

VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



Tuesday, February 22, 2022 7:00 p.m.

VIRTUAL ONLINE MEETING

Microsoft Teams Meeting

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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. Public Comment may also be submitted prior to the meeting by email at info@lakezurich.org.

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 7, 2022

B. Approval of Semi-Monthly Warrant Register Dated February 22, 2022
Totaling \$811,721.18

C. Resolution Approving Public Release of Executive Session Meeting Minutes of the Lake Zurich Village Board of Trustees (Assign Reso. 2022-02-062)

Summary: The Village is required to conduct periodic reviews of Executive Session minutes for the purpose of determining whether any minutes may be released for public viewing. The proposed Resolution identifies the Executive Session minutes that the Board has provided consensus on to either keep confidential or release.

D. Agreement with Schroeder and Schroeder Inc. for Concrete Flatwork in the Amount Not-to-Exceed \$175,000

Summary: The Village's 2022 budget includes \$175,000 in the Non-Home Rule Sales Tax Fund for investments into local infrastructure, such as sidewalk, curb and gutter improvements. This year's concrete flatwork program will focus on improvements in the Lake Zurich Estates and Ancient Oaks subdivisions. A competitive bid opening on February 4, 2022 resulted in three bids received, with Schroeder and Schroeder of Skokie providing the lowest responsible bid.

E. Agreement with Apex Landscaping Inc. for a Three-Year Landscaping Maintenance Program in the Annual Amount Not-to-Exceed \$224,297

Summary: The village's 2022 budget includes \$260,000 for the annual landscaping maintenance contract that includes mowing and flower bed maintenance at various locations around Lake Zurich. This includes village and State rights-of-ways, parks, and village facilities. A competitive bid opening on January 28, 2022 resulted in five bids received, with Apex Landscaping of Hawthorn Woods providing the lowest responsible bid.

F. Ordinance Approving the Annual Official Zoning Map of the Village of Lake Zurich (Assign Ord. # 2022-02-453)

Summary: Illinois requires all municipalities publish an updated zoning map by March 31 of each year. Changes for 2022 include the rezoning of parcels related to the Sanctuary of Lake Zurich mixed-use development on the southeast corner of Rand Road and Old Rand Road, as well as the reconfiguration of lots on the corner of Beech Drive and Honey Lake Road to create four new single-family lots.

G. Agreement with State Industrial Products for Quentin Road and Northwest Pumping Station Hydrogen Sulfide Reduction Program in the Amount Not-to-Exceed \$60,000

Summary: The village's 2022 budget includes \$49,975 in the Water and Sewer Fund for the ongoing hydrogen sulfide reduction program, which uses a proprietary chemical blend on a monthly basis to reduce the formation of sulfuric acid in sanitary sewers.

While the proposed 2022 cost is higher than anticipated and budgeted for due to the increased cost of raw materials and shipping, Village Staff is pleased with the results of previous years' hydrogen sulfide reduction programs and recommends continuing the annual program to extend the life of the municipal sanitary sewer system. Anticipated cost savings from the Quentin / Northwest Pump Station driveway replacement project will offset this increase.

In August 2015, American Infrastructure Technologies provided the Village with recommendations to use chemical additives to reduce hydrogen sulfide formation and reduce the pace of pipe corrosion, which can lead to underground transmission main collapses similar to the experiences from 2012 and 2015 beneath Cuba Road.

H. Intergovernmental Agreement between the Village of Lake Zurich, Lake County, and Ela Township's Health and Wellness Department

Summary: The Village and the Township have maintained a partnership since 2011 whereby the Township provides the Lake Zurich Police Department with staff to address mental health services. The proposed agreement provides the Township's Licensed Clinician shall provide mental health services to those who present the need for intervention. Any resources, including personnel, equipment, supplies, or services provided under this agreement shall be at no charge to the other party. The term of this agreement ends on January 31, 2023 and shall automatically renew for successive one-year terms.

I. Approval for 2022 Externally Organized Village Special Events

Summary: Each year, the Village Board is requested to review the proposed list of upcoming special events that are offered through our partnerships with external organizations.

Approval is requested for the Purple Plunge on March 5, the Stephen Siller Tunnel to Towers 5k on June 12, the Lake Zurich Triathlon on July 10, Unplugged Fest on August 7, Taste of the Towns on August 14, Brazilian Fest on August 27 – 28, Block A food truck socials every Wednesday from May 25 – September 28, Boy Scouts Overnight Camping August 20 – 21, and Jack O Lantern World on Thursdays – Sundays from September 30 – October 31.

J. Approval for 2022 Internally Organized Village Special Events

Summary: Each year, the Village Board is requested to review the proposed list of upcoming special events that are managed and organized by the Village staff team.

Approval is requested for the Tween Nitelite Egg Hunt on April 1, the annual Egg Hunt on April 9, Arbor Day on April 30, Farmers Market each Friday from June 3 – September 23, Movies in the Park on June 17 and July 15, Groove Grove on June 29, July 27, and August 31, Independence Day celebrations on

July 4, Rock the Block on September 10, and Miracle on Main Street on December 3.

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

6. OLD BUSINESS

7. NEW BUSINESS

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

A. Ordinance Amending a Planned Unit Development and Approving a Special Use Permit for Heritage Church at 255 Quentin Road (Assign Ord. #2022-02-456) (Trustee Bobrowski)

Summary: Heritage Church has submitted a zoning application for the property at 255 Quentin Road seeking a Special Use Permit and Planned Unit Development to allow expansion of the facility. This property was annexed into the Village of Lake Zurich in 2000 and is located within the Village's *IB - Institutional Building District*.

The proposed expansion includes renovations to the interior and exterior of the building to include a new 23,000 square foot lobby and auditorium, as well as an expanded parking lot with 41 additional spaces. Following the expansion, the worship facility will be able to hold 1,000 attendees. The new building addition will be located towards the rear – on the north and west side of the existing building.

The Planning and Zoning Commission held a public hearing on January 19, 2022 to consider this expansion and voted 3-2 in favor of recommending approval, subject to the conditions outlined in the attached staff report.

Recommended Action: A motion to approve Ordinance #2022-02-456 amending a Planned Unit Development and Approving a Special Use Permit for Heritage Church at 255 Quentin Road.

B. Ordinance Approving Budget Amendment #2 for Fiscal Year 2021 Budget (Assign Ord. #2022-02-457) (Trustee Sprawka)

Summary: Upon evaluation of the financial projections and end-of-year results for Fiscal Year 2021, a number of necessary budget amendments have been identified based on actual figures or best estimates to date.

The largest adjustments to revenue are Sales Tax, Income Tax, and Ambulance Service Fees. The proposed budget amendment includes raising the expected Sales Tax revenue by \$1.1 million and Income Tax by \$635,000 based on receipts to-date and projections for December 2021. The proposed revenue increase to Ambulance Service Fees is \$369,000. Overall, the General Fund

net revenue increase is \$2.39 million with a General Fund balance increase of \$12,000.

The proposed amendment includes revisions to other funds as well, including the Motor Fuel Fund, Capital Improvements Fund, Dispatch Center Fund, Risk Management Fund, and Equipment Replacement Fund.

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

Recommended Action: A motion to approve Ordinance #2022-02-457 Approving Budget Amendment #2 for Fiscal Year 2021 Budget.

C. Courtesy Review for Proposed Development by OSK Capital Partners at 670 South Old Rand Road Consisting of 52 Single-Family Townhomes in 13 Separate Buildings (Trustee Bobrowski)

Summary: The proposed development is comprised of two parcels spanning 9.3 acres, of which 2.1 acres are designated wetlands. It contains a single-family residence with accessory buildings. Historical aerial maps dating back to 1946 depict the residential farmhouse and use of the property was established on the property, with little change since that time. By the 1980s only areas towards the front of the property were maintained, while the rear was allowed to grow out to its current wooded state.

The property has been marketed for sale for a number of years, and has been included in the Village's available property brochure. However, in 2021, the owner obtained the services of a different broker who began marketing the property and was able to attract the interest of OSK who are now contract purchasers of the property.

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 proposed use at this site.

8. TRUSTEE REPORTS

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

9. 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).

A. Monthly Data Metric Reports

10. PRESIDENT'S REPORT / COMMUNITY UPDATE

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

11. EXECUTIVE SESSION

- 5 ILCS 120 / 2 (c) (11) pending or imminent litigation
- 5 ILCS 120 / 2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees

12. ADJOURNMENT

(Next regularly scheduled Village Board meeting on Monday, March 7, 2022)

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.