

## VILLAGE OF LAKE ZURICH

Board of Trustees  
70 East Main Street



Monday, December 6, 2021 7:00 p.m.

### AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**  
This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and 5 minutes per speaker.
5. **PUBLIC HEARING ON CONSIDERATION OF PROPOSED VILLAGE OF LAKE ZURICH ANNUAL BUDGET FOR FISCAL YEAR 2022** (Mayor Poynton)

**Summary:** As noticed in the Daily Herald on November 24, 2021 and on the Village website and in *Benchmarks*, this is a public hearing for the proposed annual budget for the Village of Lake Zurich's 2022 fiscal year, which will run January 1 through December 31, 2022. The proposed budget totals \$59.9 million to fund a full-service municipality with 157 full-time employees at Police and Fire, Public Works, Community Development, Parks and Recreation, Finance, and Administration.

The Village enjoys a stable financial position and as such, this budget is presented as a balanced operational plan for the next year with a projected operating surplus of \$11,000 for the General Fund. Due to inflationary market costs for commodities and services, personnel adjustments, and funding for capital projects that were delayed throughout 2021 due to the pandemic, planned expenditures for 2022 are increasing 16.7% compared to 2021.

The 2022 budget includes \$2.3 million in funding for road and related infrastructure improvements, along with another \$2.59 million in land and building capital

improvements and \$5.45 million in water and sewer improvements. The Vehicle Replacement Program is updated annually and provides an overview of the age and condition of municipal equipment, with a recommended annual funding level of approximately \$850,000. The 2022 budget includes approximately \$1 million in vehicle and major equipment purchases, including two police vehicles, an ambulance, and a dump truck.

Total revenues for next year are expected to be \$56.6 million, an increase of 13.8% over 2021. No new revenue sources have been included in the 2022 budget.

A copy of the proposed budget has been available for public review at Village Hall, Ela Area Public Library, and on the Village website since November 10, 2021. All interested persons are invited to attend this public hearing and provide feedback to the Village Board on the proposed budget.

**Recommended Action #1:** A motion to open the Public Hearing on the Fiscal Year 2022 Village Budget and accept public comments into the record. Voice Vote.

**Recommended Action #2:** A motion to close the Public Hearing on the Fiscal Year 2022 Village Budget. Voice Vote.

## 6. CONSENT AGENDA

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

- A. Approval of Minutes of the Village Board Meeting, November 15, 2021
- B. Approval of Semi-Monthly Warrant Register Dated December 6, 2021 Totaling \$2,391,658.58
- C. Agreement to Purchase One 2022 Bobcat Loader from Atlas Bobcat via the Sourcewell Purchasing Cooperative Contract in the Amount Not-to-Exceed \$75,000 from the Tentative Fiscal Year 2022 Budget

**Summary:** The FY22 Village budget includes \$75,000 in the Equipment Replacement Fund towards the purchase of a replacement Bobcat loader. The proposed new unit total cost is \$71,776, with the remaining funds used for warning lights, communications, and safety equipment. The current state of the heavy equipment / vehicle industry has created extremely long lead times to deliver equipment with anticipated deliver times expected in eight to twelve months. Staff requests Board approval on this replacement using 2022 budget funds, pending final budget approval by the Board.

- D. Agreement to Purchase One 2022 Ford Police Interceptor from Currie Motors via the Suburban Purchasing Cooperative Contract in the Amount Not-to-Exceed \$44,000 from the Tentative Fiscal Year 2022 Budget

**Summary:** The FY22 Village budget includes \$44,000 in the Equipment Replacement Fund towards the purchase of a replacement police patrol vehicle. The proposed new unit total cost is \$34,499 with the remaining funds used for outfitting the vehicle with specific gear and safety features intended for emergency response vehicles. The current state of the heavy equipment / vehicle industry has created extremely long lead times to deliver equipment with anticipated deliver times expected in eight to twelve months. Staff requests Board approval on this replacement using 2022 budget funds, pending final budget approval by the Board.

**E. Agreement to Purchase One 2022 Ford F-150 Police Responder Truck from Sutton Ford via the Suburban Purchasing Cooperative Contract in the Amount Not-to-Exceed \$56,000 from the Tentative Fiscal Year 2022 Budget**

**Summary:** The FY22 Village budget includes \$56,000 in the Equipment Replacement Fund towards the purchase of a replacement police vehicle. Based on last year's Suburban Purchasing Contract, the proposed new unit is estimated to cost approximately \$40,000 plus funds used for outfitting the vehicle with specific gear and safety features intended for emergency response vehicles. However, the 2022 Suburban Purchasing Contract with Sutton Ford is not finalized at this time. Anticipated deliver times expected for this vehicle is eight to twelve months. Staff requests Board approval on this replacement using 2022 budget funds, pending final budget approval by the Board.

**F. Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase Authorized Class-H Liquor Licenses for C & S Bridal, LLC doing business as Volle's Bridal & Boutique at 53 South Rand Road and for B & B Associates, LLC doing business as MVP Field House Located at 143 East Main Street (Ord. #2021-12-447)**

**Summary:** Volle's Bridal and MVP Field House have both requested Class-H liquor licenses for the complimentary dispensing of beer, wine, and sparkling alcoholic beverages that are ancillary to the operations of the business. Both businesses have completed the requisite documentation and successfully passed the background check for issuance of a Class-H liquor license.

**G. Ordinance Amending Chapter 8 Entitled "Parking" of Title 6 Entitled "Traffic Code" of the Lake Zurich Municipal Code Regarding Snow Removal During Snowstorms and Natural Disasters (Ord. #2021-12-448)**

**Summary:** The Village's new police towing agreement with Alpine Automotive, approved by the Village Board on September 20, 2021 results in a minor change in the Municipal Code language regarding vehicle relocation procedures following snow events. The existing language in the Code that says the Village shall pay the towing service fee up-front and then seek reimbursement from the vehicle owner should be removed.

**H. Ordinance Amending Chapter 1 Entitled “Streets, Sidewalks, and Public Ways” of Title 7 Entitled “Public Ways and Property” of the Lake Zurich Municipal Code Regarding Deposits on Public Ways (Ord. #2021-12-449)**

**Summary:** Village Staff has identified an ongoing annual problem with some residents shoveling or blowing snow in the street after the snow plows have already cleared the roadway. The snow gets driven over and the resulting packed snow and ice creates unsafe driving conditions.

The proposed Ordinance will update the Municipal Code to make it a violation to place any snow or ice into the street or in a way that covers fire hydrants. Staff also recommends including leaves and landscape debris into the violation language. Future violators would be issued local ordinance violation tickets in the amount of \$25 which double to \$50 if not paid within a timely manner.

**Recommended Action:** A motion to approve the Consent Agenda as presented.

**7. NEW BUSINESS**

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

**A. Ordinance Adopting the Annual Budget of the Village of Lake Zurich for All Corporate Purposes for the Fiscal Year Commencing January 1, 2022 and Ending December 31, 2022 (Ord. #2021-12-450) (Trustee Sprawka)**

**Summary:** At the November 13, 2021 Committee of the Whole budget workshop meeting, Mayor Poynton and Trustees reviewed with Village Staff the proposed budget for Fiscal Year 2022, which begins on January 1.

The proposed budget for next year is presented as a balanced operational plan that advances several local infrastructure projects. The FY22 budget shows a small operating surplus for the General Fund.

The financial impact of the COVID-19 pandemic had many ramifications for Village finances since Quarter 1 of 2020, which led to the Village deferring infrastructure projects, capital purchases, and leaving some authorized positions unfilled for parts of 2021. Local revenues bounced back significantly in 2021 as the pandemic economy recovered, allowing the Village to increase funding for the current state of operations while also planning to invest significantly in local infrastructure in 2022.

With an eye on sustaining progress towards strategic goals and objectives, nearly \$11 million in Village infrastructure, municipal buildings, land improvements, and capital equipment is budgeted for 2022. The proposed budget plans on advancing several large capital projects identified in the Community Investment Plan. Some highlights in the FY 2022 budget include:

- \$2.2 million in road resurfacing and sidewalk improvements for the Braemar neighborhood and Concord Village.

- \$100,000 to accelerate the parkway tree replacement program to over 400 trees a year.
- \$756,000 for amenity and open space improvements at Paulus, Staples, and Sonoma parks.
- \$600,000 for parking lot and walking path resurfacing at Village Hall, Buffalo Creek, and Breezewald Park.
- \$1.69 million for infrastructure improvements along South Old Rand Road, including water and sewer mains, road resurfacing, and streetscaping. An additional \$150,000 for parking improvements on North Old Rand Road is also budgeted.
- \$35,000 for Buffalo Creek streambank stabilization.
- \$1.25 million in water main replacements along Route 12 and in Flint Creek Estates.
- \$2.5 million for a Buffalo Creek sewer lining project.
- \$136,000 for the replacement of two lift station pumps.

Revenues are forecast to remain fairly conservative in 2022, with modest increases for Utility Tax and more significant increases for Income Tax, Sales Tax, and Personal Property Tax as the post-COVID economy finds a new equilibrium. The projected budget is representative of careful consideration of the current economic environment, requests, balancing of department needs, limited resources, and a commitment for quality services.

**Recommended Action:** A motion to approve Ordinance #2021-12-450 Adopting the Annual Budget of the Village of Lake Zurich for All Corporate Purposes for the Fiscal Year Commencing January 1, 2022 and Ending December 31, 2022.

## **8. TRUSTEE REPORTS**

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

## **9. PRESIDENT'S REPORT / COMMUNITY UPDATE**

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

## **10. VILLAGE STAFF REPORTS**

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

**11. ADJOURNMENT**

(Next regularly scheduled Village Board meeting on Monday, December 20, 2021)

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