



**AGENDA PACKET**  
**VILLAGE OF LAKE ZURICH**  
**Village Board of Trustees Virtual Meeting**

**February 16, 2021**  
**07:00 pm**

# VILLAGE OF LAKE ZURICH

## VILLAGE BOARD OF TRUSTEES VIRTUAL MEETING

**FEBRUARY 16, 2021**

**07:00 PM**

### **AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider.

**3. 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. Public Comment is limited to 30 minutes total and 5 minutes per speaker. Written testimony and comments submitted to info@lakezurich.org prior to the start of the meeting will be read into the record.

**4. PRESIDENT'S REPORT / COMMUNITY UPDATE**

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

**5. CONSENT AGENDA**

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

**A. Approval of Minutes of the Village Board Meeting, February 1, 2021**

Attachment: [5a.pdf](#)

**B. Approval of Semi-Monthly Warrant Register Dated February 16, 2021 Totaling \$263,139.99**

Attachment: [5b.pdf](#)

**C. Resolution for Construction in State of Illinois Department of Transportation Highways and Right-of-Ways (Assign Reso. #2021-02-057)**

**Summary:** The proposed Resolution will expedite the issuance of Illinois Department of Transportation permits to the Village in order to conduct work in State rights-of-ways, saving time and effort as well as reducing paperwork.

Attachment: [5c.pdf](#)

**D. Resolution Approving Race Route for Stephen Siller Tunnel to Towers 5k on October 3, 2021 (Assign Reso. #2021-02-058)**

**Summary:** The proposed Resolution authorizes a request to the Illinois Department of Transportation to close a portion of Route 22 and Route 12 from the hours of 8 am -- 11 am on October 3, 2021. The Stephen Siller Tunnel to Towers 5K event was previously approved by the Village Board to hold its annual event on June 13, 2021 at Paulus Park. Due to the pandemic, they have requested to move the event to Sunday, October 3, 2021.

Attachment: [5d.pdf](#)

**E. Agreement between the Village of Lake Zurich and the Lake County Emergency Telephone System Board for Leasing Space in the Lake Zurich Police Department**

**Summary:** Due to space limitations in its current facility, the Lake County Emergency Telephone System Board (LCETSB) has inquired with partner agencies regarding available office space. Lake Zurich has been a LCETSB member for many years and currently houses LCETSB equipment at the police department. LCETSB has recently approved additional staffing which has created the need for additional space for its operations. The LZPD facility contains space that could function as a second office location for LCETSB operations.

Attachment: [5e.pdf](#)

**F. Agreement with Suburban Concrete of Mundelein, IL for 2021 Concrete Flatwork Program in the Amount Not-to-Exceed \$175,000**

**Summary:** The 2021 budget includes \$175,000 for concrete curb and sidewalk repairs in the Non-Home Rule Sales Tax Fund. The Village Board awarded a contract to Suburban Concrete on July 15, 2019 that allows two additional one-year extensions subject to a 2% annual price increase.

Attachment: [5f.pdf](#)

**G. Agreement with St. Aubin Nursery of Kirkland, IL for 2021 Parkway Tree Replacement Program in the Amount Not-to-Exceed \$50,000**

**Summary:** The 2021 budget includes \$50,000 in the Capital Projects Fund for the annual parkway tree planting program. Four bids were received on January 29, 2021 with St. Aubin Nursery providing the most competitive bid. This year's program will consist of plantings in the Sonoma, Orchards, Farm Bridge Estates, Heights, Jonquil, Concord village and Heatherleigh subdivisions.

In May 2016, the Village Board approved a Resolution Adopting a Parkway Tree Replacement Program, which includes a size-upgrade option for property owners who are selected to receive a replacement tree in the parkway adjacent to their property the opportunity to upgrade to a larger diameter tree by contributing private funds to cover the difference of the larger tree.

Attachment: [5g.pdf](#)

**H. Ordinance Approving the Annual Official Zoning Map of the Village of Lake Zurich (Assign Ord. #2021-02-403)**

**Summary:** Illinois requires all municipalities publish an updated zoning map by March 31 of each year. Changes for 2021 include the rezoning of parcels related to the Somerfield mixed-use development at 99 Quentin Road at the Cummings property and the rezoning of previously unincorporated parcels along the south side of Honey Lake Road for the Wildwood Estates townhome development at the Hummel property.

Attachment: [5h.pdf](#)

**I. Approval of 2021 External Special Event Requests at Paulus Park for Taste of the Towns on August 14 and Boy Scouts of American Overnight Camping on August 21 - 22**

**Summary:** Lake Zurich special event guidelines require events with attendance over 100 to be approved by the Park and Recreation Advisory Board and the Village Board. The Advisory Board recommends approval for the 2021 Chamber of Commerce Taste of the Towns and the Boy Scouts of America Overnight Camping Trip.

Attachment: [5i.pdf](#)

**6. OLD BUSINESS**

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

**A. Courtesy Update on Proposed Mixed-Use Retail and Residential Development on the Southeast Corner of Old Rand Road and Rand Road (Trustee Beaudoin)**

**Summary:** At the December 7, 2020 Village Board meeting, Miller Street Partners presented a concept for the vacant property at the southeast corner of Rand Road and Old Rand Road with a new mixed-use development on 1.9 acres. This proposal included eight townhome units along the lake within one building and a standalone retail building closer to the intersection. Since that time, Miller Street Partners has been able to initiate a partnership with the property owners to the south at 320 North Old Rand Road to propose a larger development combining both properties.

The revised development proposal now includes a total land area of 4.04 acres of which 1.15 acres is lake bottom. The revised proposal includes 23 townhome units within three buildings along the lake. Each unit would be 2,100 square-feet and three stories tall with a maximum height of 34'-1". Each townhome building would be provided with a pier containing 10 boat slips for a total of three piers and 30 slips along their frontage of the lake. The proposal retains the standalone single-story retail building, proposed to be 4,200 square-feet with a drive-through and outdoor seating. The property is currently zoned within the B-1 Local and Community Business District and the LP -- Lake Protection District.

**Recommended Action:** This is a non-voting item at this time. The developer and Village Staff seek to understand the Board's preferences towards the revised proposal.

Attachment: [6a.pdf](#)

**7. NEW BUSINESS - None at this time.**

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

**8. TRUSTEE REPORTS AND COMMENTS**

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

**9. VILLAGE MANAGER'S REPORT**

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

**A. Monthly Data Metric Reports**

Attachment: [VMO.pdf](#)

Attachment: [FINANCE.pdf](#)

Attachment: [PR.pdf](#)

Attachment: [CD.pdf](#)

Attachment: [PD.pdf](#)

Attachment: [FD.pdf](#)

**10. DEPARTMENT HEAD REPORTS**

**11. ADJOURNMENT**



UNAPPROVED MINUTES  
VILLAGE OF LAKE ZURICH  
Board of Trustees  
70 East Main Street  
ELECTRONIC ONLINE MEETING



Monday, February 1, 2021 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7.01pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Finance Dir. Bane Thomey, Dir. of Innovation Michael Duebner, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown, Park and Rec. Dir. Bonnie Caputo, H.R. Dir. Doug Gibson. Guests: Stephen Dennison and Jeff Freeman of Engineering Enterprises, Inc and Sam Ghanna of National Land Development Group, LLC
3. **PUBLIC COMMENT**

Jody Kien, 805 N. Old Rand Road, addressed the Board on the possibility of an ice-skating rink on Lake Zurich provided by the Village.

Eric Duiel, 25 N. Pleasant Road, addressed the Board on a number of issues including, first filing day for Consolidated Election, Block A expenditures, Sales tax revenue and Water/Sewer fund, and Benchmarks and Village website.
4. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
  - A. Mayor Poynton reported on the recent ribbon cutting at All Kind of Beautiful opening at S. Old Rand Road and the owner is a lifelong Village resident.
  - B. Public Water Supply Study Update with Engineering Enterprises, Inc. and Dir. Brown introduced Stephen Dennison and Jeff Freeman who gave a PowerPoint presentation on Alternate Water Source. The next presentations will be in April and then June and August. The Board's questions were answered by Messrs. Dennison and Freeman as well as by Staff.
5. **CONSENT AGENDA**
  - A. Approval of Minutes of the Village Board Meeting, January 18, 2021
  - B. Approval of Semi-Monthly Warrant Register Dated February 1, 2021 Totaling \$1,865,521.19
  - C. Ordinance Approving a Final Plat of Subdivision for Beech Drive Subdivision at 1240 Honey Lake Road ORD. #2021-02-401

Summary: National Land Development Group, LLC, doing business as Luxor Home Builders, is requesting Final Plat Approval for the creation of a new subdivision at 1240 Honey Lake Road. The 1.3-acre site is intended to be

AGENDA 5A

Village of Lake Zurich Board of Trustees Regular Meeting. Monday, February 1<sup>st</sup>, 2021 2

subdivided into four new single-family lots with a minimum frontage of 75 feet in keeping with the requirement of the R-5 Single-Family zoning district. The Planning and Zoning Commission held a public meeting on January 20, 2021 and voted 6-0 in favor or recommending approval of this request with no future conditions.

**Recommended Action:** A motion was made by Trustee Sprawka, seconded by Trustee Weider, to approve the Consent Agenda as presented.

AYES: 6 Trustees Beaudoin, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

6. OLD BUSINESS

None at this time.

7. NEW BUSINESS

A. Amended and Restated Agreement between the Lake Property Owners' Association of Lake Zurich and the Village of Lake Zurich for Law Enforcement Services on the Private Lake of Lake Zurich

**Summary:** Representatives from the Village of Lake Zurich and the Lake Property Owners' Association collaborated to review and revise their agreement governing the Village's law enforcement services on the private lake of Lake Zurich. The purpose of this agreement is to provide a safe, enjoyable environment on the lake for the benefit of the surrounding lake property owners and the community at large.

Last updated in 2017, the revised agreement more accurately reflects the Village's actual costs for providing lake patrol services. The LPOA agrees to reimburse the Village for up to 300 hours of patrol services annually, with reimbursement calculated on an hourly basis to include patrol, supervisory and training costs; boat maintenance, and related overhead costs. The Village will establish a reserve fund to save for the future replacement of the patrol boat, a prorated share of which will also be included in the LPOA reimbursement rate. For comparison, the reimbursement for the 2021 season is projected to increase from \$7,590 under the current agreement to \$13,049 under the new agreement.

The agreement would be effective this year and would automatically renew for four additional one-year terms through 2025, with notice provisions should either party wish to discontinue it. The Village will continue to provide monthly and season-ending reports on its patrol activities, and the LPOA will continue to share its annual budget and provide opportunities for financial review if so requested by the Village. The agreement also reaffirms the Village's and the LPOA's commitment to work together to maintain a safe lake environment.

Mayor Poynton thanked Trustees Euker and Spacone and Rich Sustich who facilitated the discussion between LPOA and the Village.

**Recommended Action:** A motion was made by Trustee Spacone, seconded by Trustee Euker, to approve an Amended and Restated Agreement between the Lake Property Owners' Association of Lake Zurich and the Village.

AYES: 5 Trustees Beaudoin, Euker, Spacone, Sprawka, Weider.

NAYS: 0

RECUSE: 1 Trustee Gannon.

MOTION CARRIED.

**B. Ordinance Approving Budget Amendment #1 for Fiscal Year 2020 Budget  
ORD. #2021-02-402**

**Summary:** Upon evaluation of the financial projections and end-of-year results for Fiscal Year 2020, a number of necessary budget amendments have been identified based on actual figures or best estimates to date. The largest adjustment to the General Fund revenues are Sales Tax, Use Tax, Income Tax, Grant Revenue, Park and Rec program fees, and ambulance service fees.

Sales tax has been reduced by \$1.1 million, due to the Peapod closure and the economic impact of the pandemic. Also impacted by the pandemic are Park and Rec program fees, which are reduced by \$595,000 and ambulance service fees, which are reduced by \$100,000. Grant revenue increased by \$1 million with pandemic relief received through Lake County. Use Tax is up \$186,000 due to the shift to more online purchases and Income Tax receipts are up \$150,000. Overall, the 2020 revenue budget change is a net decrease of \$485,000.

The amendment includes revisions to General Fund expenditures as well, including a shift in the allocation for liability insurance that impacted several departments. Larger expenditures included in this budget amendment include a \$209,000 increase in overtime for Fire, a \$120,000 increase in Community Development for engineering and architectural services, and a \$343,000 decrease in Economic Development tax rebates.

A listing of all proposed amendments impacting revenues and expenditures to several different municipal funds has been included in the proposed Ordinance.

Finance Dir. Thomey explained the reason for the amendment and answered the Board's questions.

**Recommended Action:** A motion was made by Trustee Sprawka, seconded by Trustee Weider, to approve Ordinance #2021-02-402 Approving Budget Amendment #1 for Fiscal Year 2020.

AYES: 6 Trustees Beaudoin, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**8. TRUSTEE REPORTS AND COMMENTS**

Trustee Gannon thanked Dir. Brown and Public Works staff for their snowplowing this past weekend.

Trustee Spacone requested that residents should contact Village staff for answers instead of social media. He also stated that Public Comment should not be used for electioneering.

Trustee Euker thanked the new businesses which have started during the COVID-19 quarantine.

Trustee Sprawka responded to some of the comments by Eric Dubiel at Agenda item #3. Mayor Poynton requested that Eric Dubiel present his issues in writing so that they may be addressed.

**9. VILLAGE MANAGER'S REPORT**

- A.** Update on Village Tax Increment Finance Districts, V.M. Ray Keller gave a PowerPoint presentation on the history of the TIF districts and the restructuring. He stated that the 2009A Bonds were paid off in 2020 and the other three Bonds – 2014A, 2016A and 2015A – will be paid in 2024, 2029 and 2034 respectively.

Village of Lake Zurich Board of Trustees Regular Meeting, Monday, February 1<sup>st</sup>, 2021 4

Mr. Keller answered the Board's questions including Block A, Eminent Domain purchases (which was addressed by Dir. Brown), current Village owned properties.

**10. DEPARTMENT HEAD REPORTS**

Public Works Dir. Brown announced that there was going to be snow hauling done in the next few nights.

**11. EXECUTIVE SESSION called for the purpose of:**

5 ILCS 120/2 (c) (21) approval of executive session minutes and 5ILCS 120/2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees.

Motion was made by Trustee Euker, seconded by Trustee Beaudoin, to move to Executive Session for the purpose of 5 ILCS 120/2 (c) (21) approval of executive session minutes and 5 ILCS 120/2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees

AYES: 6 Trustees Beaudoin, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Meeting adjourned at 9.10pm to Executive Session.

Meeting reconvened at 9.27pm

Called to order by Mayor Poynton.

ROLL CALL: Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider. Village Manager Ray Keller, Village Atty. Scott Uhler, H.R. Dir. Doug Gibson, Dir. of Innovation Michael Dubner.

**12. ADJOURNMENT**

Motion to adjourn was made by Trustee Sprawka, seconded by Trustee Euker.

AYES: 6 Trustees Beaudoin, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Meeting adjourned at 9.29pm

Respectfully Submitted by:

Kathleen Johnson, Village Clerk.

Approved by:

\_\_\_\_\_  
Thomas M. Poynton, Village Mayor

\_\_\_\_\_  
Date.

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

Page 1 of 15

**\$263,139.99**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
<b>Fund 101 GENERAL</b>				
Dept 00000				
101-00000-21101	ACCOUNTS PAYABLE	BIMBO BAKERY	ESC REF - 845 TELSER RD	801.97
101-00000-21101	ACCOUNTS PAYABLE	COOK, MARK	ESC REF - 101 E MAIN ST (BREWERY)	1,458.02
101-00000-21101	ACCOUNTS PAYABLE	D & J BISTRO INC	LIQ LIC REF - OVERPAYMENT 2021 LICENSE	429.00
101-00000-21101	ACCOUNTS PAYABLE	DAIRY QUEEN LAKE ZURICH	ESC REF - 205 S RAND RD (DAIRY QUEEN)	1,722.80
101-00000-21101	ACCOUNTS PAYABLE	GARDEN HOMES	ESC REF - K-MART 225 S RAND RD	13,249.50
101-00000-21101	ACCOUNTS PAYABLE	ICON BUILDING GROUP	ESC REF - 14 SOUTH SHORE - VARIANCE	828.88
101-00000-21101	ACCOUNTS PAYABLE	MATTHEWS, WILL ED	ESC REF - STORAGE FACILITY 650 CHURCH ST	1,566.36
101-00000-21101	ACCOUNTS PAYABLE	MAY WHITNEY 2019- DIST 95	ESC REF - 100 CHURCH ST (MAY WHITNEY)	562.85
101-00000-21101	ACCOUNTS PAYABLE	PANERA BREAD	ESC REF - 430 S RAND RD	933.27
101-00000-21101	ACCOUNTS PAYABLE	ROUNDY'S SUPERMARKETS, INC	ESC REF - 1300 RTE 22	699.20
101-00000-21101	ACCOUNTS PAYABLE	TIMOTHY GRANT JEWELRY LTD	ESC REF - 155 N RAND RD	1,260.84
		Total For Dept 00000		23,512.69
Dept 11006 LEGISLATIVE MAYOR & BOARD				
101-11006-54302	PUBLIC RELATIONS	DATAPROSE, LLC	PROMO PIECE FOR BENCHMARKS	510.25
		Total For Dept 11006 LEGISLATIVE MAYOR & BOARD		510.25
Dept 12001 VILLAGE ADMIN ADMINISTRATION				
101-12001-51654	MEMBERSHIPS & SUBSCRIP	EIG*ConstantContact.co 855-22955	BENCHMARKS 2021	924.00
101-12001-51654	MEMBERSHIPS & SUBSCRIP	PADDOCK PUBLICATIONS INC.	DIGITAL SUBSCRIPTION	99.00
101-12001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	LEGAL SERVICES THRU 12/31/2020	5,175.00
101-12001-52202	LITIGATION	KLEIN THORPE & JENKINS	LEGAL SERVICES THRU 12/31/2020	594.00
		Total For Dept 12001 VILLAGE ADMIN ADMINISTRATION		6,792.00
Dept 12120 VILLAGE ADMIN HUMAN RESOURCES				
101-12120-52111	OTHER PROFESSIONAL SVCS	CAREERBUILDER EMPL. SCREENING, LLC	EMPLOYMENT SCREENING - JAN 2021	225.00
		Total For Dept 12120 VILLAGE ADMIN HUMAN RESOURCES		225.00
Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				
101-12180-54308	TAX REBATES	BRADFORD LAKE ZURICH 5 LLC	TAX REBATE - OCTOBER 2020	13,799.90
101-12180-54308	TAX REBATES	VILLAGE OF HAWTHORN WOODS	TAX REBATE - OCTOBER 2020	4,414.10



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WARRANT REPORT - 2/16/2021

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101-12180-54308	TAX REBATES	VILLAGE OF KILDEER	TAX REBATE - OCTOBER 2020	8,828.21
		Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT		27,042.21
Dept 13001 FINANCE ADMINISTRATION				
101-13001-52112	PROFESSIONAL ACCOUNTING	BAKER TILLY VIRCHOW KRAUSE, LLP	FISCAL AUDIT 2020	14,000.00
101-13001-54301	BANK & CREDIT CARD FEES	AMAZON.COM, INC	FRAUD - REVERSED	(201.96)
101-13001-54301	BANK & CREDIT CARD FEES	AMAZON.COM, INC	FRAUD - REVERSED	(201.96)
101-13001-54301	BANK & CREDIT CARD FEES	AMAZON.COM, INC	FRAUD - REVERSED	(201.96)
		Total For Dept 13001 FINANCE ADMINISTRATION		13,394.12
Dept 17001 TECHNOLOGY ADMINISTRATION				
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE *CREATIVE CLOUD 800-443-8	CREATIVE CLOUD - JAN 2021	206.08
101-17001-52111	OTHER PROFESSIONAL SVCS	MICROSYSTEMS INC.	MS CLOUD SERVICES - DEC	95.08
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE *CREATIVE CLOUD 800-443-8	CREATIVE CLOUD - FEB 2021	206.08
101-17001-52704	MAINT-EQUIPMENT	TOSHIBA BUISNESS SOLUTIONS	COPIES NOV - JAN	1,728.33
101-17001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - FEB 2021	155.51
101-17001-53203	TELEPHONE & DATA SVCS	AT & T	VH ELEVATOR 540-9255	179.43
101-17001-53206	POSTAGE & SHIPPING	WESTERN DIGITAL CORP 949-672-7	WARRANTY RETURN	5.03
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM, INC	HDMI & DISPLAY CABLES, ADAPTER	123.32
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM, INC	HDMI & DISPLAY CABLES, ADAPTER - POINTS	(123.32)
101-17001-53407	EQUIP MAINT PART&SUPPLIE	BATTERIES PLUS HOLDING CORP	12V BATTERIES	67.90
101-17001-53407	EQUIP MAINT PART&SUPPLIE	BATTERIES PLUS HOLDING CORP	12V LEAD BATTERY	131.90
101-17001-53407	EQUIP MAINT PART&SUPPLIE	BATTERIES PLUS HOLDING CORP	DAMAGED BATTERY DISPOSAL	15.55
101-17001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FINANCE COPIER LEASE - FEB	192.31
		Total For Dept 17001 TECHNOLOGY ADMINISTRATION		2,983.20
Dept 24001 POLICE ADMINISTRATION				
101-24001-51655	EMPLOYEE RECOGNITION	CROWN TROPHY	TRAFFIC AWARD PLATES	20.00
101-24001-52602	WASTE REMOVAL	STERICYCLE, INC	SHARPS REMOVAL - FEB 2021	29.13
101-24001-52701	MAINT-BLDGS & GROUNDS	CASPER TRUE VALUE HARDWARE INC	MISC HARDWARE	5.24
101-24001-52701	MAINT-BLDGS & GROUNDS	USW HOLDING COMPANY LLC	FILTERED WATER - MAR 2021	61.00
101-24001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - PD	300.71
101-24001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	TAPE, PAPER, THUMB DRIVES, GLUE	112.69

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101-24001-53209	UNIFORMS	GALL'S, LLC	GRUNDER - SHIRTS, PANTS	395.70
101-24001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM, INC	NIKON BATTERY	15.97
		Total For Dept 24001 POLICE ADMINISTRATION		940.44
Dept 24210 POLICE OPERATIONS				
101-24210-52111	OTHER PROFESSIONAL SVCS	MOTOROLA INC.	RADIO FEE - FEB	1,530.00
101-24210-52204	OTHER LEGAL	ALBARRAN, LUIS	PROSECUTOR - JAN 2021	6,666.67
101-24210-52204	OTHER LEGAL	ETERNO, DAVID G	ADJUDICATION HEARING FEE - JAN	150.00
101-24210-53209	UNIFORMS	GALL'S, LLC	STONE - PANTS	64.99
101-24210-53209	UNIFORMS	GALL'S, LLC	STONE - NAMETAG	19.21
101-24210-53209	UNIFORMS	HOOPS, BRADLEY	BOOTS	183.71
101-24210-53209	UNIFORMS	KNIGHT, SHAUN	MAGAZINES	40.71
101-24210-53209	UNIFORMS	KNIGHT, SHAUN	MAGAZINES	171.65
101-24210-53209	UNIFORMS	KNIGHT, SHAUN	FLASHLIGHT	214.42
101-24210-53209	UNIFORMS	LONSKI, ANGELA	RMR ADAPTER PLATE	78.15
101-24210-53209	UNIFORMS	LONSKI, ANGELA	HOLOSUN - RMR SIGHT	247.05
101-24210-53209	UNIFORMS	LONSKI, ANGELA	SUPPRESSOR HEIGHTS SIGHT	57.65
101-24210-53209	UNIFORMS	RAY O'HERRON COMPANY INC.	SIEMERS - HAT, NAMEPLATE	52.86
101-24210-53210	SMALL TOOLS & EQUIP	INTOXIMETER INC.	PBT TUBES	126.00
101-24210-53211	OTHER SUPPLIES	AMAZON.COM, INC	LENS WIPES,SPECIMEN COLLECTOR	63.89
101-24210-53211	OTHER SUPPLIES	AMAZON.COM, INC	LENS WIPES,SPECIMEN COLLECTOR - POINTS	(63.89)
101-24210-53211	OTHER SUPPLIES	BROWNELLS, INC	ADJUSTABLE AR-15 STOCKS	318.81
101-24210-53211	OTHER SUPPLIES	KIESLER POLICE SUPPLY, INC.	AMMUNITION	1,509.75
		Total For Dept 24210 POLICE OPERATIONS		11,431.63
Dept 24230 POLICE CRIME PREVENTION				
101-24230-52111	OTHER PROFESSIONAL SVCS	TLO LLC	INVESTIGATIVE SEARCH ENGINE - JAN	75.00
101-24230-52118	SOFTWARE MAINTENANCE	PORTER LEE CORPORATION	BEAST ANNUAL MAINTENANCE	675.00
101-24230-53209	UNIFORMS	ALBER, JENNIE	BAG, POUCH, CID CLOTHING	149.91
101-24230-53211	OTHER SUPPLIES	APPLE STORE #R258 DEER PARK	CID MAC BOOK	1,768.00
		Total For Dept 24230 POLICE CRIME PREVENTION		2,667.91

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<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 25001 FIRE ADMINISTRATION				
101-25001-52704	MAINT-EQUIPMENT	TOSHIBA BUISNESS SOLUTIONS	COPIES NOV - JAN	525.00
101-25001-52707	MAINT-OTHER	FSS TECHNOLOGIES, INC	MAINTENANCE - SMOKE DETECTOR IN BASEMENT,	86.26
101-25001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	75.88
101-25001-53204	CELL PHONES & PAGERS	AT & T	METRO CELL - FIRE	36.83
101-25001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	BINDERS - STA #1	15.92
101-25001-53210	SMALL TOOLS & EQUIP	CASPER TRUE VALUE HARDWARE INC	RAZOR BLADES FOR E324 TOOL BAG	2.79
101-25001-53210	SMALL TOOLS & EQUIP	CASPER TRUE VALUE HARDWARE INC	COUPLING/SHUTOFF	5.99
101-25001-53210	SMALL TOOLS & EQUIP	HOME DEPOT CREDIT SERVICES	DRILLER TOGGLE, DOORSTOP, SPRAY BOTTLES	81.54
101-25001-53210	SMALL TOOLS & EQUIP	HOME DEPOT CREDIT SERVICES	SUPPLIES FOR NEW B32 VEHICLE	45.87
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	DETERGENT - STA #2	6.79
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	TRASH BAGS - STA #3	69.99
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	PAPER TOWELS, FOIL & CLIF - STA #1	360.89
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	TOWELS, CLEANER, DETERGENT - STA #3	243.68
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	TRASH BAGS, FOIL, REHAB WATER - STA #1	257.94
101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	LED BULBS	8.49
101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	SHOWER HEAD, SEAL TAPE	21.57
101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	SNOW SHOVELS, ADAPTER	166.94
101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	GOO GONE, AUTOMOTIVE GOOP	10.08
101-25001-54305	EMPLOYEE EXAMS	CENTRAL POLYGRAPH SERVICE, LTD	POLYGRAPH - HERDEGEN - FF/PM	210.00
Total For Dept 25001 FIRE ADMINISTRATION				2,232.45
Dept 25310 FIRE EMERGENCY MANAGEMENT				
101-25310-52111	OTHER PROFESSIONAL SVCS	NI GOVERNMENT SERVICES, INC	SATELLITE SERVICE - JAN. 2021	27.22
Total For Dept 25310 FIRE EMERGENCY MANAGEMENT				27.22
Dept 25320 FIRE FIRE SUPPRESSION				
101-25320-52111	OTHER PROFESSIONAL SVCS	MOTOROLA INC.	RADIO FEE - FEB	1,512.00
101-25320-52707	MAINT-OTHER	AIR ONE EQUIPMENT INC	AIR TEST	140.00
101-25320-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	147.42
101-25320-53209	UNIFORMS	ELEVATED SAFETY LLC	FIREFIGHTER EMERGENCY BAIL OUT SYSTEM	4,425.00
101-25320-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	PAPER TOWELS, FOIL & CLIF - STA #1	49.98
101-25320-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	TRASH BAGS, FOIL, REHAB WATER - STA #1	15.98



**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

<b>GL Number</b>	<b>GL Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
101-25320-53211	OTHER SUPPLIES	ZEP SALES & SERVICE INC.	CLEANING SUPPLIES - SHOWER GEL	359.99
		Total For Dept 25320 FIRE FIRE SUPPRESSION		6,650.37
Dept 25330 FIRE EMS				
101-25330-51651	LICENSING/CERTIFICATIONS	FUHS, PATRICK	PARAMEDIC LICENSE REIMBURSEMENT	40.00
101-25330-51652	TRAINING AND MEETINGS	NORTHWEST COMMUNITY HOSPITAL	EMS INSTANTATION AND ADMIN FEES	2,925.00
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL 1/18	54.17
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL 1/31	136.68
101-25330-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	BROWN BAGS FOR EMS	28.99
		Total For Dept 25330 FIRE EMS		3,184.84
Dept 25340 FIRE SPECIAL RESCUE				
101-25340-53211	OTHER SUPPLIES	AFC INTERNATIONAL, INC	TWO SENSOR O2 (W/ PINS)	238.57
101-25340-53211	OTHER SUPPLIES	AFC INTERNATIONAL, INC	GAS MONITOR - H2S SENSOR INSTALL	258.77
		Total For Dept 25340 FIRE SPECIAL RESCUE		497.34
Dept 25350 FIRE FIRE PREVENTION BUREAU				
101-25350-51654	MEMBERSHIPS & SUBSCRIP	NATIONAL FIRE PROTECTION ASSN.	NFPA ELECTRONIC SUBSCRIPTION - KLEINHEINZ	1,575.00
101-25350-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	94.09
		Total For Dept 25350 FIRE FIRE PREVENTION BUREAU		1,669.09
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
101-28001-52111	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE INC	SEMI-ANNUAL ELEVATOR INSP - 777 CHURCH	43.00
101-28001-52111	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE INC	SEMI-ANNUAL ELEVATOR INSPECTION	1,032.00
101-28001-52111	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE INC	SEMI-ANNUAL ELEVATOR INSPECTION	172.00
101-28001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	134.88
101-28001-53210	SMALL TOOLS & EQUIP	CASPER TRUE VALUE HARDWARE INC	THERMOMETER-TOOLS	4.99
		Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		1,386.87
Dept 36001 PUBLIC WORKS ADMINISTRATION				
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 01/28	58.44
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 02/04	33.28
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 01/28	85.28

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 02/04	53.27
101-36001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	PD SPRINKLER SYSTEM MAINT	544.80
101-36001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	FD SPRINKLER SYSTEM MAINT	205.00
101-36001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	505 SPRINKLER SYSTEM MAINT	195.00
101-36001-52701	MAINT-BLDGS & GROUNDS	MC GINTY BROS., INC.	HAZARD TREE REMOVAL	7,500.00
101-36001-52701	MAINT-BLDGS & GROUNDS	METRO DOOR & DOCK, INC	505 OVERHEAD DOOR REPAIR	390.00
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHEREEN PEST MANAGEMENT SERVIC	PW PEST CONTROL - FEB	49.00
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHEREEN PEST MANAGEMENT SERVIC	PD PEST CONTROL - FEB	93.00
101-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	LOT 42 - 1043 PARTRIDGE LN	37.10
101-36001-53203	TELEPHONE & DATA SVCS	VERIZON WIRELESS LLC	LOT 42 LIFT ALARM	18.02
101-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	134.88
101-36001-53209	UNIFORMS	AMAZON.COM, INC	SAFETY FACE SHIELDS	83.11
101-36001-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	MAILBOX MATERIALS	215.11
101-36001-53211	OTHER SUPPLIES	TOPA, EDWARD	REF - 2021 MAILBOX DAMAGE	50.00
101-36001-53401	CUSTODIAL SUPPLIES	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES	29.94
101-36001-53405	BLDG & GROUNDS SUPPLIES	APPLIANCEPARTSPROS.COM 877-477-7	LID LOCK SERVICE KIT	83.43
101-36001-53405	BLDG & GROUNDS SUPPLIES	SUPPLYHOUSE.COM 888-757-4	505 RECIRC PUMP	624.00
101-36001-53405	BLDG & GROUNDS SUPPLIES	CITY ELECTRIC SUPPLY	SHIPPING FEES	58.92
101-36001-54305	EMPLOYEE EXAMS	ADVOCATE OCCUPATIONAL HEALTH	EMPLOYEE TESTING	212.00
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	VH WASTE PIPE	17.83
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES	20.77
101-36001-53407	EQUIP MAINT PART&SUPPLIE	DULTMEIER SALES LLC	DEICING TANK FITTINGS	440.42
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		11,232.60
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
101-36420-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 01/28	61.78
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	200 S RAND RD	78.48
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	PAULUS - TEMP2	689.61
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	PAULUS - TEMP	2,137.77
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	7 E MAIN ST	51.39
101-36420-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	BC A WATER LINES	17.67
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	PAULUS PARK PORT-O-POTTY	124.36
		Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE		3,161.06

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 36471 PUBLIC WORKS FLEET SERVICES				
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 01/28	114.83
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 02/04	46.17
101-36471-52703	MAINT-VEHICLES	ATLAS BOBCAT, LLC	TRACK REPAIR	4,255.98
101-36471-52704	MAINT-EQUIPMENT	NAPA AUTO PARTS	REGULATOR	104.97
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	BOLTS	0.79
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	CORD	19.80
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	GAS CYLINDER	4.79
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	HARDWARE	3.00
101-36471-53211	OTHER SUPPLIES	GEIB INDUSTRIES INC	HYDRAULIC HOSE	315.44
101-36471-53211	OTHER SUPPLIES	NAPA AUTO PARTS	ADAPTER	5.12
101-36471-53401	CUSTODIAL SUPPLIES	CASPER TRUE VALUE HARDWARE INC	SOAP	9.37
101-36471-53401	CUSTODIAL SUPPLIES	GRAINGER	PADS	61.56
101-36471-53406	AUTO PARTS & SUPPLIES	ACME TRUCK BRAKE & SUPPLY CO	BRAKE CHAMBERS 323	106.18
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	TPMS SENSOR	108.96
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	111.20
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BULB	3.20
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BATTERY	123.39
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	GAS CAP	14.49
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	PLUG BOOT	11.61
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	GRID GLUE	12.25
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BATTERY	127.69
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	177.33
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	SPARK PLUGS	37.50
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - CORE DEP	(36.00)
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - CORE DEP	(18.00)
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BATTERY	246.78
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	164.07
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FUSE HOLDER	22.14
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	TPMS SENSOR	159.96
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	TPMS SENSOR	37.97
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BATTERY	148.17

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	WIPER BLADES	22.74
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - CORE DEPOSIT	(18.00)
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - RTN BELT	(16.27)
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - SENSOR TPMS	(159.96)
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTER	33.87
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BATTERY	123.39
101-36471-53406	AUTO PARTS & SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	BULB	10.78
101-36471-53406	AUTO PARTS & SUPPLIES	POMP'S TIRE SERVICE	TIRES 243	588.16
101-36471-53406	AUTO PARTS & SUPPLIES	RAY O'HERRON COMPANY INC.	KNOB	36.01
101-36471-53406	AUTO PARTS & SUPPLIES	RAY O'HERRON COMPANY INC.	PHONE CRADLE 292	85.29
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ORDERTREE 187-75007	PUMP PARTS	17.05
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ARLINGTON POWER EQUIPMENT	POLE SAW DRIVER	9.13
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ATLAS BOBCAT, LLC	HARNESS	318.46
101-36471-53407	EQUIP MAINT PART&SUPPLIE	BONNELL INDUSTRIES INC	SPACER BLOCK	109.93
101-36471-53407	EQUIP MAINT PART&SUPPLIE	BONNELL INDUSTRIES INC	SENSOR	455.23
101-36471-53407	EQUIP MAINT PART&SUPPLIE	BURRIS EQUIPMENT COMPANY	HYDRAULIC OIL	29.51
101-36471-53407	EQUIP MAINT PART&SUPPLIE	CASPER TRUE VALUE HARDWARE INC	ROD	3.49
101-36471-53407	EQUIP MAINT PART&SUPPLIE	CASPER TRUE VALUE HARDWARE INC	C CLIP RING	6.06
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	LENS	11.65
101-36471-53407	EQUIP MAINT PART&SUPPLIE	DULTMEIER SALES LLC	COUPLER	41.23
101-36471-53407	EQUIP MAINT PART&SUPPLIE	FASTENAL COMPANY	PLOW HARDWARE	518.00
101-36471-53407	EQUIP MAINT PART&SUPPLIE	GEIB INDUSTRIES INC	HYDRAULIC HOSE	398.70
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	SPLIT LOOM	14.50
101-36471-53407	EQUIP MAINT PART&SUPPLIE	R.A. ADAMS ENTERPRISES, INC.	SOLENOID PLOW	18.20
101-36471-53407	EQUIP MAINT PART&SUPPLIE	R.A. ADAMS ENTERPRISES, INC.	SOLENOID	18.20
101-36471-53407	EQUIP MAINT PART&SUPPLIE	SPRING ALIGN OF PALATINE	PLOW BLADE	290.00
101-36471-53418	LUBRICANTS & FLUIDS	BURRIS EQUIPMENT COMPANY	HYDRAULIC OIL	103.12
101-36471-53418	LUBRICANTS & FLUIDS	KELLER-HEARTT OIL., INC	15 W 40 OIL	1,747.30
101-36471-53418	LUBRICANTS & FLUIDS	NAPA AUTO PARTS	DEF	134.76
101-36471-53418	LUBRICANTS & FLUIDS	NAPA AUTO PARTS	FILTERS	112.30
101-36471-53418	LUBRICANTS & FLUIDS	NAPA AUTO PARTS	GREASE	82.09
Total For Dept 36471 PUBLIC WORKS FLEET SERVICES				11,645.63

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

Page 9 of 15

**\$263,139.99**

<i><b>GL Number</b></i>	<i><b>GL Desc</b></i>	<i><b>Vendor</b></i>	<i><b>Invoice Description</b></i>	<i><b>Amount</b></i>
Dept 67001 RECREATION ADMINISTRATION				
101-67001-53207	PRINTING-STATIONERY/FORM	JMK DESIGN, LTD	SPRING SUMMER BROCHURE DESIGN	4,720.00
		Total For Dept 67001 RECREATION ADMINISTRATION		4,720.00
Dept 67935 RECREATION DANCE				
101-67935-52115	RECREATION PROGRAM SERVICE	ZOOM.US 888-799-9	VIRTUAL DANCE CLASS	29.98
101-67935-53211	OTHER SUPPLIES	AMAZON.COM, INC	BC FLOORING TAPE	148.30
101-67935-53211	OTHER SUPPLIES	GLOBAL EQUIPMENT COMPANY, INC	BC FLOORING	1,214.64
101-67935-53211	OTHER SUPPLIES	REVOLUTION DANCEWEAR	APA RECITAL COSTUMES	4,204.35
		Total For Dept 67935 RECREATION DANCE		5,597.27
Dept 67965 RECREATION ATHLETICS				
101-67965-52115	RECREATION PROGRAM SERVICE	ON COURSE RIDING ACADEMY	HORSE LOVERS 1 PARTICIPANT	192.50
		Total For Dept 67965 RECREATION ATHLETICS		192.50
Dept 67975 RECREATION SPECIAL INTERESTS/EVENTS				
101-67975-52115	RECREATION PROGRAM SERVICE	MORETTI, KATHRYN A.	GUITAR & UKULELE 5 - WTR I	712.50
		Total For Dept 67975 RECREATION SPECIAL INTERESTS/EVENTS		712.50
<b>Total For Fund 101 GENERAL</b>				<b>142,409.19</b>
<b>Fund 202 MOTOR FUEL TAX</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
202-36001-52701	MAINT-BLDGS & GROUNDS	MEADE, INC	MN STREET SIGNAL MAINT	200.00
202-36001-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	STREETLIGHT ELECTRIC	463.09
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	45 S OLD RAND RD	30.04
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	280 CLAIRVIEW DR	34.22
202-36001-53405	BLDG & GROUND MAINT SUPP	CARGILL SALT	ROAD SALT - 01/19	8,262.31
202-36001-53405	BLDG & GROUND MAINT SUPP	CARGILL SALT	ROAD SALT - 01/19	22,245.53
202-36001-53405	BLDG & GROUND MAINT SUPP	CARGILL SALT	ROAD SALT - 01/19	1,145.66

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
202-36001-53405	BLDG & GROUND MAINT SUPP	GASAWAY DISTRIBUTORS INC.	LIQUID CALLCIUM CHLORIDE	2,797.44
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		35,178.29
		<b>Total For Fund 202 MOTOR FUEL TAX</b>		<b>35,178.29</b>
<b>Fund 207 SPECIAL EVENTS FUND</b>				
Dept 67600 RECREATION SPECIAL EVENTS ADMIN				
207-67600-53212	PROGRAM SUPPLIES	SIGNUPGENIUS WWW.SIGNUP	RECREATION SIGN UP - JAN 2021	9.99
207-67600-53212	PROGRAM SUPPLIES	SIGNUPGENIUS WWW.SIGNUP	RECREATION SIGN UP - FEB 2021	9.99
		Total For Dept 67600 RECREATION SPECIAL EVENTS ADMIN		19.98
		<b>Total For Fund 207 SPECIAL EVENTS FUND</b>		<b>19.98</b>
<b>Fund 227 DISPATCH CENTER</b>				
Dept 24220 POLICE DISPATCH				
227-24220-53209	UNIFORMS	GALL'S, LLC	KULIG - SOCKS, SHIRTS	283.47
		Total For Dept 24220 POLICE DISPATCH		283.47
		<b>Total For Fund 227 DISPATCH CENTER</b>		<b>283.47</b>
<b>Fund 401 VILLAGE CAPITAL PROJECTS</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
401-36001-55251	LAND IMPROVEMENTS	HITCHCOCK DESIGN INC	PAULUS PARK PLANNING - OSLAD	1,500.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		1,500.00
		<b>Total For Fund 401 VILLAGE CAPITAL PROJECTS</b>		<b>1,500.00</b>

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

Page 11 of 15

**\$263,139.99**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
<b>Fund 405 NHR CAPITAL PROJECTS</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
405-36001-53405	BLDG & GROUND MAINT SUPP	K-TECH SPECIALTY COATINGS, INC	SNOW AND ICE MATERIALS	6,482.03
405-36001-55253	INFRASTRUCTURE IMPROVEMT	SOIL ENG & TESTING CONSULTANTS, LLC	ENGINEERING SERVICES	7,762.00
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				14,244.03
<b>Total For Fund 405 NHR CAPITAL PROJECTS</b>				<b>14,244.03</b>
<b>Fund 501 WATER &amp; SEWER</b>				
Dept 00000				
501-00000-21206	WATER BILLING REFUNDS	WRI PROPERTY MANAGEMENT	UB REF - 1214 ERIC LN - FINAL	53.74
501-00000-21206	WATER BILLING REFUNDS	OAKWOOD & 22LZ, LLC	UB REF - 690 E RTE 22	146.87
Total For Dept 00000				200.61
Dept 36001 PUBLIC WORKS ADMINISTRATION				
501-36001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	LEGAL SERVICES THRU 12/31/2020	575.00
501-36001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - FEB 2021	622.06
501-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	991.91
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 01/28	26.52
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 02/04	54.48
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				2,269.97
Dept 36530 PUBLIC WORKS WATER BILLING				
501-36530-52111	OTHER PROFESSIONAL SVCS	DATAPROSE, LLC	WATER BILL PROCESSING - JAN 2021	737.12
501-36530-53206	POSTAGE & SHIPPING	DATAPROSE, LLC	WATER BILL PROCESSING - JAN 2021	2,845.45
Total For Dept 36530 PUBLIC WORKS WATER BILLING				3,582.57
Dept 36550 PUBLIC WORKS WATER SERVICE				
501-36550-52607	WATER SAMPLE ANALYSIS	SUBURBAN LABORATORIES, INC.	WATER SAMPLE ANALYSIS - JAN	639.50
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #9	1,924.19
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #10	6,191.53

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #11	193.11
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #12	5,897.58
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #7	2,126.46
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #8	5,481.12
501-36550-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	COPY METER ROOM KEY/600-710 E. RT 22	0.99
501-36550-53211	OTHER SUPPLIES	HACH COMPANY	CHLORINE REAGENT	326.98
501-36550-53410	METERS PARTS & SUPPLIES	CASPER TRUE VALUE HARDWARE INC	PLUMBING SUPPLIES/PLUGS FOR METER REMOVAL	18.36
501-36550-53413	DISTRIBUTION SYS REPAIR	CASPER TRUE VALUE HARDWARE INC	ROUNDWAY/B-BOX INSULATION	36.99
501-36550-53413	DISTRIBUTION SYS REPAIR	MID AMERICAN WATER OF WAUCONDA IL	SARAH ADAMS 6" VALVE REPLACEMENT	395.00
501-36550-53413	DISTRIBUTION SYS REPAIR	VOLLMAR CLAY PRODUCTS CO	VALVE VAULT RISER/RT 12	84.00
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #8	2,356.03
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #12	2,347.20
Total For Dept 36550 PUBLIC WORKS WATER SERVICE				28,019.04
Dept 36560 PUBLIC WORKS SEWER SERVICE				
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	HYDRO SULFIDE REDUCTION - QUENTIN PUMP STA	2,549.16
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	HYDRO SULFIDE REDUCTION - NW PUMP STA	1,533.67
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	FLOW CONTROL	43.03
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	VACUUM PRIME	27.96
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	VACUUM PRIME	29.03
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT - 805 CHURCH	24.60
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1115 BETTY DR	39.05
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1297 BERKSHIRE LN	198.51
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 719 CYPRESS BRIDGE RD	48.66
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1150 DEERPATH RD	53.80
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1100 QUENTIN RD	1,029.72
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1005 MARCH ST	98.26
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1160 BRISTOL TRAIL	148.43
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 700 OLD MILL GROVE RD	63.90
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 620 CHURCH ST	259.59
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 61 W MAIN ST	47.93
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 90 S PLEASANT RD	88.88
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 750 N RAND RD	1,591.14



**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

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501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 825 W MAIN ST	322.35
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1080 HONEY LAKE RD	38.54
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1160 THORNDALE	366.52
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1160 THORNDALE	632.24
Total For Dept 36560 PUBLIC WORKS SEWER SERVICE				9,234.97
<b>Total For Fund 501 WATER &amp; SEWER</b>				<b>43,307.16</b>
<b>Fund 601 MEDICAL INSURANCE</b>				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
601-10001-52340	MEDICAL ADMIN FEE	BASIC	FSA PLAN - JAN 2021	97.65
601-10001-52340	MEDICAL ADMIN FEE	BASIC	COBRA PLAN - JAN 2021	102.00
Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				199.65
<b>Total For Fund 601 MEDICAL INSURANCE</b>				<b>199.65</b>
<b>Fund 603 RISK MANAGEMENT</b>				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
603-10001-52114	LIABILITY INSURANCE CLAIMS	ADVOCATE OCCUPATIONAL HEALTH	EMPLOYEE TESTING	112.00
603-10001-52114	LIABILITY INSURANCE CLAIMS	ADVOCATE OCCUPATIONAL HEALTH	EMPLOYEE SCREENINGS	56.00
Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				168.00
<b>Total For Fund 603 RISK MANAGEMENT</b>				<b>168.00</b>
<b>Fund 710 PERFORMANCE ESCROW</b>				
Dept 00000				
710-00000-18651	PROJECT FEES SUSPENSE	KLEIN THORPE & JENKINS	REVISED INVOICE FROM JULY 2020 - CANTEBURY	(462.00)
710-00000-18651	PROJECT FEES SUSPENSE	KLEIN THORPE & JENKINS	LEGAL SERVICES THRU 12/31/2020	1,259.00
710-00000-18651	PROJECT FEES SUSPENSE	PADDOCK PUBLICATIONS INC.	LEGAL ADS - JANUARY 2021 PZC	254.15
710-00000-21455	BUILDING DEPOSIT PAYABLES	ABC PLUMBING, HEATING, COOLING & EL	BD PAYMENT REF - PERMIT #PB21-0007	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	ALLIED AIR CONDITIONING & HEAT	BD PAYMENT REF - PERMIT #PB20-1376	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	AURORA SIGN COMPANY	BD PAYMENT REF - PERMIT #PB20-0066	105.00

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 2/16/2021

**\$263,139.99**

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710-00000-21455	BUILDING DEPOSIT PAYABLES	BROWN, MICHAEL E & HARRIS, BROOKE	BD PAYMENT REF - PERMIT #PB20-1433	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	CASE, RICHARD	BD PAYMENT REF - PERMIT #PB21-0009	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	CLARK, BRIANNA	BD PAYMENT REF - PERMIT #PB20-1441	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	CLARK, ROBERT J & LYNN M	BD PAYMENT REF - PERMIT #PB20-0628	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	D & H CONSTRUCTION MANAGEMENT LLC	BD PAYMENT REF - PERMIT #PB20-0641	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	EDWARDS, JACK & JELENA	BD PAYMENT REF - PERMIT #PB20-0627	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	FELDCO FACTORY	BD PAYMENT REF - PERMIT #PB20-1372	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	HUNTER, MARK & CATHERINE	BD PAYMENT REF - PERMIT #PB20-1234	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	HUNZINGER WILLIAMS INC	BD PAYMENT REF - PERMIT #PB20-0075	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	JOHNS, EMILY	BD PAYMENT REF - PERMIT #PB20-1196	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	LANDMARK EXTERIORS	BD PAYMENT REF - PERMIT #PB20-1064	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	MULLER EXTERIORS	BD PAYMENT REF - PERMIT #PB20-1287	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	NEXT DOOR AND WINDOW	BD PAYMENT REF - PERMIT #PB20-1375	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	RENEWAL BY ANDERSEN LLC	BD PAYMENT REF - PERMIT #PB21-0003	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	RENEWAL BY ANDERSEN LLC	BD PAYMENT REF - PERMIT #PB20-1281	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	RETHINK ELECTRIC	BD PAYMENT REF - PERMIT #PB19-0452	100.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	VOTTERO, LINDA	BD PAYMENT REF - PERMIT #PB19-0858	100.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	WM. A. RANDOLPH, INC.	BD PAYMENT REF - PERMIT #PB20-1276	510.00
710-00000-25207	RECAPTURE FEE DEPOSITS	ROBERT E. HUMMEL CONSTRUCTION	RECAPTURE FEE - 30 LINDEN RD	2,397.15
710-00000-25207	RECAPTURE FEE DEPOSITS	ROBERT E. HUMMEL CONSTRUCTION	RECAPTURE FEE - 40 LINDEN RD	2,397.15
710-00000-25207	RECAPTURE FEE DEPOSITS	ROBERT E. HUMMEL CONSTRUCTION	RECAPTURE FEE - 60 LINDEN RD	2,397.15
710-00000-25207	RECAPTURE FEE DEPOSITS	ROBERT E. HUMMEL CONSTRUCTION	RECAPTURE FEE - 87 LINDEN RD	12,923.22
710-00000-25208	LANDSCAPING REVIEW DEPOSITS	WARDANIAN, ROBERT	TRAFFIC/LANDSCAPE ANALYSIS DEPOSIT REF - DON	458.40
710-00000-25209	TRAFFIC ANALYSIS DEPOSITS	ROBERT E. HUMMEL CONSTRUCTION	TRAFFIC ANALYSIS REF - HUMMEL CUSTOM	500.00
710-00000-25209	TRAFFIC ANALYSIS DEPOSITS	ROBERT E. HUMMEL CONSTRUCTION	TRAFFIC ANALYSIS REF - 23880 MIDLOTHIAN (BROC	500.00
710-00000-25209	TRAFFIC ANALYSIS DEPOSITS	WARDANIAN, ROBERT	TRAFFIC/LANDSCAPE ANALYSIS DEPOSIT REF - DON	450.00
Total For Dept 00000				25,674.22
<b>Total For Fund 710 PERFORMANCE ESCROW</b>				<b>25,674.22</b>





*At the Heart of Community*

OFFICE OF THE VILLAGE MANAGER

70 East Main Street  
Lake Zurich, Illinois 60047

(847) 438-5141  
LakeZurich.org

AGENDA

5C

**MEMORANDUM**

Date: February 9, 2021  
To: Ray Keller, Village Manager *RK*  
From: Kyle Kordell, Assistant to the Village Manager  
Copy: Mike Brown, Public Works Director  
Subject: **Resolution for Construction in State Right-of-Ways**

**Issue:** The Illinois Department of Transportation (IDOT) requests adoption of the proposed Resolution in order to expedite the issuance of IDOT permits to conduct work in State-maintained right-of-ways, including emergency work on broken water mains or sewers. Doing so will save time and effort as well as reduce associated paperwork.

**Analysis:** Illinois Statutes require that any person, firm or corporation desiring to do work in State right-of-ways must first obtain a written permit to ensure that all work is completed in accordance with State specifications and that the right of way is properly restored. For permit work to be performed by employees of a municipality, a resolution is acceptable in lieu of a surety bond. This Resolution will be enacted for a period of two years.

This resolution does not relieve contractors hired by the municipality from conforming to the normal bonding requirements nor from obtaining permits.

**Recommendation:** Approval of the proposed Resolution.

w/Attachments: Resolution for Construction in State of Illinois Department of Transportation Highways and Right of Ways

**VILLAGE OF LAKE ZURICH**  
**RESOLUTION NO. 2021-02-\_\_\_\_\_**



**A RESOLUTION FOR CONSTRUCTION IN STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION HIGHWAYS AND RIGHT OF WAYS**

**WHEREAS**, the Village of Lake Zurich, hereinafter referred to as “MUNICIPALITY,” located in the County of Lake, State of Illinois, desires to undertake, in the calendar years 2022 - 2024, the location, construction, operation, and maintenance of driveways and street returns, water mains, sanitary and storm sewers, street lights, traffic signals, sidewalks, landscaping, etc. on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as “Department,” and,

**WHEREAS**, an individual working permit must be obtained from the Department prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person or firm under contract and supervision of the MUNICIPALITY.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Lake Zurich:

**SECTION ONE:** That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with the conditions of the permit to be granted by the Department, and MUNICIPALITY shall hold State of Illinois harmless during the prosecution of such work, and shall assume all liability for damages to person or property due to accidents or otherwise by reason of the work which is to be performed under the provisions of said permit.

**SECTION TWO:** That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY.

**SECTION THREE:** This Resolution shall be in full force and effect from and after its passage and approval, in the manner provided by law.

APPROVED this \_\_\_\_\_ day of February, 2021.

AYES:

NAYS:

ABSENT:

ADOPTED this \_\_\_\_\_ day of February, 2021.

By: \_\_\_\_\_  
Thomas Poynton, Village President

SEAL

ATTEST:

\_\_\_\_\_  
Kathleen Johnson, Village Clerk



*At the Heart of Community*

PARKS AND RECREATION DEPARTMENT

200 South Rand Road  
Lake Zurich, Illinois 60047

(847) 438-5146  
LakeZurich.org

AGENDA  
50

**MEMORANDUM**

Date: February 16, 2021  
To: Ray Keller, Village Manager *RK*  
From: Bonnie Caputo, Recreation Director  
Subject: **Updated Special Event Road Closures for Stephen Siller Tunnel to Towers**

**Issue:** The Stephen Siller Tunnel to Towers 5K event was previously approved by the Village Board to hold their annual event on June 13, 2021 at Paulus Park. Due to the pandemic and current restrictions, they have requested to move their event to operate on Sunday, October 3, 2021 at Paulus Park. The proposed resolution authorizes a request to the Illinois Department of Transportation to close a portion of Route 22 and Route 12 from the hours of 8am-11am on October 3, 2021.

**Analysis:** The Illinois Highway Code authorizes the Illinois Department of Transportation to issue permits to local authorities to temporarily close portions of State highways for such public purposes or needs as races, parades and local celebrations. During closure, the Village assumes full responsibility for direction, protection and regulation of the traffic and all liabilities for damages due by the closing.

**Recommendation:**

Approval of the attached updated resolution.

w/Attachments: Resolution for the Stephen Siller Tunnel to Towers



**VILLAGE OF LAKE ZURICH**  
**RESOLUTION NO. 2021-02-\_\_\_\_\_**



**STEPHEN SILLER TUNNEL TO TOWERS 5K RACE ROUTE- 2021**

**WHEREAS**, the Stephen Siller Tunnel to Towers is coordinating a 5K to be held on Sunday, October 3, 2021 in the Village of Lake Zurich; and

**WHEREAS**, the race will require the temporary closing of the following highways in the Village of Lake Zurich;

- A. right westbound lane of Route 22 (from Whitney Road to West Main Street)
- B. westbound lane of Main Street (from Route 22 to Lions Drive)
- C. northbound lane on North Old Rand Road (Main Street to Parkway Ave)

**WHEREAS**; Section 4-408 of the Illinois Highway Code authorizes the Illinois Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes or needs as parades and local celebrations;

**NOW, THEREFORE, BE IT RESOLVED**, by the President and Board of Trustees of the Village of Lake Zurich that permission to close the above routes between the hours of 8:00 am to 11:00 am on Sunday, October 3, 2021 be requested of the Illinois Department of Transportation.

**BE IT FURTHER RESOLVED**, that if such permission is granted by the Illinois Department of Transportation, all highway traffic during the periods of time specified shall be re-routed over the following routes:

- A. Traffic wishing to travel southbound on North Old Rand Road will continue southbound US Route 12 to Route 22,
- B. Traffic wishing to travel northbound on North Old Rand Road will continue westbound on Route 22 to US Route 12
- C. Two lanes of traffic will be maintained on all parts of Route 22.

**BE IT FURTHER RESOLVED**, that if such permission is granted by the Illinois Department of Transportation, to the extent required by Section 4-408 of the Illinois Highway Code, and without waiving its rights under other statutes, the Village of Lake Zurich assumes full responsibility for the direction, protection and regulation of the traffic affected by the detours during is in effect, as well as all liabilities arising from damages



proximately caused by the closing of the State Highway, and if it is further agreed that efficient all weather detours will be maintained to the satisfaction of the Department and conspicuously marked for the benefit of traffic diverted from the State Highway.

***BE IT FURTHER RESOLVED***, that a copy of this resolution be forwarded to the Illinois Department of Transportation Traffic/Permit Section to serve as a formal request for the permission sought in the resolution.

***ADOPTED*** by the Board of Trustees of the Village of Lake Zurich this \_\_\_\_\_day of 2021.

ATTEST:

\_\_\_\_\_  
Thomas Poynton, Village President

\_\_\_\_\_  
Kathleen Johnson, Village Clerk



*At the Heart of Community*

POLICE DEPARTMENT

200 Mohawk Trail  
Lake Zurich, Illinois 60047

(847) 719-1690  
LakeZurich.org

AGENDA ITEM

5E

MEMORANDUM

Date: February 9, 2021

To: Ray Keller, Village Manager *RK*

From: Steven D. Husak, Police Chief

Subject: **Lake Zurich/Lake County Emergency Telephone System Board Lease Agreement**

**Issue:** Due to space limitations in their current facility, the Lake County Emergency Telephone System Board (LCETSB) has inquired with partner agencies regarding available office space. Lake Zurich has been a LCETSB member for many years and currently houses LCETSB equipment at the police department facility.

**Village Strategic Plan:** Entering into the attached agreement is consistent with the following goals and objectives of the Strategic Plan:

Goal # 1 **Fiscal Sustainability**

- J – Identify opportunities to provide services to other agencies

Goal # 4 **Service Sustainability**

- D – Identify methods of alternative service delivery

**Analysis:** LCETSB is charged with providing management and operation of the regional 9-1-1 system. LCETSB operates an office in Volo which accommodates LCETSB staff for daily operations and housing of equipment providing public safety services. LCETSB is funded from the 9-1-1 surcharges on area phone bills, which is then used to support their operations and to invest in related operating systems, such as our shared computer-aided dispatch (CAD) system.

LCETSB has recently approved additional staffing which has created the need for additional space for their operations. The Lake Zurich Police Department facility contains space that could function as a second office location for LCETSB operations.

LCETSB will likely be a critical partner in the regional 9-1-1 consolidation planning project underway in Lake County. We believe having their staff in our police facility will help Lake

Zurich remain relevant and necessary in the field of public service answering points. If the agreement is approved, some minor modifications to the existing space will be required and would be funded by LCETSB. There are no costs to the Village from this proposed arrangement.

**Recommendation:** Approve a lease agreement with the Lake County Emergency Telephone System Board for the use of space in the Lake Zurich Police Department facility.

### LEASE AGREEMENT

This lease agreement ("**Agreement**"), is between the Lake County Emergency Telephone System Board ("**LCETSB**"), having those duties, powers and functions as provided under the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*) and county ordinance, and the Village of Lake Zurich, an Illinois municipal corporation ("**Lake Zurich**").

WHEREAS, the LCETSB administrative offices need additional office space within which to perform its staff responsibilities in operating the LCETSB 9-1-1 system; and

WHEREAS, Lake Zurich has surplus space in its police department headquarters building located at 200 Mohawk Trail, Lake Zurich, hereinafter "**Department**"; and

WHEREAS, Lake Zurich and the LCETSB have an ongoing partnership through which the LCETSB provides services to Lake Zurich and, in return, Lake Zurich allows the LCETSB to use space in the Department for the LCETSB's services; and

WHEREAS, the LCETSB has the authority under 50 ILCS 750/35 to expend 9-1-1 surcharge money to pay for costs that include those attributable directly to the construction, leasing, or maintenance of any buildings or facilities in order to operate a 9-1-1 system.

NOW, THEREFORE, in consideration of the foregoing and the covenants contained herein, the parties hereby agree as follows:

1) Lake Zurich shall:

- a) Provide to the LCETSB the following dedicated working space, including utility service for the space (electric, heating, and air conditioning), along with reasonable access to and from the space and to the general common area space and facilities for employees pursuant to Lake Zurich's existing security protocols. Access to and from any authorized LCETSB equipment installations will follow existing safety access procedures and guidelines. The space and its access points (together, "**Premises**") is located in the Lake Zurich police department headquarters at 200 Mohawk Trail, Lake Zurich Illinois, 60047, and the specific spaces are identified as:
  - (1) office #217;
  - (2) office #239; and
  - (3) best efforts will be made to accommodate additional server space in room #240 (the telecommunications room), where existing LCETSB equipment is housed.

- b) Allow the LCETSB to install and use its needed connections to communications systems, as well as any other connections necessary for the completion of the Premises and the proper operation of the LCETSB's administration of its 9-1-1 system.
  - c) Contract for and direct the remodeling tasks to incorporate the LCETSB's office configuration that includes office and desk space and computer/telecommunications equipment installation for LCETSB employees. Lake Zurich affirms that the construction contracts will contain appropriate provisions for insurance and indemnification during the remodeling phase and that there will be compliance with any and all applicable local, state and federal laws and regulations including, but not limited to, the Illinois Prevailing Wage Act (820 ILCS 130/1 *et seq.*) and the Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01 *et seq.*);
  - d) Keep the inside and outside of the Department clean and well maintained, including the improvements of which the Premises is a part, the common areas, parking areas, walks, driveways, sewer and water lines, heat, air-conditioning, elevator, entrances, exterior walls, roof, windows, and doors.
  - e) Not be liable for damages resulting from interruption of, failure of or delay in furnishing any service or utility, whether it is the responsibility of Lake Zurich or of others when the damages are caused by events beyond the reasonable control of Lake Zurich. Except in the case of either Lake Zurich's negligence or Lake Zurich's failure to perform any of its obligations under this Agreement, Lake Zurich shall not be liable in damages on account of any loss to LCETSB's personal property or equipment occasioned by the failure of the heating apparatus to heat the Premises sufficiently, by any defect or surge in the electric wiring or by reason of any latent defect in, around or about the Department, and shall maintain appropriate insurance to protect its own interest with respect to such risks. Lake Zurich agrees to secure a policy of public liability insurance for its entire Lake Zurich facility at 200 Mohawk Trail, Lake Zurich, Illinois, 60047 including the Premises, which will respond to claims for damages because of bodily injury or death of any person, as well as claims for property damage.
  - f) Immediately report to the LCETSB Executive Director any communication, electronic or system intrusions, risks, breaches that impact the common telecommunications network, facilities or systems in place in the Department and used by the LCETSB, that come to the attention of Lake Zurich or its staff.
- 2) In exchange for use of the Premises, the LCETSB shall:
- a) Reimburse Lake Zurich for the cost of remodeling its building, not to exceed the bid amount Lake Zurich previously provided to the LCETSB and dated Nov. 5, 2020, unless authorized by the contract for the work or proper change order approved by

LCETSB to prepare the Premises to accommodate the requirements of the LCETSB for its administration of the LCETSB 9-1-1 System. Such reimbursement will be paid pursuant to the provisions of the Local Government Prompt Payment Act (50 ILCS 505/1 *et seq.*).

- b) Be responsible for its own telephone and internet/data services including initial set up/connection costs and use and maintenance fees.
- c) Be responsible for the cleaning and maintenance of the interior of the office space.
- d) Use and occupy the Premises in a careful, safe and proper manner, to commit no waste and to keep Premises in a clean and safe condition in accordance with this Agreement and with all laws, regulations, orders, ordinances, and the lawful directions of proper public officers. The LCETSB agrees that the uses of the Premises shall be consistent with the current Lake Zurich standards of good operations.
- e) Not permit the accumulation of rubbish, trash, garbage or refuse in or around the Premises and will either remove same at the LCETSB's expense or use a service as Lake Zurich directs.
- f) Not create any openings in the roof or exterior walls, nor make any alterations or additions to the Premises without prior written consent of Lake Zurich.
- g) Not cause or permit any lien or encumbrance, whether created by act of the LCETSB, operation of law or otherwise, to attach to or be placed upon Lake Zurich's title or interest in the Premises. In case of any such lien attaching, the LCETSB shall immediately pay and remove such lien or furnish security or indemnify Lake Zurich in a manner satisfactory to Lake Zurich in its sole discretion to protect Lake Zurich against any defense or expense arising from such lien. Except during any period in which the LCETSB appeals any judgment or obtains a rehearing of any such lien, or in the event judgment is stayed, the LCETSB shall immediately pay any judgment rendered against Tenant, with all proper costs and charges, and shall have the lien released and any judgment satisfied.
- h) Be fully responsible for any damage to the Premises and personal property located within the Department and Premises unless directly caused by the negligent or willful conduct of Lake Zurich, ordinary wear and tear excepted. The LCETSB will also be fully responsible for all of its personal property located on Department property or within the Premises. The LCETSB will maintain the appropriate insurance coverage for all of the described purposes in this paragraph, including proper coverages to protect and indemnify Lake Zurich against internet-based risks related to errors and omissions, negligence regarding safeguarding data and communications, damages or losses to others caused by such acts or omissions, data and communications infrastructure, privacy, governance and control liability, or bodily injury and property damage where such injury, death or damage occurs, in whole or in part, because of or,

in any manner arising out of, or in connection with, the LCETSB's use of the Premises.

- i) Indemnify, defend, and hold Lake Zurich harmless against all liabilities, judgments, amounts paid in settlement, arbitration or mediation awards, costs, damages, and expenses (including reasonable attorney's fees, expenses, and court costs), whether such claim is related to or arises from personal injury or property damage which may be expended by or accrue against, be charged to, or be recovered from Lake Zurich or the LCETSB by reason of the LCETSB's performance of or failure to perform any of the LCETSB's obligations under this Lease, or the LCETSB's negligent acts or failure to act, or resulting from the acts or failure to act of the LCETSB's contractors, respective officers, directors, agents, or employees.
  - j) For those common use electronic connections, facilities, operating systems, hardware and software, the LCETSB will work with, coordinate, and install such security and operating measures and systems as are recommended as needed by the Lake Zurich communications and technology staff. Any communication, electronic or system intrusions, risks, breaches that impact the common telecommunications network, facilities or systems in place in the Department and used by the LCETSB, that come to the attention of the LCETSB or its staff, shall be immediately reported to Lake Zurich.
  - k) Not perform or permit, nor allow any of its staff, consultants or contractors, to engage in any practice that is injurious to the Premises, is illegal, or increases the rate of insurance on the Premises or Department. The LCETSB shall keep out of the Premises materials which cause a fire hazard or safety hazard and shall comply with reasonable requirements of Lake Zurich's fire insurance carrier.
  - l) Shall ensure that its invitees are supervised and abide by all conditions and terms of this Agreement. The LCETSB invitees shall always be deemed to be under the LCETSB's supervision while on the Premises or in the Department.
  - m) Not discriminate on the basis of race, color, sex, gender identity, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military discharge status, or source of income in the use or occupancy of the Premises or any part thereof. The LCETSB shall not use the Premises for any impermissible religious activities.
  - n) Comply with all reasonable rules and regulations in the operations of the Department including, but not limited to, any parking lot rules and regulations.
- 3) Both Parties agree:
- a) That the term of the Agreement will be for three (3) years, effective from the date it is signed by both Parties, to be automatically renewed for successive, one-year

terms unless either Party provides written notice of termination 30 days prior to the expiration of the then-current Agreement.

- b) Either Party may terminate the Agreement at any time and reason upon 90 (ninety) days prior written notice. Notice may be given by email to the officials listed below, at their then-current email address, but shall not be deemed received unless the recipient acknowledges receipt. In addition to or in lieu of email, all notices and other communications regarding the terms of this Agreement shall be in writing and shall be deemed received within three business days after being deposited in the U.S. Mail, proper postage prepaid, if properly addressed as follows, respectively:

**To Lake Zurich:**

Ray Keller  
Village Manager  
70 E. Main St.  
Lake Zurich, IL 60047  
Ph.: 847-438-5141  
Email: [ray.keller@lakezurich.org](mailto:ray.keller@lakezurich.org)

**To the LCETSB:**

Steven Winnecke  
Attn: Executive Director  
Lake County ETSB  
Ph.: 847-487-8163  
Email: [swinnecke@lakecounty911.org](mailto:swinnecke@lakecounty911.org)

Any change in the contact information above shall be communicated using the same notice provisions listed above.

- c) If the Agreement is terminated, the LCETSB, within 30 days and at its sole expense, shall remove furnishings and equipment and restore the Premises as nearly as possible to the condition they were in prior to taking possession. Non-standard improvements shall be removed as part of the LCETSB's restoration obligation unless Lake Zurich agrees in writing to leave them. The remodeling tasks referenced further above (to incorporate the LCETSB's office configuration) shall not be considered "non-standard" improvements.
- d) None of the terms or conditions of the Agreement shall be altered, modified, waived or abandoned unless they are completed in writing and are signed by both Parties.
- e) Nothing contained in this Agreement shall be deemed or construed by the parties hereto nor by any third party as creating the relationship of principal and agent or



of partnership or of joint venture between the parties hereto.

- f) This Agreement may be executed in counterparts, each of which shall constitute and be deemed as one and the same document.
- g) This Agreement shall be governed by the laws of Illinois, without giving effect to principles of conflict of laws, and all matters arising under this agreement, including all tort claims shall be brought only in the Nineteenth Judicial Circuit of Lake County, Illinois.

**Signed:**

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Village of Lake Zurich

By: \_\_\_\_\_  
Village President

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Lake County ETSB

By: \_\_\_\_\_  
Chair



*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

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

AGENDA ITEM  
5F

MEMORANDUM

**Date:** February 8, 2021  
**To:** Ray Keller, Village Manager *PK*  
**From:** Michael J. Brown, Director of Public Works  
**Subject:** **Contract Extension Suburban Concrete  
2021 Concrete Flatwork Program**

**Issue:** The FY 2021 budget includes \$175,000 for concrete curb and sidewalk repair in the Non-Home Rule Sales Tax Fund.

**Background:** The Village of Lake Zurich contracts out concrete repair work to address deteriorating sidewalk and curb and gutter in an ongoing effort to maintain and improve its infrastructure. Sidewalk repairs are an integral part of the Village's commitment to providing safe pedestrian routes, while curb and gutter repairs help maintain the flow of stormwater and prevent pavement deterioration in roadways.

**Village Strategic Plan:** This agenda item is consistent with the following Goals and Objectives of the Strategic Plan.

- **Goal #3 – Infrastructure:** *Identify means to enhance pedestrian mobility, such as sidewalks, bike paths, and recreational trails.*

**Analysis:** The Village Board awarded a contract with Suburban Concrete on July 15, 2019 for curb and sidewalk repair throughout the Village. The contract allows for two (2) additional one (1) year renewal periods subject to acceptable performance by both parties. Subsequent terms are limited to a two percent (2%) increase.

**Recommendation:** Award a contract for the 2021 Concrete Flatwork to Suburban Concrete of Mundelein, IL, in a not-to-exceed amount of \$175,000.

**W/Attachments:**

1. 2019 Concrete Bid Submittal – Suburban Concrete
2. 2021 Concrete Extension Agreement – Suburban Concrete

Suburban  
Concrete INC

## INVITATION FOR BIDS

RFB # 201.001003

### BID DOCUMENTS AND SPECIFICATIONS

### 2019 CONCRETE FLATWORK



---

VILLAGE OF LAKE ZURICH  
PUBLIC WORKS DEPARTMENT  
505 TELSER ROAD  
LAKE ZURICH, IL 60047  
(847) 540-1696

June 12, 2019



505 Telser Road  
Lake Zurich, IL 60047  
(847)540-1696

BID OPENING DATE: June 26, 2019  
TIME: 10:00 A.M. Local Time  
LOCATION: Village Hall  
70 E. Main St  
Lake Zurich, IL 60047

**Submit 1 original of  
the RFB response.**

**INVITATION TO BID CONTRACTOR INFORMATION**

COMPANY NAME: SUBURBAN Concrete INC.  
ADDRESS: 21227 W Commercial Dr  
CITY, STATE, ZIP CODE: Mundelein IL 60060

**2019 CONCRETE FLATWORK**  
per the specifications identified herein

Item No.	Items	Unit	Estimated Quantity*	Unit Price	Total
	<b>BASE BID</b>				
1	P.C.C. SIDEWALK REMOVAL AND REPLACEMENT (5-6")	SF	8,000	\$ <u>6.79</u>	\$ <u>54,320.00</u>
2	COMBINATION CONCRETE CURB & GUTTER REMOVAL AND REPLACEMENT (M3.12, B6.12)	LF	1,500	\$ <u>19.80</u>	\$ <u>29,700.00</u>
3	DETECTABLE WARNING FIELDS	EACH	30	\$ <u>180.00</u>	\$ <u>5400.00</u>
	<b>TOTAL BASE BID</b>			\$ <u>89,420.00</u>	
	<b>SUPPLEMENTAL BID ITEMS</b>				
	Items	Unit		Unit Price	
	P.C.C. DRIVEWAY COMBINATION CURB & GUTTER REMOVAL AND REPLACEMENT (M3.12, B6.12) **	LF	<u>22.00</u>	\$ <u>22.00</u>	
	P.C.C. DRIVEWAY SIDEWALK REMOVAL AND REPLACEMENT (6") **	SF	<u>7.00</u>	\$ <u>7.00</u>	
	MOBILIZATION FOR SUPPLEMENTAL WORK	LS	<u>7500.00</u>	\$ <u>1500.00</u>	

\*The estimated quantities listed in the bid table are for reference only.

\*\*Please see the special provisions for additional detail (pg. 22).

RFB # 201.001003  
2019 Concrete Flatwork

3


Due: June 26, 2019 10:00 AM

All work under this contract shall comply with the Prevailing Wage Rate Act of the State of Illinois, 820 ILCS 130/1 *et seq.* and Employment of Illinois Works on Public Works Act (30 ILCS 570/).

Any and all exceptions to these specifications MUST be clearly and completely indicated on the bid sheet. Attach additional pages if necessary.  
**NOTE TO BIDDERS:** Please be advised that any exceptions to these specifications may cause your bid to be disqualified. Submit bids by SEALED BID ONLY. Fax and e-mail bids are not acceptable and will not be considered.

THE SECTION BELOW MUST BE COMPLETED IN FULL AND SIGNED

The undersigned hereby certifies that they have read and understand the contents of this solicitation and agree to furnish at the prices shown any or all of the items above, subject to all instructions, conditions, specifications and attachments hereto. Failure to have read all the provisions of this solicitation shall not be cause to alter any resulting contract or to accept any request for additional compensation. By signing this bid document, the bidder hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended.

Authorized Signature:  Company Name: SUBURBAN CONCRETE INC.  
 Typed/Printed Name: John Leusink Date: 6-24-19  
 Title: PRESIDENT Telephone Number: 847-837-8805  
 E-mail: SUBURBANCONCRETE@comcast.net Fax Number: 847-837-8827

RFB # 201.001003  
 2019 Concrete Flatwork

4

Due: June 26, 2019 10:00 AM



**CONTRACTOR REFERENCES**

Please list below five (5) references for which your firm has performed similar work for municipalities as identified in Bidder Qualifications.

Municipality: CITY of DARIEN  
 Address: 1701 PLANTFIELD RD  
 City, State, Zip Code: DARIEN IL 60561  
 Contact Person/  
 Telephone Number: 630-852-5000 DAN GOMBAL  
 Dates of Service/Award  
 Amount: 2010 - 2019 750,000

Municipality: Village of Buffalo Grove  
 Address: 50 RAVEN BLVD  
 City, State, Zip Code: BUFFALO GROVE IL 60089  
 Contact Person/Telephone  
 Number: MARK BOERWOLF 847 777 6000  
 Dates of Service/Award  
 Amount: 2015 - 2018 200,000

Agency: BUILDERS PAUL  
 Address: 4413 ROOSEVELT RD  
 City, State, Zip Code: HILLSDALE IL 60162  
 Contact Person/  
 Telephone Number: STEVE SALINAS  
 Dates of Service/Award  
 Amount: LAKEVIEW 2018 250,000

Agency: SCHNEIDER ASPHALT  
 Address: MC HENRY  
 City, State, Zip Code: J.M. O'NESSY  
 Contact Person/  
 Telephone Number: Village of Canal Stream  
 Dates of Service/Award  
 Amount: 2018 600,000

Agency: FLORIS CONSTRUCTION  
 Address: 1101 BRANDT  
 City, State, Zip Code: HOFFMAN ESTATES  
 Contact Person/  
 Telephone Number: DAVE KENYON  
 Dates of Service/Award  
 Amount: Village of Canal Stream 2017 1.2 M


# DISQUALIFICATION OF CERTAIN BIDDERS

## PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

No person or business entity shall be awarded a contract or subcontract, for a stated period of time, from the date of conviction or entry of a plea or admission of guilt, if the person or business entity,

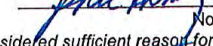
1. has been convicted of an act committed, within the State of Illinois or any state within the United States, of bribery or attempting to bribe an officer or employee in the State of Illinois, or any State in the United States in that officer's or employee's official capacity;
2. has been convicted of an act committed, within the State of Illinois or any state within the United States, of bid rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act 15 U.S.C.;
3. has been convicted of bid rigging or attempting to rig bids under the laws of the State of Illinois, or any state in the United States;
4. has been convicted of bid rotating or attempting to rotate bids under the laws of the State of Illinois, or any state in the United States;
5. has been convicted of an act committed, within the State of Illinois or any state in the United States, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and Clayton Act 15 U.S.C. Sec. 1 et seq.;
6. has been convicted of price-fixing or attempting to fix prices under the laws of the State of Illinois, or any state in the United States;
7. has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois or in any state in the United States;
8. has made an admission of guilt of such conduct as set forth in subsection (A) through (F) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to;
9. has entered a plea of nolo contendere to charges of bribery, price fixing, bid rigging, bid rotating, or fraud; as set forth in subparagraphs (A) through (F) above.

Business entity, as used herein, means a corporation, partnership, limited liability company trust, association, unincorporated business or individually owned business.

  
 (Signature of Officer if the Officer is an Individual)  
 (Signature of Partner if the Officer is a Partnership)  
 (Signature of Officer if the Officer is a Corporation)

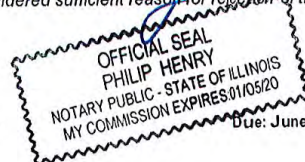
The above statements must be subscribed a sworn to before a notary public.

Subscribed and Sworn to this 24<sup>th</sup> day of June, 2019

  
 Notary Public  
 Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.

RFB # 201.001003  
 2019 Concrete Flatwork

25



Due: June 26, 2019 10:00 AM

**ANTI-COLLUSION AFFIDAVIT AND CONTRACTOR'S CERTIFICATION**

JOHN LEVERICK, being first duly sworn,  
deposes and says that he is President  
(Partner, Officer, Owner, Etc.)

of SUBURBAN CONCRETE INC.  
(Contractor)

The party making the foregoing proposal or bid, that such bid is genuine and not collusive, or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person; to fix the bid price element of said bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract. The undersigned certifies that he is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.

[Signature]  
(Name of Bidder if the Bidder is an Individual)  
(Name of Partner if the Bidder is a Partnership)  
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed a sworn to before a notary public.  
Subscribed and Sworn to this 24th day of JUNE, 2019

Phil Henry  
Notary Public  
OFFICIAL SEAL  
PHILIP HENRY  
NOTARY PUBLIC - STATE OF ILLINOIS  
MY COMMISSION EXPIRES 01/05/20

*Failure to complete and return this form may be considered sufficient reason for rejection of the bid.*

RFB # 201.001003  
2019 Concrete Flatwork

26

Due: June 26, 2019 10:00 AM




CONFLICT OF INTEREST
----------------------

JBW LEVENICK, hereby certifies that

it has conducted an investigation into whether an actual or potential conflict of interest exists between the bidder, its owners and employees and any official or employee of a Municipality identified herein.

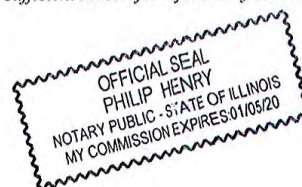
Bidder further certifies that it has disclosed any such actual or potential conflict of interest and acknowledges if bidder has not disclosed any actual or potential conflict of interest, the Village of Lake Zurich may disqualify the bid or void any award and acceptance.

  
 (Name of Bidder if the Bidder is an Individual)  
 (Name of Partner if the Bidder is a Partnership)  
 (Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed a sworn to before a notary public.  
 Subscribed and Sworn to this 24<sup>th</sup> day of JUNE, 2019

  
 Notary Public

*Failure to complete and return this form may be considered sufficient reason for rejection of the bid.*



RFB # 201.001003  
 2019 Concrete Flatwork

27

Due: June 26, 2019 10:00 AM

**TAX COMPLIANCE AFFIDAVIT**

JOHN LOVENICK, being first duly sworn,  
 deposes and says that he is President  
 (Partner, Officer, Owner, Etc.)  
 of SUBURBAN CONCRETE INC.  
 (Contractor)

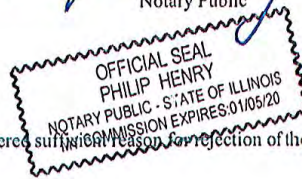
The individual or entity making the foregoing proposal or bid certifies that he is not barred from contracting with the Village of Lake Zurich because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act. The individual or entity making the proposal or bid understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

JOHN LOVENICK  
 (Name of Bidder if the Bidder is an Individual)  
 (Name of Partner if the Bidder is a Partnership)  
 (Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed and sworn to before a notary public.

Subscribed and Sworn to this 24<sup>th</sup> day of JUNE, 2019

Philip Henry  
 Notary Public



Failure to complete and return this form may be considered sufficient reason for rejection of the bid.

RFB # 201.001003  
 2019 Concrete Flatwork

28

Due: June 26, 2019 10:00 AM

<b>SUB-CONTRACTOR INFORMATION</b>
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(ATTACH ADDITIONAL PAGES AS NEEDED)

Name: \_\_\_\_\_ # Years In Business: \_\_\_\_\_

Address: \_\_\_\_\_ # Years used by Contractor: \_\_\_\_\_

Services provided by Sub-Contractor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ # Years In Business: \_\_\_\_\_

Address: \_\_\_\_\_ # Years used by Contractor: \_\_\_\_\_

Services provided by Sub-Contractor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ # Years In Business: \_\_\_\_\_

Address: \_\_\_\_\_ # Years used by Contractor: \_\_\_\_\_

Services provided by Sub-Contractor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_RFB # 201.001003  
2019 Concrete Flatwork

29

Due: June 26, 2019 10:00 AM

**PARTICIPATION AFFIDAVIT**

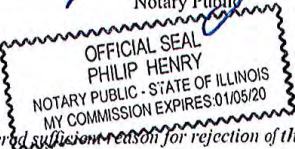
JOHN LORENZUK, being first duly sworn,  
deposes and says, under penalties as provided in Section -109 of the Illinois Code of Civil Procedures, 735 ILCS 5/1-  
109, that he is PRESIDENT  
(Partner, Officer, Owner, Etc.)  
of SUBURBAN CONCRETE INC.  
(Contractor)

The individual or entity making the foregoing proposal or bid certifies that the Contractor or Subcontractor, respectively, is not barred from being awarded a contract or subcontract pursuant to 30 ILCS 500/50-10. Additionally, the Contractor or Subcontractor, respectively, certifies he/she is not suspended from doing business with any State, Federal or Local Agency.

[Signature]  
(Name of Bidder if the Bidder is an Individual)  
(Name of Partner if the Bidder is a Partnership)  
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed and sworn to before a notary public.

Subscribed and Sworn to this 24<sup>th</sup> day of JUNE, 2019

[Signature]  
Notary Public  


Failure to complete and return this form will be considered sufficient reason for rejection of the bid.

RFB # 201.001003  
2019 Concrete Flatwork

30

Due: June 26, 2019 10:00 AM





**Illinois Department  
of Transportation**

### Local Agency Proposal Bid Bond

Route 2019 Sidewalk Removal &amp; Replacement Project

County \_\_\_\_\_

Local Agency Village of Lake Zurich

Section \_\_\_\_\_

## RETURN WITH BID

**PAPER BID BOND**

WE Suburban Concrete Inc., 21227 W. Commercial Dr., Unit B, Mundelein, IL 60060 as PRINCIPAL,

and Employers Mutual Casualty Company, 1815 S Meyers Rd Suite 500, Oakbrook Terrace, IL 60181 as SURETY, are held jointly, severally and firmly bound unto the above Local Agency (hereafter referred to as "LA") in the penal sum of 5% of the total bid price, or for the amount specified in the proposal documents in effect on the date of invitation for bids whichever is the lesser sum. We bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly pay to the LA this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the said PRINCIPAL is submitting a written proposal to the LA acting through its awarding authority for the construction of the work designated as the above section.

THEREFORE, if the proposal is accepted and a contract awarded to the PRINCIPAL by the LA for the above designated section and the PRINCIPAL shall within fifteen (15) days after award enter into a formal contract, furnish surety guaranteeing the faithful performance of the work, and furnish evidence of the required insurance coverage, all as provided in the "Standard Specifications for Road and Bridge Construction" and applicable Supplemental Specifications, then this obligation shall become void; otherwise it shall remain in full force and effect.

IN THE EVENT the LA determines the PRINCIPAL has failed to enter into a formal contract in compliance with any requirements as set forth in the preceding paragraph, then LA acting through its awarding authority shall immediately be entitled to recover the full penal sum set out above, together with all court costs, all attorney fees, and any other expense of recovery.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this 26th day of June, 2019.

**PRINCIPAL**

Suburban Concrete Inc. \_\_\_\_\_  
(Company Name) (Company Name)

By: [Signature] (Signature & Title)  
John Leverick, President

(IF PRINCIPAL is a joint venture of two or more contractors, the company names, and authorized signatures of each contract must be affixed.)

## SURETY

Employers Mutual Casualty Company  
(Name of Surety)

By: Jacklyn M. Pocky  
(Signature of Attorney-in-Fact)

STATE OF ILLINOIS,  
COUNTY OF \_\_\_\_\_ Lake

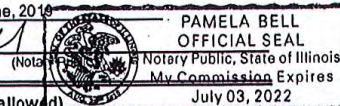
I, Pamela Bell, a Notary Public in and for said county,

do hereby certify that John Leverick and Jaclyn Kopecky  
(Insert names of individuals signing on behalf of PRINCIPAL and SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instruments as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this 26th day of June, 2014

My commission expires July 3, 2022



### ELECTRONIC BID BOND

☐ **Electronic bid bond is allowed (box must be checked by LA if electronic bid bond is allowed)**  
The Principal may submit an electronic bid bond, in lieu of completing the above section of the Proposal Bid Form. By providing an electronic bid bond ID code and by signing below, the Principal is ensuring the identified electronic bid bond has been executed and the Principal and Surety are firmly bound unto the LA under the conditions of the bid bond as shown above. (If PRINCIPAL is a joint venture of two or more contractors, an electronic bid bond ID code, company/Bidder name title and date must be affixed for each contractor in the venture.)

[illegible]

(Company/Bidder Name)

(Signature and Title)

Date \_\_\_\_\_



P.O. Box 712 • Des Moines, Iowa 50306-0712

**POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT****KNOW ALL MEN BY THESE PRESENTS, that:**

- |   |  |
|---|--|
| 1. Employers Mutual Casualty Company, an Iowa Corporation     | 4. Illinois EMCASCO Insurance Company, an Iowa Corporation   |
| 2. EMCASCO Insurance Company, an Iowa Corporation             | 5. Dakota Fire Insurance Company, a North Dakota Corporation |
| 3. Union Insurance Company of Providence, an Iowa Corporation | 6. EMC Property & Casualty Company, an Iowa Corporation      |

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

**JACLYN KOPECKY**

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the Bid Bond

**Any and All Bonds**

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

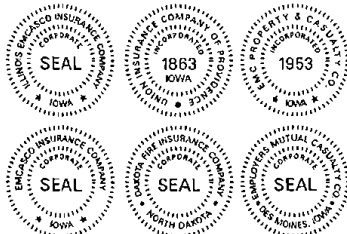
**AUTHORITY FOR POWER OF ATTORNEY**

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

**RESOLVED:** The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 1st day of July, 2018.

Seals



*Bruce G. Kelley*  
 Bruce G. Kelley, CEO, Chairman of  
 Companies 2, 3, 4, 5 & 6; President  
 of Companies 1, 2 & 6; Treasurer of  
 Companies 1, 2, 3, 4 & 6

*Todd Strother*  
 Todd Strother  
 Senior Vice President

On this 1st day of July, 2018 before me a Notary Public in and for the State of Iowa, personally appeared Bruce G. Kelley and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President and Treasurer, and/or Senior Vice President, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Bruce G. Kelley and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2019.

*Kathy Loveridge*  
 Notary Public in and for the State of Iowa

**CERTIFICATE**

I, James D. Clough, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 1st day of July, 2018, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 26th day of June, 2019.

*J D Clough*  
 Vice President

7854 (7-18)

B004463 M6386 969 A 000000-00

"For verification of the authenticity of the Power of Attorney you may call (515) 345-2689."

### CONTRACT EXTENSION AGREEMENT

This CONTRACT EXTENSION AGREEMENT ("Extension") is dated as of January 1, 2021 (the "Effective Date"), by and between Suburban Concrete, Inc., located at 21227 W Commercial Dr., Ste. B Mundelein, Illinois, and the Village of Lake Zurich located at 70 E. Main St, Lake Zurich, Illinois (collectively, the "Parties").

WHEREAS the Parties entered into a 2019 Concrete Flatwork Program Formal Contract on August 5, 2019 (the "Original Contract").

WHEREAS the Parties hereby agree to extend the term of the Original 2019 Contract in accordance with the terms of the Original 2019 Contract, as well as the terms provided herein.

In consideration of the mutual covenants contained herein, each of Suburban Concrete, Inc. and Village of Lake Zurich mutually covenant and agree as follows:

- The parties agree to extend the Original Contract for an additional period, which will begin immediately upon the expiration of the original time period and will end one year from the Award.
- This Extension awards Suburban Concrete, Inc. the 2021 Concrete Flatwork Program in the amount not-to-exceed \$175,000 for items of work submitted according to the terms and conditions of the Original Contract. Please see Appendix A (attached) for unit pricing reflecting the 2% increase.
- This Extension binds and benefits both Parties and any successors or assigns. This document, including the attached Original Contract is the entire agreement between the Parties.

All other terms and conditions of the Original Contract remain unchanged.

This Agreement shall be signed on behalf of Suburban Concrete, Inc. and on behalf of the Village of Lake Zurich.

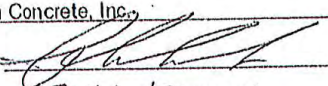
Village of Lake Zurich \_\_\_\_\_

By (Sign) \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Suburban Concrete, Inc. \_\_\_\_\_

By (Sign) 

Name JOHN LEVERICK

Title PRESIDENT





*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

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

AGENDA  
56

MEMORANDUM

Date: February 8, 2021  
To: Ray Keller, Village Manager *PK*  
From: Michael J. Brown, Public Works Director  
Subject: **Approval of Bid Award: Tree Planting/Emerald Ash Borer Action Plan**

**Issue:** The FY 2021 budget includes \$50,000 for parkway tree replacement as part of the Emerald Ash Borer Action Plan.

**Village Strategic Plan:** This agenda item progresses the following Goal and Objective of the Strategic Plan.

➤ *Goal #3 – Infrastructure: Address emerald ash borer issue.*

**Background:** The Village has completed the removal of the approximately 3,300 ash trees located within the public right-of-way owned by the Village, municipal facilities, retention/detention basins, and parks that were infected with the Emerald Ash Borer.

The Village's EAB plan calls for a multi-year tree replacement program in order to restore the urban forest canopy. A parkway tree replacement program was developed to be funded with support from the Capital Projects Fund.

In May 2016, the Village Board approved a resolution adopting a Parkway Tree Replacement program and associated its policy. The "Size Upgrade Program," will provide property owners who are selected to receive a replacement tree in the parkway adjacent to their property the opportunity to upgrade to a larger diameter tree by contributing private funds to the Parkway Tree Replacement Pilot Program.

The Program will give property owners the option to upgrade from a standard 1-1/2" diameter tree to a 2-1/2" diameter tree. A resident's share of the cost will equal the difference in price between the two available sizes. For example, an Autumn Blaze Maple in 1-1/2" diameter and 2-1/2" diameter costs \$240.00 and \$325.00, respectively. If the resident wishes to have a 2-1/2" diameter tree installed, they must contribute \$85.00 to the replacement Program.

The Public Works Department will maintain a tree replacement schedule that prioritizes tree replacement in specific neighborhoods based on the order that EAB infested trees were removed.



**Emerald Ash Borer Planting**  
**Friday, January 29, 2021      10:00am**

NAME OF BIDDER	BID BOND	BID AVERAGE
<b><i>St. Aubin Nursery</i></b> 35445 Irene Rd Kirkland, IL	Y	\$ 256.50
<b><i>Acres Group</i></b> 610 W. Liberty St Wauconda, IL 60084	Y	\$ 279.50
<b><i>Flora Lawn Care &amp; Landscaping</i></b> 176 Forest Ave Lake Zurich, IL	Y	\$ 415.00
<b><i>JDK Services</i></b> 4632 W. Main St West Dundee, IL	Y	\$ 507.50

Mike Cernock, GS Supt.  
 Jason Schuler, GS Asst. Supt.  
 Shawn Walkington, Arborist

January 29, 2021  
 10:03 a.m.  
 Village Hall Conf Rm

ST Aubin  
Nursery

**CONTRACT DOCUMENTS AND SPECIFICATIONS**

**FOR**



*At the Heart of Community*

RECEIVED

JAN 29 2021

JS

**2021-2023 TREE PLANTING PROGRAM  
LAKE ZURICH, ILLINOIS**

**Dated: January 4, 2021**

Village of Lake Zurich  
Tree Planting Program

### FORM OF PROPOSAL

TO: Village of Lake Zurich  
70 East Main Street  
Lake Zurich, Illinois 60047

FROM: St. Aubin Nursery, Inc.  
CONTRACTOR  
35445 Irene Rd.  
ADDRESS  
Kirkland, IL 60146  
CITY, STATE, ZIP CODE  
815-522-3535  
TELEPHONE NUMBER  
Todd Sullivan  
CONTRACTOR'S CONTACT FOR THIS BID  
info@staubin.com  
E-MAIL

Having examined the Contract Documents and Specifications, Instructions to Bidders, Form of Contract and having thoroughly examined the site and pertinent areas adjacent thereto, acknowledging the same to be accurate and complete insofar as pertinent details are concerned, we the undersigned agree to furnish all labor, materials, equipment, tools and services or whatever else is required for construction as enumerated below, all in accordance with Contract Documents and Specifications prepared by Village of Lake Zurich 70 E. Main St, Lake Zurich IL 60047, and entitled:

CONTRACT DOCUMENTS AND SPECIFICATIONS  
FOR  
2021-2023 TREE PLANTING PROGRAM  
LAKE ZURICH, ILLINOIS

DATED: January 27, 2021

The undersigned Bidder declares that he/they understands that where quantities are mentioned, they are approximate only, subject to increase or decrease that in such cases, Bidder will take in full payment therefore the amount of the summation of the actual quantities, as finally determined, multiplied by the unit price shown on the Schedule of Prices contained herein.

The undersigned further agrees that if the Owner decides to increase or decrease the improvements or otherwise alter it by extras, additions or deductions, including the elimination of any one or more of the items by the amount not to exceed twenty-five percent (25%) of the total money value of the original contract prices, Bidder will perform the work as altered, increased, or decreased at the contract unit prices. Furthermore, all such work and materials as do not appear in the Proposal or Contract as a specific item accompanied by a unit price, and which are not included under the bid price for other items in this Contract, shall be performed as extra work. Bidder will accept as full compensation therefore a fixed price negotiated with the Owner prior to performing extra work or at a unit price determined in the same manner.

The undersigned further agrees to execute a Contract for this work and present the same to the Owner within ten (10)

Village of Lake Zurich  
Tree Planting Program

**Tree Planting – Bid Proposal**

**UNIT COST**

**1-1/2" CALIPER TREES** \$ 217-

**2-1/2" CALIPER TREES** \$ 296-

Fill in the following table of acceptable trees. Include only plant inventory that is in your nursery:

Common Name	Botanical Name	Mark if Only Available for Spring Planting	1-1/2" Caliper Quantity Available	2-1/2" Caliper Quantity Available
Freeman Maple	Acer freemanii		100	85
Autumn Blaze Maple	Acer x freemanii 'Jeffersred'		120	100
Marmo Maple	Acer x freemanii 'Marmo'		70	25
Miyabel Maple	Acer miyabel 'State Street'		25	50
Emerald Queen Maple	Acer platanoides 'Emerald Queen'		5	5
Red Maple	Acer rubrum		150	25
Red Sunset Maple	Acer rubrum 'Red Sunset'		100	30
Sugar Maple	Acer saccharum		50	20
Legacy Sugar Maple	Acer saccharum 'Legacy'		50	15
Green Mountain Sugar Maple	Acer saccharum 'Green Mountain'		40	20

AVAILABILITY SUBJECT TO PRIOR ORDERS



Village of Lake Zurich  
Tree Planting Program

Common Name	Botanical Name	Mark if Only Available for Spring Planting	1-1/2" Caliper Quantity Available	2-1/2" Caliper Quantity Available
Fall Fiesta Sugar Maple	Acer saccharum 'Fall Fiesta'		5	5
Yellow Buckeye	Aesculus flava		300	50
Ohio Buckeye	Aesculus glabra		400	100
Ruby Red Horsechestnut	Aesculus hippocastanum bioti		2	2
Red Buckeye	Aesculus pavis		1	1
American Hornbeam	Carpinus caroliniana		150	25
Shagbark Hickory	Carya ovata	✓	2	1
Northern Catalpa	Catalpa speciosa		75	20
Common Hackberry	Celtis occidentalis		150	20
Chicagoland Hackberry	Celtis occidentalis 'Chicagoland'		75	10
Katsuratree	Ceridiphyllum japonicum		5	1
Serviceberry	Amelanchier grandiflora		200	20
American Beech	Fagus grandifolia	✓	10	5
Ginkgo (male only)	Ginkgo biloba		5	4
Princeton Sentry Gold Ginkgo	Ginkgo biloba 'Princeton Sentry Gold'		20	1
Eastern Redbud	Cercis canadensis		25	25
Japanese Tree Lilac	Syringa reticulata		200	25
Majestic Honeylocust	Gleditsia triacanthos inermis 'Majestic'		25	20
Shademaster Honeylocust	Gleditsia triacanthos inermis 'Shademaster'		50	30

Village of Lake Zurich  
Tree Planting Program

Common Name	Botanical Name	Mark if Only Available for Spring Planting	1-1/2" Caliper Quantity Available	2-1/2" Caliper Quantity Available
Skyline Honeylocust	Gleditsia triacanthos inermis 'Skyline'		100	25
Sweetgum	Liquidambar styraciflua	✓	20	15
Tuliptree	Liriodendron tulipifera		75	40
Dawn Redwood	Metasequoia glyptostroboides	✓	1	1
Black Tupelo	Nyssa sylvatica	✓	20	20
Ironwood	Ostrya virginiana		25	25
Callery Pear	Pyrus calleryana	✓	1	1
Chanticleer Pear	Pyrus calleryana 'Chanticleer'	✓	1	1
Autumn Blaze Pear	Pyrus calleryana 'Autumn Blaze'	✓	1	1
White Oak	Quercus alba	✓	500	10
Swamp White Oak	Quercus bicolor		400	15
Scarlet Oak	Quercus coccinea		200	20
Shingle Oak	Quercus imbricaria	✓	150	25
Bur Oak	Quercus macrocarpa		400	75
Chinkquapin Oak	Quercus muehlenbergii		350	100
Chestnut Oak	Quercus prinus		200	50
Northern Red Oak	Quercus rubra		400	30
Black Oak	Quercus velutina	✓	50	8



Village of Lake Zurich  
Tree Planting Program

Common Name	Botanical Name	Mark if Only Available for Spring Planting	1-1/2" Caliper Quantity Available	2-1/2" Caliper Quantity Available
American Linden	Tilia americana		200	25
Redmond Linden	Tilia americana 'Redmond'		75	10
American Sentry Linden	Tilia americana 'American Sentry'		250	35
Littleleaf Linden	Tilia cordata		180	30
Greenspire Linden	Tilia cordata 'Greenspire'		125	40
Silver Linden	Tilia tomentosa		75	10
Green Mountain Linden	Tilia tomentosa 'Green Mountain'		75	10
Valley Forge Elm	Ulmus americana 'Valley Forge'		410	85
Accolade Elm	Ulmus japonica x wilsoniana 'Accolade'		250	50
Triumph Elm	Ulmus japonica x wilsoniana 'Morton Glossy'		300	60
Regal Elm	Ulmus pumila x hollandia x carpinolia		5	5
Frontier Elm	Ulmus x carpinifolia x parvifolia		40	20

**Other: Any other available parkway trees recommended by bidder:**

Cucumber Magnolia	Magnolia Acuminata		150	70
Exclamation Plane	Platanus occidentalis		100	25
Black Walnut	Juglans Nigra		50	50
Regal Prince Oak	Quercus x		75	35

AVAILABILITY SUBJECT TO PRIOR ORDERS

Village of Lake Zurich  
Tree Planting Program

Pin Oak	Quercus palustris		100	75
Black Cherry	Brunus serotina		200	50
Blackhaw Viburnum	Viburnum	Tree-Form	25	Available in 2 1/2" - 2022
Yellow Birch	Betula Alleghaniensis		50	25

Note: All pricing shown shall be firm for the duration of bid and contract.

AVAILABILITY SUBJECT TO PRIOR ORDERS

CTZ  
Initialed by Bidder



Village of Lake Zurich  
Tree Planting Program

calendar days after the date of written notice of the award of the Contract to him.

The undersigned further agrees that he will commence work not later than ten (10) calendar days after written notice to proceed and execution and approval of the Contract and the Contract Bond, unless otherwise provided, and will diligently prosecute the work in such manner and with such materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract. In case of failure to complete the work within the time stated herein or within such extra time as may have been allowed by extensions, the undersigned agrees that the Owner shall withhold from such sums as may be due him under the terms of this Contract the costs (which costs shall be considered and treated not as a penalty but as damages due the Owner) of additional landscape architecture and observation, maintenance of detours, interest, and other items have caused an expenditure of funds resulting from the failure of the undersigned to complete the work within the time specified in the contract.

The undersigned agrees to complete the work by May 31, 2023 after the issuance of a Notice to Proceed unless granted additional time in writing by the Owner.

Accompanying this Proposal is a bank draft, cashier's check, bid bond or certified check complying with the requirements of the Specifications, for \$1,000.00, made payable to the Village of Lake Zurich.

If this Proposal is accepted and the undersigned fails to execute a Contract as required herein, it is hereby agreed that the amount of the check or draft shall become the property of the Owner and shall be considered as payment of damages due to delay and other causes suffered by the Owner because of failure to execute said Contract; upon the undersigned properly executing a contract and furnishing, said check or draft shall be returned to the undersigned.

The undersigned submits herewith his schedule of prices covering the work to be performed under the Contract; he understands that he must show in the schedule the unit prices where applicable for which he proposes to perform each item of work; that the extension must be made by him and that if not so done, his Proposal may be rejected as irregular.

SUBMITTED:

1-18-2021  
Date

Attest:  
CORPORATE SEAL

Jessica Shellen  
Secretary

CONTRACTOR: St. Aubin Nursery & Lp, Inc

CORPORATE NAME:

BUSINESS ADDRESS: 35445 Trene Rd  
Kirkland, IL 60146

TELEPHONE NUMBER: 815-522-3535

SIGNED BY: CJ Miller  
President

Village of Lake Zurich  
Tree Planting Program

**CERTIFICATE OF COMPLIANCE**  
**WITH ARTICLE 33E OF THE**  
**CRIMINAL CODE OF 1961**

The undersigned, St. Aubin Nursery, Inc. being the Contractor submitting a bid for the public project as described in these bid documents, hereby certifies that the undersigned is not barred from bidding on the public contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, approved July 28, 1961, as amended.

Date: 1-18-2021

Contractor: St. Aubin Nursery, Inc.

By: [Signature]

Attest: Jessica Sullivan

Village of Lake Zurich  
Tree Planting Program

### **NON COLLUSION STATEMENT**

By submission of this Bid, the undersigned certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that in connection with the Bid:

1. The prices in the Bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any manner relating to such prices with any other Bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in the Bid have not knowingly been disclosed by the Bidder, prior to opening, directly or indirectly to any other Bidder or to any competitor; and,
3. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a Bid for the purpose of restricting competition.
4. He is the person in the Bidder's organization responsible within that organization for the decision as to the prices being Bid but that he has been authorized to act as agent for the persons responsible for such decision in certifying that such persons have not participated, and will not participate, in any action contrary to Paragraphs 1 through 3, above, and as their agent shall so certify; and shall also certify the he has not participated, and will not participate in any action contrary to Paragraphs 1 through 3 above.

### **COMPLIANCE WITH ARTICLE 33 OF THE CRIMINAL CODE OF 1961**

I have completed the certificate included as part of this Bid Form regarding compliance with Article 33 of the Criminal code of 1961.

RESPECTFULLY SUBMITTED, signed and sealed this 18 day of January 2021.

Contractor: St. Aubin Nursery & Lg. Inc.

By (Signature) C. J. Sullivan, Pres.

Title: President

Business Address: 35445 Irene Rd

City/State: Kirkland, IL 60146

ATTEST:

Secretary: Jessica Sullivan

SEAL



# Western Surety Company

## POWER OF ATTORNEY - CERTIFIED COPY

Bond No. 65354129

Know All Men By These Presents, that WESTERN SURETY COMPANY, a corporation duly organized and existing under the laws of the State of South Dakota, and having its principal office in Sioux Falls, South Dakota (the "Company"), does by these presents make, constitute and appoint Jonathan P Tomek

its true and lawful attorney(s)-in-fact, with full power and authority hereby conferred, to execute, acknowledge and deliver for and on its behalf as Surety, bonds for:

Principal: St. Aubin Nursery & Landscaping, Inc.Obligee: Village of Lake ZurichAmount: \$1,000,000.00

and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the Vice President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said attorney(s)-in-fact may do within the above stated limitations. Said appointment is made under and by authority of the following bylaw of Western Surety Company which remains in full force and effect.

"Section 7. All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

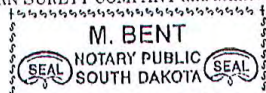
If Bond No. 65354129 is not issued on or before midnight of April 29th, 2021, all authority conferred in this Power of Attorney shall expire and terminate.

In Witness Whereof, Western Surety Company has caused these presents to be signed by its Vice President, Paul T. Bruflat, and its corporate seal to be affixed this 29th day of January, 2021.



WESTERN SURETY COMPANY  
Paul T. Bruflat  
 Paul T. Bruflat, Vice President

On this 29th day of January, in the year 2021, before me, a notary public, personally appeared Paul T. Bruflat, who being to me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of WESTERN SURETY COMPANY and acknowledged said instrument to be the voluntary act and deed of said corporation.



My Commission Expires March 2, 2026

I the undersigned officer of Western Surety Company, a stock corporation of the State of South Dakota, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable, and furthermore, that Section 7 of the bylaws of the Company as set forth in the Power of Attorney is now in force.

In testimony whereof, I have hereunto set my hand and seal of Western Surety Company this 29th day of January, 2021.

WESTERN SURETY COMPANY  
Paul T. Bruflat  
 Paul T. Bruflat, Vice President

To validate bond authenticity, go to [www.cnasurety.com](http://www.cnasurety.com) > Owner/Obligee Services > Validate Bond Coverage.

Form F5306-11-2020

**BID BOND**  
(Specified Amount)

Bond Number: 65354129

KNOW ALL PERSONS BY THESE PRESENTS, That we \_\_\_\_\_ of  
St. Aubin Nursery & Landscaping, Inc.  
35445 Irene Road, Kirkland, IL 60146, hereinafter  
referred to as the Principal, and WESTERN SURETY COMPANY,  
as Surety, are held and firmly bound unto Village of Lake Zurich  
of \_\_\_\_\_, hereinafter  
referred to as the Oblige, in the sum of One Thousand and 00/100  
Dollars (\$ 1,000.00), for the payment of which we bind ourselves, our legal representatives, successors  
and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has submitted or is about to submit a proposal to Oblige on a contract for \_\_\_\_\_  
2021 SPRING TREE PROGRAM

NOW, THEREFORE, if the said contract be awarded to Principal and Principal shall, within such time as may be  
specified, enter into the contract in writing and give such bond or bonds as may be specified in the bidding or  
contract documents with surety acceptable to Oblige; or if Principal shall fail to do so, pay to Oblige the  
damages which Oblige may suffer by reason of such failure not exceeding the penalty of this bond, then this  
obligation shall be void; otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED this 29th day of January, 2021.

St. Aubin Nursery & Landscaping, Inc.  
(Principal)

By [Signature] (Seal)

WESTERN SURETY COMPANY  
(Surety)

By [Signature] Attorney

Jonathan P Tomek





*At the Heart of Community*

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

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

AGENDA ITEM

5H

**MEMORANDUM**

Date: February 16, 2021

To: Ray Keller, Village Manager *RK*

From: Sarosh Saher, Community Development Director

CC: Mary Meyer, Building Services Supervisor  
Tim Verbeke, Planner

Re: **2021 Official Zoning Map of the Village of Lake Zurich**

**Issue**

Illinois State Statutes require that all municipalities annually publish an updated copy of their Zoning Map by March 31 of each year.

**Analysis**

The Zoning Map has been updated to reflect the current zoning of all parcels within the Village of Lake Zurich. The attached Ordinance will approve the updated map, causing it to be published thereby bringing Lake Zurich into conformance with State law.

Updates include:

- The rezoning of parcel 14-22-100-015 from R-1/2 Single-family Residential zoning to B-3 Regional Shopping Business District and R-5 Single-Family Residential District, per Ordinance 2020-09-381 (Somerfield at 99 Quentin Road, Cummings Property).
- The rezoning of parcel 14-19-100-001 from zoning within unincorporated Lake County to R-6 Multiple-Family Residential District and OS Open Space District, per Ordinance 2020-09-384 (Wildwood Estates at 24909 West Signal Hill Road, Hummel Property on Honey Lake Road).

Planner Tim Verbeke at the Community Development Department continues to update the zoning map's Geographic Information System (GIS) layers which allows staff to produce zoning and other maps on demand of all properties within the village municipal boundaries.



2021 Official Zoning Map of the Village of Lake Zurich  
February 16, 2021

**Recommendation**

Staff recommends that the Village Board approve the attached ordinance, hereby adopting the attached zoning map as the official zoning map of the Village.

Approval Ordinance contains the following exhibits:

- Exhibit A – 2021 Village of Lake Zurich Zoning Map

**ORDINANCE NO. 2021-02-\_\_\_\_\_**

**ORDINANCE APPROVING THE ANNUAL OFFICIAL ZONING MAP  
OF THE VILLAGE OF LAKE ZURICH**

WHEREAS, pursuant to 65 ILCS 5/11-13-19 of the Illinois Municipal Code, the President and Board of Trustees of the Village of Lake Zurich are to approve amended versions of the Village's "Official Zoning Map" for the Village of Lake Zurich from time to time as properties are rezoned.

NOW THEREFORE, be it ordained by the President and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The above recitals are incorporated by reference into this Section 1 of this Ordinance as material terms and provisions.

SECTION 2: Pursuant to 65 ILCS 5/11-13-19, the Zoning Map dated February 16, 2021, attached hereto as Exhibit A and made a part hereof, is approved and established as the "Official Zoning Map" for the Village of Lake Zurich, and shall serve as the "Official Zoning Map" of the Village of Lake Zurich, as amended, and throughout other sections of the Code.

SECTION 3: All previously adopted Ordinances, approving prior versions of the Official Zoning Map, are hereby repealed and replaced, with the "Official Zoning Map" attached hereto as Exhibit "A" superseding and taking the place of any Official Zoning Maps as the current, binding and controlling zoning map for the Village of Lake Zurich.

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

PASSED this \_\_\_\_\_ day of February 2021, by the following vote:

Ayes:

Nays:

Absent:

Abstain:



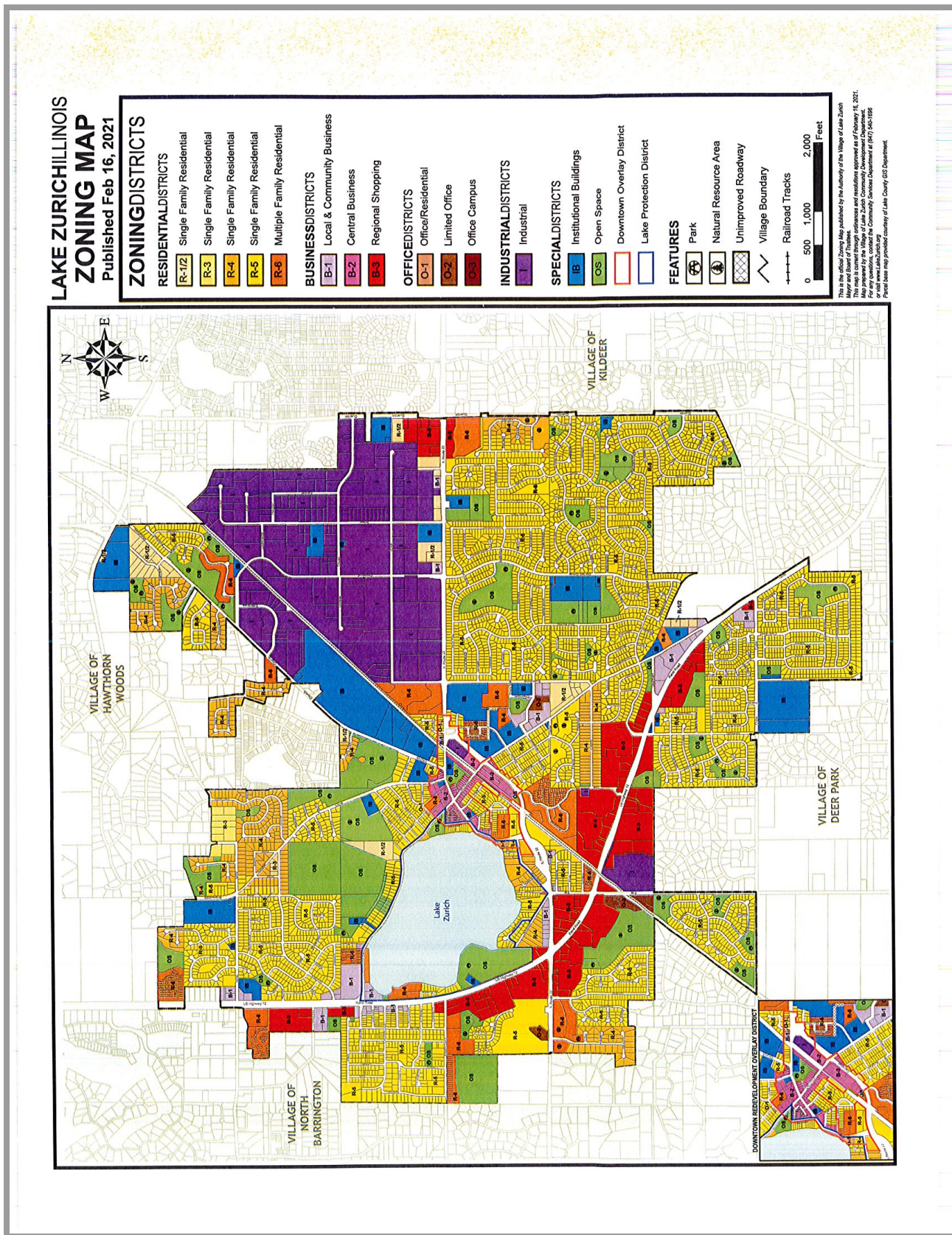
Approval this \_\_\_\_\_ day of February 2021.

\_\_\_\_\_  
Mayor, Tom Poynton

ATTEST:

\_\_\_\_\_  
Village Clerk  
Kathleen Johnson

**Exhibit "A"**  
**Official Zoning Map**  
**Dated February 16, 2021**





*At the Heart of Community*

## PARK AND RECREATION DEPARTMENT

200 South Rand Road  
Lake Zurich, Illinois 60047(847) 438-5146  
LakeZurich.org

51

## MEMORANDUM

Date: February 16, 2021

To: Ray Keller, Village Manager *PK*

From: Bonnie Caputo, Recreation Director

Subject: **Park and Recreation External Special Event Requests FY21**

**Issue:** The Park and Recreation Department would like consideration to partner with a variety of organizations to offer special events for our community in the upcoming year. This would continue to meet the Village's Strategic Goal to enhance our community image and positive interactions through special events. According to Special Events guidelines, private events requiring only Park/Facility use with attendance over 100 must be reviewed and approved by the Park and Recreation Advisory Board and then the Village Board of Trustees.

**Analysis:** Below are additional external special event requests the Park and Recreation Department is requesting approval for in FY21:

Event	Date(s) and Time(s)	Location	Estimated Attendance
Boy Scouts of America Overnight Camping	8/21-8/22/21 8am (Sat)-10am (Sun)	Paulus Park Shelter B & C and Chalet	100+
Taste of the Towns	8/14/21 12pm-10pm	Paulus Park	1000+

**Recommendation:** Staff and the Park Advisory Board recommends accepting the above external special event requests for FY21.

w/Attachments: Special Events Requests and/or Applications



Village of Lake Zurich  
Application for Special Event Permit (events over 500)

Organization	Name of Organization or Group <b>LZ AREA CHAMBER OF COMMERCE</b>		Type of Organization <b>BUSINESS</b>		In this a "Not For Profit" Organization Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
	Address for Organization or Group <b>444 S. RAND ROAD, LAKE ZURICH, IL 60047</b>			Home Telephone Number <b>N/A</b>		Business Telephone Number <b>847-438-5572</b>	
	Contact Person <b>CLAIRE SLATTERY</b>			Home Telephone Number <b>N/A</b>		Business Telephone Number <b>847-284-4404</b>	
	Chairman or Presidents Name <b>BRAD BAILEY</b>			Home Telephone Number <b>N/A</b>		Business Telephone Number	
Is your Organization willing to reimburse the Village for costs of services rendered? If not, indicate why? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
Event	Date(s) of Event <b>AUGUST 14, 2021</b>		Day(s) of the week <b>SATURDAY</b>		Time(s) of Event <b>12:00 - 10:00 PM</b>		
	Describe the Type of Event you wish to hold <b>FOOD FEST</b>			Location(s) of event <b>PAULUS PARK</b>			
Police Department	Will your event require the assistance of the Police Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will the event require the closing of any roadways? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name(s) of roads to be closed <b>N/A</b>		
	Type of assistance needed from the Police Department Road Closure <input type="checkbox"/> Traffic Control <input type="checkbox"/> Pedestrian Control <input checked="" type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other <input type="checkbox"/>						
	Other assistance Police would be providing:		Type of Police Department Equipment Needed Squad Cars <input type="checkbox"/> No Parking Signs <input type="checkbox"/> Traffic Cones <input type="checkbox"/> Other: <input type="checkbox"/>				
	Has contact been made with Police Dept? <b>NO</b>		Name of Official Contacted? <b>N/A</b>		Road closure dates and times: <b>N/A</b>		
Fire Department	Will your event require the assistance of the Fire Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will your event require the use of Fire Department Personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will any equipment belonging to the Fire Department be used? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain		
	Type of Equipment <input checked="" type="checkbox"/> Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Tanker <input type="checkbox"/> Other (Please Describe)						
	Describe the type of assistance required from the Fire Department <b>MEDIC ON CALL</b>						
	Has contact been made with a representative of the Fire Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Fire Department Official Contacted <b>N/A</b>		Rank <b>N/A</b>		
Parks Department	Will your event require the assistance of the Park Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of any Village Parks or Park Property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain				
	Name of Park Property to be used (if applicable) <b>PAULUS PARK</b>		Address of Park Property to be used (if applicable) <b>200 S. RAND ROAD, LAKE ZURICH, IL 60047</b>				
	Will the event require the use of Park Department Personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required <b>BATHROOM MAINTENANCE DURING EVENT N/A</b>				
	Will any equipment belonging to the Park Department be used? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input checked="" type="checkbox"/> Stage <input type="checkbox"/> Beaches <input type="checkbox"/> Playground Equip. <input checked="" type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents				
	Describe any other Park Department Equipment Needed <b>SHELTERS / GOLF CART</b>						
	Has contact been made with a representative of the Park Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park Department Official Contacted <b>BONNIE CAPUTO</b>		Title <b>DIRECTOR</b>		
Public Works	Will the event require the assistance of the Public Works Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of Public Works Personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will the Event require the use of Public Works Equipment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Describe the type of assistance required from the Public Works Department <b>N/A</b>						
	Type of equipment needed Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input checked="" type="checkbox"/> Trucks <input type="checkbox"/> Street Sweeper <input type="checkbox"/> Other: <input type="checkbox"/> Street Sweeper Times: _____						
	Will the event require the use of any Public Works Property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Location of Public works property				
Building	Has contact been made with a representative of the Public Works Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Public Works Department Official Contacted <b>N/A</b>		Title <b>N/A</b>		
	Will the event require the assistance of the Building Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event involve the use of electrical equipment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will any electrical equipment be used outdoors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Will the event involve the modification of any structures? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will the event involve the building of any structures? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will the event require the assistance of any Building Department Personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Has contact been made with a representative of the Building Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Building Department Official Contacted		Title <b>N/A</b>		



**This Section for Office Use Only****Page 3**

<b>Public Works Department</b>	Application Received By				Date		Time	
	Name of Public Works Department Event Coordinator assigned				Date assigned		Application reviewed by Public Works Event Coordinator Yes No	
	Public Works Assistance required Yes No		Type of assistance Street Cleaning Clean Up Barricades Other:					
	Public Works Department Event Coordinator recommends the following Village Departments involvement in this event Police Department Fire Department Parks Department Building Village Staff Other:							
	Was Contact Made with Organization Yes No		Name of Person Contacted				Date Time	
	List any concerns or cautions							
	Number of Public Works Personnel Required		Total hours worked		Estimated Cost \$		Equipment Used Cost (if any) \$	
	Application forwarded to Building Department by				Date		Time	
	<b>Building Department</b>	Application Received By				Date		Time
Name of Building Department Event Coordinator assigned				Date assigned		Application reviewed by Building Department Event Coordinator Yes No		
Building Department Assistance required Yes No		Type of assistance Plan Review Site Inspection Permit Issued Other:						
Building Department Event Coordinator recommends the following Village Departments involvement in this event Police Department Fire Department Parks Department Public Works Village Staff Other:								
Was Contact Made with Organization Yes No		Name of Person Contacted				Date Time		
List any concerns or cautions								
Number of Building Department Personnel Required		Total hours worked		Estimated Cost \$		Equipment Used Cost (if any) \$		
Application forwarded to Village Hall by				Date		Time		
<b>Village Hall</b>		Application Received by				Date		Time
	Village staff member assigned to review				Date		Time	
	Comments by Village Staff Member							
	Total number of village employees involved with event		Total Cost for personnel \$		Total cost for Village equipment \$		Grand total cost \$	
	Application forwarded to the Village Board by				Date		Time	
	Application received by Village Clerk				Date		Time	
	Review of Application by Village Board on (date)				Application Approved Yes No		Date of approval	
	Resolution Passed Yes No		Resolution Number				Date resolution Passed	
Fees Waived Yes No		Group/Organization to reimburse the Village for the following services Rental of Village Property (costs to be determined by the Village Board)						
		Personnel		Equipment		Supplies		

VOLZ 10/2018

# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name Lake Zurich Boy Scout Troops Campout

Event Type/Purpose Recruiting boys to Scouting, demonstrating Scout skills

Event Date(s) 8/21-22/ 2021 Event Start/End Time Sat 8 am, Sunday 10 am

Event Location Paulus Park, Shelter #1, Field, Restrooms,

*Note: The Village does not grant exclusive use of their parks and outdoor facilities.*

## APPLICANT INFORMATION

Organization Name Boy Scout Troop 93

Applicant's Name/Responsible Party Maggie Gulledge

Organization/Applicant/Address/City/State/Zip 47 Church St, Lake Zurich, IL 60047

Applicant Phone Numbers 847-528-4855 Cell

Applicant E-Mail Address mgull@aol.com

Contact Name & Phone Number During Event Maggie (847) 528-4855, Ryan Baehr (847) 774-9930

\*Representative must be on site and available during event hours

## EVENT SITE DETAILS

If your event is for a run/walk/parade, you must include a MAP of your route with the application

Provide a detailed description of your event Scouts from 3 LZ Troops, camp and cook together,

Recruiting of younger Cub Scouts into Boy Scouting.

Tents set up in Jamboree style (in rows) and fishing, games activities for the boys and girls

Village of Lake Zurich Park & Recreation Dept | 200 S Rand Road, Lake Zurich, IL 60047 | 847.434.5176 | lakezurich.org



Approximate number of people expected at event 65 Total, 45 youth and 20 adults

Is this a returning event to Lake Zurich or first time event? Returning

Will there be food concessions at the event? NO *Contact the Lake County Health Dept for requirements*

Will there be inflatables/bounce houses at the event? NO  
(You will be required to note this on your certificate of insurance and contact JULIE)

Will there be emergency medical services present? NO  
(Outside municipalities may not provide services in the Village)

Will you be selling or serving alcohol (only for LZ residents + LZ businesses/organizations) at the event? NO If yes, contact Village Hall and see LH for details

Number and location of portable toilet facilities provided # na Location: \_\_\_\_\_

Will there be assembly tents/canopies erected at the event? only 10 x 10  
(If yes, contact the Community Services Dept. for permit & to schedule an inspection (anything > 10x10))

Will you be selling items or raffling items? NO

Are you requesting the closure of any streets? If so, provide street names and include a map

NO

(Note that street closures require Police, Fire, Park Advisory, Village Board and/or IDOT approval and may incur additional fees. In addition, you must notify property owners along the route of the date and time of street closures - check with Park & Recreation staff for assistance.)

Are you requesting any other Village services? (i.e. water, electric, etc) NO

Does the applicant/organization owe any outstanding invoices to the Village? NO  
(Unpaid invoices may result in denial of event application.)

Would you like your event listed on the Village's social media (free of charge) Yes, please

Note your event's website address, if you'd like that included www.facebook.com/LZTroop93/

With my signature, I certify that I have read and agree to the Village of Lake Zurich Special Event Policy and all items listed on this application. I agree to abide by all applicable ordinances & regulations.

Signature

Maggie Helledge

Date

01/08/2021







**VILLAGE OF LAKE ZURICH SPECIAL EVENT PERMIT APPLICATION (ATTENDANCE OVER 500)**  
**PLEASE COMPLETE PAGE ONE OF THE APPLICATION**

<b>Organization</b>	Name of Organization <b>Boy Scout Troop 93</b>		Type of Organization <b>Youth Organization</b>		Is this a "Not For Profit Organization" <input checked="" type="checkbox"/> <b>yes</b> <input type="checkbox"/> <b>no</b>	
	Address for Organization <b>47 Church St, Lake Zurich, IL 60047</b>				Email Address <b>mgull@aol.com</b>	
	Contact Person <b>Maggie Guldedge</b>		Home Number <b>847-550-0411</b>	Business Number <b>847-550-0510</b>	Cell Phone Number <b>847-528-4855</b>	
	Chairman/Presidents Name (if Different) <b>Ryan Baehr, Co-Chair</b>		Home Number	Business Number	Cell Phone Number <b>847-774-9930</b>	
Is your Organization willing to reimburse the Village for costs of services rendered? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If not, indicate why? <b>none needed</b>						
<b>Event</b>	Date(s) of Event <b>8/21, 22/ 2021</b>	Day(s) of the week <b>Saturday, Sunday</b>	Time(s) of Event <b>9 AM to 10 AM Sunday</b>		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When? <b>Last 3 years</b>	
	Describe the Type of Event you wish to hold <b>Multiple Boy Scout Troop Campout</b>			Location(s) of event <b>Park by Barn, #1 shelter, Restrooms, lake/fishing</b>		
<b>Police Department</b>	Will your event require the assistance of the Police Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the closing of any roadways? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name(s) of roads to be closed	
	Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input type="checkbox"/> Traffic Control <input type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
	List any other assistance the Police Department would be providing <b>Usual monitoring</b>		Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input type="checkbox"/> Traffic Cones <input type="checkbox"/> Other:			
	Has contact been made with a representative of the Police Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Police Official Contacted		Rank	When Contacted:
<b>Fire Department</b>	Will your event require the assistance of the Fire Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will your event require the use of Fire Department Personnel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will any equipment belonging to the Fire Department be used? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain	
	Type of Equipment <input type="checkbox"/> Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department					
	Has contact been made with a representative of the Fire Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Fire Department Official Contacted		Rank	When Contacted:
<b>Park &amp; Recreation Dept.</b>	Will your event require assistance of the Park & Recreation Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of any Village Parks or Park Property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain			
	Name of Park Property to be used (if applicable) <b>Rest Rooms, open gates</b>		Address of Park Property to be used (if applicable) <b>Paulus Park</b>			
	Will the event require use of Park & Recreation Department Personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required <b>Open gates, access to rest rooms</b>			
	Will any Park & Recreation Department equipment be required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input checked="" type="checkbox"/> Shelters <input type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
Describe any other Park & Recreation Department Equipment Needed						
Has contact been made with a representative of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted <b>Bonnie Caputo</b>		Title <b>Rec Dir</b>	When Contacted: <b>Nov 2020</b>	
<b>Public Works</b>	Will the event require the assistance of the Public Works Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of Public Works Personnel? <input type="checkbox"/> Yes <input type="checkbox"/> No		Will the Event require the use of Public Works Equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Describe the type of assistance required from the Public Works Department					
	Type of equipment needed <input type="checkbox"/> Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input type="checkbox"/> Trucks <input type="checkbox"/> Others:					
	Will the event require the use of any Public Works Property? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Has contact been made with a representative of the Public Works Department <input type="checkbox"/> Yes <input type="checkbox"/> No			
Name of Public Works Department Official Contacted		Title		When Contacted:		
<b>Building</b>	Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown		Will the event involve the use of electrical equipment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will any electrical equipment be used outdoors? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Will the event involve the modification of any structures? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event involve the building of any structures? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the assistance of any Building Department Personnel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Has contact been made with a representative of the Building Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Building Department Official Contacted		Title	When Contacted:

**This Section for Office Use Only****Page 3**

<b>Public Works Department</b>	Application Received By		Date		Time	
	Name of Public Works Department Event Coordinator assigned		Date assigned		Application reviewed by Public Works Event Coordinator <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Public Works Assistance required <input type="checkbox"/> Yes <input type="checkbox"/> No		Type of assistance <input type="checkbox"/> Street Cleaning <input type="checkbox"/> Clean Up <input type="checkbox"/> Barricades <input type="checkbox"/> Other:			
	Public Works Department Event Coordinator recommends the following Village Departments involvement in this event <input type="checkbox"/> Police Department <input type="checkbox"/> Fire Department <input type="checkbox"/> Parks Department <input type="checkbox"/> Building <input type="checkbox"/> Village Staff <input type="checkbox"/> Other:					
	Was Contact Made with Organization <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Person Contacted		Date	
					Time	
	List any concerns or cautions					
<b>Building Department</b>	Number of Public Works Personnel Required		Total hours worked		Estimated Cost \$	
					Equipment Used	
					Cost (if any) \$	
	Application forwarded to Building Department by				Date	
					Time	
	Application Received By		Date		Time	
	Name of Building Department Event Coordinator assigned		Date assigned		Application reviewed by Building Department Event Coordinator <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Finance</b>	Building Department Assistance required <input type="checkbox"/> Yes <input type="checkbox"/> No		Type of assistance <input type="checkbox"/> Plan Review <input type="checkbox"/> Site Inspection <input type="checkbox"/> Permit Issued <input type="checkbox"/> Other:			
	Building Department Event Coordinator recommends the following Village Departments involvement in this event <input type="checkbox"/> Police Department <input type="checkbox"/> Fire Department <input type="checkbox"/> Parks Department <input type="checkbox"/> Public Works <input type="checkbox"/> Village Staff <input type="checkbox"/> Other:					
	Was Contact Made with Organization <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Person Contacted		Date	
					Time	
	List any concerns or cautions					
	Number of Building Department Personnel Required		Total hours worked		Estimated Cost \$	
					Equipment Used	
<b>Board</b>					Cost (if any) \$	
	Application forwarded to Village Hall by				Date	
					Time	
	Application Received by		Date		Time	
	Village staff member assigned to review		Date		Time	
	Comments by Village Staff Member					
	Certificate of Insurance Received <input type="checkbox"/> Yes <input type="checkbox"/> No					
Total number of village employees involved with event		Total Cost for personnel \$		Total cost for Village equipment \$		
				Grand total cost \$		
Application forwarded to the Village Board by				Date		
				Time		
Application received by Village Clerk		Date		Time		
Review of Application by Village Board on (date)		Application Approved <input type="checkbox"/> Yes <input type="checkbox"/> No		Date of approval		
Resolution Passed <input type="checkbox"/> Yes <input type="checkbox"/> No		Resolution Number		Date resolution Passed		
Fees Waived <input type="checkbox"/> Yes <input type="checkbox"/> No		Group/Organization to reimburse the Village for the following services <input type="checkbox"/> Personnel <input type="checkbox"/> Equipment <input type="checkbox"/> Supplies <input type="checkbox"/> Rental of Village Property (costs to be determined by the Village Board)				

S:\Common Forms\VOLZ Special Event Application Rev 10-08.doc





*At the Heart of Community*

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

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

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**MEMORANDUM**

Date: February 16, 2021

To: Ray Keller, Village Manager **PK**

From: Sarosh Saher, Community Development Director

CC: Roy Witherow, Assistant Village Manager  
Mary Meyer, Building Services Supervisor  
Tim Verbeke, Planner

Re: **Courtesy Update – Vacant Property Development  
300 and 320 North Rand Road; 881 North Old Rand Road  
(Southeast Corner, across Old Rand Road from Life Time)**

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**Issue**

Mr. Romeo Kapudija, a Real Estate Developer with Miller Street Partners, of Chicago, is proposing the development of the vacant property at the southeast corner of Rand Road and Old Rand Road with a new mixed-use development containing a retail use and residential townhomes.

**Village Strategic Plan:** This agenda item is consistent with the following objectives under Goal #2 – Development:

- Expand the Village's role as a major regional economic hub in Lake County
- Continue Route 12 Corridor Development

**Background**

At a Courtesy Review to the Village Board on December 7, 2020, Mr. Kapudija presented a concept for eight townhomes along the lake with a standalone 4,000 square-foot retail building. The properties under consideration at that time were only the two northerly parcels at 300 North Rand Road and 881 North Old Rand Road owned by Lakeside Condominiums of Lake Zurich LLC and represented by Mr. Vincent Sansonetti and Mr. Carmine Naccarato. The video stream of the meeting can be viewed at the following link:

<https://play.champds.com/lakezurichil/event/9>

At that courtesy review, Mr. Kapudija was also asked if he had reached out to Mr. and Mrs. Sponsler, the owners of the property to the south at 320 N Rand Road, to potentially propose a

Courtesy Review – 300 and 320 North Rand Road; 881 North Old Rand Road  
February 16, 2021

page 2

larger development by combining both properties. Mr. Kapudija has since reached out to the Sponslers and has been able to initiate a partnership with them and is now proposing a comprehensive project on the both properties combined.

*Past development and proposals on the property.*

Records (historical aerial maps) show that since 1946 the corner parcel on the property had been improved with a smaller commercial building and its parking lot which was home to Taylor Street Café. Shortly thereafter, the adjacent parcel was developed with a motel. The motel building was built along the frontage of Old Rand Road with a parking lot at the rear facing the lake. The property also contained an “L” shaped pier for launching smaller water craft onto the lake. The corner building and the inn ceased operations, were demolished and all their features were removed between 1997 and 2000. The property has remained vacant since that time.

In 1996 a proposal for a hotel known as “The Beverly Inn” was approved by the village, but never proceeded to construction. Since then the village has had numerous development inquiries on the property but none resulted in a formal submittal.

Between 2017 and 2020, staff had been in conversation with Mr. Rick Cortopassi and his developer Mr. Bogdan Klek of K Development on various iterations for the development of the property, the most recent of which was presented to the Village Board for courtesy review on June 15, 2020. That proposal had not proceeded any further since that time.

**Existing Conditions**

The combined properties comprise 4 parcels with total area of 176,888 sq.ft. (4.04 acres), of which approximately 50,263 sq.ft. (1.15 acres) is lake bottom property. The total remaining buildable area is 126,625 sq.ft. (2.9 acres). *Note: this property data is derived from Lake County GIS.*

The combined property is currently vacant with the exception of a brick commercial building located at its southerly end. It is zoned within the B-1 Local and Community Business District and LP Lake Protection District. It has two points of vehicular access off Rand Road. A few additional signs of the previous development remain in the form of a building pad and portion of the paved vehicular areas.

*Surrounding areas.*

The properties to the north, south and west are located within the B-1 district. The property to the north across Old Rand Road is being developed with the new Life Time facility. The property to the south is currently vacant and used by the West Lake Beach Club. The properties to the west across Rand Road are currently improved with smaller commercial uses also zoned within the B-1 business district.

The property to the northeast is zoned within the R-6 Multiple Family Residential District and is improved with the residences of Bayshore Village Condominiums. The lake is located to the east of the property.



Courtesy Review – 300 and 320 North Rand Road; 881 North Old Rand Road  
February 16, 2021

page 3

### **Revised Proposal**

Mr. Kapudija is proposing a concept for mixed-used development consisting of townhomes and a retail building. The townhomes comprise 23 units within three buildings. Each townhome will be 2,100 sq.ft. and 3 stories in height with a maximum height of 34'-1". The buildings are proposed to be located towards the rear of the property with frontage along the lake. Each townhome building will be provided with a pier containing 10 boat slips on the lake for a total of three piers and 30 boat slips. The elevations containing the main entrances are proposed to face the lake. These elevations will also be detailed with balconies accessed by French windows to maximize lake views. The garage elevations are simpler and will face the interior of the lot.

A retail building consisting of a single story 4,200 square-foot building with a drive-through facility and outdoor seating is proposed at the corner facing Rand and Old Rand Road where the need for visibility is higher. The two land uses are proposed to be separated by a landscaped area and onsite vehicle circulation. Landscaped areas are also proposed along the periphery of the site to screen the parking areas.

The developer has provided representative examples of the various building materials and designs proposed for the retail and residential buildings.

### **Analysis**

Staff offers the following information for the Village Board to consider as it relates to the revised development:

1. **Land Uses.** The property is proposed to be developed with a mix of commercial and residential uses:
  - a. 23 townhomes within three building
  - b. 4,200 square feet of retail space including a drive-through facility and outdoor seating within one building.
2. **Access to the property.** Access to the development will be provided from Rand Road (Rt 12) and Old Rand Road. Rand Road (IL RT 12) is under the jurisdiction of the Illinois Department of Transportation (IDOT) and is classified as a Strategic Regional Arterial (SRA). Old Rand Road is a local road and is under the jurisdiction of the Village of Lake Zurich. The property is currently provided with two access points on Rand Road. There is currently no access to the property from Old Rand Road. Any former access point that existed from previous development was removed around 2003 following the demolition of those buildings.

The development proposes one access point on Rand Road and one access point on Old Rand Road. An access permit on Rand Road (IL RT 12) will need to be approved by IDOT before the village will approve any construction permits on the property.

3. **Off Street Parking.** A total of 188 spaces are proposed within the development in a shared parking configuration. Parking for the residential component is proposed as follows:

Courtesy Review – 300 and 320 North Rand Road; 881 North Old Rand Road  
February 16, 2021

page 4

- 2 spaces within an enclosed 2-car garage within each townhome unit (46 garage spaces)
  - 2 spaces on the approach in front of each 2-car garage (46 driveway spaces)
  - 40 spaces for visitor parking
- Total residential parking - 132 spaces

Parking for the commercial component is proposed as follows:

- 56 spaces for the 4,100 square feet of retail space (1 space per approx. 73 square feet of gross retail area)

**4. Lake Access.** The combined property currently enjoys approximately 475 feet of lake frontage. The zoning code (Article 9-7C-3) provides for no more than one pier per each 75 feet of lake frontage per zoning lot. The property is therefore eligible for no more than 6 piers. The developer is proposing 3 piers with a total of 30 boat slips (10 slips per pier).

**5. Zoning Relief Requested.** The developer will need to request the following zoning relief and approval to be able to develop the property in the manner that is currently proposed:

- a. A special use for a Planned Unit Development (PUD) in the B-1 Local and Community Business District to allow for the mixed-use development comprising of retail space and residential townhomes.
- b. Any modifications from the requirements of the zoning and land development code to allow for the development of the commercial and residential portion of the development. At this time, no specific modifications to the zoning code have been identified, but staff anticipates that setback modifications will be requested.

### **Recommendation**

The developer and staff seek to understand the Village Board's preferences towards the revised proposal for development of the property. Staff therefore recommends that the Village Board provide feedback on the proposed development and highlight any further areas of concern to the developer on the above listed issues.

### **Next Steps**

The developer has indicated that if positive feedback on the development is provided by the Village Board, they would move forward with a development concept plan to the Planning and Zoning Commission.

Following a recommendation from the Commission, the proposal will need to be brought before the Village Board for consideration and approval of ordinances for zoning and subdivision and potential Planned Unit Development.

Courtesy Review – 300 and 320 North Rand Road; 881 North Old Rand Road  
February 16, 2021

page 5

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Sarosh Saher', with a stylized flourish at the end.

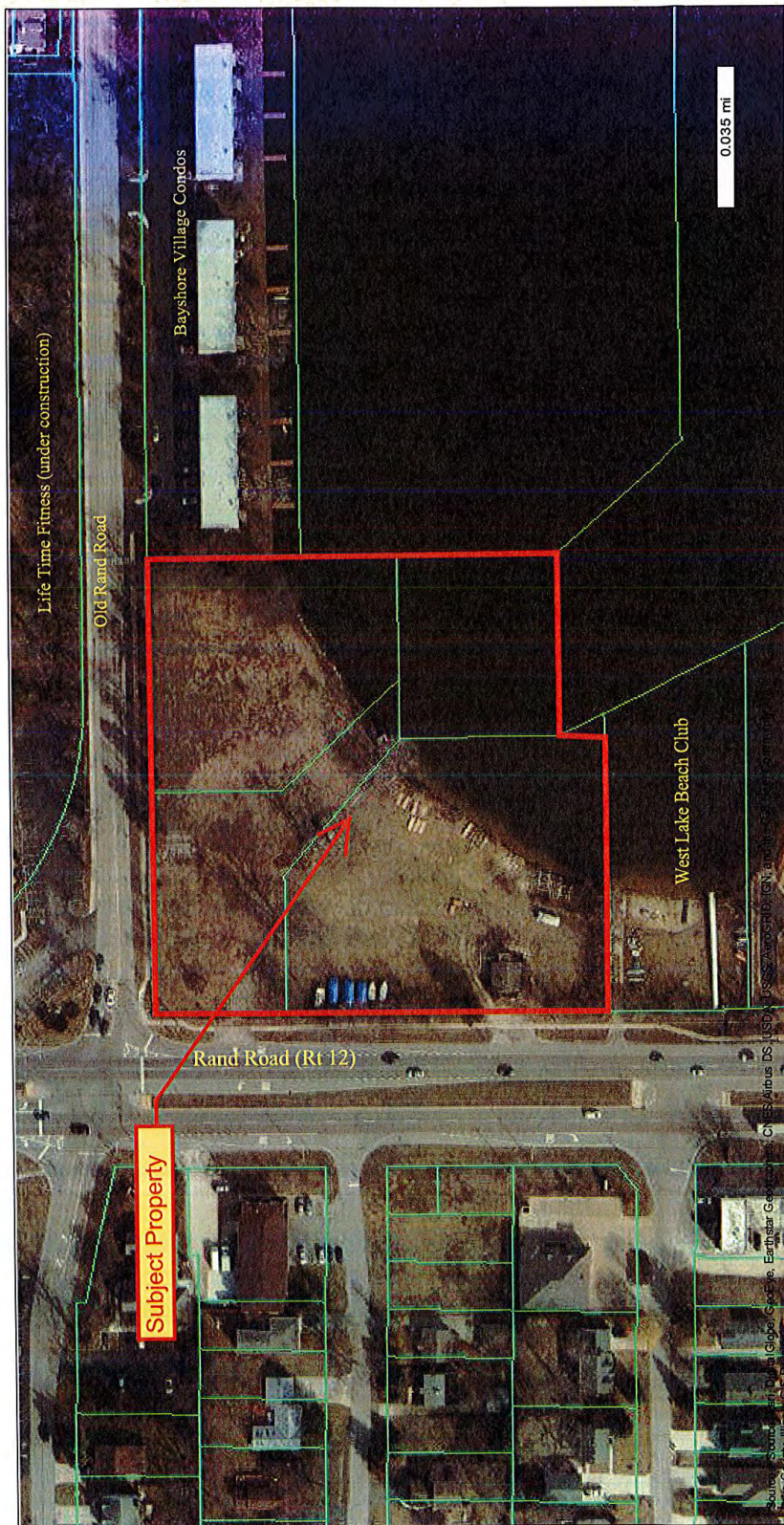
Sarosh Saher, AICP  
Community Development Director

Attachments:

1. Aerial Map of Subject Property
2. Revised Concept for development and representative building elevations



# Lake County, Illinois



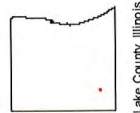
☐ Tax Parcel Lines

Tax Parcel  
Information

N



Map Printed on 6/9/2020



300 N Rand Road and 881 N Old Rand Road

The selected feature may not occur anywhere in the current map extent. A Registered Land Surveyor should be consulted to determine the precise location of property boundaries on the ground. This map does not constitute a regulatory determination and is not a base for engineering design. This map is intended to be viewed and printed in color.

Disclaimer:

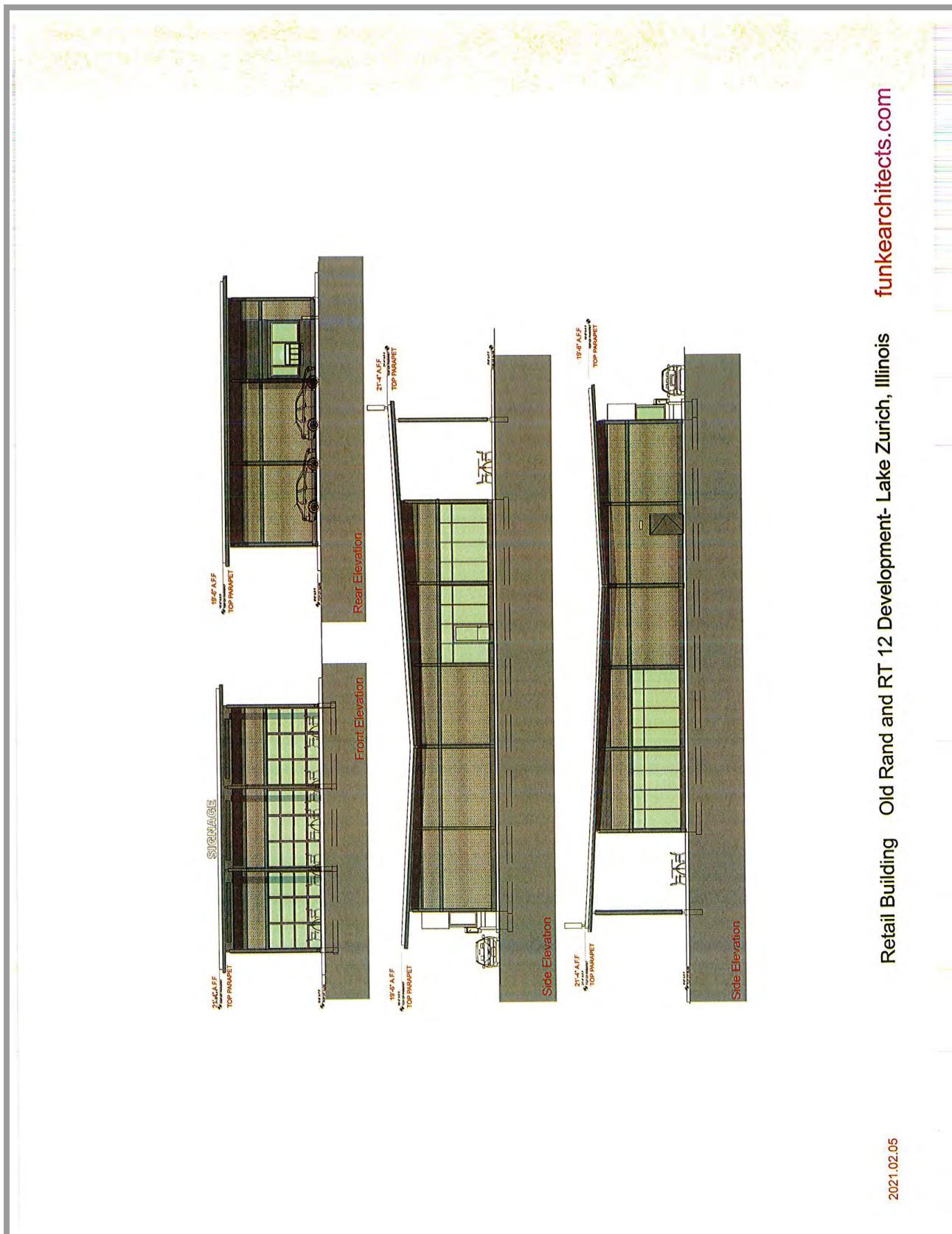


















# VILLAGE MANAGER'S OFFICE

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## MONTHLY INFORMATION REPORT

**JANUARY 2021**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

#### A Look Back at January 2021....

- **Proposed Development in Northwest Corner of Lake.** During January, Village Staff received an update from the developers of the proposed development on the southeast corner of Rand and Old Rand Road at 300 North Rand Road and 881 North Old Rand Road, across the street from the Lifetime Fitness Facility (which is on schedule to resume construction in early Summer 2021). The proposed development of eight townhomes along the lake with a standalone 4,000 square-foot retail building was presented to the Village Board at an initial courtesy review on December 7, 2020.

The January update to Staff included a potential partnership with the landowners at the adjacent property to the south for a potential combined development of both properties for additional townhomes. An updated courtesy review at a future Village Board meeting is expected in February 2021.

- **911 Dispatch Consolidation Partnership.** The Lake County Emergency Telephone System Board (LCETSB) is charged with providing management and operation of the regional 9-1-1 system. LCETSB operates an office in Volo which accommodates LCETSB staff for daily operations and housing of equipment providing public safety services. LCETSB also houses equipment at the Lake Zurich Police Department.

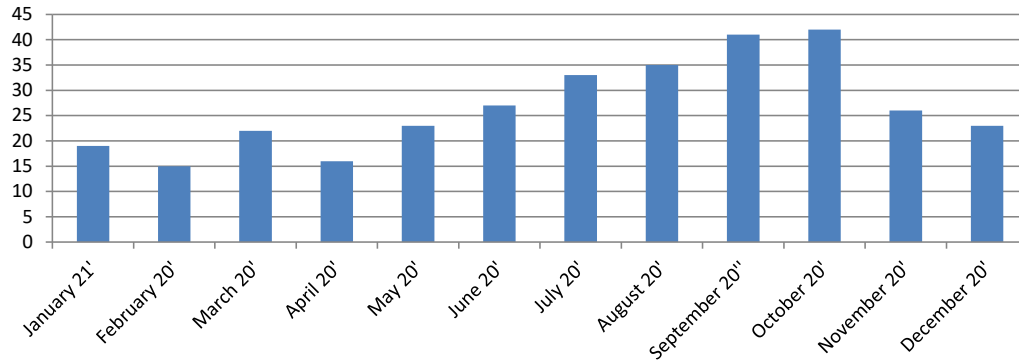
LCETSB has recently approved additional staffing creating the need for additional space for their operations. Due to limitations in the current space in Volo to appropriately accommodate additional staff, LCETSB has inquired with partner agencies regarding available office space. The Lake Zurich Police Department facility contains space that could function as a second office location for LCETSB operations. Staff has initiated conversations with LCETSB to see if the available space will work for them.

- **Park Barn Repairs.** Exterior and interior construction continues at the Park Barn to restore the building after the November 2019 structure fire. Crews continued working on the roof structure, facade improvements, and the interior framing in January 2021. The Barn is expected to be ready for park and rec programs in early Summer 2021.



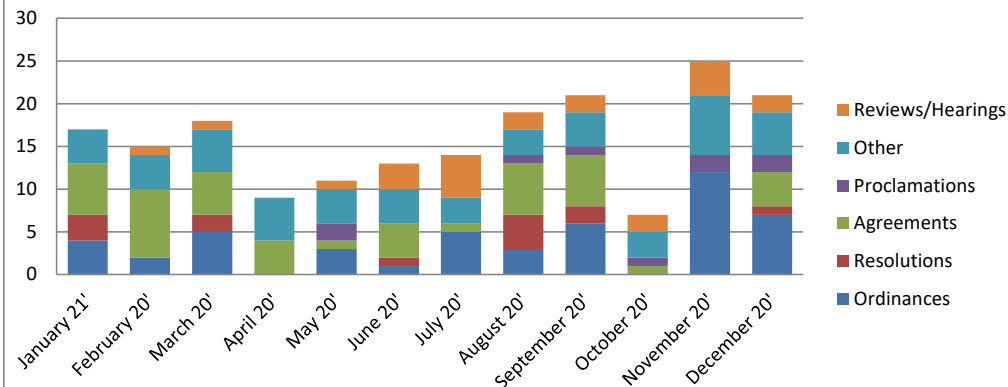


### New Lake Zurich Households



This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not include tenets in rental units, but only new single residential owners.

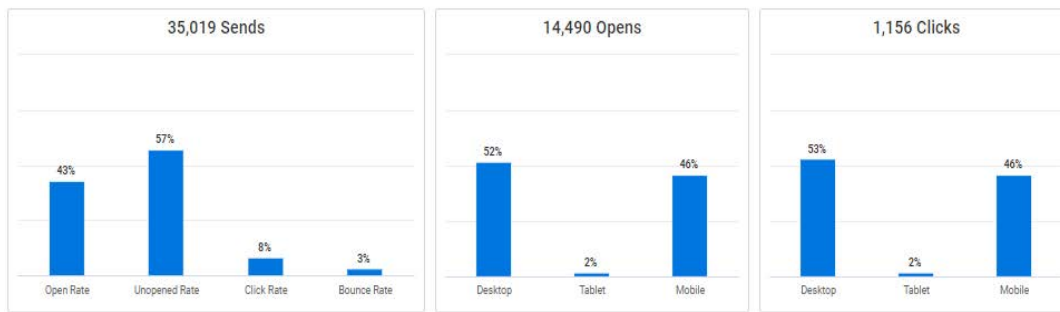
### Village Board Agenda Items (Past 12 Months)



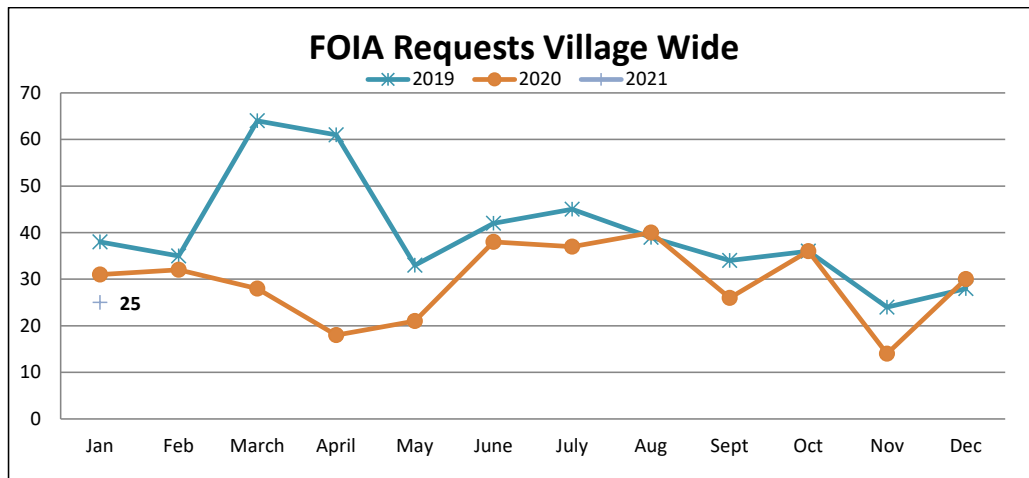
This metric shows the number of action items included on Village Board meeting agendas. As the local legislative governing body, the number of items acted upon by the Village Board has a direct input on Lake Zurich's strategic orientation. This data can be useful in decisions regarding meeting frequency, legislative workload, agenda preparation, activity levels, etc.

**Average length of regular January Village Board meetings: 1 hour and 26 minutes**

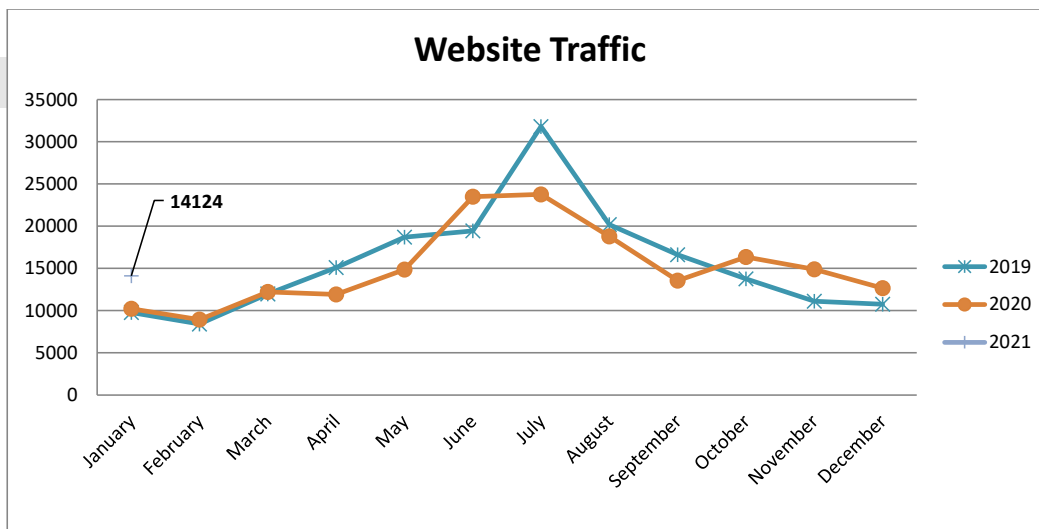
### Benchmarks Rates – Past Month



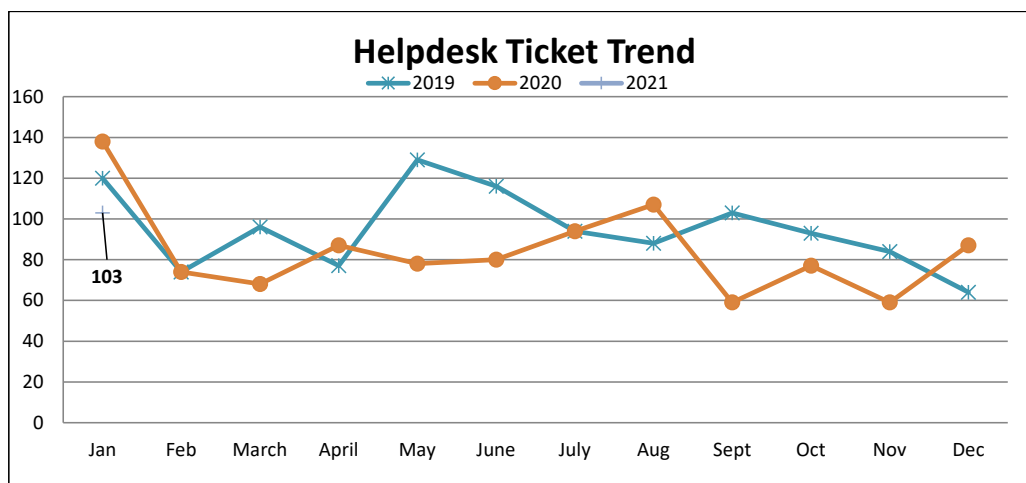
*Benchmarks* is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 5,700 subscribers.



Open and honest government is a cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making processes. This graph includes all of the FOIA requests received Village-wide among all departments.

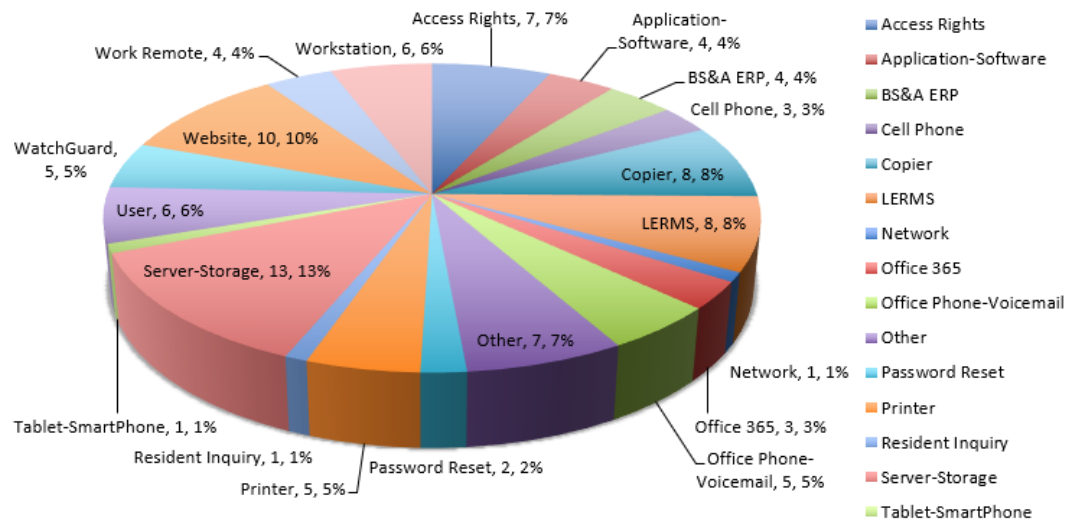


This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing citizen oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision-making. This metric tracks the number of visits to LakeZurich.org. **Most Visited Page on LakeZurich.org for January: Pay Online**

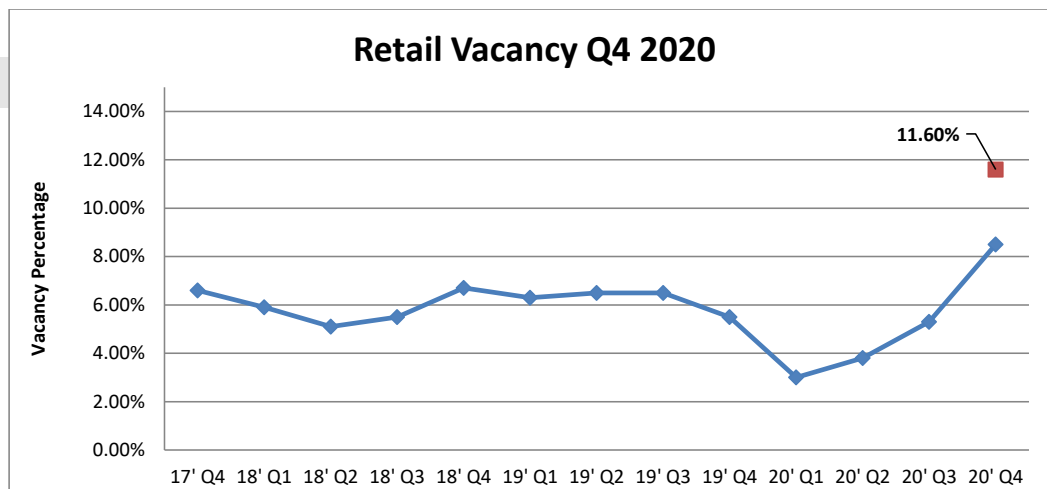


Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for training workshops or investment in technology upgrades. This graph shows the most common requests for assistance this month. **Total number of Help Desk tickets in January: 103**

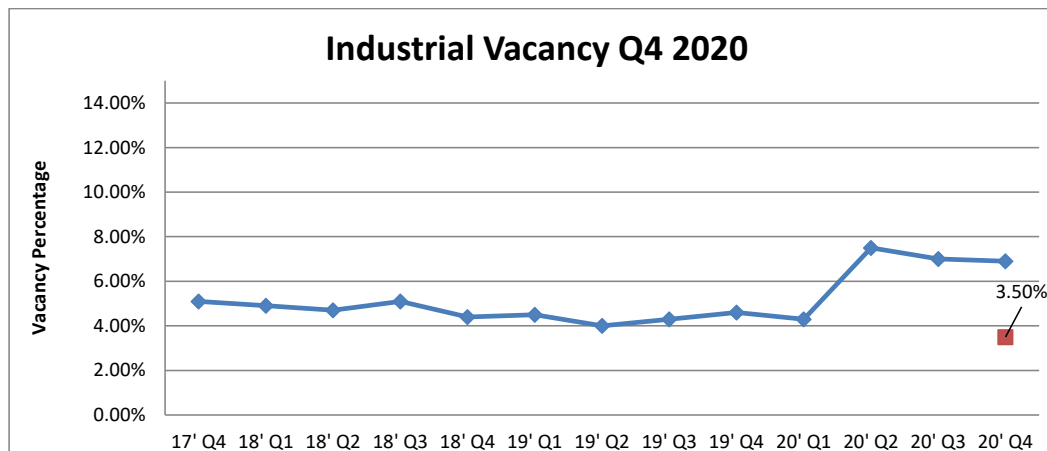
### Help Desk – January



Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for training workshops or investment in technology upgrades. This graph shows the most common requests for assistance last month.

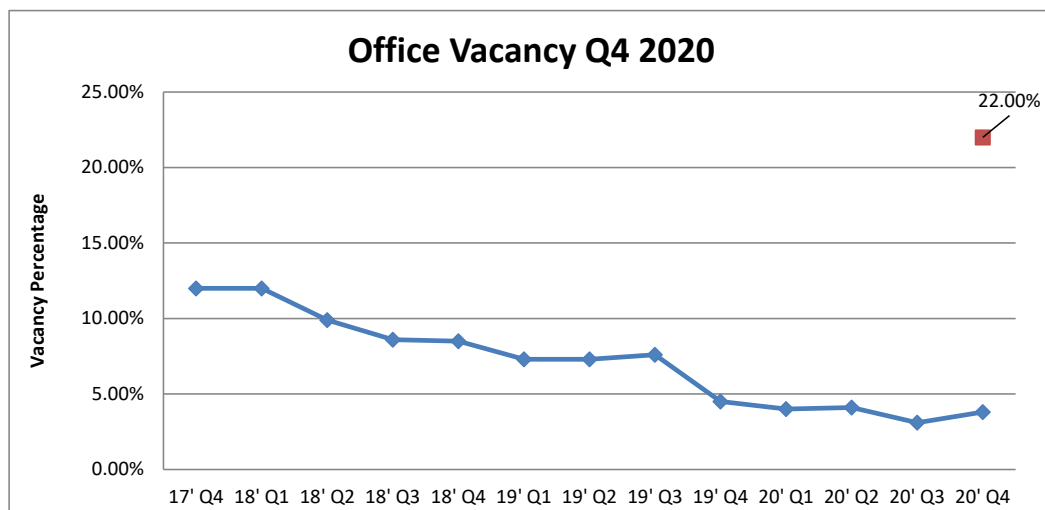


The Lake Zurich retail vacancy rate increased in the fourth quarter of 2020 to 8.5% vacant from 5.3% in the third quarter (*based on Lake County Partners data*). As of December 31, 2020, there was 227,112 square feet of retail space reported vacant in Lake Zurich, with average rates at \$15.86 per square foot (nnn). *Chicagoland retail vacancy rate from CBRE (red dot)*.



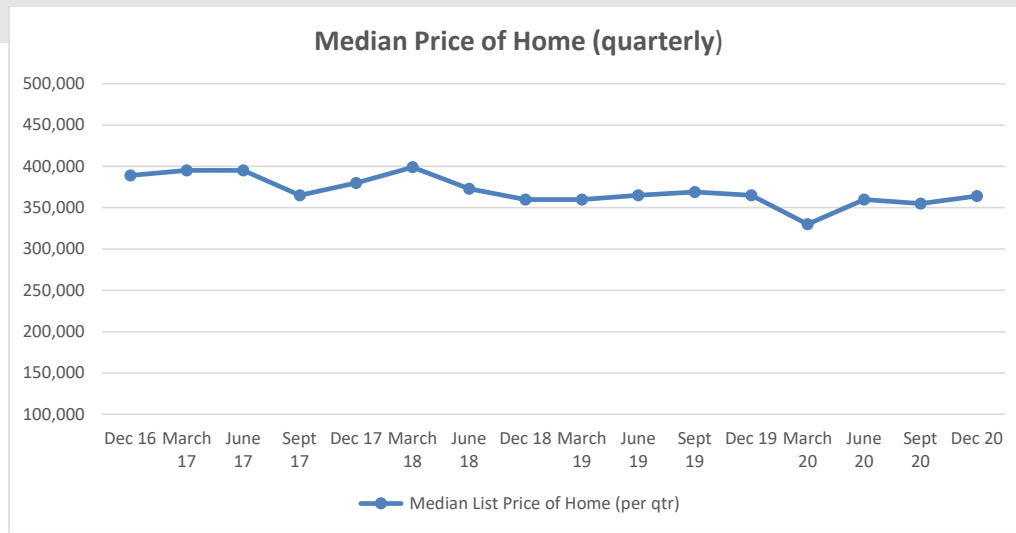
The Lake Zurich industrial vacancy rate decreased to 6.9% in Quarter 4 of 2020 compared to Quarter 3 when 7.0% was reported vacant (*based on Lake County Partners data*). As of December 31, 2020, there was 381,991 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$4.44 per square foot (nnn). *Chicagoland industrial vacancy rate from CBRE (red dot)*.





The Lake Zurich office vacancy rate increased from 3.1% in Quarter 3 of 2020 to 3.8% reported vacant in Quarter 4 (*based on Lake County Partners data*). As of December 31, 2020, there was 15,425 square feet of office space reported vacant in Lake Zurich, with average rates at \$20.07 per square foot (full service). *Chicagoland office vacancy rate from CBRE (red dot).*

### **Real Estate Housing Trends – Residential Inventory**



The chart above reports the recent trend for median sale price of Lake Zurich houses. The prices are reported by quarter.

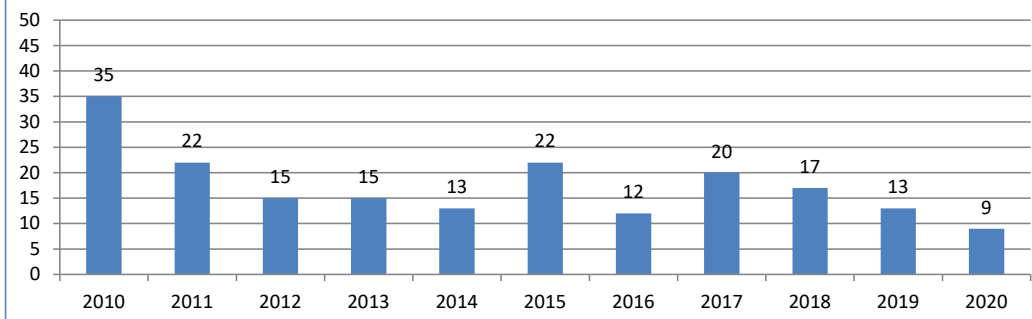
The monthly snapshot below reports more details about the residential real estate market for the most recent month.

#### **January Snapshot of Real Estate Trends**

Homes Reported for Sale:	40
Median List Price:	\$367,000
Median List \$/Sq. Ft	\$179
Median Sale Price:	\$330,000
Average Down Payment:	3.5%
Median Sale \$/Sq. Ft.	\$171
Average Sale / List:	97.8%
Number of Homes Sold:	32

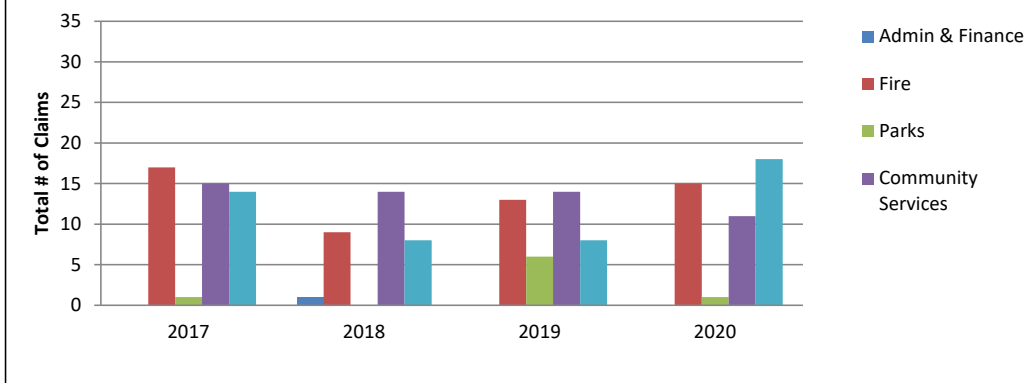
\*Source: Redfin Corporation

### General Liability Claims -Total Incidents (Year-to-Date)



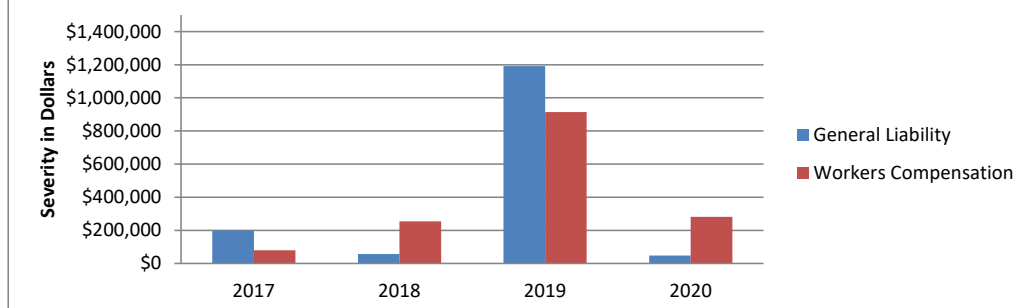
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of approximately 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports total General Liability claims (both open and closed claims) in all departments since January 1<sup>st</sup>.

### Claim Frequency By Department (Year-to-Date)



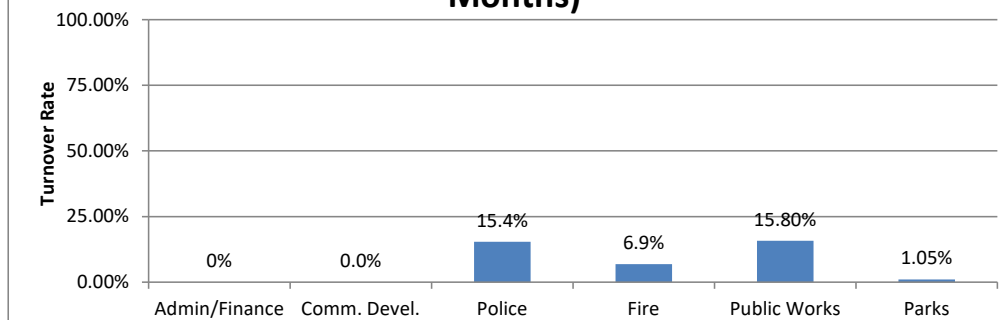
Loss prevention programs and a culture of safety that encourages safe work practices will decrease claim frequency rates. This data shows the total number of claims by department updated quarterly, which is an aggregate number of the following claim types: Auto Liability, Auto Physical Damage, General Liability, Property Damage, and Workers Compensation. It is important to realize that Community Services is responsible for routine maintenance, so its general liability claims will naturally be high due to claims involving parkway trees, mailboxes, sidewalks, fire hydrants, the municipal fleet, etc.

### Claim Severity for General Liability and Workers Compensation (Year-to-Date)



This metric provides a snapshot of the Village's overall liability position, separated by General Liability Claims (such as property damage) and Workers Compensation Claims (such as medical bills and lost work-time). Fewer claims filed against the Village mean less money spent and improved financial stability. This data includes the total costs, including net property loss and any other associated expenses, such as attorney fees.

### Employee Turnover Rate by Department (Past 12 Months)



A certain level of turnover is healthy and desirable for organizations. A zero percent turnover rate is not the goal. Regularly tracking turnover rate will facilitate decision making related to employee satisfaction, human resources screening, and succession planning. This metric tracks turnover for all Village employees, including full-time, part-time, and seasonal on a rotating basis for the past 12 months. The size of the department is an important factor when analyzing this data. **Note:** Parks and Public Works are heavily staffed by part-time seasonal personnel, resulting in a turnover rate that is technically high but this is not a cause for concern.



# FINANCE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**DECEMBER 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047



Finance Monthly Report – December 2020

### DEPARTMENT NARRATIVE

During December staff worked primarily on wrapping up the final month of the fiscal year. Finance brought the annual budget for 2021 before the board in December.

Note for this report only: While it is the final month of our fiscal year, staff is continuing to post adjustments for the year through March. The village operates on a cash basis during the year, but adjusts to accruals as part of the year-end process. This allows the village to match revenues with the period earned, not received and match expense with the month incurred, not paid. The numbers reported at this point are very preliminary, with the final numbers to be reported this summer with the Comprehensive Annual Financial Report (CAFR). For this month, operating figures for the month will not be presented. Key elements such as the results of major sources and significant expenditures will still be presented.

### GENERAL FUND OPERATING RESULTS

#### *REVENUES*

##### Taxes:

For the year, all property tax revenues are expected at or near a 100% of budget in the General Fund. Telecommunications tax receipts were about 19% higher than expected for the month at \$39k. That is 10% less than the amount received in the same month of the prior year. More information regarding Telecommunications tax can be found on page 8.

Utility tax results were mixed for the month. The gas utility tax had \$24k in receipts compared to an expected \$23k. Electric utility tax came in at \$70k versus the expected \$75k. Combined, utility taxes were 4% lower than expected. The payments are based primarily on November activity. More detail on the Utility Taxes can be found on page 9.

## Finance Monthly Report – December 2020

**Intergovernmental Revenue:**

Revenue from other governments totaled \$1.2 million in December, which fell just short of budget expectations for the category. Year-to-date receipts continue to exceed budget expectations, mainly due to the receipt of CARES Act funding.

State sales tax receipts were below budget expectations for the month at \$529k. This represents sales from September and was 7% less than receipts from the same month last year. We anticipate a continued decrease in sales tax revenue due to the Peapod closure in mid-February, and the COVID effect. More information regarding Sales Tax can be found on page 10.

Income Tax receipts came in 7% above expectations with the receipts for December totaling \$131k compared to an expected \$122k. The variation in income tax receipts compared to budget expectations is due to the extension of the income tax filing date from April 15<sup>th</sup> to July 15<sup>th</sup>. Details on Income Tax are provided on page 11.

Video gaming tax receipts came in below expectations due to the year-end audit adjustment; which reversed the 2019 revenue accrual and accrued the 2020 revenue, as well as gaming being suspended due to the Governor issued shut down from March 16-July 1 and again on November 19 through the end of the fiscal year and into 2021. The actual video gaming tax received in December was \$22k. Video gaming tax is received two months in arrears. The video gaming tax receipts budgeted for December relate to tax for October activity.

**Licenses and Permits:**

Revenue from the issuance of licenses and permits came in at \$136k for December, above budget expectations. Business licenses (\$70k) and liquor licenses (\$48k) were the biggest contributor. These licenses were actually payments received for 2021. Therefore, that revenue will be adjusted to reflect that fact. Additional items included in license and permit revenue are contractor registration (\$6k), building permits (\$4k), and permit plan review (\$2k). Due to the variable nature of these types of revenues, fluctuations are expected throughout the year based on activity.

**Fines and Forfeits:**

Revenue from police fines were less than expected during December, with receipts of \$26k, which was 52% below the \$54k projected. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations. This category will naturally experience

#### Finance Monthly Report – December 2020

spikes throughout the fiscal year depending on enforcement campaigns, and times of the year or events that trigger more violations than average.

#### **Charges for Services:**

Revenue from service charges totaled \$139k in December. The main revenue sources in this category are ambulance, engineering fees, and park program fees. As ambulance fees are based purely on activity and need, this revenue source can fluctuate considerably during the year. Ambulance receipts for the month were recorded at \$88k. Park program fees have been negatively impacted due to the pandemic and continue to fall below budget expectations. This category is a combination on timing of receipts and fluctuating activity levels. Additionally, some of the recorded revenue will be reclassified and held for next year's revenue, depending on the original date of the receipts.

#### **Investment Income:**

The General Fund investment income in December was \$2k. In December of 2018, \$3.6 million was transferred from Barrington Bank to PMA Financial Advisors for long term investment. Investment returns were previously balanced between investments in certificates of deposits, treasury obligations, investment pools and interest-bearing money market accounts. Currently, the investments are concentrated in certificates of deposit and interest-bearing money market accounts. All securities and certificates of deposit that matured during the year will remain in the money market until interest rates increase. The pandemic had a major impact on investment returns and options for investments. A detailed cash and investment report can be found on page 13.

#### **Miscellaneous:**

The General Fund miscellaneous revenue in December was \$5k. Receipts for this category were rental income (\$5k), and fundraising proceeds (\$3k), as well as other small items. Additionally, during December, \$3k of old receivables were written off and sent to collections.

### ***EXPENDITURES***

General Fund expenditures for the month are continuing to trickle in for fiscal year 2020 and will be accepted through February. As the accounting staff records adjustments from cash basis to accrual,

## Finance Monthly Report – December 2020

expenditure accounts begin to take their final shape for the year. As of the time this report was written, General Fund expenditures recorded against December and/or year-end adjustments totaled \$1.95 million, but at only 91% of the annual budget, this number is highly preliminary. We are hopeful to have a small surplus recorded once all adjustments are finalized.

### OPERATING RESULTS OF OTHER FUNDS

Following are some observations regarding the revenues and expenditures of other funds.

#### Special Revenue Funds:

Motor fuel tax revenue came in at \$65k in December. Year-to-date receipts are 56% higher than the budget as the receipts include the 'Transportation Renewal Fund', (\$295k) in which municipalities received an increase to their MFT due to the 2019 state capital bill. Expenditures from the Motor Fuel Tax Fund were for streetlight electric (\$29k), and road salt (\$22k).

December revenues for the Hotel Tax Fund totaled \$4k. The revenue in this fund is a combination of hotel tax receipts and interest income, both of which have been significantly impacted due to the pandemic. Hotel Tax receipts have been declining as the rental nights have been decreasing. Revenues are anticipated at 42% of budget. Expenditures of \$4k were recorded for the month, most of which is a transfer to the Special Events Fund for the funding of special events.

The Special Events Fund allocates resources for special events and their corresponding expenditures. Revenues for December totaled \$15k, which primarily relates to funding transfers in from other funds. Expenditures for the month totaled \$11k, consisting of normal staff expenses. Many of the special events planned for 2020 including Rock the Block and Fourth of July Festival were cancelled due to the pandemic.

#### Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2020. Interest payments are paid semi-annually, typically July and December. Revenues for the debt service fund were \$27k from property taxes and \$193 from interest and changes in market value of investments. Interest rates continue to be low for the options available for village investment per law. There were no expenditures recorded for December.

## Finance Monthly Report – December 2020

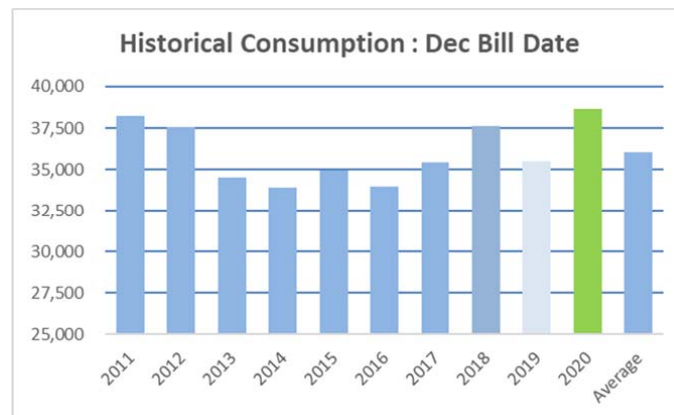
**Capital Projects Funds:**

December revenue for the capital projects funds in total came in at \$180k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from December of \$167k. This was 5% lower than budget expectations and 3% lower than the same month last year. December receipts represent sales from September. More detail on the NHRST revenue can be found on page 12. Remaining revenues for capital project funds include residual interest income and change in market value of investments, and the electric aggregation civic contribution (\$6k).

Due to the pandemic, staff held back on spending for capital projects including a net \$573k for land improvements and net \$14k for building improvements. However, expenditures for NHRST capital projects were recorded in December of \$496k, consisting mainly of the 2020 road resurfacing (\$487k), BEET HEET concentrate (\$7k), and concrete and asphalt (\$2k).

**Water and Sewer Fund:**

December revenue totaled \$618k, which was 11% above the budget estimate of \$559k. Consumption metered in December was 39M gallons, lower than the nine-year average of 36M gallons. The consumption billed in December primarily represents water metered in late November and early December. With about 43M gallons pumped, about 11% of pumped water was lost to main breaks, fire department use, or other small issues. A chart comparing December water consumption over the past nine years provided below.



Expenses in the Water Fund were \$804k for the month. Of this amount, \$158k is a non-cash transaction to record depreciation of the infrastructure assets of the fund. The remaining expenses are



## Finance Monthly Report – December 2020

personnel expenses, other operational items and other smaller operating items. Throughout the year, spending is monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus would be used for expenditures later in the year and provide cash flow for improvements to maintain the aging infrastructure.

**Internal Service Funds:**

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has three active internal service funds: Medical Self Insurance, Risk Management and Equipment Replacement. Revenues are a combination of user charges from other funds as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund. The Equipment Replacement fund in particular is subject to funding availability from the General Fund. December expenses mainly include the purchase of a public works truck (193k), and non-cash depreciation expenses (\$33k).

**Special Service Areas:**

While the village does not budget for Special Service Area (SSA) revenues and expenses, as funds are being collected and spent for village SSA's, the following information can be of value to report. The only expenses for special service areas in December were \$11k for water quality management (SSA#9 and SSA #13).

SSA Activity Dec-20									
SSA #	Location	Beginning Balance 1/1/2020	Year-To-Date		Ending Balance 12/31/2020	Annual Expected		Annual Expected	
			Revenues	Expenses		Revenues	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	79,315	9,697	15,600	73,412	10,105	95.96%	15,050	103.66%
SSA #9	Willow Ponds	136,288	11,851	17,306	130,833	11,950	99.17%	16,000	108.16% <sup>b</sup>
SSA #10	Westberry	15,026	1,000	-	16,026	1,000	100.00%	-	N/A
SSA #11	Lake Zurich Pines	21,900	2,999	1,575	23,324	3,000	99.98% <sup>a</sup>	1,573	100.13%
SSA #13	Conventry Creek	332,966	29,894	115,884	246,977	30,000	99.65% <sup>a</sup>	TBD	N/A
SSA #16	Country Club	9,197	1,760	-	10,957	1,760	N/A	TBD	N/A
		594,692	57,202	150,365	501,529	57,816	98.94%	32,623	0.00%

a) Flat amount levied per property.

b) At some point after enough funds have accrued, Willow Ponds will require dredging, estimated at \$120,000+

Finance Monthly Report – December 2020

**Police and Firefighters' Pension Funds:**

A snapshot of activity related to the public safety pension funds of the village is provided as part of the monthly report. It is important to note that a significant revenue source for both pension funds is the annual property tax levy, of which receipts are typically recorded between June and September of each year, affecting the cash flows of each fund.

The Police Pension Fund had total revenue of \$1.05 million for the month. For December, the fund recorded an unrealized gain of \$847k from investments. Total municipal and member contributions for the month totaled \$204k. Expenses for the month were \$185k of which \$184k was for pension and benefit payments, and \$1k was for professional services. For the month of December, the fund experienced a gain of \$867k, bringing the year-to-date gain to \$4.1M for the year. As of December 31st, the fund had a net position of \$30.5 million. Additional information can be found on page 14.

The Firefighters' Pension Fund had a similar month for investments, with an unrealized gain of \$1.35 million from investments. Total municipal and member contributions for the month totaled \$70k. Total revenues for the month were \$1.42 million. Expenses for the month were \$168k, of which \$166k was for pension and benefit payments, and \$2k was for professional services. For the month of December, the fund experienced a gain of \$1.25 million, and for the year, a gain of \$6.9M. As of December 31st, the fund had a net position of \$48.4 million. Additional information can be found on page 14.

**Conclusion:**

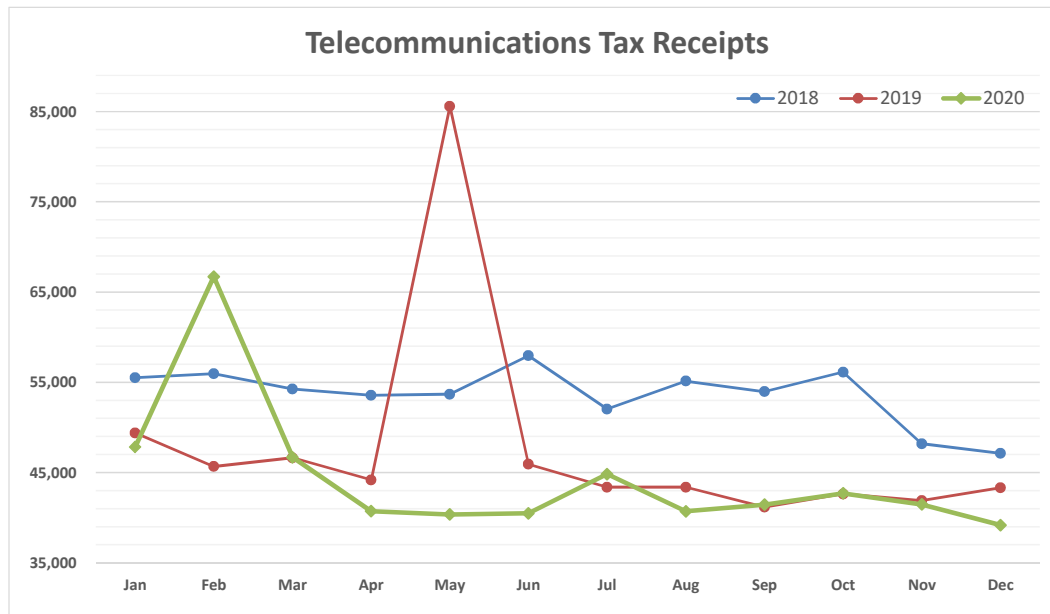
2020 was a rollercoaster year, starting with the loss of Peapod, a major sales tax contributor, and continuing with the COVID-19 pandemic, which led to uncertainty in the financial markets and the shifting, or in some cases, the loss of revenues. Expenditures were kept to a minimum to align with the decrease to revenues. Staff is confident that once all end of year adjustments are posted, the results will be favorable for the fiscal year. The financial records will be finalized in the coming months and distributed via the CAFR once the annual audit has been completed in June.

Respectfully Submitted,

*Bane Thomey*

Bane Thomey  
Director of Finance

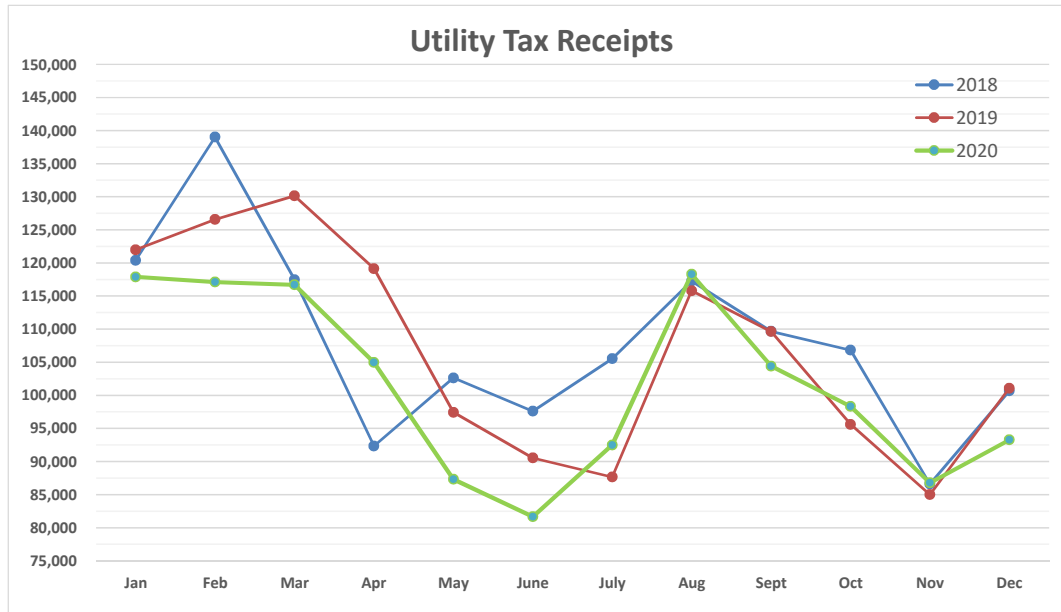
DEPARTMENT OF FINANCE  
MONTHLY REPORT  
DECEMBER 2020



**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		FY 2018	FY 2019	% Change	FY 2020	% Change	Budget	Variance \$	Variance %
January	October	55,510	49,387	-11.03%	47,823	-3.17%	37,697	10,126	26.86%
February	November	55,958	45,678	-18.37%	66,708	46.04%	34,866	31,842	91.33%
March	December	54,265	46,633	-14.06%	46,694	0.13%	35,594	11,099	31.18%
April	January	53,572	44,188	-17.52%	40,718	-7.85%	33,728	6,989	20.72%
May	February	53,681	85,580	59.42%	40,356	-52.84%	65,321	(24,966)	-38.22%
June	March	57,947	45,928	-20.74%	40,486	-11.85%	35,056	5,430	15.49%
July	April	52,031	43,371	-16.64%	44,824	3.35%	33,105	11,719	35.40%
August	May	55,144	43,380	-21.33%	40,706	-6.16%	33,111	7,595	22.94%
September	June	53,969	41,173	-23.71%	41,448	0.67%	31,427	10,021	31.89%
October	July	56,132	42,628	-24.06%	42,693	0.15%	32,537	10,156	31.21%
November	August	48,197	41,893	-13.08%	41,476	-0.99%	31,976	9,500	29.71%
December	September	47,136	43,311	-8.11%	39,177	-9.54%	33,059	6,119	18.51%
	End of Year Adj.	(24,034)							
		619,507	573,151	-7.48%	533,107		437,477	95,630	
	Y-T-D	619,507	573,151	-7.48%	533,107	-6.99%	437,477	95,630	21.86%

DEPARTMENT OF FINANCE  
MONTHLY REPORT  
DECEMBER 2020

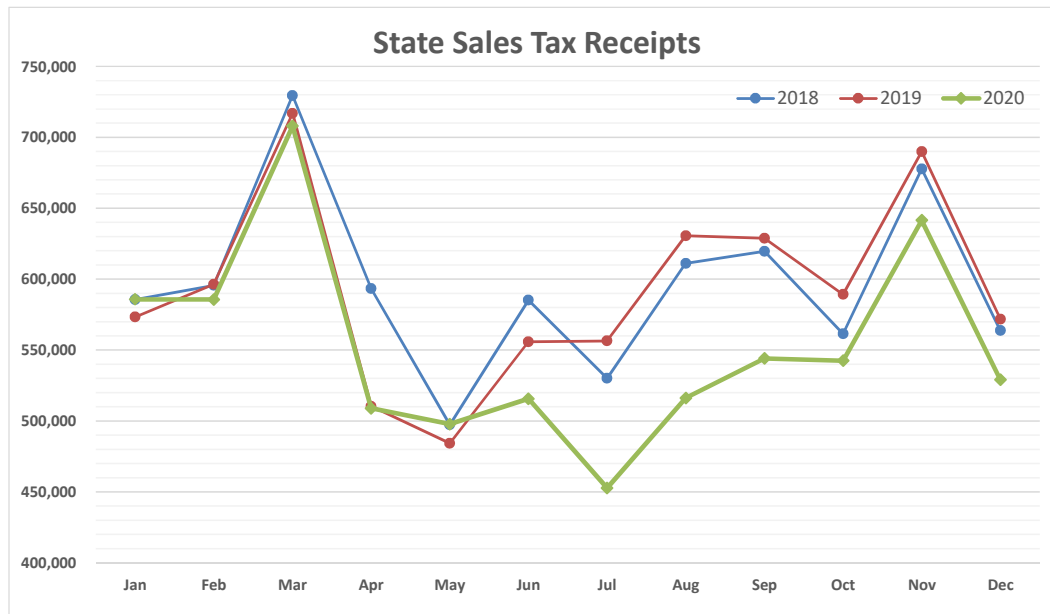


**Collection History**

**COMBINED - ELECTRICITY & GAS**

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2018	2019	% Change	2020	% Change	FY 2020	Variance \$	Variance %
Jan	Dec	120,390	122,004	1.3%	117,886	-3.4%	122,108	(4,222)	-3.5%
Feb	Jan	139,024	126,567	-9.0%	117,123	-7.5%	126,657	(9,534)	-7.5%
Mar	Feb	117,482	130,142	10.8%	116,704	-10.3%	129,637	(12,933)	-10.0%
Apr	Mar	92,338	119,145	29.0%	104,962	-11.9%	118,839	(13,877)	-11.7%
May	Apr	102,640	97,442	-5.1%	87,312	-10.4%	97,702	(10,391)	-10.6%
June	May	97,597	90,545	-7.2%	81,656	-9.8%	91,227	(9,572)	-10.5%
July	June	105,534	87,662	-16.9%	92,490	5.5%	88,687	3,803	4.3%
Aug	July	117,270	115,800	-1.3%	118,303	2.2%	117,480	823	0.7%
Sept	Aug	109,670	109,636	0.0%	104,416	-4.8%	111,246	(6,830)	-6.1%
Oct	Sept	106,825	95,602	-10.5%	98,328	2.9%	96,908	1,420	1.5%
Nov	Oct	86,608	84,994	-1.9%	86,781	2.1%	85,935	846	1.0%
Dec	Nov	100,684	101,081	0.4%	93,274	-7.7%	97,406	(4,132)	-4.2%
		1,296,063	1,280,618	-1.19%	1,219,235	-4.8%	1,283,833	(64,598)	
Y-T-D		1,296,063	1,280,618	-1.19%	1,219,235	-4.8%	1,283,833	(64,598)	-5.0%

DEPARTMENT OF FINANCE  
MONTHLY REPORT  
DECEMBER 2020

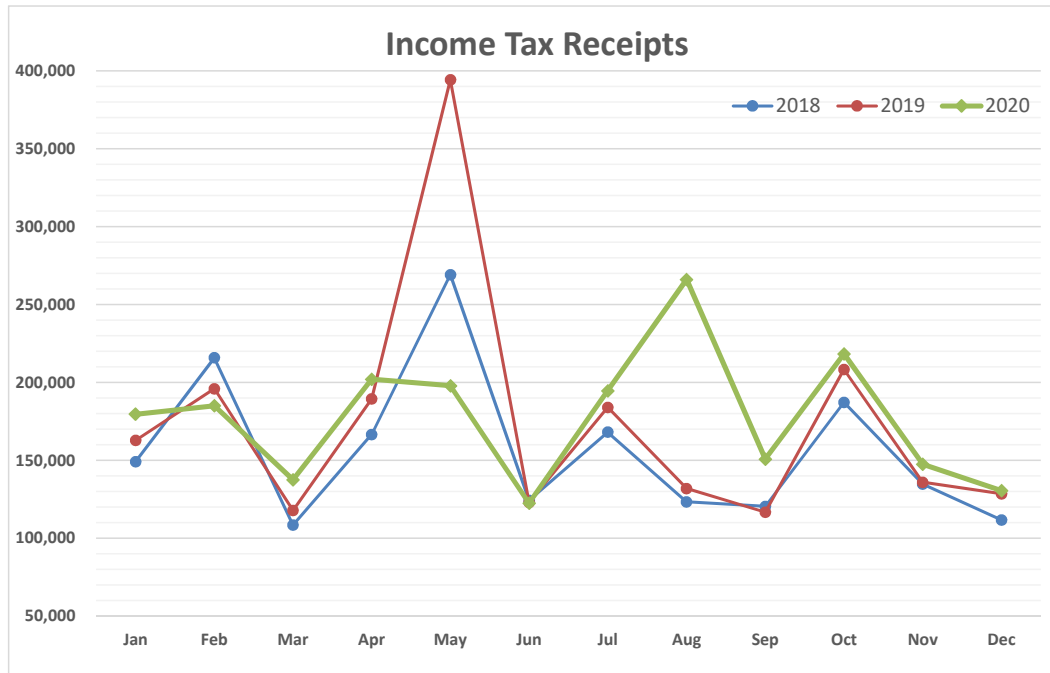


**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2018	2019	% Change	2020	% Change	Budget	Variance \$	Variance %
January	October	585,619	573,338	-2.10%	585,729	2.16%	581,753	3,976	0.68%
February	November	595,683	596,355	0.11%	585,612	-1.80%	605,108	(19,496)	-3.22%
March	December	729,527	716,833	-1.74%	708,009	-1.23%	727,354	(19,345)	-2.66%
April	January	593,366	510,348	-13.99%	508,950	-0.27%	517,838	(8,889)	-1.72%
May	February	497,341	484,267	-2.63%	497,768	2.79%	491,374	6,393	1.30%
June	March	585,208	555,869	-5.01%	515,679	-7.23%	564,027	(48,349)	-8.57%
July	April	530,142	556,516	4.97%	452,741	-18.65%	564,684	(111,943)	-19.82%
August	May	611,169	630,633	3.18%	516,160	-18.15%	639,889	(123,728)	-19.34%
September	June	619,618	628,856	1.49%	544,099	-13.48%	638,086	(93,987)	-14.73%
October	July	561,490	589,297	4.95%	542,519	-7.94%	597,947	(55,427)	-9.27%
November	August	677,809	689,952	1.79%	641,526	-7.02%	700,079	(58,553)	-8.36%
December	September	563,790	571,876	1.43%	529,081	-7.48%	580,270	(51,189)	-8.82%
	End of Year Adj.	(24,303)	-		-				
		7,126,460	7,104,140	-0.31%	6,627,872		7,208,410	(580,538)	
	Y-T-D	7,126,460	7,104,140	-0.31%	6,627,872	-6.70%	7,208,410	(580,538)	-8.05%



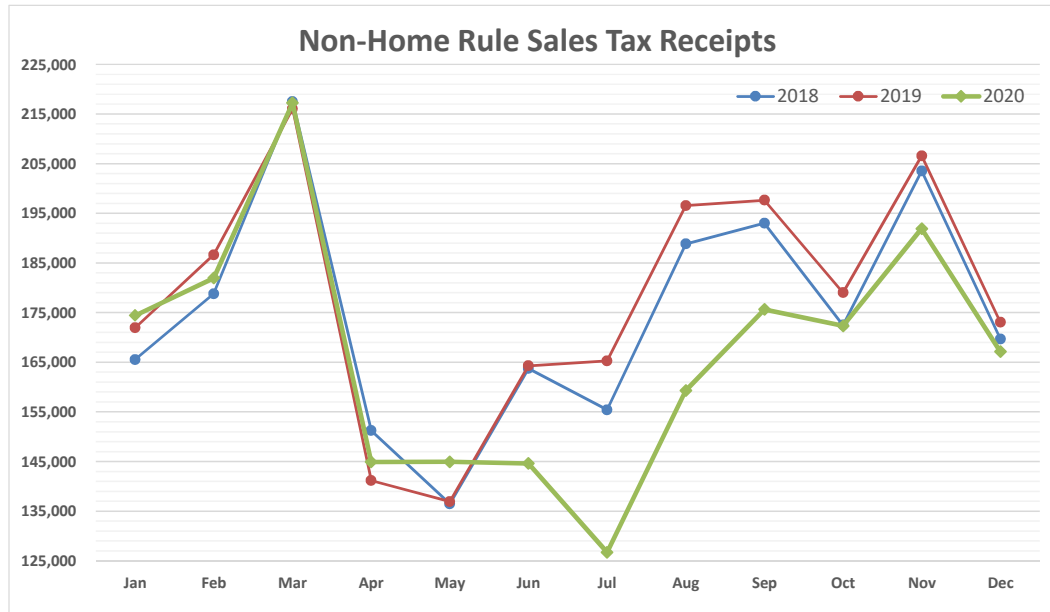
DEPARTMENT OF FINANCE  
MONTHLY REPORT  
DECEMBER 2020



**Revenue History**

Vouchered	Historical			Current Year Actual		Current Year Budget		
	2018	2019	% Change	2020	% Change	FY 2020	Variance \$	Variance %
January	149,179	162,876	9.18%	179,651	10.30%	154,618	25,032	16.19%
February	215,935	195,953	-9.25%	185,089	-5.54%	186,018	(929)	-0.50%
March	108,556	117,989	8.69%	137,632	16.65%	112,007	25,625	22.88%
April	166,692	189,515	13.69%	202,147	6.67%	179,906	22,241	12.36%
May	269,241	394,217	46.42%	197,921	-49.79%	374,231	(176,310)	-47.11%
June	124,379	123,113	-1.02%	122,594	-0.42%	116,871	5,723	4.90%
July	168,173	184,112	9.48%	194,674	5.74%	174,777	19,897	11.38%
August	123,450	131,977	6.91%	266,162	101.67%	125,286	140,876	112.44%
September	120,482	116,806	-3.05%	150,811	29.11%	110,884	39,927	36.01%
October	187,251	208,404	11.30%	218,387	4.79%	197,838	20,549	10.39%
November	134,864	136,016	0.85%	147,566	8.49%	129,120	18,446	14.29%
December	111,783	128,529	14.98%	130,645	1.65%	122,013	8,633	7.08%
	1,879,984	2,089,504	11.14%	2,133,279	2.09%	1,983,568	149,711	7.55%
Y-T-D	1,879,984	2,089,504	11.14%	2,133,279	2.09%	1,983,568	149,711	7.55%

DEPARTMENT OF FINANCE  
MONTHLY REPORT  
DECEMBER 2020



**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2018	2019	% Change	2020	% Change	Budget	Variance \$	Variance %
January	October	165,535	171,944	3.87%	174,393	1.42%	175,362	(969)	-0.55%
February	November	178,792	186,644	4.39%	181,973	-2.50%	190,354	(8,381)	-4.40%
March	December	217,539	216,076	-0.67%	217,245	0.54%	220,372	(3,127)	-1.42%
April	January	151,232	141,165	-6.66%	144,913	2.65%	143,972	941	0.65%
May	February	136,485	136,920	0.32%	144,946	5.86%	139,030	5,916	4.25%
June	March	163,747	164,308	0.34%	144,621	-11.98%	167,574	(22,953)	-13.70%
July	April	155,429	165,275	6.33%	126,701	-23.34%	168,560	(41,859)	-24.83%
August	May	188,857	196,564	4.08%	159,315	-18.95%	200,472	(41,156)	-20.53%
September	June	193,029	197,652	2.39%	175,641	-11.14%	201,581	(25,940)	-12.87%
October	July	172,503	179,039	3.79%	172,331	-3.75%	182,598	(10,267)	-5.62%
November	August	203,547	206,609	1.50%	191,900	-7.12%	210,717	(18,817)	-8.93%
December	September	169,692	173,055	1.98%	167,141	-3.42%	176,495	(9,354)	-5.30%
	End of Year Adj.	12,798							
		2,109,186	2,135,250	1.24%	2,001,120		2,177,086	(175,966)	
	Y-T-D	2,109,186	2,135,250	1.24%	2,001,120	-6.28%	2,177,086	(175,966)	-8.08%

Village of Lake Zurich  
Investment Report  
December 31, 2020

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Par Value	Purchase Price	(Premium) / Discount	Market Value	Unrealized Gain (Loss)
<b>MONEY MARKET &amp; CASH</b>									
Eagle Bank	N/A	N/A	0.000%	214754-1	177.21	177.21	-	177.21	N/A
IPRIME	NA	NA	0.000%		8,523,172.80	8,523,172.80	-	8,523,172.80	N/A
<b>CERTIFICATE OF DEPOSIT</b>									
Morgan Stanley Pvt Bank	04/06/18	04/12/21	2.800%	61747MT35	246,000.00	246,000.00	-	247,919.29	1,919.29
Ally Bank	05/11/18	05/17/21	2.900%	02007GCR2	210,000.00	210,000.00	-	212,283.33	2,283.33
Discover Bank	05/11/18	05/17/21	2.900%	254673PP5	129,000.00	128,815.63	184.37	130,378.11	1,562.48
<b>TOTAL</b>					9,108,350.01	9,108,165.64	184.37	9,113,930.74	5,765.10
Per Statement				PMA Invests	9,108,350.01	9,108,165.64		9,113,930.74	5,765.10
				Total	9,108,350.01	9,108,165.64		9,113,930.74	
					-	-		-	

Village of Lake Zurich  
Police and Firefighters' Pension Funds  
Statement of Net Position  
December 31, 2020

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND	
	December-20	December-20	Year-to-Date
<b>Revenues:</b>		<b>Revenues:</b>	
Municipal Contributions	26,057	Municipal Contributions	32,131
Member Contributions	178,182	Member Contributions	38,130
Total Contributions	204,239	Total Contributions	70,261
Investment Income	847,099	Investment Income	1,349,424
<b>Total Revenues</b>	<b>1,051,338</b>	<b>Total Revenues</b>	<b>1,419,685</b>
<b>Expenses:</b>		<b>Expenses:</b>	
Pension and Benefits	184,217	Pension and Benefits	165,746
Insurance	-	Insurance	-
Professional Services	300	Professional Services	1,680
Investment Expenses	-	Investment Expenses	-
Other Expenses	-	Other Expenses	140
<b>Total Expenses</b>	<b>184,517</b>	<b>Total Expenses</b>	<b>167,566</b>
Operating Income (Loss)	866,822	Operating Income (Loss)	1,252,119
Beginning Net Position*	29,626,906	Beginning Net Position*	47,180,109
<b>Ending Net Position</b>	<b>30,493,728</b>	<b>Ending Net Position</b>	<b>48,432,228</b>
<b>Assets</b>		<b>Assets</b>	
Cash and Investments	30,447,448	Cash and Investments	48,345,881
Other Assets	59,667	Other Assets	109,586
Total Assets	30,507,115	Total Assets	48,455,467
<b>Liabilities</b>		<b>Liabilities</b>	
	13,387		23,239
<b>Net Position 12/31</b>	<b>30,493,728</b>	<b>Net Position 12/31</b>	<b>48,432,228</b>



# PARKS & RECREATION DEPARTMENT

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## MONTHLY INFORMATION REPORT

**January 2021**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047



### Departmental Narrative

The department has finalized our Spring Summer offerings and brochure to hit households late February. The guide features summer day camp highlighting new registration dates with a priority registration period for residents only during the month of March. The department decided to move registration back along with an extended resident only registration period due to the Spring due to the elimination of the Winter Spring guide coupled with anticipated lower camp sizes due to COVID restrictions. The department additionally removed the weekly build a camp options for both Camp Alpine and Teen Camp as a result of current COVID restrictions and guidance. The cost of field trips is still included in the Teen Camp fee but will be adjusted if field trips are not able to take place this summer. Beach information is currently listed in the guide as years prior with beach pass, Wibit inflatables and swim lessons and will be updated as we receive information and any restrictions leading into the summer. New summer programs include family yoga and speed and agility classes.

Planning for our annual dance recital, Emerge, is underway. The recital is to be held at Northbrook Theater, 3223 Walters Ave, on Friday May 7<sup>th</sup> and Saturday, May 8<sup>th</sup>. Tickets will be available from April 1<sup>st</sup>-10<sup>th</sup> at [TutuTix.com/LakeZurich](https://TutuTix.com/LakeZurich) and, due to social distancing in the theatre, are limited to 2 tickets per family. Please let Bonnie Caput know if you are interested in attending one of the four shows (Friday shows-5:30pm and 7:30pm; Saturday shows- 11am and 1pm) and she will secure tickets for you. Due to the limitation on tickets and theatre attendance, new this year, the recital will be LIVE streamed and can be viewed for free at <https://band.us/n/a2a643i7m51cS>. (The department was unable to secure the PAC due to current restrictions with D95.) In addition to the recital, the department is working with the APA team regarding spring activities such as Impulse dance company competitions and conventions, dancer photos and costume pick up.

The department opened registration for Yellow Brick Road Preschool's 2021-2022 school year to all current students on January 18<sup>th</sup>. This was scheduled earlier for this year as we added a registration period (as of 2/1) for 50+ students who were registered for the program but canceled before the school year due to COVID. Resident registration for YBR begins February 15<sup>th</sup> with nonresident registration beginning February 22<sup>nd</sup>. If enrollment numbers increase, we will need to approach the Village Board regarding a budget amendment to open additional classrooms at the Paulus Park Barn facility (as we are currently operating at full capacity at our condensed Buffalo Creek facility this school year).

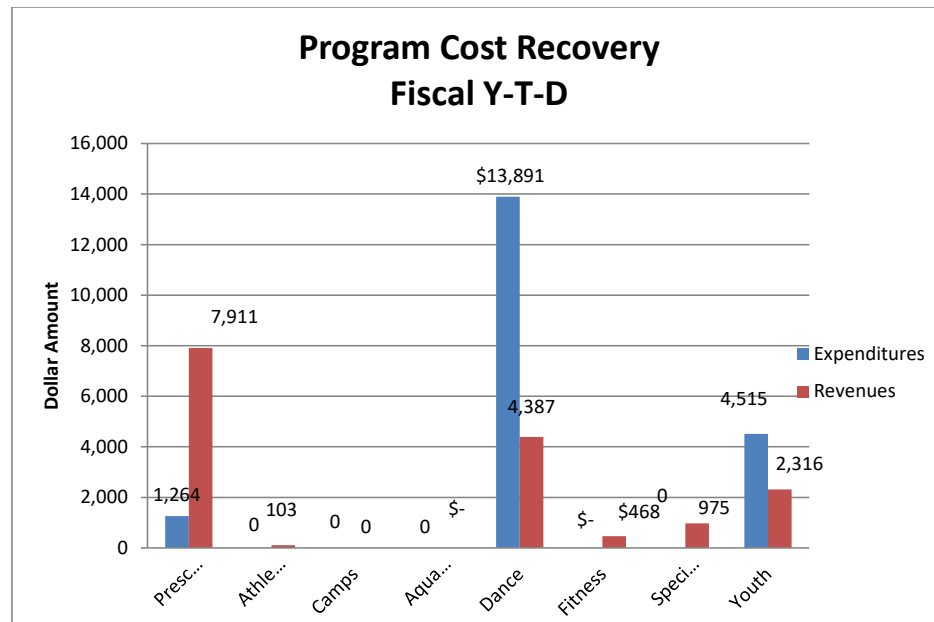
The department is working with the Public Works team on the following budgeted projects this year: park signage update at all park properties (to reflect updated pets in the park), renovation of Heatherleigh tennis/pickleball court, OSLAD grant projects, Paulus Park Barn renovation (trailers extended with our insurance company for an anticipated move back in date of May 1<sup>st</sup>), removal of the modular units and reconstruction of the skate park. The sled hill at Paulus Park has been open and seen great use this season with all of the snow. Reminder that the sled hill is available to the public when there is 2 or more inches of snow present and open dawn to dusk. Thank you to our Public Works team for addressing and further securing the fencing/signage at the top of the hill to assist in education and prevention of sledding down an incorrect path.

Other items the department is continuing to work on is the hiring of approximately 40 seasonal positions (day camp and aquatics), summer operational preparation (orientations, trainings, purchasing, manuals, etc.), special events contracts and independent contractors annual paperwork (COIs, background checks, agreements, etc.). The department received an update from our IDNR representative regarding the PARC grant application. At this time, all grant applications require approval from the Governor's Office prior to being awarded. No timeline was conveyed as to when we can expect to hear back regarding the status of our application.

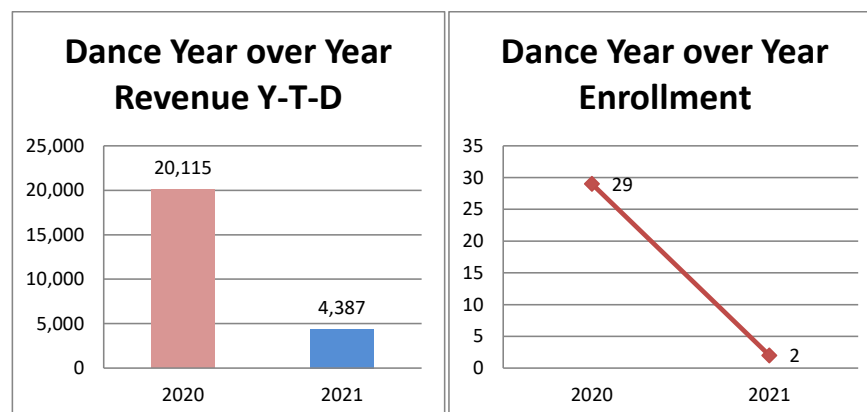
The department is continuing to reach out to all prior vendors in hopes that events can operate as normal this year. Vendors have been contacted for July 4<sup>th</sup>, Rock the Block and Miracle on Main Street. The Farmers Market committee has also begun to receive vendor applications and is working on securing market entertainment for the upcoming season.

The first annual event for the year is the Egg Hunt. Due to current restrictions, the department is pivoting this event to be a Bunny Hop Drive Thru Egg Event at Paulus Park on Saturday, March 27<sup>th</sup> from 9am-1pm (rain or shine) for ages 2-12. Bring the kids, stay in the car and wave to the Bunny socially distanced at our first ever Bunny Hop drive thru egg event! Register your children today at [LakeZurich.org/BunnyHop](https://LakeZurich.org/BunnyHop). Each registered child will receive a small bag of goodies. Please note that the Lake Zurich Resident priority registration period will begin Monday, February 22nd with open registration to all beginning March 15th. (Residents will be required to provide their water billing address/pin upon sign up as proof of residency.) SPACE IS LIMITED SO SIGN UP EARLY! Please note that this is a ONE WAY drive thru so all vehicles will enter into Paulus Park from Route 12 and exit down Whitney Road.

The department has received applications and Village Board approvals for the following external events to run on Village property for FY21: Purple Plunge (3/6), the Stephen Siller Tunnel to Towers 5K (6/13), LZ Tri (7/11), Unplugged Fest (8/1), and Alpine Races (9/26). Late applications have been received and will appear on an upcoming Village Board agenda for the following: Boys Scout Overnight (8/21 and 8/22) and Taste of the Towns (8/14). The department has also touched base with ColorVibe who plans to apply to hold their 5K at Paulus Park on 8/29 (application to be submitted later in the Spring). Since approvals of the external events listed above, there have been a couple changes that have recently been communicated to the department: Purple Plunge to be held as a virtual challenge in 2021 due to current restrictions and a delayed event date of October 3<sup>rd</sup> for the Stephen Siller Tunnel to Towers 5K. The department will continue their collaboration with Ancient Oaks Foundation quarterly community events and the Ela Public Library partnership, new Storywalk available at Manor Park. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.

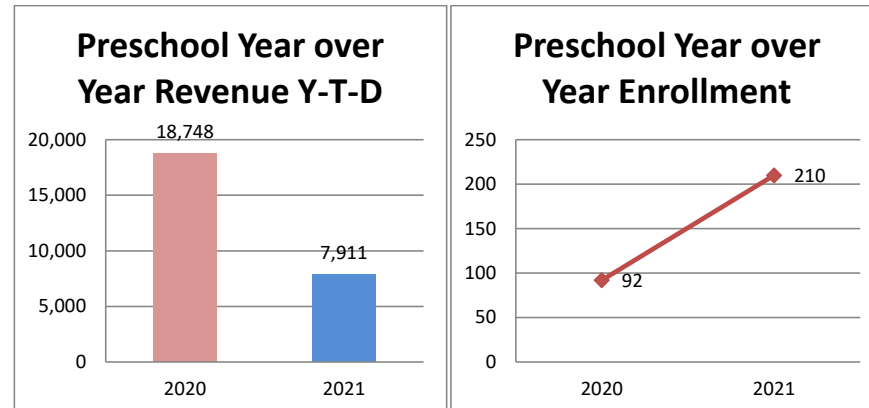


Revenue across all program departments is down due to COVID-19 cancelations/program hiatus. Deferred revenue for preschool (\$2,066), dance (\$12,286) and youth (\$3,390) has not yet been moved from 2020 to January 2021.

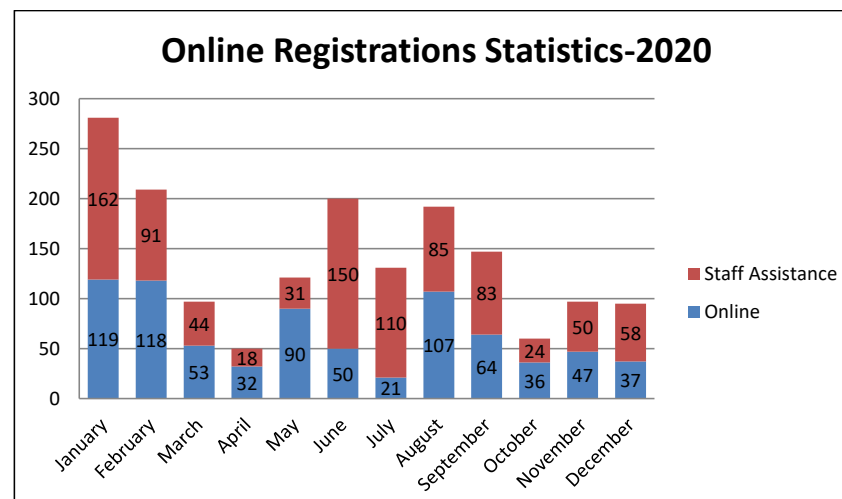


Dance programs include Ballet/Tap, Pointe, Jazz, Company, Lyrical, Hip Hop, Mom & Me classes, etc. The Academy of Performing Arts also offers summer camp/class options. Fall/Winter enrollment is down year over year approximately 125 and we have seen a decrease for the

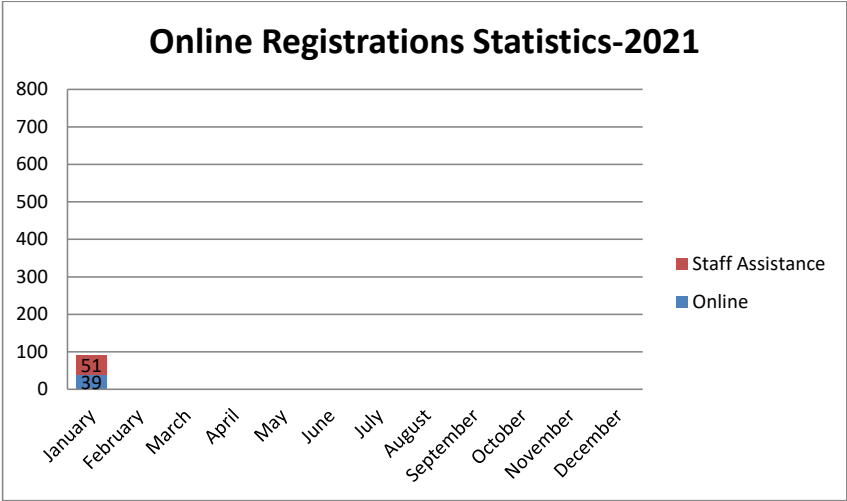
Winter/Spring option due to COVID/in person restrictions. Waiting on finance to account for deferred revenue of \$12,286; will hit January revenue.



Preschool includes Terrific Twos, Just for Me Almost 3, Lunch Bunch and enrichment programs, Preschool (3yrs-4yrs). Classes in 2020 operated daily in three locations: The Barn, St. Peter's Church and Buffalo Creek. Classes for 2021 were condensed to operate daily at 1 location due to lower enrollment: Buffalo Creek. Experienced over 50+ cancellations for preschool in August 2020 due to COVID with parent feedback conveying they intend to revisit participation as of the new year- Fall 2021. Waiting on finance to account for deferred revenue of \$2,066; will hit January revenue.



Online registration is available to all residents and non-residents enrolling in programs. Beach membership and facility rentals must be made in person at the Barn. Payments made at the beach are NOT included in these numbers. Decrease in registrations is attributed to new camp registration dates to begin in March (traditionally began taking camp registrations in November) and lower overall enrollment due to COVID. Registration has been handled during this time solely by the Rec Director and Supervisors; guest service associates have been furloughed since early April 2020. Numbers do not include processing for refunds, credits, POS and rentals.







# COMMUNITY DEVELOPMENT DEPARTMENT

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## MONTHLY INFORMATION REPORT

**January 2021**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

505 TELSER ROAD  
LAKE ZURICH, IL 60047

1

## DEPARTMENT NARRATIVE

During the month of January 2021, the Community Development Department was engaged in the following activities:

### **BUILDING & ZONING DIVISION:**

#### **Commercial permits issued for Construction:**

133 W Main: Blue Ridge Korean BBQ  
820 S Rand: Walmart Remodel

#### **Commercial Occupancy Permits issued:**

226 Telser: DRG Manufacturing  
916 Donata: Beyond Components: Electronic Distribution  
45 S Old Rand: Every Kind of Beautiful spa

**FOIA Requests:** Total number of FOIA requests: 10

### **PLANNING DIVISION:**

#### **Planning and Zoning Commission (PZC) Activity:**

The following applications were considered by the PZC at their January 20, 2021 meeting:

1. *Final Plat for Beech Drive Subdivision - 1240 Honey Lake Road (Sam Ghanma).* Mr. Ghanma presented his proposal for a new 4-lot subdivision at 1240 Honey Lake Road, located at the corner of Honey Lake Road and Beech Drive. Following discussion related to the size of the lots, the characteristics of the homes that will be built on the lots and stormwater management, the PZC unanimously voted to recommend approval of the subdivision. The application is likely to be presented to the Village Board at the next scheduled meeting on February 1.

At the request of the applicant, the public hearings for the following items were continued to the February 17, 2021 meeting.

2. *Special Use Permit for a Light Truck Maintenance Facility – 410 Telser Road (Sungor Transportation Inc).*
3. *265 North Rand Road – Andy's Deli (former Joe's Barbershop property)*

#### **New Zoning Applications received.**

No new applications have been received for consideration by the PZC at their meeting on February 17, 2021. However, the following two continued applications are scheduled to be considered.

1. *265 North Rand Road – Andy's Deli:* Planned Unit Development (PUD) for a new European Deli with two residential units on the 2<sup>nd</sup> floor.

2. *410 Telser Rd Special Use Permit*: Special use permit for a local and interurban transit company, associated parking and maintenance facility for semi-tractor-trailer trucks.

**Development Planning:**

1. *Life Time Fitness at 400 N Rand Road*. Following up on the request of Trustee Sprawka for an update on the Life Time project, Community Development Director Saher reached out to Mr. Aaron Koehler requesting him to provide an update to the Village Board on January 18. Mr. Koehler agreed and attended the meeting virtually and was be available to answer questions of the Trustees. In conversation with Director Saher, he also indicated that Life Time's plan is still to complete the project, but they are intently paying attention to the COVID numbers and state guidance in Illinois, which ultimately control their timeline to resume construction.
2. *Korean BBQ at 133 W Main St*. Blue Ridge BBQ Restaurant owner Mr. Sung Choe was issued and picked up permits for improvements and remodeling of the existing building. The owners estimate three months to completion after which the restaurant will be open for business in a format based on the state guidance for indoor dining at that time.
3. *Cannabis Regulations*. Staff became aware that a working group of Illinois legislators and administration officials were working on a plan to create new dispensary licenses. Although the details were limited at the time, it appeared the State would soon allow 75 new dispensary licenses for applicants that did not make it into last September's lottery. The new round would require no fee, would eliminate the veterans' bonus points and would not require a perfect score to enter the lottery. The working group would begin drafting a bill for the new dispensary licenses. Despite the encouraging news for dispensary applicants, there did not appear to be the same progress for new craft grow infuser or other cannabis licenses.
4. *Churchill Property in Kildeer*. On Tuesday January 19, the Kildeer Village Board voted 4-2 to approve the preliminary plan for the Kildeer Crossing project, to be developed by Pulte Homes on the Churchill property. The development will create 90 single-family homes and 3 commercial outlots at the corner of Rand and Cuba Roads. Village staff had been negotiating with Pulte representatives to structure a deal to extend potable water and sanitary sewer services to the development. The developer would pay out of town capital connection fees for water and sewer, and subsequent homeowners will pay out of town water rates. The developer would pay a \$500,000 capital contribution when they closed on the property. They would be responsible for constructing new water and sewer mains through the development, which would be dedicated to Lake Zurich with the final platting of the subdivision. The development plan already incorporated the conditions that staff had stipulated at the beginning of the process: no access to Old Mill Grove Road, a twenty-foot landscaped buffer between the Countryside East neighborhood and the proposed lots, and adherence to the County's stricter Bulletin 70 storm water requirements. Staff anticipates that the draft service agreement with Pulte will be ready for the Village Board's consideration in February/March.
5. *300 North Rand Road and 881 North Old Rand Road (Sansonetti Naccarato); 320 N Rand Road (Sponsler)*. Mr. Romeo Kapudija of Miller Street Partners called Assistant Village Manager Roy Witherow and Community Development Director Saher with an update on his efforts to develop the properties on the southeast corner of Rand and Old Rand Road. Mr. Kapudija had presented his concept for eight townhomes along the lake with a standalone 4,000 square-foot retail building to the Village Board at a Courtesy Review on December 7. Staff had subsequently reported that he had reached out to Mr. and Mrs. Sponsler, the owners of the property to the south to potentially propose a combined development of both properties. Mr. Kapudija stated that he is now in the process of memorializing a partnership

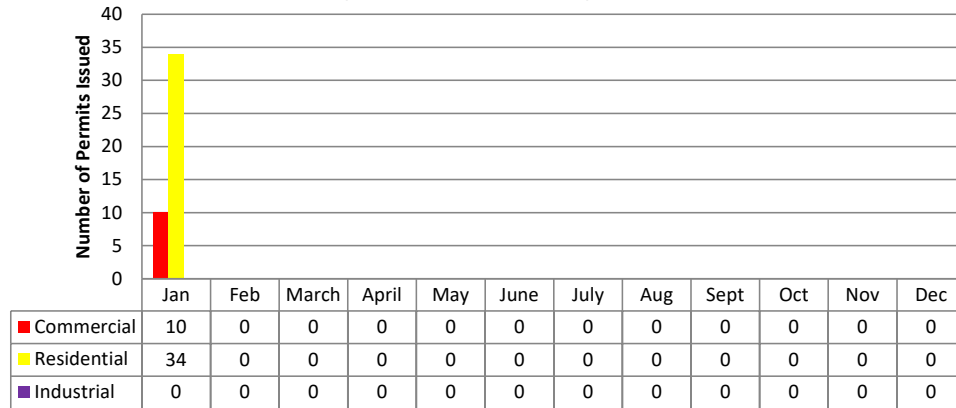
agreement with the Sponslers for a combined development proposing additional townhomes on the southerly property (staff had shared this concept in the December 18, 2020 update). He indicated that it was his intention to present a Courtesy update to the Village Board and potentially move forward to the PZC with a PUD application in March. Mr. Kapudija also stated that he was contacted by Mr. Aldo Bottalla of the Missner Group who was good friends with him, asking if he would be interested in using the Missner Group as general contractors for the project. Assistant Manager Witherow and Director Saher were familiar with Mr. Bottalla in connection with the vacant Breslow Property (remaining portion of Block G) at the northwest corner of Route 22 and Old Rand Road, and forwarded background information to Mr. Kapudija to see if he would be interested in developing that property as well

6. 99 Quentin Road – Somerfield at the Cummings Property: Mayor Poynton, Village Manager Keller and Community Development Director Saher received a message from Mr. Joseph Elias of Vintage Luxury Homes, the developer, stating that they no longer intended to proceed with the development known as Somerfield at 99 Quentin Road, commonly referred to as the Cummings Property. The reason cited was that they would not sign the approved development agreement as it did not contain their requested revenue sharing incentive. The project had received Final Plan approval at the Village Board meeting on January 18. Manager Keller had discussed this issue at the Village Board meeting stating that Mr. Elias had inserted a 25% sales tax revenue sharing clause as an incentive to the developer and a provision to cap consultant fees for the review of the project without the prior knowledge of or discussion with staff, yet indicated that it was imperative that the Final Plan be presented to the Village Board on January 18. It should be noted that the developer had made numerous requests for financial incentives to staff since March of last year. Staff had consistently responded that there were no incentives available for greenfield development (new development on previously undeveloped open land) and that the developer had neither demonstrated a need or “gap” nor a “sufficiently significant sales tax generator” warranting a financial incentive for the project. However, staff had informed Mr. Elias that the approved development agreement does not preclude the possibility of a future incentive agreement, should a substantial sales tax generating business emerge. The developer and/or the potential business could submit an incentive proposal at that time, which would be memorialized in a separate agreement and provided to the Village Board for consideration.
7. Casey's General Store at Bucky's - 650 S Rand Road. The village's Development Review Team (DRT) met with John Gross and Marissa Grassi of Kimley-Horn, who had been retained by Casey's General Stores, Inc. which is seeking to purchase Bucky's Mobil gas station at the northwest corner of Ela and Rand Road. Casey's is looking to establish a “Casey's General Store” to accompany the gas station. Kimley-Horn was conducting a site investigation report on the approx. 1.26-acre site and met with staff to clarify questions related to zoning, the approval process, utilities, engineering, fire suppression, building permits and fees. The company has been establishing new facilities in Illinois, with the nearest ones to Lake Zurich being in Crystal Lake (639 E Terra Cotta Ave) and a recently constructed facility in West Dundee (700 S 8th St). As described on their website, “...Casey's offers self-service gasoline, a wide selection of grocery items and an array of freshly prepared food items. Among the most popular of Casey's prepared foods are their made-from-scratch pizzas, donuts, subs and sandwiches.” More information about the Iowa-based company can be found at Caseys.com.
8. Echo proposing Solar Panels. Plan review and permitting staff including Lake Zurich and Lake County met with Mr. Mike Hilt of Echo, his staff and consulting team from GRNE Solar (Palatine). Echo is proposing the installation of solar panels on two of its building in its industrial campus, utilizing a total of 260,000 square feet of roof area. The new system is anticipated to generate 3.3 million kilowatt hours of electrical energy. This will comprise 38% of Echo's annual electric usage and will have a sizeable effect on operating costs. The system will also be tied back to the ComEd grid. Echo believes that market conditions are favorable for solar based energy due to state and ComEd incentives and the potential to

save energy costs. They intend to implement the project once solar energy renewable credits are confirmed and anticipate completion in August of this year.

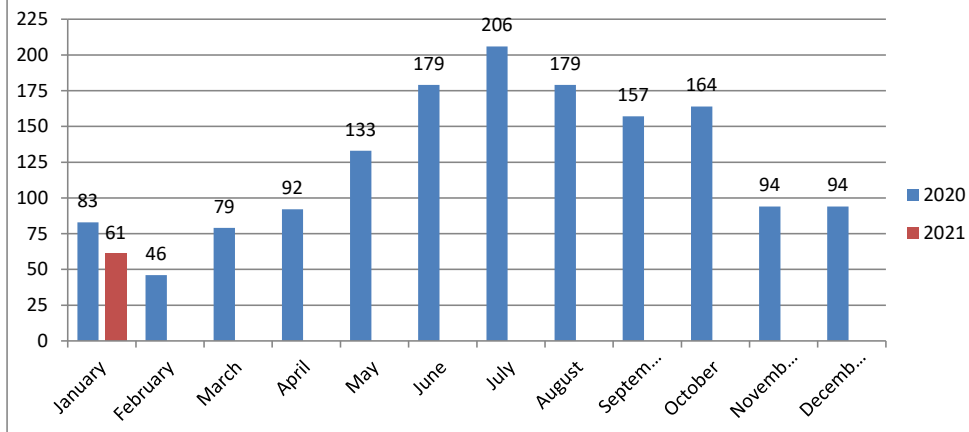


### Monthly Permit Activity for 2021



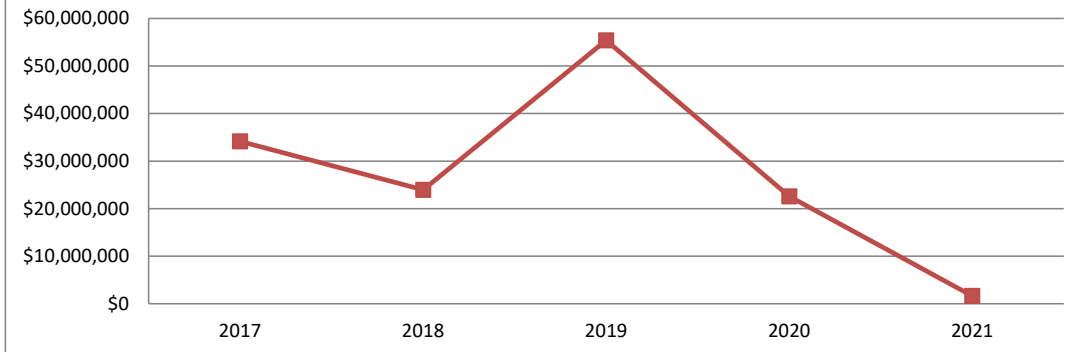
The chart above represents the total of permit activity on a monthly basis for 2021.

### Permit Activity for 2020/2021



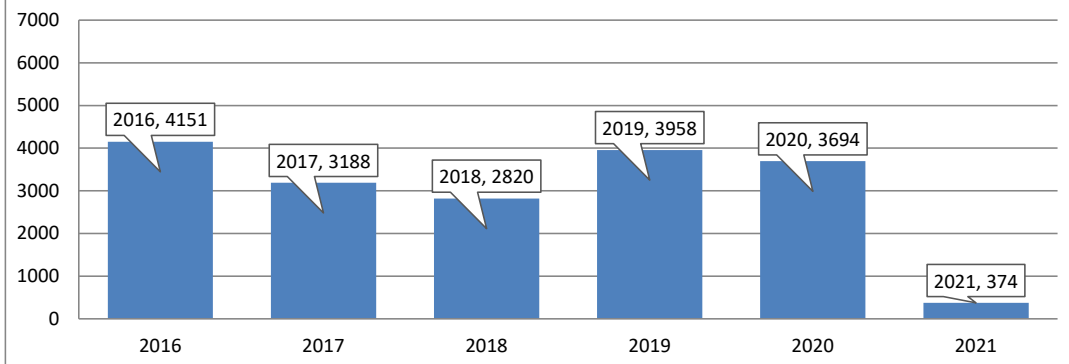
The chart above compares monthly permit activity for 2021 to the previous year 2020.

### Construction Value of New Permits: January-December 2017-2021



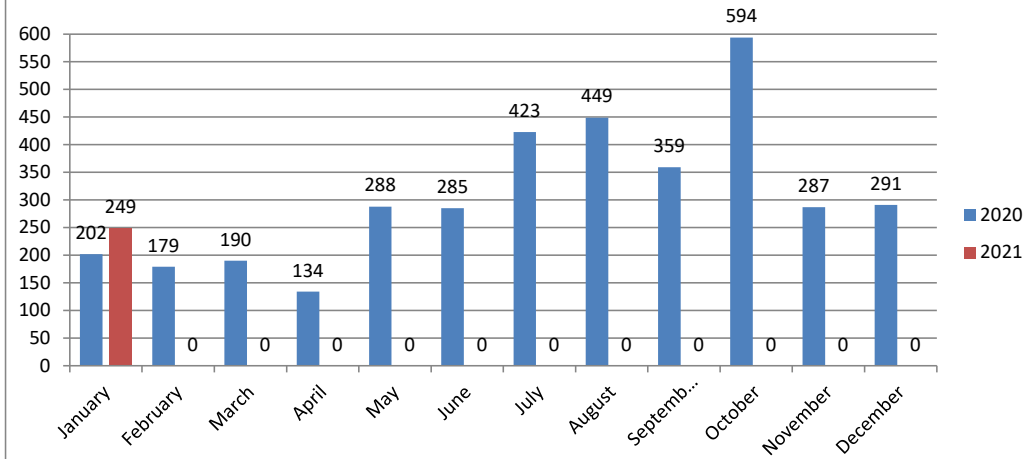
This chart tracks construction value of permit activity by year for 5 years. Comparable data will not be available until the end of the year.

### Inspection Activity: January-December 2016-2021



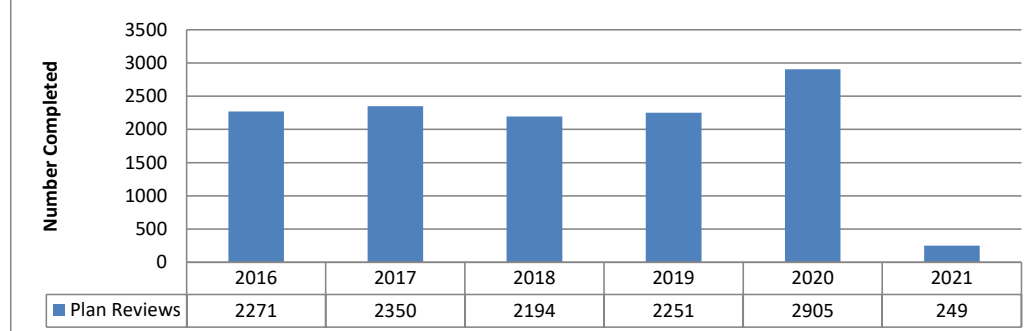
This graph illustrates the number of inspections performed by year. Comparable data for 2021 will not be available until the end of the year.

### Monthly Inspection Activity 2020/2021



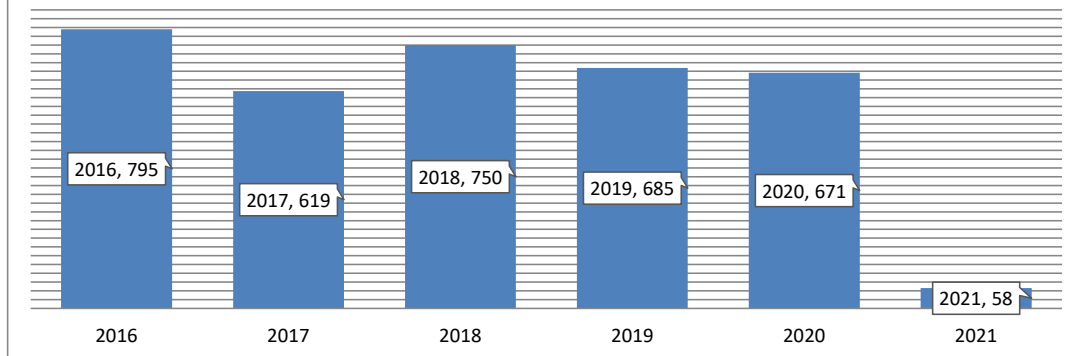
This chart indicates inspection activity on a monthly basis for 2021 compared to the previous year 2020.

### Plan Reviews Completed: January-December 2016-2021



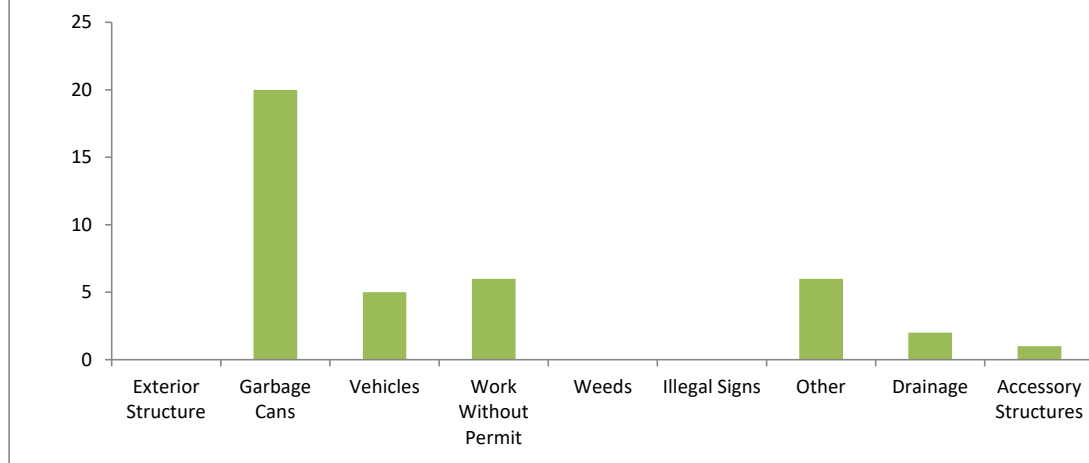
This graph illustrates the number of plan reviews performed by year. Comparable data for 2021 will not be available until the end of the year.

### Contractor Registrations January-December (applied for) 2016-2021



Comparable data for 2021 will not be available until the end of the year.

### Common Code Violations - Details



This graph illustrates the number of code violations reported for the month. The data varies from month to month and is season dependent.



# POLICE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**JANUARY 2021**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

### General

- The Police Department processed 15 Freedom of Information requests this month.
- Members of the Department completed over 531 hours of training this month.
- Recruit Panik returned to the Suburban Law Enforcement Academy on January 4 to complete his basic training. His basic training class was suspended on October 28, 2020 due to the pandemic.

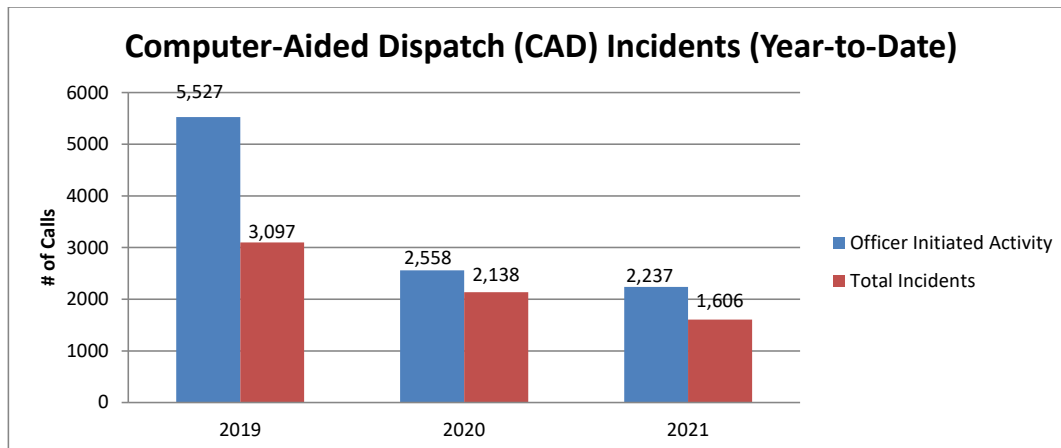
### Patrol and Communications

- During the month of January, officers conducted 84 traffic stops and issued 35 traffic citations. Pandemic enforcement restrictions remained in effect during January.
- During January, Dispatch handled 1483 9-1-1 calls and 4649 administrative calls.
- Amy Wilson joined the Department as a Telecommunicator on January 28, 2021.
- Officers assisted with one Major Crash Assistance Team callout on January 10<sup>th</sup> in Grayslake. One officer served as command and another officer photographed the scene.
- The Traffic Safety Division submitted our agency's FY2022 traffic grant application to the Illinois Department of Transportation. The request included a 26% decrease in personnel costs, due to the uncertainty of Covid-19 mitigation efforts moving forward, as well as unused funds available from suspended grant periods during the current fiscal year.
- As a result of the significant snow events this month, the Traffic Safety Division worked with Public Works to set up a system in identify and address vehicles that park on the street and hinder plowing efforts.

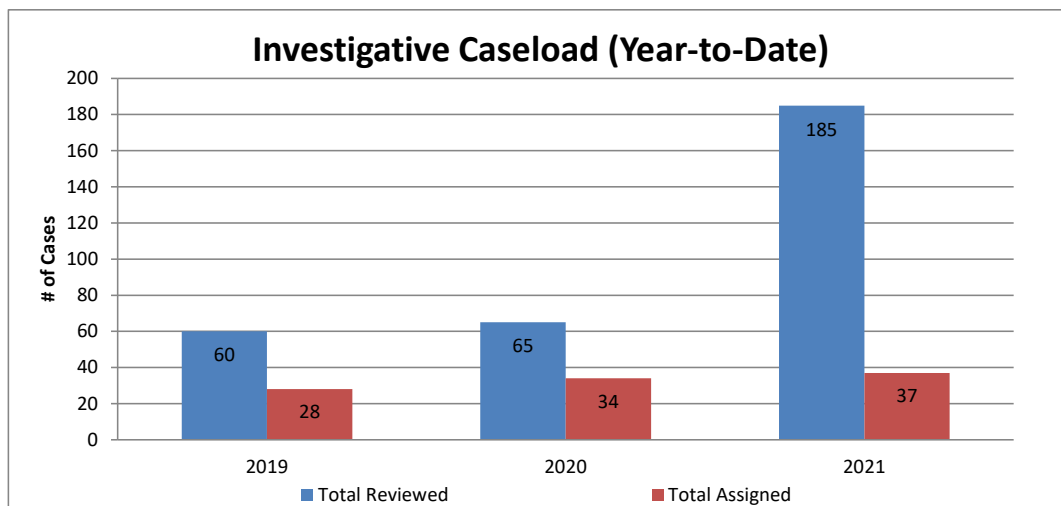
### Investigations

- There is a total of 84 active investigations in CID, averaging 21 cases per detective.
- 118 reports were taken in January involving letters from the Illinois Department of Employment Security (IDES) scam. The scam is still being investigated by the IDES and other federal agencies. Our Department has received 413 IDES scam reports since March of 2020.

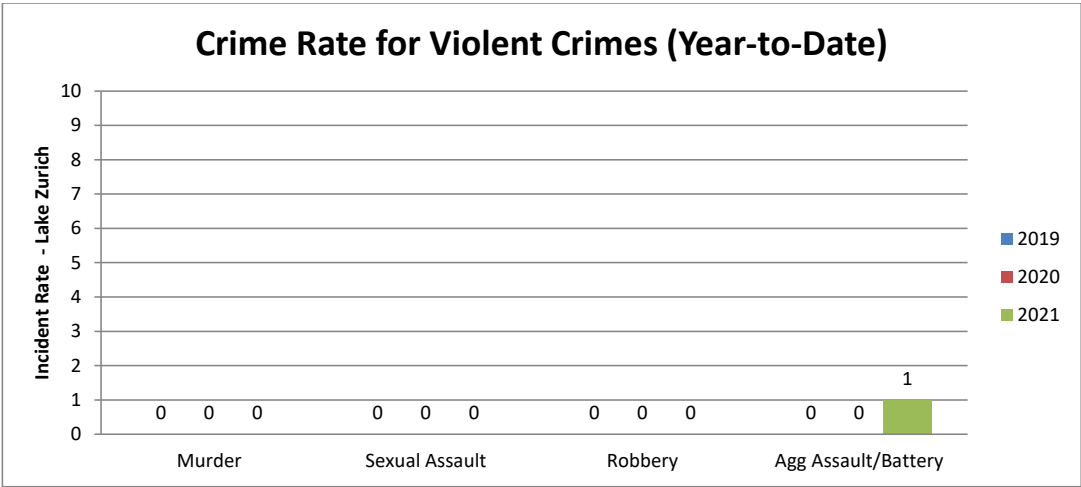




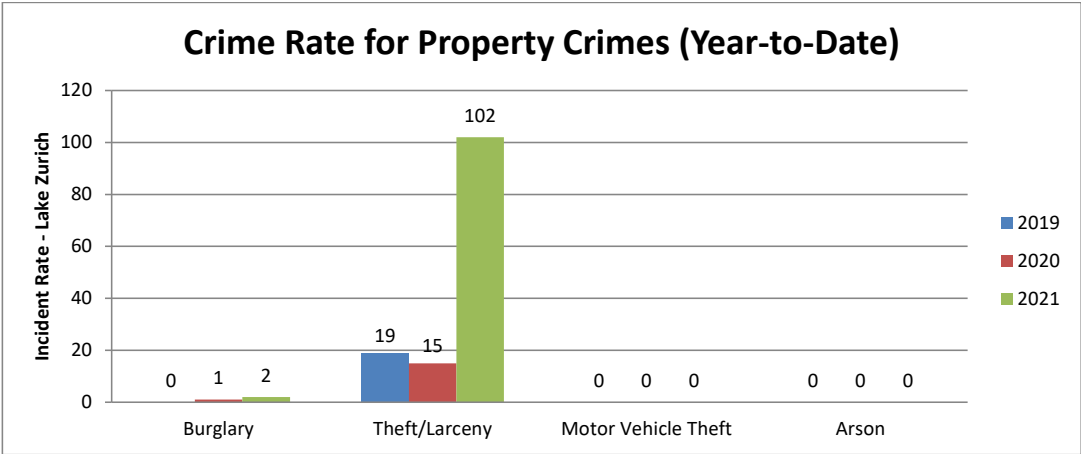
Officer initiated activity includes; DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Reports are incidents that receive a sequential case number and generally a written report. Beginning in 2019, Frontline data including vacation watches and directed patrols are now listed under officer-initiated activity and are no longer CAD incidents.



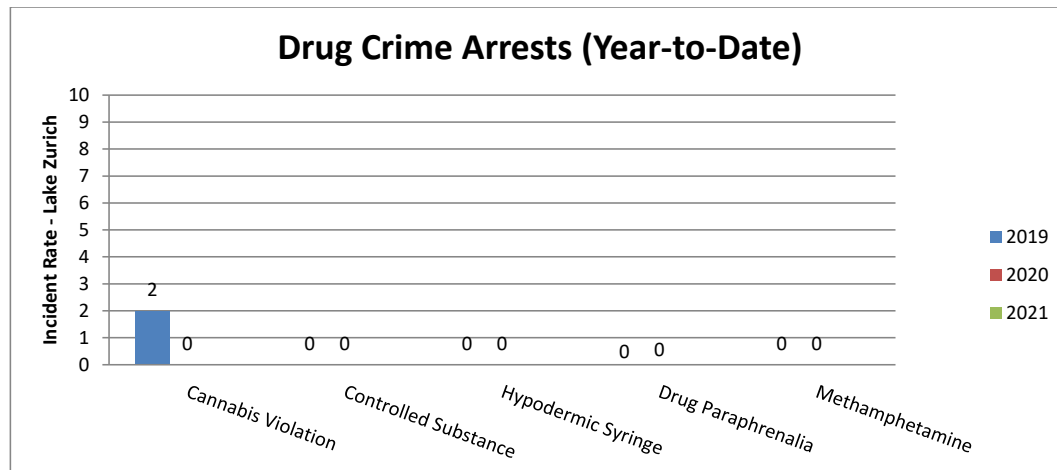
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.



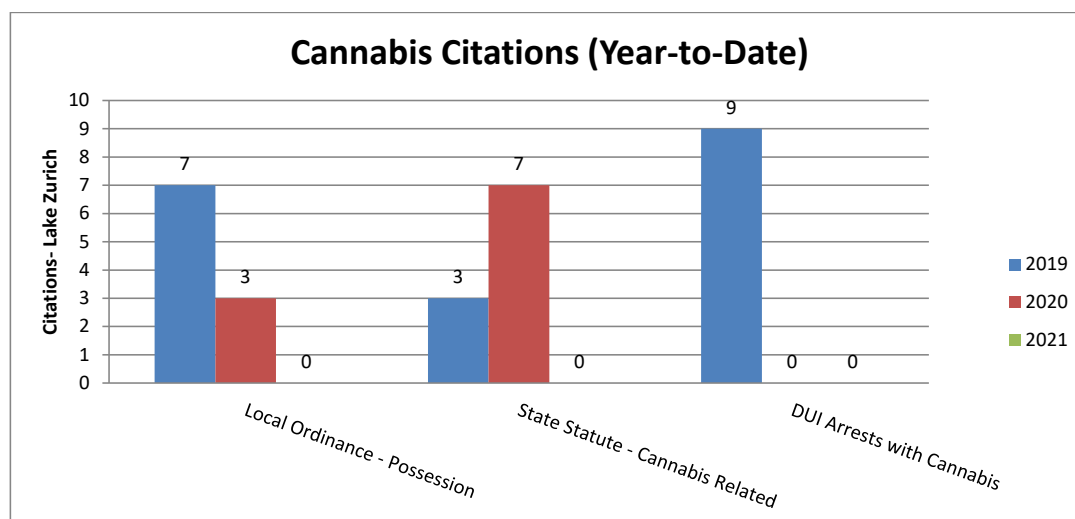
The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this information is converted to incidents per 100,000, although the actual numbers are used for this report.



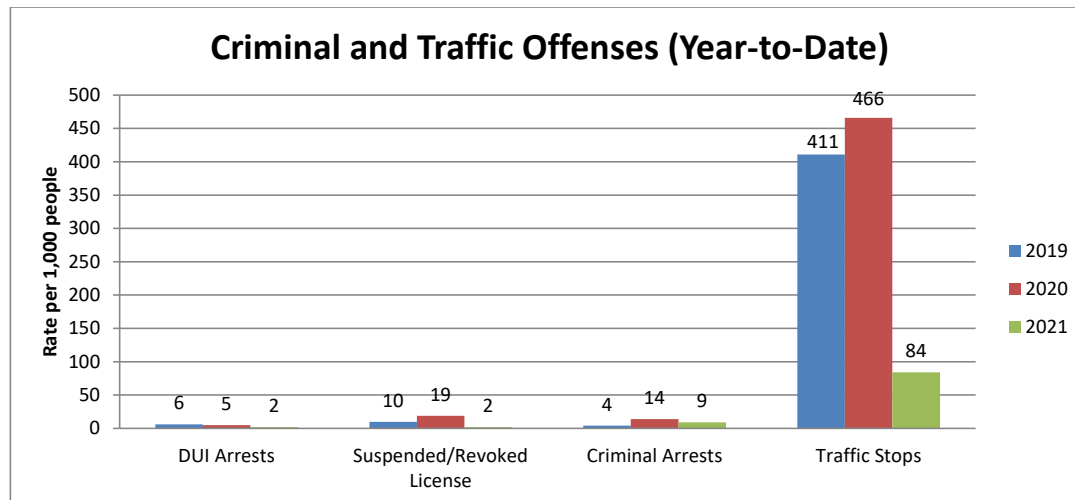
This information is provided to the Federal Bureau of Investigation via the Illinois State Police. Crime in Illinois provides crime information throughout Illinois. More information about this can be found at the Illinois State Police website: (<http://www.isp.state.il.us/crime/ucrhome.cfm>). The high rate of thefts include identity theft reports involving the IDES scam.



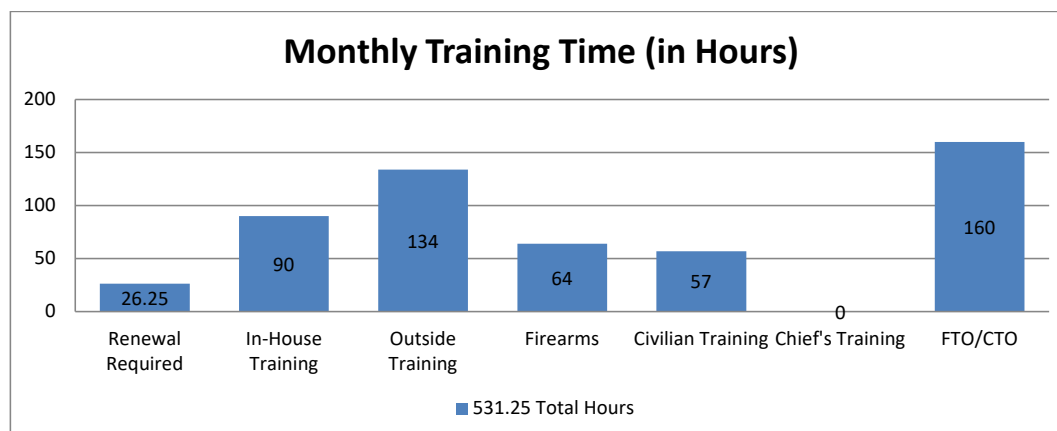
The Department is required to report Drug Crime Arrests to the Illinois State Police. The violations reported are related to the Cannabis Control Act, Controlled Substances Act, Hypodermic Syringe Act, Drug Paraphrenalia Act, and the Methamphetamine Act.



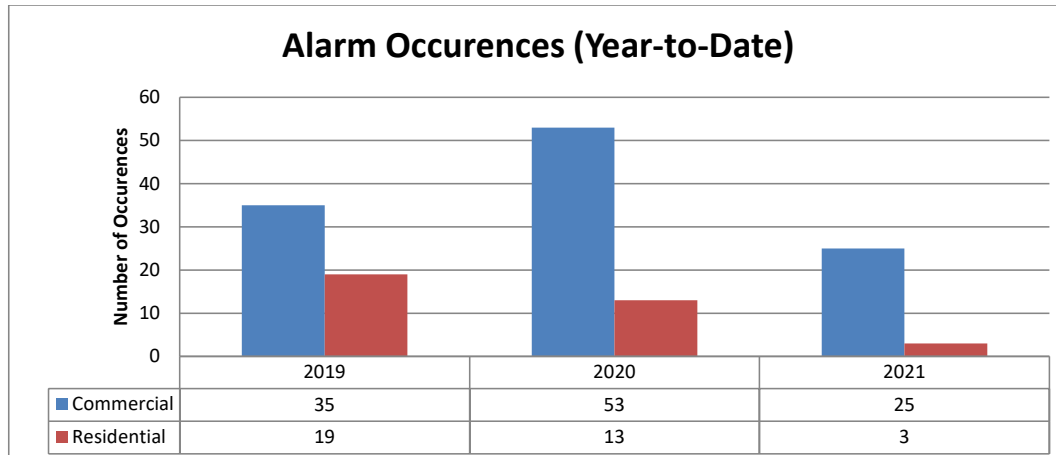
Illinois passed new cannabis rules and regulations that went into effect on January 1, 2020. Information was gathered from previous years to compare what effect the new laws have made on cannabis citations. These citations include local ordinance cannabis possession citations, state statute cannabis related citations (includes possession, delivery, paraphernalia, and DUI), and DUI arrests with cannabis as the primary or contributing factor.



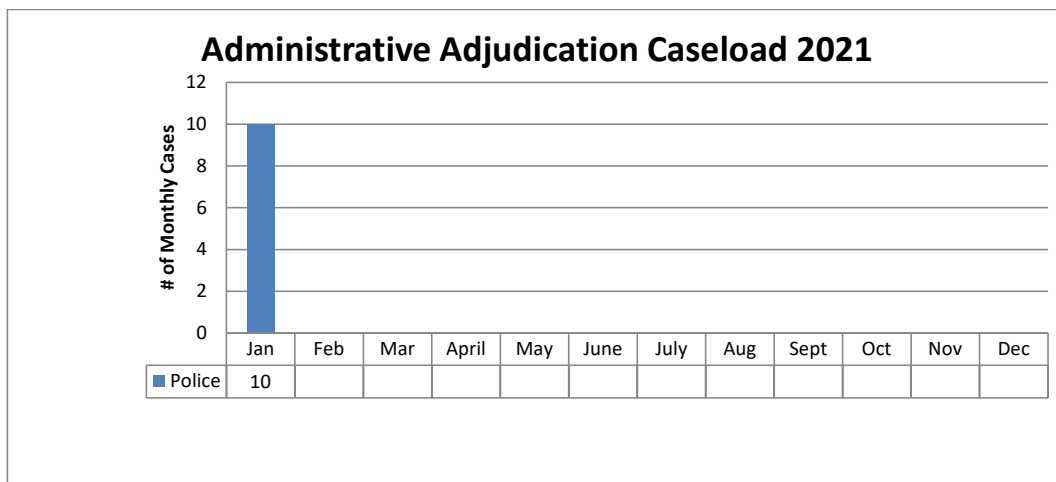
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.), and traffic stops conducted by Department personnel.



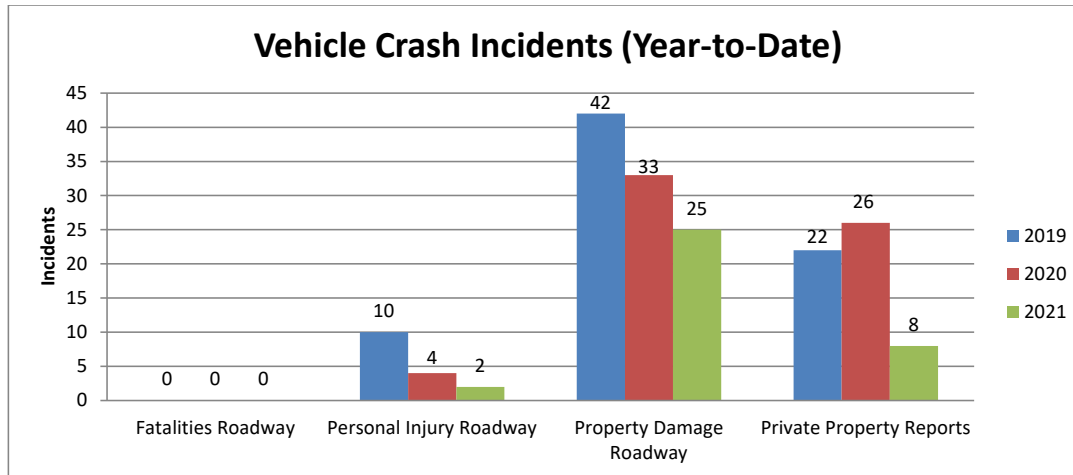
Training is an important element to maintain or improve skills/knowledge/ability.



The Crime Prevention/Community Relations function monitors the number of alarms to which Patrol personnel respond – many of the alarms are false.



The Administrative Adjudication process was originally put in place to address automated traffic enforcement citations. This program has been expanded to review vehicle equipment compliance citations, administrative tows, and parking citations.



The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic Safety personnel investigate fatal, serious personal injury, and commercial motor vehicles.

### Red Light Camera Violations and Accidents (Year-to-Date)

2021	Red Light Violations		Adjudication for Red Light Violations				Accidents at Red Light Intersections		
	Citations	Net Received	Hearings	Liabe	Not Liabe	Non-Suit	12/ Miller Road	12/ Route 22	12/ June Terrace
January	Data not available at time of report								
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total									

Information depicted in this chart relates to red light camera violations, adjudication (court) for those contesting their violation, and accidents that have occurred at intersections with red light cameras.





# FIRE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**January 2021**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION-MAKING

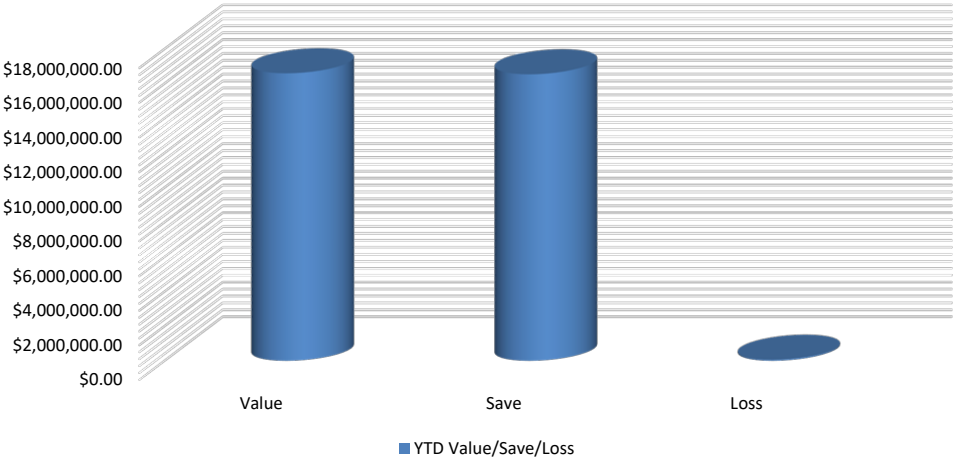
70 E. MAIN STREET  
LAKE ZURICH, IL 60047

Departmental Narrative

General Operations:

The Department responded to **299** calls for service in January, which averaged **10** calls per day and required **436 individual vehicle responses** to provide the necessary personnel for each incident. Thirty-eight percent (**38%**) of the responses occurred while another call was in progress. Nineteen percent (**19%**) of calls required a response from the non-primary engine, ambulance, or a mutual aid department due to multiple calls in progress. Our current staffing model increases response times when simultaneous calls occur as the department is only structured to handle a single response per station. We staff two vehicles with only three personnel using what is called a jump company. If the call is for the ambulance, the personnel respond with the ambulance, and if it is a fire call, the staff responds with the engine. One of the vehicles remains in the station unstaffed on every call we respond to due to the limited personnel we have on shift. Once a station commits on a call, the next call for service requires another station or mutual aid to handle the incident.

YTD Value/Save/Loss



The new command vehicle was placed in service (*pictured left*). The vehicle provides the fire shift commander and members of an incident command team the tools, resources and communication equipment needed to manage multiple company, special team and resource intensive incidents.

## Department Updates

### Vehicles Out of Service

- During January, the following vehicles were out-of-service due to maintenance, repairs, or breakdowns:
  - Ambulances – 176.50 hours
  - Engines – 19.50 hours
  - Year-To-Date Hours:
    - Ambulances: **176.50 hours**
    - Engines: **19.50 hours**

### Overtime

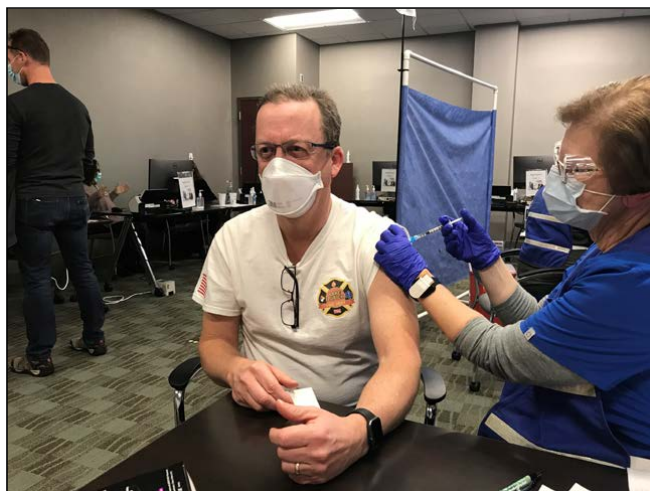
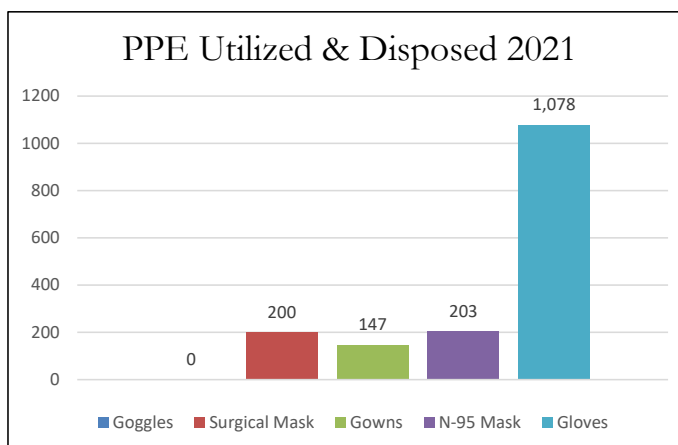
- As of January 31, 2021 – 9.34% of the overtime account (*all divisions*) has been spent:
  - Overtime Budgeted: \$453,950.00
  - Overtime Spent: \$42,392.33

### COVID-19 Updates

#### Personal Protection Equipment

We are currently tracking the PPE that members are using and disposing of due to the COVID-19 pandemic.

In January, we have issued 0 pairs of safety goggles, used 200 surgical masks on patients, 203 N95 respirators for our personnel, 147 gowns, and about 1,078 pairs of surgical gloves. The graph pictured right shows year-to-date.



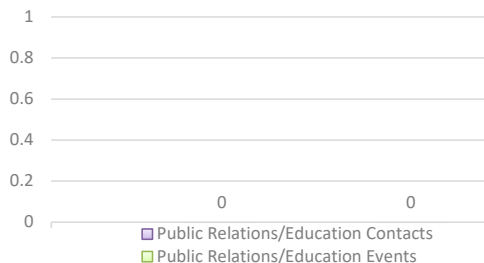
#### COVID-19 Vaccine

Currently, 34 of the 52 members (65%) of the fire department have received the COVID-19 vaccination. All village employees and residents are encouraged to register for vaccination at the Lake County Health Department:

[https://allvax.lakecohealth.org/s/?language=en\\_US](https://allvax.lakecohealth.org/s/?language=en_US)

In cooperation with the Lake County Fire Chiefs and Lake County Health Department, the fire department is exploring ways to assist in distributing and administering vaccines to the communities we serve, including village staff.

### Fire Safety Risk Reduction - Year-To-Date



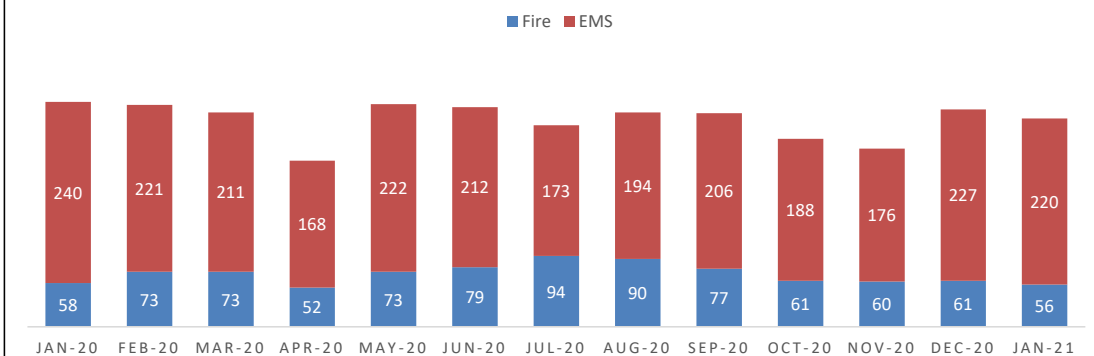
*There were no Public Relations/Education Events in January 2021 (pictured above). However, we hope to be able to be more active in the communities in the upcoming months.*

### Community Access/Focus:

We want to express gratitude for the extra community-wide support shown to the department during this COVID-19 pandemic and give a shout out to all of the residents and businesses that have donated miscellaneous PPE, mailed us well wishes, or had food delivered to the stations. We genuinely appreciate it.

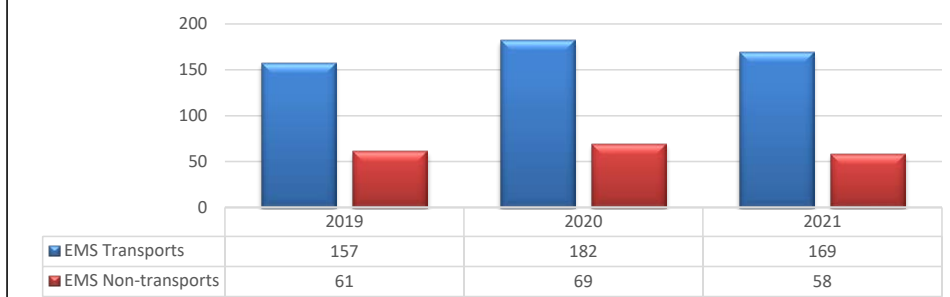
Below is the breakdown of Fire versus EMS incidents – minus aid given. Our fire calls include structure fires, car fires, grass fires, dumpster fires, wires down, and other types of service calls.

### FIRE RESCUE DEPARTMENT - MONTHLY CALLS BY TYPE (MINUS AID GIVEN)



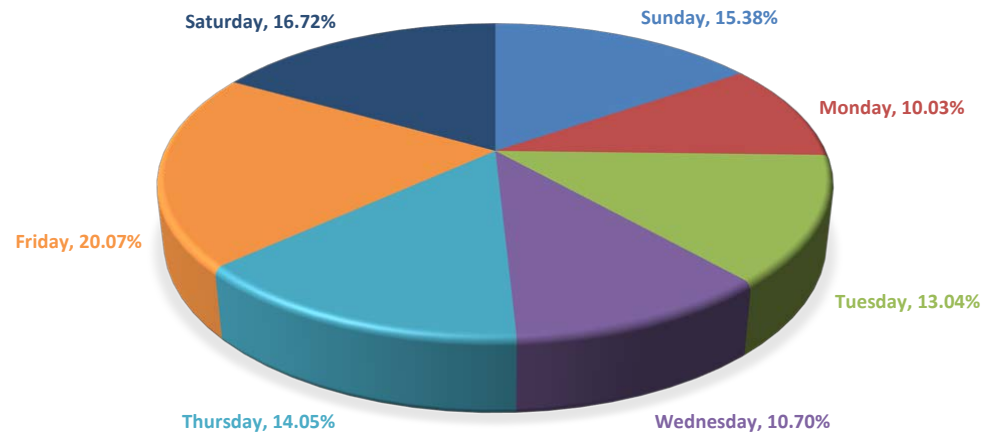
This next chart reflects activity related to emergency medical services, a core function of the fire department — not every EMS call results in transport. A prime example of this is an automobile accident where several victims refuse transport. EMS transports always outpace refusals. This chart compares the month of January across 3 years. The trend is consistent with the data period. These numbers represent the patients seen.

### EMS Transports vs Non-Transports - (Patients) Monthly 3 year - Comparison

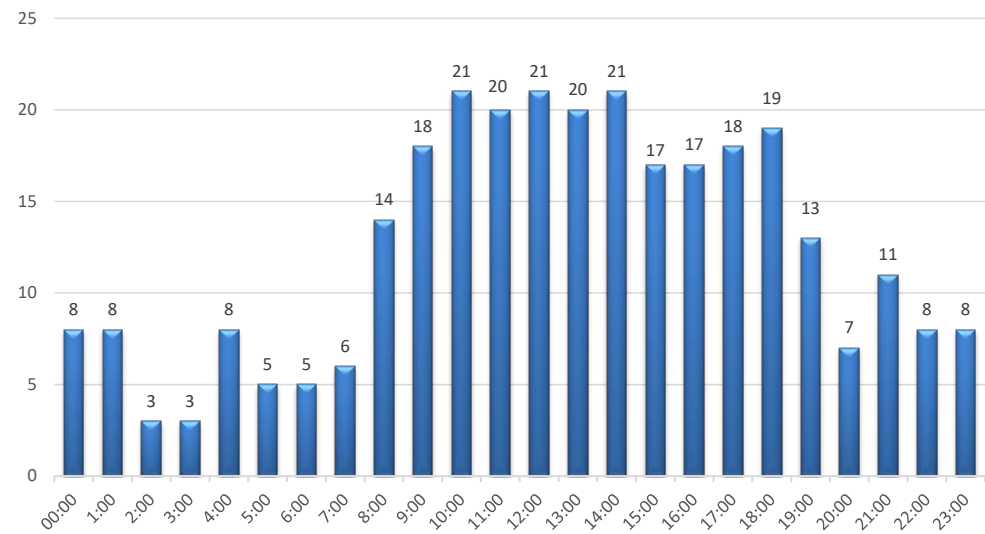


The next two charts breakdown calls by the day-of-week and hour-of-day. Overall, requests distribute evenly across the week.

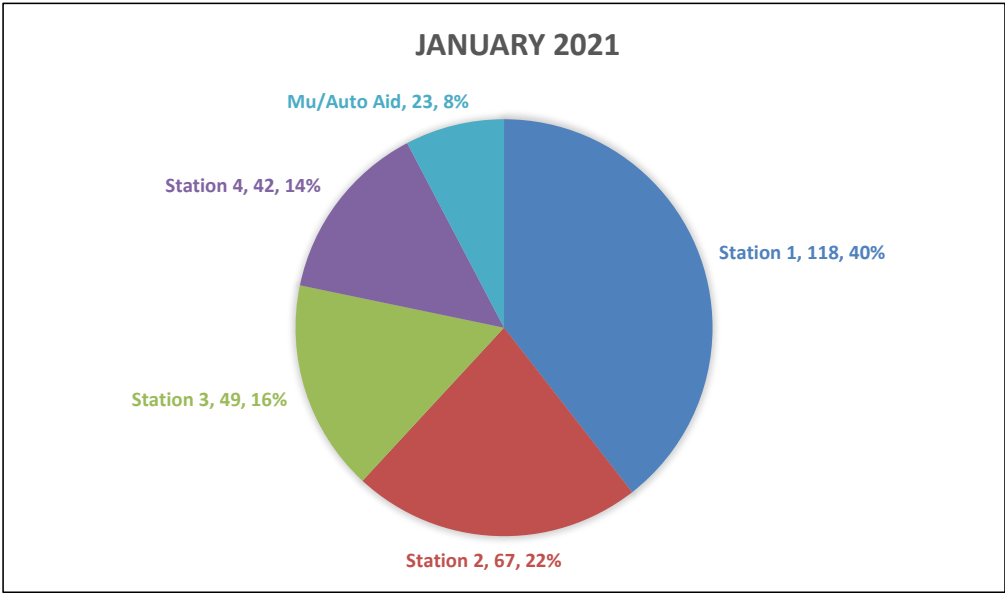
RESPONSE BY DAY OF WEEK - JANUARY 2021



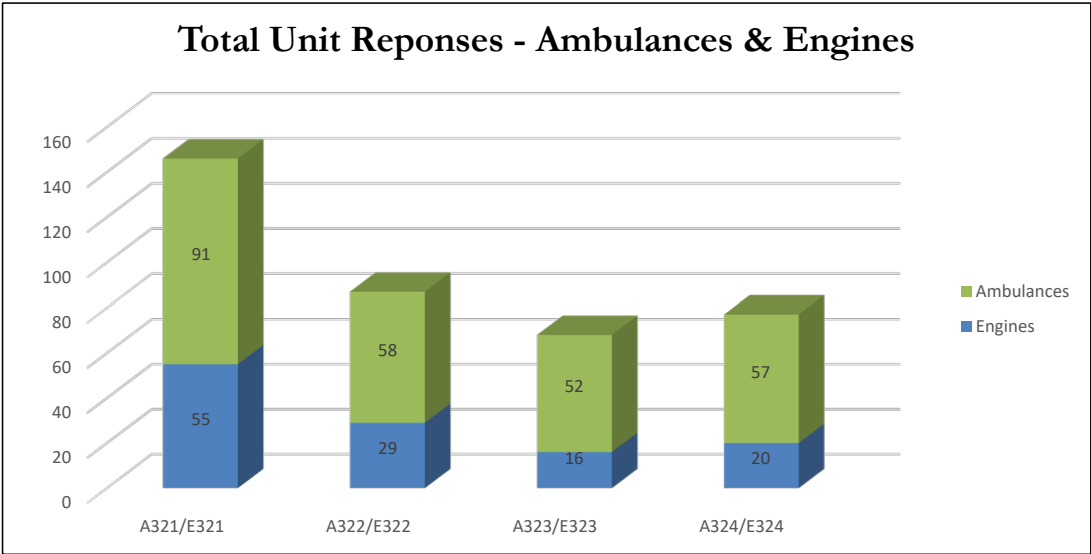
RESPONSE BY HOUR OF DAY - JANUARY 2021



The Lake Zurich Fire Department's service area contains the Village of Lake Zurich and the Lake Zurich Fire Protection District. The placement of the four fire stations allows division of the service area into first response areas. The graph below represents the percentage of calls by each station and mutual/auto aid for January 2021. The chart does not represent the station that responded as the primary resource to the area – it means where the call originated. Station 1 is historically the busiest district.

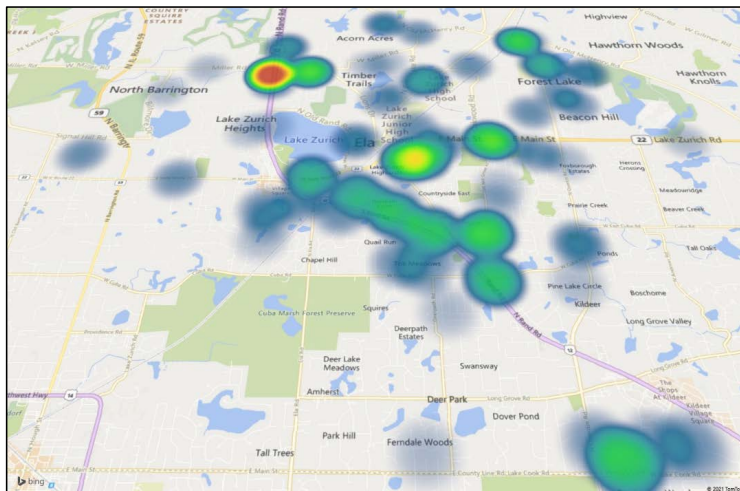


The graph below shows the responses by each unit – Ambulances & Engines – in January 2021.





The next graphic is a visual representation of call distribution for January. As visually displayed, the assisted living/memory care facilities are a large portion of our department calls and are consistently within the top ten locations responded to each month. We frequently respond to doctor offices and health clinics, along with automobile accidents near the Route 12 corridor.

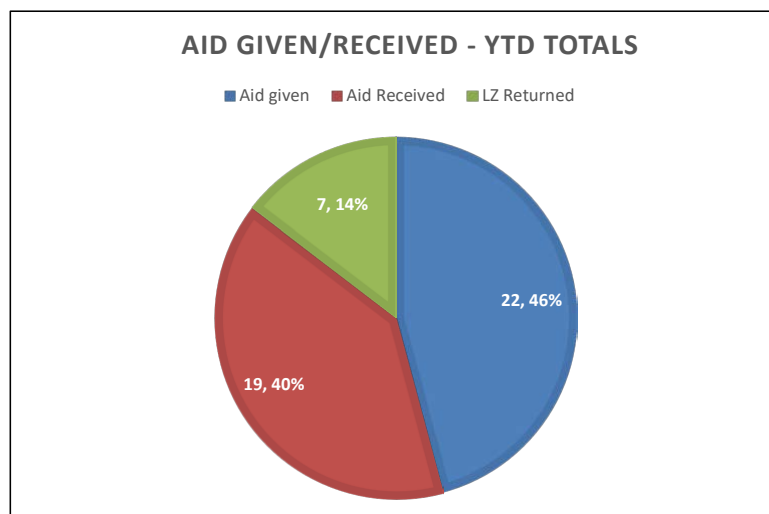


#### Frequent Call Locations:

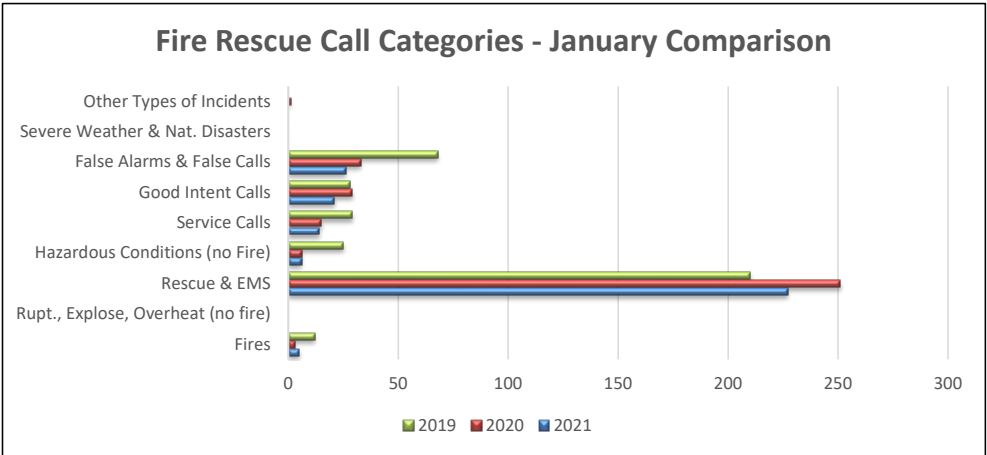
- 795 N. Rand Road – Azpira Place Assisted Living – 20 responses
- 21481 N. Rand Road – Northwest Community Healthcare – 8 responses
- 21840 Lake Cook Road – Solana Senior Living – 8 responses
- 777 Church Street – Cedar Lake Assisted Living & Memory Care – 6 responses
- 900 Rand Road – Lexington of Lake Zurich – 4 responses

#### Mutual/Auto Aid Response Year to Date –

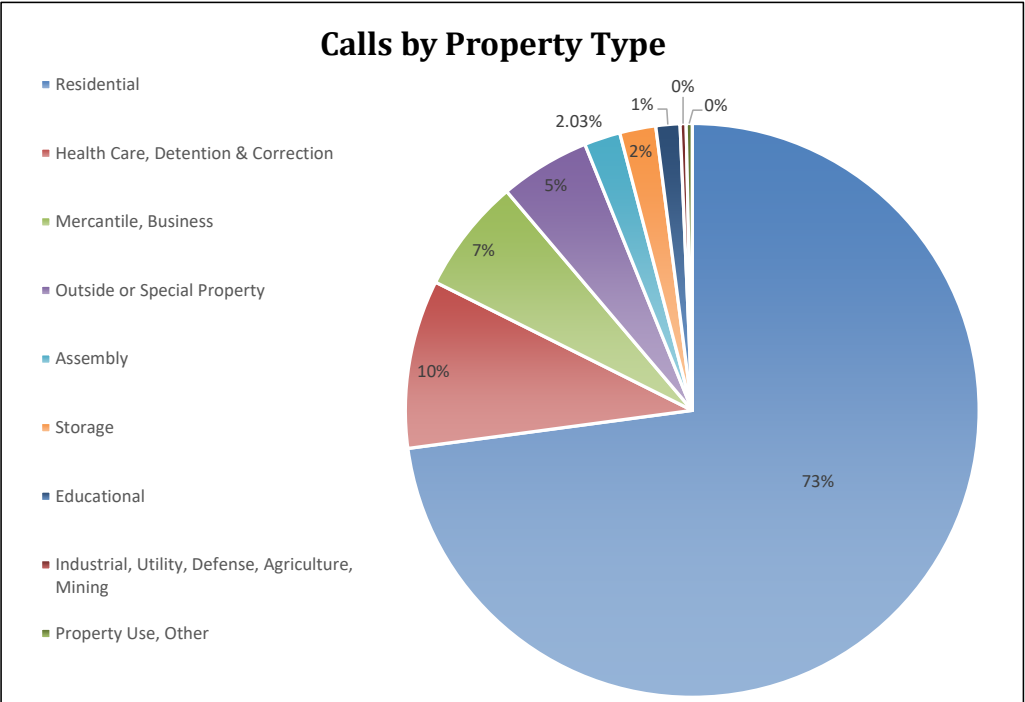
The mutual aid agreements are designed not to overburden any one agency and are looked at carefully for any necessary adjustments. Run cards for the department have changed, and our partners are responding to assist us more often. In January, we responded to **22 calls** for mutual-aid and were **returned 7 times** before our arrival. The chart to the right shows YTD Aid Given/Received and how many times LZ returned before their arrival. Many of our response incidents do not require intervention from the LZPD 911 center through automated dispatching and resource sharing. They are entirely handled by the agency requesting our response — direct cost savings to our budget and an added benefit of the automated dispatch system.



All calls we code as a department within the National Fire Incident Reporting System (NFIRS). The codes all relate to the text categories noted in the chart below. As indicated below, you will see across the three years that the trends remain mostly the same. Rescue and EMS incidents account for the majority of calls we respond to and continue to increase, as indicated below.

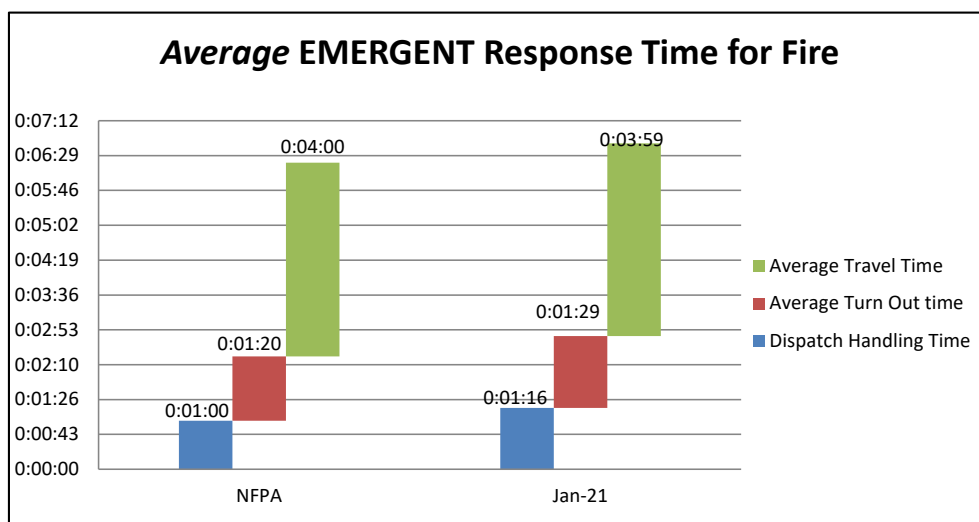
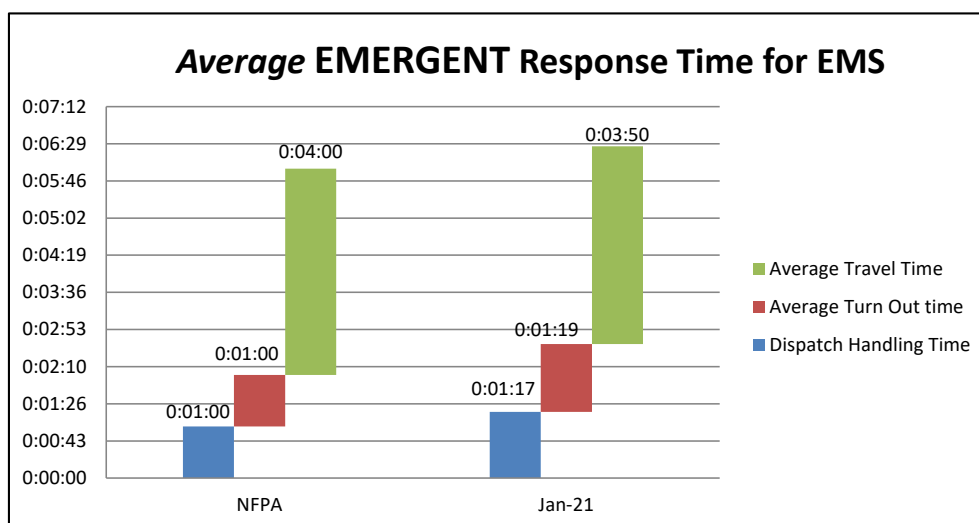


As previously mentioned, there is a national standard for coding the type of property use. How is this relevant? We see trends in various types of occupancies and use them to determine our service demand. For example, the healthcare category would increase if additional assisted living or nursing homes open. As shown below, we continue to respond to Residential Properties more than any other (73%), and Healthcare and Mercantile/Business were second with (10%) of all calls.



Response time includes three key factors: dispatch handling time, turnout time, and travel time. Dispatch handling time is the time for dispatch to take in information and then dispatch personnel. The turnout time is when the crews receive the call to the time they get into the vehicles and hit the en-route button. Travel time reflects the time from en route to the time they arrive at the incident scene. Construction, speed limits, weather, and train traffic can impact response times. The overall goal for arrival at an emergency fire call is a total of 6 minutes and 20 seconds from the time of notification until the first unit arrives on the scene. For a response to an EMS incident, this time is 6 minutes.

The next two graphs compare the average emergency response times for both Fire and EMS calls within our first arriving unit's primary response area. These times will vary based on part on the first responding unit's location, multiple calls, weather, and time of day, and traffic conditions. \*Dispatch handle times have increased after switching to the new CAD system and delays caused by processing an alarm. The ETSB and Infor continue to work on the issue.



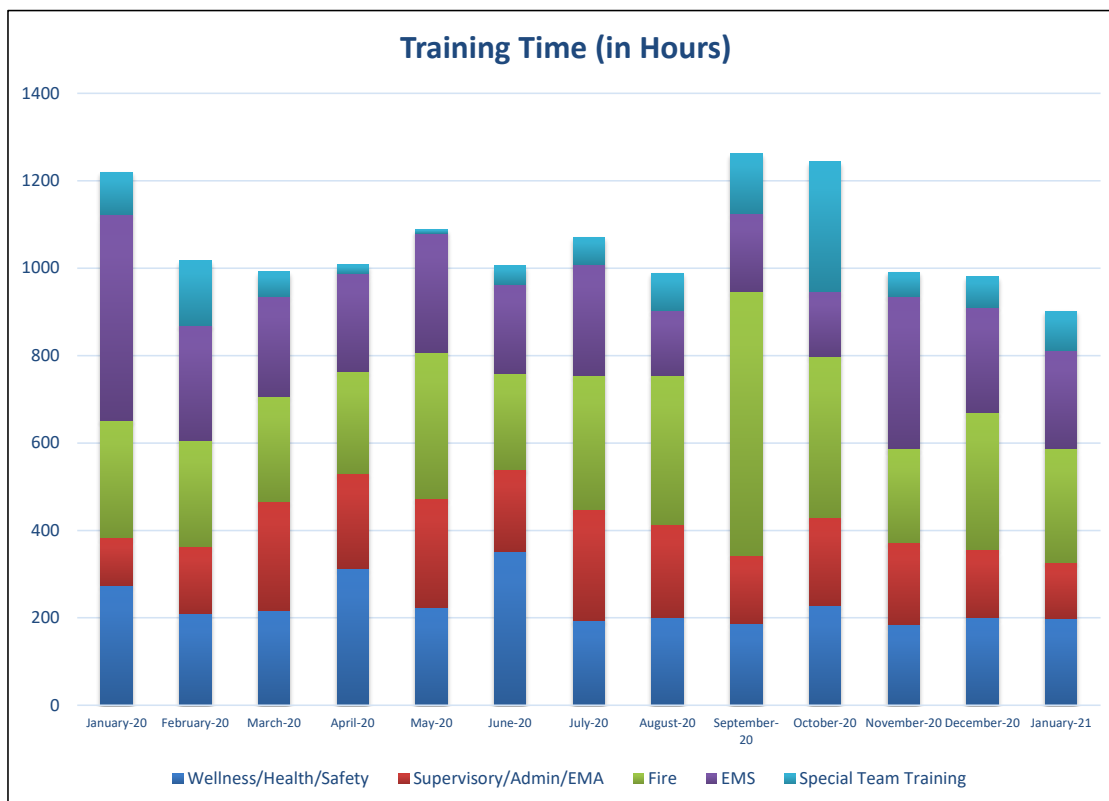
### Training Initiatives:

During January, we completed the following shift training:

- Annual EMS Restraints Training
- Surface Ice Rescue
- 3rd Quarter Intubations
- EMS Instation – Respiratory Emergencies
- RIT – Moving a Down Firefighter
- Lexipol SOG & DTB Review
- Mandatory Training Make-up

Outside training during January consisted of the following:

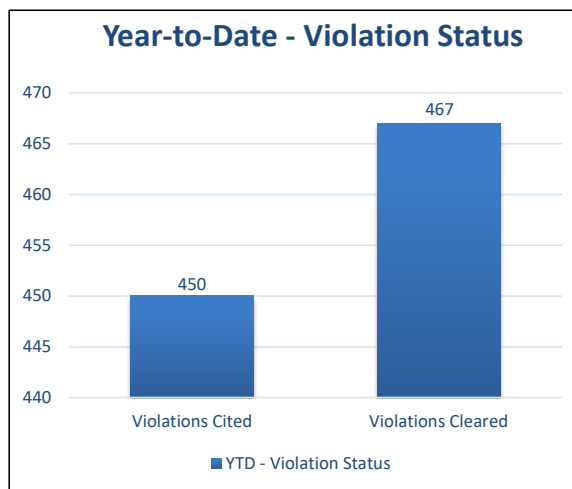
- FF/PM Campbell & FF/PM Penkava completed the 16 hr. Hazmat Incident Command Class
- Lt. Booth & Lt. Hohs started the Charmed Leadership Academy



**Inspectional Services:**

Fire Prevention personnel conduct annual fire inspections, special event inspections and review and monitor construction projects in the Village and the Lake Zurich Rural Fire Protection District (LZRFPD). During January, the Fire Prevention Bureau participated in the following:

- Mutual aid fire investigation to Wauconda – 1-2-21
- St. Matthew's fire follow-up
- 1119 Stratford dryer fire investigation
- 21511 West Field Court – follow-up on the car into the building breaking the sprinklers
- Chief Officers weekly update meeting
- NIFIA zoom board meeting
- Fire alarm meeting with Dispatch and F.S.S.
- Webinar on construction site fire safety
- Fire investigation training videos
- Construction meetings
  - Building Department for a project at Route 12 and North Old Rand
  - DRT Meeting
  - New Casey's gas station – Route 12 & Ela
  - Walmart
  - Lake Zurich High School remodel project
  - Costco rack storage



Data will be added to the below chart each month in the 2021 column to show growing Year – To – Date numbers

