 11 a.m. on 12-Sep-2009



Observations:

- Engine companies E3, E11 and E12 were busy more than 40 minutes during this hour.
- Truck T3 was busy more than 40 minutes during this hour.
- Eleven units were busy less than 20 minutes. Two units responded to no calls.

Proposed Fees

The quotation of fees and compensation shall remain firm for a period of 90 days from this proposal submission.

CPSM will conduct the analysis of the fire and EMS departments for \$48,000 exclusive of travel. The project would be billed in three installments: 40% within 14 days of signing the contract; 40% with delivery of the police, fire and EMS draft data analysis; 20% with delivery of the final report. Following delivery of the draft reports, the Village will have 30 days to provide comments as to accuracy and a final report will be delivered within 30 days of the comment period. Travel expenses will be capped at \$2,000 so that the entire project cost will not exceed \$50,000.

Deliverables

Draft reports for fire/EMS will be provided for department review in electronic format.

In order to be ecologically friendly, CPSM will deliver the final report in computer readable material either by email or CD or both. The final reports will incorporate the operational as well as data analysis. Should the municipality desire additional copies of the report, CPSM will produce and deliver whatever number of copies the client request and will invoice the client at cost.

Should the Village desire additional support or in-person presentation of findings, CPSM will assign staff for such meetings at a cost of \$2,000 per day/per person along with reimbursement of travel expenses.

Conclusion

Part of ICMA's mission is to assist local governments in achieving excellence through information and assistance. Following this mission, CPSM Center for Public Safety Management acts as a trusted advisor, assisting local governments in an objective manner. In particular, CPSM's experience in dealing with public safety issues combined with its background in performance measurement, achievement of efficiencies, and genuine community engagement, makes CPSM a unique and beneficial partner in dealing with issues such as those being presented in this proposal. We look forward to working with you further.



VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

APRIL 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

Activities during April include:

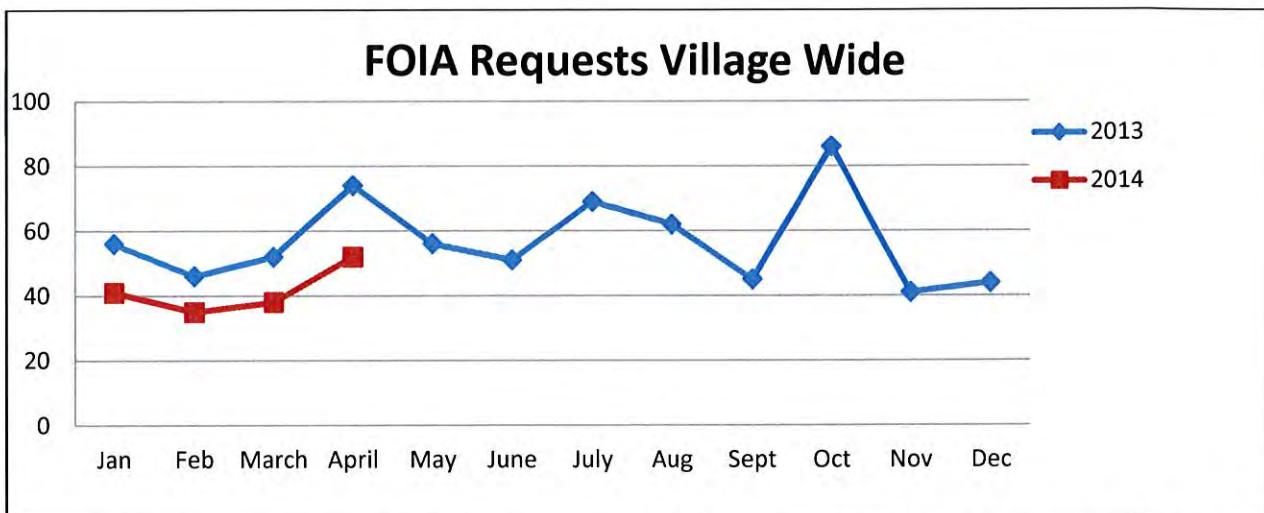
- The following establishments were issued Village business licenses in April:

American Sales	748 S. Rand Road
Ativo Capital Management	1 First Bank Plaza, Suite 301
Green Building Supply Center	480 Rose Road
El Jardin	500 Ela Road

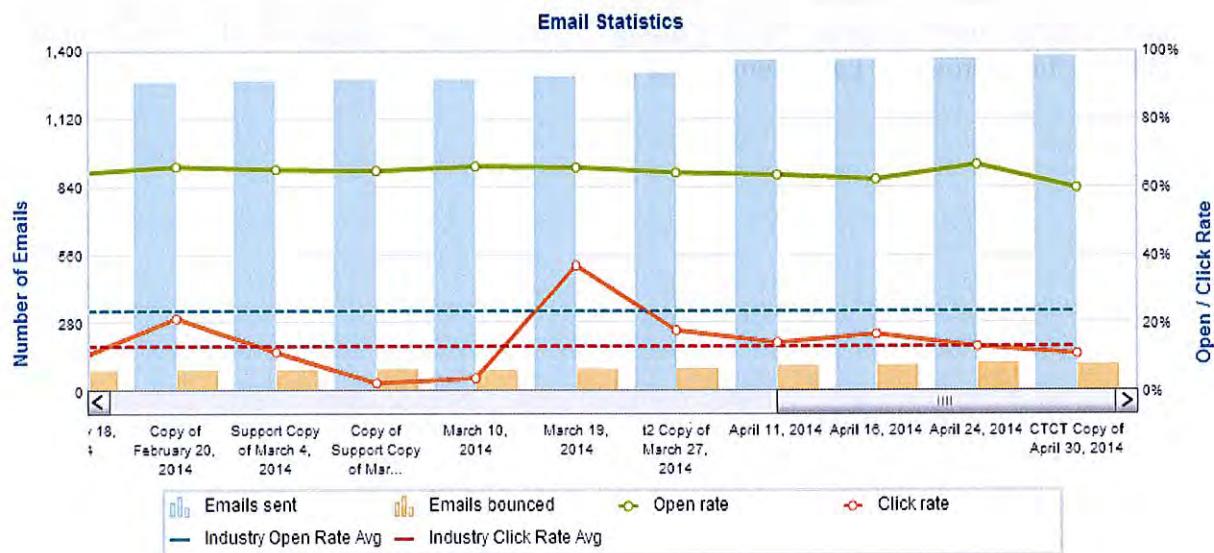
- The fiscal year 2015 budget was approved in April, following expenditure cuts of \$609,000. The final budget totals \$50.2 million across all funds and satisfies the Village's reserve balance of 20%, allowing a continued safety net against the \$36.25 million of outstanding debt (\$26.68 million related to the TIF). This budget was developed with the strategic goal of fiscal sustainability in mind, which is without doubt the Village's greatest priority and most difficult challenge in the coming years.
- The Committee of the Whole budget workshop in early April allowed a productive discussion and policy direction from the Village Board on the final draft of the fiscal year 2015 budget. Following the direction set at this workshop, a phased-in municipal utility tax on gas and electricity was approved and implemented, beginning at 2.5% and increasing to 5% after the first six months. Such a phased-in approach is intended to provide the community relief on expenses related to air conditioning over the summer months. This new revenue stream is projected to generate \$900,000 in new revenue in the first year.
- Incremental downtown improvements continued in April, per the redevelopment agreement with the owner of DiPiero's. In addition to the DiPiero's kitchen expansion project which is currently underway, demolition of the vacant and dilapidated inn on Old Rand Road was completed, allowing space for a future shared public/private parking lot that will be installed towards the end of summer.
- The annual TIF Joint Review Board meeting was held in April, providing a forum for local taxing bodies to understand TIF finances and ask questions about the proposed 12 year extension. After a review of the TIF finance report, most taxing bodies did not have any objections to moving forward with the extension.
- A new three year electricity aggregation contract with Homefield Energy was finalized, allowing Village residents and small businesses to continue the savings of the first two years of the aggregation program. A total of four electricity suppliers submitted bids, with Homefield Energy offering the lowest three-year rate along with an option for a 100% renewable energy opt-in program, with is available for those who wish to pay slightly higher rates to support the green energy industry.

- An executive leadership position was the focus of an expedited recruitment process in April, as Parks and Recreation Manager Dave Peterson announced his resignation with the Village in order to take a management position with the Dundee Township Park District. Ms. Bonnie Caputo has been appointed as the new Parks and Recreation Manager. Ms. Caputo has extensive experience in the recreational field, with nearly 14 years at the Foglia YMCA and strengths in marketing and fundraising.
- An early warning system was installed in the Cedar Creek retention basin in April, allowing staff to measure water levels from 1" to 36." The system is battery operated, uses a solar panel to recharge and a satellite link to send notifications via email, SMS, and phone.
- Following the legalization of video gaming terminals in early April, a process was created to review and approve future terminals. Final applications are expected to be ready for eligible establishments by mid-May, allowing a regulated and structured process for video poker, line-up, and blackjack video machines. The legalization of video gaming could provide a helpful boost to local economic development, allowing a spike in revenues for local businesses as well as attracting additional businesses to Lake Zurich.

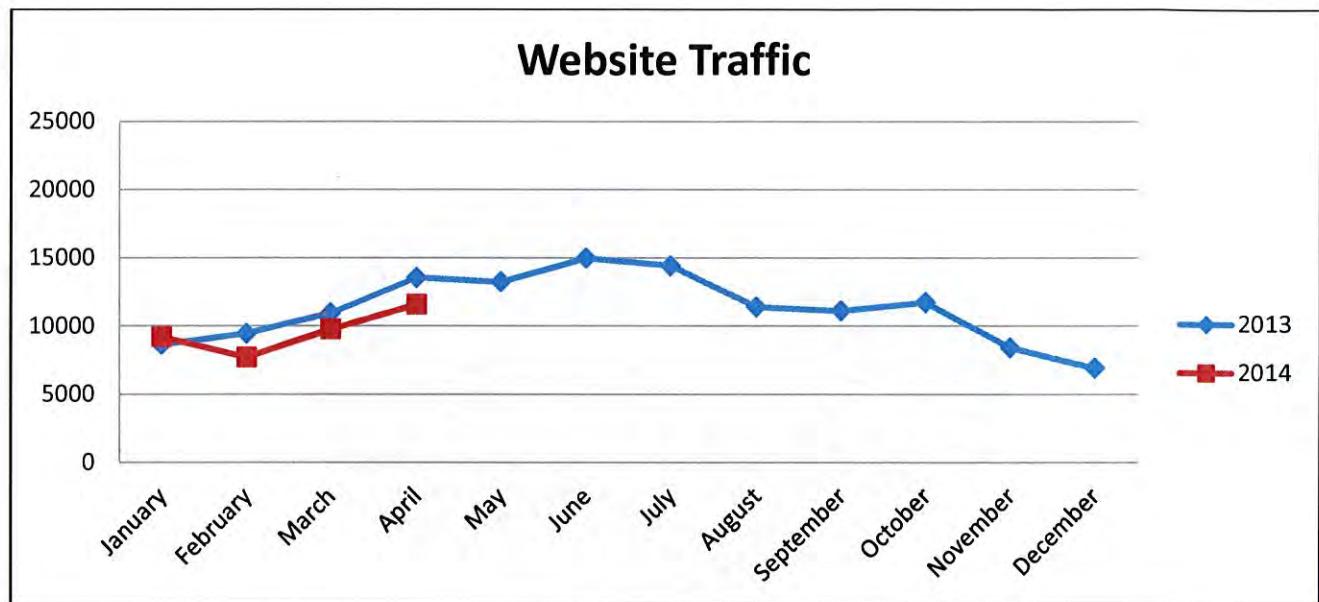
The Illinois Gaming Board reports that by the end of 2013, a total of 878 communities and counties have allowed video gaming. Lake Zurich's approval of video gaming follows the approval of Lake County and subsequently, several other municipalities.



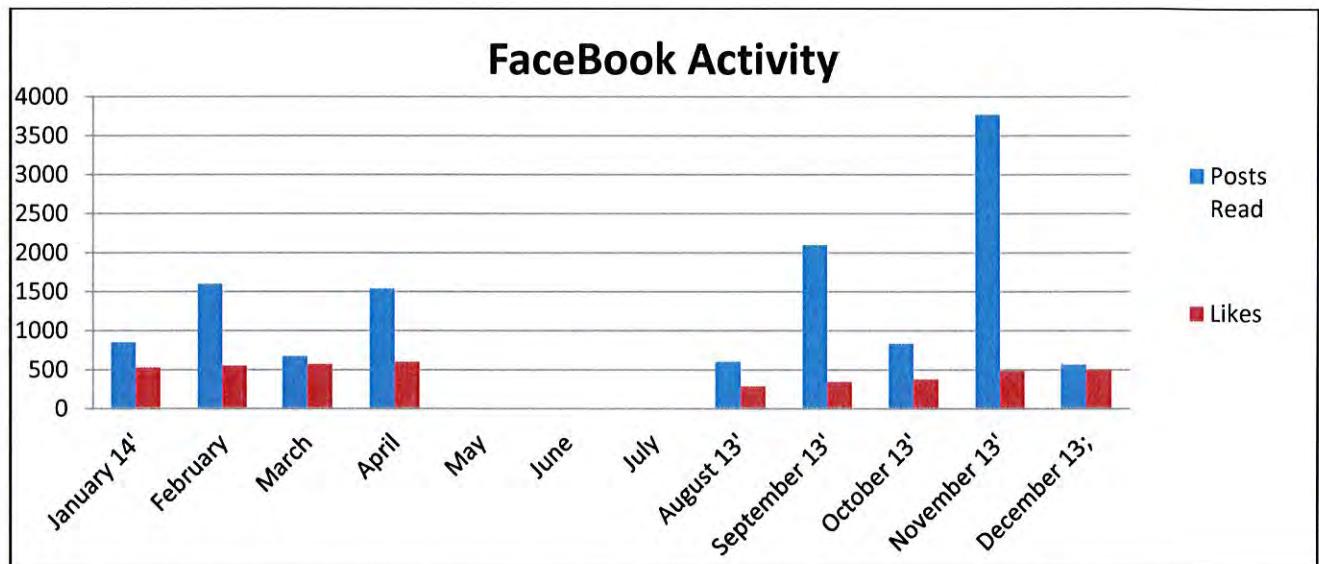
Open and honest government is the cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making process. This graph includes all of the FOIA requests received Village-wide among all departments. It should be noted that several FOIA requests require collaboration among more than one department, resulting in a team effort to obtain the correct information.



Benchmarks is the Village e-newsletter that is used as a central communication device for the public. This graph shows the number of people signed up for *Benchmarks*, as well as the bounce back rate, open rate, and click rate of readers. Subscription numbers are slowly increasing as more households are introduced to this new communication tool. The open rate is consistently over 50%, showing a high interest rate and readership for those that do receive *Benchmarks*, compared to the average open rate for government newsletters of less than 25%. The spike in the click rate on March 19th is due to the video gaming poll included in *Benchmarks*.

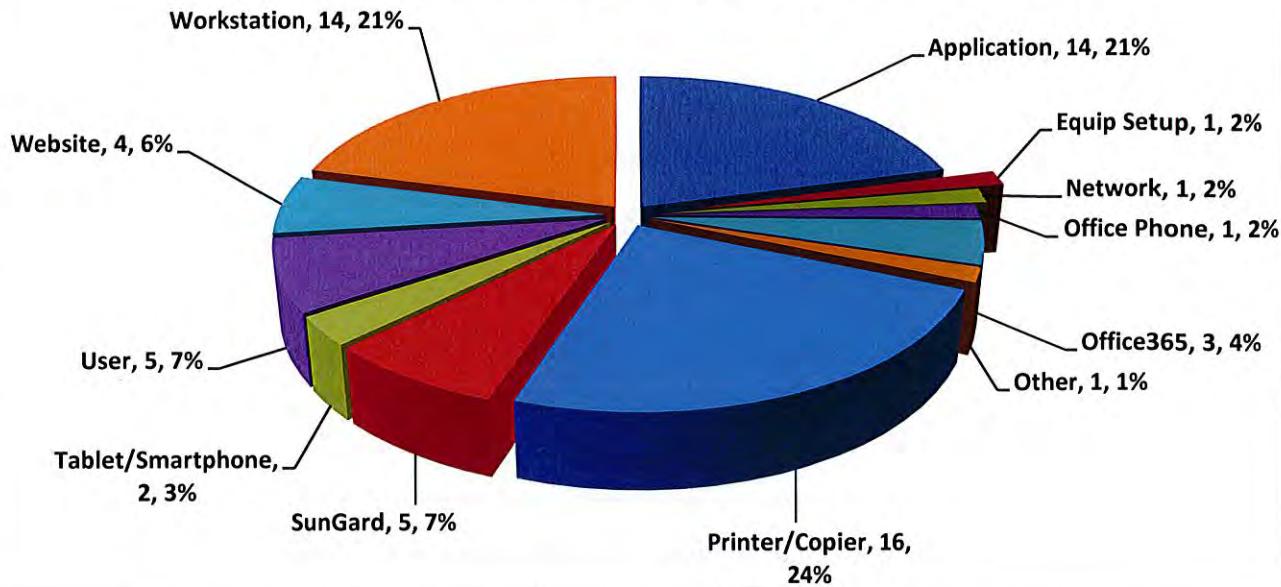


This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing citizen oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision making.



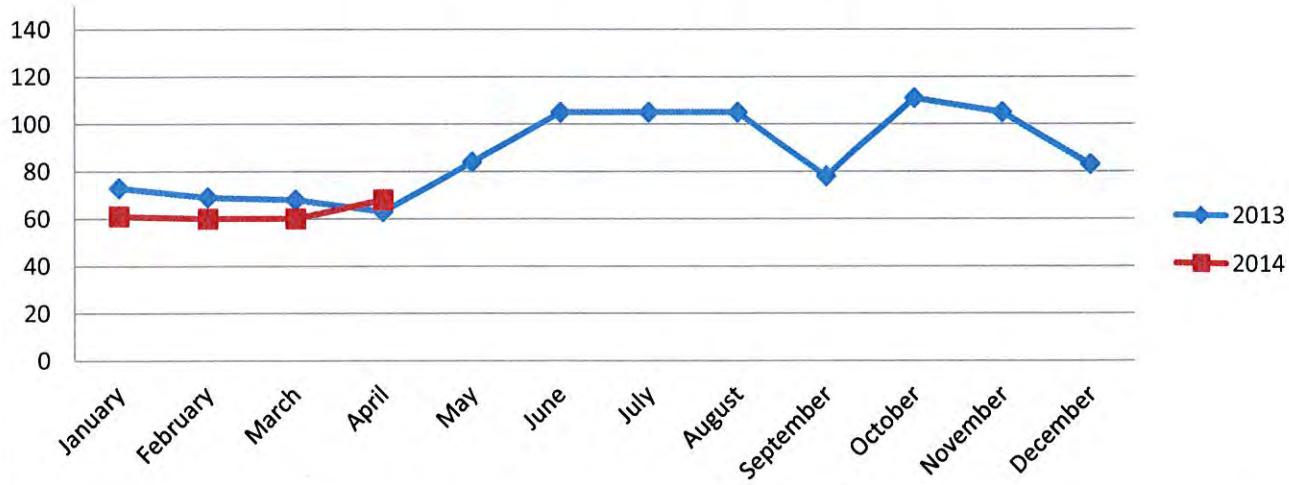
This shows the level of activity on the official Village FaceBook page. There are many opportunities for Lake Zurich to engage the community, especially the younger generation, through the use of social media. Reports indicate 55% of citizens use social media at least once per day, highlighting the importance of an official FaceBook page.

Help Desk Tickets By Category (This Month)



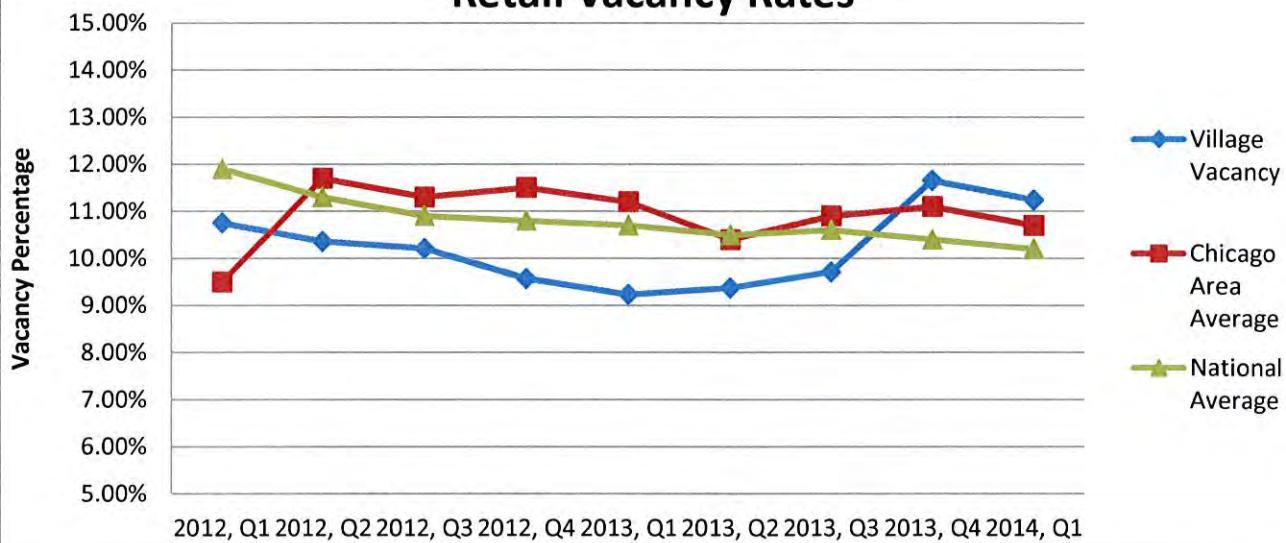
Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for a training workshops or investment in technology upgrades. This graph shows the most common requests for assistance this month.

Helpdesk Ticket Totals (Trend)



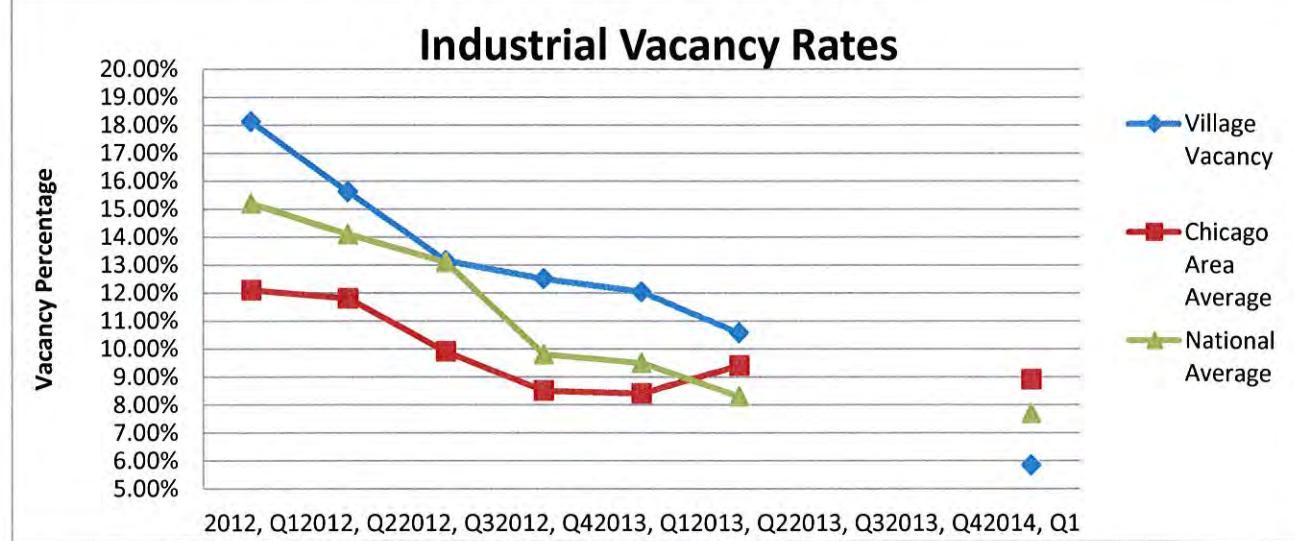
Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for a training workshops or investment in technology upgrades. This graph shows the annual trend of technology problems.

Retail Vacancy Rates



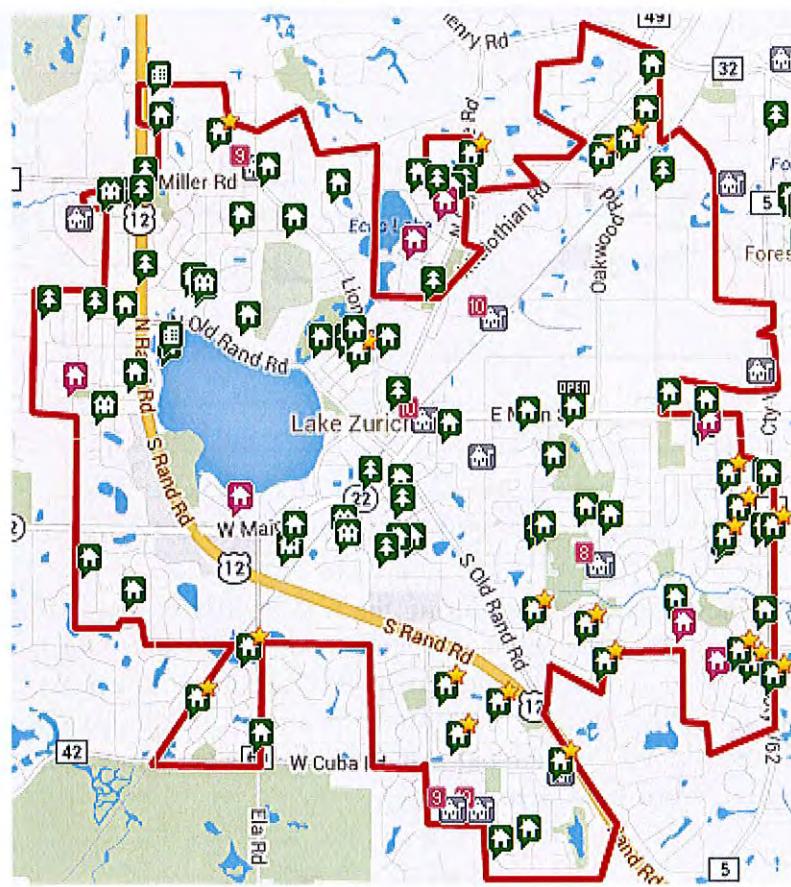
The Lake Zurich retail vacancy rate decreased during the first quarter of 2014 (from 11.65% to 11.24%) bolstered by the opening of the Mariano's store. Another major gain includes Sports Authority, which promptly filled the space vacated by MC Sports. The Lake Zurich retail vacancy rate continues to mirror that of the Chicagoland area retail rate in Q1 (from 11.10% to 10.70%). Lake Zurich outperformed the national average retail vacancy rate, which had only a 0.20 point decrease during Q1 (from 10.40% to 10.20%).

Industrial Vacancy Rates



The Lake Zurich industrial vacancy rate has not been updated since Q2 of 2013 but the reflected occupancy changes in the industrial park since then shows a significant decrease in vacancy. Staff is pleased to report that the estimated industrial vacancy rate in Q1 of 2014 is 5.85%, a significant decrease from the estimated 12.04% vacancy rate during the same quarter one year ago. The Village vacancy rate is lower than the national average of 7.70% and the Chicago area average of 8.90%.

Homes for Sale in Lake Zurich as of April 30, 2014



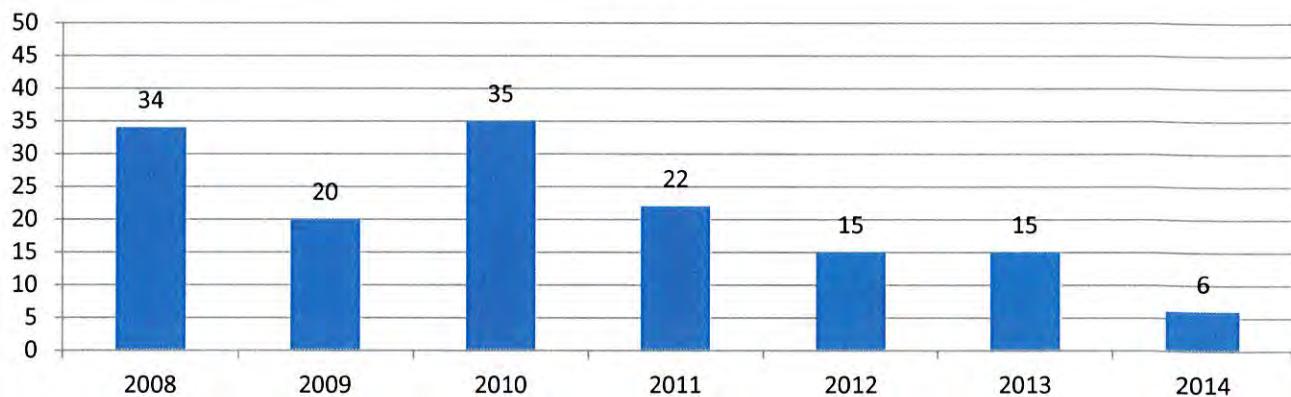
(Source: redfin.com)

Housing Inventory Statistics for April

Homes Reported for Sale:	128	85
Average Price:	\$332,400	\$319,900
Average Beds:	3.4	3.4
Average Baths:	2.5	2.4
Average Square Footage:	2,305	2,217
Average \$/Square Foot:	\$168	\$168
Average Days Listed:	163	131

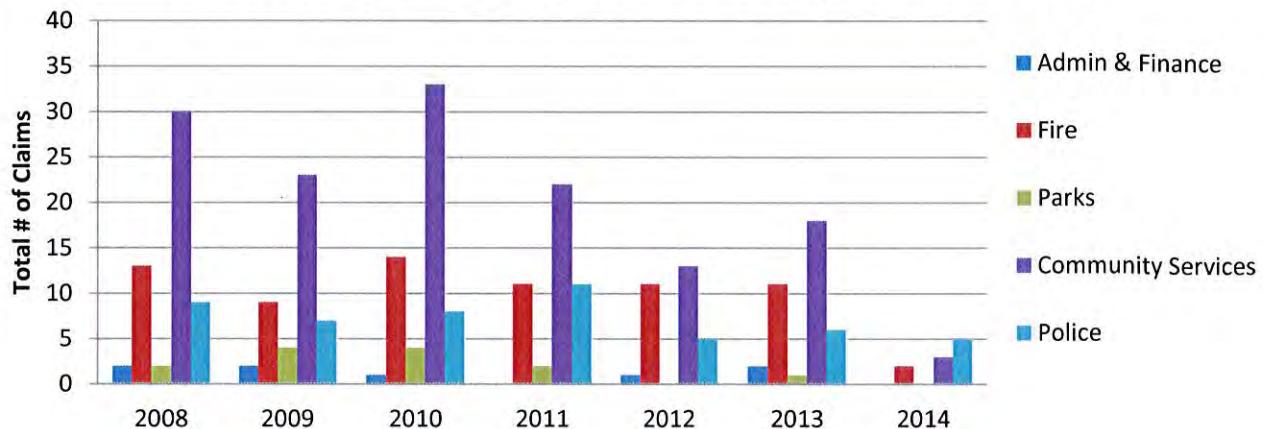
Housing Inventory Statistics for March

General Liability Claims -Total Incidents (Year-to-Date)



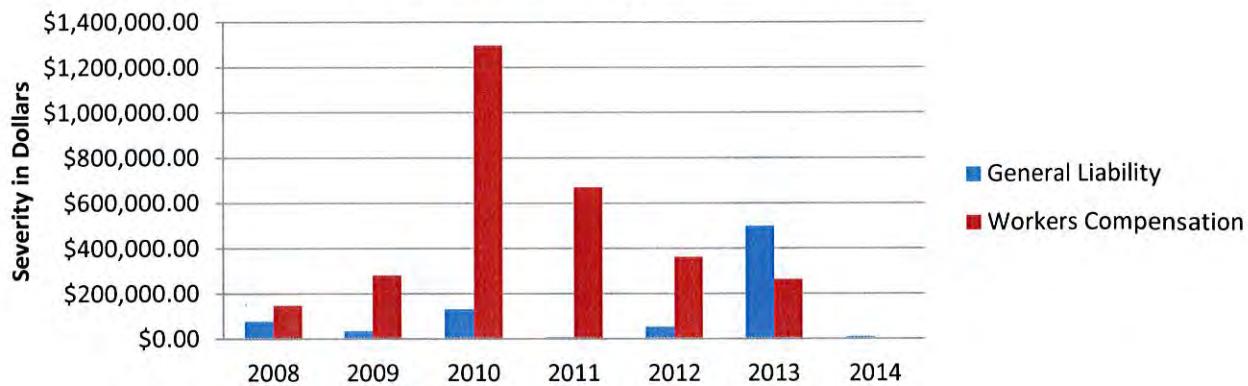
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports total General Liability claims in all departments. The two claims for 2014 are related to a vehicle striking a pot hole and a privately owned vehicle hitting the Village street sweeper.

Claim Frequency By Department (Year-to-Date)



Solid loss prevention programs and a culture of safety that encourages safe work practices will decrease claim frequency rates. This data shows the total number of claims by department, which is an aggregate number of the following claim types: Auto Liability, Auto Physical Damage, General Liability, Property Damage, and Workers Compensation. It is important to realize that the Public Works Division of Community Services is responsible for routine maintenance, so their general liability claims will naturally be high due to claims involving parkway trees, mailboxes, fire hydrants, the municipal fleet, etc.

Claim Severity for General Liability and Workers Compensation (Year-to-Date)



This metric provides a snapshot of the Village's overall liability position. Fewer claims filed against the Village mean less money spent and improved financial stability. The large spike in Workers Compensation claims filed in 2010 has slowly been decreasing in the 3 subsequent years. This data includes the total costs, including net property loss and any other associated expenses, such as attorney fees.



POLICE DEPARTMENT

MONTHLY INFORMATION REPORT

APRIL 2013

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General

- On April 7 Steven Husak was sworn in as the Chief of Police. Chief Husak has 25 years of law enforcement experience with the Buffalo Grove Police Department.
- On April 29 members of the Police Department and IT Director Michael Duebner met with several area Departments to discuss Records Management Systems. All agencies expressed interest in forming a consortium to further investigate available records packages and agency needs. Cost saving and shared information are items to be considered for the consortium.
- On April 9 Retired Chief of Police James Glogovsky (1983 – 1991) passed away. Chief Glogovsky (Ski) started his law enforcement career with the Waukegan Police Department. Members of the Lake Zurich Police and Fire Departments provided an Honor Guard on April 21.
- On April 15 Jack Reck attended his final meeting as a commissioner with the Fire and Police Commission. Mr. Reck has served as a commissioner for 21 years and was involved in the hiring process for 22 of the current officers.
- During the month of April members of the Department's Traffic Enforcement Unit completed the Department's Traffic Safety Challenge application. Members of the traffic unit spent several weeks documenting the Department's traffic education and enforcement programs. The Department has received numerous awards as a result of traffic safety programs conducted by the Department.

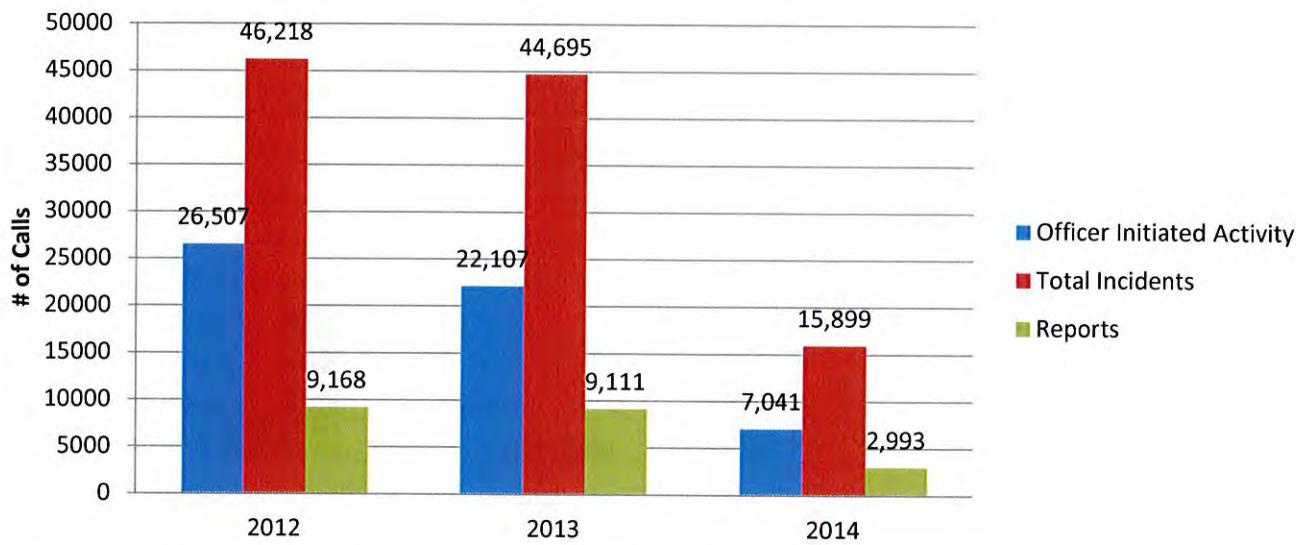
Patrol and Communications

- On April 17 Officer West responded to Mundelein for an active shooter exercise. Several area agencies participated in the annual training exercise.
- In April Commander Quinones participated in a Children of Domestic Violence program with A Safe Place of Lake County. During the program Commander Quinones spoke with and read to children affected by domestic violence.
- During the month of April, Department members along with H.R. Manager Gibson and Management Analyst Kordell met with representatives from both Labor lodges to discuss proposals for successor collective bargaining agreements. Discussions are ongoing.

Investigations

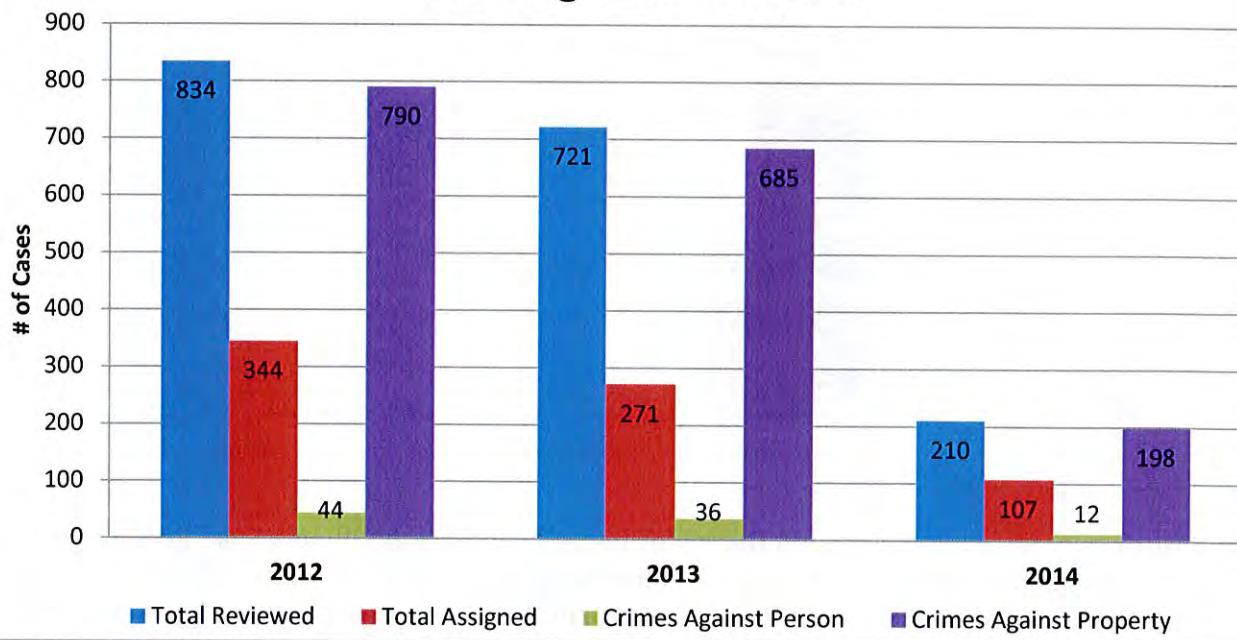
- On April 5th Detective Danielson represented the Department at the Lake Zurich Business Expo.
- On April 24th and 30th Department members met with representatives of District 95 to identify a replacement School Resource Officer (S.R.O.). District personnel interviewed six candidates for the position and selected Officer Mark Frey as the S.R.O. starting next school year.
- On April 26 the Department participated in the National DEA Prescription Drug Take Back program. A total of 307 pounds of unwanted drugs were collected and turned in for proper disposal.

Computer-Aided Dispatch (CAD) Incidents (Year-to-Date)



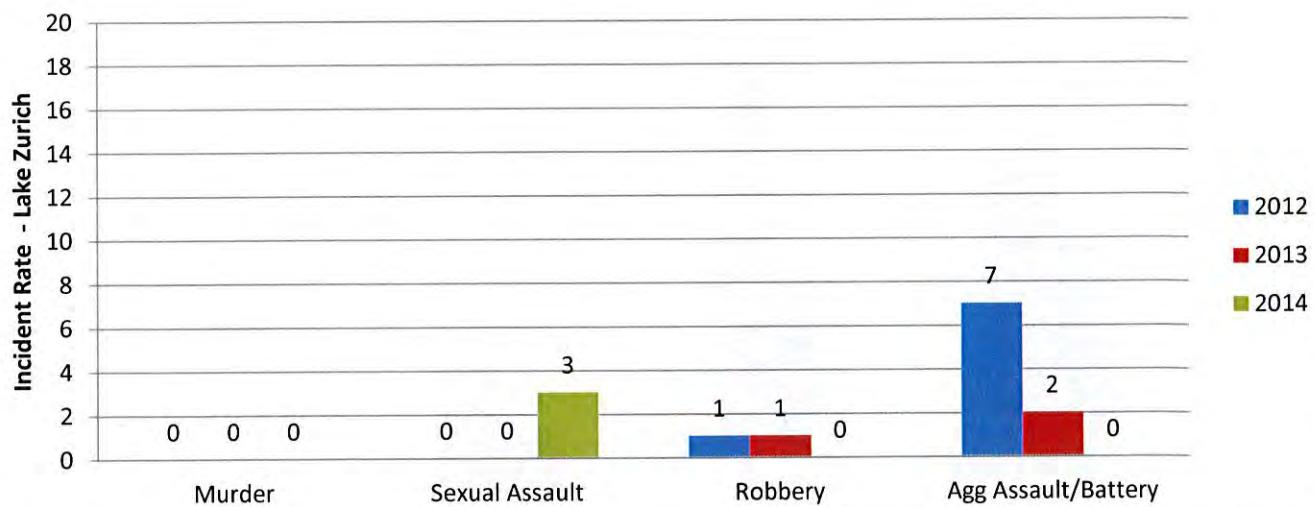
Officer initiated activity includes; DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Reports are incidents that receive a sequential case number and generally a written report. Current year data is year-to-date.

Investigative Caseload



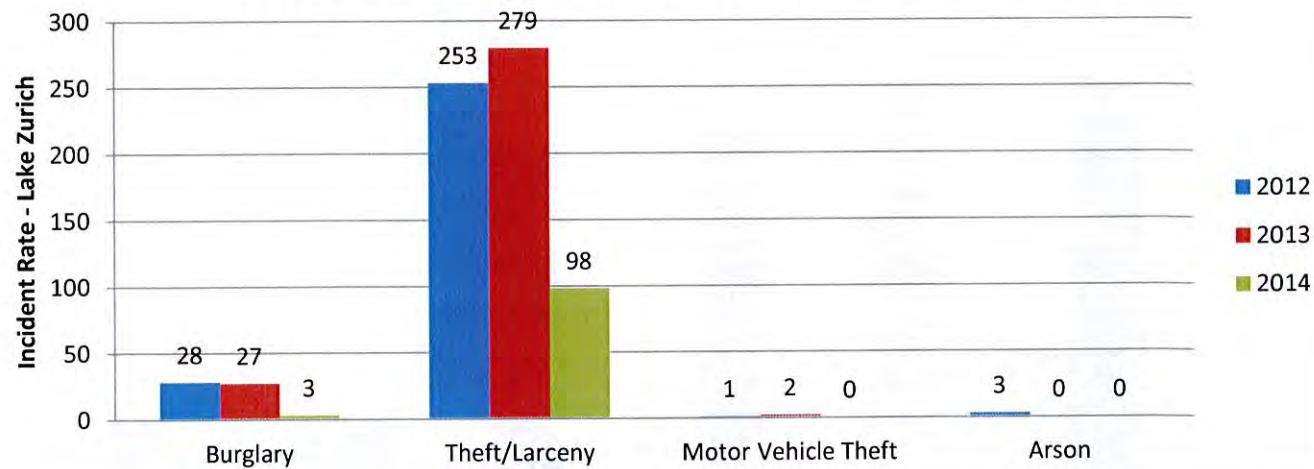
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.

Crime Rate for Violent Crimes (Year-to-Date)



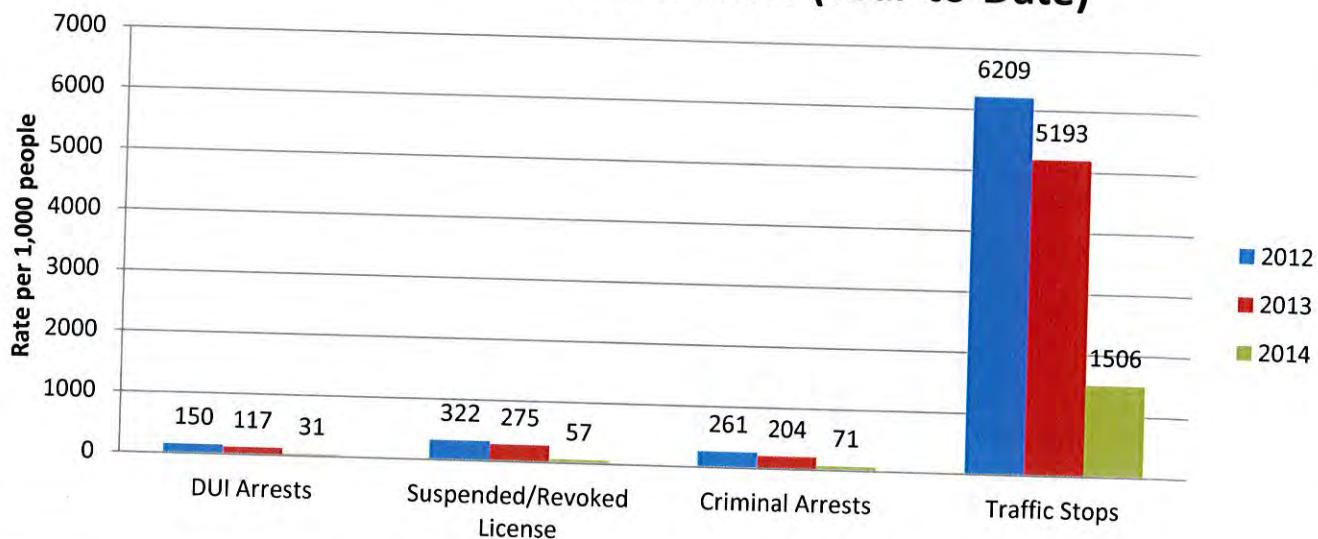
The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this information is converted to incidents per 100,000, although the actual numbers are used for this report. 2014 data is year-to-date.

Crime Rate for Property Crimes (Year-to-Date)



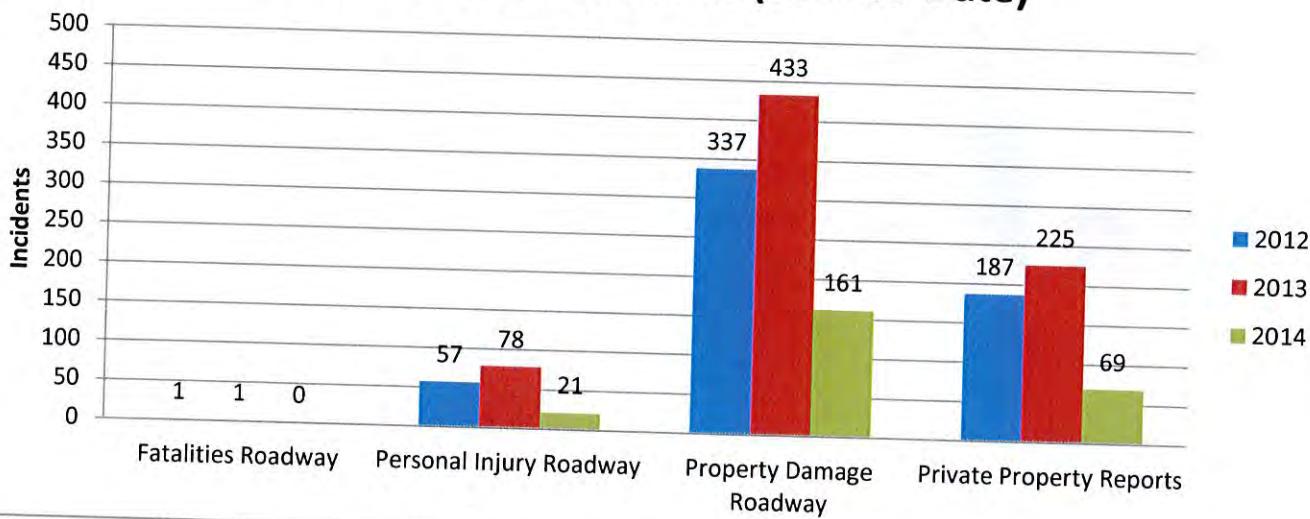
This information is provided to the Federal Bureau of Investigation via the Illinois State Police. These are Crimes against Property and the actual numbers reported are provided. Generally, this information is converted to incidents per 100,000. More information about this can be found at the Illinois State Police website: (<http://www.isp.state.il.us/crime/ucrhome.cfm>). Crime in Illinois provides crime information throughout Illinois. 2014 data is year-to-date.

Criminal and Traffic Offenses (Year-to-Date)



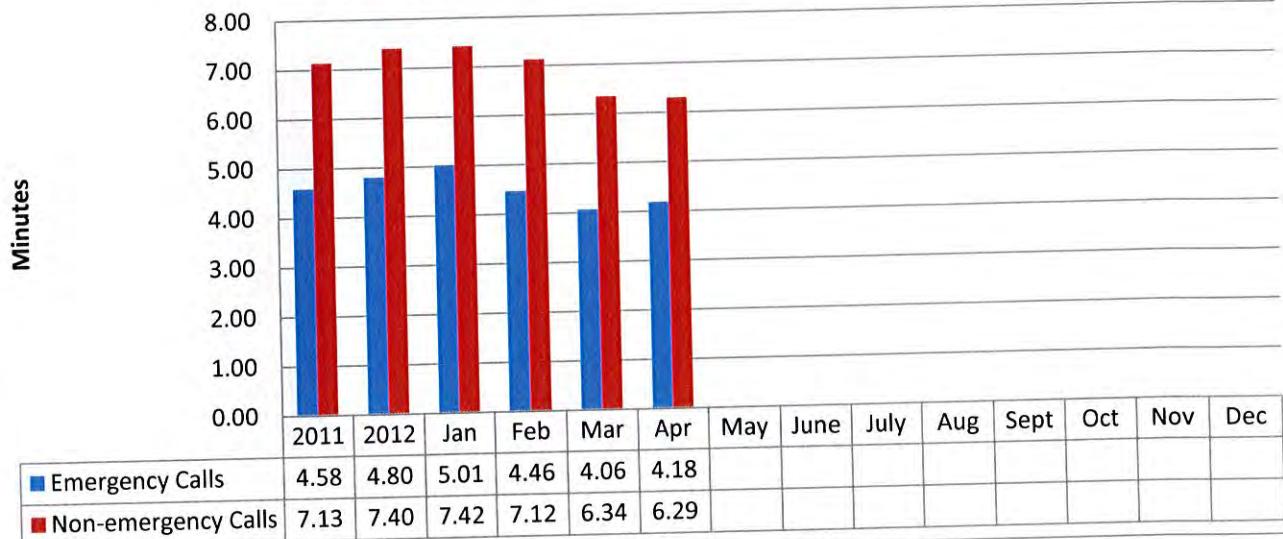
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.), and traffic stops conducted by Department personnel. Past year information is for the full year. The current year information is year-to-date data.

Vehicle Crash Incidents (Year-to-Date)



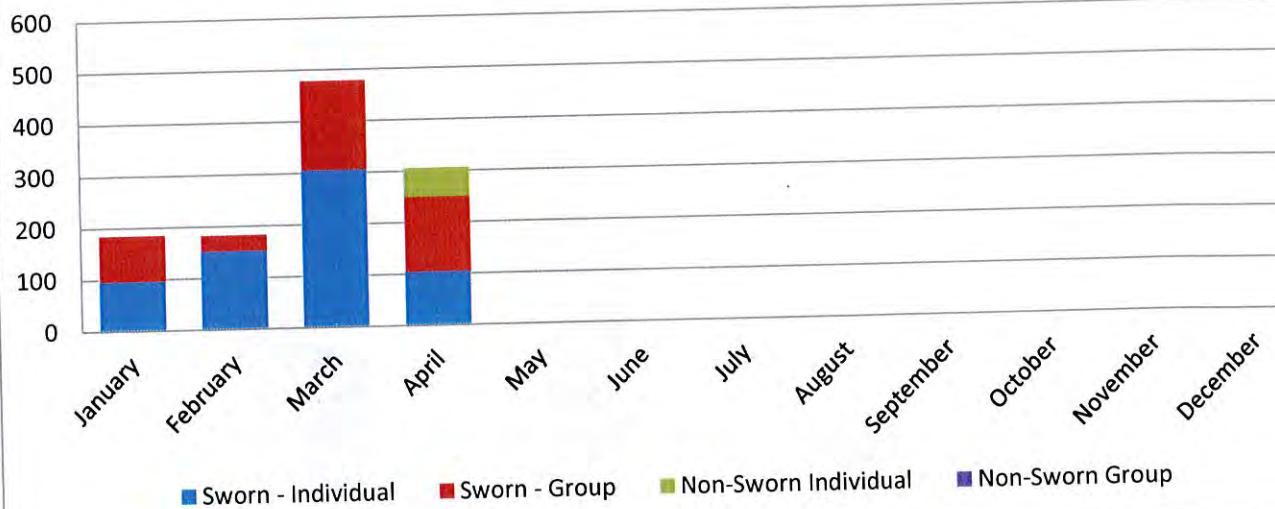
The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic Safety personnel investigate fatal, serious personal injury, and commercial motor vehicles. Previous year data is full year; current year data is year-to-date.

Average Response Time for Police



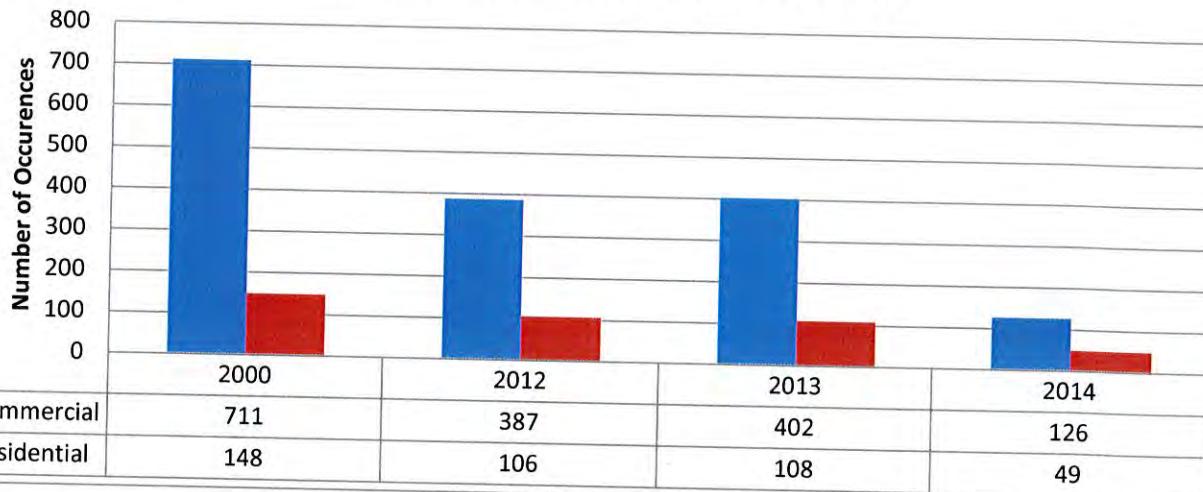
Response time is based on time a call-for-service is dispatched until a unit indicates, through a radio transmission to Dispatch or mobile-data-computer data transmission, they have arrived on-scene. The fraction of the minute is based on sixty seconds. (i.e. .50 = 30 seconds)

Training Time (in Hours)



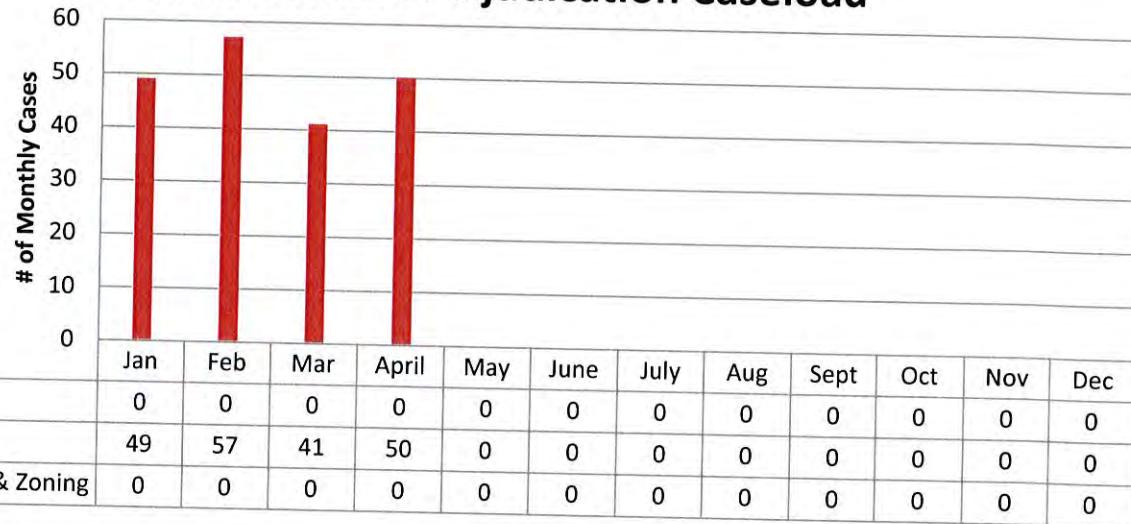
Training is an important element to maintain or improve skills/knowledge/ability. The training categories are divided into four categories: Sworn-Individual (personnel assigned to specific training courses), Sworn – Group (training presented to all sworn personnel multiplied by the number of personnel attending), Non-Sworn – Individual, and Non-Sworn – Group. Sworn personnel include police officers. Non-Sworn includes; telecommunicators, clerks, and Community Service Officers.

Alarm Occurrences (Year-to-Date)



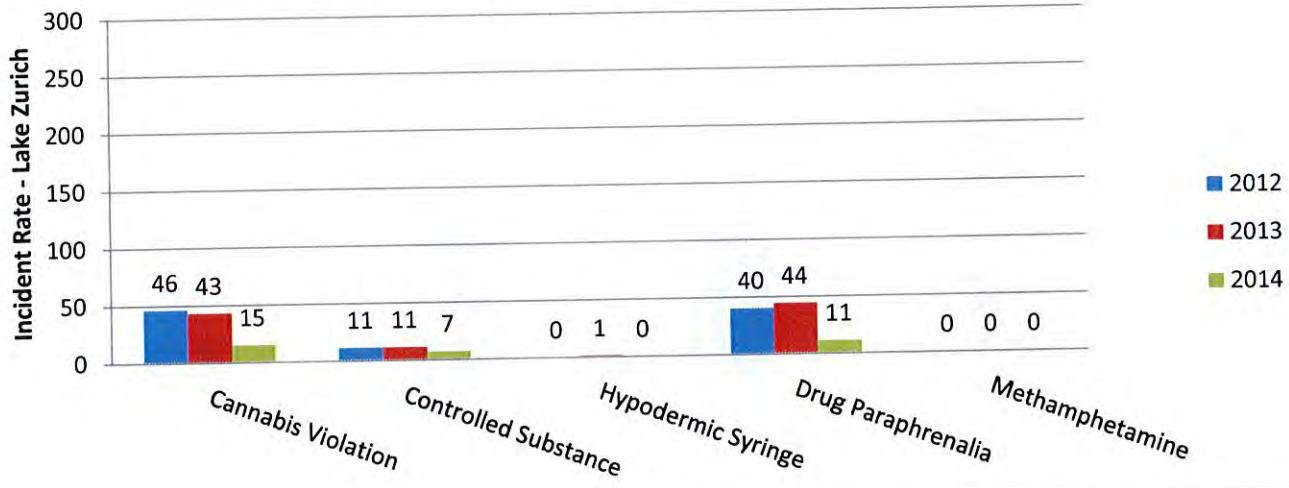
The Crime Prevention/Community Relations function monitors the number of alarms to which Patrol personnel respond – many of the alarms are false. Information from the year 2000 is benchmark information and indicates the progress that has been made regarding the false alarms that the Department has received. Previous year information is full year. Current year information is year-to-date.

Administrative Adjudication Caseload



The Administrative Adjudication process was originally put in place to address automated traffic enforcement citations. This program has been expanded to review vehicle equipment compliance citations, administrative tows, and parking citations. This process can be used by Building and Zoning and Fire Department personnel for code enforcement issues.

Drug Crime Arrests (Year-to-Date)



The Department is required to report Drug Crime Arrests to the Illinois State Police. The violations reported are related to the Cannabis Control Act, Controlled Substances Act, Hypodermic Syringe Act, Drug Paraphrenalia Act, and the Methamphetamine Act. Current year data is year-to-date.



FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

April 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
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70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

April 2014

General Operations:

Our Blood Drive was very successful with a total of 47 donors on the day of the event and we have had an additional 32 donors use the LZ code at a donor center. All of our volunteers did a wonderful job promoting the event. Our next event will be the Community Blood Drive to be held on July 19th.

We had a small electrical fire in a home at 14 Elm Pl. in Lake Zurich. No injuries were reported and the home remained habitable.

Labor negotiations culminated with a successor agreement that was ratified in the first few days of May.

We had an ambulance out of service for 9.5 hours during the month. During that time frame – no ambulance was available in one of the response districts.

Training Initiatives:

Five employees attended a Village sponsored Business Writing class held here in Lake Zurich.

We had members attend a course on how to handle social media in the public service realm.

Several members attended a refresher course on CAD system reporting and new computers to be rolled out via the ETSB to our units.

Community Access:

The Bureau personnel monitored and evaluated a number of evacuation drills in numerous schools this past month.

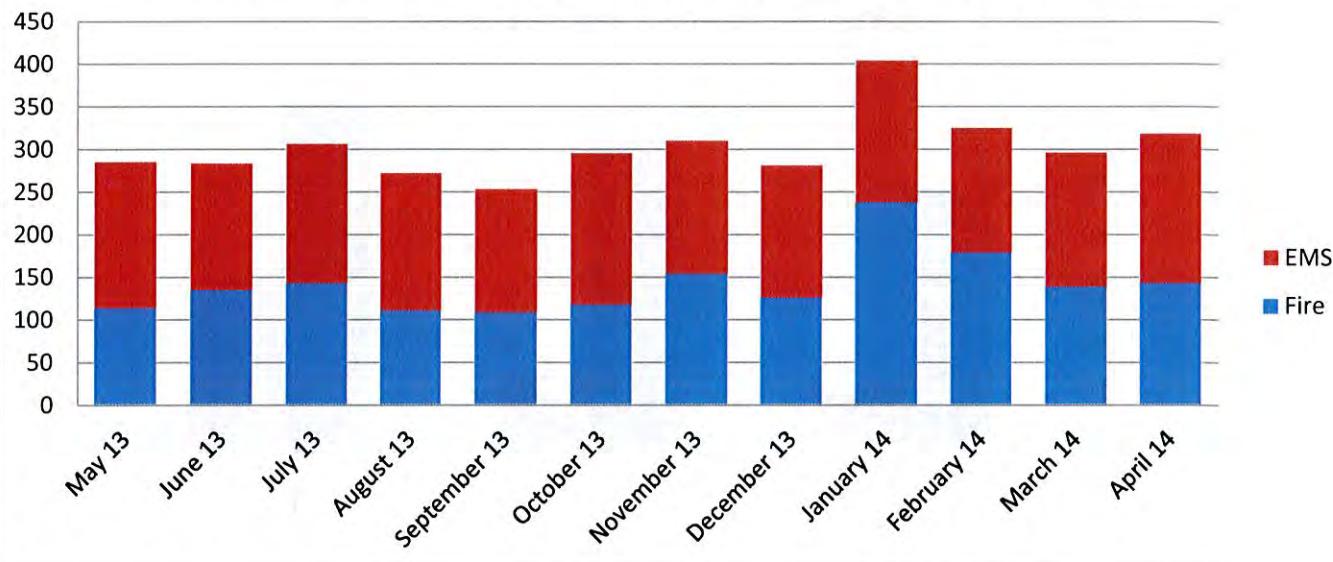
The Bureau assisted Home Depot with their installation of a new fire alarm system.

Building and Development:

The Bureau worked on a number of new business' opening in Lake Zurich, either in April or upcoming.

The Solana project in Deer Park got underway this month. This is a large retirement housing complex.

Fire Rescue Department - Monthly Calls by Type

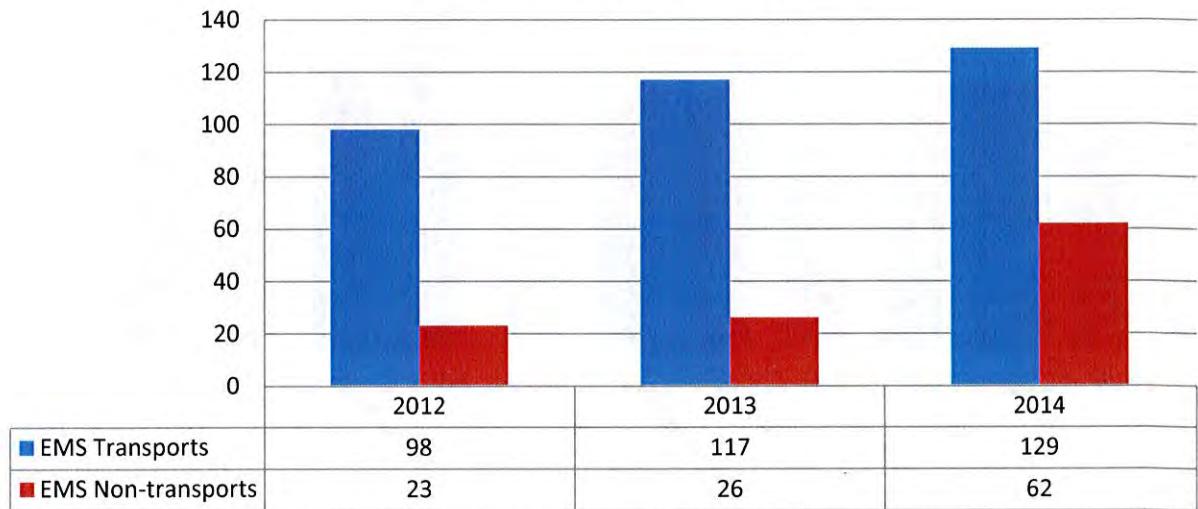


The department ran 318 calls in April 2014. The break out of Fire versus EMS was 143 Fire calls and 175 EMS calls. We continue to be running nearly 30% ahead of last years call volume.

The majority of EMS calls tie up units far longer than most fire calls. With transport, an EMS call can tie up resources for over an hour. It should be noted that most of our "fire" calls are not structure fires, but are alarm related, wires down and other types of service calls.

The highest single Fire type incident was calls for checking on fire alarms that were in a "Trouble" status. There were 53 total for that category.

EMS Transports vs Non-Transports - (Patients) Monthly 3 yr - Comparison



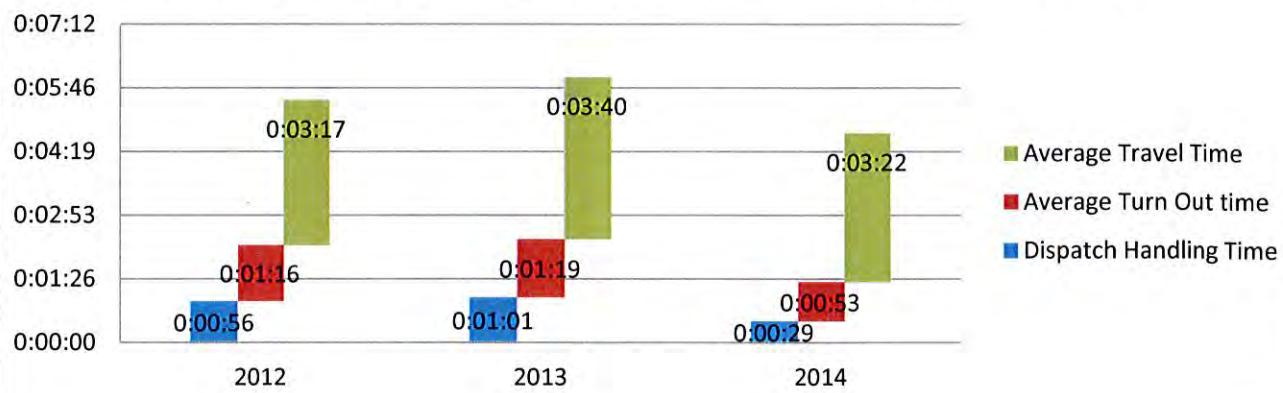
This data reflects activity related to emergency medical services, a core function of the Fire Department. Not every EMS call results in a transport. A prime example is an auto accident where a number of victims decide against transport. EMS transports always outpace refusals. This chart compares the Month of **April** across 3 years. The trend is consistent over the data period. These numbers represent patients seen.

Average Emergency Response Time for Fire

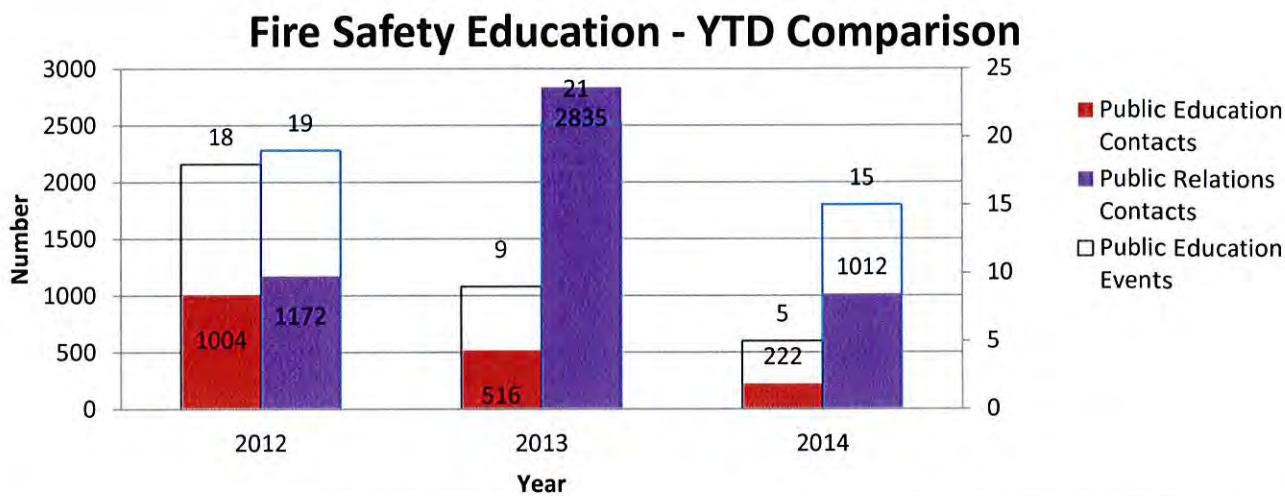


Response time is made up of three key factors – Dispatch handling time – the time for dispatch to take in information and then turn around and dispatch crews. The turn out time is the time for crews to receive the call and then get into the vehicles for response. Travel time reflects the time on the road to the call. Construction and speed limits affect travel time. A safe and rapid response is the foundation in providing a safe and secure community, especially with a medical emergency or with the potential for a rapidly developing fire. The overall goal for Fire response is a total of 6 minutes and 20 seconds, 90% of the time or better. We monitor our times closely and strive to identify factors affecting longer response times.

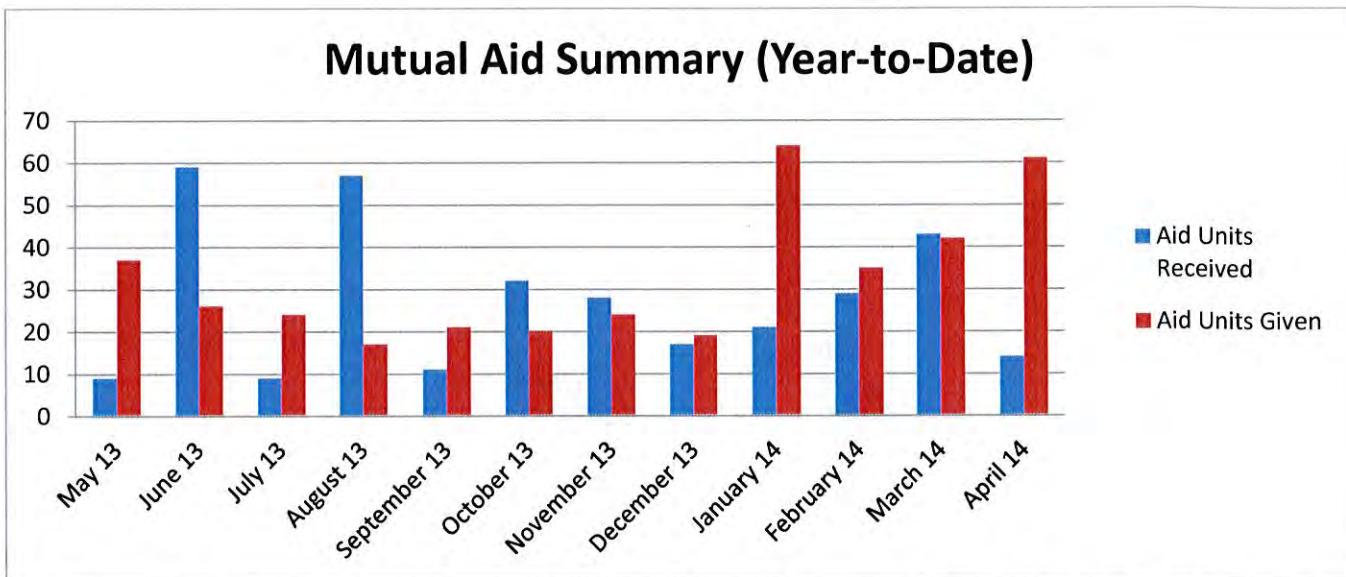
Average Emergency Response Time for Ambulance



Response time is made up of three key factors – Dispatch handling time – the time for dispatch to take in information and then turn around and dispatch crews. The turn out time is the time for crews to receive the call and then get into the vehicles for response. Travel time reflects the time on the road to the call. Construction and speed limits affect travel time. A safe and rapid response is the foundation in providing a safe and secure community, especially with a medical emergency or with the potential for a rapidly developing fire. The overall goal for EMS response is a total of 6 minutes, 90% of the time or better. We monitor our times closely and strive to identify factors affecting longer response times.

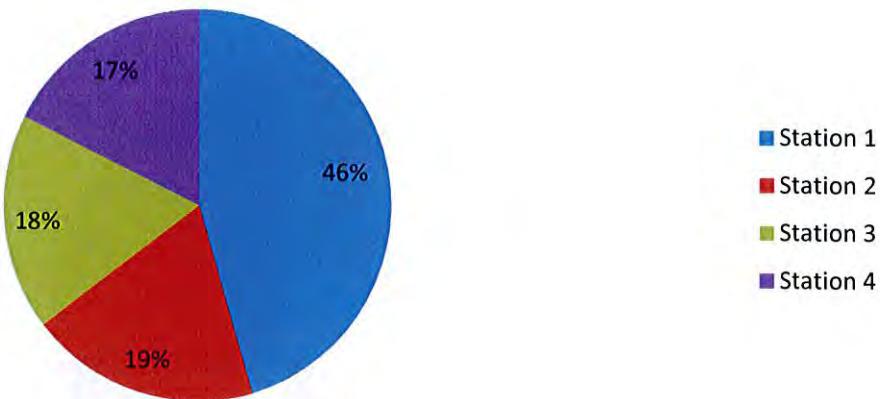


Visits are broken into two main categories. Public Relation Events are primarily events where the fire department has a presence and seeks to answer general questions from the public and demonstrate or explain our capabilities. A Public Education Event has a fire safety or other educational message as the prime objective. Examples are school talks and station tours where a safety message such as stop drop and roll are covered. The fire department stays active within the community by providing a host of programs to promote fire awareness and safety. We monitor fire and severe weather drills in the schools, educate children in fire fighter recognition, water and fire safety and teach exit drills in the home to middle school students.



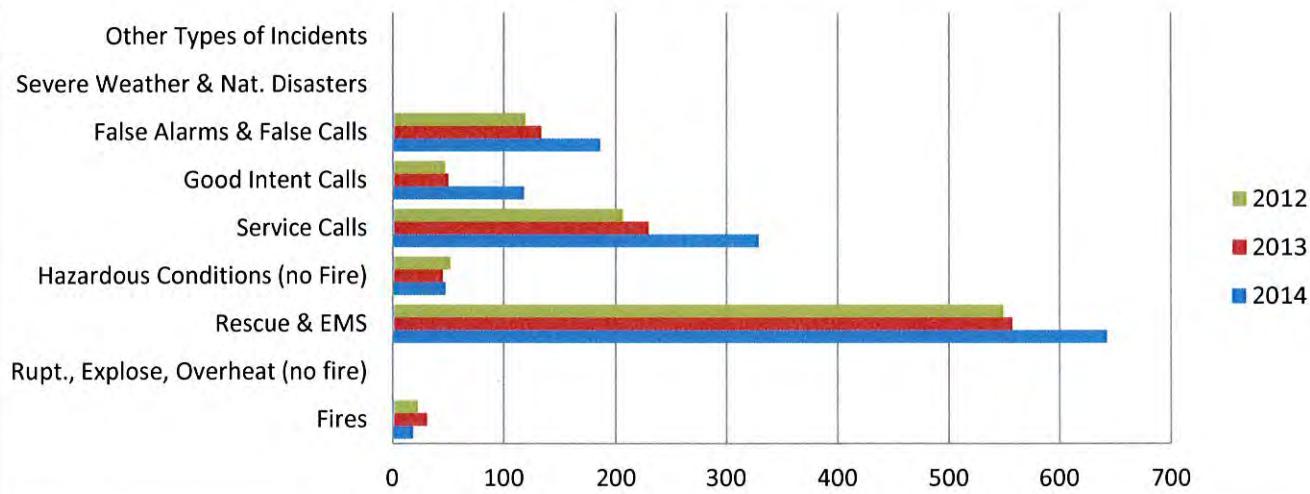
Mutual and Auto-aid are a key component to sharing resources across the region. The spikes seen in aid units received will usually correlate to a structure fire in our area, where we pull in more units to assist or some special rescue incident. Overall, when considered in total, the received versus given is relatively equal on a per unit basis. **We have now completed the first quarter of the year. We will analyze our auto-aid agreements and establish the effectiveness of the various agreements.** Those numbers reflect actual response units – as an example, a fire will bring in a large number of towns – each town is considered as a response to us.

Call Analysis by Area of Call - Month Totals



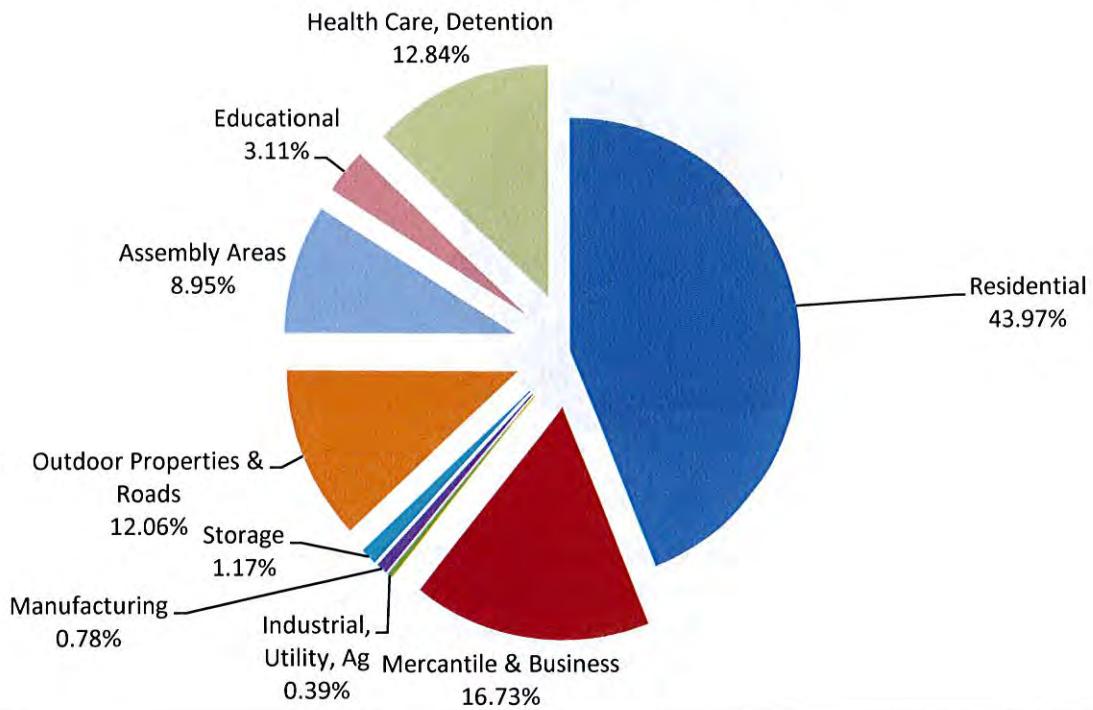
The Village and District are considered together as one area. The placement of the four stations allows the area to be sectorized into what is commonly referred to as first response areas for each station. Thus, the area surrounding the station in which it is the closest unit to respond. This graph simply represents where the calls for April 2014, were from. Station 1 is usually the busiest area. Mutual and Auto aid calls to other communities are not reflected in this chart.

Fire Rescue Call Categories - Year-to-Date



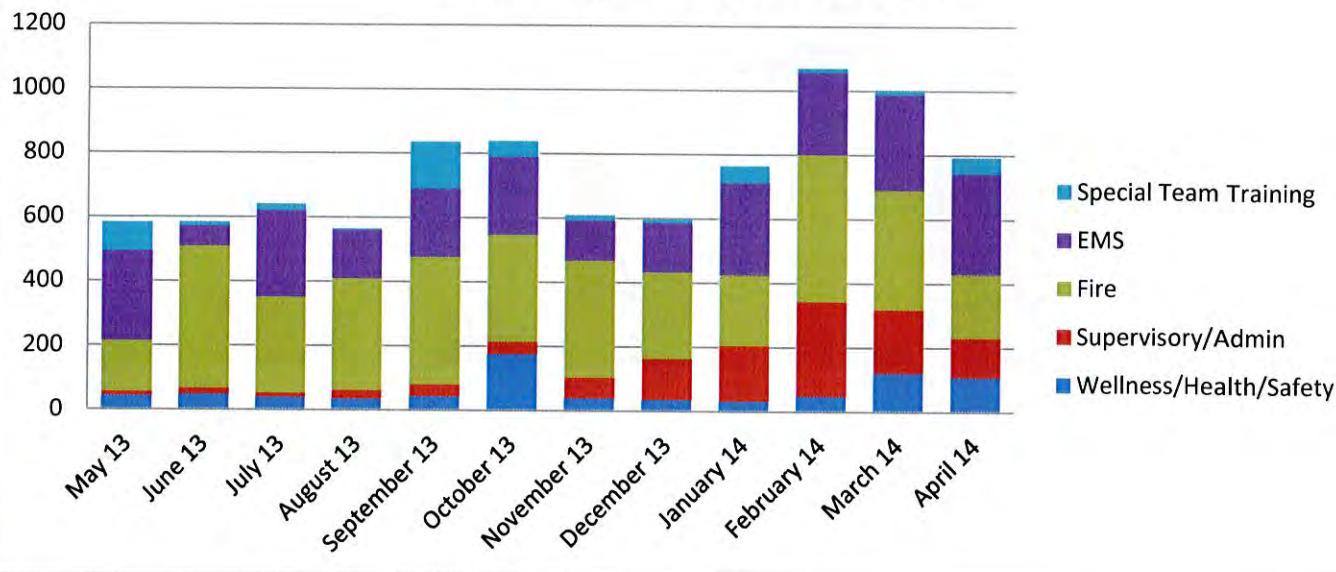
All of the calls that we respond on as a department are coded within the guidelines of the National Fire Incident Reporting System (NFIRS). The codes all relate to the text categories noted in the above chart. You will see that even across the three years, the trends remain essentially the same. Rescue and EMS clearly dominate the number of calls we encounter.

Calls by Property Use Code



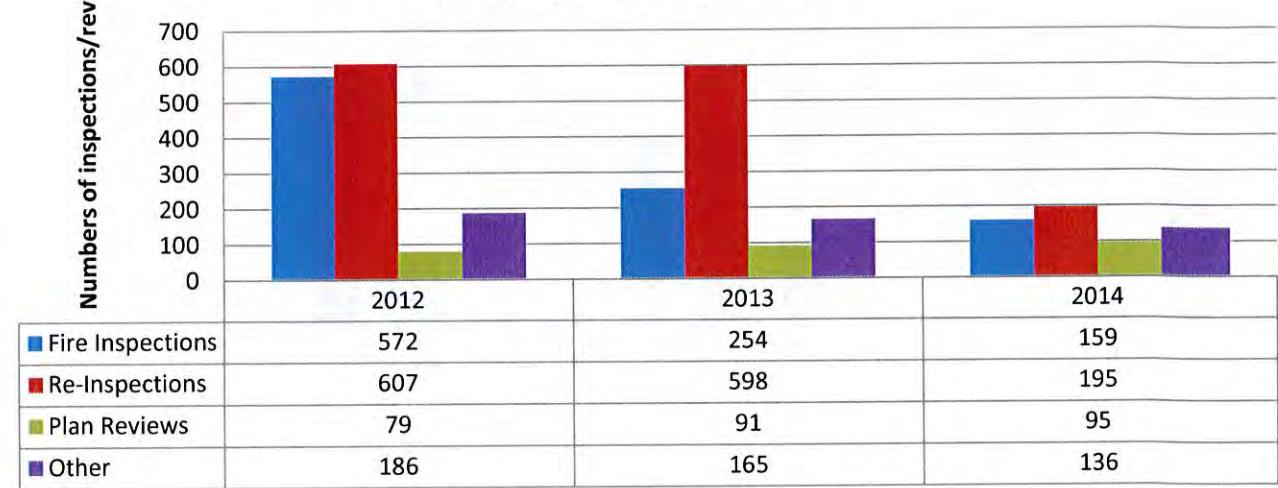
As mentioned in previous sections, there is a national standard for coding the type of occupancy we respond to. How is this relevant?, We can see trends in various types of occupancies and get a sense for how each type of occupancy affects service demand. As an example, the Health Care category could see an increase if additional assisted senior living or nursing centers are opened. Watch this category in the coming months as we get closer to Cedar Lake Center opening. Each month you will see that we continue to respond to residential properties more than any other area. So our residents continue to receive the bulk of our services. Auto accidents – get categorized in the Outdoor properties/roads section.

Training Time (in Hours)



Ongoing continuing education is an essential part of maintaining our high quality services. As a way of quantifying and categorizing our training the sessions are designated with one of the categories noted above. This allows us to review where our emphasis is in any given month, and assess if any changes are required. These are reported by man hours involved, and smaller amounts do not necessarily translate into less emphasis, but rather less personnel partaking in the training.

Year-to-Date Annual Safety Inspections (Village and District)



The Bureau lost two positions in May 2013. There was an additional vacancy until July and there was a slow start in the Captain Inspection program due to personnel changes in those positions. Only 1 of the 3 captains has been there since the start.

Data Information: The Fire Prevention Bureau covers the entire 25 square mile District. We handle all building projects and occupancies that require inspections in the villages we cover. This results in over 1600+ units for inspection. The first inspection is just the start though; many times a re-inspection is required to verify compliance. Plan reviews are the review of new building plans and alarm systems. The "Other" category covers a myriad of visits that the bureau makes. These may include alarm system tests and acceptance as well as sprinkler system reviews. These numbers represent visits or actions on the part of the bureau staff.



COMMUNITY SERVICES DEPARTMENT

MONTHLY INFORMATION REPORT

APRIL 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

505 TELSER ROAD
LAKE ZURICH, IL 60047

DEPARTMENTAL NARRATIVE

Building & Zoning

Business Occupancies or Improvements-Issued 4/2014:

- Henderson Development: 570 Oakwood Dr
- Ativo Capital Development: 1 First Bank Plaza
- Northstar Pickle: 968 Donata Ct
- Sports Authority: 727 W Route 22

Permits Issued for Large Projects:

- Direct Buy: 737 W Route 22
- JSW Plastics Machinery: 540 Capital Drive Suite 140 (expansion of existing business)
- COSTCO: 680 S Rand Rd (remodel of optometrist area)
- DiPiero's: 17 E Main St
- PNC Bank: 111 Quentin Rd

Development Activity

The Plan Commission met in April to discuss two items:

1. El Jardin Restaurant (500 Ela Rd) – The Plan Commission voted unanimously to approve the application for a Special Use Permit to allow outdoor seating at the property.
2. Somerset Townhomes (Lakeview Place in Downtown Lake Zurich) – The Plan Commission voted unanimously to approve an amendment to the Exterior Appearance approval that will allow the applicant to make minor modifications to the façade and ornamentation on the three proposed townhome buildings.

May Plan Commission: Pending: 3

1. Peapod, located at 580 Capital Drive, has submitted an application for Site Plan approval to allow for the expansion of their existing parking lot.
2. Bobbers Restaurant located at 710 N Old Rand Rd has submitted an application for Exterior Appearance approval to allow for improvements to the existing façade on the former Eng's Teahouse building.
3. The Marathon Gas Station, located at 1125 S. Old Rand Rd., is scheduled to re-appear before the Plan Commission. Review IDOT required site changes.

Miscellaneous Item of Interest

Community Service staff completed the ISO Building Code Effectiveness Grading Survey with Crystal Boden of the Insurance Services Office (ISO) during the month of April. ISO evaluates municipal building departments on a 5-year cycle. The evaluation grades the municipality on their adopted codes, permit and inspection activity, staffing levels, budget for code enforcement, current training, and certification.

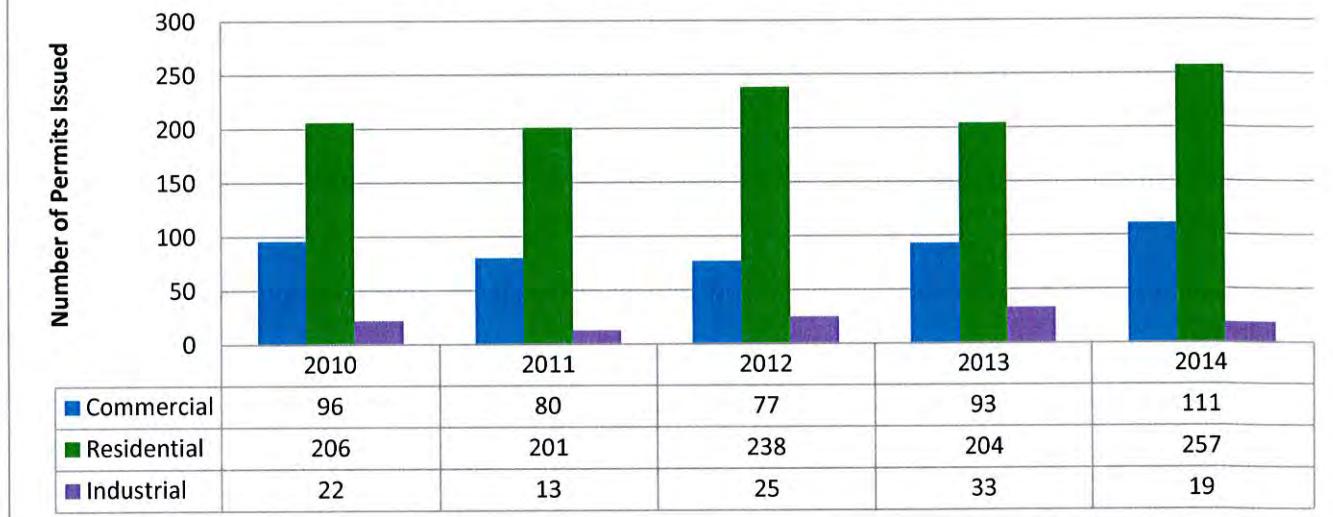
Public Works

- Work began on the major parks in anticipation of the summer season. Preparation of beaches, spray ground, lightning detection systems and other maintenance responsibilities will continue throughout the summer season.
- Work continues on the new playground at Paulus Park. Project is anticipated to be complete by Memorial Day.
- Preliminary field inspections of hazardous concrete for both in house and contracted work have begun.
- All snow fighting equipment has been cleaned, inspected, and stored for the summer.
- Televising of underground storm utilities in areas which will be affected by the 2014 road resurfacing project has been completed.
- The bid for the 2014 road resurfacing project has been awarded to Peter Baker and Son Co. Project is scheduled to begin summer 2014.
- Televising of sanitary sewer main in areas which will be affected by the 2014 road resurfacing project has begun.
- Annual Hydrant Flushing is completed.
- Annual Industrial/Commercial water meter testing is completed.
- The restoration of the Pine Ave/Elm Place water main project is completed.

BUILDING AND ZONING DIVISION

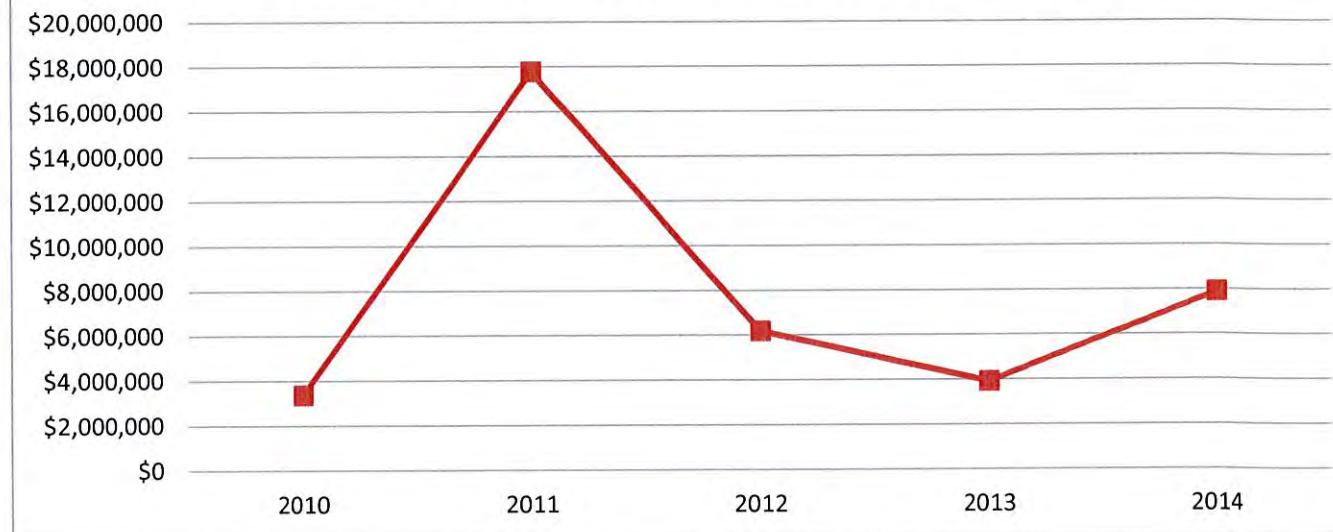
Note: Many of the charts and graphs below have been reconfigured to show a comparison of activity during the time period January – April versus the same time period in recent years.

Permits Issued: January-April



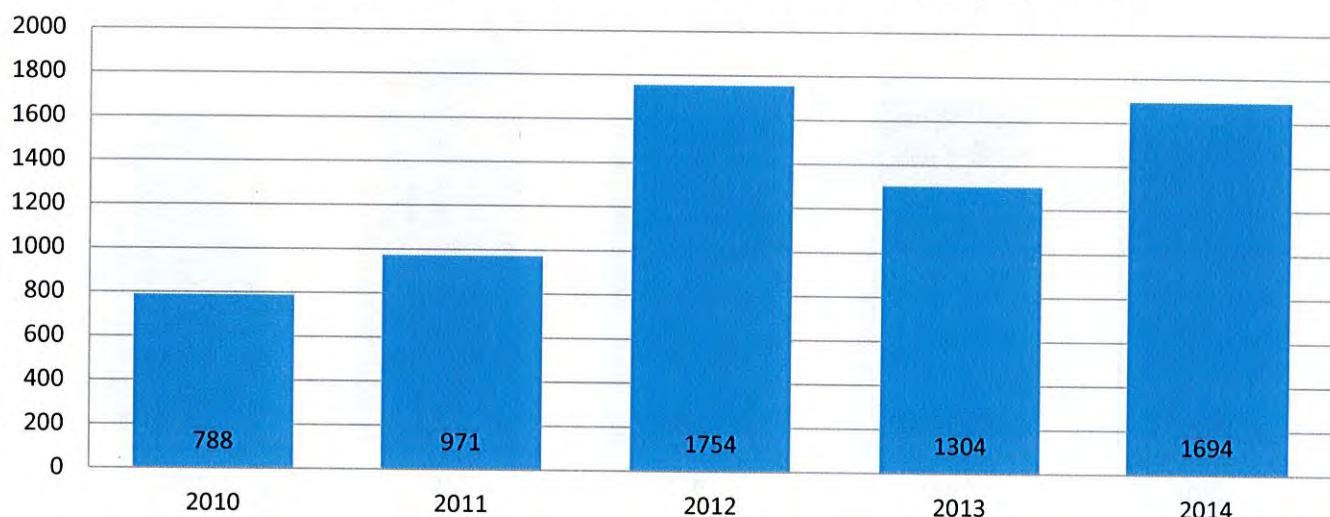
Permit activity to date has seen a slight increase of 17% from previous year.

Construction Value of New Permits January-April



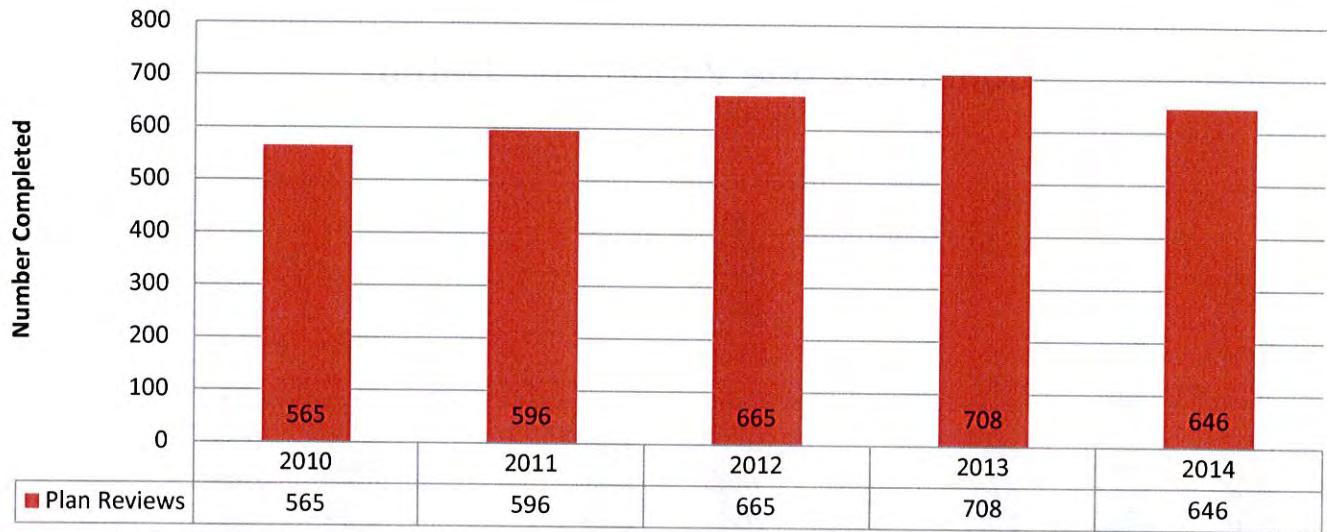
The spike in 2011 was due to Zurich Meadows, a 95 unit senior housing development. 2014 is showing significant increase from prior year construction value that can be attributed to several new home permits having been issued in addition to new commercial/industrial activity involving build outs and new construction.

Monthly Inspection Activity January-April 2014



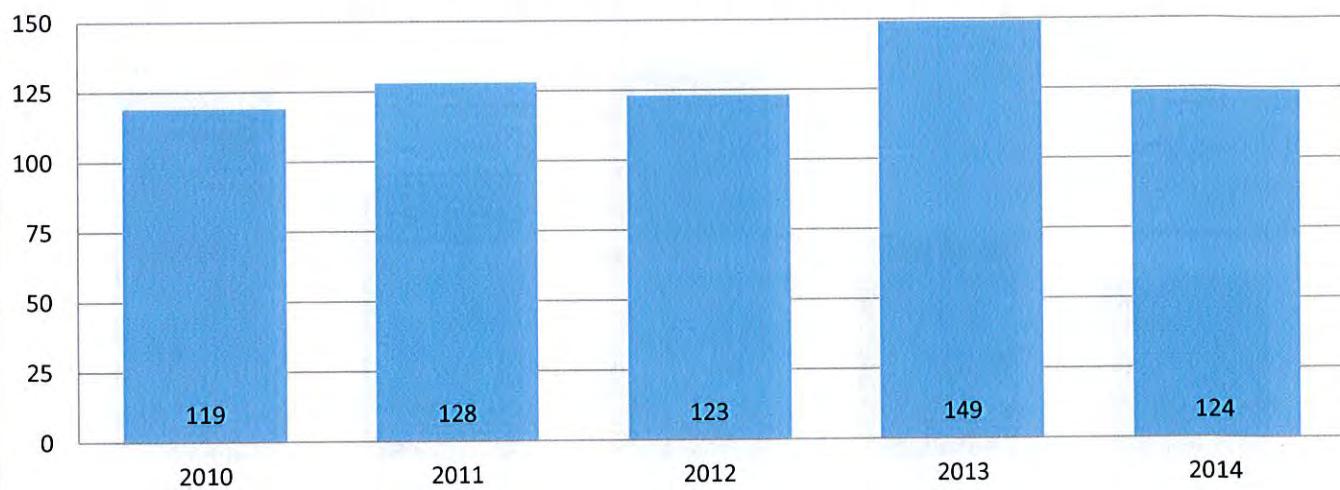
Cedar Lake Assisted Living continues to account for substantial inspection activity as the main common areas and units are now in final stages of construction.

Monthly Plan Reviews Completed: January-April 2014



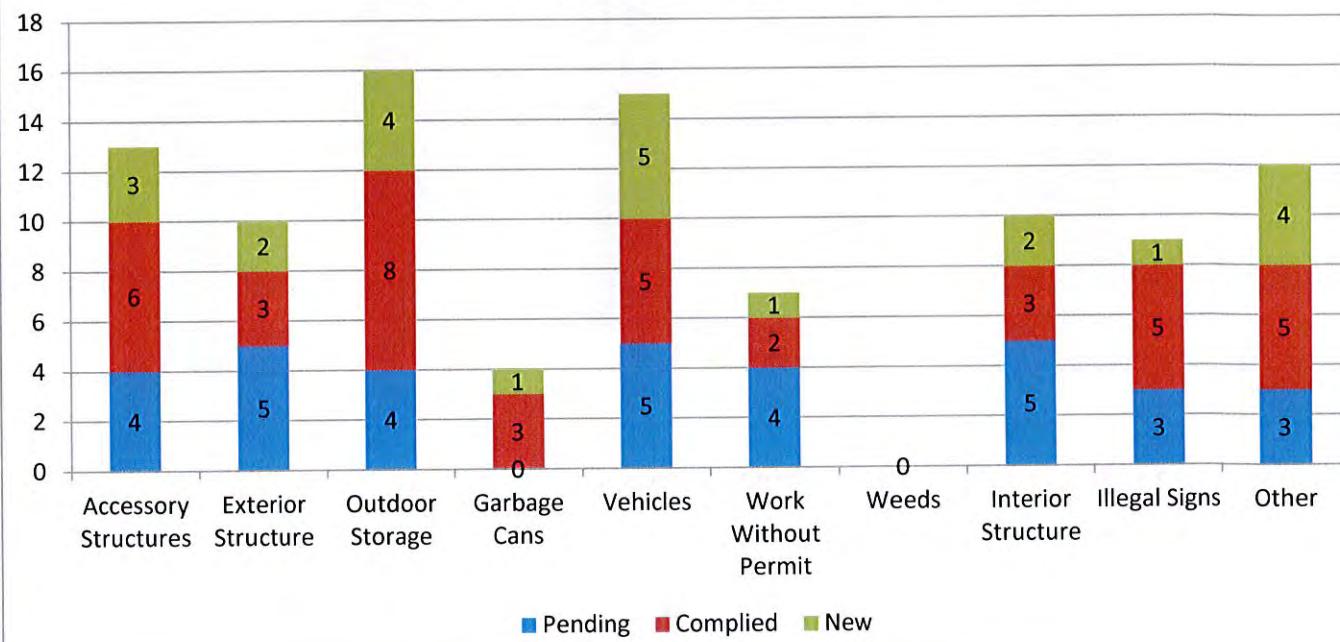
Monthly plan reviews indicate a slight decrease from previous years.

Contractor Registrations January-April 2014 (applied for)



Contractor registration activity continues on a seasonal pace through April. However, on April 12, 2014, a weather event hit the area including Lake Zurich. This event has resulted in increased phone activity regarding permitting and registration requirements for roof permits and contractors. Consequently, a surge in permit applications and contractor registration is being handled by staff in May that will be reported next month.

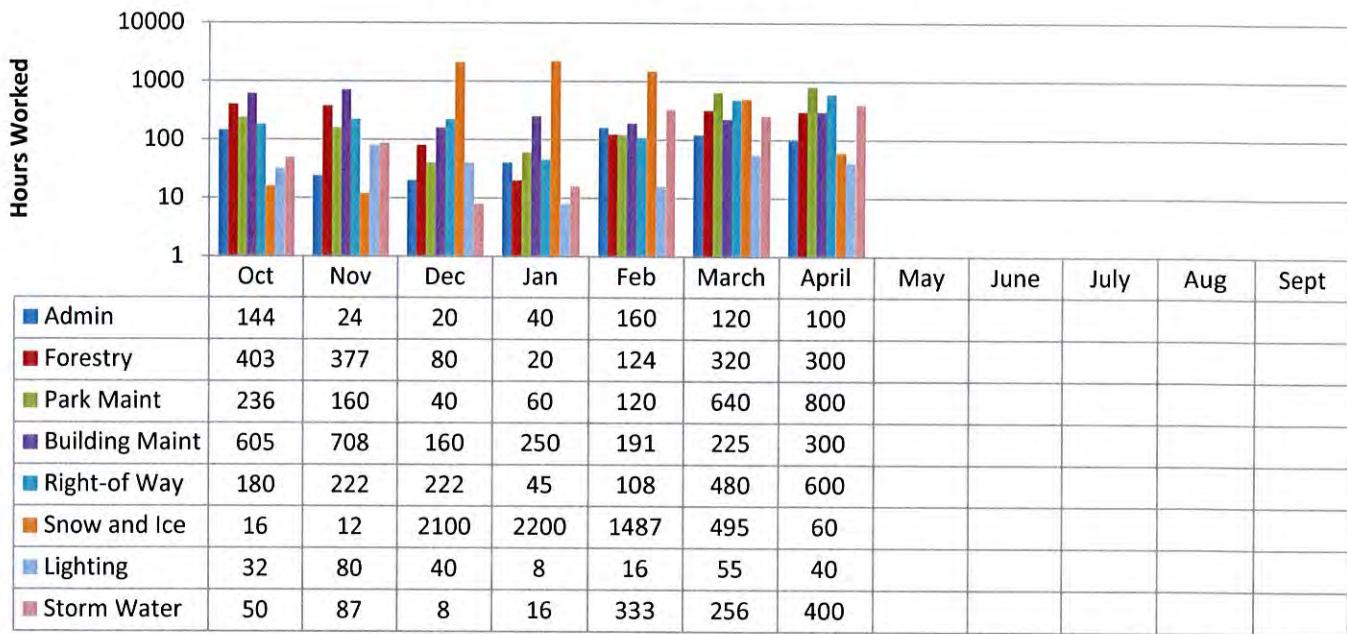
Common Code Violations - Details



Total New Violations in April: 23 including 21 complaints. Court citations: 0 new, 0 pending, 4 resolved

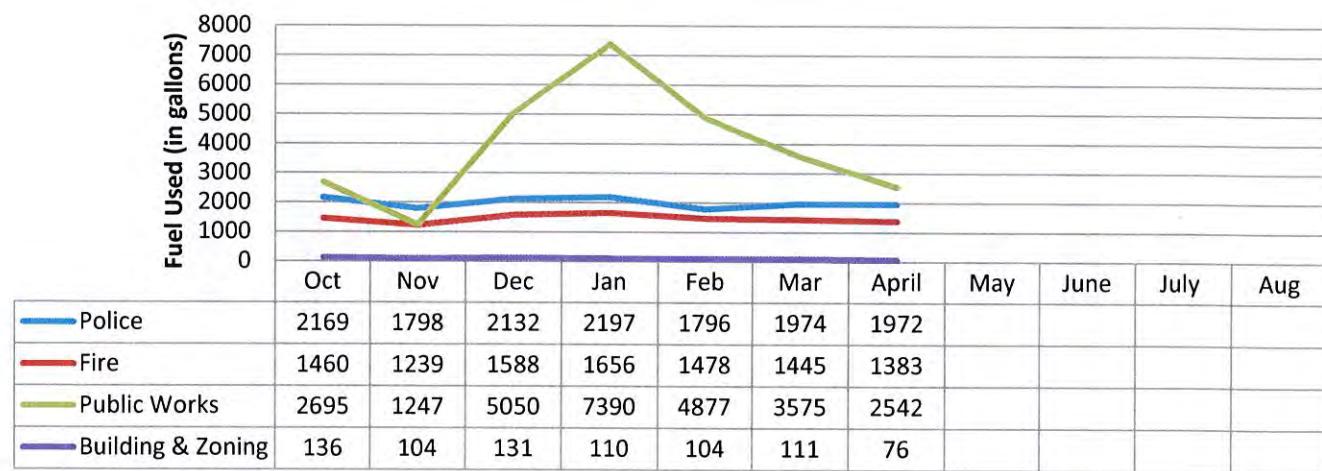
PUBLIC WORKS DIVISION

Workload Concentration



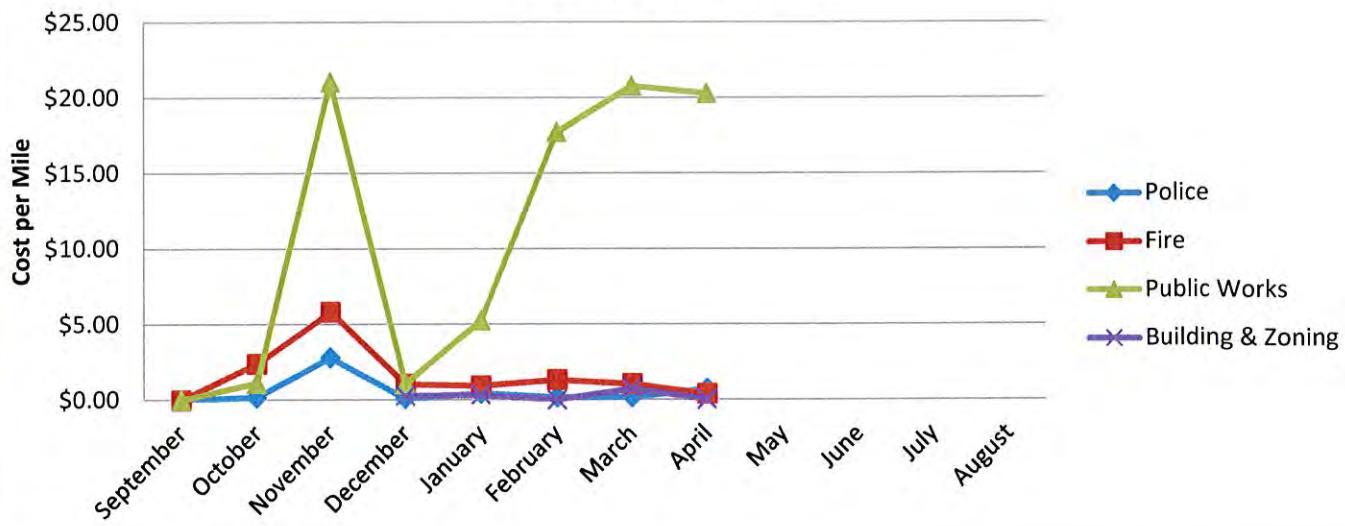
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours worked on major activities.

Fleet Fuel Consumption (By Department)



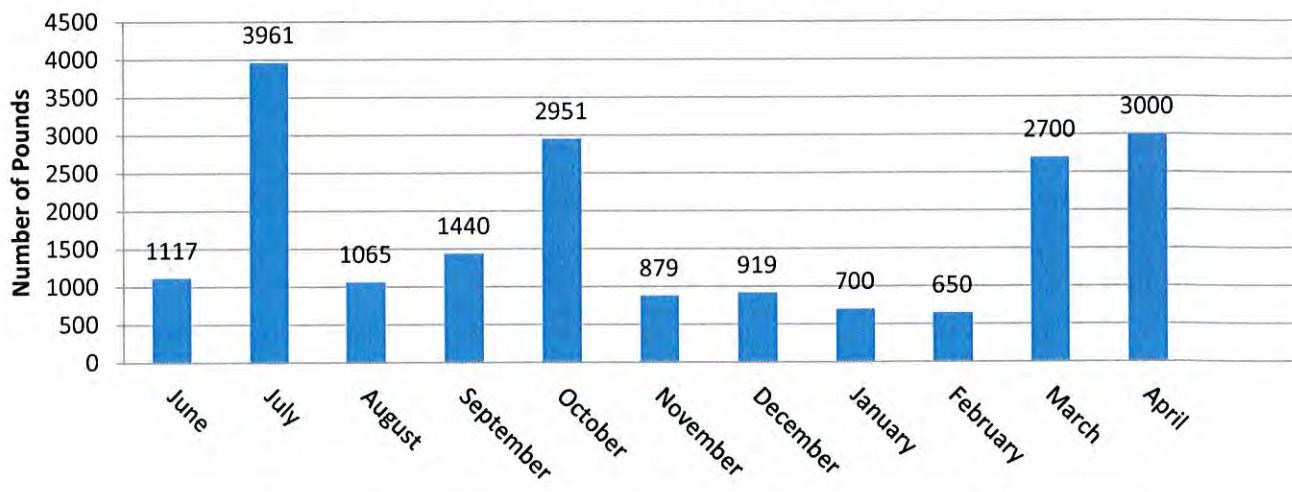
Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy snow storms. (Output measure)

Average Cost per Mile for Village Fleet (By Department)



Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village' vehicle cost per mile, staff can measure other components such as average vehicle age. When vehicles are replaced within their life cycle, the impact is usually positive.

E-Waste Collection (By Weight)



The Village encourages proper disposal of electronics and offers a drop-off site at the Community Services facility. This graph shows, in weight, the amount of electronics that are being collected at this site and disposed of in an environmentally friendly way. (Output measure)



FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

MARCH 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

DEPARTMENT NARRATIVE

During March, the budget preparation was the primary activity outside of day-to-day operations. Staff from both the Village Manager's Office and Finance continued discussions with elected officials and department representatives regarding the budget deficit options. The budget draft was distributed to the village board in mid-March to be finalized in April after the budget workshop. Staff from Finance also was able to launch new online payment options for vendor registration of Rock the Block and the Farmer's Market, adding a new convenience for local businesses and simplifying staff procedures.

GENERAL FUND OPERATING RESULTS SUMMARY

For the month of March, revenues totaled \$1,260,411 and expenditures totaled \$1,733,710 resulting in an operating deficit of \$473,299. From a budget perspective, we had expected expenditures to exceed revenues by \$186,932 in March. Year-to-date figures below represent eleven months of activity. The report has been adjusted to account for March's budget amendment, for General Fund and all other funds.

General Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 1,514,216	\$ 1,260,411	\$ 24,961,044	\$ 25,116,896
Expenditures	1,701,148	1,733,710	23,842,449	22,437,310
Excess (Deficiency)	\$ (186,932)	\$ (473,299)	\$ 1,118,595	\$ 2,679,586

REVENUES

Following is a summary of revenues by type through March 31, 2014. These figures represent eleven months of financial activity. A more detailed analysis can be found on pages 10 through 12.

Revenue Type	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 75,788	\$ 86,234	13.78%	\$ 8,051,100	\$ 8,120,181	0.86%	100.93%
Intergovernmental	1,234,075	901,936	-26.91%	13,634,248	13,363,858	-1.98%	92.32%
Licenses & Permits	37,322	96,586	158.79%	932,119	1,186,899	27.33%	126.22%
Fines and Forfeits	66,667	82,792	24.19%	800,004	835,997	4.50%	104.50%
Charges for Services	74,623	63,511	-14.89%	1,065,376	1,042,057	-2.19%	97.79%
Investment Income	1083	1,428	31.86%	12,996	17,030	31.04%	131.00%
Miscellaneous	24,658	27,924	13.25%	465,201	550,874	18.42%	118.42%
Total Revenue	\$ 1,514,216	\$ 1,260,411	-16.76%	\$ 24,961,044	\$ 25,116,896	0.62%	97.33%

As can be seen above, actual revenues of \$1,260,411 were below our budget estimate of \$1,514,216 by \$253,805, or 16.7%, during the month of March for the General Fund. Year-to-date revenues are currently about \$155,852 higher than expected by this point.

Taxes:

Revenue from taxes came in at \$86,234 in March, a 14% variance from the \$75,788 projected in the budget. Telecommunications tax receipts were about 13.7% higher than expected for the month, with year-to-date revenues for this source exceeding budget by about \$72,000. More information regarding the Telecommunications Tax can be found on page 15. Receipts for the Cable TV Franchise Fee are exceeding budgeted expectations this year due to an additional provider now remitting the tax. Overall, this category is primarily made up of the property tax. A large percentage of property tax distributions of the 2012 levy were received in June and September, but smaller distributions trickle in through December.

Intergovernmental Revenue:

Revenue from other governments totaled \$901,936 in March, which was 27% below the projected \$1,234,075. The large deficit relates to the monthly payment from the Fire Protection District. Due to a change in the percentage share to be paid from the district, the village owed the district a large credit of about \$385,000 for the prior year, of which the district applied towards their March payment. Income Tax receipts came in under expectations, with the receipts for March totaling \$109,328 compared to an expected \$116,066. Due to the extremely high receipt for May, year-to-date revenues for Income Tax are still about 5% higher than budget-to-date. Preliminary forecasters are predicting about 2.5% over this year, except for the May 2013 anomaly. Details on Income Tax are provided on page 17.

State sales tax receipts came in 4.4% over budget at \$684,353 in March, compared to a budget of \$655,660 for the month. This receipt represents sales from December 2013 and was about 7% higher than receipts the same month last year. As the Thanksgiving holiday was later than usual for 2013, many

retailers complained their November sales were lower than usual and the shortened holiday season in December made up for the difference. More information regarding Sales Tax can be found on page 16.

Grant revenues are also included in this category. As the timing of grants is specific to project completion, the village may or may not receive all the budgeted grant revenue during the fiscal year. \$650,000 in budgeted grant funds are have not yet been allocated from a budget perspective and based on staff analysis, will not be received.

Licenses and Permits:

Revenue from the issuance of licenses and permits came in at \$96,586 for March, which was about \$59,260 higher than the projection for the month. The largest variances are attributed to building, electrical and plumbing permits as well as engineering review fees. The difference is due to the variable nature of these types of revenues that fluctuate depending on activity. Plumbing permits have already reached 236% of the annual budget and site plan reviews are at 276% of the annual budget. After eleven months of activity, about 126% of the annual budget for this category has been received.

Fines and Forfeits:

Revenue from police fines totaled \$82,792 in March, which was 24% above the \$66,667 projected. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations. This revenue category has been lagging behind expectations all fiscal year, primarily with red light camera citations. With high receipts for August, September and March, the year-to-date is about 4.5% higher than projections. This category will experience various spikes throughout the fiscal year depending on enforcement campaigns and times of the year or events that tend to trigger more violations than average.

Charges for Services:

Revenue from service charges totaled \$63,511 in March, compared to a projection of \$74,623. The two main revenue sources in this category are ambulance fees and park program fees. As ambulance fees are based purely on activity and need, this revenue source can fluctuate considerably during the year. Year-to-date receipts for this category are off from budget by -2.2%.

Investment Income:

The General Fund investment income in March was \$1,428, compared to an estimate of \$1,083. The annualized rate for March 2014 in the Illinois Fund increased slightly during the month from a monthly average of 0.012% in February to 0.018% in March. The average rate for March 2013 was 0.059%. More detail on investments is provided on page 19.

Miscellaneous:

The General Fund miscellaneous revenue in March was \$27,924, which was above the projected amount of \$24,658. Year-to-date receipts for this category are 18% higher than budgeted expectations. As has been witnessed back and forth all year, the village experienced an increase in unrealized gains during the month, countering negative gains from the prior month. This change is on paper only, as any realized gains or losses on investments are not final until maturity or sale. The village is limited to low risk investments for village funds and as such, has experienced low investment earnings for several months this year. Year-to-date figures include a refund from Lake County related to property taxes paid by the village in prior years. This will affect the revenues in other funds as well, shown as negative monthly revenues in some cases. These property taxes were paid on properties that have now been declared exempt, retroactively, resulting in a refund of over \$27,000.

EXPENDITURES

Expenditures charged to the General Fund in March total \$1,811,943, which is almost 2% below projections of \$1,781,279. The table below presents a summary of General Fund expenditures by department as of March 28, 2014. Additional detail can be found on pages 13 and 14.

General Fund Expenditures by Department

Department Or Program	Current Month's Budget	Current Month's Actual	% Variance	YTD Budget	YTD Actual	% Variance
Legislative	\$ 4,888	\$ 5,868	20.0%	\$ 264,278	\$ 267,645	1.3%
Administration	55,667	53,422	-4.0%	618,334	540,291	-12.6%
Finance	36,243	34,832	-3.9%	449,805	427,079	-5.1%
Technology	39,781	35,774	-10.1%	489,482	391,696	-20.0%
Police	525,319	548,791	4.5%	7,527,785	7,152,629	-5.0%
Fire	666,063	683,795	2.7%	9,556,735	9,104,196	-4.7%
Community Services	286,295	285,889	-0.1%	4,017,731	3,765,242	-6.3%
Park & Recreation	86,892	85,339	-1.8%	918,299	788,532	-14.1%
Total	\$ 1,701,148	\$ 1,733,710	1.91%	\$ 23,842,449	\$ 22,437,310	-5.89%

As can be seen on the table above, the month of March saw spending variable spending compared to budget across all departments. Some departments still have savings from vacant budgeted positions that were not staffed as of March 31st. Year-to-date spending is showing results below budget expectations. After eleven months, expenditures are about \$1.4 million lower than was planned. While this will fluctuate with the timing of expenditures, it is also attributable to departments making a concerted effort to save money where possible.

The Legislative Program is showing over budget during the month due to the need to purchase tables for the lower level conference room, where executive session is held. The Police Department is showing as over budget for the month due to a late purchase of a vehicle that had been budgeted for earlier in the year. This was merely a timing issue. In the Communication Division of the Police Department, the telephone expense line item is also significantly over budget due to the expense of the line charge from AT&T for serving Island Lake. The charge is higher than anticipated and staff is working towards an alternate solution to the current copper circuit.

Fire Department is showing over budget in a few divisions. Administration is over budget due to a retirement payout per the Firefighter Union contract terms. The Emergency Management Division is

over budget for the month due to higher than anticipated equipment maintenance costs for the year. Lastly, EMS is showing as over budget for the month due to the timing of some training courses, which were budgeted for earlier in the year.

Community Services as a department is under budget for the month, but two divisions are showing as over their individual budgets for the month. Inspection Services purchased \$2,245 in code books, which were budgeted for earlier in the year and more significantly, overtime for snow removal for March topped \$10,500 for the month, bringing year-to-date snow removal overtime to about \$127,650 while the entire annual budget for snow removal overtime is only \$40,000. This should be the final expenditure amount for the year. Also, the Engineering Division monthly and year-to-date budgets are both exceeding expectations due to more projects than anticipated.

OPERATING RESULTS OF OTHER FUNDS

Attached to this report is a comparison of actual revenues and expenditures to budget for all funds maintained by the Village. Following are some important observations.

Special Revenue Funds:

Motor fuel tax revenue came in at \$39,874 in March, which was 16% above the budget of \$34,426. Year-to-date revenues are now 7.7% higher than expectations at this point in the fiscal year. The budget amendment added in November's receipt of the Illinois Jobs Now funds, which was not originally budgeted. Expenditures this month from the Motor Fuel Tax Fund were below budget at \$17,070 compared to a budget estimate of \$23,387. Year-to-date spending is well under budgeted expectations.

March revenues for the Hotel Tax Fund totaled \$5,223, which was \$1,145 under budget. Higher than average year-to-date receipts are attributable to the rough winter weather and increased hotel stays. The revenue in this fund is a combination of hotel tax receipts and interest income. There were no expenditures in the fund this month. The fund contains the budget for an open position that would be partly responsible for evaluating tourism options and use the reserves of this fund.

The TIF Tax Allocation Fund revenues were just below the target for the month at 8,186 compared to \$8,211, mostly from rental income. The expenditure side is showing expenditures of \$525 for the month, a payment to Teska and Associations for their assistance with the TIF development options. In February, the annual budgeted transfer of \$1.3M to the TIF debt service fund was reduced to \$1.275M

due to limited cash flow options. For year-to-date, the large expenditure is this transfer of funds to the TIF Debt Service Fund for the upcoming principal and interest payments.

Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2013 and January 2014 as scheduled. Interest payments are paid semi-annually, typically June and December. An exception is the 2009A issuance, of which principal and interest were paid in January. Revenues for the TIF Debt Service Fund are negative due to the reduction of the budgeted \$1.3M transfer from the TIF Capital Project Fund down to \$1.275M. This was reduced due to cash flow limitations of the capital fund. The debt service fund has enough cash to currently meet its obligations for the remained of this fiscal year. Revenues for March represent a small amount of interest earnings.

Capital Projects Funds:

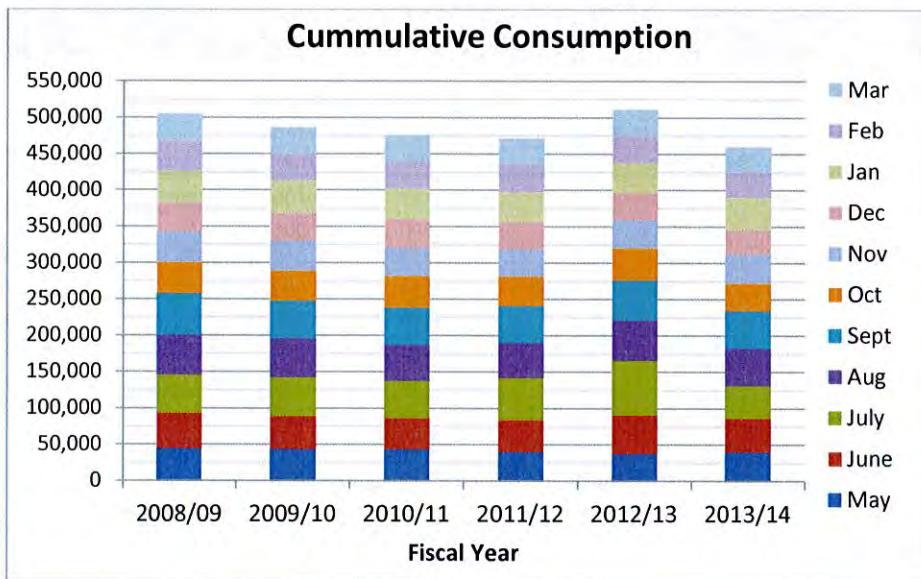
March revenue for the capital projects funds in total came in at \$203,684. The majority of revenue was from the Non-Home Rule Sales Tax (NHRST), with receipts for March of \$206,495, which was just above the budget expectation of \$205,025. March receipts represent sales from December. Similar to the state sales tax, the late Thanksgiving holiday seems to have impacted November sales but December sales have made up the difference for the holiday shopping season. Year-to-date tax revenues are 0.9% higher than budgeted expectations and 2.9% higher than the same periods of the prior year. More detail on the NHRST revenue can be found on page 18.

Expenditures for capital projects was \$156,627 for March, with \$121,764 spent on the installation of the new playground equipment in Paulus Park and \$9,174 on road resurfacing. The remaining items were a combination of smaller items. Due to the timing of the budgeted capital projects, the majority of remaining budgeted expenditures will be spent later in the fiscal year.

Water and Sewer Fund:

March revenue totaled \$567,262, which was 70% above the estimate of \$333,357. The village received grant funds during the month of \$238,178, of which was budgeted for earlier in the fiscal year. Without these grant funds, the fund would have been slightly under budget for revenues for the month, as consumption continues to be lower than budgeted. Consumption billed in March was below average

compared to the past five years, with 33.8M gallons billed compared to an average of 35.6M. The consumption billed in March primarily represents water metered in February. Year-to-date consumption is lower for this fiscal year than it has been for the same time period in any of the past five fiscal years.



Expenditures in the Water Fund came in almost 6% under budget, totaling \$225,575 compared to an estimate of \$239,493. Overall the Water Fund netted a positive \$341,687 for the month of March compared to an expected surplus of \$93,864. This surplus will be used for expenditures later in the year, as well as to help rebuild the working capital of the fund and provide cash flow for improvements to maintain the aging infrastructure.

Internal Service Funds:

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has two active internal service funds: Medical Self Insurance and Risk Management. Vehicle Maintenance expenditures have been included in the General Fund starting with this fiscal year except for the transfers of remaining funds once the final fund balance is determined in the annual audit. Revenues are a combination of user charges from other funds as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund.

Special Service Areas:

While the village does not budget for Special Service Area (SSA) revenues and expenses, as funds are being collected and spent for village SSA's, the following information can be of value to report.

SSA Activity Mar-14										
SSA #	Location	Beginning Balance 5/1/2013		Year-To-Date Revenues Expenses		Ending Balance 3/31/2014	Annual Expected Revenues YTD %		Annual Expected Expenses YTD %	
		Revenues	Expenses	Revenues	YTD %		Expenses	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	68,062	-	10,125	-	78,187	10,105	100.20%	11,662	0.00%
SSA #9	Willow Ponds	101,300	-	11,990	-	113,290	12,005	99.88%	12,750	0.00%
SSA #10	Westberry	8,411	-	1,018	-	9,429	1,015	100.30%	-	N/A
SSA #11	Lake Zurich Pines	19,132	-	3,000	848	21,284	3,000	100.00%	3,100	27.35%
SSA #13	Conventry Creek	240,075	-	40,001	-	280,076	40,001	100.00%	TBD	N/A
SSA #15	Country Club	112	-	4,342	-	4,454	-	N/A	TBD	N/A
SSA #16	Country Club	14	-	-	-	14	-	N/A	TBD	N/A
		437,106	-	70,476	848	506,734	66,126	106.58%	27,512	0.00%

a) Flat amount levied per property.

b) At some point after enough funds have accrued, Willow Ponds will require dredging, estimated at \$120,000

c) Conventry Creek maintenance costs will be determined once subdivision areas have been turned over to the Village.

d) First levy for SSA #15 and SSA #16 will be the 2013 levy, payable in fiscal year 2014/15

For the eleven fiscal periods covered by this report, no major concerns were identified. Major revenue sources are performing at or above expectations and expenditures have been kept to a minimum. As the fiscal year wraps up, we will get a more accurate picture of how these revenues and expenditures will shape up compared to budget.

Respectfully Submitted,

Jodie K. Hartman

Jodie K. Hartman, CPA
Director of Finance

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
March 31, 2014

							% of Annual Budget Collected				
	Current Month		%	Year-to-Date		Amended Annual Budget					
	Budget	Actual		Budget	Actual						
GENERAL FUND											
Taxes											
Property Tax-General	-	-	0.0%	2,123,339	2,067,690	(2.6%)	2,123,339	97.4%			
Property Tax-Police Prot	-	-	0.0%	637,002	637,207	0.0%	637,002	100.0%			
Property Tax-Fire Protec	-	-	0.0%	637,002	637,207	0.0%	637,002	100.0%			
Property Tax-Ambulance	-	-	0.0%	135,894	135,940	0.0%	135,894	100.0%			
Property Tax-IMRF	-	59	0.0%	176,056	176,174	0.1%	176,056	100.1%			
Property Tax-Police Pen	-	-	0.0%	1,258,003	1,258,410	0.0%	1,258,003	100.0%			
Property Tax-Fire Pen	-	-	0.0%	1,723,339	1,724,776	0.1%	1,723,339	100.1%			
Property Tax-SRA	-	-	0.0%	180,000	181,972	1.1%	180,000	101.1%			
Property Tax-Road/Bridge	-	-	0.0%	8,200	11,870	44.8%	8,200	144.8%			
Cable Tv Franchise	-	-	0.0%	211,995	256,248	20.9%	231,062	110.9%			
Telecom Tax	75,788	86,175	13.7%	960,270	1,032,687	7.5%	935,772	110.4%			
Total Taxes	75,788	86,234	13.8%	8,051,100	8,120,181	0.9%	8,045,669	100.9%			
Intergovernmental											
State Income Tax	116,066	109,328	(5.8%)	1,745,189	1,831,110	4.9%	1,809,338	101.2%			
State Use Tax	37,098	44,212	19.2%	327,276	355,889	8.7%	310,327	114.7%			
Personal Prop Repl Tax	2,232	3,137	40.5%	41,714	53,461	28.2%	50,918	105.0%			
State Sales Tax	655,660	684,353	4.4%	6,328,618	6,426,354	1.5%	6,174,409	104.1%			
Municipal Auto Rental Tax	250	400	60.0%	3,000	5,813	93.8%	3,000	193.8%			
Pull Tab & Jar Game Tax	-	-	0.0%	2,000	2,239	12.0%	2,000	112.0%			
IDOT Street Maint Reim	-	3,463	0.0%	13,400	17,142	27.9%	18,000	95.2%			
State Fire/Rescue Trng	-	-	0.0%	147	-	(100.0%)	585	0.0%			
Rand & Paulus Traffic Lgt	-	-	0.0%	3,461	3,504	1.2%	4,500	77.9%			
Grants	-	2,250	0.0%	24,000	50,132	108.9%	674,000	7.4%			
Fire/Rescue Srvc Contract	414,603	26,130	(93.7%)	4,975,236	4,163,990	(16.3%)	4,975,230	83.7%			
Reimbursements	8,166	28,663	251.0%	170,207	454,224	166.9%	453,615	100.1%			
Total Intergovernmental	1,234,075	901,936	(26.9%)	13,634,248	13,363,858	(2.0%)	14,475,922	92.3%			
Licenses & Permits											
Liquor Licenses	-	-	0.0%	80,000	86,091	7.6%	80,000	107.6%			
Business Licenses	-	590	0.0%	96,000	102,241	6.5%	96,000	106.5%			
Building Permits	5,300	19,506	268.0%	108,608	131,414	21.0%	108,980	120.6%			
Electric Permits	690	4,558	560.6%	28,005	46,712	66.8%	28,000	166.8%			
Plumbing Permits	1,200	12,158	913.2%	40,105	94,637	136.0%	40,108	236.0%			
Special Use Permits	542	875	61.4%	6,229	6,303	1.2%	6,500	97.0%			
HVAC/Mechanical	2,898	5,944	105.1%	33,332	51,272	53.8%	34,780	N/A			
Com/Ind Sprinkler Sys	440	1,555	253.4%	7,010	7,550	7.7%	7,000	107.9%			
Build Out Sprinkler Sys	1,500	735	(51.0%)	17,924	8,968	(50.0%)	18,000	49.8%			
Admin Fees	500	1,384	176.8%	7,906	14,399	82.1%	7,875	182.8%			
Contractor Registration	4,700	7,500	59.6%	45,985	80,300	74.6%	46,700	171.9%			
Occupancy Certif-Other	900	3,245	260.6%	15,001	23,113	54.1%	15,000	154.1%			
Admin Plan Review	1,700	11,386	569.8%	80,066	131,304	64.0%	80,000	164.1%			
Site Plan Review	200	2,100	950.0%	13,709	38,596	181.5%	14,000	275.7%			
Engineering Review	160	3,518	2,098.8%	70,321	42,146	(40.1%)	80,000	52.7%			
Engineering Reimbursement	5,000	1,575	(68.5%)	10,000	14,678	46.8%	-	N/A			
Pr-Sprinkler System	1,500	760	(49.3%)	17,841	15,902	(10.9%)	18,000	88.3%			
Pr-Fire Alarm Systems	270	1,555	475.9%	7,010	9,365	33.6%	7,000	133.8%			
Elevator Inspections	-	6,865	0.0%	14,580	23,877	63.8%	14,580	163.8%			
Kildeer Inspection Fees	-	-	0.0%	7,500	2,209	(70.5%)	7,500	29.5%			
Deer Park Inspection Fees	450	350	(22.2%)	25,008	23,748	(5.0%)	25,000	95.0%			
Overweight Truck Permits	200	175	(12.5%)	5,004	5,330	6.5%	5,000	106.6%			
Park Permits	2,375	-	(100.0%)	27,313	19,333	(29.2%)	28,500	67.8%			
Park Fees	2,500	3,130	25.2%	56,101	67,728	20.7%	60,000	112.9%			
Water Shed Devlp	400	1,250	212.5%	7,984	7,250	(9.2%)	8,000	90.6%			
Other Permits	1,850	4,259	130.2%	80,033	91,096	13.8%	80,000	113.9%			
Misc. Licenses And Permits	2,047	1,613	(21.2%)	23,544	41,337	75.6%	23,850	173.3%			
Total Licenses & Permits	37,322	96,586	158.8%	932,119	1,186,899	27.3%	940,373	126.2%			

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
March 31, 2014

							% of Annual Budget Collected	
	Current Month			Year-to-Date			Amended Annual Budget	
	Budget	Actual	% Variance	Budget	Actual	% Variance		
Fines and Forfeits	66,667	82,792	24.2%	800,004	835,997	4.5%	800,000	104.5%
Charges for Services								
Printing/Reproduction Fee	462	710	53.7%	5,544	5,450	(1.7%)	5,550	98.2%
Police-Alarm Fees	500	(225)	(145.0%)	6,000	4,975	(17.1%)	6,000	82.9%
Police-Alarm Rebate Fees	-	-	0.0%	37,500	49,045	30.8%	45,000	109.0%
Police Special Detail	2,917	2,929	0.4%	35,004	53,196	52.0%	35,000	152.0%
Police Admin Tow Fee	7,604	3,370	(55.7%)	91,248	53,875	(41.0%)	91,250	59.0%
Police Lockout Fees	583	825	41.5%	6,996	8,200	17.2%	7,000	117.1%
Fire/Rescue-Special Dtl	1,038	-	(100.0%)	12,456	11,764	(5.6%)	12,450	94.5%
Fire/Rescue Ambulance Fee	34,045	33,327	(2.1%)	408,540	412,923	1.1%	408,540	101.1%
Park Program Fees	26,336	22,444	(14.8%)	446,432	426,233	(4.5%)	439,150	97.1%
Concert Sales	208	70	(66.3%)	2,496	1,478	(40.8%)	2,500	59.1%
Park Special Events	763	-	(100.0%)	9,156	9,310	1.7%	9,150	101.7%
Park Outings	42	-	(100.0%)	504	-	(100.0%)	500	0.0%
Park Concessions	-	-	0.0%	2,000	-	(100.0%)	2,000	N/A
Other Charges for Services	125	61	(51.2%)	1,500	5,608	273.9%	1,500	373.9%
Total Charges for Services	74,623	63,511	(14.9%)	1,065,376	1,042,057	(2.2%)	1,065,590	97.8%
Investment Income	1,083	1,428	31.9%	12,996	17,030	31.0%	13,000	131.0%
Miscellaneous								
Recycling Reimbursement	4,167	5,648	35.5%	50,004	32,863	(34.3%)	50,000	65.7%
Rental Income	18,700	19,457	4.0%	224,400	234,928	4.7%	224,400	104.7%
Sale of Fixed Asset	1,017	-	(100.0%)	20,004	29,596	48.0%	20,000	148.0%
Other Miscellaneous Revenue	774	2,819	264.2%	170,793	253,487	48.4%	170,785	148.4%
Total Miscellaneous Revenue	24,658	27,924	13.2%	465,201	550,874	18.4%	465,185	118.4%
Total General Fund	1,514,216	1,260,411	(16.8%)	24,961,044	25,116,896	0.6%	25,805,739	97.3%
							Benchmark:	91.7%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
March 31, 2014

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Collected
	Budget	Actual	% Variance	Budget	Actual	% Variance		
SPECIAL REVENUE FUNDS								
Motor Fuel Tax Fund	34,426	39,874	15.8%	551,084	593,493	7.7%	567,592	104.6%
Hotel Tax Fund	6,368	5,223	(18.0%)	91,524	100,039	9.3%	93,038	107.5%
TIF Tax Allocation Fund	8,211	8,186	(0.3%)	1,398,532	1,388,834	(0.7%)	1,398,526	99.3%
Total Special Revenue Funds	49,005	53,283	8.7%	2,041,140	2,082,366	2.0%	2,059,156	101.1%
DEBT SERVICE FUNDS								
General Debt Service Fund	42	359	754.8%	1,068,291	1,076,553	0.8%	1,068,287	100.8%
TIF Debt Service Fund	333	15	(95%)	1,840,996	1,814,362	(1.4%)	1,841,000	98.6%
Total Debt Service Funds	375	374	(0.3%)	2,909,287	2,890,915	(0.6%)	2,909,287	99.4%
CAPITAL PROJECT FUNDS								
Capital Project Fund	1,333	(2,467)	(285.1%)	398,026	225,343	(43.4%)	398,030	56.6%
Park Improvement Fund	850	(354)	(141.6%)	10,200	6,376	(37.5%)	10,200	62.5%
Non-Home Rule Capital Projects	205,088	206,505	0.7%	1,964,262	1,980,919	0.8%	2,842,863	69.7%
TIF Redevelopment Fund	417	-	(100.0%)	5,004	-	(100.0%)	5,000	0.0%
Total Capital Projects Funds	207,688	203,684	(1.9%)	2,377,492	2,212,638	(6.9%)	3,256,093	68.0%
ENTERPRISE FUNDS								
Waterworks and Sewerage Fund	333,357	567,262	70.2%	9,040,682	9,345,965	3.4%	9,064,347	103.1%
Total Enterprise Funds	333,357	567,262	70.2%	9,040,682	9,345,965	3.4%	9,064,347	103.1%
INTERNAL SERVICE FUNDS								
Medical Self Insurance Fund	207,244	201,321	(2.9%)	2,279,684	2,314,749	1.5%	2,486,932	93.1%
Vehicle Maintenance Fund		-	0.0%		-	0.0%	-	0.0%
Risk Management Fund	114,583	149,155	30.2%	1,260,413	1,295,421	2.8%	1,375,000	94.2%
Total Internal Service Fund	321,827	350,476	8.9%	3,540,097	3,610,170	2.0%	3,861,932	93.5%
TRUST AND AGENCY FUNDS								
Special Service Area No. 8 Fund	-	-	0.0%	-	10,125	0.0%	-	N/A
Special Service Area No. 9 Fund	-	-	0.0%	-	11,990	0.0%	-	N/A
Special Service Area No. 10 Fund	-	-	0.0%	-	1,018	0.0%	-	N/A
Special Service Area No. 11 Fund	-	-	0.0%	-	3,000	0.0%	-	N/A
Special Service Area No. 13 Fund	-	-	0.0%	-	40,001	0.0%	-	N/A
Special Service Area No. 15 Fund	-	-	0.0%	-	4,342	0.0%	-	N/A
Total Trust and Agency Fund	-	-	0.0%	-	70,476	0.0%	-	N/A
Benchmark:								91.7%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
March 31, 2014

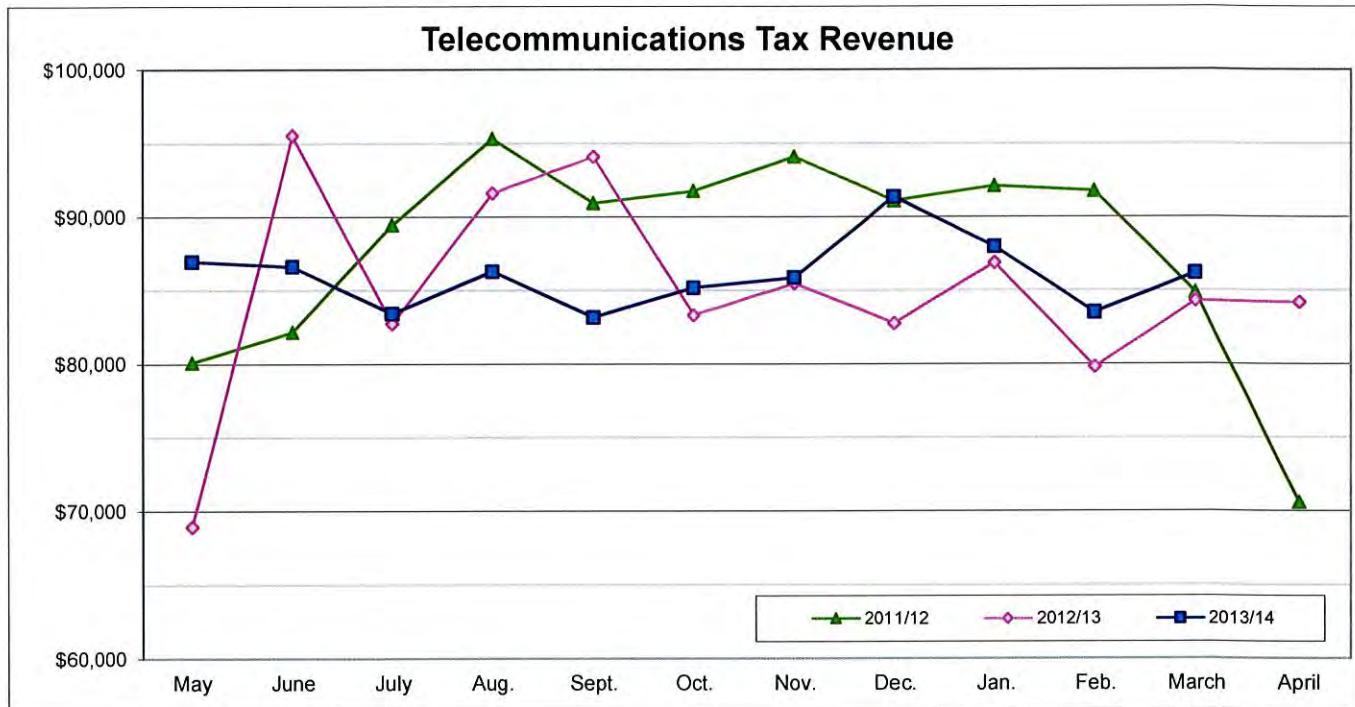
							Amended Annual Budget	% of Annual Budget Expended		
	Current Month			Year-to-Date						
	Budget	Actual	% Variance	Budget	Actual	% Variance				
GENERAL FUND										
Legislative										
Village President and Trustees	3,509	4,610	31.4%	249,072	254,562	2.2%	253,276	100.5%		
Clerk's Office	431	431	0.0%	8,549	8,107	(5.2%)	9,078	89.3%		
Board and Commissions	948	827	(12.8%)	6,657	4,976	(25.3%)	7,161	69.5%		
Total	4,888	5,868	20.0%	264,278	267,645	1.3%	269,515	99.3%		
Administration										
Village Administration	40,880	38,691	(5.4%)	463,782	431,379	(7.0%)	511,584	84.3%		
Human Resources	14,787	14,731	(0.4%)	154,552	108,912	(29.5%)	170,966	63.7%		
Total	55,667	53,422	(4.0%)	618,334	540,291	(12.6%)	682,550	79.2%		
Finance Department										
Financial Administration	16,821	16,205	(3.7%)	222,315	213,203	(4.1%)	241,733	88.2%		
Accounting Services	19,422	18,627	(4.1%)	227,490	213,876	(6.0%)	250,548	85.4%		
Total	36,243	34,832	(3.9%)	449,805	427,079	(5.1%)	492,281	86.8%		
Technology										
	39,781	35,774	(10.1%)	489,482	391,696	(20.0%)	540,310	72.5%		
Police Department										
Police Administration	87,177	71,011	(18.5%)	1,097,474	983,321	(10.4%)	1,194,532	82.3%		
Operations	268,979	304,985	13.4%	4,190,733	4,037,000	(3.7%)	4,501,305	89.7%		
Communications	97,098	104,315	7.4%	1,162,311	1,172,314	0.9%	1,286,734	91.1%		
Crime Prevention	40,201	38,898	(3.2%)	601,445	510,889	(15.1%)	649,722	78.6%		
Intergovernmental	31,864	29,582	(7.2%)	475,822	449,105	(5.6%)	514,385	87.3%		
Total	525,319	548,791	4.5%	7,527,785	7,152,629	(5.0%)	8,146,678	87.8%		
Fire Department										
Fire Administration	106,090	124,960	17.8%	1,266,354	1,247,661	(1.5%)	1,377,243	90.6%		
Emergency Management	3,752	4,373	16.6%	60,712	45,617	(24.9%)	64,899	70.3%		
Fire Suppression	246,823	227,453	(7.8%)	3,605,439	3,495,251	(3.1%)	3,899,335	89.6%		
Emergency Medical Services	263,715	284,556	7.9%	4,013,482	3,794,215	(5.5%)	4,374,153	86.7%		
Special Rescue	20,491	17,776	(13.2%)	303,600	258,568	(14.8%)	331,386	78.0%		
Fire Prevention	25,192	24,677	(2.0%)	307,148	262,884	(14.4%)	339,686	77.4%		
Total	666,063	683,795	2.7%	9,556,735	9,104,196	(4.7%)	10,386,702	87.7%		
Community Services										
Building and Zoning Division										
B&Z Administration	38,432	37,923	(1.3%)	442,755	406,651	(8.2%)	489,156	83.1%		
Inspections	26,704	28,648	7.3%	309,744	303,210	(2.1%)	341,784	88.7%		
Economic Development	5,438	923	(83.0%)	400,974	374,165	(6.7%)	501,882	74.6%		
Sub-Total	70,574	67,494	(4.4%)	1,153,473	1,084,026	(6.0%)	1,332,822	81.3%		
Public Works										
PW Administration	25,051	21,883	(12.6%)	328,870	292,142	(11.2%)	356,689	81.9%		
Forestry	13,523	12,216	(9.7%)	185,370	165,796	(10.6%)	202,782	81.8%		
Park Maintenance	26,547	22,547	(15.1%)	458,678	351,469	(23.4%)	513,989	68.4%		
Municipal Property Maint	18,015	15,235	(15.4%)	243,557	196,693	(19.2%)	263,660	74.6%		
Right-of-Way Maint	26,425	24,344	(7.9%)	360,093	326,335	(9.4%)	393,069	83.0%		
Snow & Ice Control	12,793	22,888	78.9%	222,569	298,337	34.0%	233,922	127.5%		
Street & Traffic Lighting	6,447	5,614	(12.9%)	75,042	71,876	(4.2%)	87,287	82.3%		
Storm Water Control	14,580	12,875	(11.7%)	201,176	183,401	(8.8%)	218,493	83.9%		
Engineering	11,552	20,161	74.5%	119,527	193,436	61.8%	131,587	147.0%		
Vehicle Maintenance	60,788	60,632	(0.3%)	669,376	601,731	(10.1%)	729,040	82.5%		
Sub-Total	215,721	218,395	1.2%	2,864,258	2,681,216	(6.4%)	3,130,518	85.6%		
Total	286,295	285,889	(0.1%)	4,017,731	3,765,242	(6.3%)	4,463,340	84.4%		

Benchmark: 91.7%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
March 31, 2014

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Expended
	Budget	Actual	% Variance	Budget	Actual	% Variance		
Park & Recreation Department								
P&R Administration	22,400	19,033	(15.0%)	277,160	284,059	2.5%	303,542	93.6%
Special Recreation	45,000	41,174	(8.5%)	238,000	160,031	(32.8%)	287,464	55.7%
Dance Program	5,713	7,016	22.8%	59,350	36,125	(39.1%)	65,656	55.0%
Preschool Program	12,658	14,175	12.0%	120,730	100,738	(16.6%)	135,221	74.5%
Youth Program	-	-	0.0%	283	830	193.3%	1,350	61.5%
Camp Program	-	-	0.0%	98,162	80,505	(18.0%)	98,162	82.0%
Athletics Program	-	2,646	0.0%	44,705	50,177	12.2%	44,705	112.2%
Aquatics Program	-	-	0.0%	59,466	47,240	(20.6%)	60,513	78.1%
Special Interest/Events	425	300	(29.4%)	12,585	23,274	84.9%	15,740	147.9%
Fitness Program	621	511	(17.7%)	7,033	5,033	(28.4%)	7,653	65.8%
Miscellaneous	75	484	545.3%	825	520	(37.0%)	900	57.8%
Total	86,892	85,339	(1.8%)	918,299	788,532	(14.1%)	1,020,906	77.2%
Total General Fund	1,701,148	1,733,710	1.9%	23,842,449	22,437,310	(5.9%)	26,002,282	86.3%
							Benchmark:	91.7%
SPECIAL REVENUE FUNDS								
Motor Fuel Tax Fund	23,387	17,070	(27.0%)	472,113	289,919	(38.6%)	545,500	53.1%
Hotel Tax Fund	2,209	-	(100.0%)	74,745	42,321	(43.4%)	82,605	51.2%
TIF Tax Allocation Fund	2,281	525	(77.0%)	1,743,307	1,659,663	(4.8%)	1,775,141	93.5%
Total Special Revenue Funds	27,877	17,595	(36.9%)	2,290,165	1,991,903	(13.0%)	2,403,246	82.9%
DEBT SERVICE FUNDS								
General Debt Service Fund	-	-	0.0%	1,066,278	1,063,018	(0.3%)	1,066,528	99.7%
TIF Debt Service Fund	-	-	0.0%	2,431,665	2,429,572	(0.1%)	2,431,665	99.9%
Total Debt Service Funds	-	-	0.0%	3,497,943	3,492,590	(0.2%)	3,498,193	99.8%
CAPITAL PROJECT FUNDS								
Capital Project Fund	15,000	14,070	(6.2%)	948,736	892,501	(5.9%)	2,331,673	38.3%
Park Improvement Fund	125,000	123,832	(0.9%)	198,650	197,778	(0.4%)	385,000	51.4%
Non-Home Rule Capital Projects	22,016	18,725	(14.9%)	1,251,443	1,196,132	(4.4%)	2,215,500	91.7%
TIF Redevelopment Fund	-	-	0.0%	175,000	201,766	15.3%	415,000	48.6%
Total Capital Projects Funds	162,016	156,627	(3.3%)	2,573,829	2,488,177	(3.3%)	5,347,173	46.5%
ENTERPRISE FUNDS								
Waterworks and Sewerage Fund	239,493	225,575	(5.8%)	3,666,228	4,395,375	19.9%	6,766,914	65.0%
Total Enterprise Funds	239,493	225,575	(5.8%)	3,666,228	4,395,375	19.9%	6,766,914	65.0%
INTERNAL SERVICE FUNDS								
Medical Self Insurance Fund	206,354	159,052	(22.9%)	2,269,894	2,323,730	2.4%	2,476,243	93.8%
Vehicle Maintenance Fund	-	-	0.0%	187,797	187,797	0.0%	187,797	100.0%
Risk Management Fund	88,579	9,245	(89.6%)	974,369	984,733	1.1%	1,062,947	92.6%
Total Internal Service Funds	294,933	168,297	(42.9%)	3,432,060	3,496,260	1.9%	3,726,987	93.8%
TRUST AND AGENCY FUNDS								
Special Service Area No. 8 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 9 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 11 Fund	-	-	0.0%	-	848	0.0%	-	N/A
Special Service Area No. 13 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 15 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 16 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Total Trust and Agency Fund	-	-	0.0%	-	848	0.0%	-	N/A
							Benchmark:	91.7%

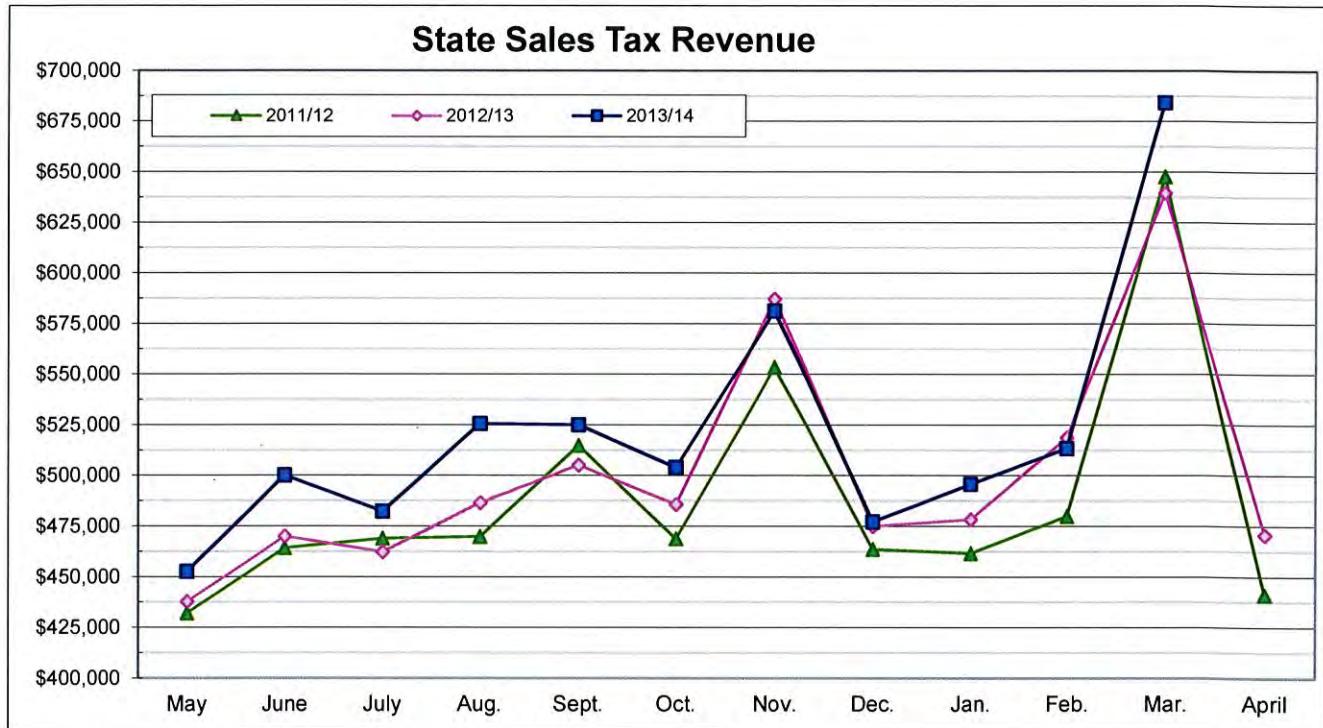
DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



Telecommunications Tax Collection History (Cash Basis)

Voucher Month	FY 2011/12	FY 2012/13	% Change	FY 2013/14	% Change	2013/14 Budget	2013/14 Budget Variance	2013/14 Budget Variance %
May	80,089	68,957	-13.90%	86,963	26.11%	65,509	21,454	32.75%
June	82,168	95,543	16.28%	86,615	-9.34%	90,766	(4,152)	-4.57%
July	89,450	82,755	-7.48%	83,420	0.80%	78,617	4,804	6.11%
Aug.	95,301	91,626	-3.86%	86,290	-5.82%	87,045	(755)	-0.87%
Sept.	90,925	94,091	3.48%	83,173	-11.60%	89,386	(6,213)	-6.95%
Oct.	91,746	83,321	-9.18%	85,182	2.23%	79,155	6,027	7.61%
Nov.	94,072	85,490	-9.12%	85,856	0.43%	81,216	4,640	5.71%
Dec.	91,090	82,776	-9.13%	91,360	10.37%	78,638	12,723	16.18%
Jan.	92,108	86,889	-5.67%	87,973	1.25%	82,545	5,428	6.58%
Feb.	91,755	79,808	-13.02%	83,505	4.63%	75,818	7,687	10.14%
March	84,869	84,297	-0.67%	86,175	2.23%	75,788	10,388	13.71%
April	70,587	84,182	19.26%			63,034		
CASH BASIS TOTAL	1,054,158	1,019,735	-3.27%	946,512		947,516	62,030	6.55%
Y-T-D	983,571	935,553	-4.88%	946,512	1.17%	884,482	62,030	7.01%

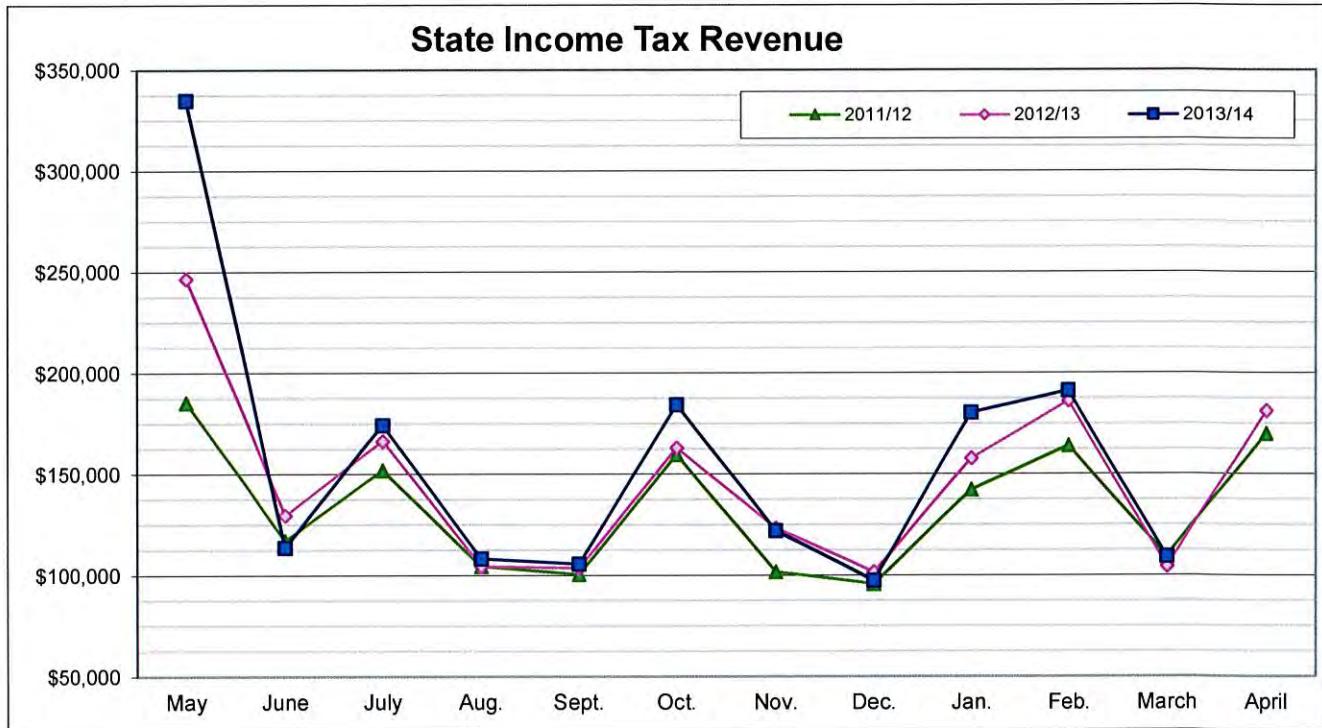
DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



State Sales Tax Collection History (Cash Basis)

Sales Month	Month Received	FY		% Change	FY		2013/14 Budget	2013/14 Budget	
		2011/12	2012/13		2013/14	% Change		Variance	Variance %
Feb.	May	432,121	437,868	1.33%	452,619	3.37%	447,501	5,118	1.14%
Mar.	June	464,280	470,153	1.26%	500,249	6.40%	480,496	19,753	4.11%
April	July	468,983	462,414	-1.40%	482,361	4.31%	472,587	9,774	2.07%
May	Aug.	469,801	486,669	3.59%	525,676	8.02%	497,375	28,301	5.69%
June	Sept.	514,757	505,261	-1.84%	525,059	3.92%	516,882	8,177	1.58%
July	Oct.	468,714	485,876	3.66%	504,041	3.74%	497,051	6,990	1.41%
Aug.	Nov.	553,374	587,280	6.13%	581,348	-1.01%	597,719	(16,371)	-2.74%
Sept.	Dec.	463,576	475,088	2.48%	477,166	0.44%	486,490	(9,324)	-1.92%
Oct.	Jan.	461,609	478,416	3.64%	495,748	3.62%	489,898	5,850	1.19%
Nov.	Feb.	479,880	518,846	8.12%	513,382	-1.05%	531,299	(17,917)	-3.37%
Dec.	Mar.	647,604	639,668	-1.23%	684,353	6.99%	655,660	28,693	4.38%
Jan.	April	441,146	470,763	6.71%			501,451		
	TOTAL	5,865,845	6,018,303	2.60%			6,174,409	69,043	1.12%
	Y-T-D	5,424,699	5,547,540	2.26%	5,742,001	3.51%	5,672,958	69,043	1.22%

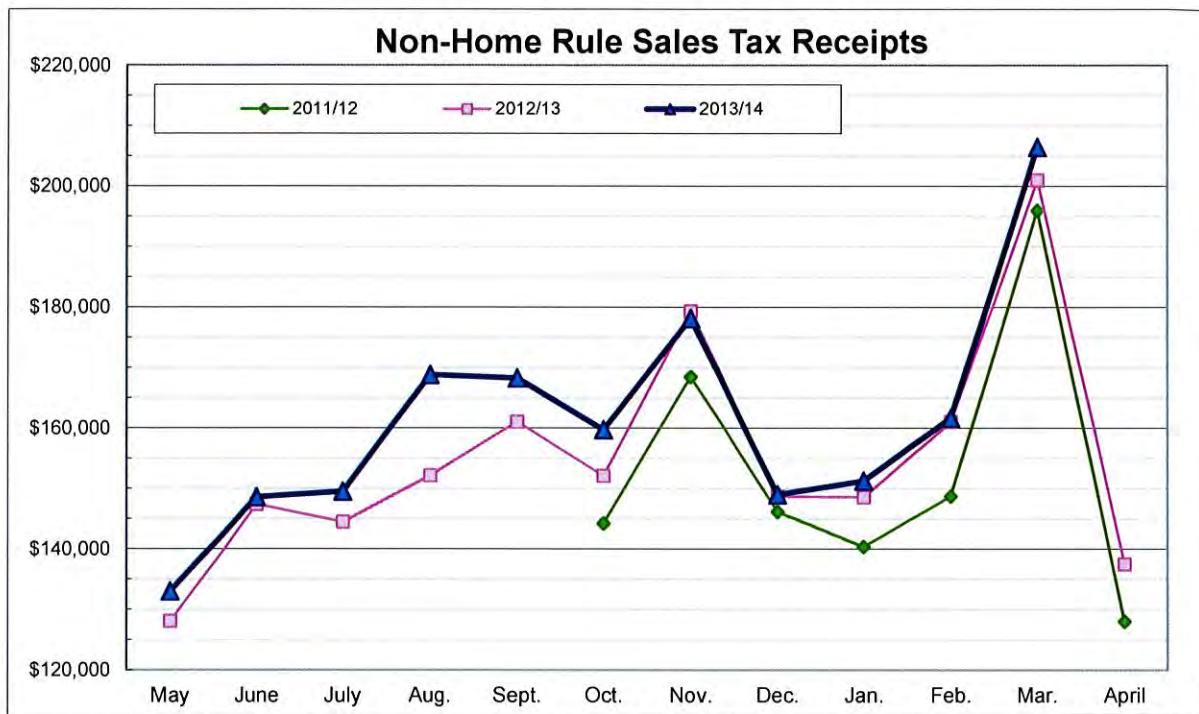
DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



State Income Tax Collection History

Voucher Month	FY		% Change	FY		2013/14 Budget	2013/14 Budget Variance		Budget Variance %
	2011/12	2012/13		2013/14	% Change		Budget	Variance	
May	185,326	246,668	33.10%	334,947	35.79%	251,601	83,346	33.13%	
June	117,185	129,687	10.67%	113,795	-12.25%	132,281	(18,486)	-13.97%	
July	151,807	166,537	9.70%	174,284	4.65%	169,868	4,416	2.60%	
Aug.	104,439	104,504	0.06%	108,283	3.62%	106,594	1,689	1.58%	
Sept.	100,526	103,659	3.12%	105,638	1.91%	105,732	(94)	-0.09%	
Oct.	159,665	163,219	2.23%	184,303	12.92%	166,483	17,820	10.70%	
Nov.	101,684	123,329	21.29%	122,025	-1.06%	125,796	(3,771)	-3.00%	
Dec.	95,740	101,779	6.31%	97,399	-4.30%	103,815	(6,416)	-6.18%	
Jan.	142,244	157,769	10.91%	180,366	14.32%	160,924	19,442	12.08%	
Feb.	164,000	186,239	13.56%	191,414	2.78%	189,963	1,451	0.76%	
March	109,414	104,430	-4.56%	109,328	4.69%	116,066	(6,738)	-5.81%	
April	169,885	181,336	6.74%			180,215			
TOTAL	1,601,915	1,769,156	10.44%	1,721,783		1,809,338	92,660		
Y-T-D	1,432,030	1,587,820	10.88%	1,721,783	8.44%	1,629,123	92,660	5.69%	

DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



Non-Home Rule Sales Tax Collection History (Accrual Basis)

Sales Month	Month Received	FY		% Change	FY		2013/14 Budget	2013/14 Budget Variance	
		2011/12	2012/13		2013/14	% Change		Variance	Variance %
Feb.	May	128,146	N/A	133,042	3.8%	130,709	2,333	1.8%	
March	June	147,404	N/A	148,568	0.8%	150,352	(1,784)	-1.2%	
April	July	144,514	N/A	149,534	3.5%	147,404	2,130	1.4%	
May	Aug.	152,154	N/A	168,804	10.9%	155,197	13,607	8.8%	
June	Sept.	161,028	N/A	168,234	4.5%	164,249	3,985	2.4%	
July	Oct.	144,230	152,110	5.5%	159,727	5.0%	155,152	4,575	2.9%
Aug.	Nov.	168,438	179,311	6.5%	178,080	-0.7%	182,897	(4,817)	-2.6%
Sept.	Dec.	146,212	148,685	1.7%	149,002	0.2%	151,659	(2,657)	-1.8%
Oct.	Jan.	140,374	148,581	5.8%	151,254	1.8%	151,553	(299)	-0.2%
Nov.	Feb.	148,742	161,063	8.3%	161,655	0.4%	164,284	(2,629)	-1.6%
Dec.	Mar.	195,983	201,005	2.6%	206,495	2.7%	205,025	1,470	0.7%
Jan.	April	128,087	137,515	7.4%			147,632		
TOTAL		1,072,065	1,861,515	73.6%	1,774,395		1,906,113	15,914	
Y-T-D		943,978	1,724,001	N/A	1,774,395	2.9%	1,758,481	15,914	0.9%

*The Non-Home Rule Sales Tax was enacted with a July 1, 2011 effective date.

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Days to Maturity	Par Value	Purchase Price	(Premium) / Discount	Market Value	Accrued Interest	Total Value	Unrealized Gain (Loss)
MONEY MARKET & CASH												
CASH - INLAND	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4,437,725.62	N/A
MONEY MARKET - IL FUNDS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7,048,950.32	N/A
IMET CONVENIENCE FUND	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	957,521.07	N/A
CASH - TD AMERITRADE	N/A	N/A	0.000%	920028468	N/A	N/A	N/A	N/A	N/A	N/A	10,855.38	N/A
IDA12	N/A	N/A	0.000%	920028468	N/A	N/A	N/A	N/A	N/A	N/A	10,855.38	N/A
CERTIFICATE OF DEPOSIT												
Ally Bank Midvale	05/01/13	05/01/15	0.600%	02005QW82	396	200,000.00	200,000.00	-	199,878.00	493.15	200,371.15	(122.00)
American Express Bank	11/22/13	07/20/15	1.150%	02587DKL1	476	50,000.00	50,294.00	(294.00)	50,284.00	107.12	50,391.12	(10.00)
Bank Baroda New York	02/26/14	02/06/17	1.000%	06062-AFX2	1,043	240,000.00	239,055.00	945.00	239,659.20	380.00	240,039.20	604.20
Beal Bank USA Las Vegas	12/13/13	12/17/14	0.500%	0737-0WCV4	261	190,000.00	190,015.00	(15.00)	189,948.70	267.60	190,216.30	(66.30)
BMW Bank	05/20/13	12/10/15	2.000%	05568PA98	619	65,000.00	67,141.75	(2,141.75)	66,547.65	395.34	66,942.99	(594.10)
Discover Bank	10/01/12	10/10/14	0.800%	254671GV6	193	75,000.00	75,000.00	-	75,178.50	282.74	75,461.24	178.50
GE Capital	07/18/12	07/21/14	1.000%	36157QHT7	112	125,000.00	125,000.00	-	125,205.00	239.73	125,444.73	205.00
GE Capital	10/25/13	02/09/16	0.850%	36160NTU3	680	113,000.00	112,830.50	169.50	113,222.61	131.58	113,354.19	392.11
GE Money Bank	05/21/13	03/16/16	1.200%	36161NWG9	716	7,000.00	7,071.89	(71.89)	7,048.44	3.45	7,051.89	(23.45)
Goldman Sachs	05/01/13	07/25/14	1.000%	381471EA6	116	75,000.00	75,000.00	-	74,906.25	169.32	75,075.77	(93.75)
Goldman Sachs	07/20/12	07/25/14	1.000%	38143AXD2	116	120,000.00	120,000.00	-	120,204.00	213.70	120,417.70	204.00
Goldman Sachs	10/25/13	01/20/15	1.500%	38143AHB4	295	45,000.00	45,471.25	(471.25)	45,331.65	133.15	45,464.80	(139.60)
Safra National BONY	10/25/13	01/15/15	0.350%	78658AMZ8	290	67,000.00	66,868.68	131.32	66,939.03	107.29	67,046.32	70.35
Sallie Mae Bank Murray Utah	10/01/12	10/10/14	0.850%	795450PS8	193	150,000.00	150,000.00	-	150,357.00	600.82	150,957.82	357.00
Sallie Mae Bank Murray Utah	08/21/12	08/29/14	0.900%	795450PB5	151	100,000.00	100,000.00	-	100,173.00	76.44	100,249.44	173.00
The Edgar County B&T	01/01/13	04/01/15	0.900%	80101	366	237,500.00	237,500.00	-	237,500.00	3,211.00	240,711.00	-
AGENCY												
FNMA	12/03/12	11/27/17	0.900%	31366G07M7	1,337	145,000.00	145,000.35	(0.35)	142,587.20	449.50	143,036.70	(2,413.15)
FNMA	07/17/12	07/30/18	1.300%	31366G07D3	1,582	250,000.00	249,850.00	150.00	245,567.50	534.25	246,101.75	(4,282.50)
FNMA	04/25/12	04/25/14	1.300%	31366G0CE9	25	290,000.00	290,000.00	-	290,176.90	1,621.62	291,798.52	176.90
Fed Farm Credit Bank	11/30/12	08/21/17	0.800%	3133EC3G7	1,239	150,000.00	150,000.00	-	147,648.00	133.33	147,781.33	(2,352.00)
Fed Farm Credit Bank	11/20/12	11/20/17	0.850%	3133EC2Y9	1,330	155,000.00	155,155.00	(155.00)	152,724.60	479.42	153,204.02	(2,430.40)
FHLB Note	04/04/11	04/29/14	1.350%	313337AS1	29	460,000.00	458,776.40	1,223.60	460,446.20	2,603.10	463,049.30	1,669.80
FHLB Bond	11/20/12	11/13/17	0.875%	3133813C7	1,323	275,000.00	274,818.75	181.25	270,264.50	922.40	271,186.90	(4,554.25)
FHLB Bond	10/31/12	11/15/17	0.980%	3133817D1	1,325	440,000.00	439,915.00	85.00	434,231.60	1,628.98	435,860.58	(5,683.40)
FHLB Bond	10/03/11	09/09/16	2.000%	313370TW8	893	305,000.00	315,464.55	(10,464.55)	314,894.20	372.78	315,266.98	(570.35)
FNMA	10/24/12	10/25/17	0.900%	3133G0Q09	1,304	310,000.00	309,792.50	207.50	305,508.10	1,209.00	306,717.10	(4,284.40)
FNMA	10/31/12	09/27/17	1.070%	3135G0PD9	1,276	315,000.00	315,812.50	(812.50)	312,275.25	37.45	312,312.70	(3,537.25)
FIXED INCOME - OTHER												
St. Charles Park Dist Bonds	04/22/13	12/15/16	3.750%	787760HZ3	990	100,000.00	110,565.00	(10,565.00)	105,549.00	1,104.17	106,653.17	(5,016.00)
TOTAL						5,054,500.00	5,076,398.12	(21,898.12)	17,499,308.47	17,908.63	17,517,217.10	(32,142.04)



PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

APRIL 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

Bonnie Caputo was hired to replace Recreation Manager Dave Peterson. Her first day was Monday, May 5. Bonnie brings recreational experience in aquatics, member relations, marketing, program operations, senior programming and much more. She has been employed by the Foglia YMCA for nearly 14 years and has shown progressive experience and leadership qualities throughout. Bonnie brings a great familiarity with the Lake Zurich community having provided services for many years. There will be an overlap of nearly two weeks to allow for a smooth transition.

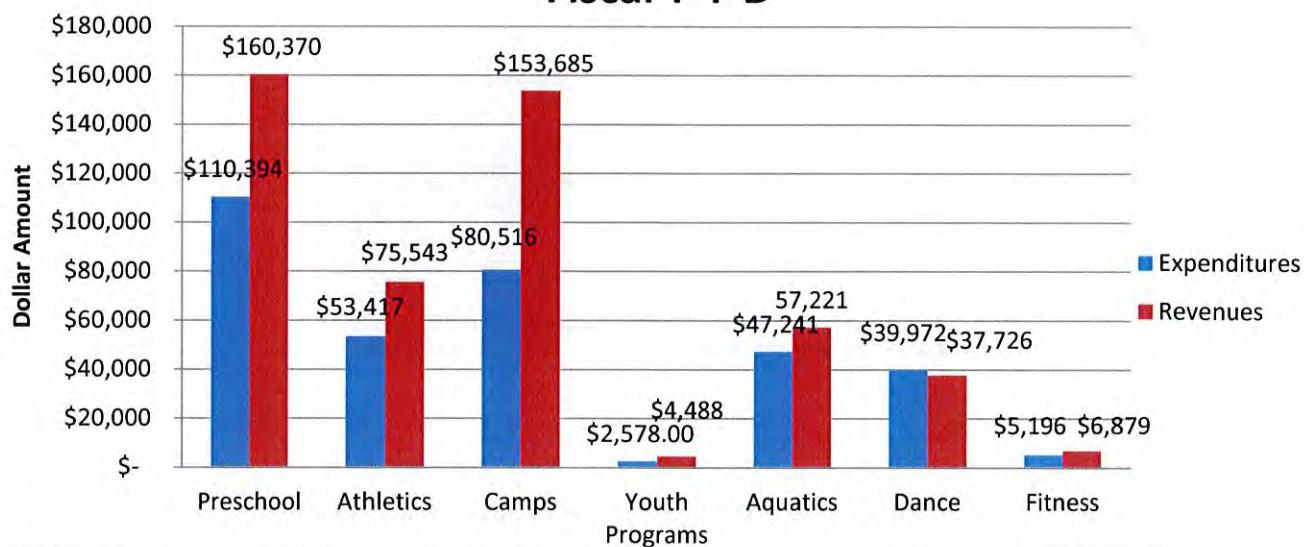
The Paulus Park Playground endeavor has been a highly anticipated project for the community as many phone calls and visits have taken place throughout the spring. The playground is open to the public now with a ribbon cutting ceremony to take place in June. Watch for details of this event. Hacienda Landscaping, the installers of the Little Tykes equipment, has addressed any concerns of the staff and completed the project with the high standards staff holds independent contractors to. An independent audit was completed, satisfying risk management requests.

Summer staff is in place and orientation and training sessions are scheduled. The Paulus Park Beach and Sprayground is scheduled to open Saturday, May 24 through Monday, May 26 and daily beginning May 31. Hours of operation will be 10:00 a.m. – 7:00 p.m. for the sprayground and 11:00 a.m. – 7:00 p.m. for the beach. The 11:00 a.m. opening will allow for camp and public swim lessons to take place in the morning.

Day camps will begin the week of June 16, a week later than planned, due to School District 95's extension of school days as a result of the snow days. Signup has been ongoing as residents look to plan for the children's summer activities. This program continues to be popular with our Lake Zurich community.

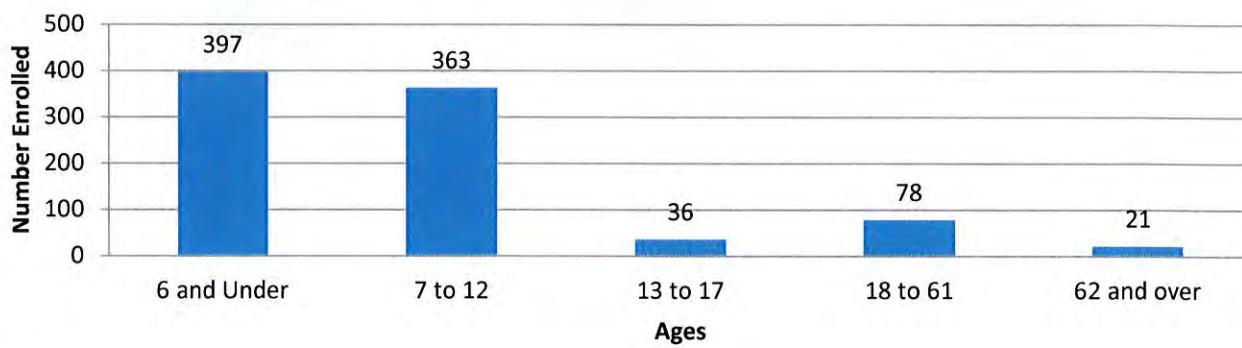
The Lake Zurich Area Farmers Market committee is adding final touches to the season's opening on Friday, June 13. The second year of the Paulus Park location promises to be enhanced with weekly entertainment and many new vendors. A Budding Farmers program will be added to engage the children this year. Each enrolled child will learn about different fruits and vegetables while engaging with the vendors.

Program Cost Recovery Fiscal Y-T-D



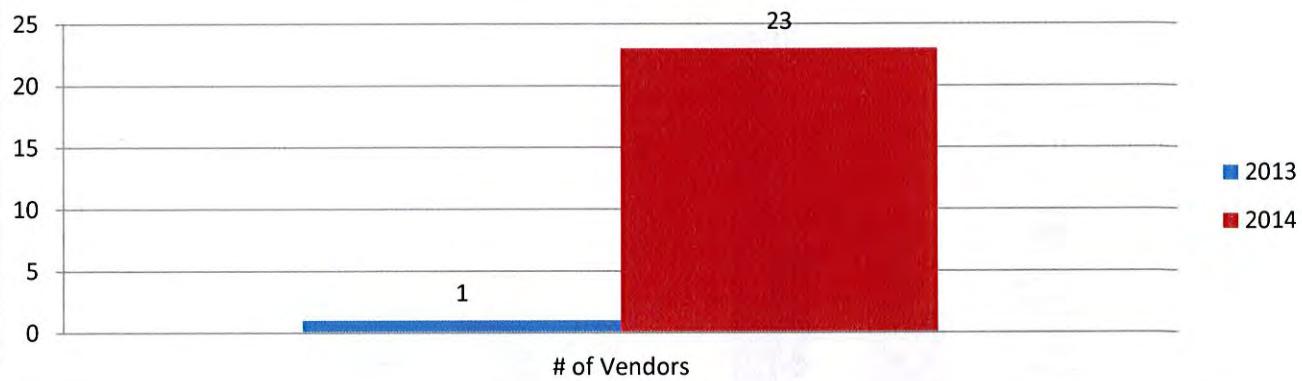
As a service provider, the balance of managing guest service with cost recovery is essential. Staff's approach determines which programs have the best impact and which may need to be reduced or eliminated to ensure investments are made in the services that provide the greatest value to the overall community. One tool used to evaluate the success of recreation programs operations is cost recovery. As this is directly tied into the budget process and decisions on increasing, decreasing or eliminating operations are associated with this measurement, staff is diligent in assessing trends and adjusting offerings.

Enrollment Ages for All Programs Y-T-D



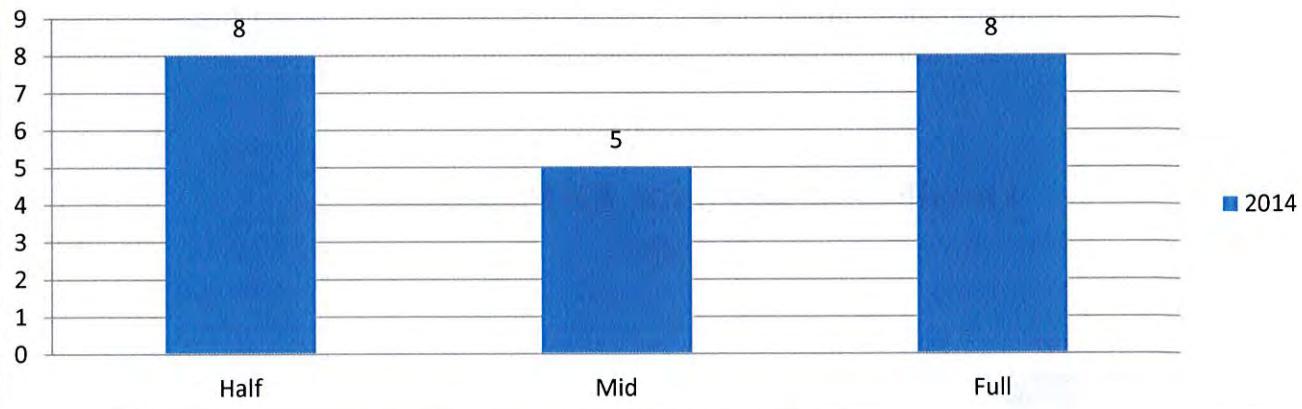
The program enrollment trends are indicative above as the majority of the Village's programs are for individuals 12 years and under. Staff is evaluating programs and looking to add more adult programming.

Farmers Market Vendors YTD



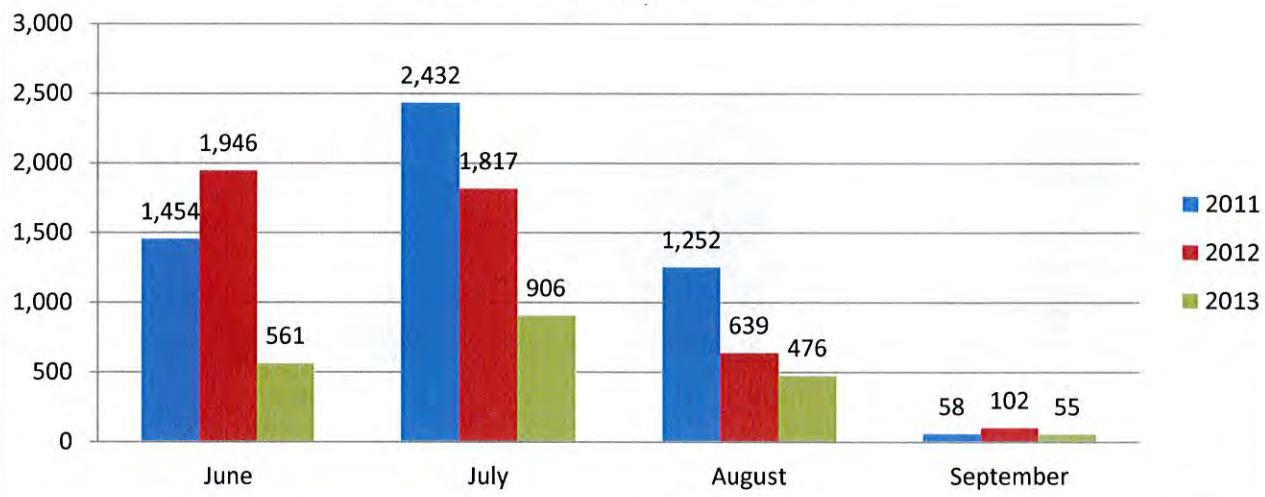
The Farmers Market committee has set a goal of 35 vendors for the 2014 season, up from the 26 vendors who participated in 2013. Many first year vendors have indicated their intentions to return.

Community Garden Plots Reserved YTD



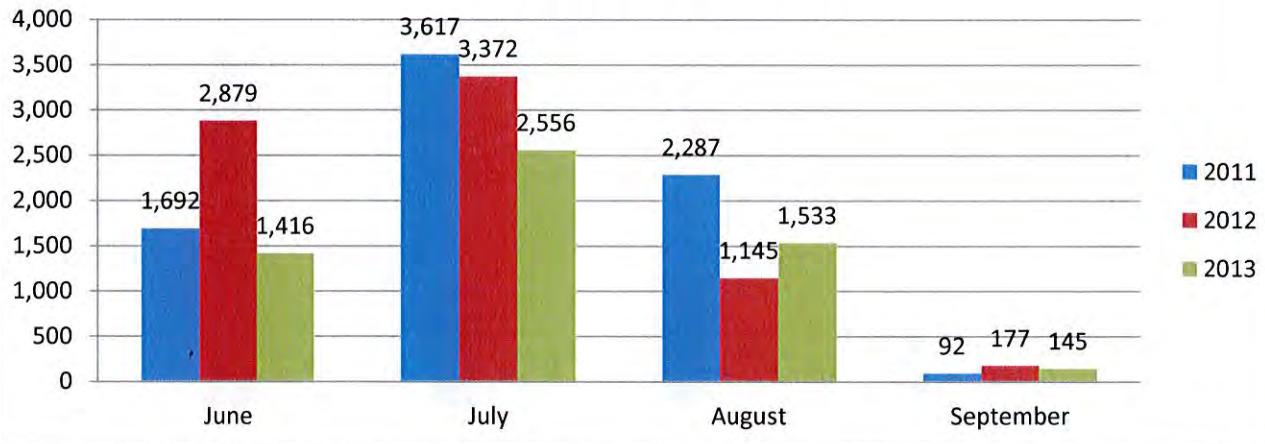
Community Garden Plots are available for rent in this first year of operations. Those interested in planting their own fruits and vegetables will have three choices in garden plot size: Half, Mid and Full. There are a total of 26 garden plots available.

Paulus Park Beach/Sprayground Membership Attendance



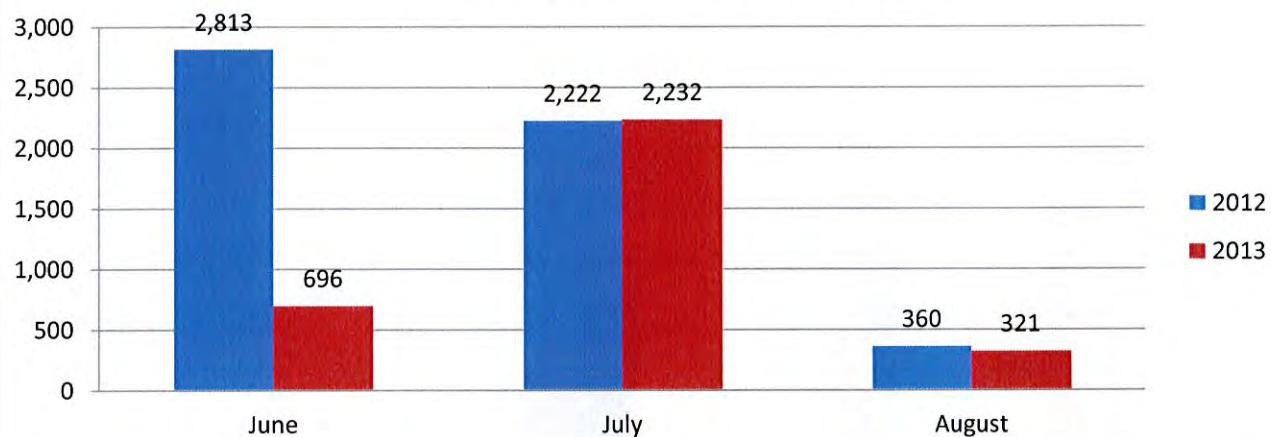
Weather is a driving factor with aquatic facility attendance. The start of the 2013 season was one of the coldest and wettest in history and as a result, attendance was substantially lower than the prior two years. Staff was able to keep personnel expenditures lower than in the past due to the many closed days the beach/sprayground experienced early in the summer.

Paulus Park Beach/Sprayground Daily Fee Attendance



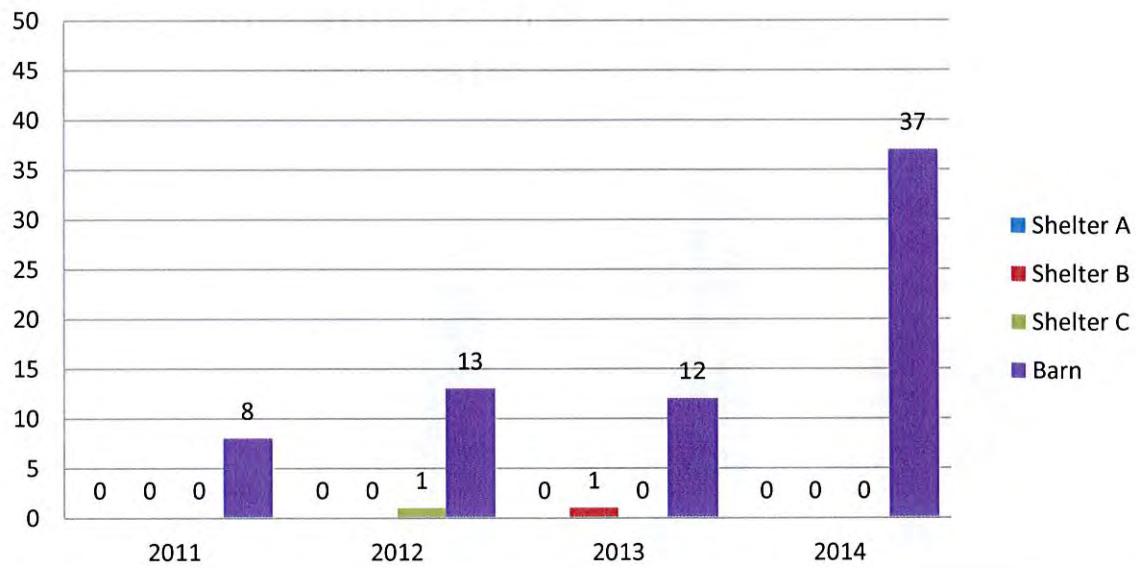
Weather is a driving factor with aquatic facility attendance. The start of the 2013 season was one of the coldest and wettest in history and as a result, attendance was substantially lower than the prior two years. Staff was able to keep personnel expenditures lower than in the past due to the many closed days the beach/sprayground experienced early in the summer.

Breezewald Beach Attendance



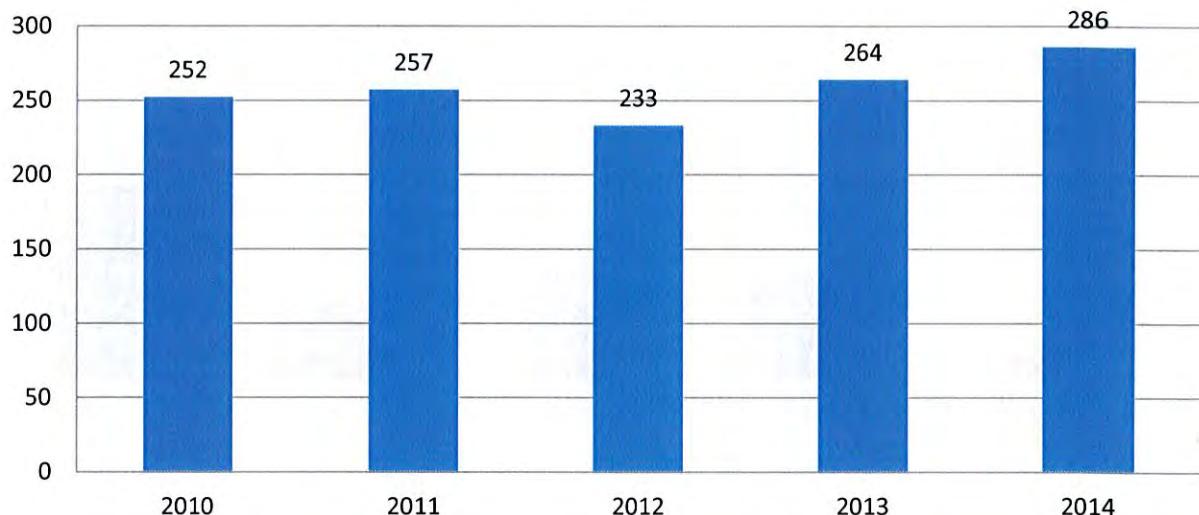
Monitoring attendance at Breezewald beach began in 2012.

Facility Rentals Y-T-D



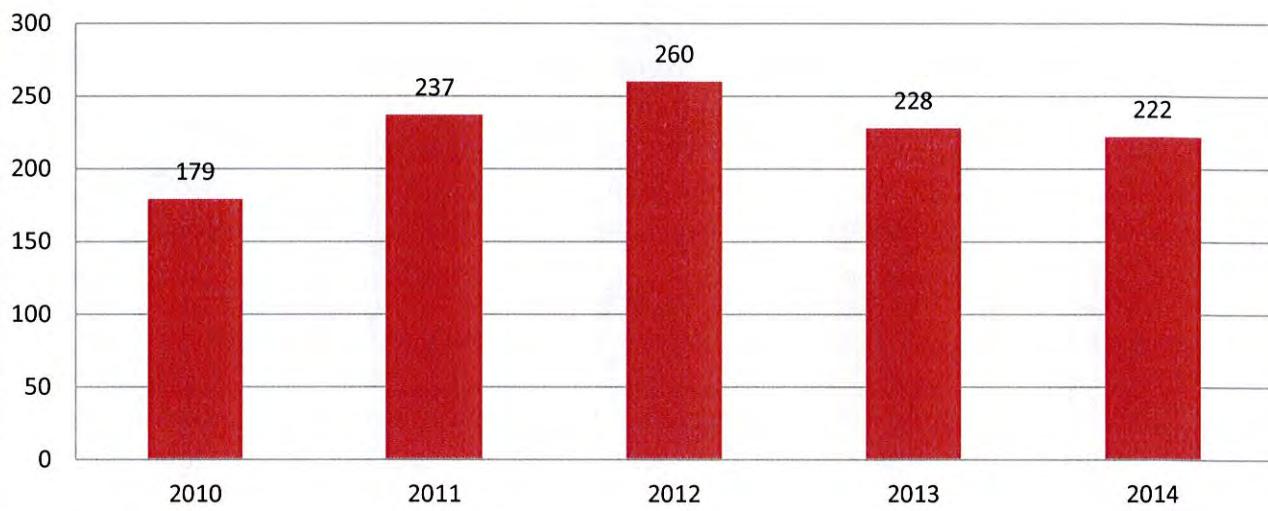
The Barn is seldom used for rentals during the summer months and increases during the fall and winter months. However, the shelters are utilized heavily during the spring and summer and have no usage during the fall and winter.

Athletics Enrollment Y-T-D



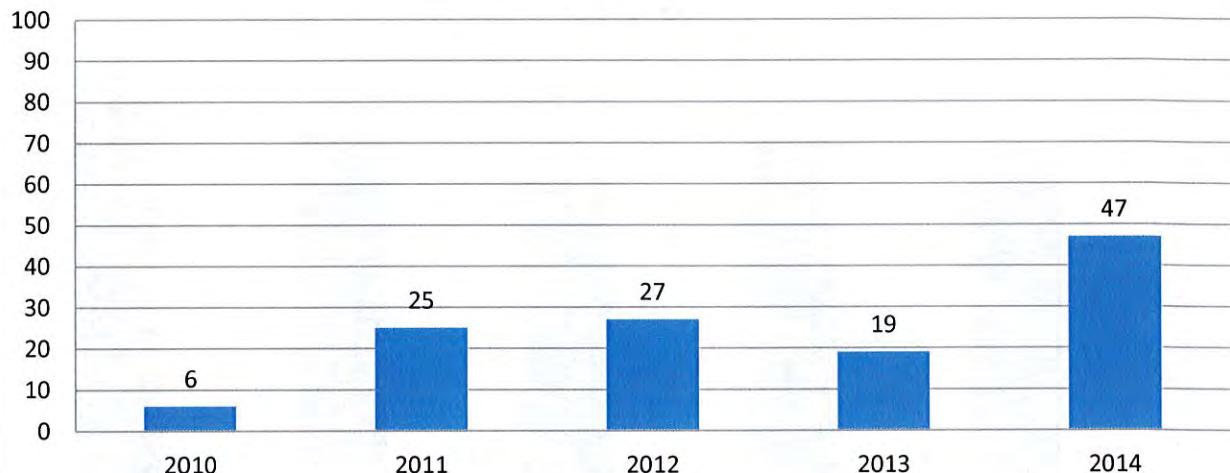
Athletic programs include tennis, karate, tae kwon do, golf, ice skating, soccer and tee ball. Indoor tennis has been added in 2013 and held at Sarah Adams Elementary School.

Camp Enrollment Y-T-D



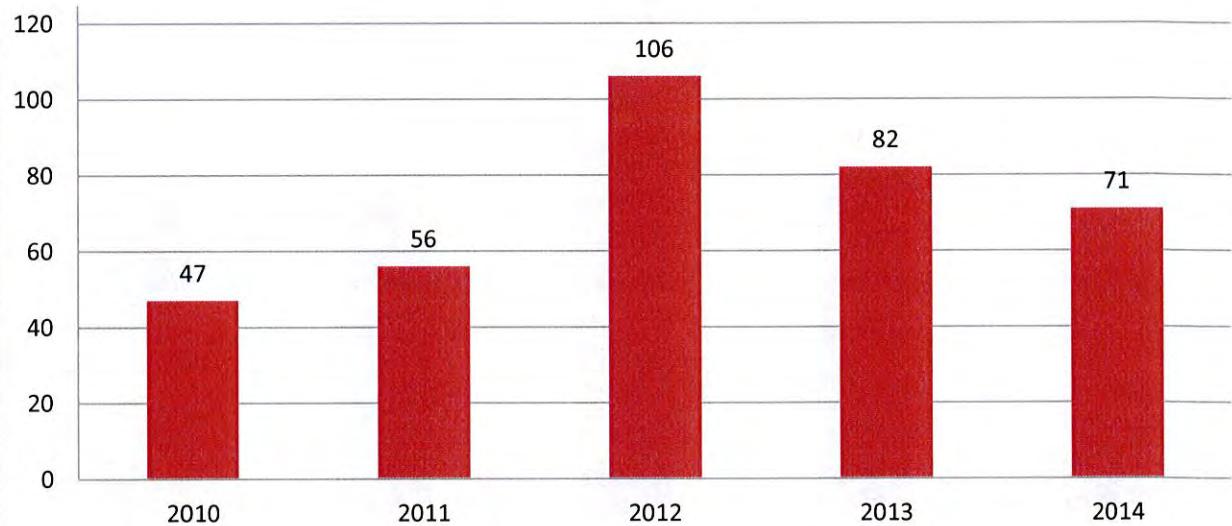
Camp programs include Kiddie camp, Pee Wee camp, Camp Alpine, Teen camp, Extreme All Sports Camp, Soccer Camp and Basketball Camp. Although Camp Alpine continued its trend of filling up, the Teen camp dropped in enrollment from the past several years. Staff is evaluating and looking to change the format.

Dance Enrollment



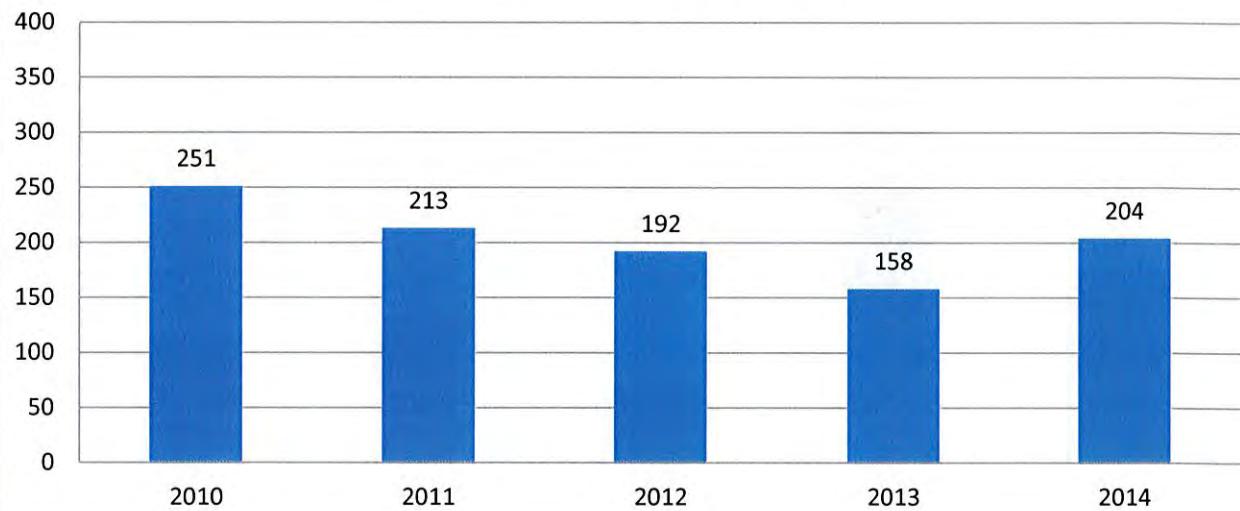
Dance programs include Ballet/Tap, Pointe, Jazz, Company, Poms and Hip Hop. The dance program lost its two instructors at the end of the 2012/2013 season and is rebuilding with four new instructors that began in September.

Fitness Enrollment



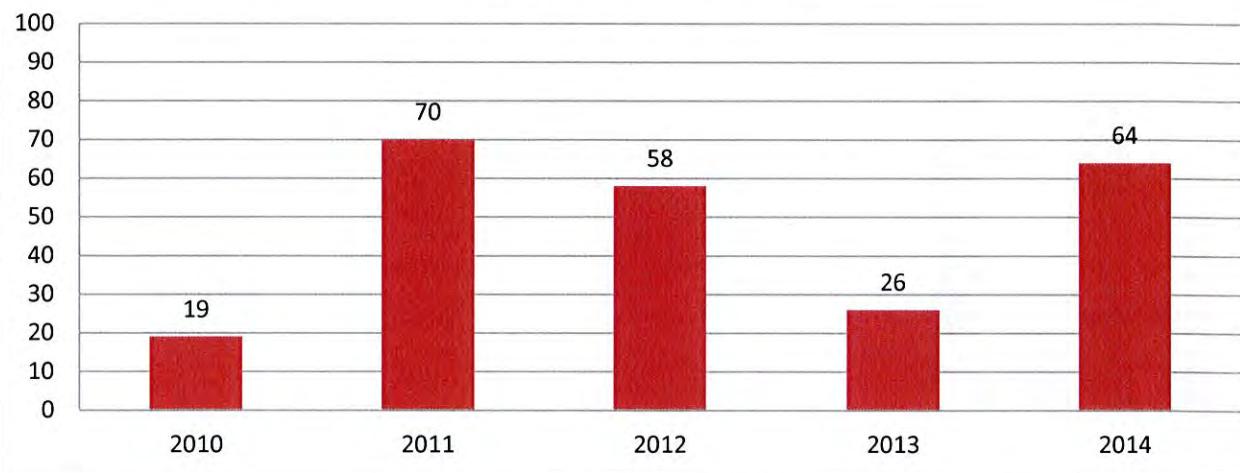
Fitness programs include Yoga, Cardio Fitness Karate, Cardio Circuit, Cardio Blast, Strength & Tone, Power Hour and Strength Training. Facility space limits present challenges to growing the Group Fitness program.

Preschool Enrollment



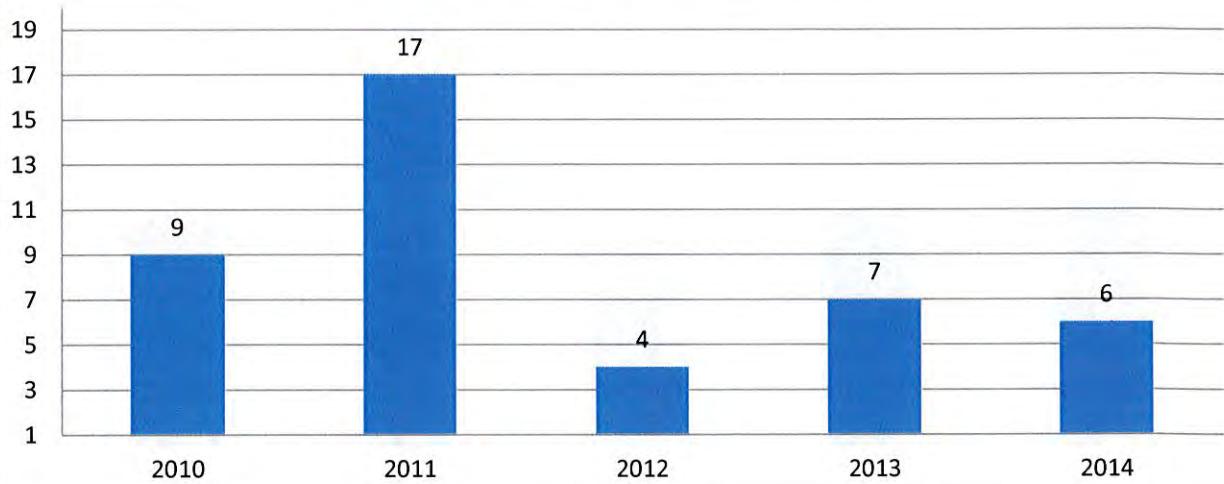
Preschool includes Terrific Twos, Lunch Bunch, Preschool (3yrs-5yrs) and Music Masters. Classes take place in four locations: The Barn, Chalet, St. Peter's Church and Buffalo Creek.

Special Interests



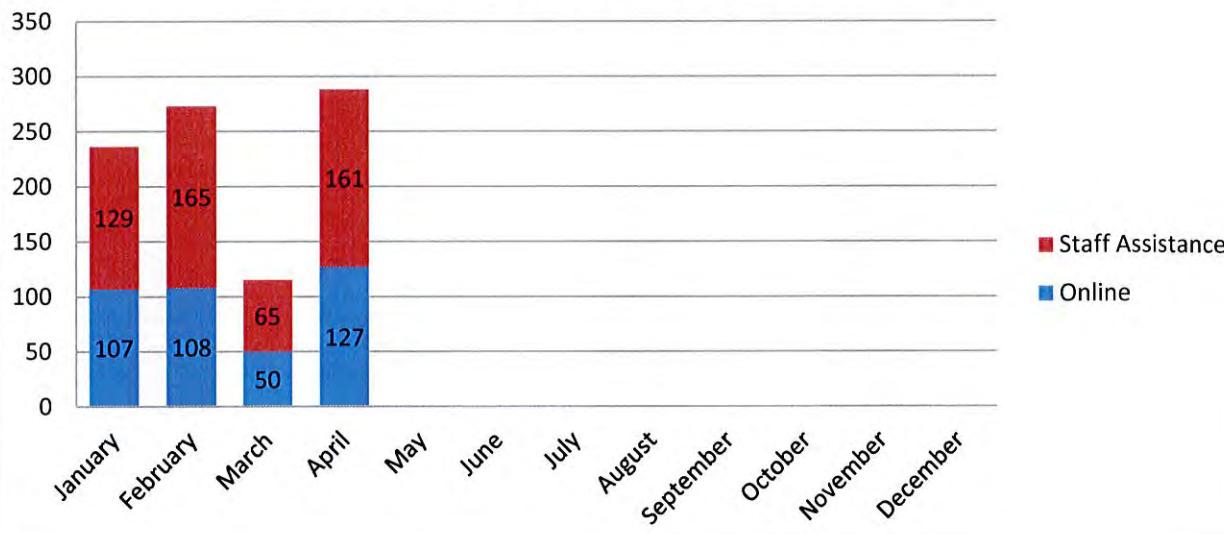
Special Interest programs include birthday parties, weight watchers, chess academy, animals in winter, starts of the circus, winter chillin', three hours to shop, welcome spring, learn to bowl, mother/daughter best friends jewelry, Christmas door wreath, holiday centerpiece and Village Singers.

Youth Activity Enrollment



Youth Activity programs include Glitz Girls Night Out, Bling Boutique, Crafty Halloween Bonanza, Holiday Jewelry Boutique, Guitar Lessons, Ukele Lessons, Magic Classes, Picasso's Workshop, Babysitting Clinic and Sculpture Workshops.

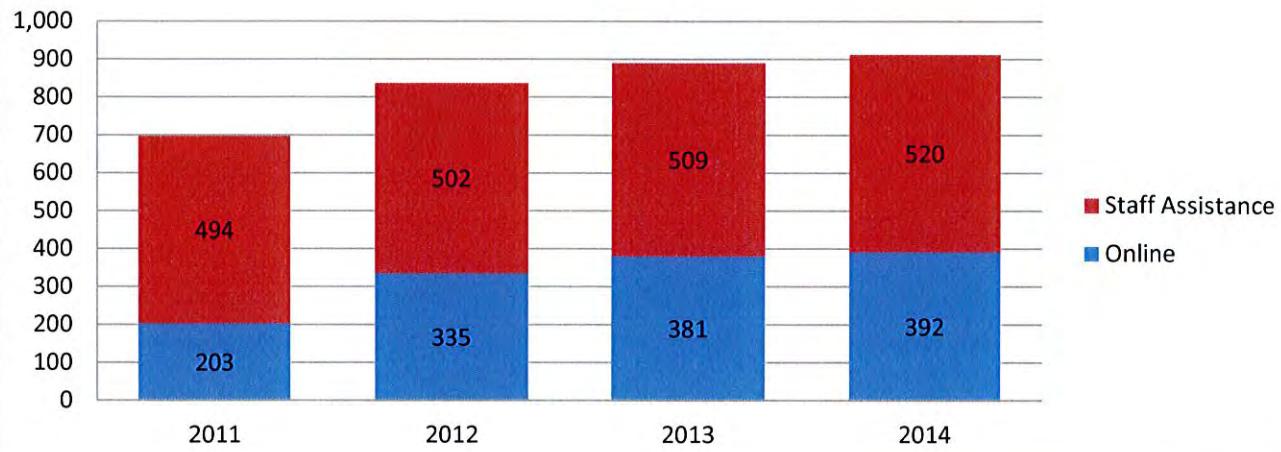
Online Registrations Statistics-2014



Online registration is available to all residents and non-residents enrolling in programs. Beach membership and facility rentals must be made in person at the Barn.

Online Registrations Statistics

Y-T-D



This is the fourth year of recordkeeping for online vs. traditional registration. Traditional registration includes by fax, drop box or in person.



At the Heart of Community

COMMUNITY SERVICES DEPARTMENT
Building and Zoning Division

505 Telser Road
Lake Zurich, Illinois 60047

(847) 540-1696
Fax (847) 726-2182
LakeZurich.org

MEMORANDUM

Date: May 28, 2014

To: Jason T. Slowinski, Village Manager

From: Sam Hubbard, Village Planner

Cc: Michael J. Earl, Director of Community Services
Daniel A. Peterson, Manager of Building and Zoning

Subject: Retail Vacancy Report – 1st Quarter, 2014

Issue: The Community Services Department has compiled the 2014 First Quarter Retail Vacancy Report for the Village of Lake Zurich.

Analysis: The retail vacancy rate in Lake Zurich decreased during the first quarter of 2014, bolstered by the opening of the Mariano's store at the corner of Quentin Rd and Route 22. Other major gains in occupancy include Sports Authority, which promptly filled the space vacated by MC Sports. Average rental rates have remained steady.

The Lake Zurich retail vacancy rate continues to mirror that of the Chicagoland area retail vacancy rate, which experienced a 0.40 point decrease in Q1 (from 11.10% to 10.70%). However, Lake Zurich outperformed the national average retail vacancy rate, which had only a 0.20 point decrease during Q1 (from 10.40% to 10.20%). Lake Zurich's estimated vacancy rate decreased from 11.65% in Q4 of 2013 to 11.24% in Q1 of 2014.

During the quarter the Village experienced the following occupancies:

Gained = 101,962 SF:

Direct Buy – 7,028 SF

Sports Authority - 13,000 SF

Beezur's Bungalo – 1,200 SF

Pizza Factory of Lake Zurich – 1,000 SF

Mariano's – 74,202 SF

Farmer's Insurance – 1,100 SF

Retina Services of Illinois – 2,592 SF

Younis Chiropractic & Wellness Center – 1,840 SF

Lost = 15,035 SF:

MC Spots – 13,000 SF

AAA Motor Club – 2,035 SF

With Jewel's anticipated occupancy of the former Dominick's site in Q2 of 2014, Lake Zurich can expect to see the vacancy rate continue to decrease during the next quarter.

To clarify how vacancy information is calculated, when the Village receives an application for building occupancy, the space is then considered “occupied” and no longer vacant. In conjunction with an occupancy application, interior work on a space may be needed. While this interior work is completed, the business is considered occupied in the vacancy report but may not yet be open to the public for business. Similarly, when a new building (such as Mariano's) is under construction, they have only received a building permit but may not have applied for occupancy as the space is still under construction and not yet suitable for occupancy. Once an occupancy application is received on a new structure, the space is included in the vacancy report.

Spaces are considered “vacant” if they appear for lease or sale through online research or through firsthand knowledge that the site is vacant. Since a business is not required to notify the Village when they vacate a space, this information is a little harder to track. Occasionally, a space may be vacant but not advertised for lease or sale online, in which case it may not be included as vacant in the vacancy report. Once the Village is aware that a site is vacant it is promptly updated in the vacancy report.

Recommendation: For informational purposes only. No action required.

w/Attachments:

1. Available Retail Properties Report First Quarter - 2014

Available Retail Properties

1st Quarter - 2014



Major retailers located along IL Route 22
and US Route 12



Sports Authority has promptly filled the vacant space created by the departure of MC Sports, located at 727 W. Route 22.



Direct Buy has signed a lease to occupy a 9,000 sq. ft. space in the Village Square Shopping Center and expects to be open for business by late May of 2014

Learn More:

www.lakezurich.org

Information contained herein is for reference only. The Village of Lake Zurich assumes no liability for any errors and/or omissions. Featured properties do not represent all properties available for sale or lease in the Village of Lake Zurich.

Market Overview

First Quarter – 2014



Vacancy and Supply

	4th Quarter 2013	1st Quarter 2014		4th Quarter 2013	1st Quarter 2014
Total Units:	263	264	Total Retail Space (Sq. Ft.)	1,979,464	2,067,822
Total Vacant Units:	30	30	Total Vacant Retail Space	230,641	232,461
			Total Occupied	1,748,823	1,823,190
Lake Zurich Retail Vacancy Rate:	11.65%	11.24%			
Chicago Area Retail Vacancy Rate*:	11.10%	10.70%			
National Average*:	10.40%	10.20%			

*Source: National Association of Realtors www.realtors.org/reports/commercial-real-estate-market-outlook

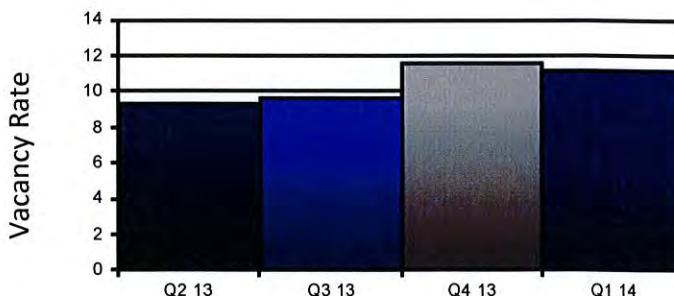
Key Indicators

	Q4 2013	Q4 2013	
Vacancy	11.65%	11.24%	⬇
Rental Rate	\$17.70	\$17.70	-

Year to Year Vacancy Rate

Q1 2012	Q1 2013	Q1 2014
10.75%	9.23%	11.24%

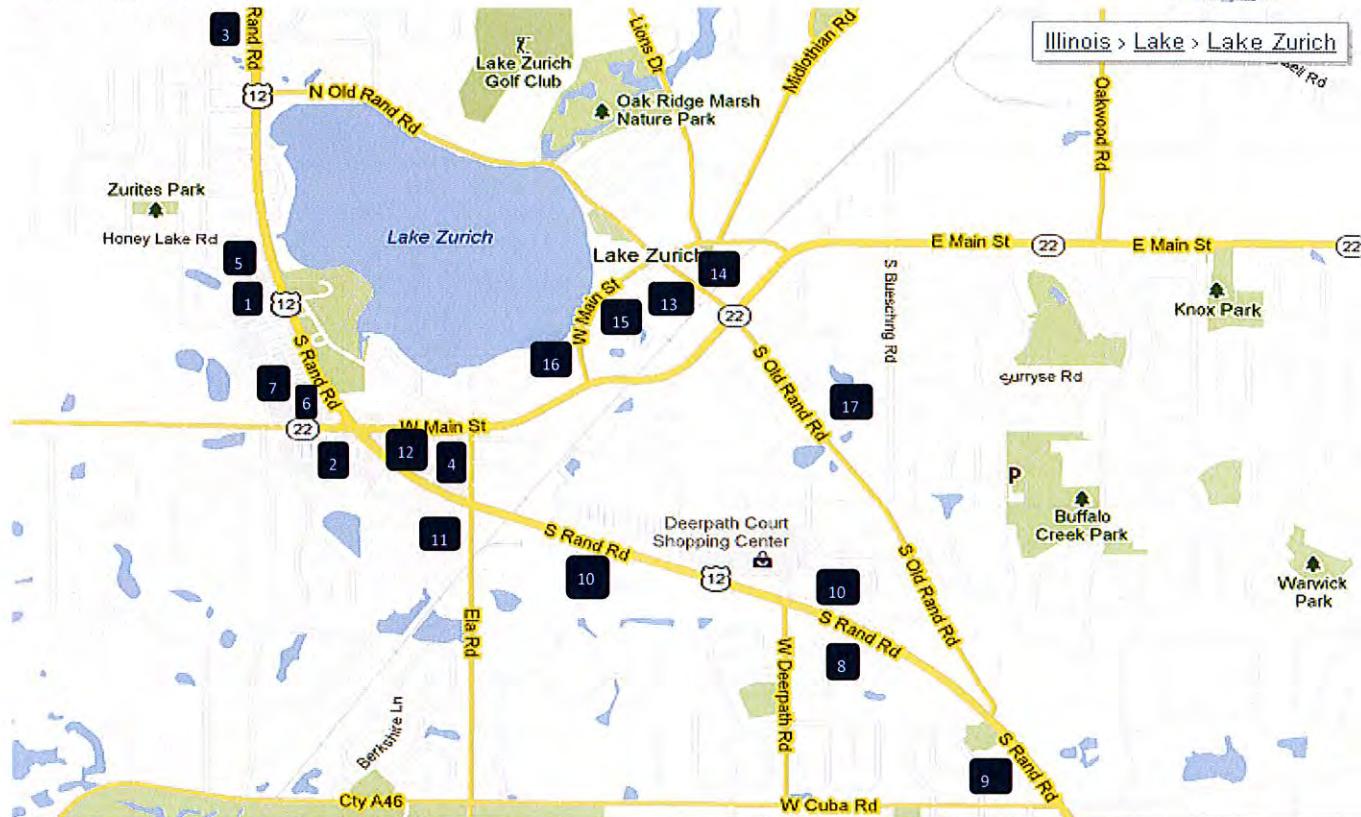
Vacancy Rate: Last Four Quarters





Properties for Sale or Lease

Fourth Quarter - 2013



Num.	Property Address	Unit	Sq.Ft.	Firm	Contact Name	Phone Number	Sale or	Price
1	207 S. Rand Rd.		1,235	SK Lake Zurich Square, Inc	Ki Lim Lee	(224) 612-1703	Lease	\$22.36 SF
1	217 S. Rand Rd.		2,650	SK Lake Zurich Square, Inc	Ki Lim Lee	(224) 612-1703	Lease	\$15 SF
1	225 S. Rand Rd.		88,000	Garden Commercial Properties	Mark Hoffman	(973) 467-5000	Lease	\$10 SF
2	463 S. Rand Rd.	B	1,850	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$16 SF
2	767 W. Rt. 22		1,100	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$16 SF
2	737 W. Rt. 22		2,916	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$16 SF
3	571 N. Rand Rd		1,200	MEI Properties, LTD	Mark Ignas	(847) 574-1620		
4	492 S. Rand Rd.		1,231	Jung Partnerships	Jim Jung	(773) 545-8515		
4	474 S. Rand Rd.		1,215	Crosstown Real Estate Advisors	Jonathan Janas	(773) 293-6901	Lease	\$19 SF
5	189 S. Rand Rd.		4,700	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	185 S. Rand Rd.		1,240	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	181 S. Rand Rd		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	173 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	159 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	133 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	91 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	83 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	153 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	127 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	53 S. Rand Rd.		2,520	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	



Property for Sale or Lease

Fourth Quarter – 2013

Num.	Property Address	Unit	Sq.Ft.	Firm	Contact Name	Phone Number	Sale or Lease	Price
6	449 S. Rand Rd.		5,900	RJ Rymek & Co.	Richard Rymek	630-257-8888	Sale or Lease	\$36.61 SF
7	291 S. Rand Rd	A007	8,923	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
7	345 S. Rand Rd	1	77,303	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
7	353 S. Rand Rd	B001	1,051	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
7	850 W. Route 22	B010	1,160	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
8	925 S. Rand Rd.		1,650	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$24 SF
9	1261 S. Rand Rd.		1,200	Craig/Steven Development Corp.	David Strusiner	(847) 564-5740	Lease	
12	561 W. Rt. 22		8,000		Ryan Kolar	(312) 859-4821		

Additional Office and Downtown Properties Available

10	755 S. Rand Rd.		40,699	Envision Realty Advisors	Peter Rusnak	(847) 733-4080	Sale	
11	765 Ela Rd.	105	3,396	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	107	1,497	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	203	1,038	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	208	837	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	302	1,081	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	755 Ela Rd.	200	1,840	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26 SF
11	795 Ela Rd.	115	1,363	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	795 Ela Rd.	120	1,256	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	795 Ela Rd.	200	735	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	795 Ela Rd.	212	1,184	The Fidelity Group Ltd,	James Grund	(847) 438-5000	Lease	\$26.50 SF
12	466 S. Rand Rd.	101L	2,314	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	102L	1,914	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	203	534	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	211	1,917	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	212	2,890	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	301	533	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	302	1,208	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	310	1,451	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
13	27 S. Old Rand Rd.					(847) 438-4689	Lease	
13	45 S. Old Rand Rd.	B	2,000	National Realty		(847) 852-3204	Lease	\$17.50 SF
14	48 S. Old Rand Rd.	105	1,552	National Realty		(773) 972-9320	Lease	\$9.95 SF
14	16 E. Main St.		2,812		Frankie Johnson	(847) 550-0016	Lease	
15	83 W. Main St.				Jack Rackow	(847) 438-2055	Lease	
15	133 W. Main St.		800	Village Owned				
16	228 W. Main St.		4,670	Mazeika Family Limited				
17	365 Surryse Rd.	140	1,573	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	150	1,186	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	160	2,200	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	240	1,088	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	260	1,400	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF