

Monday, March 4, 2013, 7:00 p.m.

A G E N D A

1. CALL TO ORDER

2. ROLL CALL: Village President Suzanne Branding, Trustee Jeff Halen, Trustee Terry Mastandrea, Trustee Tom Poynton, Trustee Dana Rzeznik, Trustee Jonathan Sprawka, and Trustee Rich Sustich

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

(This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees.)

5. PRESIDENT'S REPORT

(This is an opportunity for the Village President to report on matters of interest to the Village.)

- A. Proclamation—Recognition of Lake Zurich High School Students
- B. Proclamation—Telecommunicators Recognition Month
- C. Presentation of Escrow Funds to Ela Coalition Against Youth Substance Abuse
- D. Community Update

6. CONSENT AGENDA

(These titles will be read by the Village Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any member of the Board)

- A. **Minutes of the Village Board Meeting, February 19, 2013**
- B. **Approval of Microsoft Enterprise Agreement**

Summary: Village Staff has determined that purchasing desktop software, office automation software and client access licenses will allow systems to meet industry standards and increase staff efficiency.

- C. **Motor Fuel Tax Fund Resolution (Bulk Road Salt)**

Summary: The Illinois Department of Transportation (IDOT) requires a resolution for the expenditure of Motor Fuel Tax Funds (MFT). The attached resolution declares the intent and appropriating the funds and will allocate a portion of the Village's MFT fund for the purposes of purchasing bulk road salt, calcium chloride, and natural deicing liquid.

D. Letter of Credit Reduction for 320 East Route 22.

Summary: The Engineering staff has reviewed the submitted Letter of Credit reduction request and has inspected and approved the completed site improvements. Based on the aforementioned analysis, the Engineering Department concurs with the request and recommends that Letter of Credit #X-2561, in the amount of \$124,481.50, be reduced to 10% of the original amount. The remaining 10% will be withheld as a guarantee of the improvements.

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.)

No Old Business at this time.

8. NEW BUSINESS

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

A. Approval of Newsline—Spring 2013 Edition (Mayor Branding)

Summary: The quarterly issue of the Lake Zurich Newsline is presented with information for the spring 2013 season. It will be published and posted to the Village website by the middle of March.

Recommended Action: Motion to approve the Newsline publication. (Roll Call Vote)

B. Semi-Monthly Warrant Register Dated March 4, 2013, Totaling \$951,611.35 (Trustee Rzeznik)

Recommended Action: Motion to approve the semi-monthly warrant register dated March 4, 2013, totaling \$ 951,611.35 (Roll Call Vote)

9. TRUSTEE REPORTS

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

10. VILLAGE MANAGER'S REPORT

(This is an opportunity for the Village Manager to report on matters of interest to the Board of Trustees.)

A. Bi-weekly Departmental reports as of February 26, 2013

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. Building & Zoning Director: 4th Quarter Industrial Vacancy Report
- B. Building & Zoning Director: Industrial Zoning Workgroup Update

13. EXECUTIVE SESSION

- A. Collective Bargaining (5 ILCS 120/2(c)(2))

14. ADJOURNMENT

Attachments:

1. Special Plan Commission meeting agenda, February 27, 2013.
2. Zoning Board of Appeals Cancellation notice, March 21, 2013.
3. Calendar for March, 2013.

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.

Village of Lake Zurich
70 E. Main Street
Lake Zurich, IL 60047

Phone: (847) 438-5141
Fax: (847) 540-1768



Suzanne K. Branding
Village President

mayor@volz.org
www.volz.org

Office of the Mayor

**PROCLAMATION
2013 TELECOMMUNICATOR WEEK**

WHEREAS, over one-half million dedicated men and women are engaged in the operation of emergency response systems for Federal, State and Local Government entities throughout the United States; and

WHEREAS, these individuals are entrusted with the responsibility for responding to telephone calls from the general public for Police, Fire and Emergency Medical Assistance, and for dispatching such assistance to help save the lives and property of our citizens; and

WHEREAS, in the Village of Lake Zurich, such calls for assistance include not only police, fire and emergency medical service calls, but also encompass governmental communications related to highway safety and maintenance activities, parks and recreation festivities, and other Village services in the community – all of which serve as a source of Village pride and identity; and

WHEREAS, the Lake Zurich Telecommunicators, as part of America's Public Safety Telecommunicators, daily serve the public in countless ways without the recognition by the beneficiaries of their services;

NOW, THEREFORE, BE IT PROCLAIMED by the President and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois in recognition of all Telecommunicators, and especially in appreciation of those serving the Village of Lake Zurich, proclaim the week of April 14-20, 2013 as "Telecommunicator Week" and encourage everyone to be aware of the dedication, professionalism and property and life saving efforts put forth by our Telecommunicators.

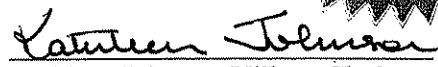
BE IT FURTHER PROCLAIMED that a copy of this proclamation shall be posted at the Police and Fire Departments to serve as a token of appreciation for the commitment and devotion to duty shown by those Department members.

Dated _____

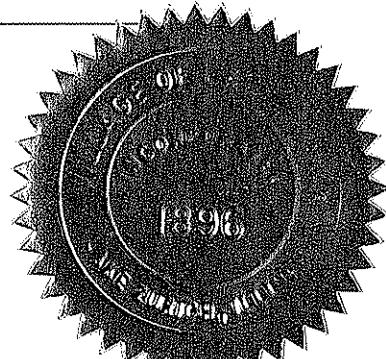
In witness whereof, I have hereunto set my hand and caused the Seal of this Village to be affixed

Suzanne K. Branding, Village President

ATTEST:



Kathleen Johnson, Village Clerk



Village of Lake Zurich
70 E. Main Street
Lake Zurich, IL 60047

Phone: (847) 438-5141
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Suzanne K. Branding
Village President

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Office of the Mayor
PROCLAMATION
Teen Dating Violence Video

WHEREAS, Dating Violence is a serious problem in the United States. Many teens do not report it because they are afraid to tell friends and family; and

WHEREAS, Among adult victims of violent crime 22.4% of women and 15% of men first experienced some form of partner violence between 11 and 17 years of age; and

WHEREAS, Approximately 9% of high school students polled report being hit, slapped, or purposely physically hurt by a boyfriend or girlfriend; and

WHEREAS, the Illinois Coalition Against Domestic Violence encouraged all high schools throughout the state to produce and submit a video calling for the end of teen dating violence and promoting healthy relationships;

NOW, THEREFORE, BE IT PROCLAIMED by the President and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois that it recognizes four Lake Zurich High School Students:

Amanda Buckstaff
Ian Hesch
Kasia Konsor
Kati Stravropoulos

for getting involved, responding to this invitation, and producing a video that calls for an end to teen dating violence and promotes healthy relationships

BE IT FURTHER PROCLAIMED that this video won first place in the statewide "No More Teen Dating Abuse" contest. This recognition included acknowledgement of their achievement by Illinois Lieutenant Governor Sheila Simon on February 15th, 2013 at the Lake Zurich High School bringing a sense of pride to residents of the Village of Lake Zurich and their peers.

Dated _____

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

Suzanne K. Branding, Village President

Kathleen Johnson
Kathleen Johnson, Village Clerk

UNAPPROVED
VILLAGE OF LAKE ZURICH BOARD OF TRUSTEES
REGULAR MEETING
70 East Main Street
Tuesday, February 19, 2013 7:00 p.m.

1. **CALL TO ORDER** by President Suzanne Branding at 7.00pm.
2. **ROLL CALL:** Village President Suzanne Branding, Trustee Terry Mastandrea, Trustee Tom Poynton, Trustee Dana Rzeznik, Trustee Jonathan Sprawka, and Trustee Rich Sustich. Trustee Jeff Halen was absent and excused. Also Present: Village Manager Jason Slowinski, Asst. Village Manager Roy Witherow, Village Attorney Scott Uhler, Building/Zoning Dir. Dan Peterson, Finance Director Jodie Andrew, I/T Dir. Michael Duebner, Police Chief Pat Finlon, Fire Chief Dave Wheelock, Public Works Gen. Services Supt. Mike Brown, Public Works Utilities Supt. Steve Schmitt and Fleet Services Steve Paulus.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
Samantha Milbourn, 780 Trillium Trail, addressed the Board on a project she is planning to address world hunger/poverty. There is more information at smilbourn@sbcglobal.net
Barb Evans, 437 Dogwood Ct, Deer Park, addressed the Board and introduced the candidates on the Ela Tax Reform slate.
Jim Tarbet, 1195 Cedar Creek Drive, addressed the Board on item #10B.
5. **PRESIDENT'S REPORT**
 - A. **Community Update**
Credit cards are now accepted at the Village Hall and online.
Local Rotary Chapter is having a Children's Book Drive with collection at the LZACC's Expo March 16th 2013. Chief Wheelock gave an explanation about the project.
6. **CONSENT AGENDA**
Trustee Mastandrea requested the removal of #6C from the Consent Agenda.
 - A. **Minutes of the Village Board Meeting, February 4, 2013**
 - B. **Ordinance Declaring Certain Village Property Items as Surplus.** (Assign ORD. #2013-02-883)
Summary: Village staff has determined that the items listed with the proposed ordinance are no longer necessary, useful or for the best interests of the Village to retain ownership. The proposed ordinance declares the property as surplus and authorizes the Manager to direct the sale or disposal of the items in the most appropriate manner to be consistent with the State Statute.
Recommended Action: Motion made by President Branding, seconded by Trustee Sustich, to approve the Consent Agenda of items A and B.
AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.
NAYS: 0
ABSENT: 1 Trustee Halen.
MOTION CARRIED.

C. IMRF Resolution – Taxable Allowances (Assign Resolution #2013-02-06C)

Summary: The Village of Lake Zurich has consistently considered taxable allowances such as vehicle and technology allowances as IMRF eligible wages. In order to formalize this practice, a resolution is required by the Village Board to make both past and future allowance payments officially includable as IMRF eligible.

Dir. Andrew answered questions from Trustee Mastandrea and explained the resolution.

Motion made by President Branding, seconded by Trustee Sustich to approve item #6C.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

7. OLD BUSINESS

No old business at this time.

8. NEW BUSINESS**A. Agreement for Well #10 Preventative Maintenance (Trustee Sprawka)**

Summary: One of the Village's wells is pulled for service each year on a rotating basis. Well #10, which was last pulled and serviced in 2008, is due for preventative maintenance that is vital to keep the well functioning reliably and to meet peak demand of the Village's potable water supply.

Recommended Action: Motion made by Trustee Sprawka, seconded by Trustee Sustich, to accept the proposal for year three of the Professional Services Agreement, authorizing preventative maintenance for Well #10, and for the replacement of pipe.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

B. Public Works Vehicle Replacement – Utility Truck #431 (Trustee Mastandrea)

Summary: The Public Works Department has a vehicle that is in need of extensive repair due to corrosion on the cab floor pan. It has been determined that it would be cost prohibitive to make these repairs due to the age and overall condition of the truck.

Fleet Services Steve Paulus answered the Board's questions.

Recommended Action: Motion made by Trustee Mastandrea, seconded by Trustee Sustich, to approve the purchase of a 2013 Ford F-250 Pickup truck using the Suburban Purchasing Cooperative Contract #103.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

C. Semi-Monthly Warrant Register Dated February 19, 2013, Totaling \$182,632.73 (Trustee Rzeznik)

Recommended Action: Motion made by Trustee Rzeznik, seconded by Trustee Poynton, to approve the semi-monthly warrant register dated February 19, 2013, totaling \$182,632.73

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

9. TRUSTEE REPORTS

Trustee Sprawka requested that any political groups addressing the Board at public comments be respectful.

10. VILLAGE MANAGER'S REPORT

A. Bi-weekly Departmental reports as of February 8, 2013

Village Manager Jason Slowinski reported that the village is working with Carly Rubin who addressed the Board at the 2/4/13 meeting in regards Teen Dances project.

B. Financial Report for month of December, 2012

11. ATTORNEY'S REPORT

Atty. Uhler had no report.

12. DEPARTMENT HEAD REPORTS

A. Police Department – Cost of Obtaining Police Reports

Chief Finlon addressed the Board on using Lexis Nexis for electronic traffic crash reporting and requested feedback from the board about the additional fee they will charge for electronic reports. Chief Finlon answered the Board's questions and the Board was in agreement of using the company.

B. Police Department – Cost of Hire Backs

Chief Finlon gave an explanation on the recommended increase for FY13-14 and he answered the Board's questions.

13. EXECUTIVE SESSION (5 ILCS 120/2(c)(1)), (5 ILCS 120/2(c)(21)) and (5 ILCS 120/2(c)(11)) to discuss personnel, litigation and approval of Executive Session minutes.

A. Executive Session Minutes; B. Personnel; C. Litigation.

Motion by President Branding, seconded by Trustee Sustich, to adjourn to Executive Session.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

Meeting adjourned at 7.45pm

Meeting reconvened at 8.40pm

Call to order by President Suzanne Branding.

ROLL CALL: Village President Suzanne Branding, Trustee Terry Mastandrea, Trustee Tom Poynton, Trustee Dana Rzeznik, Trustee Jonathan Sprawka, and Trustee Rich Sustich. Trustee Jeff Halen was absent and excused. Also Present: Village Manager Jason Slowinski and Village Attorney Scott Uhler.

14. ADJOURNMENT

Motion by Trustee Sprawka, seconded by Trustee Sustich, to adjourn the meeting.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

Meeting adjourned at 8.41pm.

Respectfully submitted: Kathleen Johnson, Village Clerk.

Approved by:

Suzanne K. Branding, Village President.

Date.

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM 6b

Phone: (847) 438-5141
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Web: www.volz.org

MEMORANDUM

Date: February 24, 2013
To: Jason T. Slowinski, Village Manager
From: Michael Duebner, Director Information Technology
Subject: Village-wide Systems Review - Microsoft Software

Issue: Staff continues to audit systems and processes Village-wide for compliance with industry standards and efficiency. An audit of the desktop computers used throughout the Village concluded that despite support phase out, legacy software such as Windows XP, Office XP and Internet Explorer 8 are still in general use.

Analysis: The Village has the opportunity to meet industry standards and increase staff efficiency through the purchase of Microsoft software licenses available through State of Illinois Central Management Services (CMS). The CMS negotiated Enterprise Agreement includes substantial discounts and payments spread out over three years, while allowing for the immediate deployment of server, desktop, client access and Office automation software.

While this expense was not anticipated in the 2012-13 Budget, as previously reported, a review of telephone and copier contracts has resulted in over \$38,000 in annual savings, with nearly \$12,000 realized in the current budget year.

The following table details the elements and approximate cost for the license agreement.

Item Description	Type	Annual Cost	Budget Year 2012-13	Total Agreement Costs
Office Pro Plus SA Platform	License & Maintenance	17,906.40		53,719.20
Core CAL SA Platform User CAL	License & Maintenance	8,639.40		25,918.20
Windows Pro SA Platform w/MDOP	License & Maintenance	5,869.80		17,609.40
CIS STD Lic/SA 2 Proc	License & Maintenance	1,269.50		3,808.50
Terminal Server CAL	License & Maintenance	3,719.00		11,157.00
Total Software Licenses & Maintenance			37,404.10	112,212.30

Microsoft allows customers that execute a new licensing agreement to use their cloud email service (Office 365) at no charge for 11 months. This saves the Village approximately \$12,624 and permits the migration from an inefficient in-house system to email that is available anywhere and anytime on desktops, tablets and smart phones.

Thereafter, the following are estimates of future charges based on today's prices for Office 365:

Item Description	Type	Annual Cost
Office 365 Exchange Online - Basic	Cloud Subscription	3,024.00
Office 365 Exchange - Advanced	Cloud Subscription	9,600.00
Total Cloud Subscription		12,624.00

Recommendation: Staff is recommending that the Board authorize execution of a 3-year Microsoft Enterprise agreement for desktops and servers not to exceed \$115,000, payable in three annual installments. Staff is furthermore recommending the waiver of the customary bid process since CDWG holds the Illinois State Master Contract (CMS2595580) as the Microsoft large account reseller and thereby offers the lowest cost for Microsoft products.

w/Attachments:

CDWG Product Quote
Microsoft Enterprise Agreement



CDW Government, LLC
Microsoft Enterprise 6.6 Agreement Pricing
Enterprise Quote
for
Village of Lake Zurich

Date 11/28/12
Account Manager Matt Dink
VSL Specialist Richard Nice
Contract Price Street Month Nov-12

Annual Payments									
Customer to make three annual payments to CDW/G									
Microsoft Part Number	Description	Level	Year 1		Year 2		Year 3		Extended Price
			Quantity	Price	Extended	Price	Extended	Price	
269-2445	Office Pro Plus Lic/SA Platform Core CAL Lic/SA Platform User CAL	D	135	\$ 132.64	\$ 17,906.40	\$ 132.64	\$ 17,906.40	\$ 132.64	\$ 17,906.40
WG-01056	Windows Pro Up/SA Platform WHDOP	D	170	\$ 50.82	\$ 8,639.40	\$ 50.82	\$ 8,639.40	\$ 50.82	\$ 8,639.40
FO-C-03030	Windows Remote Desktop CAL Lic/SA User CAL	D	135	\$ 43.46	\$ 5,859.80	\$ 43.46	\$ 5,859.80	\$ 43.46	\$ 5,859.80
6XG-01252	CIS STD Lic/SA 2 Proc	D	100	\$ 37.19	\$ 3,719.00	\$ 37.19	\$ 3,719.00	\$ 37.19	\$ 3,719.00
1JD-00202		D	4	\$ 634.75	\$ 2,539.00	\$ 634.75	\$ 2,539.00	\$ 634.75	\$ 2,539.00
				Total \$	38,673.60				
				Total \$	38,673.60				
				Three Year Total \$	116,020.80				
						Total \$	38,673.60		
								Total \$	38,673.60

Notes

The CIS licenses include Windows Server and System Center.
This quote reflects the contract price for it under CMIS2595580.

Enterprise Enrollment

Enterprise Enrollment number (Microsoft to complete)	
Previous Enrollment number (Reseller to complete)	

State and Local

Proposal ID	
Earliest expiring previous Enrollment end date ¹	

¹ If consolidating from multiple previous Enrollments with Software Assurance, complete the multiple previous Enrollment form and attach it to this Enrollment. Enterprise Products can only be renewed from a Qualifying Enrollment. Additional Products can be renewed from any previous Enrollment with Software Assurance.

This Enrollment must be attached to a signature form to be valid.

This Microsoft Enterprise Enrollment is entered into between the entities as of the effective date identified in the signature form. Customer represents and warrants that it is the same Customer, or an Affiliate of the Customer, that entered into the Enterprise Agreement identified above.

This Enrollment consists of (1) this document, (2) the terms of the Enterprise Agreement identified on the signature form, and (3) any supplemental contact information form or multiple previous enrollment form that may be required. If Customer's Enterprise Agreement is a version 6.4 or earlier, the Desktop Terms and Conditions are incorporated by reference.

All terms used but not defined are located at <http://microsoft.com/licensing/contracts>. In the event of any conflict the terms of this agreement control.

Effective date. If Customer is renewing Software Assurance from one or more previous Qualifying Enrollments, then the effective date will be the day after the first Enrollment expires. Otherwise the effective date will be the date this Enrollment is accepted by Microsoft.

If renewing Software Assurance, the Reseller will need to insert the previous Enrollment number and end date in the respective boxes above.

Term. This Enrollment will expire 36 full calendar months from the effective date. It could be terminated earlier or renewed as provided in the Microsoft Enterprise Agreement. Microsoft will advise Customer of the renewal options before it expires.

Product order. The Reseller will provide Customer with Customer's Product pricing and order. Prices and billing terms for all Products ordered will be determined by agreement between Customer and the Reseller. The Reseller will provide Microsoft with the order separately from this Enrollment.

Qualifying systems Licenses. All desktop operating system Licenses provided under this program are upgrade Licenses. *No full operating system Licenses are available under this program.* If Customer selects the Desktop Platform or the Windows Desktop Operating System Upgrade & Software Assurance, all Qualified Desktops on which the Windows Desktop Operating System Upgrade must be licensed to run one of the qualifying operating systems identified in the Product List at <http://microsoft.com/licensing/contracts>. Note that the list of operating systems that qualify for the Windows Desktop Operating System Upgrade varies with the circumstances of the order. That list is more extensive at the time of the initial order than it is for some subsequent true-ups and system refreshes during the term of this Enrollment.

For example, Windows XP Home Edition or successor Products are not qualifying operating systems.

1. **Contact information.**

Each party will notify the other in writing if any of the information in the following contact information page(s) changes. The asterisks (*) indicate required fields. By providing contact information, Customer consents to its use for purposes of administering this Enrollment by Microsoft, its Affiliates, and other parties that help administer this Enrollment. The personal information provided in connection with this Enrollment will be used and protected in accordance with the privacy statement available at <http://licensing.microsoft.com>.

a. **Primary contact information:** The Customer of this Enrollment must identify an individual from inside its organization to serve as the primary contact. This contact is the default administrator for this Enrollment and receives all notices unless Microsoft is provided written notice of a change. The administrator may appoint other administrators and grant others access to online information.

Name of entity (must be legal entity name)* Village of Lake Zurich
Contact name* First Jason **Last** Slowinski
Contact email address* slowinski@volz.org
Street address* 70 E Main St
City* Lake Zurich **State *** IL **Postal code*** 60047
Country* USA
Phone* 574-548-5414 **Fax**
Tax ID (if applicable)

b. **Notices and online administrator:** This individual receives online administrator permissions and thus may grant online access to others. This contact also receives all notices.

Same as primary contact

Name of entity (must be legal entity name)* Village of Lake Zurich
Contact name* First Michael **Last** Duebner
Contact email address* duebner@volz.org
Street address* 70 E Main St
City* Lake Zurich **State *** IL **Postal code*** 60047
Country* USA
Phone* 847-540-1690 **Fax**

This contact is a third party (not the Customer). Warning: This contact receives personally identifiable information of the Customer.

c. **Language preference:** Select the language for notices. English

d. **Microsoft account manager:** Provide the Microsoft account manager contact for this Customer.

Microsoft account manager name:

Microsoft account manager email address:

e. If Customer requires a separate contact for any of the following, attach the Supplemental Contact Information form. Otherwise, the notices contact remains the default.

- Additional notices contact
- Software Assurance manager
- Subscription manager
- Online Services manager
- Customer Support Manager (CSM) contact

f. Is a purchase under this Enrollment being financed through MS Financing? Yes, No.

g. Reseller information

Reseller company name* CDW-G

Street address (PO boxes will not be accepted)* 200 N Milwaukee Ave

City* Vernon Hills State * **IL** **Postal code*** 60061

Country* USA

Contact name * Richard Nice

Phone* 847-371-7054

Fax

Contact email address* richard.nice@cdw.com

The undersigned confirms that the information is correct.

Name of Reseller* CDW-G

Signature* _____

Printed name*

Printed title*

Date*

Changing a Reseller. If Microsoft or the Reseller chooses to discontinue doing business with one another, Customer must choose a replacement. If Customer intends to change the Reseller, it must notify Microsoft and the former Reseller, in writing on a form provided at least 90 days prior to the date on which the change is to take effect. The change will take effect 90 days from the date of Customer's signature.

2. Defining your Enterprise.

Use this section to identify which Affiliates are included in the Enterprise. Customer's Enterprise must consist of entire government agencies, departments, or legal jurisdictions, not partial government agencies, departments, or legal jurisdictions. (Check only one box in this section.)

- Only you (and no other affiliates) will be participating
- Customer and all Affiliates are included (excluding new Affiliates with which you consolidate in the future)
- The following Affiliates are excluded

3. Establishing Customer price level.

The price level indicated in this section will be the price level for the initial Enrollment term for all Enterprise Products ordered and for any Additional Products in the same pool(s). The price level for any other Additional Products will be level "D".

Qualified Desktops: Customer represents that the total number of Qualified Desktops in its Enterprise is, or will be increased to, this number during the initial term of this Enrollment (This number must be equal to at least 250 desktops).

135

Qualified Users: Customer represents that the total number of Qualified Users in its Enterprise is, or will be increased to, this number during the initial term of this Enrollment (This number must be equal to at least 250 users).	170
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Number of desktops/ users	Price level	Price level (for pools in which Customer orders an Enterprise Product):	Qualified Desktop	Qualified User
250 to 2,399	A			
2,400 to 5,999	B			
6,000 to 14,999	C			
15,000 and above	D			

Price level (for pools in which Customer does not order an Enterprise Product):	Price level "D"
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4. Enterprise Product orders.

Customer must select a desktop platform or any individual Enterprise Product before it can order Additional Products. The CAL selection must be the same across the Enterprise. The components of the current versions of any Enterprise Product are identified in the Product List.

Enterprise Product Selection

Please choose the Enrolled Affiliate's desktop option (Select 1):

Enterprise Desktop with MDOP Enterprise Desktop
 Professional Desktop with MDOP Professional Desktop
 Custom Desktop or Individual Enterprise Product Component(s):

Select at least 1 component. (For full platform, Windows Desktop, Office, and Client Access License components must all be selected.)

Windows Desktop (Includes Windows Desktop Operating System Upgrade and Windows VDA): <Select One>
 Office: Office Professional Plus
 Client Access License: Core CAL

For any Client Access Licenses, please indicate whether licensing by Desktop or User: User

Unless stated/indicated otherwise, Microsoft will invoice Customer's Reseller in 3 equal annual installments. The first installment will be invoiced upon Microsoft's acceptance of this Enrollment and thereafter on the anniversary of the Enrollment. All subsequent new Additional Products and true-ups are billed in full.

70 E. Main Street
Lake Zurich, IL 60047



Phone: (847) 438-5141
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Web: www.volz.org

MEMORANDUM

Date: February 21, 2013

To: Jason T. Slowinski, Village Manager

From: Michael J Brown, Superintendent General Services

Subject: MFT Resolution Bulk Road Salt

Issue: On an annual basis the Village of Lake Zurich utilizes Motor Fuel Tax funds (MFT) to purchase bulk road salt for winter operations. With the recent winter activity the Village reserve is currently at or about half (500 ton) requiring the need to order additional road salt.

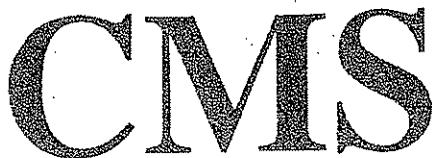
Analysis: The current allocation of Motor Fuel Tax funds (MFT) for winter operations is \$90k for road salt, \$12k for calcium chloride, and 18k for natural deicing liquid, totaling \$120k. Due to the below average winter season of 2011-2012 the Rock Salt contract re-procurement completed by the Illinois Department of Central Management Services came in at \$54.28 per ton which was lower than the \$75.00 per ton that was estimated.

As required by the Illinois Department of Transportation (IDOT) for the expenditure of Motor Fuel Tax funds (MFT), the Village shall adopt a resolution declaring the intent and appropriating the funds. This resolution will allocate a portion of the Village's Motor Fuel Tax (MFT) fund for the purposes of purchasing bulk road salt, calcium chloride, and natural deicing liquid.

These materials are purchased annually and are a critical part of the Village of Lake Zurich's winter operations procedures.

Recommendation: I recommend the approval of the resolution in the amount of \$105,060.00, allocating this amount to be used for \$77,000.00 for road salt, \$10,560.00 for calcium chloride, and \$17,500.00 for natural deicing liquid.

w/Attachments:



ILLINOIS

Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Malcolm Weems, Director

October 15, 2012

Dear Joint Purchasing Participant:

Subject: 2012-2013 Rock Salt, Bulk Contract Information

In completing the 2012 – 2013 Rock Salt season contract re-procurement, the State of Illinois did not encounter the types of supply-related issues experienced in previous seasons. We made every effort to secure Road Salt at the best available price for participants in our contract re-procurement, and gladly report that all locations across the State were able to have their supply needs met through the State's procurement efforts.

We again recommend that participating agencies and governmental entities examine their application rates and roadway priorities in order to minimize next season's maintenance program cost while also ensuring the safety of the public.

Enclosed is a copy of the requisition you submitted to us for the purchase of rock salt. The information from the requisition, including purchase commitment, can be used to submit your requirements to this year's contract vendor:

Contract: PSD 4017275

Morton Salt Inc.

123 N. Wacker Drive

Chicago, IL 60606

Order Phone (888) 800-8905

Term: October 2012 – October 2013

FEIN Number: 27-3146174

Contact: Government Services

Your unit is Contract Line No: 164 / Price per ton F.O.B. destination, is \$. 54.28. Emergency pickup of salt from vendor's warehouse is not made available in this contract.

The additional price per ton to have rock salt delivered in trucks equipped with coal/grain chute openings in the tailgate to permit controlled off-loading of rock salt onto conveyors is \$ 5.00 per ton. Contact vendor for availability in your area and scheduling deliveries.

You are responsible for issuing your own purchase order document to the vendor. Orders may be placed with the vendor via telephone, with a written or fax confirmation to follow immediately. *You are strongly encouraged to order early and to store as much salt as possible in order to help prevent potential salt shortages this winter.* Also, you need to make every effort to place orders in full truckload lots (22-25 tons).



ILLINOIS

Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Malcolm Weems, Director

Deliveries of rock salt containing any foreign material such as mud, rocks, grader teeth, wood, tarpaulins, etc., may be rejected at the delivery site. In the event that any foreign material is discovered in dumped deliveries, the salt and foreign matter may be reloaded onto the cartage hauler's truck by the local governmental unit and returned for credit, or the vendor shall immediately ship a specification compliant load of replacement salt, or issue a refund to the governmental unit consistent with the contract price.

In December 2012, the contract vendor shall have in place stockpile(s) located in or near Illinois covering the tonnage awarded for the northern regions of the State, and in January of 2013 the contract vendor shall have in place stockpile(s) in or near to Illinois covering the total tonnage awarded for all regions of the State. At our discretion, we will inspect the stockpiles to ensure that these stockpiles are in sufficient quantities, and that vendor commitments to the stockpiles are with the users of this contract.

Enhanced Rock Salt 2012 - 2013 season availability:

The Department of Central Management Services surveyed vendors for availability of an enhanced rock salt option in the invitation for bid, and availability was not provided for by this vendor in this season's procurement process.

It is hoped that this information will be beneficial to you in the utilization of this contract. If you have any further questions concerning the rock salt contract, please feel free to contact me at (217) 782-8091.

Sincerely,

Wayne Ilsley, CPPB, Buyer
Bureau of Strategic Sourcing

GovSalt.doc



**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

(Council or President and Board of Trustees)

Lake Zurich

,

Illinois, that there is hereby

appropriated the sum of

\$105,060.00

(Name)

of Motor Fuel Tax funds for the purpose of maintaining

streets and highways under the applicable provisions of the Illinois Highway Code from

01/01/2013

to

12/31/2013

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

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 March 4, 2013
(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

Date

Department of Transportation

Regional Engineer



Illinois Department of Transportation

Municipal Estimate of Maintenance Costs

Period from 01/01/2013 to 12/31/2013

Section Number 13 - 00000 - 00 - GM

Municipality Village of Lake Zurich

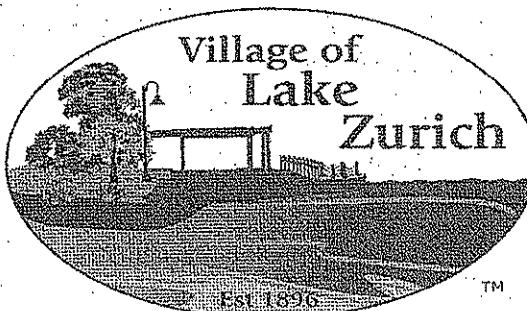
Estimated Cost of Maintenance Operations - MFT

Submitted: _____ Approved: _____
Date _____ Date _____

By: _____ Municipal Official _____ Title _____ Regional Engineer _____

Submit Four (4) Copies to Regional Engineer

70 E. Main Street
Lake Zurich, IL 60047



Phone: (847)438-5141
Fax: (847) 540-1768
Web: www.volz.org

MEMORANDUM

Date: February 21, 2013

To: Jason Slowinski, Village Manager *JS*

From: Kurt J. Kaszuba, Engineering *JK*

Subject: Agenda item for Village Board Meeting on March 4, 2013

Issue: Letter of Credit reduction for 320 East Route 22.

Analysis: The Engineering staff has reviewed the Letter of Credit reduction request dated January 9th, 2013 from Mr. David Well of 320 Main, LLC and has inspected the completed improvements.

Recommendation: Based on the aforementioned analysis the Engineering Department finds the reduction to be acceptable. Therefore, we concur with the request and recommend that Letter of Credit # X-2561 in the amount of \$124,481.50 be reduced to 10% of the original amount. This reduction will revise the total amount being withheld to \$12,448.15. The remaining 10% is being withheld as a guaranty of the improvements.

w/Attachments: Developer's request dated January 9, 2013. (1 page)

320 Main, LLC
3700 W. Devon, Suite A
Lincolnwood, Illinois 60712
Telephone: (847) 677-5050
Facsimile: (847) 324-5055

January 9, 2013

VIA EMAIL

Mr. Jason Slowinski
Village of Lake Zurich
70 E. Main
Lake Zurich, IL 60047

Mr. Dave Heyden
Village of Lake Zurich
70 E. Main
Lake Zurich, IL 60047

Re: 320 Main, Lake Zurich, IL

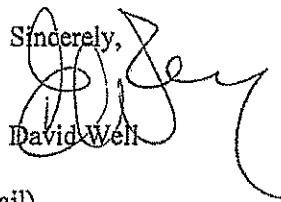
Dear Gentlemen:

I hope you had a nice holiday season and New Year.

As you know, all of the exterior work required at 320 Main has been completed in its entirety, except for the striping of the parking lot. Such work will be completed in the spring, as soon as the weather permits. The anticipated cost to complete the striping is no more than \$3,000.00. Also, we are expecting momentarily a final survey from WT Engineering.

As you know, we submitted a Letter of Credit to the Village of Lake Zurich to confirm that the exterior work will be completed. We are respectfully requesting the Village's release of the Letter of Credit. I am hopeful that the exterior work that was performed, together with this letter, will give you the comfort that we will undertake the completion of the striping as soon as possible. If any further assurance is required, we respectfully propose, together with the release of the Letter of Credit, depositing with the Village \$3,300 (\$3,000 x 110%).

Thank you very much for your time and consideration. Please feel free to contact me with any questions that you may have.

Sincerely,

David Well

cc: Dan Peterson (via email)
Pat O'Looney (via email)



NEWSLINE

Village's Retail Vacancy Rate Drops Again in Fourth Quarter

The retail vacancy rate has declined again for the Village of Lake Zurich. The fourth quarter 2012 retail vacancy rate dropped to 9.57% compared to 10.21% in the third quarter of 2012. New businesses along Rand Road include House of Madeira and Diamond Dental Services. Chasers, a new restaurant/sports bar, will replace the previous Yogi's at 830 S. Rand Road.

Also, in the fourth quarter of 2012, the Board of Trustees approved a McDonald's in the Bradford Town Crossing Planned Unit Development on Quentin Road.

For more information visit www.volz.org/ed



Let Us Know

The Park and Recreation Advisory Board would like to know if your family utilizes the large sandboxes provided at a number of the Village's parks. Please respond by emailing katz@volz.org or calling (847) 540-5068.

Did you or your family enjoy a Village Park sandbox in 2012 at least once?

YES NO

If YES, at which park? _____

On average in the warmer months of 2012, did you or your family enjoy a Village Park sandbox (choose one) () once a month
 () twice a month
 () once a week
 () MORE

Lake Zurich Residents to Elect Mayor, Four Trustees and Village Clerk on April 9

A mayor, three four-year Trustee positions, one unexpired two-year Trustee position, and Village Clerk for a four-year position will be on the April 9, 2013 election ballot.

The following candidates have filed petitions:

UNITED LAKE ZURICH PARTY:

Mayor:

Suzanne K. Branding (incumbent)

Village Trustees, four-year position:

Helmut Gerlach
 Todd Minden
 Ildiko Schultz

Unexpired two-year Village Trustee position:
 Debra Vander Weit

Village Clerk:

Kathleen Johnson (incumbent)

INDEPENDENTS:

Mayor:

Tom Poynton
 Mary Black

Village Trustees, four-year position:

Daniel Stanovich
 Geoffrey Petzel
 Jeffrey Halen (incumbent)
 Jim Beaudoin

Unexpired two-year Village Trustee position:
 Mark Loewes

Trustees Mastandrea, Sprawka and Sustich are not seeking re-election.

Need to Vote by Mail?

Voting by mail will begin on March 15, 2013; early voting will begin on March 25, 2013 at Ela Town Hall.

To find your early voting site, go to LakeVoterPower.info, email VotingByMail@lakecountyil.gov or call (847) 377-2406.





From the Desk of Mayor Suzanne Branding

Dear Residents,

Wishing you an early and happy spring 2013. For this **Newline** article, I am addressing a couple of issues residents frequently question.

What is happening with downtown redevelopment (TIF tax increment financing)?

The TIF district was formed in 2002, by village ordinance. It was intended to help finance development in the downtown area. In late 2002 a \$10 million dollar bond, approved by referendum, was issued by Lake Zurich, followed by a second \$10 million bond and then an \$8 million bank loan. All of these funds were spent. The major expenditures were on property, legal fees, consultants and remediating contaminated soil in Concord village. From the time the TIF started until 2008, two residential developments were built; Concord Village and the Somerset (townhomes on west Main St.) was partially built before foreclosure proceedings were initiated. The previous board's decisions to issue bonds created a \$28 million debt for the village with a disproportionately small cash stream to service the TIF debt. Approximately \$1.4 million in tax increment monies is received each year to service the TIF debt. Interest paid on the bonds is approximately \$1 million per year. The remainder of the increment goes to the school district to help cover the costs of extra students living in the two residential projects. This payment is required by law.

In December of 2013, the interest payment, \$1.209 million, is due in addition to the first principle payment of \$1.240 million. These payments will continue to escalate until it reaches \$3.440 million in 2022. In theory, a TIF district should be designed so the taxes from the new developments will pay the TIF debt. Lake Zurich's tax increment falls far short of this projection.

In 2008 the US economy was sliding into a major recession, the worst economic crisis since the 1929 depression. In February of 2009, a single master developer, ESG headed by David Smith, was given an exclusive 18 month contract to build out the downtown area. The developer, after multiple extensions on his contract, failed to obtain the necessary financing. The contract, set to expire in late 2010, was extended until early January 2011.

Since January 2011, a committee comprised of two trustees plus village staff members, has been exploring potential options. A consultant retained by the village board recommended issuing a Request for Qualifications (RFQ) to invite and determine qualifications of interested developers. RFQs are the due diligence efforts that include, for example, background checks, references, and past performance in development. This information informs the village of qualifications and experience of the developer before partnering with the village. Developers receiving a "qualified" RFQ may then submit a Request for Proposal (RFP). Initially the current board rejected this process. Over time, on October 23, 2012 the board voted to approve this process. Currently an RFQ is moving forward through staff review prior to board review. After the board reviews and approves the RFQ, it will be publicly advertised to developers. The next step in this process is for the board to approve the RFP, advertise it to qualified developers, and have qualified developers submit a proposal to the board for approval. This is a recognized, best practice used by most communities. Until now, this practice was not used by Lake Zurich.

Moving forward, we need to learn from past successes and failures. It is essential the elected officials have a vision for the village that is communicated to developers so they know what proposals would be viable. Residents have repeatedly commented they would like the downtown (TIF) area to be developed as a commercial/retail area with restaurants, brew houses, wine bars, coffee houses, specialty shops and generally a public place that our residents can enjoy. I agree. I also would include office and professional spaces with some residential aspects. Typically, retail and commercial enterprises are dominant in TIF areas rather than residential because they produce larger revenues and require fewer municipal services than residential units.

Before investing in a community, developers study the area to determine the potential return on their investment. Under current market conditions, new construction could rent out for \$30 a square foot or more. This is a substantial amount for a small business renter. To offset this economic hurdle, incentives can be offered to make a developer's investment more viable and customized to bring in appropriate development. Incentives need to be considered and are an excellent way to attract and encourage development.

We must also give serious consideration to re-purpose/reusing existing vacant buildings. Providing incentives to potential tenants and businesses would bring activity into the downtown area sooner and would also help stimulate future development. Repurposed buildings would rent for considerably less than a new building.

Another suggestion put forward to address the outstanding TIF debt is to sell off some or all of the property the village purchased. Initially this idea makes sense. If this option were chosen, the village would be paid a fraction of the price paid for property purchased during better economic times. Sales of these properties would cause village assets to decline. This decline in the assets could lower the village's credit rating, causing the interest rate Lake Zurich pays on bonds to go up. Additionally, the village would lose control on development in the downtown TIF. Property that is purchased might sit vacant for years, until much better economic times. However, there are a few properties that might be sold because they do not affect the downtown development and with the sales of a few parcels, the bond rating would probably not be jeopardized.

What is happening with the K mart?

The K mart property is held in a private real estate investment trust "REIT" and the trustee resides in New Jersey. I have personally met with the trustee during a visit to Chicago when he has been in the area. I was told the owners, for undisclosed reasons, do not want to sell the Kmart property and from their lack of movement, they are not highly motivated to rent the space. An engineering assessment of the property, found the building to be structurally sound and not a public safety hazard, so the village cannot require the building be razed. Even if the building were razed, the property then would be taxed at a vacant land rate, lower than the improved rate at which it is currently taxed. The village continues to look for a renter for the building and regularly contacts the trustee to encourage movement on the owner's part.

I hope it gives you information to better understand the situations. I can assure you, we are constantly looking for solutions for the downtown TIF and Kmart properties and I am optimistic these issues will be solved in the future. Please contact me at 847-438-5141 or mayor@volz.org for further information or comments.

Warm Regards, Suzanne Branding, Village President

Newsline News Briefs

Hydrant Flushing Begins April 15

The Village's annual hydrant flushing program begins the week of Monday, April 15, 2013. Hydrants are flushed once a year to flush out accumulated sediments, assure that the hydrants are in proper working order, and insure water quality.

Although the temporary discoloration in your tap water is not harmful in any way, we recommend that you DO NOT wash clothes the day before, the day of, and the day after hydrant flushing for your area since discoloration can occur outside of the scheduled flushing area. If your clothing should become stained, the Village offers rust-removing detergent, which must be used before the clothes are dried. This free detergent can be obtained at the Village Hall, 70 E. Main Street.

WEEK ONE

Monday, April 15:

Church Street (Midlothian Road) from East Main Street to Old McHenry Road including May Whitney Elementary School and Lake Zurich High School, Clair View Estates, Lake Zurich Pines Subdivision, Cedar Lake Assisted Living, North Lakewood Lane, The Sunset Subdivision, Westberry Subdivision, Wicklow Village, YMCA, Midlothian Court (Enterprise Parkway), Oakwood Road from Midlothian Road to the E.J. & E. railroad tracks.

Tuesday, April 16:

The Industrial Park including Oakwood Road south of the E. J. & E. railroad tracks, Astor Subdivision, Lake Zurich Corporate Park, Harvest Bible Chapel, Rt. 22 from Oakwood Road to East Main Street, East Main Street from Rt. 22 to Church Street, Carolyn Court, North Buesching Road, The Landings Apartments.

Wednesday, April 17:

Old Mill Grove east of Old Mill Grove Road, Ela Town Hall/Knox Park, Cedar Creek, Coventry Creek Estates, Bristol Trails, Hunters Creek and Chestnut Corners.

Thursday, April 18:

Old Mill Grove west of Old Mill Grove Road, Countryside East, Red Bridge Farms, Jonquil Estates, Buesching Road from Rt. 22 to South Old Rand Road, Surryse Road from Buesching Road to South Old Rand Road, Chancery Lane, Liberty Lake Apartments, South Old Rand Road (east side) from Rt. 22 to Buesching Road, Mohawk Trail.

Friday, April 19:

Main Street from Church Street west to Rt. 22 (Downtown), Park Avenue, Lakeview Place & Somerset Townhomes, Mionske Subdivision, South Old Rand Road from Main Street to Rt. 22, Robertson Road area, Rt. 22 from West Main Street to Ela Road, The Highlands, Concord Village, Heatherleigh Subdivision, Rand Estates, Grever Court, Lucerne, South Old Rand Road from Buesching to Rt. 12, America Court, Deerpath Court Shopping Center (Wal-mart), Costco & Home Depot, Deerpath Road from South Old Rand Road to Rt. 12 (Lexington Health Care).

WEEK TWO

Monday, April 22:

Courtyard Plaza, Cuba Road from Rt. 12 to Ela Road, Sparrow Ridge, Countryside West, Chasewood, Chasewood North, Isaac Fox Elementary and Middle School South Campus, The Meadows, Quail Run, Deerpath Commons Shopping Center, L.A. Fitness, Lake Zurich Theaters and Metro Self-Storage.

Tuesday, April 23:

East side of Rt. 12 from Ela Road to North Old Rand, Ela Road from Rt. 22 to Rt. 12, Rt. 22 from Ela to Rt. 12, Jewel Plaza, One First Bank Plaza, Maple Avenue, Pine Avenue, Terrace Lane, Whitney Road area, Paulus Park, Sandy Point, North



Old Rand from Main Street to Rt. 12, Lakebreeze Villas, Oak Street, Forest Avenue, Parkway, Ash, Kincaid, Jamie Lane, Lions Drive from Main Street through Summit to Miller Road, Miller Road east of Summit, Lions Gate, Ancient Oaks, Timber Lakes, Woodlands, Whispering Creek.

Wednesday, April 24:

The Manor, The Estates, east side of Rt. 12 from North Old Rand Road to Bailey Lane, Meadow Wood, Miller Road from Rt. 12 to Summit, Millers Grove, Cambridge Creekside.

Thursday, April 25:

The Heights, R.S.R. Subdivision, Knollwood, Lakeview Plaza, Northlake Commons, west side of Rt. 12 from Northlake Commons to Kohl's, Flint Crossing, Willow Ponds.

Friday, April 26:

Village Square Plaza, Target, The Orchards, Mossley Hill Estates, Sonoma Subdivision, Rt. 22 west of Rt. 12, Ela Road south of Rt. 12, Braemar, Cuba Road from Ela Road to Berkshire Lane.

PLEASE NOTE: Hydrant flushing signs will not be posted in each area prior to flushing.

Watch Village Meetings and Sign Up for Direct Information on Village's Website

- Village Board meetings, Plan Commission and Zoning Board of Appeals meetings stream on the Village's Web site, www.volz.org. Village Board: 1st and 3rd Mondays at 7:00 PM; Plan Commission: 3rd Wednesdays at 7:00 PM; Zoning Board of Appeals: 3rd Thursdays at 7:30 PM.

- Meetings are then broadcast on Comcast Channel 4 during the two weeks immediately following each meeting. Agenda information presented and discussed at the meetings can be obtained at Village Hall, the Ela Area Public Library or on-line at www.volz.org

- Sign up for E-services and the quarterly NEWSLINE to receive information about the Lake Zurich community, and upcoming events of interest on the Village's home page.

Did you Know?

- The Village Hall has several notary publics available to notarize your documents. This service is free and open to the public.



PRESORTED
STANDARD
U.S. POSTAGE
PAID
Permit No. #71
Lake Zurich, IL
60047

SATURDAY, MARCH 16: Lake Zurich Area Chamber of Commerce Expo, 9:00 AM-3:00 PM at Lake Zurich High School. Over 100 businesses will be represented; free and open to the public.

SATURDAY, MARCH 23: Easter Egg Hunt, 10:00 AM, at Paulus Park, 200 S. Rand Road. Bring your kids, cameras and Easter baskets and join in the fun! There will be separate hunt areas for specific age groups: 2-3 year olds, 4-6 year olds, and 7-9 year olds. Be sure to keep an eye out for the Easter Bunny himself! The hunt will begin promptly at 10:00 AM, so please be sure to allow enough time for parking and getting into the park.

SATURDAY, APRIL 20: Earth/Arbor Day Celebration, 10:00 AM. Individuals, families, and Scout groups may help clean up any of Lake Zurich's parks. Participants are invited to a thank you barbecue back at Paulus Park at noon. To volunteer for a park, call Bonnie Matheson at (847) 438-5798 by April 15. The Lake Zurich Tree Commission will be planting a tree in Paulus Park at 11:00 AM.

FRIDAY, MAY 31: 'Rollin with Rotary' will be held at Brunswick Deer Park Lanes, 21080 N. Rand Road, at 6:00 PM. All proceeds will benefit local charities. Check the Rotary website for details, www.lakezurichrotary.org, or call Michael Rein at 847-208-4189.

SUNDAY, JUNE 9: 21st Annual Free Fishing Derby, Paulus Park, 9:00-11:30 AM. Prizes will be awarded to all participants.

THURSDAY, JULY 4: Independence Day Celebration, beginning at 9:00 AM, Paulus Park. Taste of Summer and the beer/wine tent open at 11:00 AM; kids games/inflatables 12:00 noon-4:00 PM for a nominal fee. Pyromusical fireworks at about 9:15 PM.

Beach/Sprayground passes are available at the Barn during normal business hours. Season pass for a family of five is \$60; additional family members are \$5 each.

Watch for the Park and Recreation Department's summer brochure for details on upcoming events. You can register online for most events!



That's Easy!

The Park and Recreation Department now offers a secure and simple way to register for programs from the comfort of your own home. For further information, please visit www.volz.org/parkandrec or call the Park and Recreation Department at (847) 438-5146.

Spring 2013

This newsletter is published by Village of Lake Zurich 70 East Main Street Lake Zurich, IL 60047

Home page www.volz.org
Voice – (847) 438-5141 • TDD – (847) 438-2349

Village President Suzanne Branding (847) 255-5544
Village Clerk Kathleen Johnson (847) 438-2535
Trustee Jeff Halen (847) 540-9944
Trustee Terry Mastandrea (847) 438-0866
Trustee Tom Poynton (847) 438-7768
Trustee Dana Rzeznik (847) 726-0224
Trustee Jonathan Sprawka (847) 550-6469
Trustee Rich Sustich (847) 438-4236

Tornado Season Has Arrived in Illinois

Be prepared for tornadoes before they strike. First, know the terms used to describe tornado threats:

- **Tornado Watch** - Tornadoes are possible – stay tuned to radio and TV reports.
- **Tornado Warning** - A tornado has been sighted – take shelter immediately.
- **Severe Thunderstorm Watch** - Severe thunderstorms are possible.
- **Severe Thunderstorm Warning** - Severe thunderstorms are in the warning areas.

Second, seek shelter in a safe place, such as a basement/storm cellar, or an interior room on the lowest floor. Remember to have emergency supplies on hand, such as extra food, blankets, flashlights, batteries, and battery-operated radio.

What to do during a tornado watch

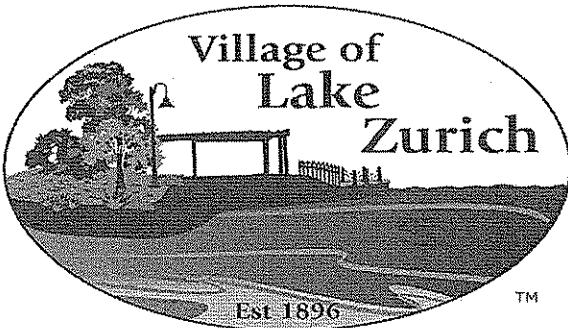
- Listen to radio or television broadcasts for the latest information.
- Be alert for approaching storms. Be prepared to take shelter if threatening weather approaches.

What to do during a tornado

- When a tornado has been sighted, go to the basement immediately. If there is no basement, go to an interior part of the building on the lowest level. Stay away from windows, doors and outside walls.
- Vehicles, trailers, and mobile homes will not provide adequate shelter. If at all possible, get out immediately and find shelter in a substantial structure.
- If you are caught outdoors and there is no shelter nearby, seek a low-lying area and shield your head with your hands. Stay in your shelter until the danger has passed.

If a tornado is spotted in the area and is considered a threat to the residents of Lake Zurich, the Village will activate the outdoor emergency warning sirens. These sirens will sound a warning for three minutes and then stop.

70 E. Main Street
Lake Zurich, IL 60047



Phone: (847)438-5141
Fax: (847) 540-1768
Web: www.volz.org

MEMORANDUM

Date: February 27, 2013
To: Jason T. Slowinski, Village Manager
From: Patrick M. Finlon, Chief of Police
Subject: **DARE Escrow Funds – transfer to Ela Township Coalition against Youth Substance Abuse**

Issue: In early 2012, Katrina Hanna - Village Accountant, made me aware of the existence of an escrow account containing approximately \$9,600.00 of DARE funds that were collected in the 1990's and early 2000's. From the records I was able to review, the Lake Zurich Police Department DARE Program was active from 1992 until 2004. The issue related to the discontinuing of the DARE Program in large part was lack of funding for Police Department personnel. Currently, there are no plans to reinstitute a DARE Program with Lake Zurich Unit School District #95.

Analysis: In researching these funds, I learned that they were raised from businesses and private individuals by DARE Officers and students to fund DARE related events and obtain DARE materials. This information was obtained from Ofc. William West, a former DARE Officer, in an e-mail to me dated March 28, 2012. An inquiry was made by Ms. Hanna to DARE America and there is no requirement to transfer these funds to their company.

The DARE Program is a drug/substance abuse educational program that involved law enforcement officers teaching the DARE curriculum in schools. Currently, the Ela Coalition against Youth Substance Abuse is an organization with a similar mission. The Ela Coalition against Youth Substance Abuse mission statement is; "To reduce youth substance use and abuse by facilitating community-based education, intervention, and prevention initiatives." [Source – Ela Coalition against Youth Substance Abuse – Strategic Plan 2013]

Recommendation: Transfer the residual DARE Escrow Funds to the Ela Coalition against Youth Substance Abuse for use in furtherance of their mission which is substantially similar to the DARE Program and in keeping with the reason the funds were collected. A legal opinion was obtained from the Village Attorney indicating that this would be an allowable action. Omni Youth Services is the financial agent for the Ela Coalition against Youth Substance Abuse.

w/Attachments: Libratz e-mail 3-7-2012, P. Finlon memo 4-2-2012, K. Hanna Memo 4-3-2012, P. Finlon e-mail 1-18-2013, P. Finlon e-mail 2-4-2013

From: <llbratz@aol.com>
To: <hanna@volz.org>
Date: 3/7/2012 3:11 PM
Subject: DARE Funds

Hello: Thank you for your inquiry. Many agencies would appreciate such a donation to their DARE program. In regards to your message, I don't know of any "literature" to allow it. Obviously if it is within your bylaws, it would be appropriate to do so. If you wish to contact me — I am at 440-888-1818....Thank you again, Lloyd Bratz, Regional Director DARE America



Lake Zurich Police Department

A Nationally Accredited Police Agency

Patrick M. Finlon, Chief of Police

www.volz.org/police



EMERGENCY
911

Non-Emergency
Dispatch:
(847) 438-2349

General
Information
(847) 719-1690

Patrol Fax:
(847) 719-1691

Administrative Fax
(847) 719-1693

Records:
(847) 540-3251

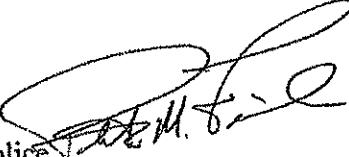
Records Fax:
(847) 438-5966

Investigations:
(847) 719-1695

Investigations Fax:
(847) 719-1692

Crime Prevention:
(847) 540-3252

To: Katrina Hanna, Accountant
From: Patrick M. Finlon, Chief of Police
Subject: Ela Coalition against Youth Substance Abuse –
DARE Escrow Account Transfer
Date: April 2, 2012


The Ela Coalition against Youth Substance Abuse is an eclectic organization of members of the Ela Township communities. This year By-Laws were established, a Board of Directors was elected, and working committees were identified. I have been a member of the Coalition since its inception in 2011 and served as Co-Chairman with Lake Zurich School District #95 Superintendent Mike Egan. In the first year, the Coalition conducted an analysis of the Illinois Youth Survey and a survey presented to school district parents to determine the differences in perception and to identify potential sources of community concerns. The following is the Coalition's Vision and Mission Statement:

Vision – Working together to pursue a healthier and safer community

Mission – A consolidated community effort to coordinate the education, intervention and prevention of youth substance and use abuse.

I believe the reason that the DARE Funds were collected and intended for use and the Coalition's Mission and Vision are similar. Below is an e-mail from Ofc. West, a former DARE Instructor, explaining the source of the funds:

March 28, 2012

Dear Chief Finlon:

As per our discussion yesterday afternoon, this email is to explain the existence of the DARE escrow account and its purpose.

I assumed the DARE position in the Fall Semester of 1993, to replace then Sgt. Filantres, and I served in that position for a little over three years. Part of my responsibilities for that position was to raise funds to pay for DARE dances and other DARE functions, and to help pay for curriculum, posters, and graduation supplies. A large part of the DARE graduation costs was the DARE t-shirts that we gave to each 5th - 6th grade student that completed the 17-week program.

We raised these funds at the DARE dances and at the Alpine Fest DARE booth in the summer. Additionally, we solicited funds from our local banks and businesses to offset these costs. These funds were deposited into a DARE escrow account and we then purchased our items with purchase orders. When the DARE program was discontinued in the District 95 schools, the balance of those funds remained in that account.

Sincerely,

Ofc. William D. West

Omni Youth Services currently serves as the Coalition's financial agent. I believe these funds would be used for their intended purposes if transferred to the Ela Coalition against Youth Substance Abuse.

Memo

To: Jodie Andrew, Finance Director
From: Katrina Hanna, Accountant *KH*
CC: Roy Witherow, Interim Village Administrator; Patrick Finlon, Chief of Police
Date: April 3, 2012
Re: DARE Funds

The Village has approximately \$9,600 in DARE Funds that were collected in the 1990's and early 2000's. The Police Department discontinued the DARE program in 2004. Per discussions with Patrick Finlon, Chief of Police, the Police Department has determined this program is no longer a feasible option, and has no plans of starting the plan up again in the future.

The Police Department would like to donate the entire balance of the DARE cash account to the Ela Coalition against Youth Substance Abuse. Patrick Finlon has put together a brief explanation of their purpose and what the funds would be used for. Since the Village does not intend to use the funds that were collected for DARE purposes, it would be mutually beneficial for the Village to donate said funds.

I have spoken with the Regional Director of DARE America. He is not aware of any literature to allow or disallow a donation to another agency to use the previously collected funds for drug abuse prevention. He has suggested reviewing the Village's by-laws for an allowance of this kind of activity.

Upon review of the Village by-laws, and past activity by the Village, it appears the Village supports this type of activity. The Village makes an annual contribution to Omni Youth Services, which serves a similar purpose.

In closing, the Village's by-laws support giving to activities that support the community. It could be in the Village's best interests to contribute the remaining DARE cash balance to the Ela Coalition against Youth Substance Abuse.

Enc.

From: "Scott F. Uhler" <SFUhler@KTJLAW.com>
To: "Patrick Finlon" <Patrick.Finlon@volz.org>
CC: "Jodie Andrew" <Andrew@volz.org>, "Jason Slowinski" <Slowinski@volz.org>...
Date: 1/18/2013 12:59 PM
Subject: RE: DARE Escrow Account Funds

Reviewing.

Scott F. Uhler | Partner | Klein, Thorpe and Jenkins, Ltd. | 20 N. Wacker Drive, Suite 1660 | Chicago, IL 60606 | Ph: 312-984-6400 | sfuhler@ktjlaw.com

-----Original Message-----

From: Patrick Finlon [mailto:Patrick.Finlon@volz.org]
Sent: Wednesday, January 16, 2013 7:06 PM
To: Scott F. Uhler
Cc: Jodie Andrew; Jason Slowinski
Subject: DARE Escrow Account Funds

I need a ruling....

Attached are two documents related to the presence and future use of DARE Escrow Funds. Katrina Hanna, a former Finance employee, found a DARE Escrow account with a balance of \$9600.00. As we investigated the account, we discovered that the funds were raised through efforts by DARE Officers and students for the purpose of sustaining the DARE Program. The Department and School District abandoned the DARE Program due to financial issues. Since then, a coalition of community representatives has established the Ela Coalition Against Youth Substance Abuse. The mission of the DARE Program and the Coalition are substantially similar, that is, to educate individuals regarding drug use/abuse and to ultimately reduce or prevent use by a targeted group, that is, Ela Township residents under the age of 18. To support this, I've included the newly established Coalition strategic plan.

The question is, can the Village transfer/donate these funds to the Coalition? Omni Youth Services is the Coalition's financial agent and partner.

The funds would be used to promote the mission of the Coalition providing seed money for presentation and operating expenses.

Thanks for your review.

From: "Scott F. Uhler" <SFUhler@KTJLAW.com>
To: "Patrick Finlon" <Patrick.Finlon@volz.org>
Date: 2/4/2013 11:43 AM

Pat:

I did go through the Dispatch Service agreement (Island Lake) last week, as well as the DARE funds transfer.

The Dispatch Agreement looks good, does not appear to be inconsistent with existing agreements and provides proper protection to the Village in the operation and delivery of services.

In regard to the fund "transfer" to the Ela Coalition I see no statutory impediment to such a transfer. How is the account now structured under Village finances and the budget?

Absent some technical accounting reconciliation requested by your accountants, we believe the funds can be lawfully dedicated to these purposes.

Scott F. Uhler | Partner | Klein, Thorpe and Jenkins, Ltd. | 20 N. Wacker Drive, Suite 1660 | Chicago, IL 60606 | Ph: 312-984-6400 | sfuhler@ktjlaw.com

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM 12A

Phone: (847) 540-1698
Fax: (847) 540-1768
Web: www.volz.org

MEMORANDUM

Date: February 27, 2013

To: Jason T. Slowinski, Village Manager

From: Daniel A. Peterson, Director of Building & Zoning
Ryan Slattery, Economic Development Assistant

Subject: Industrial Market Update- Fourth Quarter, 2012

Issue: The Lake Zurich Industrial Market posted another quarter of improving market conditions as the fourth quarter vacancy rate fell to 12.52 percent from 13.16 percent in the third quarter. The average asking rent improved to \$7.61 per square feet, up from \$7.39 in the third quarter.

Analysis: The Lake Zurich industrial market saw a modest demand for leasing activity during the fourth quarter of 2012. The Lake Zurich industrial vacancy rate is higher than the national average of 8.50 percent and Chicago area average of 9.80 percent.

Four small and mid-size users occupied existing buildings in the fourth quarter which include Royal Boxing, JEM Top Inc., Titan Machinery, and Elevators USA. Five small and mid-size users vacated during the same period.

The current available industrial supply totals 602,886 square feet, down from 633,945 square feet in the third quarter of 2012. However, this is still discouraging any new speculative development.

The average rental rate per square feet improved to \$7.61, from \$7.39 in the third quarter. This is significantly higher than \$4.96 reported for Lake County for the fourth quarter by Newmark Grubb Knight Frank.

Recommendations: This is a part of the quarterly industrial and retail updates from economic development staff and no action is required. Should you have any questions, please call me at 847-540-1698.

w/Attachments: Available Industrial Properties Report, Fourth Quarter, 2012

Available Industrial Properties

Fourth Quarter- 2012



Major Employers located in the Industrial Park



All-Rite Industries is located at 470 Oakwood Road.



Peapod LLC at 1325 Ensell Road seeking approval for an addition.



LEARN MORE: 847.540.1698 for more information about featured properties.

www.volz.org/ed

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.



Industrial Market Overview

Fourth Quarter—2012

Vacancy and Supply

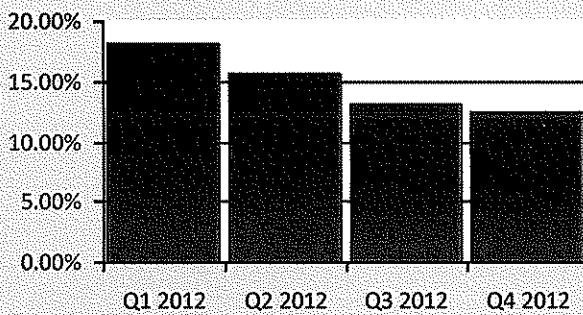
	3rd Quarter 2012	4th Quarter 2012		3rd Quarter 2012	4th Quarter 2012
Total Units:	290	290	Total Industrial Space (Sq. Ft.)	4,818,658	4,818,658
Total Vacant Units:	57	54	Total Vacant Industrial Space	633,945	602,886
			Total Occupied	4,184,713	4,215,772
Lake Zurich Industrial Vacancy Rate:	13.16%	12.51%			
National Industrial Average*:	8.70%	8.50%			
Chicago Area Industrial Average*:	10.10%	9.80%			

*Newmark Grubb Knight 4Q12 Industrial Market

Key Indicators

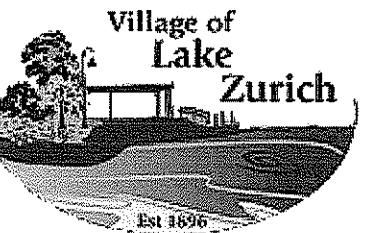
	Q3 2012	Q4 2012	
Vacancy	13.16%	12.51%	⬇
Rental Rate	\$7.39 SF	\$7.61 SF	⬆

Vacancy Rates: Last Four Quarters

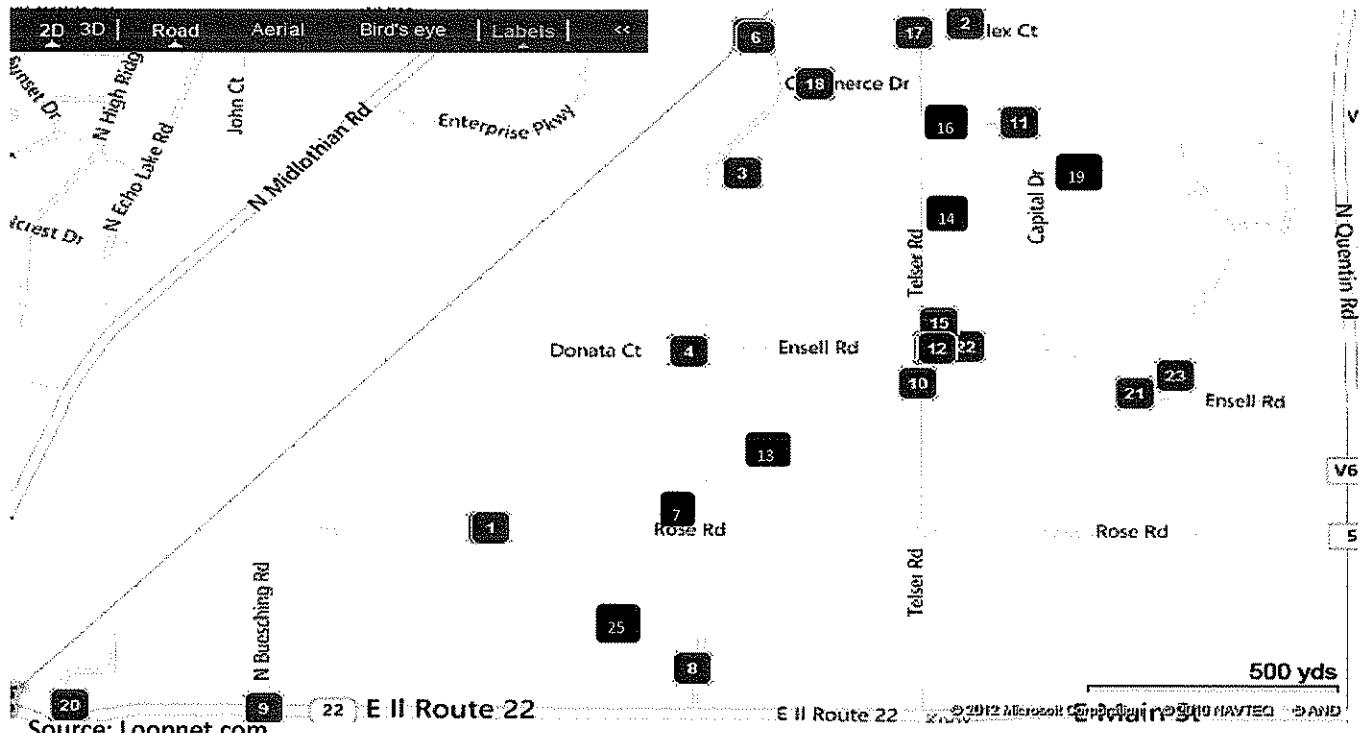


LEARN MORE: www.volz.org/ed

Industrial Properties Available



Fourth Quarter—2012



Map Number	Building/Unit No.	Street Name	Suite Number	Agent/Owner	Contact Number	Building Area (Sq Ft)	Sale or Lease	Price
1	705	Rose				1,100	Lease	\$8.73 SF
1	711	Rose				5,000	Sale or Lease	\$480,480 \$7 SF
1	713	Rose		Nick Walby	847-310-4208	4,000		
1	715	Rose		Nick Walby	847-310-4208	4,000		
1	717	Rose	1	Nick Walby	847-310-4208	4,000	Sale	\$364,000
2	363	Enterprise		Max Hahn	847-550-5556	23,662	Lease	\$8.45/SF
3	570	Oakwood		Matt Marling	847-249-8322	13,875	Sale or Lease	\$1,179,375
4	904	Donata				13,960	Lease	\$8.50 SF
4	952	Donata	5	Dan Wagner	847-816-1840	6,980	Sale or Lease	\$642,160
4	956	Donata				6,980	Sale	\$642,160
4	960	Donata				6,980		
4	964	Donata				6,980	Sale	
4	968	Donata		Ned Frank	847-698-8261	13,960	Sale	\$1,200,000
6	785	Oakwood	C101					
6	785	Oakwood	S107	Joe Heffernan	847-302-5550	1,361	Sale or Lease	\$148,900 \$10 SF
6	795	Oakwood*	E104, E106			3,100	Sale	\$341,000
6	800	Oakwood		Stephen Sullivan	630-693-0662	37,488	Sale	\$1,874,000
7	225	Oakwood		Jeff Paff	847-588-5664	2,400		
7	236	Oakwood		Zach Graham	847-572-1415	10,000	Lease	

* Occupied building for Sale or Lease

LEARN MORE: www.volz.org/ed

Industrial Properties Available



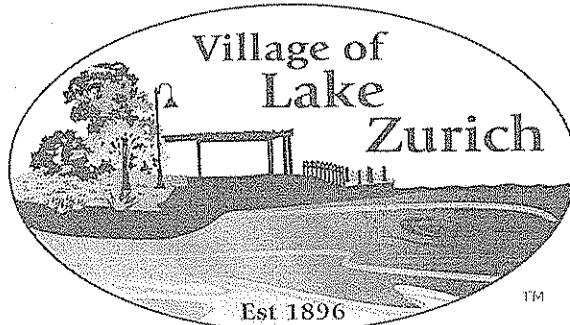
Fourth Quarter—2012

Map Number	Building/Unit No.	Street Name	Suite Number	Agent/Owner	Contact Number	Building Area (Sq Ft)	Sale or Lease	Price
8	1188	Heather	1			3,365	Sale	\$286,000
8	61	Oakwood	4	Scott Spayd	847-438-8910	14,026	Sale or Lease	\$1,108,054 or \$6.80 SF
8	65	Oakwood	3			12,153	Sale	\$960,087
8	85	Oakwood		Mark Borniak	847-773-7665	9,000	Lease	\$14/SF
8	95	Oakwood*	1			32,921	Sale	\$2,600,759
8	100	Oakwood	A	Charles Lamphere	847-540-8611	2,880	Lease	\$7.95 SF
8	100	Oakwood	F	Charles Lamphere	847-540-8611	2,880	Lease	\$7.95 SF
9	300	E Route 22		Dan Benassi		88,000	Sale	\$3,000,000
11	1166	Flex				5,776	Sale	\$499,000
11	1184	Heather	1			3,348	Sale or Lease	\$350,000 or \$9 SF
12	1050	Ensell	182	Mark Deady	847-768-3050	3,000	Lease	\$6.95 SF
12	1140	Ensell	1			9,207	Sale	\$799,500
12	1146	Ensell	1	Paul Cawthon	312-676-1878	8,000	Sale	\$692,000
12	1148	Ensell	1	Paul Cawthon	312-676-1878	7,989	Sale	\$692,000
12	1152	Ensell	1	Paul Cawthon	312-676-1878	8,076	Sale	\$699,000
12	1200	Ensell		Bruce Granger	630-693-0648	15,000	Sale or Lease	\$1,975,000 or \$5.95 SF
13	1130	Rose		Sergio Chapa	847-980-7244	3,000		
13	1142	Rose		Ron Roberti	847-649-2666	3,000		
14	490	Telser	B			3,000		
14	529	Telser		Eric Janssen	773-327-9300	18,288	Lease	\$7.00/SF
14	590	Telser	B	Gladstone Group	847-439-8100	11,676	Lease	\$6.95 SF
16	700	Telser		Ron Reese	847-322-8716	1,610	Sale	\$175,000
16	732	Telser		Pat Ryan	224-848-4690	1,650	Sale	\$198,000
16	708	Telser		Pat Ryan	224-848-4690	1,600		
16	748	Telser		Pat Ryan	224-848-4690	1,600		
17	805	Telser		Paul Cawthon	312-676-1878	20,000	Sale	\$1,500,000
18	1030	Commerce		Paul Cawthon	312-676-1878	20,000	Sale	\$1,740,000
19	475	Capital		Failsafe Media	847-719-0112	52,565	Sale or Lease	\$3,650,000 or \$5.75 SF
19	511	Capital		Brian Bocci	847-310-4296	15,400	Lease	\$6.25SF or \$1,201,200
19	540	Capital	100			2,103	Lease	\$10 SF
19	565-569	Capital		Int'l Computer Concepts	847-808-7789	6,000	Sale or Lease	\$550,000 or \$5.95 SF
19	580	Capital		Keith Puritz/CB Richard Ellis	847-572-1410	68,650	Sale or Lease	\$6,144,175 or \$5.95/SF
20	330	E Route 22		Paine/Wetzel	773-714-2098	71,688	Sale	\$3,100,000
23	1330	Ensell		Sergio Chapa	847-980-7244	8,000	Sale or Lease	\$774,690 or \$6.85/SF
23	1298	Ensell		Former M&A Parts/Strike	312-324-5959	6,016	Lease	\$6.25 SF
25	470	E Route 22		Van Vlissingen	847-634-2300	5,904	Lease	\$8.95 SF
25	550	E. Route 22		Van Vlissingen	847-634-2300	13,191	Lease	\$7.95 SF

* Occupied building for Sale or Lease

LEARN MORE: www.volz.org/ed

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM

10A

Phone: (847) 438-5141

Fax: (847) 540-1768

Web: www.volz.org

MEMORANDUM

Date: February 27, 2013

To: Mayor and Board Members

From: Jason T. Slowinski, Village Manager

Subject: Bi-Weekly Reports from Operating Departments

Attached are bi-weekly Status and Information Reports from the Village's main operating departments.

If you have any questions regarding the items mentioned in the attached reports, please feel free to contact my office.

w/ Attachments: Department Bi-Weekly Reports

VILLAGE OF LAKE ZURICH
OFFICE OF THE VILLAGE MANAGER
BI-WEEKLY STATUS AND INFORMATION REPORT

Police Department

February 23, 2013

I. Program/Project Management

A. Major Programs/Projects Started

- **Review and Amendment of Tow Agreement** – The Department will review the current tow agreement and develop an amended agreement that addresses concerns of current operators. This will require an amendment to Village ordinance.
- **Police-Community Interaction Survey/University of Illinois at Chicago** – Records personnel continue to forward information to the University of Illinois at Chicago in order to have individuals that have contact with Lake Zurich Police Officers rate their interaction. On February 21, 2013 the Department received the first analysis of the data. When compared with the other agencies involved in the project, personnel were rated at the same level or higher than other law enforcement personnel.
- **Police Dispatch Services – Village of Island Lake** – The cut-over date of March 20th to begin dispatch services was set. Director Kelly and Supervisor Paulus have been providing training to the Island Police Department personnel. Radicom has ordered and is in the processing of installing equipment related to this project.
- **Hireback Detail Reimbursement Rate** – The current hireback reimbursement for police officers is \$58.00/hour. An analysis of overtime paid for these detail will be conducted as a basis for the new rate as directed by the Village Board.
- **Lexis-Nexis Crash Reporting** – The agreement is currently being review by the Village Attorney.

B. Major Programs/Projects Completed

- **Freedom of Information Inquiries** – The Department received 10 Freedom of Information Inquiry requests from February 9th until February 23rd, 2013 for a year-to-date total of 41.
- **Liquor License Processing** – One local business is pursuing the BYOB license.

II. Financial Management

- A. The Department continues to monitor current expenditures.
- B. The Department is reviewing and compiling information related to development of the FY 2013-2014 Budget
- C. Due to maintenance to the traffic signals at U.S. Route 12 and Route 22, the automated Traffic Enforcement System has been taken off-line. An uninterrupted power supply was installed and the system cannot be re-activated until the installation has been inspected by State personnel.
- D. The Department received a check for \$148.08 from PropertyRoom.com for disposed of surplus/abandoned property.

III. Personnel Management

A. Recruitments, Terminations, Layoffs, Retirements, Disciplinary Actions

- One Department member is currently serving a suspension from duty without pay after the conclusion of an investigation into off-duty conduct. This suspension will conclude March 11th.
- A candidate for a vacant telecommunicator position from the Village of Island Lake has been identified as a potential replacement for a recent telecommunicator resignation.

B. Claims filed against the Village (e.g. workers compensation, EEOC, IDHR, union grievances, non-union complaints, unfair labor practices, etc.)

- The Department is researching items identified in the recent Labor-Management Meetings.

C. Major Absences (e.g. workers compensation, medical leaves, disability leaves, FLSA, or FMLA leave) and Light Duty Assignments

- A Patrol Officer broke his hand outside of work hours resulting in a potential three week absence. The officer slipped on the ice. This Officer has returned to regular duty.
- An officer that injured his knee on-duty during a slip/fall was granted light duty for a short period of time. This Officer has returned to regular duty.

IV. Other Noteworthy Matters

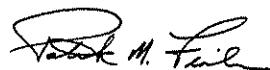
A. Major Departmental Accomplishments/Activities

- **Ela Area Public Library – In-Service Training** – Cmdr. Anderson and Det. Danielson participated in the EAPL in-service training for staff. The presentation was based on interaction with staff and Department personnel.

B. Other

- Chief Finlon was elected to serve as the President of the Lake County Major Crash Assistance Team (MCAT) for 2013. Chief Finlon previously served as Secretary/Treasurer for this organization for a number of years.
- The Department wishes to recognize four Lake Zurich High School students that produced a video addressing Teen Dating Violence. These students were recognized by the Illinois Coalition Against Domestic Violence and given awards by Lieutenant Governor Sheila Simon in a ceremony at the Lake Zurich High School on February 15th.

Respectfully Submitted,



Patrick M. Finlon
Chief of Police
February 25, 2013

VILLAGE OF LAKE ZURICH
FIRE / RESCUE AND EMERGENCY MANAGEMENT
BI-WEEKLY STATUS AND INFORMATION REPORT
February 26, 2013
02/10– 02/23

I. Program/Project Management

A. Major Programs/Projects Started

- Continuing to work with Chief Finlon on establishing an acceptable and appropriate cost share for dispatch services.

B. Major Programs/Projects Completed

II. Financial Management

III. Personnel Management

A. Recruitments, Terminations, Layoffs, Retirements, Disciplinary Actions

- 1 person continues moving through the hiring process for FF/PM

B. Claims filed against the Village (e.g. workers compensation, EEOC, IDHR, union grievances, non-union complaints, unfair labor practices, etc.)

- No new occurrences

C. Major Absences (e.g. workers compensation, medical leaves, disability leaves, FLSA, or FMLA leave) and Light Duty Assignments

- Status UNCHANGED : We now have word that one of the firemen on workers compensation will likely be unable to return. He is processing disability paperwork with the Pension Board at this time. Final exams are still needed. That leaves one person on work comp with no return date yet.
- The third person out has begun the FMLA process. He is currently out of benefit time.

IV. Other Noteworthy Matters

- AFM Trayling attended a Kildeer Board meeting and was given a proclamation honoring his years of service to Kildeer through the Fire District.
- Captain Wenzel attended a week long Health and Safety Officer course. This is a newer certification through the OSFM.
- D/C Golubski responded to another fire in Wauconda on mutual aid.

- Fire Department staff is working with the Parks Manager to ready the RFP for the fireworks show in July.
- The department has held a number of internal meetings to work through staffing/operational changes needed because of the budget process. Additional information was received late last week necessitating more planning.
- We attended the IRMA Fire Chief's Steering Committee meeting – IRMA policies were reviewed.
- AFM Trayling and FF/PM J. Johnson completed a talk at the Ela Area Library Staff day – the talk centered on emergency preparedness in the workplace. Excellent feedback was received.

Respectfully Submitted,

David P. Wheelock

Fire Chief / Emergency Management Director
Date: February 26, 2013

**VILLAGE OF LAKE ZURICH
PUBLIC WORKS
BI-WEEKLY STATUS AND INFORMATION REPORT**

I. Program/Project Management

A. Major Programs/Projects Started

- Route 12/ Ela Road Right Turn Lane – A request for an extension of time has been submitted to IDOT, a meeting has been scheduled with the Feds to determine the status of the extension request. This meeting is scheduled for March 8th.
- Isaac Fox Safe Routes to School – The consultant (Gewalt Hamilton) has completed the preliminary survey work. A meeting between the school district, the consultant, and the village took place on Tuesday Feb. 12 to discuss the preliminary layout. The school district will respond with any questions or concerns. Project on hold until district approved the layout.
- Midlothian Road Traffic Signal Project – IDOT is directing the Village to incorporate a bike path along Midlothian as part of this project. Staff will be meeting with the School District and IDOT to determine feasibility and requirements. This has delayed the completion of Phase I and the start of Phase II.
- CN Noise Mitigation – The Village has received three copies of the Noise Wall Contract from Alliance Contractors, Inc. The contract has been forwarded for execution. Staff is currently coordinating the start of construction of the noise wall and addressing the remaining mitigation items which include the construction of the safety fence, cattle crossings, and the funding disbursements.
- Bradford Development – The site development plans for both the Mariano's and Outlot 1 (PNC Bank) are currently under re-review.
- Thistle and Stone drainage improvements - Engineering is currently finalizing the RFP for the project.
- US EPA's Building Blocks Grant – Staff has participated in several teleconferences with the USEPA and the Metropolitan Planning Counsel. The workshop has been scheduled for March 28th and 29th and information is being gathered for presentation at the meeting.

- Spectrum Assisted Living – (Cedar Lake) – Staff is currently awaiting the re-submittal of the Plat of Resubdivision for review and execution. The project is currently moving along with the construction of the building. The underground utilities have been completed.
- 2013 MFT Road Resurfacing Project - Staff has completed the preliminary paperwork for the contract proposal that will be sent to IDOT for approval. Awaiting budget approval to determine full scope of this project. Locations and quantities may change due to budget changes.
- Landscape Maintenance Contract (2013-2015) – Staff has completed the preliminary paperwork for the contract proposal. The Village will be utilizing MFT funds for the landscape maintenance within the right-of-way, which requires the submittal of the contract proposal to the state (IDOT) for their approval. Awaiting budget approval to determine the availability of full funding.
- The Village was awarded an Urban and Community Forestry Assistance Grant from the Illinois Department of Natural Resources. The grant will reimburse the Village for replacement of ash trees. Fifty ash trees are being removed and replaced.

Bids were sent out for this project. The bid opening was held on Friday, February 22, 2013. Six bids were received. The low bid was Landscape Concepts Management of Grayslake, Illinois.

Landscape Concepts Management will plant and mulch the trees. The trees are a 3-inch caliper. The following species will be planted; Linden, Elm, Hackberry, Sugar Maple, Catalpa and White Oak.

B. Major Programs/Projects Completed

- South Old Rand Road and Surryse Sidewalk Project – Staff is finalizing the paperwork and meeting with IDOT to close out the project. All construction work has been completed.
- 2012 MFT Road Resurfacing Project – All construction work has been completed. Retainage will be held until spring to address any deficiencies that may arise through the winter.

- 2011 ERP Road Resurfacing Project – All construction work has been completed. Retainage will be held until spring to address any deficiencies that may arise through the winter.
- Annual update to the Zoning Map has been completed. Awaiting adoption from the board.

C. Major Programs/ Projects Delayed/Terminated

II. Financial Management

- A. Revenue Enhancements
- B. Revenue shortfalls/variances
- C. Capital Equipment/Improvement Expenditures

III. Personnel Management

- A. Recruitments, Terminations, Layoffs, Retirements, Disciplinary Actions
- B. Claims filed against Village (e.g. workers compensation, EEOC, IDHR, union grievances, non-union complaints, unfair labor practices, etc.)
- C. Major Absences

IV. Other Noteworthy Matters

- A. Major departmental accomplishments/activities
- B. Major unanticipated/unbudgeted items affecting operations
- C. Other
 - Preparing information for the Business Expo scheduled on Saturday, March 16th.
 - Miscellaneous resolutions completed and ready to be sent to IDOT for approval of the use of MFT funds. Awaiting final approval of the budget.
 - 1. Salt/Calcium Chloride/Beet Juice
 - 2. 2013 MFT Road Resurfacing
 - 3. Landscape Maintenance Contract

- Miscellaneous Permit Reviews
- Vinakom Permit Review and Agreement Execution
- Bid Opening for the 2013 Crack Sealing Contract was held on February 21st. The apparent low bidder is Denler Inc. out of Mokena, IL.
- Utilities repaired two (2) water main breaks during this reporting period.
- Utilities Division and Engineering assisted General Services with snow plowing during one (1) event this reporting period.

Submitted by : Michael Brown

VILLAGE OF LAKE ZURICH

FINANCE DEPARTMENT

BI-WEEKLY STATUS AND INFORMATION REPORT

As of February 22, 2013

I. Major Program/Project Management

- a. 2013/14 BUDGET
 - 1. *Training*: Complete
 - 2. *Preparation*: Two rounds of discussion have been completed. The administration team is working through the numbers to have a report ready for the board later in March.
- b. LAKE COUNTY WATER BILLING AUDIT: Lake County has engaged Crowe Horwath LLP to audit our water billing procedures and system. As we are charged with collecting and remitting the Lake County Treatment charge based on water consumption, they have the right to audit our systems to ensure they are being paid the correct fee for their services. The auditors are expected late March, but have already submitted requests for information in anticipation of their arrival.

II. Financial Management

- MONTHLY FINANCIAL REPORT: January's financial report will be presented at the April 2nd board meeting due to the Director's inability to attend the March 18th meeting.

III. Other Items of Note

- ACCOUNTING SUPERVISOR: Recruitment for an accounting supervisor, replacing the assistant director vacancy, has begun. Staff will be working through the applicants to determine the best candidates to interview.

Respectfully Submitted,

Jodie K. Andrew

Director of Finance
Date: 2/26/13

VILLAGE OF LAKE ZURICH
BUILDING & ZONING DEPARTMENT
BI-WEEKLY STATUS AND INFORMATION REPORT

February 25, 2013

I. Program/Project Management

A. Major Programs/Projects Started

- Staff met with Carly and Dave Rubin of Infinity Inc. to go over the Zoning Application for a teen dance club at the former Fitness 19 location in Northlake Commons. They will require a Special Use Permit at the B-3 location.
- Staff met with representatives from Peapod to discuss two potential expansion projects that they are contemplating for Lake Zurich. One project involves an interior remodeling, addition and expansion of truck parking and shipping and receiving functions. The other project involves discussion of the entitlement process for a new business component and operation.
- Staff met with the owners and architect for Warmly Yours, a new business scheduled to opening in the industrial park. The contractors began work without a building permit and their architect was able to get plans completed in two days. The department performed the appropriate reviews and the permit was issued and the business is slated to open on schedule.
- Director Peterson met with engineering and utilities staff for a teleconference regarding the USEPA Building Blocks for Sustainable Development program.

II. Personnel Management

A. Recruitments, Terminations, Layoffs, Retirements, Disciplinary Actions

- The Assistant Building Division Manager – Plans Examiner has submitted his notice for retirement effective March 26, 2013. Recruitment has already begun to replace this critical department position.
- Resumes and applications for the Village Planner position are still being accepted through March 11, 2013. First interviews will be conducted beginning immediately upon close of the application period.

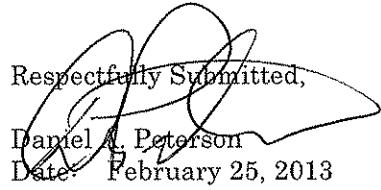
III. Other Noteworthy Matters

A. Major Departmental Accomplishments/Activities

- Copper Fiddle Distillery is scheduled for the March 20th Plan Commission meeting for a zoning code text amendment and special use permit for beverages, at 532 W. Rt. 22 Road.

- The Industrial Working Group set the date for the Open House at Echo for March 12th from 6-8pm.
- Staff met with Lee Brown and Bridget Lane to review the RFQs for Site A and C of downtown on February 11th. Staff sent RFQ for Site A to attorney for review and will meet with Committee to go through next steps.

Respectfully Submitted,


Daniel A. Peterson
Date: February 25, 2013

March 2013

VILLAGE OF LAKE ZURICH MEETINGS Village Hall Board Room, 70 E. Main Street

Available Industrial Properties

Fourth Quarter- 2012



Major Employers located in the Industrial Park



All-Rite Industries is located at 470 Oakwood Road.



Peapod LLC at 1325 Ensell Road seeking approval for an addition.



LEARN MORE: 847.540.1698 for more information about featured properties.

www.volz.org/ed

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.



Industrial Market Overview

Fourth Quarter—2012

Vacancy and Supply

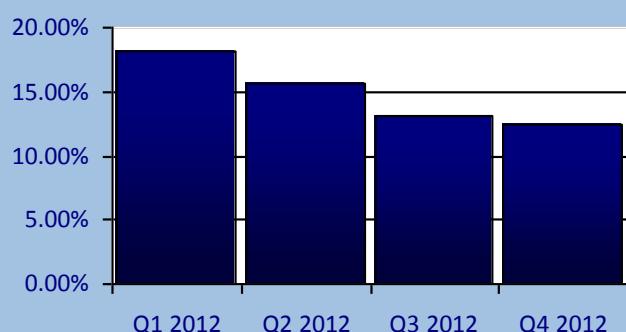
	3rd Quarter 2012	4th Quarter 2012		3rd Quarter 2012	4th Quarter 2012
Total Units:	290	290	Total Industrial Space (Sq. Ft.)	4,818,658	4,818,658
Total Vacant Units:	57	54	Total Vacant Industrial Space	633,945	602,886
			Total Occupied	4,184,713	4,215,772
Lake Zurich Industrial Vacancy Rate:	13.16%	12.51%			
National Industrial Average*:	8.70%	8.50%			
Chicago Area Industrial Average*:	10.10%	9.80%			

*Newmark Grubb Knight 4Q12 Industrial Market

Key Indicators

	Q3 2012	Q4 2012	
Vacancy	13.16%	12.51%	
Rental Rate	\$7.39 SF	\$7.61 SF	

Vacancy Rates: Last Four Quarters



LEARN MORE: www.volz.org/ed

Industrial Properties Available



Fourth Quarter—2012



Source: Loopnet.com

Map Number	Building/Unit No.	Street Name	Suite Number	Agent/Owner	Contact Number	Building Area (Sq Ft)	Sale or Lease	Price
1	705	Rose				1,100	Lease	\$8.73 SF
1	711	Rose				5,000	Sale or Lease	\$480,480 \$7 SF
1	713	Rose		Nick Walby	847-310-4208	4,000		
1	715	Rose		Nick Walby	847-310-4208	4,000		
1	717	Rose	1	Nick Walby	847-310-4208	4,000	Sale	\$364,000
2	363	Enterprise		Max Hahn	847-550-5556	23,662	Lease	\$8.45/SF
3	570	Oakwood		Matt Marling	847-249-8322	13,875	Sale or Lease	\$1,179,375
4	904	Donata				13,960	Lease	\$8.50 SF
4	952	Donata	5	Dan Wagner	847-816-1840	6,980	Sale or Lease	\$642,160
4	956	Donata				6,980	Sale	\$642,160
4	960	Donata				6,980		
4	964	Donata				6,980	Sale	
4	968	Donata		Ned Frank	847-698-8261	13,960	Sale	\$1,200,000
6	785	Oakwood	C101					
6	785	Oakwood	S107	Joe Heffernan	847-302-5550	1,361	Sale or Lease	\$148,900 \$10 SF
6	795	Oakwood*	E104, E106			3,100	Sale	\$341,000
6	800	Oakwood		Stephen Sullivan	630-693-0662	37,488	Sale	\$1,874,000
7	225	Oakwood		Jeff Paff	847-588-5664	2,400		
7	236	Oakwood		Zach Graham	847-572-1415	10,000	Lease	

* Occupied building for Sale or Lease

LEARN MORE: www.volz.org/ed



Industrial Properties Available

Fourth Quarter—2012

Map Number	Building/Unit No.	Street Name	Suite Number	Agent/Owner	Contact Number	Building Area (Sq Ft)	Sale or Lease	Price
8	1188	Heather	1			3,365	Sale	\$286,000
8	61	Oakwood	4	Scott Spayd	847-438-8910	14,026	Sale or Lease	\$1,108,054 or \$6.80 SF
8	65	Oakwood	3			12,153	Sale	\$960,087
8	85	Oakwood		Mark Borniak	847-773-7665	9,000	Lease	\$14/SF
8	95	Oakwood*	1			32,921	Sale	\$2,600,759
8	100	Oakwood	A	Charles Lamphere	847-540-8611	2,880	Lease	\$7.95 SF
8	100	Oakwood	F	Charles Lamphere	847-540-8611	2,880	Lease	\$7.95 SF
9	300	E Route 22		Dan Benassi		88,000	Sale	\$3,000,000
11	1166	Flex				5,776	Sale	\$499,000
11	1184	Heather	1			3,348	Sale or Lease	\$350,000 or \$9 SF
12	1050	Ensell	182	Mark Deady	847-768-3050	3,000	Lease	\$6.95 SF
12	1140	Ensell	1			9,207	Sale	\$799,500
12	1146	Ensell	1	Paul Cawthon	312-676-1878	8,000	Sale	\$692,000
12	1148	Ensell	1	Paul Cawthon	312-676-1878	7,989	Sale	\$692,000
12	1152	Ensell	1	Paul Cawthon	312-676-1878	8,076	Sale	\$699,000
12	1200	Ensell		Bruce Granger	630-693-0648	15,000	Sale or Lease	\$1,975,000 or \$5.95 SF
13	1130	Rose		Sergio Chapa	847-980-7244	3,000		
13	1142	Rose		Ron Roberti	847-649-2666	3,000		
14	490	Telser	B			3,000		
14	529	Telser		Eric Janssen	773-327-9300	18,288	Lease	\$7.00/SF
14	590	Telser	B	Gladstone Group	847-439-8100	11,676	Lease	\$6.95 SF
16	700	Telser		Ron Reese	847-322-8716	1,610	Sale	\$175,000
16	732	Telser		Pat Ryan	224-848-4690	1,650	Sale	\$198,000
16	708	Telser		Pat Ryan	224-848-4690	1,600		
16	748	Telser		Pat Ryan	224-848-4690	1,600		
17	805	Telser		Paul Cawthon	312-676-1878	20,000	Sale	\$1,500,000
18	1030	Commerce		Paul Cawthon	312-676-1878	20,000	Sale	\$1,740,000
19	475	Capital		Failsafe Media	847-719-0112	52,565	Sale or Lease	\$3,650,000 or \$5.75 SF
19	511	Capital		Brian Bocci	847-310-4296	15,400	Lease	\$6.25SF or \$1,201,200
19	540	Capital	100			2,103	Lease	\$10 SF
19	565-569	Capital		Int'l Computer Concepts	847-808-7789	6,000	Sale or Lease	\$550,000 or \$5.95 SF
19	580	Capital		Keith Puritz/CB Richard Ellis	847-572-1410	68,650	Sale or Lease	\$6,144,175 or \$5.95/SF
20	330	E Route 22		Paine/Wetzel	773-714-2098	71,688	Sale	\$3,100,000
23	1330	Ensell		Sergio Chapa	847-980-7244	8,000	Sale or Lease	\$774,690 or \$6.85/SF
23	1298	Ensell		Former M&A Parts/Strike	312-324-5959	6,016	Lease	\$6.25 SF
25	470	E Route 22		Van Vlissingen	847-634-2300	5,904	Lease	\$8.95 SF
25	550	E. Route 22		Van Vlissingen	847-634-2300	13,191	Lease	\$7.95 SF

* Occupied building for Sale or Lease

PUBLIC NOTICE
SPECIAL LAKE ZURICH PLAN COMMISSION MEETING

Notice is hereby given that there will be a special meeting of the Lake Zurich Plan Commission meeting on **Wednesday, February 27, 2013 at 7:00 p.m.** This meeting will be held in the Village Hall Board Room on the lower level, 70 E. Main Street, Lake Zurich, Illinois in accordance with the Illinois Compiled State Statutes.

A G E N D A

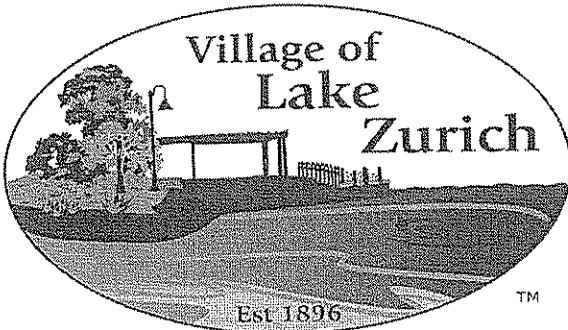
1. CALL TO ORDER AND ROLL CALL: Chairperson Tim Jackson, Vice-Chair Orlando Stratman, Kurt Baumann, Dan Luby, Fred Martin, Angela Stefaniu, Nick Tassi, and Ildiko Schultz (one vacant seat)
2. CONSIDERATION OF MINUTES
 - A. Minutes of the Plan Commission Meeting, January 23, 2013
Motion to approve the minutes (Voice Vote)
3. PUBLIC HEARING
(This agenda item includes development proposals coming to the Plan Commission for discussion and recommendation to the Village Board for final action.)
 - A. CJ's Quality Resale: To consider a special use permit for used merchandise stores (593), including used clothing stores at the Subject Property 361 South Rand Road, zoned in the Village's B-3 Regional Shopping District.
Applicant – Roger Johnson, Catherine Johansson
4. STAFF REPORT
(This is an opportunity for planning, building and zoning staff to report on matters of interest to the Plan Commission)
 - A. Planning and Development Update
5. ADJOURNMENT (Voice Vote)

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 or 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 (TDB #438-2349). Promptly to allow the Village to make reasonable accommodation.



Kathleen Johnson
Village Clerk

70 E. Main Street
Lake Zurich, IL 60047



Phone: (847)438-5141
Fax: (847) 540-1768
Web: www.volz.org

PUBLIC NOTICE

ZONING BOARD OF APPEALS MEETING CANCELLED

The regular meeting of the Zoning Board of Appeals on Thursday,
March 21, 2013 is cancelled.

Kathleen Johnson
Kathleen Johnson
Village Clerk

Fax & Email: 2120, 2013 Herald, Courier
Posted: Web site
C: Packets
M. Meyer

70 E. Main Street
Lake Zurich, IL 60047



Phone: (847) 438-5141
Fax: (847) 540-1768
Web: www.volz.org

MEMORANDUM

Date: February 28, 2013

To: Jason T. Slowinski, Village Manager

From: Daniel A. Peterson, Director of Building & Zoning
Ryan Slattery, Economic Development Assistant

Subject: Staff Update on the progress of the Industrial Zoning Working Group

Issue: Over the past five years, the Village has been approached by several applicants seeking non-industrial service-type uses in the industrial park. The Zoning Code text has been amended several times to include amusement and recreational services, legal services, and more recently ancillary chiropractic use and tax preparation uses. Building and Zoning staff have had several conversations with members of the Lake Zurich Industrial Council regarding the need to update the industrial zoning regulations.

Following the Village's strategic objective of fostering active stakeholder participation in local government, the Industrial Zoning Working Group ("Group") started with 14 attendees on January 26, 2012, involving key stakeholders within the Industrial Park, and initiated discussions on changes to the industrial zoning regulations. The Group held thirteen meetings in 2012.

Update on Analysis: The Group has scheduled an Open House at Echo Inc., 400 Oakwood Road, on March 12th from 6-8pm to invite additional key stakeholders and local homeowner associations to review the proposed recommendations with five story boards highlighting the group's progress which include:

- Overall industrial goals and objectives
- Chapter 6 Proposed Changes
- Outdoor Storage
- Bulk, Space, and Yard Requirements
- Proposed creation of a service and retail corridor along East Route 22

The Group will collect data at the meeting and through the Village website with the stakeholders' feedback. The information will be used to prepare for the presentation to the Village Board courtesy review, to the Plan Commission for Public Hearing, and brought to the Village Board for their approval.

Recommendations: Informational purpose only. No action required.

Should you have any questions, please call me at 847-540-1698.