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

February 22, 2022
07:00 pm

VILLAGE OF LAKE ZURICH

VILLAGE BOARD OF TRUSTEES VIRTUAL MEETING

FEBRUARY 22, 2022
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. 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

Attachment: [5a.pdf](#)

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

Attachment: [5b.pdf](#)

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.

Attachment: [5c.pdf](#)

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.

Attachment: [5d.pdf](#)

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.

Attachment: [5e.pdf](#)

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.

Attachment: [5f.pdf](#)

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.

Attachment: [5g.pdf](#)

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.

Attachment: [5h.pdf](#)

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.

Attachment: [5i.pdf](#)

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.

Attachment: [5j.pdf](#)

6. Old Business

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

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.

Attachment: [7a.pdf](#)

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.

Attachment: [7b.pdf](#)

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.

Attachment: [7c.pdf](#)

8. Trustee Reports

(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: [9a.pdf](#)

10. Department Head Reports

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

11. President's Report

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

12. 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

13. Adjournment

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



AGENDA ITEM 5A

Monday February 7th, 2022

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7:06pm.
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. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Finance Dir. Amy Sparkowski, Management Services Dir. Michael Duebner, Fire Chief Dave Pilgard, 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.
3. **PUBLIC COMMENT**
Eric Dubiel, N. Pleasant Rd, addressed the Board on an update on the COVID funds received by the village and requested the report be posted on the website.
4. **CONSENT AGENDA**
 - A. **Approval of Minutes of the Village Board Meeting, January 3, 2022**
 - B. **Ratification of Semi-Monthly Warrant Register Dated January 17, 2022 Totaling \$1,922,101.92**
 - C. **Approval of Semi-Monthly Warrant Register Dated February 7, 2022 Totaling \$2,140,722.00**
 - D. **Agreement to Purchase One Genesis Rescue Tool System from EMC Fire Equipment Management Company and Associated Mounting Equipment in the Amount Not-to-Exceed \$35,000**
Summary: The 2022 Village budget includes \$35,000 in the Equipment Replacement Fund for a replacement set of Fire Department extrication equipment. After a testing period of various extrication brands, Village Staff is proposing a Genesis-brand cutter, spreader, and ram that will provide Lake Zurich firefighter-paramedics with top-of-the-line extrication equipment for use in emergency situations.
 - E. **Agreement to Purchase Phase Two SCADA Improvements for Cellular Water Facility Communications from Concentric Integration in the Amount Not-to-Exceed \$37,330**

Village of Lake Zurich Board of Trustees Regular Meeting. Monday February 7th, 2022. 2

Summary: The Fiscal Year 2022 budget includes \$200,000 in the Water and Sewer Fund for SCADA system improvements. The SCADA system is critical for controlling and monitoring the Village's water and wastewater facilities.

Phase 2 of the SCADA system improvement plan includes updating the original network communication platform that was custom designed specifically to control Lake Zurich wells, water towers, and sanitary sewer pump stations. These Phase 2 improvements are intended to address recent unreliability and performance issues with the existing communication infrastructure. Staff will address additional Phase 2 improvements later in 2022.

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

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

NAYS: 0

ABSENT: 0

MOTION CARRIED.

5. NEW BUSINESS

A. **Agreement with St. Aubin Nursery for 2022 Parkway Tree Planting Program in the Amount Not-to-Exceed \$100,000**

Summary: The Fiscal Year 2022 budget includes \$100,000 in the Capital Projects Fund for this year's enhancement of the suburban forest canopy. This year's program is funded at double the funding level of previous years in an effort to accelerate tree plantings around Lake Zurich. This amount is expected to result in approximately 390 trees planted.

The 2022 plantings will focus on Millers Grove, Bristol Trails, Hunters Creek, Lake Zurich Estates, Wicklow Village, Ancient Oaks, and Braemar subdivisions. Selection of all tree species are recommended by the Village Arborist and the Lake Zurich Tree Commission.

Residents will have the opportunity to contribute additional funds towards a parkway tree if they wish to have a larger-diameter tree planted in the parkway near their homes. The Village Board previously approved a three-year contract with St. Aubin Nursery on February 16, 2021, which will expire on December 31, 2023.

Public Works Dir. Brown stated that the replacement trees will be planted in the Spring and Fall to work around the street repairs in certain subdivisions. He requested that residents help with the watering as there will be gator bags on each tree.

Recommended Action: A motion was made by Trustee Spacone, seconded by Trustee Euker, to approve the 2022 Parkway Tree Program with a contract with St. Aubin Nursery in the Amount Not-to-Exceed \$100,000.

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

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Village of Lake Zurich Board of Trustees Regular Meeting. Monday February 7th, 2022. 3

6. TRUSTEE REPORTS

Trustee Euker gave details of an upcoming performance by the LZ High School Drama Dept.

7. VILLAGE STAFF REPORTS

There were none.

8. PRESIDENT'S REPORT / COMMUNITY UPDATE

Mayor Poynton reported on the State Championship of the LZHS Poms recently. He and Trustee Euker attended the celebration.

Mayor Poynton responded to the resident's comment about the Covid funds and stated that the resident had been provided with the information and it is on the website.

9. EXECUTIVE SESSION called for the purpose of:

5 ILCS 120 / 2 (c) (21) approval of executive session minutes and closed session minutes review

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

Motion was made by Trustee Weider, seconded by Trustee Euker to move to Executive Session for the purpose of: 5 ILCS 120 / 2 (c) (21) approval of executive session minutes and closed session minutes review, 5 ILCS 120 / 2 (c) (11) pending or imminent litigation and 5 ILCS 120 / 2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees.

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

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Meeting adjourned to Executive Session at 7.21pm with no further business to be conducted.

Respectfully submitted by:

Kathleen Johnson, Village Clerk.

Approved by:

Mayor Thomas M. Poynton

Date.

VILLAGE OF LAKE ZURICH				
2022 WARRANT REPORT - 2/22/2022				
<u>\$881,721.18</u>				
<u>GL Number</u>	<u>GL Desc</u>	<u>Vendor</u>	<u>Invoice Description</u>	<u>Amount</u>
Fund 101 GENERAL				
Dept 00000				
101-00000-14101	REPLENISH POSTAGE METER	CMRS - POSTAGE BY PHONE	POSTAGE JAN 2022	2,000.00
101-00000-21202	AMBULANCE FEES PAYABLE	COVID 19 HRSA UNINSURED TESTING	AMB REF - BUCK, D DOS 06/07/2020	506.38
101-00000-21202	AMBULANCE FEES PAYABLE	RMS	AMB REF - MORROW, K DOS 11/24/2020	1,416.00
Total For Dept 00000				3,922.38
Dept 11006 LEGISLATIVE MAYOR & BOARD				
101-11006-52111	OTHER PROFESSIONAL SVCS	VICTOR INSURANCE MANAGERS INC	NOTARY BOND RENEWAL 2022-2026	50.00
Total For Dept 11006 LEGISLATIVE MAYOR & BOARD				50.00
Dept 12001 VILLAGE ADMIN ADMINISTRATION				
101-12001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	KTJ LEGAL SERVICES THRU 12/31/2021	5,584.08
101-12001-53211	OTHER SUPPLIES	AMAZON.COM SALES, INC	K-95 MASKS	157.98
101-12001-53211	OTHER SUPPLIES	AMAZON.COM SALES, INC	CREDITS - K-95 MASKS	(157.98)
Total For Dept 12001 VILLAGE ADMIN ADMINISTRATION				5,584.08
Dept 12120 VILLAGE ADMIN HUMAN RESOURCES				
101-12120-52111	OTHER PROFESSIONAL SVCS	CAREERBUILDER EMPL. SCREENING, LLC	EMPLOYMENT SCREENING SERVICES	39.00
Total For Dept 12120 VILLAGE ADMIN HUMAN RESOURCES				39.00
Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				
101-12180-52111	OTHER PROFESSIONAL SVCS	LAKE COUNTY RECORDER	LIEN RESEARCH	83.00
101-12180-54308	TAX REBATES	BRADFORD LAKE ZURICH 5 LLC	TAX REBATE - OCTOBER 2021	14,399.09
101-12180-54308	TAX REBATES	VILLAGE OF HAWTHORN WOODS	TAX REBATE - OCTOBER 2021	4,466.40
101-12180-54308	TAX REBATES	VILLAGE OF KILDEER	TAX REBATE - OCTOBER 2021	8,932.80
Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				27,881.29
Dept 13001 FINANCE ADMINISTRATION				
101-13001-51652	TRAINING AND MEETINGS	NORTHERN ILLINOIS UNIVERSITY	NIU - IL FINANCIAL FORECAST FORUM - SPARKOWSI	79.00
101-13001-52112	PROFESSIONAL ACCOUNTING	BAKER TILLY VIRCHOW KRAUSE, LLP	FISCAL AUDIT 2021	12,600.00
101-13001-53208	OFFICE SUPPLIES	PITNEY BOWES - SUPPLIES	POSTAGE METER INK	80.74
Total For Dept 13001 FINANCE ADMINISTRATION				12,759.74
Dept 17001 TECHNOLOGY ADMINISTRATION				
101-17001-52111	OTHER PROFESSIONAL SVCS	GOOGLE	GOOGLE SERVICE - JAN 2022	24.00
101-17001-52111	OTHER PROFESSIONAL SVCS	AWS #140011104 aws.amazon	AWS CLOUD SVCS - NOV 2021	15.81
101-17001-52111	OTHER PROFESSIONAL SVCS	AWS #140011104 aws.amazon	AWS CLOUD SVCS - DEC 2021	16.60
101-17001-52111	OTHER PROFESSIONAL SVCS	LEADINGIT SOLUTIONS, INC	SUPPORT AGMT 2022 - MARCH	1,494.20
101-17001-52111	OTHER PROFESSIONAL SVCS	MICROSYSTEMS INC.	MS CLOUD SERVICES - JAN	96.23

VILLAGE OF LAKE ZURICH				
2022 WARRANT REPORT - 2/22/2022				
<u>\$881,721.18</u>				
GL Number	GL Desc	Vendor	Invoice Description	Amount
101-17001-52111	OTHER PROFESSIONAL SVCS	TELCOM INNOVATIONS GROUP, LLC	SERVICE CALL - 178844	97.50
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE INC	CREATIVE CLOUD - JAN 2022	224.13
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE INC	CREATIVE CLOUD - FEB 2022	224.14
101-17001-52111	OTHER PROFESSIONAL SVCS	AWS #140011104 aws.amazon	AWS CLOUD SVCS - JAN 2022	17.54
101-17001-52704	MAINT-EQUIPMENT	TOSHIBA BUSINESS SOLUTIONS, USA	COPIES - NOV 21 TO JAN 22	2,067.44
101-17001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE COMMUNICATIONS MGMT	INTERNET - 133 N OLD RAND	183.90
101-17001-53203	TELEPHONE & DATA SVCS	PEERLESS NETWORK INC	ANALOG LINES - FEB 2022	1,491.85
101-17001-53203	TELEPHONE & DATA SVCS	AT&T	VH ELEVATOR	324.80
101-17001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - FEB 2022	167.10
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM SALES, INC	12 VOLT BATTERY	15.99
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM SALES, INC	CREDITS - 12 VOLT BATTERY	(15.99)
101-17001-53407	EQUIP MAINT PART&SUPPLIE	BATTERIES PLUS HOLDING CORP	12V LEAD BATTERY	76.32
101-17001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & CS - COPIER LEASE	119.50
		Total For Dept 17001 TECHNOLOGY ADMINISTRATION		6,641.06
Dept 24001 POLICE ADMINISTRATION				
101-24001-52111	OTHER PROFESSIONAL SVCS	GATSO USA, INC	RED LIGHT CAMERA FEE - JAN	6,390.00
101-24001-52602	WASTE REMOVAL	DANIELS SHARPSMART, INC	SHARPS REMOVAL	70.52
101-24001-52602	WASTE REMOVAL	DANIELS SHARPSMART, INC	SHARPS REMOVAL	220.20
101-24001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	PRE-ACTION INSPECTION	570.00
101-24001-52701	MAINT-BLDGS & GROUNDS	ULINE, INC	RANGE MAT	139.92
101-24001-53209	UNIFORMS	JOHNSON, ROBERT	FIREARM SIGHT	314.70
101-24001-53211	OTHER SUPPLIES	CROWN TROPHY	TRAFFIC AWARD PLATES	24.00
101-24001-53401	CUSTODIAL SUPPLIES	VALDES, LLC	GARBAGE BAGS	62.00
101-24001-54303	LEGAL NOTICE/PUBLISHING	THE BLUE LINE	LATERAL ENTRY ADVERTISING	298.00
		Total For Dept 24001 POLICE ADMINISTRATION		8,089.34
Dept 24210 POLICE OPERATIONS				
101-24210-51654	MEMBERSHIPS & SUBSCRIP	CCKC	BRISTOL RANGE FEE - 2022	600.00
101-24210-52111	OTHER PROFESSIONAL SVCS	MOTOROLA SOLUTIONS, INC	STARCOM RADIO FEES - FEB	1,530.00
101-24210-52204	OTHER LEGAL	ALBARRAN, LUIS	LOCAL PROSECUTOR FEES - JAN	6,666.67
101-24210-52204	OTHER LEGAL	ETERNO, DAVID G	ADJUDICATION HEARING FEE	150.00
101-24210-53209	UNIFORMS	GALL'S, LLC	SWEATER - KOURTEV	137.97
101-24210-53209	UNIFORMS	MITCH, RALPH	WEAPON LIGHT	290.92
101-24210-53209	UNIFORMS	RAY O'HERRON COMPANY INC.	CAP - SCARRY	33.98
101-24210-53209	UNIFORMS	RAY O'HERRON COMPANY INC.	PANTS - SIEBER	168.97
101-24210-53210	SMALL TOOLS & EQUIP	MOTOROLA SOLUTIONS, INC	IN-CAR CAMERA MICROPHONE	43.50
		Total For Dept 24210 POLICE OPERATIONS		9,622.01

VILLAGE OF LAKE ZURICH
 2022 WARRANT REPORT - 2/22/2022
\$881,721.18

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 24230 POLICE CRIME PREVENTION				
101-24230-52111	OTHER PROFESSIONAL SVCS	TLO LLC	INVESTIGATIVE SEARCH ENGINE - JAN	75.00
101-24230-52111	OTHER PROFESSIONAL SVCS	TRANS UNION LLC	CREDIT CHECKS - JAN 2022	80.00
101-24230-52111	OTHER PROFESSIONAL SVCS	WEST PUBLISHING GROUP	INVESTIGATIVE SEARCH ENGINE - JANUARY	207.95
101-24230-52118	SOFTWARE MAINTENANCE	PORTER LEE CORPORATION	BEAST ANNUAL DUES - 2022	710.00
101-24230-53209	UNIFORMS	BUTLER, RYAN D	WINDBREAKER	54.99
Total For Dept 24230 POLICE CRIME PREVENTION				1,127.94
Dept 24240 POLICE INTERGOVERNMENTAL				
101-24240-51654	MEMBERSHIPS & SUBSCRIP	NIPAS	EST ANNUAL DUES	4,800.00
101-24240-51654	MEMBERSHIPS & SUBSCRIP	NIPAS	MFF ANNUAL DUES	1,005.00
101-24240-51654	MEMBERSHIPS & SUBSCRIP	NIPAS	ASSESSMENT DUES	400.00
101-24240-53211	OTHER SUPPLIES	NIPAS	UNIFORM / EQUIPMENT - KINGERY	3,906.55
Total For Dept 24240 POLICE INTERGOVERNMENTAL				10,111.55
Dept 25001 FIRE ADMINISTRATION				
101-25001-52111	OTHER PROFESSIONAL SVCS	LEADINGIT SOLUTIONS, INC	SUPPORT AGMT 2022 - MARCH	1,729.80
101-25001-52701	MAINT-BLDGS & GROUNDS	HASTINGS AIR-ENERGY CONTROL, INC	MAINTENANCE ON REGULATOR	346.05
101-25001-52704	MAINT-EQUIPMENT	TOSHIBA BUSINESS SOLUTIONS, USA	COPIES - NOV 21 TO JAN 22	617.55
101-25001-53203	TELEPHONE & DATA SVCS	PEERLESS NETWORK INC	ANALOG LINES - FEB 2022	184.38
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	LONG SLEEVE SHIRTS, WHITE SHIRTS - KELLY	223.50
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	HAT, SHIRTS - BARTOLI	140.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	PANTS, TIE, CAP - PILGARD	90.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	JOB SHIRT - TANNER	75.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	SHIRTS, PANTS - CORNELL	142.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	HAT, PANTS - MOGGE	172.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	TROUSERS - HEDQUIST	240.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	BOOTS - NORMAN	179.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	PANTS, TSHIRTS - BROOKS	348.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	PANTS, BELT, SHIRTS - PENKAVA	146.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLOS - FRANO	98.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLOS - KINSLEY	98.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLOS - WELTER	98.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLOS - KLEINHEINZ	78.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	TSHIRTS, HAT - SKALSKI	56.00
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER TOWELS, Z FOLDS, DETERGENT - ST. 1	159.95
101-25001-53405	BLDG & GROUND MAINT SUPP	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	SEPTIC CLEANER - ST. 3	29.97
101-25001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & CS - COPIER LEASE	119.50
Total For Dept 25001 FIRE ADMINISTRATION				5,370.70

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Dept 25310 FIRE EMERGENCY MANAGEMENT				
101-25310-53211	OTHER SUPPLIES	ZEP SALES & SERVICE INC.	CLEANING SUPPLIES - MODEL 50	68.95
Total For Dept 25310 FIRE EMERGENCY MANAGEMENT				68.95
Dept 25320 FIRE FIRE SUPPRESSION				
101-25320-51652	TRAINING AND MEETINGS	UNIVERSITY OF ILLINOIS URBANA-CHAMP	INCIDENT SAFETY OFFICER - KAMMIN	350.00
101-25320-52111	OTHER PROFESSIONAL SVCS	MOTOROLA SOLUTIONS, INC	FIRE STARCOM FEES - FEB	1,512.00
101-25320-53211	OTHER SUPPLIES	AMAZON.COM SALES, INC	COMBO VEHICLE ANTENNA	1,151.75
Total For Dept 25320 FIRE FIRE SUPPRESSION				3,013.75
Dept 25330 FIRE EMS				
101-25330-51651	LICENSING/CERTIFICATIONS	BROOKS, JUSTIN	PARAMEDIC LICENSE REIMB	40.00
101-25330-51652	TRAINING AND MEETINGS	NORTHWEST COMMUNITY HOSPITAL	INSTATION & ADMIN FEES	2,925.00
101-25330-52111	OTHER PROFESSIONAL SVCS	ANDRES MEDICAL BILLING	AMBULANCE FEES - DECEMBER 2021	2,223.44
101-25330-52111	OTHER PROFESSIONAL SVCS	ANDRES MEDICAL BILLING	AMBULANCE FEES - JANUARY 2022	5,590.26
101-25330-52118	SOFTWARE MAINTENANCE	LANGUAGELINE SOLUTIONS	LANGUAGE LINE VIDEO INTERPRETATION - JAN 22	44.05
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL	131.00
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL	62.74
101-25330-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	EXAM GLOVES - BLACK SURGICAL MASKS	592.32
101-25330-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	CARBON BLACK MASKS	60.00
Total For Dept 25330 FIRE EMS				11,668.81
Dept 25340 FIRE SPECIAL RESCUE				
101-25340-55254	MACHINERY & EQUIPMENT	ELEVATED SAFETY LLC	TUBULAR WEBBING	106.00
Total For Dept 25340 FIRE SPECIAL RESCUE				106.00
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	1240 HONEY LAKE RD	666.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	BUILDING PERMIT REVIEWS - 2021	881.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	670 S OLD RAND RD DEV.	1,140.75
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	BLOCK G	1,639.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	SEC US 12 & N OLD RAND RD	7,315.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	WILDWOOD ESTATES	4,174.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	KILDEER CROSSINGS SUBDIVISION	9,550.75
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	255 QUENTIN RD - HERITAGE CHURCH	1,621.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	50 BEECH DR	295.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	650 S RAND RD	236.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	166 PARKWAY AVE	126.75

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101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	45 PARKVIEW PL	202.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	242 MARK LN	118.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	MAY WHITNEY SCHOOL	507.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	77 S SHORE LN	147.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	AVERY RIDGE SUBDIVISION	422.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	AVERY RIDGE SUBDIVISION - HOUSELINE	3,150.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	SARAAH ADAMS SCHOOL	591.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	SUNSET SUBDIVISION	591.50
		Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		33,377.25
Dept 36001 PUBLIC WORKS ADMINISTRATION				
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-03	28.60
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-10	67.87
101-36001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	GENERAL ENGINEERING 2021	1,790.50
101-36001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	PREPARE MFT 2022 IDOT FORMS	405.00
101-36001-52602	WASTE REMOVAL	SWALCO	SWALCO ANNUAL FEE	9,077.50
101-36001-52603	LAKE/WATER QUALITY MGMT	AQUATIC ECOSYSTEMS MANAGMENT, INC	NPDES TESTING 2021	1,800.00
101-36001-52603	LAKE/WATER QUALITY MGMT	MANHARD CONSULTING LTD	MS4 PROGRAM - 2021	572.25
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-03	53.33
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-10	53.33
101-36001-52701	MAINT-BLDGS & GROUNDS	ECO CLEAN MAINTENANCE INC	CLEANING SVC - JAN 2022	3,743.00
101-36001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	ANNUAL SPRINKLER MAINT 505	215.00
101-36001-52701	MAINT-BLDGS & GROUNDS	MARTIN ENTERPRISES HEATING/AIR COND	VH REPAIRS - HVAC	75.00
101-36001-52701	MAINT-BLDGS & GROUNDS	MARTIN ENTERPRISES HEATING/AIR COND	VH REPAIRS - HVAC	843.50
101-36001-52701	MAINT-BLDGS & GROUNDS	MC GINTY BROS., INC.	HAZARD TREE REMOVAL	9,800.00
101-36001-52701	MAINT-BLDGS & GROUNDS	OTIS ELEVATOR COMPANY	ANNUAL ELEVATOR SERVICE VH	5,817.12
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHEREEN PEST MANAGEMENT SERVICES	PD PEST CONTROL - FEB	93.00
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHEREEN PEST MANAGEMENT SERVICES	PW PEST CONTROL - FEB	49.00
101-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	LOT 42	38.19
101-36001-53203	TELEPHONE & DATA SVCS	FORCE AMERICA	PW TRUCK DATA PLAN - DECEMBER 2021	140.00
101-36001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	8.5 X 11 FRAME	15.00
101-36001-53208	OFFICE SUPPLIES	STAPLES CONTRACT & COMMERCIAL, INC	WINDOW ENVELOPES	141.79
101-36001-53401	CUSTODIAL SUPPLIES	VALDES, LLC	TP,HAND TOWEL, PAPER TOWEL, TRASH BAGS, FAC	427.69
101-36001-53405	BLDG & GROUNDS SUPPLIES	CONSERV FS, INC	SALT	192.32
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	PAINT	225.00
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	PLUMBING FITTINGS	19.35
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	KEYS	8.04
101-36001-53405	BLDG & GROUNDS SUPPLIES	SHERWIN WILLIAMS CO	PAINT	825.75
101-36001-54305	EMPLOYEE EXAMS	NORTHWEST COMMUNITY HOSPITAL	EMPLOYEE EXAMS - JAN	75.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		36,592.13

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Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
101-36420-52701	MAINT-BLDGS & GROUNDS	ECO CLEAN MAINTENANCE INC	CLEANING SVC - JAN 2022	2,232.00
101-36420-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	ANNUAL SPRINKLER MAINT BC	215.00
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	7 E MAIN ST	71.43
101-36420-53401	CUSTODIAL SUPPLIES	VALDES, LLC	TP,HAND TOWEL, PAPER TOWEL, TRASH BAGS, FAC	605.72
101-36420-53405	BLDG & GROUND MAINT SUPP	CITY ELECTRIC SUPPLY	BARN BREAKER	49.00
101-36420-53405	BLDG & GROUND MAINT SUPP	CONSERV FS, INC	SALT	192.33
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	BREAKER	6.87
101-36420-53405	BLDG & GROUND MAINT SUPP	MENARDS - LONG GROVE	TILE AND ADHESIVE	30.41
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	PAULUS PARK PORT-O-POTTY	150.80
Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE				3,553.56
Dept 36471 PUBLIC WORKS FLEET SERVICES				
101-36471-51652	TRAINING AND MEETINGS	NEYFELDT, PETER	PER DIEM - WATEROUS FIRE PUMP TRAINING	186.50
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-03	47.30
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-10	47.30
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS - CREDIT ORG INV 4108890242	(240.00)
101-36471-52602	WASTE REMOVAL	LIBERTY TIRE RECYCLING	USED TIRE REMOVAL	324.93
101-36471-53211	OTHER SUPPLIES	DRM SERVICES LLC	TIRE MACHINE PARTS	80.26
101-36471-53211	OTHER SUPPLIES	GEIB INDUSTRIES INC	FITTINGS	30.46
101-36471-53211	OTHER SUPPLIES	GEIB INDUSTRIES INC	HOSE FITTINGS	606.20
101-36471-53211	OTHER SUPPLIES	LAWSON PRODUCTS INC.	CONNECTORS	315.42
101-36471-53406	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	COOLANT/WATER PUMP	112.24
101-36471-53406	AUTO PARTS & SUPPLIES	FOSTER COACH SALES INC.	SEAT BELT	570.00
101-36471-53406	AUTO PARTS & SUPPLIES	LEACH ENTERPRISES INC.	FITTINGS	32.56
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	BATTERIES 215	603.06
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	OIL FILTER	77.24
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	BATTERY 215	282.60
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	BULBS	34.90
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	PARTS RETURN CREDIT	(443.85)
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	FILTERS	509.35
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	CORE CREDIT	(18.00)
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	PARTS RETURN CREDIT - INV 170874	(84.36)
101-36471-53406	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER	WATER PUMP 212	74.23
101-36471-53406	AUTO PARTS & SUPPLIES	WICKSTROM AUTO GROUP, INC	GASKETS 102	57.20
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ARLINGTON POWER EQUIPMENT	STARTER	32.64
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ARLINGTON POWER EQUIPMENT	STARTER	72.38
101-36471-53407	EQUIP MAINT PART&SUPPLIE	BONNELL INDUSTRIES INC	SPINNER PARTS	575.60
101-36471-53407	EQUIP MAINT PART&SUPPLIE	EMERSON MANUFACTURING	CRUSHER PARTS	68.01

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101-36471-53407	EQUIP MAINT PART&SUPPLIE	HOME DEPOT CREDIT SERVICES	VINYL TUBE	15.68
101-36471-53407	EQUIP MAINT PART&SUPPLIE	HYDRAULIC SERVICES	FITTINGS	11.04
101-36471-53407	EQUIP MAINT PART&SUPPLIE	LAWSON PRODUCTS INC.	HYDRAULIC FITTINGS	1,733.93
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	OIL FILTER	13.97
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	SOLENOID	28.03
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	OIL FILTER	12.20
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	OIL FILTER	14.32
101-36471-53415	FUELS	BELL FUELS SERVICE CO	FUEL - 01/28	4,851.25
101-36471-53415	FUELS	BELL FUELS SERVICE CO	FUEL - 15-PPM ULSD #2 CLEAR	8,685.47
101-36471-53415	FUELS	BELL FUELS SERVICE CO	FUEL - 12142021	1,136.60
101-36471-53418	LUBRICANTS & FLUIDS	CHICAGO PARTS & SOUND LLC	COOLANT/WATER PUMP	270.00
101-36471-53418	LUBRICANTS & FLUIDS	KELLER-HEARTT OIL., INC	15W40 OIL	2,258.55
101-36471-53418	LUBRICANTS & FLUIDS	MOTOR PARTS & EQUIPMENT CORP	OIL	15.54
101-36471-53418	LUBRICANTS & FLUIDS	WEST SIDE TRACTOR SALES	COOLANT	40.29
		Total For Dept 36471 PUBLIC WORKS FLEET SERVICES		<u>23,041.04</u>
Dept 67001 RECREATION ADMINISTRATION				
101-67001-53207	PRINTING-STATIONERY/FORM	JMK DESIGN, LTD	SPRING SUMMER 2022 BROCHURE DESIGN	5,486.00
101-67001-53212	PROGRAM SUPPLIES	AHERNS KEVIN	FACILITY KEYS	150.00
		Total For Dept 67001 RECREATION ADMINISTRATION		<u>5,636.00</u>
Dept 67935 RECREATION DANCE				
101-67935-53211	OTHER SUPPLIES	AMERICAN EXPRESS	DANCE COSTUMES	470.00
		Total For Dept 67935 RECREATION DANCE		<u>470.00</u>
		Total For Fund 101 GENERAL		<u>208,726.58</u>
Fund 202 MOTOR FUEL TAX				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	45 S OLD RAND	29.68
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	280 CLAIRVIEW DR	35.99
202-36001-53405	BLDG & GROUND MAINT SUPP	COMPASS MINERALS AMERICAN INC	ROAD SALT	18,620.10
202-36001-53405	BLDG & GROUND MAINT SUPP	COMPASS MINERALS AMERICAN INC	ROAD SALT	11,704.63
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>30,390.40</u>
		Total For Fund 202 MOTOR FUEL TAX		<u>30,390.40</u>

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Fund 207 SPECIAL EVENTS FUND					
Dept 67600 RECREATION SPECIAL EVENTS ADMIN					
207-67600-53212	PROGRAM SUPPLIES	SIGNUPGENIUS WWW.SIGNUP	RECREATION SIGN UP - JAN	9.99	
Total For Dept 67600 RECREATION SPECIAL EVENTS ADMIN				9.99	
Dept 67604 RECREATION FOURTH OF JULY FESTIVAL					
207-67604-52111	OTHER PROFESSIONAL SVCS	J & M DISPLAYS, INC	FIREWORKS DISPLAY DEPOSIT	16,500.00	
Total For Dept 67604 RECREATION FOURTH OF JULY FESTIVAL				16,500.00	
Total For Fund 207 SPECIAL EVENTS FUND				16,509.99	
Fund 214 TIF #2 DOWNTOWN					
Dept 10490 GENERAL GOVERNMENT TIF					
214-10490-52201	VILLAGE ATTORNEY	KATHLEEN FIELD ORR & ASSOCIATES	KFO LEGAL SERVICES - JAN 2022	341.00	
214-10490-52701	MAINT-BLDGS & GROUNDS	AMERICAN GARAGE FLOOR SYSTEMS	CRAVING GYROS KITCHEN FLOOR	2,750.00	
214-10490-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	S OLD RAND RD INFRASTRUCTURE	5,863.00	
214-10490-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	BLOCK A - MIONSKE PUBLIC IMPROVEMNTS	11,579.50	
Total For Dept 10490 GENERAL GOVERNMENT TIF				20,533.50	
Total For Fund 214 TIF #2 DOWNTOWN				20,533.50	
Fund 227 DISPATCH CENTER					
Dept 24220 POLICE DISPATCH					
227-24220-52704	MAINT-EQUIPMENT	RADICOM INC.	FIRE CHANNEL REPAIR	282.50	
227-24220-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	CHAIR MATS - DISPATCH	159.98	
227-24220-53209	UNIFORMS	GALL'S, LLC	PANTS - LOVELACE	64.11	
227-24220-53209	UNIFORMS	GALL'S, LLC	SHOES - LOVELACE	91.38	
227-24220-53209	UNIFORMS	LOVELACE, CASEY	SOCKS	22.88	
227-24220-53209	UNIFORMS	RAY O'HERRON COMPANY INC.	PANTS - JOHNSON	74.99	
227-24220-53209	UNIFORMS	RISICATO DESIGNS LLC	POLOS AND PULLOVERS - HARPER	230.00	
227-24220-53209	UNIFORMS	RISICATO DESIGNS LLC	POLOS - KULIG	110.00	
227-24220-53209	UNIFORMS	RISICATO DESIGNS LLC	PULLOVER, JACKET - YANGO	98.00	
227-24220-53209	UNIFORMS	RISICATO DESIGNS LLC	PULLOVER, LS POLO - JOHNSON	99.36	
227-24220-53209	UNIFORMS	RISICATO DESIGNS LLC	BOOTS - KULIG	105.00	
227-24220-53209	UNIFORMS	RISICATO DESIGNS LLC	SS POLOS AND LS POLOS - ROSENBAUM	155.00	
227-24220-53209	UNIFORMS	RISICATO DESIGNS LLC	PULLOVER - KROLL	37.98	
Total For Dept 24220 POLICE DISPATCH				1,531.18	
Total For Fund 227 DISPATCH CENTER				1,531.18	

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Fund 401 VILLAGE CAPITAL PROJECTS					
Dept 36001 PUBLIC WORKS ADMINISTRATION					
401-36001-55251	LAND IMPROVEMENTS	HITCHCOCK DESIGN INC	PAULUS PARK PLANNING - OSLAD	5,202.73	
401-36001-55251	LAND IMPROVEMENTS	PADDOCK PUBLICATIONS INC.	SEAL BID AD	<u>92.00</u>	
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				5,294.73	
Total For Fund 401 VILLAGE CAPITAL PROJECTS				<u>5,294.73</u>	
Fund 405 NHR CAPITAL PROJECTS					
Dept 36001 PUBLIC WORKS ADMINISTRATION					
405-36001-53416	CONCRETE & ASPHALT	PETER BAKER & SON COMPANY	COLD PATCH	730.35	
405-36001-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	2022 ROAD PROGRAM	7,466.00	
405-36001-55253	INFRASTRUCTURE IMPROVEMT	PADDOCK PUBLICATIONS INC.	2022 ROAD PROGRAM	<u>117.30</u>	
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				8,313.65	
Total For Fund 405 NHR CAPITAL PROJECTS				<u>8,313.65</u>	
Fund 501 WATER & SEWER					
Dept 00000					
501-00000-21205	LC TREATMENT CHARGE PAYABLE	LAKE COUNTY PUBLIC WORKS DEPT.	2021 4TH QTR COLLECTIONS	<u>526,381.93</u>	
Total For Dept 00000				526,381.93	
Dept 36001 PUBLIC WORKS ADMINISTRATION					
501-36001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	KTJ LEGAL SERVICES THRU 12/31/2021	620.45	
501-36001-53203	TELEPHONE & DATA SVCS	PEERLESS NETWORK INC	ANALOG LINES - FEB 2022	119.73	
501-36001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - FEB 2022	554.07	
501-36001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	SHARPIES, PAPER, LEAGAL PADS, POST ITS	403.00	
501-36001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	POST ITS, DRY ERASE BOARD, CALENDAR	42.31	
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-03	58.33	
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 02-10	28.60	
501-36001-54305	EMPLOYEE EXAMS	NORTHWEST COMMUNITY HOSPITAL	EMPLOYEE EXAMS - JAN	<u>120.00</u>	
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				1,946.49	

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Dept 36530 PUBLIC WORKS WATER BILLING				
501-36530-52111	OTHER PROFESSIONAL SVCS	DATAPROSE, LLC	WATER BILL PROCESSING - JAN 2022	744.66
501-36530-52112	PROFESSIONAL ACCOUNTING	BAKER TILLY VIRCHOW KRAUSE, LLP	FISCAL AUDIT 2021	1,400.00
501-36530-53206	POSTAGE & SHIPPING	DATAPROSE, LLC	WATER BILL PROCESSING - JAN 2022	2,952.18
Total For Dept 36530 PUBLIC WORKS WATER BILLING				5,096.84
Dept 36550 PUBLIC WORKS WATER SERVICE				
501-36550-52607	WATER SAMPLE ANALYSIS	SUBURBAN LABORATORIES, INC.	WATER SAMPLE ANALYSIS - JAN	551.00
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL 10	7,563.25
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL 11	308.11
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL 12	5,552.08
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL 7	1,886.62
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL 8	7,352.19
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL 9	137.56
501-36550-53409	PUMP REPAIR SUPPLIES	AIRGAS USA, LLC	AIR TANK REGULATORS	260.20
501-36550-53413	DISTRIBUTION SYS REPAIR	MID AMERICAN WATER OF WAUCONDA INC	DISTRIBUTION SYSTEM REPAIR ITEMS	6,357.00
501-36550-53413	DISTRIBUTION SYS REPAIR	MID AMERICAN WATER OF WAUCONDA INC	REPAIR CLAMPS B/O FROM JAN 17 ORDER	614.00
501-36550-53414	CHEMICALS	MIDWEST SALT LLC	BULK WTR COND SALT - WELL #8	2,703.93
501-36550-53414	CHEMICALS	MIDWEST SALT LLC	BULK WTR COND SALT - WELL 10	2,549.82
501-36550-53414	CHEMICALS	MIDWEST SALT LLC	BULK WTR COND SALT - WELL 12	2,482.11
501-36550-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	WATER MAIN IMPROVEMENTS - PAULUS PARK	649.00
501-36550-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	FLINT CREEK ESTATES WATER MAIN RPLMNT	9,319.50
Total For Dept 36550 PUBLIC WORKS WATER SERVICE				48,286.37
Dept 36560 PUBLIC WORKS SEWER SERVICE				
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	FLOW CONTROL	44.85
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	& VACUUM PRIMING	27.36
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1115 BETTY DR	32.91
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1297 BERKSHIRE LN	211.59
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1160 BRISTOL TRL	149.03
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 700 OLD MILL GROVE RD	55.32
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 719 CYPRESS BRIDGE RD	47.95
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 620 CHURCH ST	277.59
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1080 HONEY LAKE RD	37.67
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1005 MARCH ST	116.47
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1160 THORNDALE LN	236.81
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1150 DEERPATH RD	60.03
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 90 S PLEASANT RD	95.81
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 61 W MAIN ST	48.88
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 750 N RAND RD	1,723.02

VILLAGE OF LAKE ZURICH 2022 WARRANT REPORT - 2/22/2022 <u>\$881,721.18</u>					Page 11 of 12
<u>GL Number</u>	<u>GL Desc</u>	<u>Vendor</u>	<u>Invoice Description</u>	<u>Amount</u>	
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 825 W MAIN ST	381.48	
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1100 QUENTIN RD	1,021.75	
501-36560-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	2021 SANITARY SEWER LINING	1,242.00	
501-36560-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	2022 SANITARY SEWER LINING	1,062.00	
		Total For Dept 36560 PUBLIC WORKS SEWER SERVICE		6,872.52	
		Total For Fund 501 WATER & SEWER		588,584.15	
Fund 710 PERFORMANCE ESCROW					
Dept 00000					
710-00000-21455	BUILDING DEPOSIT PAYABLES	FLEX CONSTRUCTION CORPORATION	BD PAYMENT REF - PERMIT #PB21-0788	510.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	FRESH COAST SOLAR	BD PAYMENT REF - PERMIT #PB21-1398	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	HOME DEPOT USA INC	BD PAYMENT REF - PERMIT #PB21-1130	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	HOME DEPOT USA INC	BD BOND REF - PERMIT #PB22-1465	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	INCREDIBLE BUILDERS	BD PAYMENT REF - PERMIT #PB21-0948	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	MASTER SERVICE GROUP	BD PAYMENT REF - PERMIT #PB21-0239	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	NEXT GENERATION HEATING AND COOLING	BD BOND REF - 735 WHITE BIRCH LN	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	RENEWAL BY ANDERSON	BD PAYMENT REF - PERMIT #PB21-1206	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	SCHROEDER, NANCY LOOMIS & CHARLES	BD PAYMENT REF - PERMIT #PB21-0898	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	SUNRUN INSTALLATION INC	BD PAYMENT REF - PERMIT #PB21-1406	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	SUNRUN INSTALLATION INC	BD BOND REF - PERMIT #PB22-0003	105.00	
710-00000-21455	BUILDING DEPOSIT PAYABLES	WINDOWS & EXTERIORS BY OLSON	BLD REF - PERMIT # PB21-1400	105.00	
		Total For Dept 00000		1,665.00	
		Total For Fund 710 PERFORMANCE ESCROW		1,665.00	
Fund 720 PAYROLL CLEARING					
Dept 00000					
720-00000-22404	SUPPLEMENTAL LIFE INS PAYABLE	NCPERS-IL IMRF - 0157	GROUP LIFE INSURANCE	172.00	
		Total For Dept 00000		172.00	
		Total For Fund 720 PAYROLL CLEARING		172.00	

VILLAGE OF LAKE ZURICH
 2022 WARRANT REPORT - 2/22/2022
\$881,721.18

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<u>GL Number</u>	<u>GL Desc</u>	<u>Vendor</u>	<u>Invoice Description</u>	<u>Amount</u>
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Fund Totals:

Fund 101 GENERAL	208,726.58
Fund 202 MOTOR FUEL TAX	30,390.40
Fund 207 SPECIAL EVENTS FUND	16,509.99
Fund 214 TIF #2 DOWNTOWN	20,533.50
Fund 227 DISPATCH CENTER	1,531.18
Fund 401 VILLAGE CAPITAL PROJECTS	5,294.73
Fund 405 NHR CAPITAL PROJECTS	8,313.65
Fund 501 WATER & SEWER	588,584.15
Fund 710 PERFORMANCE ESCROW	1,665.00
Fund 720 PAYROLL CLEARING	172.00

Total for all funds	<u>881,721.18</u>
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PRIOR YEAR TOTAL	646,834.56
CURRENT YEAR TOTAL	<u>234,886.62</u>
WARRANT Total	<u>881,721.18</u>



At the Heart of Community

OFFICE OF THE VILLAGE MANAGER

70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

AGENDA ITEM
5C

MEMORANDUM

Date: February 11, 2022

To: Ray Keller, Village Manager *PK*

From: Kyle Kordell, Assistant to the Village Manager

Copy: Kathleen Johnson, Village Clerk

Subject: Review of Executive Session Minutes

Issue: 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. On February 7, 2022 the Village Board met in executive session and conducted a review of executive session minutes.

Analysis: The proposed Resolution clarifies the executive session minutes that the Board has provided consensus on to either keep confidential or to release publically. Some executive session minutes are kept confidential to protect the public interest or the privacy of individuals. Minutes of closed session are exempt from inspection under the Freedom of Information Act “until the public body makes them available to the public.” 5 ILCS 140/7 (i) (1).

Recommendation: Approval of the following Resolution.

VILLAGE OF LAKE ZURICH
RESOLUTION NO. 2022-02- ____



**RESOLUTION APPROVING PUBLIC RELEASE OF EXECUTIVE SESSION
MEETING MINUTES OF THE LAKE ZURICH VILLAGE BOARD OF
TRUSTEES**

WHEREAS, the Village Board and the Village of Lake Zurich has met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, pursuant to 5 ILCS 120/2.06, the Village Board recently conducted its quarterly review of executive session meeting minutes and has determined that certain executive session minutes should be released to the public; and

WHEREAS, the Village Board has determined that the executive session minutes not yet released should remain confidential, subject to further review and determination as to their appropriateness for release at a future date; and

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

Section 1. The Village Board has determined that the following approved executive session minutes should remain confidential at this time, subject to further review and determination as to their appropriateness for release at a future date:

REMAIN CONFIDENTIAL	
3-17-2014	Litigation
5-4-2015	Litigation
5-19-2015	Personnel / Litigation/ Real Estate
9-8-2015	Personnel/ Litigation

11-16-2015	Personnel / Litigation
12-21-2015	Personnel
1-4-2016	Personnel / Litigation
1-18-2016	Real Estate/ Litigation
2-1-2016	Personnel
3-21-2016	Litigation
5-2-2016	Litigation
7-18-2016	Litigation
9-19-2016	Real Estate/ Litigation
10-3-2016	Real Estate/ Litigation
11-6-2017	Litigation
11-20-2017	Litigation
2-5-2018	Personnel / Litigation
4-16-2018	Personnel / Litigation
5-21-2018	Collective bargaining/ Real Estate/ Litigation/ Personnel
6-18-2018	Litigation / Collective bargaining / Personnel
11-5-2018	Personnel
4-1-2019	Personnel
5-20-2020	Personnel
6-1-2020	Personnel
9-8-2020	Litigation / Collective bargaining
11-2-2020	Personnel / Litigation
12-7-2020	Personnel / Collective bargaining
1-18-2021	Personnel

4-19-2021	Litigation
5-17-2021	Personnel / Litigation
7-6-2021	Collective Bargaining / Litigation / Personnel
8-19-2021	Personnel / Real Estate

Section 2. The Village Board has determined that the following approved executive session meeting minutes should now be released to the public:

RELEASED TO PUBLIC	
5-3-2021	Personnel
6-7-2021	Personnel

This Resolution shall take full force and effect upon its passage and approval as provided by law.

APPROVED this ____ day of February, 2022.

AYES:
 NAYS:
 ABSENT:

ADOPTED this ____ day of February, 2022.

By: _____
 Thomas Poynton, Village President

ATTEST:

 Kathleen Johnson, Village Clerk



At the Heart of Community

PUBLIC WORKS DEPARTMENT

505 Telsler Road
Lake Zurich, Illinois 60047

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

AGENDA ITEM

5D

MEMORANDUM

Date: February 9, 2022

To: Ray Keller, Village Manager *RK*

From: Michael J. Brown, Director of Public Works

Subject: **Award Recommendation
2022 Concrete Flatwork Program**

Issue: The FY 2022 budget includes \$175,000 for concrete curb and sidewalk repair in the Non-Home Rule Sales Tax Fund.

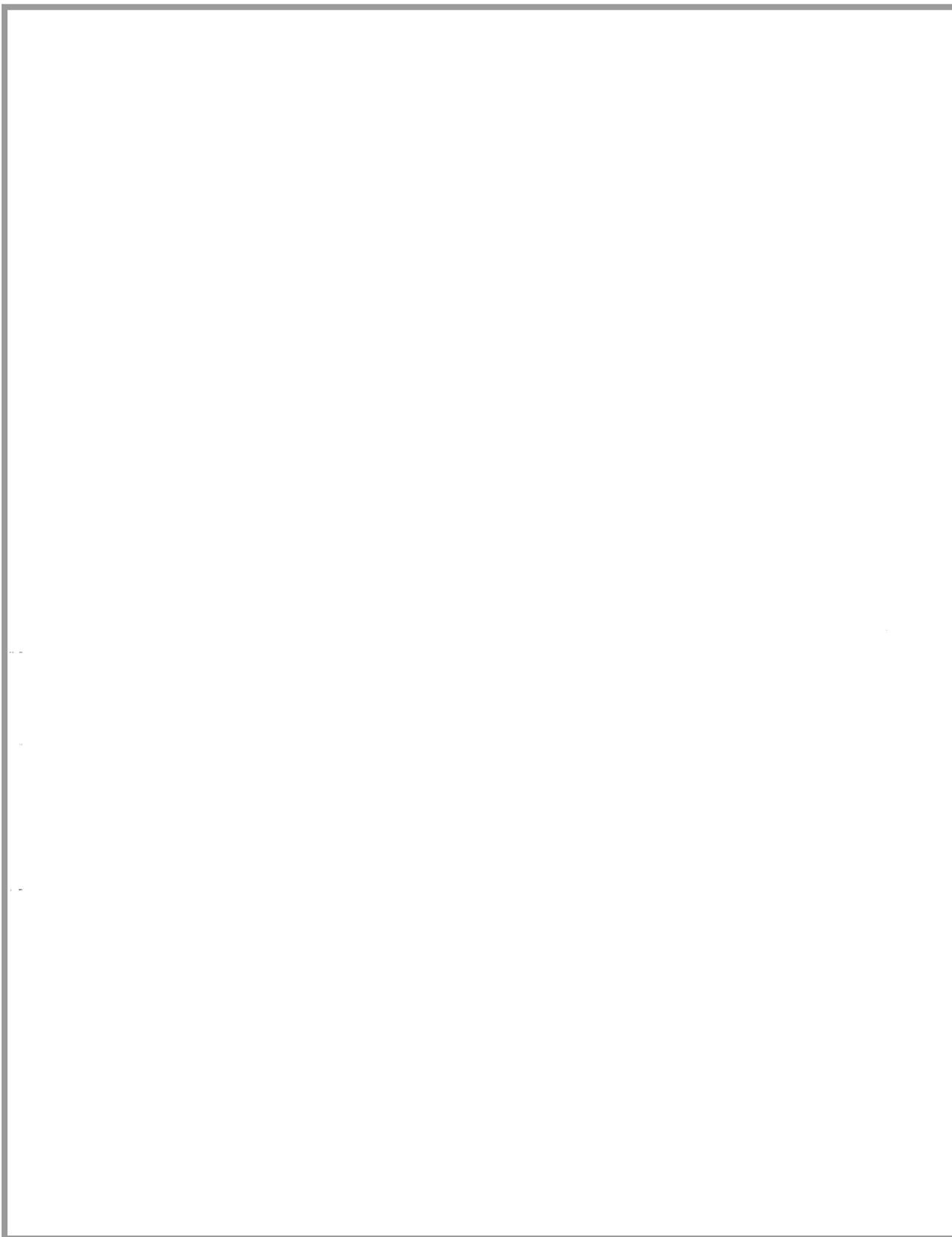
Background: The Village of Lake Zurich contracts out concrete repair work to address deteriorating sidewalk and curb and gutter in an ongoing effort to maintain and improve its infrastructure. Sidewalk repairs are an integral part of the Village’s commitment to providing safe pedestrian routes, while curb and gutter repairs help maintain the flow of stormwater and prevent pavement deterioration in roadways. The 2022 program will complete repairs in the Lake Zurich Estates and Ancient Oaks Subdivisions.

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: Staff solicited bids for the 2022 Concrete Replacement Program in January 2021. The specifications outline a one-year term with the ability to renew the agreement for two (2) additional one (1) year periods subject to acceptable performance by the contractor.

The bid opening occurred on February 4, 2022. The Village received three (3) bids. The bid results are shown on Page 2.



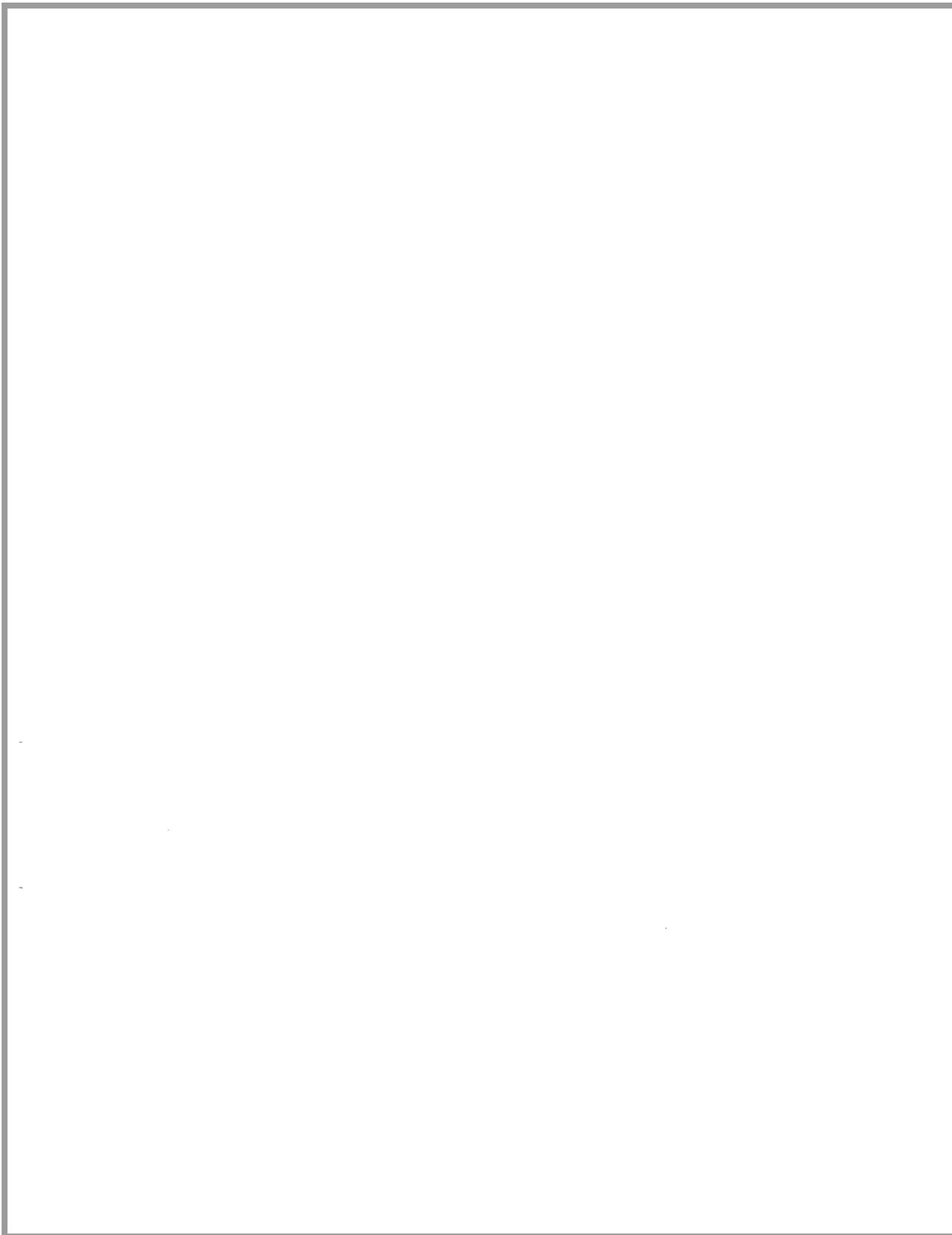
The lowest responsible bid was received from Schroeder and Schroeder Inc. of Skokie, Illinois. Staff is familiar with Schroeder and Schroeder Inc as they performed the 2018 Concrete Program and are a known and reputable contractor in Lake County.

Bidder	Bid Amount
Schroeder & Schroeder (Skokie, IL)	\$96,000.00
Globe Construction (Addison, IL)	\$134,950.00
Alliance Contractors Inc. (Woodstock, IL)	\$220,500.00

Recommendation: Award a contract for the 2022 Concrete Flatwork to Schroeder and Schroeder Inc. of Skokie, IL, in an amount not-to-exceed amount of \$175,000.

W/Attachments:

1. Bid Tabulation – 2022 Concrete Flatwork
2. Bid Submittal – Schroeder and Schroeder Inc.



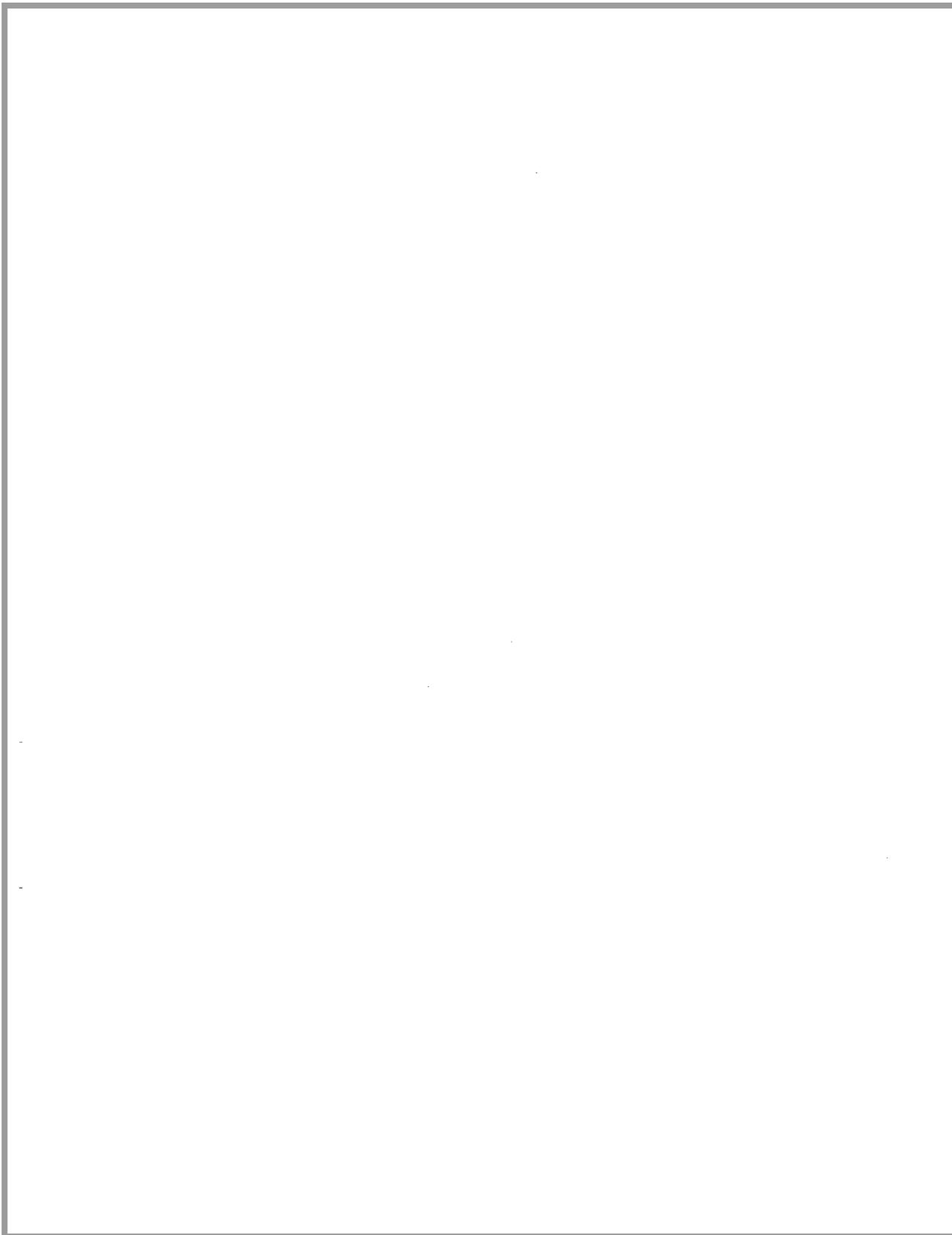
BID: 2022 Concrete Flatwork

Due: February 4, 2022 by 10:00 a.r

<u>Company Name</u>	<u>Contact Person/Title</u>	<u>Bond</u>	<u>Bid Amount</u>
Schroeder & Schroeder 7306 Central Park Skokie, IL 60076	Chris Schroeder	Yes	\$96,000
Globe Construction Inc 1781 W Armitage Ct Addison, IL 60101	Peter Martire	Yes	\$134,950
Alliance Contractors Inc 1166 Lake Ave Woodstock, IL 60098	Scott A Marquart	Yes	\$220,500

02-02-22 10:02 a.m.
Bea Corral, Finance
Mike Cernock, General Services
Jason Schuler, General Services

Village Hall 1st Floor Conference Room



Village of Lake Zurich
Concrete Flatwork



At the Heart of Community

2022 Contract Documents for Concrete Flatwork

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Village of Lake Zurich
Concrete Flatwork

Notice to Bidders
Village of Lake Zurich
2022 Concrete Flatwork

Time and Place for opening bids:

Sealed proposals for the improvements described below will be received at the offices of:

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

Until 10:00am on **Friday, February 4, 2022**. All bids will be publicly opened and read aloud at that time, and may be acted upon at said time and place or at such later time and place as may then be fixed: but in no case more than (60) calendar days from bid opening.

Availability of Bidding Documents:

Packets are available for download on the Village's website starting **Monday, January 3, 2022**.

Please follow the link below:

<https://www.lakezurich.org/296/Requests-Bids>

Prequalification of Bidders:

Prior to receiving plans, if required by the Engineer, Bidders will submit a resume of similar projects performed, enumerated as to location, type of work, approximate completion date, and project engineering firm together with a list of equipment owned by or available to the, for efficient pursuance of the project.

Affidavit of Experience:

Bidders will submit a resume of similar projects performed, enumerated as to location, type of work, approximate completion date, together with a list of equipment owned by or available to the, for efficient pursuance of the project.

Rejection of Bids:

The Village of Lake Zurich reserves the right to reject any or all bids of Bidders and to waive all technicalities.

Location of the Work:

Various sites within the boundaries of the Village of Lake Zurich.

Village of Lake Zurich
Concrete Flatwork

Description of Work:

Furnish all necessary labor, materials, and equipment for concrete flatwork construction including sidewalks curb & gutter, and detectable warning fields at various locations as determined by the municipality.

Bid Security:

A Bidder's bond, Cashiers check, Certified check, or Bank draft in the amount of 10% of the bid total will be accepted as bid security and must accompany the bid. All proposals submitted shall be valid for a period of 60 days.

Owner:

Village of Lake Zurich

Construction Schedule:

Work shall be substantially completed by **Thursday, June 30, 2022.**

Instructions to Bidders

Bidders Representations:

Bidder has examined and carefully studied the bidding documents, other related data identified in the bidding documents.

Bidder has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of work.

Submission of bid constitutes representation by Bidder that the contract documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.

Method of Bidding:

Type of bid: location price including total.

Awards may be made on the following basis: to the lowest, responsive, and responsible bidder for the improvements.

Submission of Bids

Prepare **Proposal Documents** included herewith.

Submit all pages of the **Form of Proposal and Bid Proposal** in a sealed envelope.

Sealed envelope shall be marked with Bidder's return address, and shall be addressed as follows:

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

Proposal for 2022 Concrete Flatwork:

Retain duplicate copy for Bidder.

Legally authorized representative of Bidder shall initial Bid Proposal on bid sheet and sign bid proposal on last page.

Business entity: indicate on Proposal whether Bidder is an individual, partnership, corporation, or other business entity.

General Conditions

Definitions:

Base Bid is the sum stated in the Bid for which the Bidder offers to perform the work described in the bidding documents as the base, to which work may be added or from which work may be deleted for sums stated in Option Bids/Alternate Bids or Unit prices.

Supplemental Bid items is an amount stated in the bid for each item to be added to or deducted from the amount of the base bid if the corresponding changes in the work as described in the bidding documents, if accepted.

Unit Price is an amount stated in the bid as a price per unit of measurement for materials, equipment or services, including all overhead and profit for a portion of the work as described in the bidding documents. The Owner may reject or negotiate any unit price which is considered excessive or unreasonable.

In the event of a conflict or calculation error between the total base bid pricing and/or the extension pricing, the unit price shall prevail.

Responsive Bid:

A "Responsive Bid" is defined as a "bid which conforms in all material respects to the requirements set forth in the invitation for bids." Bidders are hereby notified that any exceptions to the requirements of this bid may be cause for rejection of a bid.

Bidders shall promptly notify the Village of any ambiguity, inconsistency or error which they may discover upon examination of the bidding documents. Interpretations, corrections and changes will be made by addendum. **Each Bidder shall ascertain prior to submitting a bid that all addenda have been received and acknowledged in the bid.**

Unbalanced Bidding:

Bidders shall not submit a bid, which contains irregularities of any kind, including unbalanced bids. By an unbalance bid, it is meant that one or more separate items or subsections are substantially out of line with the current market price for materials and/ or work covered herein.

The Municipality further reserves the right not to award or to negotiate any items whose unit prices or subsection appears excessive or unbalanced. Furthermore, the Municipality reserves the right to reject the unbalanced item(s) and to contract with another provider for the services without further consideration to the bidder.

Document obtained for other sources:

The Village of Lake Zurich is the only official source for bid packages and supporting materials.

Village of Lake Zurich
Concrete Flatwork

Registration with the Village is the only way to ensure bidders receive all addenda and other notices concerning this project. The Village cannot ensure that Bidders who obtain packages from sources other than the Village will receive addenda or other notices. All Bidders are advised that bids that do not conform to the requirements of this bid package, including compliance with and attachment of all addenda and other notices, may, at the Village's discretion, be rejected as non-responsive and/or the Bidder disqualified.

In such cases, the Village of Lake Zurich will not rebid the project absent extraordinary circumstances.

Additional Information:

Should the bidder require additional information about this bid, please submit questions via email to:

Mike.Cernock@LakeZurich.org

Questions should be submitted no later than 3:00pm on Monday, January 31, 2022.

Any and all changes to these specifications are valid only if they are included by written addendum from the Village of Lake Zurich to all Bidders. No interpretation of the meaning of the plans, specifications or other contract documents will be made orally. Failure of any Bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this bid as submitted.

All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a bidder to improperly submit a bid.

The Village of Lake Zurich recognizes that in some cases the information conveyed in this RFB may provide an insufficient basis for performing a complete analysis of the RFB requirements. Prospective Bidders are, therefore, requested to make the best possible use of the information provided, without expectation that the Village of Lake Zurich will be able to answer every request for further information or that the schedule for receipt and evaluation of proposals will be modified to accommodate such request.

Contact with Village personnel:

All Bidders are prohibited from making any contact with the Village Mayor, Trustees, or any other Official or Employee of the Municipality (collectively, "Municipality Personnel") with regard to the project, other than in the manner and to the person(s) designated herein. The Village Manager reserves the right to disqualify any Bidder found to have contacted Municipality Personnel in any manner with regard to the project. Additionally, if the Village Manager determines that the contact with Municipality Personnel was in violation of any provision of 720 ILCS 5/33EE, the matter will be turned over to the Lake County State's Attorney for review and prosecution.

Village of Lake Zurich
Concrete Flatwork

Disclosures and potential conflicts of interest (30 ILCS500/50-35)

The Municipalities Code of Ethics prohibits Public Officials or Employees from performing or participating in an official act or action with regard to a transaction in which he has or knows he will thereafter acquire an interest for profit, without full public disclosure of such interest. This disclosure requirement extends to the Spouse, Children and Grandchildren, and their Spouses, Parents, of a Spouse, and Brothers and Sisters, and their Spouses.

To ensure full and fair consideration of all bids, the Municipality requires all Bidders including owners or employees to investigate whether a potential or actual conflict of interest exists between bidder and the Municipality, its Officials, and/or Employees. If the Bidder discovers a potential or actual conflict of interest, the Bidder must disclose the conflict of interest in the bid, identifying the name of the Municipality Official or Employee with whom the conflict may exist, the nature of the conflict of interest, and any other relevant information. The existence of a potential or actual conflict of interest does NOT, on its own, disqualify the disclosing Bidder from consideration. Information provided by Bidders in this regard will allow the Municipality to take appropriate measures to ensure the fairness of the bidding process.

The municipality requires all Bidders to submit certification, enclosed with this bid packet, that the Bidder has conducted the appropriate investigation and disclosed all potential or actual conflict of interest.

By submitting a bid, all Bidders acknowledge and accept that if the Municipality discovers an undisclosed potential or actual conflict of interest, the Village of Lake Zurich may disqualify the Bidder and/or refer the matter to the appropriate authorities for investigation and prosecution.

Bidder qualifications and evaluation criteria:

Bids shall be evaluated as follows:
 Bid pricing
 Compliance with specifications
 References (complete the reference sheet included herein)
 Experience
 Submittal of required documentation

Please identify references for similar projects as outlined above. Please include the organization, contact name, title, address, telephone number and cost of the project on the reference sheet provided herein.

Failure to provide references as identified may result in the bid being considered non-responsive with no further consideration for award.

Modifications/Withdrawal:

Bidders shall be allowed to modify/withdraw their bids prior to opening. Once bids have been received and opened, bids cannot be withdrawn or modified without the approval of the Village's Board of Trustees.

Change Orders:

All change orders and alternative suggestions must be approved by the Municipality prior to execution.

In case of an increase in the contract sum, there will be an allowance for overhead and profit.

The allowance for the combined overhead and profit, including premiums for all bonds and insurance, shall be based on the percentage as bid. The same percentage shall apply to **both extras and credits and for work** performed by the Contractor, Subcontractor, or Sub-Subcontractor.

Detailed written requests for Change Orders must be submitted to the Purchasing Agent or Municipality contact. In order to facilitate checking of quotations for extras or credits, all requests for Change Orders shall be accompanied by a complete itemization of costs including labor, materials, and subcontracts. Where major cost items are subcontracts, they shall also be itemized. Requests will be reviewed by the Purchasing agent.

Each written request for a Change Order must be accompanied by written suggestions where costs can be reduced to offset the Change Order increase requested or written certification stating that the Contractor has reviewed the work to be performed and cannot identify areas where costs can be reduced.

A written Change Order must be issued by the Municipality Purchasing Agent or Municipality contact prior to commencing any additional work covered by such order. Work performed without proper authorization shall be the Contractor's sole risk and expense.

Silence of Specifications:

The apparent silence of specifications as to any detail or apparent omission from it as detailed description concerning any portion shall be interpreted as meaning that only the best commercial material or practice shall prevail and that only items of the best material or workmanship to be used.

Hold Harmless:

The Contractor agrees to indemnify, save harmless and defend the Municipality and their respective elected and appointed Officials, Employees, Agents, Consultants, Attorneys and Representatives and each of them against and hold it and them harmless from any and all lawsuits, claims, injuries, demands, liabilities, losses, and expenses; including court costs and Attorneys' fees for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of, or in connection with the work covered by this project. The foregoing indemnity shall apply except if such injury is caused directly by the willful and wanton conduct of the Municipality's Agents, Servants, or Employees or any other person indemnified hereafter. The obligations of the Contractor under this provision shall not be limited by the limits of any applicable insurance required by the Contractor.

Village of Lake Zurich
Concrete Flatwork

Change in status:

The Contractor shall notify the Municipality immediately of any change in its status resulting from any of the following: (a) vendor is acquired by another party; (b) vendor becomes insolvent; (c) vendor, voluntary or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (d) vendor ceases to conduct its operations in normal course of business. The Municipality shall have the option to terminate its contract with the vendor immediately on written notice based on any such change in status.

Termination:

The Municipality reserves the right to terminate this Agreement, or any part thereof, upon thirty (30) days written notice. In case of such termination, the Contractor(s) shall be entitled to receive payment from the Municipality for work completed to date in accordance with the terms and conditions of this agreement. In the event that this Contract is terminated due to Contractor's default, the Municipality shall be entitled to purchase substitute items and/or services elsewhere and charge the Contractor with any or all losses incurred, including Attorney's fees and expenses.

Termination for default:

The Municipality reserves the right to immediately terminate this Agreement with written notification for default. Contractor's default shall include but not be limited to: failure to perform or complete tasks outlined in the specifications within the stipulated time frame, failure of requests to provide additional labor, any criminal activity by any staff member within the Municipality, failure to promptly comply with the contract specifications and repeat non-compliance with the contract specifications after written notice, etc.

Affidavits:

The following affidavits included in these contract documents must be executed and submitted with the bid:

Contractor References
Disqualification of Certain Bidders
Anti-collision Affidavit and Contractor's Certification
Conflict of Interest Form
Tax Compliance Affidavit
Subcontractors Information
Participation Affidavit

References:

Bidders shall provide references that demonstrate their ability to perform services identified herein. Please include on the reference sheet current and/or previous municipalities you have provided services for within the last five (5) years.

Subcontractors:

If any Bidder submitting a bid intends on subcontracting out all or any portion of the engagement, that fact, and the name of the proposed subcontracting firm(s) must be clearly disclosed in the bid on the form provided herein (use additional sheets if necessary). In the event the Contractor requires a change of the subcontractor (s) identified a written request from the Contractor and a written approval from the Municipality is required.

Failure to identify subcontractors could result in disqualification.

Protest Procedure:

Any bidder wishing to file a protest regarding the bidding process may do so by giving written notice to the Village of Lake Zurich Public Works Department within seven calendar days of the closing time and date. This notice should include the title of the requirement, the closing date and the nature of the protest.

Any disputes concerning a question of fact under this procurement which is not disposed of by agreement shall be decided by the Purchasing Agent. The decision of the Purchasing Agent or his duly authorized representative for the determination of such appeals shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, or capricious, or arbitrary, or so grossly erroneous as necessary to imply bad faith, or not supported by substantial evidence. In connection with any appeal proceeding under this clause, the Contractor shall be afforded an opportunity to be heard and offer evidence in support of his appeal. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the contract and in accordance with the decision of the Purchasing Agent.

Precedence:

Where there appears to be variances or conflicts, the following order of precedence shall prevail: The Municipalities Request for Bids Special Terms & Conditions, General Terms & Specifications, Standard Terms & Conditions, and the Contractor's Bid Response.

Non-enforcement by the Municipality:

The Contractor shall not be excused from complying with any of the requirements of the agreement because of any failure on the part of the Municipality, on any one or more occasions, to insist on the Contractor's performance or to seek the Contractor's compliance with any one or more of said terms or conditions.

Independent Contractor:

The Contractor is an independent contractor and no employee or agent of the Contractor shall be deemed for any reason to be an employee or agent of the Municipality.

General Terms & Conditions

Intent:

It is the intent of the Village of Lake Zurich ("Lake Zurich") to bid concrete flatwork and award to a primary contractor ("Contractor").

All work under this contract shall comply with the Prevailing Wage Act of the State of Illinois, 820 ILCS 130/0.01 et seq. and Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01 et seq.).

Submissions shall include, at a minimum, five (5) references that indicate the bidder's ability to successfully perform similar work within the last three (3) years. At a minimum, reference submissions shall include municipal references.

Bid price:

The Contractor shall provide pricing on the bid form included in this Request for Bids ("RFB") per the specifications identified herein. The Bidders shall offer pricing for all of the items included on the bid form. The bid form includes base bid items and supplemental items for which the Municipality is requesting supplemental unit prices. As of this date, the Municipality cannot offer estimated quantities for the supplemental items. The supplemental unit prices will be utilized if the Municipality later determines items are needed.

Award:

Award shall be made on the total base bid and to the lowest responsive and responsible bidder who best meets the specifications including financial capacity to perform, experience and qualifications performing similar work, and scheduling based upon the evaluation criteria specified herein.

The Municipality reserves the right to award in part or in whole, or, not to award any portion of the bid, and/or whatever is deemed to be in the best interest of the Municipality.

No work shall be awarded to a Bidder that is in arrears or is in default to the Municipality for any debt or contract, or that has defaulted, as surety or otherwise, upon any obligation to the Municipality, or that has failed to perform satisfactorily any previous contract with, or work for, the Municipality.

Invoices and payment:

The Contractor shall submit invoices to the Municipality detailing the services provided directly to the Municipality. All services shall be invoiced based on unit pricing and quantities used. The Municipality shall only pay for quantities used or ordered. Quantities may be adjusted up or down based on the needs of the Municipality. Payment shall be made in accordance with the Local Government Prompt Payment Act.

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Term:

The term of this Agreement shall be for one (1) year from the date of award. The Municipality reserves the right to renew this contract for two (2) additional one (1) year periods, subject to acceptable performance by the Contractor.

Prices throughout the initial term of the contract shall remain firm/fixed. For subsequent terms, requests for increases of unit prices shall be limited to two percent (2%) or CPI of the Chicago-Gary-Kenosha Index, whichever is less. Written requests for price revisions after the initial term shall be submitted sixty (60) days in advance.

Requests may be based upon and include documentation of the actual change in the cost of the components involved in the contract and shall not include overhead or profit.

The Municipality reserves the right to reject any price increase and elect not to renew the contract at the end of the initial or renewal term. The Municipality reserves the right to extend this agreement for a period of up to ninety (90) days for the purpose of getting a new agreement in place.

For any term beyond the initial term, this agreement is contingent on the appropriation of sufficient funds; no charges shall be assessed for failure of the Municipality to appropriate funds in future contract years.

Estimated quantity:

The quantities identified herein are estimated quantities. The Municipality does not guarantee any specific amount and shall not be held responsible for any deviation. This contract shall cover the Municipality's requirements whether more or less than the estimated amount.

The Municipality reserves the right to increase and/or decrease quantities, add or delete locations during the term of the Agreement, whatever is deemed to be in the best interest of the Municipality.

In the event awarded Contractor (s) is unavailable, the Municipality reserves the right to use whatever Contractor is available to minimize and/or mitigate damages to the Municipality.

Contractor Registration:

Construction contractors shall register with the Village of Lake Zurich. Construction contractors and sub-contractors include any person, company, or other entity that undertakes construction at any building or any appurtenance thereto..., including but not limited to parking lots, driveways, pools, decks, porches, garages, fences, and other accessory structures or uses.

Completed registration forms and signed bonds should be emailed to Permits@LakeZurich.org.

A \$110.00 annual fee can be paid by check, payable to the Village of Lake Zurich or online at:

<http://LakeZurich.org/Epay>

Special Terms & Conditions

Security guarantee:

Each bidder shall submit a Bid Bond, Certified or Cashier's Check in the amount of 5% to serve as a guarantee that the bidders shall enter into a contract with the Municipality to perform the work identified herein, at the bid price. As soon as the bid prices have been compared, the Village will return the bonds of all except the three lowest responsible bidders. When the Agreement is executed the bonds of the two remaining unsuccessful bidders will be returned. The bid bond of the successful bidder will be retained until the payment bond and performance bond have been executed and approved, after which it will be returned.

Any bid not complying with the Security requirement will be rejected as non-responsive.

Contract bonds:

Contractors shall furnish a performance bond and a payment bond, or a non-diminishing irrevocable bank letter of credit for contracts under \$100,000 within ten (10) calendar days after being notified that they are the successful bidder:

A performance bond satisfactory to the Municipality, executed by a surety company authorized to do business in the State of Illinois, in an amount equal to one-hundred percent (100%) of the contract price as security for the faithful performance of the contract;

A payment bond satisfactory to the Municipality, executed by a surety company authorized to do business in the State of Illinois, in an amount equal to one-hundred percent (100%) of the contract price as security to assure payment as required by statute of all persons supply labor and material in the execution of the work provided for in the contract;

Documents required by this section must be received and approved by the Owner before a written contract will be issued.

All bonds must be from companies having a rating of at least A-minus and of a class size of at least X as determined by A.M. Best Ratings.

Prevailing Wage:

All contracts, for work herein are subject to the provisions of the Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*); providing for the payment of the prevailing rate of wage to all laborers, workmen and mechanics engaged on the work. This shall include payment of the general prevailing rate for legal holiday and overtime work. Any revisions to the enclosed prevailing wage information prior to the date of the contract shall be in force for the duration of the contract.

All work performed under this RFB shall be in accordance with the provisions of the Illinois Prevailing Wage Act 820 ILCS 130/0.01 *et seq.* and Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01).

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Certified Payroll Requirements (Public Act 94-0515):

Effective August 10, 2005 Contractors and subcontractors on public works projects must submit certified payroll records on a monthly basis to the public body in charge of the project, along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the contractor is aware that filing records he or she knows to be false is a Class B misdemeanor.

The certified payroll records must include for each worker employed on the public works project the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day, and starting and ending time of work each day. These certified payroll records are considered public records and public bodies must make these records available to the public under the Freedom of Information Act, with the exception of the employee's address, telephone number and social security number. Any contractor who fails to submit a certified payroll or knowingly files a false certified payroll is guilty of a Class B misdemeanor.

Increased penalties for Prevailing Wage Violations (Public Act 94-0488).

Effective January 1, 2006, penalties for violations for the Prevailing Wage Act will increase from 20% to 50% of the underpaid amounts for second or subsequent violations. An additional penalty of 5% of the underpayment penalty must be paid to workers each month the wages remain unpaid (put from the current 2% penalty).

For violations that occur after January 1, 2006, the debarment period – during which contracts are ineligible for public works contracts – increases from 2 years to 4 years if two notices of violation are issued/serious violation occur within

a 5-year period. In addition, a new monetary penalty of \$5,000 may be assessed against contractors who retaliate against employees who report violations or file complaints under the Prevailing Wage Act.

Guaranties and Warranties:

All guaranties and warranties required shall be furnished by the bidder and shall be delivered to the Municipality before the final voucher on the contract is issued.

Insurance:

The Contractor shall maintain for the duration of the contract, including warranty period, insurance purchased from a company or companies lawfully authorized to do business in the state of Illinois and having a rating of at least A- minus and a class size of at least X as rated by A.M. Best Ratings. Such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations under the contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

Workers' Compensation Insurance covering all liability of the Contractor arising under the Workers'

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Compensation Act and Occupational Diseases Act; limits of liability not less than statutory requirements.

Employers' Liability covering all liability of contractor as employer, with limits not less than: \$1,000,000 per injury per occurrence; \$500,000 per disease – per employee; and \$1,000,000 per disease – policy limit.

Comprehensive General Liability in a broad form on an occurrence basis, to include but not be limited to, coverage for the following where exposure exists; Premises/Operations, Contractual Liability, Products/Completed Operations for 2 years following final payment, Independent Contractor's coverage to respond to claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees as well as claims for damages insured by usual personal injury liability coverage which are sustained (1) by a person as a result of an offense directly or indirectly related to employment of such person by the contractor, or (2) by another person and claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use there from; Broad Form Property Damage Endorsement; Railroad exclusions shall be deleted if any part of the project is within 50 feet of any railroad track

General Aggregate Limit \$2,000,000
Each Occurrence Limit \$1,000,000

Automobile Liability Insurance

Shall be maintained to respond to claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle. This policy shall be written to cover any auto whether owned, leased, hired, or borrowed.

Each Occurrence Limit \$1,000,000

Contractor agrees that with respect to the above required insurance: The CGL policy shall be endorsed for the general aggregate to apply on a "per Project" basis;

To provide separate endorsements: to the Village of Lake Zurich as an additional insured as their interest may appear, and; to provide thirty (30) days' notice, in writing, of cancellation or material change.

The Contractor's insurance shall be the Primary in the event of a claim.

The Village shall be provided with Certificates of Insurance and endorsements evidencing the above required insurance, prior to commencement of this Contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least thirty (30) days prior to the expiration of cancellation of any such policies. Said Notices and Certificates of Insurance shall be provided to:

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**Village of Lake Zurich Public Works Department
505 Telser Road
Lake Zurich, IL 60047**

Certificate of Insurance that states the Village of Lake Zurich has been endorsed as an “additional insured” by the Contractor’s **insurance carrier**.

Specifically, this Certificate **must** include the following language:

“The Village of Lake Zurich and their respective elected and appointed officials, employees, agents, consultants, attorneys and representatives, are, and have been endorsed, as an additional insured under the above reference policy number ___ on a primary and non-contributory basis for general liability and automobile liability coverage for the duration of the contract term.”

Failure to Comply: In the event the Contractor fails to obtain or maintain any insurance coverages required under this agreement, the Village of Lake Zurich may purchase such insurance coverages and charge the expense thereof to the Contractor.

Safety:

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work on this project. The Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, or injury to all persons and property.

Audit/Access to Records:

The contractor shall maintain books, records, documents and other evidence directly pertinent to performance on the work under this agreement consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards. The contractor shall also maintain the financial information and data used by the contractor in the preparation or support of any cost submissions required under this subsection, (Negotiation of Contract Amendments, Change Orders) and a copy of the cost summary submitted to the owner. The Auditor General, the owner, the Agency, or any of their duly authorized representatives shall have access to the books, records, documents, and other evidence for purposes of inspection, audit, and copying. The contractor will provide facilities for such access and inspection.

If this contract is a formally advertised, competitively awarded, fixed price contract, the contractor agrees to include access to records as specified in above. This requirement is applicable to all negotiated change orders and contract amendments in excess of \$25,000, which affect the contract price. In the case of all other prime contracts, the contractor also agrees to include access to records as specified above in all his contracts and all tier subcontracts or change orders thereto directly related to project performance, which are in excess of

\$25,000.

Audits conducted pursuant to this provision shall be consistent with generally accepted auditing standards in accordance with the American Institute of Public Accountants Professional Standards. The contractor agrees to the disclosure of all information and reports resulting from access to records pursuant to the subsection above. Where the audit concerns the contractor, the auditing agency will afford the contractor an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.

Records under the subsections above shall be maintained and made available during performance of the work under this loan agreement and until three years from the date of final audit for the project. In addition, those records which relate to any dispute or litigation or the settlement of claims arising out of such performance, costs or items to which an audit exception has been taken, shall be maintained and made available for three years after the date of resolution of such dispute, appeal, litigation, claim or exception.

The right of access conferred by this clause will generally be exercised (with respect to financial records) under:

negotiated prime contractors;
negotiated change orders or contract amendments in excess of \$25,000 affecting the price of any formally advertised, competitively awarded, fixed price contract; and
subcontracts or purchase orders under any contract other than a formally advertised, competitively awarded, fixed price contract.

This right of access will generally not be exercised with respect to a prime contract, subcontract, or purchase order awarded after effective price competition. In any event, the right of access shall be exercised under any type of contract or subcontract:

with respect to records pertaining directly to contract performance, excluding any financial records of the contractor; and
if there is any indication that fraud, gross abuse, or corrupt practices may be involved.

Warranty:

Contractor warrants to the Municipality that all materials furnished under this Contract shall be new and of the most suitable grade for the purpose intended and that all Work shall be of good quality, free from faults and defects and in conformance with the Contract Documents. Prior to Final Completion, Contractor shall deliver to the Village all warranties required under the Contract Documents, or to which Contractor is entitled from manufacturers, suppliers, and Subcontractors.

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Unless otherwise provided, all warranties for products and materials incorporated into the Work shall begin on the date of Substantial Completion and remain in effect for a period of one (1) year.

Neither the final payment, any provision in the Contract Documents nor partial or entire use or occupancy of the premises by the Owner shall constitute an acceptance of Work not done in accordance with Contract Documents or relieve the Contractor or its sureties of liability with respect to any warranties or responsibilities for faulty or defective materials and workmanship. Contractor or its sureties shall remedy any defects in Work and any resulting damage to Work at its own expense. Contractor shall be liable for correction of all damage resulting from defective Work. If Contractor fails to remedy any defects or damage, the Village may correct the defective Work or repair damages and the cost and expense incurred shall be paid by or be recoverable from the Contractor or its surety.

Contractor warrants that the Work shall be done in a workmanlike manner in strict accordance with the Contract Documents and guarantees that the labor and material will be free of defects for the period stated in the Contract Documents, but in no event less than one (1) year from the date of Substantial Completion.

Employment of Illinois Workers on Public Works Act (30 ILCS 570/):

Pursuant to 30 ILCS 570/, any month immediately following 2 consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded 5% as measured by the United States Department of Labor, the Contractor shall employ only Illinois laborers on this project unless Illinois laborers are not available, or are incapable of performing the particular type of work involved, which the contractor must certify with the Municipality Purchasing Agent.

Illinois Human Rights Act (775 ILCS 5/):

In the event the Contractor's non-compliance with the provision of the Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Applicable Rules and Regulations of the Illinois Department of Human Rights ("Department"), the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1, et seq.):

Contractor shall comply with all provisions of 820 ILCS 265/1, *et seq.* including having in place, and providing to the Village, a written substance abuse program for the prevention of substance abuse among employees PRIOR to commencement of work on a Village project. Contractor shall be responsible for ensuring its substance abuse program meets or exceeds the standards set forth in the Substance Abuse Prevention on Public Works Projects Act. If a collective bargaining agreement is in

effect that fulfills the aforementioned requirements, Contractor shall provide the Municipality with a copy of the relevant sections of said agreement in lieu of the written substance abuse program.

Discrepancies:

In all cases of discrepancies between the drawings and specifications, the Village of Lake Zurich's Public Works Department shall be notified in the manner as identified in the General Terms and Conditions. The specifications shall govern over the drawings. If work proceeds without obtaining proper interpretations of the conflicting drawings and specifications from the owner or their designee, the installed work that is not in accordance with the design and best practices must be replaced at no additional cost.

Omissions/Hidden Conditions:

The drawings and specifications are intended to include all work and materials necessary for completion of the work. Any incidental item of material, labor, or detail required for the proper execution and completion of the work and omitted from either the drawings or specifications or both, but obviously required by governing codes, federal or state laws, local regulations, trade practices, operational functions, and good workmanship, shall be provided as a part of the contract work at no additional cost to the owner, even though not specifically detailed or mentioned.

Field Modifications:

A field modification is written by the owner or his designee to the Contractor for purposes of clarification of the specifications or plans. A field modification is limited to items that do not change the scope of the project.

Field modifications do not affect either the project cost or completion date.

Field modifications become part of the Contract Documents and become binding upon the Contractor if he fails to object within three (3) working days after receiving the modification. A field modification may be used as the basis of a project cost change or contract extension if all parties agree on the field modification form to a potential future claim of either party, or that the field modification will be compiled with, but under protest.

Reservation of Rights:

The Municipality reserves the right to accept the Bidder's Proposal that is, in their judgment, the best and most favorable to the interests of the Municipality and the public; to reject the low Price Proposal; to accept any item to any Bidder's Proposal; to reject any and all Bidder's Proposals; to accept and incorporate corrections, clarifications or modifications following the opening of the Bidder's Proposals when to do so would not, in Municipalities opinion, prejudice the bidding process or create any improper

advantage to any Bidder; and to waive irregularities and informalities in the bidding process or in any Bidder's Proposal submitted; provided, however, that the waiver of any prior defect or informality shall not be considered a waiver of any future or similar defects or informalities, and Bidders should not rely upon, or anticipate, such waivers in submitting the Bidder's Proposals. The enforcement of this Reservation of Rights by the Municipality shall not be considered an alteration of the bids.

New Parts and Materials:

Equipment and materials must be of current date (latest model or supply) and meet specifications. This provision excludes the use of surplus, re-manufactured or used products, whether in part or in whole, except where specifications explicitly provide therefore. Further, the bidder warrants that it has lien free title to all equipment, supplies, or materials purchased under the terms of this contract.

Waiver of Workers Compensation/Occupational Disease Expense Reimbursement:

The Contractor agrees to waive any and all rights to reimbursement of workers' compensation expenses under Section 1(a)(4) of the Illinois Workers' Compensation Act (820 ILCS 305), and as amended; and the Contractor agrees to waive any and all rights to reimbursement of occupational disease expenses under Section 1(a)(3) of the Illinois Occupational Diseases Act (820 ILCS 310), and as amended.

Toxic Substances:

All bidders must comply with the requirements of the Toxic Substance Disclosure to Employees Act, for any materials, supplies, and covered by said Act.

Non-Appropriations:

The Municipality reserves the right to terminate their respective part of this contract or to reject bids, in the event that sufficient funds to complete the contract are not appropriated by the Village Board of Trustees of the Municipality.

Alternate and Multiple Bids:

Unless otherwise indicated in these documents, the bidder may not submit alternate or multiple bids as part of this package. The submission of more than one bid within a single package may be cause for rejection of any or all of the bids of that bidder.

Contractor's Licenses:

The bidder that is found to be the most responsive and responsible bidder to which the contract is awarded (including subcontractors), prior to commencing any work, must have a valid Contractor's License or other required license on- file with the Municipality in which the work is performed.

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Competency of Bidder:

If requested in writing by the Municipality, the Bidder must present within three (3) working days, satisfactory evidence of its ability and possession of the necessary facilities, experience, financial resources and adequate insurance to comply with the terms of the Contract Documents.

Additionally, bidders shall provide, at a minimum, five (5) references that indicate the bidder's ability to successfully perform similar work on the form identified herein.

Labor Statutes, Record and Rates Construction for Municipalities-State of Illinois

All contractors shall familiarize themselves with all provisions of all Acts referred to herein and in addition shall make an investigation of labor conditions and all negotiated labor agreements which may exist or are contemplated at this time. Nothing in the Acts referred to herein shall be construed to prohibit the payment of more than the prevailing wage scale.

In the employment and use of labor, the contractor and any subcontractor of the Contractor shall conform to all Illinois Constitutional and statutory requirements including, but not limited to, the following:

Illinois Constitution, Article I, Section 17, which provides: "All persons shall have the right to be free from discrimination on the basis of race, color, creed, national ancestry and sex in the hiring promotions practices of any employer or in the sale or rental of property."

Illinois Constitution, Article I, Section 18 which provides: "The equal protection of the laws shall not be denied or abridged on account of sex by the state of its units of local government and school districts."

The Public Works Discrimination Act, 775 ILCS 10/1, provides in substance that no person may be refused or denied employment by reason of unlawful discrimination, nor may any person be subjected to unlawful discrimination in any manner in connection with contracting for or performance of any work or service of "any kind by, for, on behalf, or for the benefit of the state, or of any department, bureau, commission, board or other political subdivision or agency thereof."

Contractor Shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administration Code, Title 44, Part 750 (Appendix B), which is incorporated herein by reference. Furthermore, the Contractor shall comply with the Public works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended.

The Veterans Preference Act, 330 ILCS 55-1 provides: "In the employment and appointment to fill positions in the construction, addition to, or alteration of all public works undertaken or contracted for by the State, or any of its political subdivisions thereof, preference shall be given to persons who have been members of the Armed Forces of the United States...in times of hostilities with a foreign country..."

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The Service Man's Employment Tenure Act, as amended, 330 ILCS 60/2, "safeguarding the employment and the rights and privileges inhering in the employment contract, of serviceman".

The Prevailing Wage Act, 820 ILCS 130/0.01 et seq., provides: "It is policy of the State of Illinois that a wage of no less than the general prevailing hourly rate as paid for work of similar character in the locality in which work is performed, shall be paid to all laborers, workers and mechanics employed by or on behalf of any and all public bodies engaged in public works." The Contractor must prominently post the current schedule of Prevailing Wages for Cook County, Lake County, and/or McHenry County at the project site.

The Prevailing Wage Act, 820 ILCS 130/4, provides: "All bid specifications shall list the specified rates to all laborers, workers, and mechanics in the locality for each craft or type of worker or mechanic needed to execute the contract. If the Department of Labor revises the prevailing rate of hourly wages to be paid by the public body, the revised rate shall apply to such contract, and the public body shall be responsible to notify the Contractor and each subcontractor of the revised rate."

The municipality shall notify the Contractor of any revised rates as determined by the Department of Labor and as received by the Village. It shall be the responsibility and liability of the Contractor to promptly notify each and every subcontractor of said revised rates.

Unless otherwise specified in the Contract documents, the Contractor shall assume all risks and responsibility for any changes to the prevailing hourly wage which may occur during the contract time. A revision to the prevailing rate of hourly wages shall not be cause for any adjustment in the contract sum.

The Prevailing Wage Act, 820 ILCS 130/5, provides that the Contractor and each subcontractor "shall submit monthly, in person, by mail, or electronically a certified payroll to the public body in charge of the project."

The Contractor shall submit to the Village by the tenth day, monthly, a certified payroll list including all workers, laborers, and mechanics employed by the Contractor and each of the subcontractors.

The certified payroll records shall include each worker's name, address, telephone number, social security number, and classification, number of hours worked each day, the hourly wage and starting and ending times each day.

The Child Labor Law, as amended, 820 ILCS 205/1, which provides: "no minor under 16 years of age...at any time shall be employed, permitted or suffered to working any gainful occupation...in any type of construction work within state."

The Contractor will include verbatim or by reference the provisions obtained herein in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed,

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so that such provisions will be binding upon such subcontractor. The Contractor will be liable for compliance with these provisions by such contractors.

The Contractor and each subcontractor shall keep or cause to be kept an accurate record of names, occupations and actual wages paid to each laborer, workman, and mechanic employed by him in connection with the contract. This record shall be open at all reasonable hours for inspection by any representative of the Village or the Illinois Department of Labor and must be preserved for four (4) years following completion of the contract.

The Current Prevailing Wage Rates for Cook, Lake, and Mchenry County can be found at:

<https://data.illinois.gov/organization/department-of-labor>

Equal Employment Opportunity. During the performance of this contract, the Contractor agrees as follows:

That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge from military service, and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

That, if it hires additional employees in order to perform this contract or any portion hereof, it will determine the availability of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge from military service.

That it will send to each labor organization or representative of workers with which it has or is bound by collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with so such Act and Rules and Regulations, the Contractor will promptly so notify the Illinois Department of Human Rights and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.

That it will submit reports as required by the Department of Human Rights Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

That it will include verbatim or by reference the provisions of this clause in every subcontract so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract, the Contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors; and further it will promptly notify the contracting agency and the Illinois Department of Human Rights in the event any subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Summary of Work

Scope of work:

The Work consists of furnishing all labor, materials, equipment, and other incidentals necessary for the complete removal and replacement of concrete sidewalk, curb & gutter, installation of ADA detectable warning fields, traffic control, and other miscellaneous items at various locations within the Municipality.

Contractor Submittals:

Prior to beginning work, the Contractor shall furnish to the Municipality the necessary certifications that all materials to be used meet the specification of Division 1000, MATERIALS per the Illinois Department of Transportation (IDOT) "Standard Specifications for Road and Bridge Construction" (Adopted April 1, 2016) and "Supplemental Specifications and Recurring Special Provisions" (Adopted January 1, 2019), hereinafter referred to as the "Standard Specifications".

Prior to beginning work, the Contractor shall provide a list of contacts include the name and phone number of the Project Manager, each crew leader, and an emergency contact who shall be available 24-hours a day, 7 days a week.

Following the award of construction contract and prior to starting work, the Contractor shall furnish to the Municipality a construction progress schedule or critical path schedule satisfactory to the Public Works Director (or his/her designee) which shall show the proposed sequence of work and how the Contractor proposes to complete the work prior to the completion date(s) specified herein.

TECHNICAL SPECIFICATION

The Contractor shall complete the work in accordance with the Standard Specifications, the latest edition of the "Manual on Uniform Traffic Control Devices for Streets and Highways", and the "Manual of Test Procedures for Materials" in effect on the date of invitation for bids, and the Supplemental Specifications and Recurring Special Provisions which apply to and govern the construction of this work. The Contractor shall comply with all other applicable ordinances and requirements of State, County, Local and other agencies having jurisdictional authority over the work. Where there is a conflict between these Specifications, the Standard Specifications and other applicable requirements, the most restrictive requirement shall prevail. The Contractor shall provide all necessary labor, tools, equipment, materials and other appurtenances necessary to complete the work unless otherwise noted in these Specifications.

Materials & Services to be provided by the Municipality:

The Municipality shall provide the Contractor with a list(s) of repairs sorted by address and a map showing the approximate location of each repair.

Material Testing:

QC Testing is not required for materials used associated with this project. The Municipality may contract with a separate material testing firm to perform materials testing if it is in the best interest of the Municipality. If testing performed by the Municipality results in unsatisfactory results, the Contractor shall take corrective action to ensure the materials meet the Standard Specifications.

The corrective action must be approved by the Public Works Director (or his/her designee). The Municipality, at its own discretion, may require unsatisfactory material to be removed and replaced at no additional cost to the Municipality.

Resident Notification:

Residents shall be notified by the Contractor, in writing, 48 hours in advance of work adjacent to their driveway that will prohibit access including sidewalk, driveway, curb & gutter, or pavement improvements. The notification must include an alternate date in case of rain or other cancellations and Contractor's contact person(s) and phone number for additional information.

Driveways shall be kept barricaded for a minimum of 3 days.

Protection of Work:

The Contractor shall be responsible to provide personnel to protect their work from third party damage. Should any of the new work be damaged, it shall be removed and replaced at the Contractor's expense. The Contractor shall schedule their work so that the concrete placed, takes its initial set during daylight hours. Claims of darkness shall not be reason to relieve the Contractor from responsibility.

Removal and Hauling of Debris:

All material excavated during the progress of the work shall be immediately loaded and hauled away and shall not be stored in the street or parkway area.

All Removal or Excavation items being disposed of at an uncontaminated soil fill operation or Clean Construction and Demolition Debris (CCDD) fill site shall meet the requirements of Public Act 96-1416. All costs associated with meeting these requirements shall be included in the unit price costs for the associated Removal or Excavation items in the Contract. These costs shall include but are not limited to all required testing, lab analysis, certification by a licensed Professional Engineer, and State and Local tipping fees.

Restoration:

Restoration of areas adjacent to the proposed improvements, not identified for additional work, shall be incidental to all Pay Items.

Restoration includes all the landscape, driveway pavements, sidewalk, or pavement restoration within 2 feet of improved areas, unless otherwise determined by the Municipality. Any damage due to negligence of the Contractor or deemed necessary by the Municipality will be restored at no additional cost to the Municipality. Restoration must be completed to the satisfaction of the Public Work Director

Village of Lake Zurich
Concrete Flatwork

(or his/her designee). The Public Works Director (or his/her designee) may request restoration not satisfactorily completed to be removed and replaced at no additional cost to the Municipality.

All restored areas shall be saw-cut to provide a neat vertical face between the existing surface and the work performed.

Concrete restoration shall meet the Specifications as listed herein.

Asphalt surface restoration shall consist of new HMA pavement to match the existing pavement thickness or 4- inches minimum, whichever is greater.

Landscape restoration shall consist of 4-inches of topsoil, seed, and blanket.

Saw Cutting:

Saw cutting shall be performed as needed to protect areas adjacent to proposed improvements, provide a neat clean vertical face between the existing surface and the work performed, and as specified herein.

Saw cutting will not be paid for separately, but will be included in the items for which this work applies.

Concrete Cutting:

As soon as the finished concrete has lost its sheen, a spray-on membrane curing compound conforming to Section 1022.01 and Section 1020.13 of the Standard Specifications shall be applied to all finished concrete surfaces. The membrane curing compound shall be white pigmented, no clear curing compound will be allowed. WORK THAT IS NOT PROPERLY CURED WILL NOT BE ACCEPTED OR PAID FOR. All Portland Cement Concrete shall be treated with a protective coat application.

Mobilization:

This work shall be done in accordance with Section 671 of the Standard Specifications except as modified herein.

The estimated number of mobilizations that the Contractor shall make to the Municipality is as follows: Village of Lake Zurich: 3 Mobilizations

Mobilization will not be paid for separately, but will be included in the items for which this work applies.

Tree Protection and Root Pruning:

The Contractor shall prune vegetation that interferes with construction (e.g. tree branches, overgrown bushes, etc.) in accordance with Section 201.05 of the Standard Specifications.

The Contractor shall not trim any trees or bushes; remove any trees or bushes; nor remove or prune roots without prior approval and/or direction from the Public Works Director (or his/her designee).

Cost of tree protection and root pruning or removal is incidental to the contract.

Traffic Control and Protection:

This work shall be done in accordance with the applicable portions of Section 701 of the Standard Specifications, the Supplemental Specifications, the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways", and any details and Highway Standards contained in the Plans and Special Provisions, and the Special Provisions contained herein, except as modified herein. Special Attention is called to Article 107.09 of the Standard Specifications and the following Highway Standards, Details, Recurring Local Roads and Streets Special Provisions, and Special Provisions contained herein, relating to traffic control.

Highway Standards: 701301, 701311, 701501, 701801, 701901

District One Details: Traffic Control and Protection for Side Roads, Intersections, and Driveways.

Recurring Local Roads and Streets Special Provisions: Work Zone Traffic, Control Surveillance, Flaggers in Work Zones.

This work includes furnishing, installing and maintaining of all temporary signs, barricades, warning lights, fences, flagmen, and other devices which are to be used for purposes of regulating, warning or guiding vehicular or pedestrian traffic during construction of this project.

All barricades shall have working lights or flashers attached and be operational during night time hours.

The Contractor shall maintain one lane open to traffic at all times. Two lanes of traffic shall be maintained at all times during nonworking hours. Type II barricades (State of Illinois Standard 2299-9) with lights shall be maintained, whenever one lane of traffic is to be closed, at 25-foot intervals, except wherever there is a vertical grade difference of six inches or more; barricades shall be spaced at ten-foot intervals, throughout the improvement.

When it becomes necessary to close a street due to work through an intersection or street crossing, the Contractor shall provide traffic control devices in accordance with State of Illinois Standard "701501-02".

No excavation shall be left open overnight. All traffic control devices shall remain in place until specific authorization for their removal is received from the Public Work Director (or his/her designee).

No work shall proceed unless all traffic control devices are in place as specified herein or as determined by the Public Work Director (or his/her designee).

All traffic control devices shall be kept clean and neat appearing, and shall be replaced immediately if they become ineffective due to damage or defacement.

The Contractor shall contact the Municipality at least 72 hours in advance of beginning work. Construction operations shall be conducted in a manner such that streets will be open to emergency traffic and accessible as required to local traffic. Advanced notice shall be provided to residents, police, fire, school districts and trash haulers when access to any street will be temporarily closed or limited. Removal and replacement of curb and gutter and driveways shall be planned so as to cause a minimum of inconvenience to the abutting property owners. The work shall be accomplished such that the streets will be left open to local traffic at the end of each working day.

This work will not be paid for separately, but will be included in the items for which this work applies.

This work includes all labor, materials, installation, transportation, maintenance, handling, flagmen and incidental expenses or work necessary to furnish, install, maintain and remove all traffic control devices indicated herein and as determined by the Public Work Director (or his/her designee) to complete the work as specified. Additional flaggers, fencing, signs, or barricades as may be required by the Public Work Director (or his/her designee) for safe movement of traffic and pedestrians will not be paid for separately, but will be included in the items for which this work applies.

Pay Items

P.C.C. SIDEWALK REMOVAL AND REPLACEMENT (5"-6")

This item shall include the removal and replacement of Portland Cement Concrete sidewalk of the thickness specified. This work shall be done in accordance with the Standard Specifications insofar as applicable, including Section 424 and 440.

The Contractor shall saw-cut a perpendicular clean joint between that portion of the sidewalk to be removed and that which is to remain in place. If the Contractor removes or damages the existing sidewalk outside the limits designated by the Public Work Director (or his/her designee) for removal, he will be required to remove and replace that portion at his own expense to the satisfaction of the Public Work Director (or his/her designee).

Sidewalk construction across driveways **WILL BE SAWCUT ON BOTH SIDES ADJACENT TO THE DRIVEWAY** to reduce the possibility of damage to the driveway. Any damage to driveways will be repaired with like materials and will be considered incidental to Sidewalk Removal and Replacement.

The concrete shall be Class SI Portland Cement Concrete per Section 1020 of the Standard Specifications.

Expansion joints will be required as specified in Standard Specifications except the maximum spacing will be 50 feet. Expansion joint material will be of the Bituminous Preformed Joint Filler type and is considered incidental to Portland Cement Concrete sidewalk or driveway.

The thickness of the new sidewalk shall be a minimum of five (5") inches or equal to the thickness of the existing sidewalk whichever is greater. Sidewalks within the limits of existing or proposed driveways shall have a minimum thickness of six (6") inches. This additional thickness of sidewalk will be considered incidental to the contract unit price for Sidewalk Removal and Replacement.

Forms shall be held securely in place by stakes or braces with the top edge true to line and grade. The forms for the sidewalk shall be set so the maximum cross-slope is two percent (2%), except as may be otherwise directed by the Public Work Director (or his/her designee).

For sidewalks passing over newly constructed utility trenches, three equally spaced epoxy coated No. 4 reinforcing bars shall be centered over all utility trenches. Bars shall extend a minimum of 5 feet (1.5 m) beyond the walls of the utility trench. Reinforcement shall be incidental to the cost of the pay item.

Basis of Payment: This work will be paid for at the contract unit price per square foot for P.C.C. SIDEWALK REMOVAL AND REPLACEMENT (5"-6").

Combination Concrete Curb & Gutter Removal and Replacement (M3.12, B6.12):

This work shall consist of removal and replacement of M3.12 and B6.12 combination concrete curb and gutter to match existing. This work shall be done in accordance with the Standard Specifications insofar as applicable, including Section 440 and 606.

The Contractor shall saw-cut a perpendicular clean joint between that portion of the combination concrete curb & gutter to be removed and that which is to remain in place. If the Contractor removes or damages the existing combination concrete curb & gutter outside the limits designated by the Public Work Director (or his/her designee) for removal, he will be required to remove and replace that portion at his own expense to the satisfaction of the Public Work Director (or his/her designee).

Existing pavement (HMA or concrete), driveways, or sidewalks adjacent to combination concrete curb & gutter to be removed and replaced shall be saw-cut to reduce the possibility of damage to the existing pavements, driveways, or sidewalks. Any damage to existing pavement, driveways, or sidewalks will be repaired with like materials and at no additional cost to the Municipality.

The concrete shall be Class SI Portland Cement Concrete per Section 1020 of the Standard Specifications. All Portland Cement Concrete shall be treated with a protective coat application.

Contraction joints shall be installed according to the Standard Specifications every fifteen (15) feet or at wider spacing if required by the Public Work Director (or his/her designee).

For continuous sections greater than 50 feet long, one (1) transverse expansion joints shall be required every 50'. For continuous sections 0-50 feet long, one (1) transverse expansion joint shall be required. Expansion joint material will be of the Bituminous Preformed Joint Filler type and is considered incidental to this Pay Item

Existing tie bars must be retained or replaced as existing. Dowel bars shall be drilled into existing combination concrete curb & gutter at both ends of the removal and replacement. Tie and dowel bars are considered incidental to this Pay Item.

The new curb must be depressed for ADA accessible curb ramps where sidewalk abuts the curb, then tapered up to full height within two feet.

Basis of Payment:

This work will be paid for at the contract unit price per foot for COMBINATION CONCRETE CURB & GUTTER REMOVAL AND REPLACEMENT (M3.12, B6.12).

P.C.C. Driveway Combination Concrete Curb & Gutter Removal & Replacement (M3.12, B6.12):

This work shall be performed in conformance with the above provision for Pay Item #2

Combination Concrete Curb & Gutter Removal & Replacement (M3.12, B6.12):

Village residents who plan on replacing their driveway are given the option of having the Village of Lake Zurich replace the concrete sidewalk and curb & gutter through their driveway, prior to their driveway repairs taking place.

Repair locations will be compiled by the Village throughout each contract period and provided to the Contractor in one (1) final list by September 15 of each contract period. The Contractor shall perform all concrete repair work during one mobilization at the unit price per lineal foot provided.

Construction of this pay item must be completed prior to October 15 of each contract period, or thirty (30) calendar days after the driveway list is provided to the contractor, whichever is sooner.

Limits of concrete curb and gutter removal and replacement will be marked in the field by a Village representative.

P.C.C. Driveway Sidewalk Removal & Replacement (6"):

This work shall be performed in conformance with the above provision for Pay Item #1

P.C.C. Sidewalk Removal & Replacement (5"-6"):

Village residents who plan on replacing their driveway are given the option of having the Village of Lake Zurich replace the concrete sidewalk and curb & gutter through their driveway, prior to their driveway repairs taking place.

Repair locations will be compiled by the Village throughout each contract period and provided to the Contractor in one (1) final list by September 15 of each contract period. The Contractor shall perform all concrete repair work during one mobilization at the unit price per square foot provided.

Construction of this pay item must be completed prior to October 15 of each contract period, or thirty (30) calendar days after the driveway list is provided to the contractor, whichever is sooner.

Village of Lake Zurich
Concrete Flatwork

Limits of PCC sidewalk removal and replacement will be marked in the field by a Village representative.

Scheduling of Work and Completion Dates:

The Contractor shall coordinate directly with Public Works Director (or his/her designee) for the Municipality to schedule the work.

The Contractor shall notify the Municipality no less than 72 hours prior to the start of any construction. The Contractor shall also notify the Illinois Department of Transportation, County Highway Department or any other affected agency prior to the start of any work within their respective rights-of-way.

The Contractor shall notify residents in writing 48 hours in advance of any work which will affect their driveway access. The duration of driveway closures shall not exceed 96 hours unless agreed to by the property owner and the Public Works Director (or his/her designee).

Village of Lake Zurich
Concrete Flatwork

Form of Proposal

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

From:

Schroeder & Schroeder, Inc.

Contractor

7306 Central Park

Address

Skokie, IL 60076

City, State, Zip Code

(847) 933-0526

Phone Number

Chris Schroeder

Contractor's Contact for this Bid

chris@schroederconcrete.net

E-mail Address

Having examined the Plans, 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 Plans, Specifications and Contract Documents, and entitled:

2022 Contract Documents
for
Concrete Flatwork
Village of Lake Zurich

Village of Lake Zurich
Concrete Flatwork

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) 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 engineering 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 **Thursday, June 30, 2022** 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 10% of the bid total, made payable to the Village of Lake Zurich.

The amount of the check or draft is:

10% Bid Bond (\$ _____).
(Fill in Amount)
Contractor to fill in Amount

Village of Lake Zurich
Concrete Flatwork

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 or Contract Bond; upon the undersigned properly executing a contract and furnishing a Contract Bond, 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
2/4/2022
Date
7306 Central Park, Skokie, IL 60076
Business Address
(847) 933-0526
Phone Number
Mary J. Desant
Attest: Secretary

Schroeder & Schroeder, Inc.
Contractor
Schroeder & Schroeder, Inc.
Corporate Name

Corporate Seal
Chris Schroeder
Signed By
Chris Schroeder
President

Village of Lake Zurich
Concrete Flatwork

Certificate of Compliance with Article 33E
of the
Criminal Code of 1961

The undersigned, Schroeder & Schroeder, 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.

2/4/2022

Date

Schroeder & Schroeder, Inc.

Contractor



By



Attest

Village of Lake Zurich
Concrete Flatwork

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 4th day of February 2022.

Schroeder & Schroeder, Inc.

Contractor


By
President

Title
7306 Central Park

Business Address
Skokie, IL 60076

City/State


Attest

Seal

Village of Lake Zurich
Concrete Flatwork

Bid Proposal

Schroeder & Schroeder, Inc.

Company name

7306 Central Park

Address

Skokie, IL 60076

City, State, Zip code

7306 Central Park, Skokie, IL 60076

Business Address

mary@schroederconcrete.net

Email Address

2022 CONCRETE FLATEWORK

Item No.	Item	Unit	Est. Quantity	Unit Price	Total
	Base Bid				
1	P.C.C. Sidewalk Removal & Replacement (5-6")	SF	8000	6.75	54,000.00
2	Combination Concrete Curb & Gutter Removal & Replacement (M3. 12, B6. 12)	LF	1500	24.50	36,750.00
3	Detectable Warning Fields	Each	35	150.00	5,250.00

TOTAL BASE \$ 96,000.00

OHIO FARMERS INSURANCE COMPANY

Westfield Center, Ohio 44251-5001

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we Schroeder and Schroeder, Inc. 7306 Central Park, Skokie, IL 60076

as Principal, hereinafter called the Principal, and OHIO FARMERS INSURANCE COMPANY, Westfield Center, Ohio 44251

a corporation duly organized under the laws of the State of Ohio as Surety, hereinafter called the Surety, are held and firmly bound unto Village of Lake Zurich 70 E. Main Street, Lake Zurich, IL 60047

as Obligee, hereinafter called the Obligee, in the sum of Ten Percent of attached bid Dollars (\$ 10% of attached bid),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for 2022 Concrete Flatwork

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 4th day of February, 2022

Schroeder and Schroeder, Inc. (Principal) (Seal)

By: [Signature] (Title)



Ohio Farmers Insurance Company (Surety) (Seal)

[Signature] Cathie M. Demitropoulos - Attorney-in-Fact (Title)

Printed in cooperation with the American Institute of Architects (AIA) by the Ohio Farmers Insurance Company. The language in this document conforms exactly to the language used in AIA Document A310, February 1970 edition.

General
Power
of Attorney

POWER NO. 1212962 02
Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
WILLIAM B. EDSON, DAVID H. ESSER, WILLIAM H. HAYES, THOMAS R. HAYES, HOWARD A. WEISS, LYNN P. BERGAN, JOEL C. EDSON, CATHIE M. DEMITROPOULOS, GARY R. SEMMER, JOINTLY OR SEVERALLY

of **NAPERVILLE** and State of **IL** its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship.

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be It Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their **National Surety Leader and Senior Executive** and their corporate seals to be hereto affixed this 21st day of **MARCH** A.D., 2014 .

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: *Dennis P. Baus*
Dennis P. Baus, National Surety Leader and Senior Executive

State of Ohio
County of Medina ss.:

On this 21st day of **MARCH** A.D., 2014 , before me personally came **Dennis P. Baus** to me known, who, being by me duly sworn, did depose and say, that he resides in **Wooster, Ohio**; that he is **National Surety Leader and Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial
Seal
Affixed



David A. Kotnik
David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

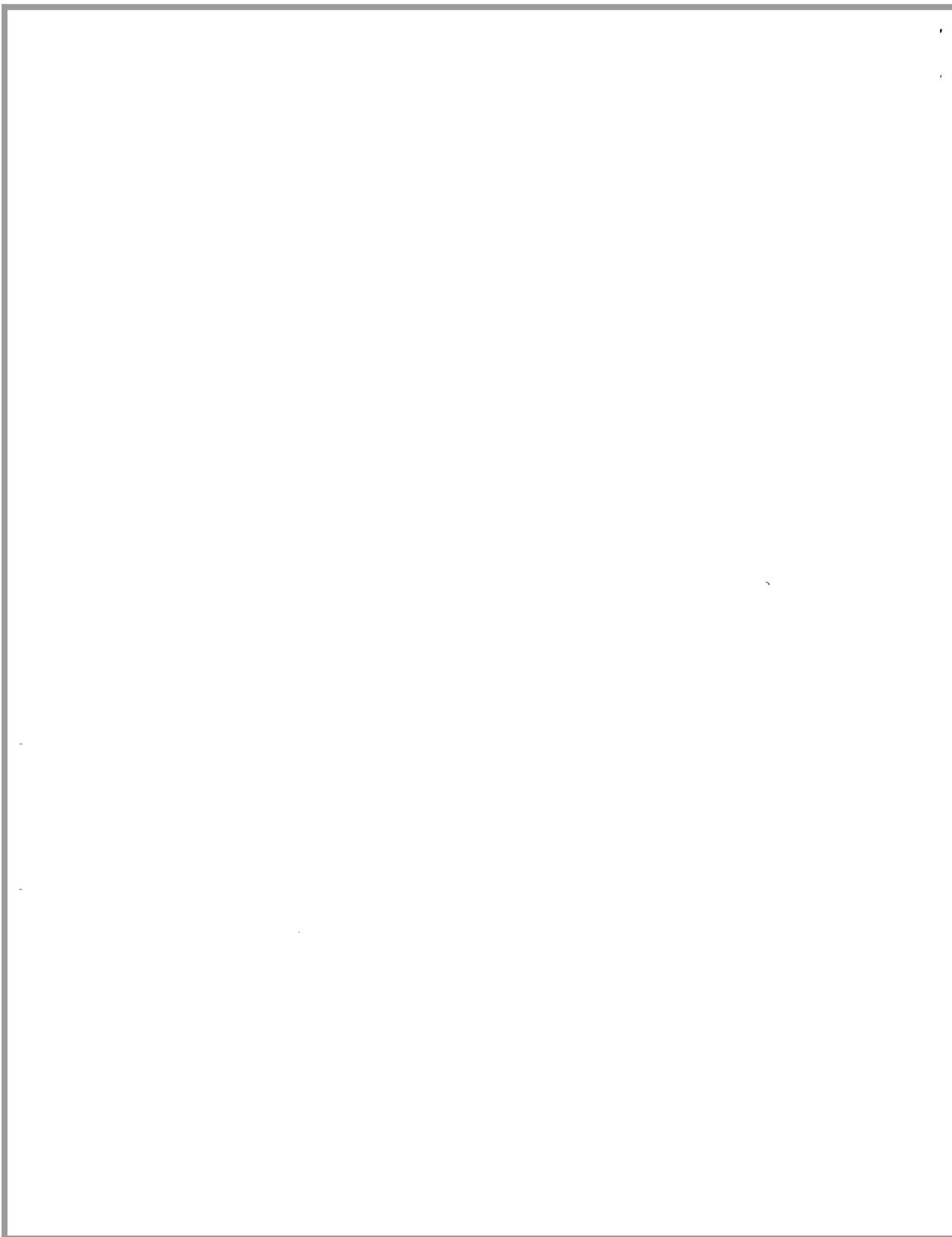
I, **Frank A. Carrino**, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 4th day of **February** A.D. 2022 .



Frank A. Carrino Secretary
Frank A. Carrino, Secretary

BPOAC2 (combined) (06-02)





At the Heart of Community

PUBLIC WORKS DEPARTMENT

505 Telsler Road
Lake Zurich, Illinois 60047

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

AGENDA ITEM

5E

MEMORANDUM

Date: February 7, 2022

To: Ray Keller, Village Manager *PK*

From: Michael J. Brown, Public Works Director

Subject: 2022-2024 Landscape Maintenance Program Award Recommendation

Issue: The FY 2022 budget includes \$260,000 in funding for the annual Landscape Maintenance Program that includes mowing, and bed maintenance at Village facilities and grounds. The funds are allocated based on each Village Department’s needs and provided for through various Village accounts.

Background: The landscape maintenance program was developed to promote healthy, natural growing conditions and to keep landscaped areas free of weeds, debris and garbage. The Village maintains the lawn and landscaping areas at a variety of parcels, including: Village and State rights-of-way, parks, and Village facilities.

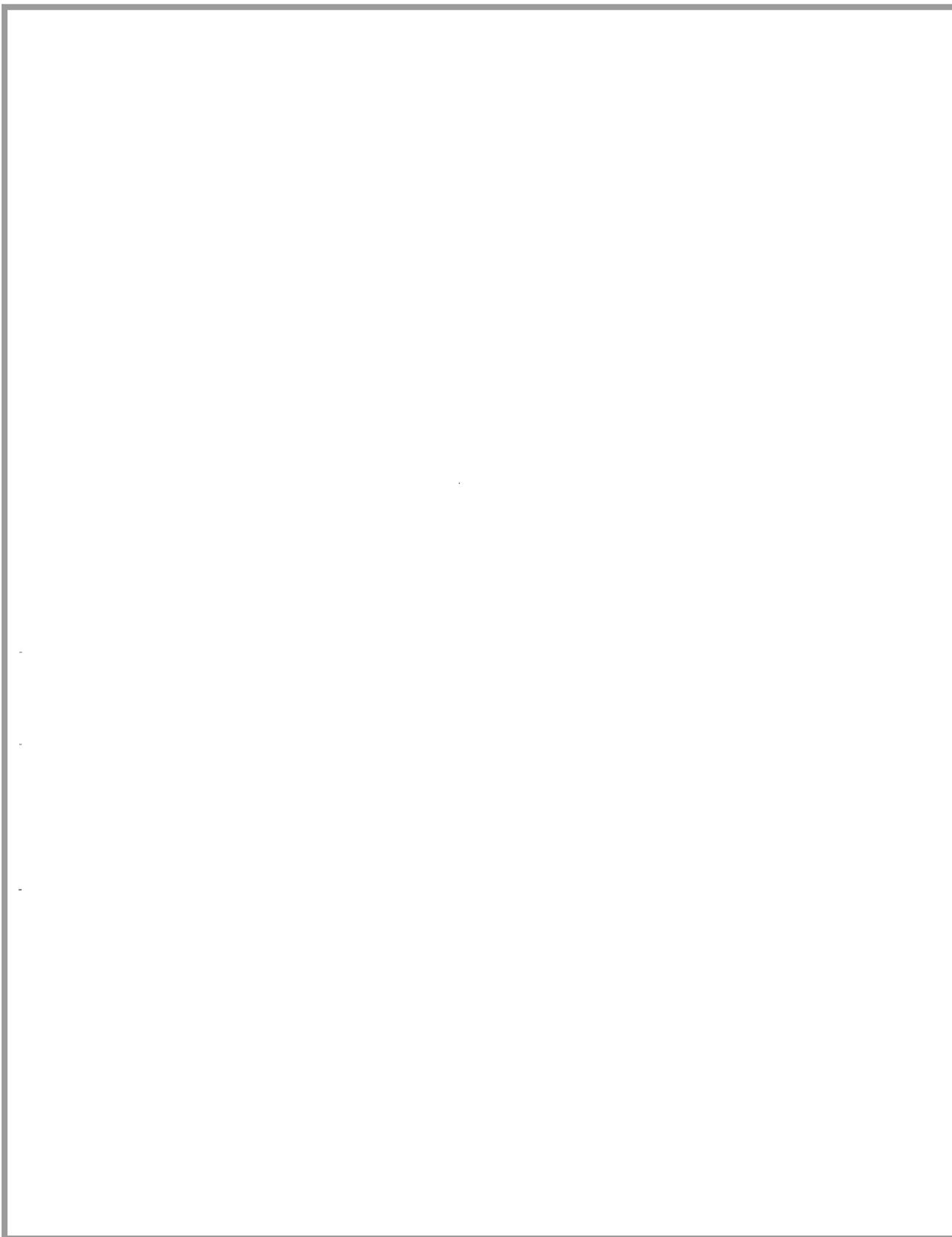
The Village has historically bid the Landscape Maintenance Program as a three (3) year contract due to the extensive training needed to familiarize the contractor with Village parcels and maintenance requirements.

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

- Goal #3 – Infrastructure: Develop and formalize a long-range street maintenance program. Prepare a formalized municipal facility maintenance plan.

Analysis Staff solicited bids for the annual Landscape Maintenance Program in November of 2021. The bid opening occurred on January 28, 2022. The bid results are shown on Page 2.

The lowest responsible bid was submitted by Apex Landscaping Inc. of Hawthorn Woods, Illinois.

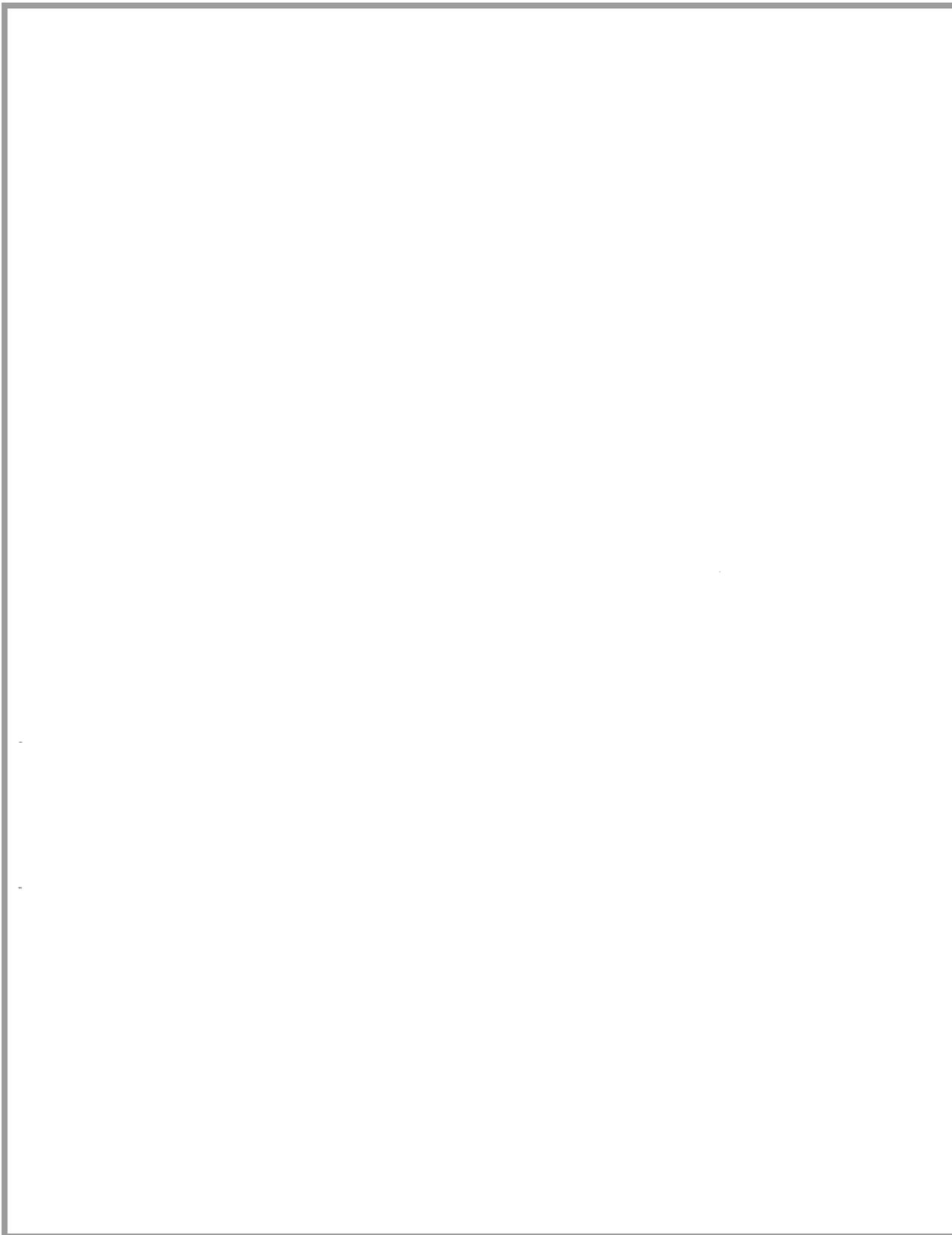


Bidder	Bid Amount
Apex Landscaping (Hawthorn Woods, IL)	\$214,297.00
Milieu Landscaping (Lake Zurich, IL)	\$248,541.53
Sebert Landscaping (Elk Grove Village, IL)	\$261,937.00
Fleck's Landscaping (Wheeling, IL)	\$268,437.00
Tim's Snowplowing (Wheeling, IL)	\$313,527.50

Recommendation: Award a base contract for the 2022-2024 Landscape Maintenance Program to Apex Landscaping of Hawthorn Woods, IL at the annual amount of \$214,297.00. With a not to exceed total expenditure amount of \$224,297.00 for additional bed maintenance as needed.

W/Attachments:

1. Bid Tabulation Summary
2. Bid Submittal – Apex Landscaping



BID: 2022 - 2024 LANDSCAPE MAINT. PROGRAM

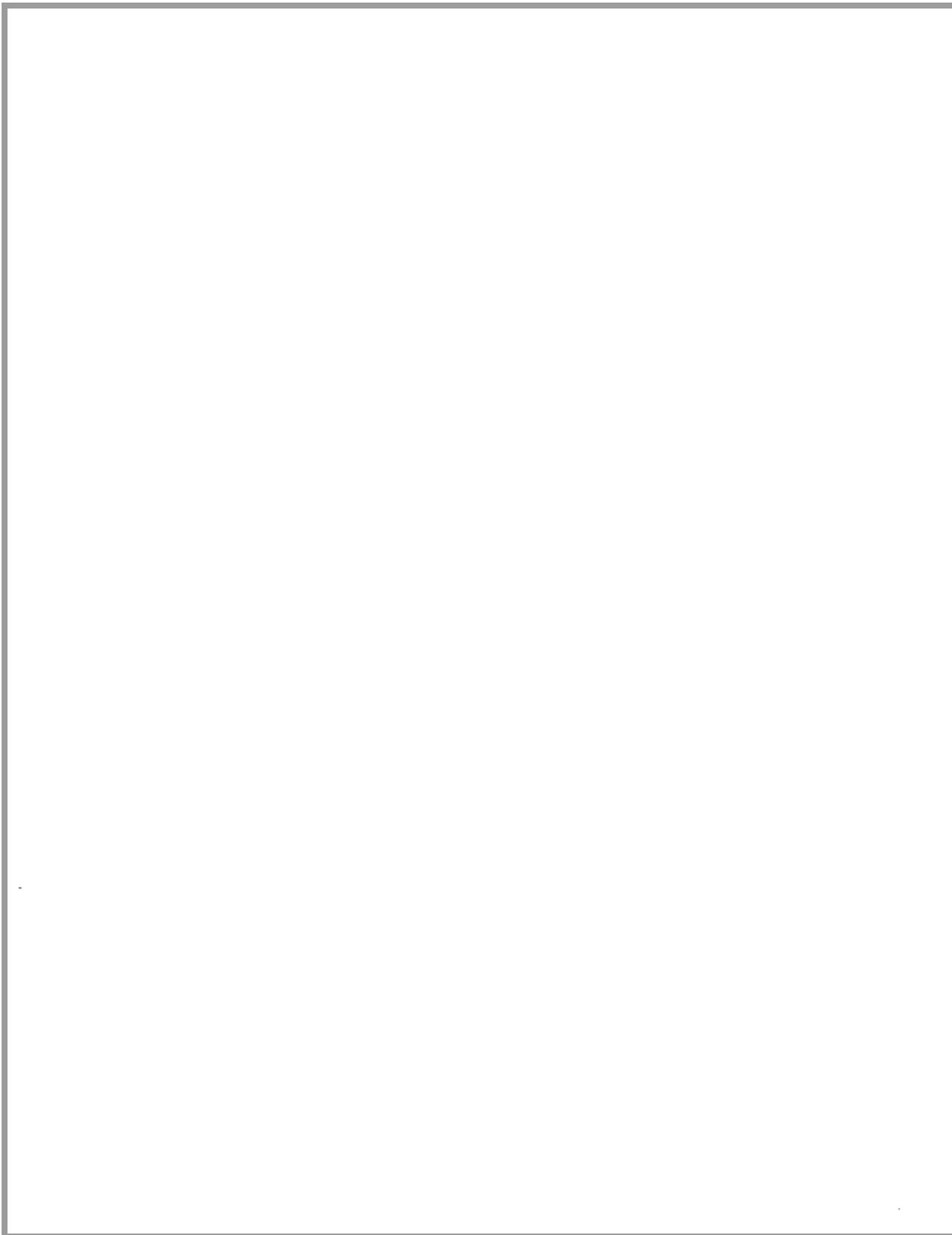
Due: January 28, 2022 10:00 a.m.

BIDDER	BID AMOUNT	BOND
Sebert Landscape 955 Biesterfield Rd Elk Grove Village, IL 60007	\$261,937.00	Yes 1/27/2022 11:19 a.m.
Milieu Landscaping 525 Enterprise Pkwy Lake Zurich, IL 60047	\$248,541.53	Yes 1/25/2022
Apex Landscaping Inc 24414 N Old McHenry Rd Hawthorn Woods, IL 60047	\$214,297.00	Yes 1/28/2022 8:35 a.m.
Tim's Snowplowing, Inc 543 Diens Dr Wheeling, IL 60090	\$313,527.50	Yes 1/28/2022 9:27 a.m.
Fleck's Landscaping 222 Industrial Ln Wheeling, IL 60090	\$268,437.00	Yes 1/28/2022 9:43 a.m.

01-28-22 10:02 a.m.

Village Hall 2nd Floor Conference Room

Bea Corral, Finance
Mike Cernock, General Services
Jason Schuler, General Services
Keli Amato, Office Manager



Village of Lake Zurich
Landscape Maintenance Program

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR



At the Heart of Community

**2022-2024 LANDSCAPE MAINTENANCE PROGRAM
LAKE ZURICH, ILLINOIS**

Dated: November 1, 2021

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Village of Lake Zurich
Landscape Maintenance Program

NOTICE TO BIDDERS

**Village of Lake Zurich
2022-2024 Landscape Maintenance Program**

TIME AND PLACE FOR OPENING BIDS:

Sealed proposals for the improvements described below will be received at the offices of:

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

Until 10:00 a.m. on Friday, January 28, 2022. All bids will be publicly opened and read aloud at that time, and may be acted upon at said time and place or at such later time and place as may then be fixed; but in no case more than sixty (60) calendar days from date of bid opening.

AVAILABILITY OF BIDDING DOCUMENTS: Bidding documents may be obtained as follows:

Packets are available for download on the Village's website starting November 1, 2021. Please follow the link below <https://www.lakezurich.org/296/Requests-Bids>.

MANDATORY PRE-BID MEETING:

Lake Zurich Community Services, 505 Telsler Rd on Tuesday, November 9, 2021 at 10:00am

PREQUALIFICATION OF BIDDERS: Prior to receiving plans, if required by the Engineer, bidders will submit a resume of similar projects performed, enumerated as to location, type of work, approximate completion date, and project engineering firm together with a list of equipment owned by or available to them for efficient pursuance of the project.

AFFIDAVIT OF EXPERIENCE: Bidders will submit a resume of similar projects performed, enumerated as to location, type of work, approximate completion date, together with a list of equipment owned by or available to them for efficient pursuance of the project.

REJECTION OF BIDS: The Village of Lake Zurich reserves the right to reject any or all bids of bidders and to waive all technicalities.

LOCATION OF THE WORK: Scattered sites within the boundaries of the Village of Lake Zurich.

SCOPE OF WORK: The landscape maintenance program has been developed to promote healthy, natural growing conditions and to keep landscaped areas free of weeds, debris and garbage. This program excludes the maintenance of non-landscaped areas (unless noted) and landscape fixtures, structures, and systems. If, during the Contract time, any disease, infestation, storm damage, and/or vandalism are observed, Contractor shall immediately notify Owner and provide a recommendation, including cost estimate, for remediation. Remediation will be completed only upon written authorization from Owner and will be in addition to the base contract amount.

BID SECURITY: A Bidder's Bond, Cashier's Check, Certified Check, or Bank Draft in the amount of 10% of the bid total will be accepted as bid security and must accompany the bid. All proposals submitted shall be valid for a period of 60 days.

OWNER: Village of Lake Zurich

CONSTRUCTION SCHEDULE: Contractor shall perform the Work on or around April 15, 2022 through December 31, 2024.

Village of Lake Zurich
Landscape Maintenance Program

METHOD OF PAYMENT:

The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be completed and materials to be furnished may be increased, decreased or omitted as hereinafter provided.

OWNER'S RIGHTS RESERVED:

The owner reserves the right to reject any or all of the Proposals received or any portion thereof or to accept any proposal or portion thereof and to waive any informality or technicality in any Proposal in the interest of the OWNER.

DETAILED REQUIREMENTS - MOWING

The contractor shall furnish all labor, tools, materials, equipment and supervision necessary to complete the work. This work shall consist of the removal of debris which may interfere with cutting operations. Grass areas shall be mowed to a height of not less than two inches and not more than 4 inches above the surface of the soil. The Contractor is allowed to mulch grass clippings, however grass clipping piles are not permitted. Grass areas adjacent to buildings, utilities, trees, fences, and other obstructions that are not mowed by larger mowers, shall be trimmed utilizing smaller equipment (small mowers and/or commercial grade grass trimmers). After mowing and trimming, grass clippings and other litter or debris shall be swept off and removed from sidewalks and other paved areas. The contractor shall remove all vegetation growing in the joints of sidewalk and curb adjacent to the mowing areas, including the joint between the curb and pavement.

- **METHOD OF MEASUREMENT**
Mowing will be measured for payment in acres of actual area mowed.
- **BASIS OF PAYMENT**
Mowing will be paid for at the contract unit price per ACRE for MOWING. The vegetation removal at sidewalks and curbs is incidental to the MOWING pay item.
- **ROTATIONS**
Please note: with the exception of the Eastern baseball field located at Chestnut corners all other baseball and soccer fields will be mowed by others, and are not part of this contract.
 - April 15 through October 31 - The contractor shall perform mowing operations once a week at all locations. Unless directed otherwise by the Village of Lake Zurich representative, with 48 hours' notice.
 - April 1 through April 14 - The contractor shall perform mowing operations as directed by the Village of Lake Zurich representative.

Please note:

The mowing rotations listed in the Schedule of prices are approximate. The Village retains the right to alter or change the approved schedule in the event of extreme weather conditions. If a contractor is unable to mow on any given day due to inclement weather, the Village requests that the mowing order be maintained, and mowing continue into the weekend to sustain the schedule established in the attached map.

The Village requests that mowing continue during light rains or in the presence of damp grass. If a special event is scheduled in one of the parks, the Village may request that the contractor alter the standard schedule and will generally give 1-2 weeks' notice for any such event. The Village retains the right to alter the schedule as close as one (1) day in advance in an emergency event.

DETAILED REQUIREMENTS BED MAINTENANCE

The contractor shall furnish all labor, tools, materials, equipment and supervision necessary to complete the work. This work shall consist of removal of weeds, chemical weed treatment, installing "new" weed barrier/ blanket, edging landscape beds, trimming of the existing bushes as directed, debris and litter removal.

- **METHOD OF MEASUREMENT**
Landscaping will be measured for payment per each location.

- **BASIS OF PAYMENT**
Landscaping will be paid for at the contract unit price per EACH for LANDSCAPING.

- **ROTATIONS**
The contractor shall perform the work, as described above, at all LANDSCAPING locations twice a month between April 15 and October. Additional rotations may be required as directed by the Village of Lake Zurich representative.

DETAILED REQUIREMENTS MULCH APPLICATION

This work shall consist of top dressing existing landscape beds in the Primary Landscaping Areas and Supplemental Landscaping Areas with mulch. The Village will supply and deliver the mulch material to the nearest parking lot or available drop area. The contractor shall furnish all labor, tools, equipment and supervision necessary to complete the work. The Contractor shall transport the mulch from the drop-off location to each individual landscape bed, spreading of mulch evenly, at a thickness not less than one inch (1") and no greater than four inches (4"), or as directed by a Public Works representative

- **METHOD OF MEASUREMENT**
Mulch application will be measured for payment in cubic yards of mulch delivered by Public Works to the site and applied to the landscape beds by the contractor.

- **BASIS OF PAYMENT**
Mulch Application will be paid for at the contract unit price per CUBIC YARD for MULCH APPLICATION.

- **ROTATIONS**
The contractor shall perform the work, as described above, on an as- needed basis as directed by a Public Works representative.

Please direct all questions to:
Michael Cernock
Mike.cernock@lakezurich.org
(847) 540-1696

Village of Lake Zurich
Landscape Maintenance Program

INSTRUCTIONS TO BIDDERS

BIDDER'S REPRESENTATIONS

- a. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents.
- b. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work.
- c. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the work.
- d. Submission of bid constitutes representation by Bidder that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.

METHOD OF BIDDING

- a. Type of bid: Location Price including sub-totals, and total.
- b. Awards will be made on the following basis: To the lowest, responsive, and responsible bidder for the maintenance.

SUBMISSION OF BIDS

- a. Prepare **Proposal Documents** included herewith.
- b. Submit all pages of the **Form of Proposal and Bid Proposal** in sealed envelope.
- c. Sealed envelope shall be marked with bidder's return address, and shall be addressed as follows:

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

PROPOSAL FOR: 2022-2024 Landscape Maintenance Program

- d. Retain Duplicate Copy for Bidder.
- e. Legally authorized representative of bidder shall initial Bid Proposal on bid sheet and sign Bid Proposal on last page.
- f. Business entity: Indicate on Proposal whether bidder is an individual, partnership, corporation or other business entity.

Village of Lake Zurich
Landscape Maintenance Program

BID SECURITY

- a. Submit, with bid, a bid security in form of bidder's bond, cashier's check, or certified check in amount of 10% of the bid.
- b. Attach to the submitted Form of Proposal.
- c. Make check or bidder's bond payable to the Village of Lake Zurich; check or bidder's bond will be forfeited and becomes property of Owner if bidder fails or refuses to enter into a contract and furnish surety bond within ten (10) calendar days after notice of award of contract.
- d. Checks or bidder's bond of all bidders, except the three lowest bidders, will be returned within ten (10) days after award of contract.
- e. Check or bidder's bond of three lowest bidders will be returned within three (3) calendar days after execution of a contract and furnishing of acceptable surety bond by successful bidder.

WITHDRAWAL OF BIDS

Bids may be withdrawn any time prior to scheduled closing time for receipt of bids; no bid may be withdrawn for a period of sixty (60) calendar days thereafter.

EVALUATION OF BIDS

- a. Owner may consider such factors as bid price, time of completion of work, experience and responsibility of bidder, and similar factors in determining which bid it deems to be in its best interests.
- b. Owner may reject any or all bids of bidders, waive informalities or technicalities in any bid, and accept bid, which it deems to be in the best interests of the Owner.

UNBALANCED BIDS:

- a. Any bid that is materially unbalanced as to prices for the Base Bid, and/or Optional Bid Items may be rejected.
- b. An unbalanced bid is one that is based on the prices significantly less than the cost for some work and/or prices, which are significantly overstated for other work.
- c. The OWNER will review all unit prices submitted by the apparently lowest responsible bidder and will decide whether any of the unit prices are excessively above or below a reasonable cost analysis value determined by the owner.
- d. In the event any unit prices are determined to be unbalanced and contrary to the interest of the OWNER, the right is reserved to reject such bid at the discretion of the OWNER.

EXECUTION OF CONTRACT

- a. Successful bidder shall, within ten (10) calendar days of notice of award of contract, provide, and enter into a written contract with Owner, on forms included with Specifications, for performance of work awarded to them.
- b. Contract, when executed, shall be deemed to include entire agreement between parties; Contractor shall not claim any modification resulting from representation of promise made by representatives of Owner or other persons.

Village of Lake Zurich
Landscape Maintenance Program

COMMENCEMENT OF WORK

Work shall not be started until contract has been executed and all applicable State and local permits, and/or bonds, and certificates of insurance have been received.

BIDDERS QUALIFICATIONS

The Owner at any time may request to receive the following:

- a. Personnel and facilities: If requested, satisfy the Owner as to integrity, equipment, personnel and financial ability to perform work.
- b. Business entity: Indicate on Proposal whether Bidder is an individual, partnership, corporation or other business entity.
- c. Experience: If requested, submit list of projects of a similar nature completed by Bidder, identified as to project owner, location, approximate date of construction and cost performed by Bidder.

LIST OF SUBCONTRACTORS

Successful Bidders shall submit list of subcontractors and major material suppliers at time of approval of bid for Owner's review and approval.

COUNTER-PART DOCUMENTS

The number of counter-parts of contract and the bond required to be executed is as follows:

- Three (3) original counter-parts of the Contract Documents will be required to be executed.

INTERPRETATIONS

All questions about the meaning or intent of the Contract Documents shall be submitted to the Village of Lake Zurich in writing. Replies will be issued by Addendum, and mailed or delivered to all parties recorded by Village of Lake Zurich as having received the Bidding Documents. Questions received after 12:00 PM on Friday, January 21, 2022 will not be answered. Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

GENERAL CONDITIONS**DEFINITION OF TERMS**

- a. "Bidder" shall mean an individual, firm co-partnership or corporation, or combination thereof, submitting a Proposal for the work contemplated and acting directly or through a duly authorized representative.
- b. "Contract" shall mean the written agreement covering the performance of the work described in the Contract Documents including all supplemental agreements thereto.
- c. "Contract Documents" shall mean those documents listed in the Form of Contract, including all additions, deletions and modifications incorporated therein before execution of the Contract.
- d. "Contractor" shall mean the individual, firm co-partnership or corporation, and his, their or its heirs, executors, administrators, successors and assigns, or the lawful agent of any such individual, firm, partnership, covenantor or corporation, or his, their or its surety under any Contract Bond, constituting one of the principals to the Contract and undertaking to perform the work herein specified. Where any pronoun is used as referring to the word "Contractor" it shall mean the Contractor as defined herein.
- e. "Jurisdictional Governmental Entity" shall mean any municipal, county, state or federal unit of government from whom an approval, permit and/or review is required for any aspect of the subject project.
- f. "Owner" shall mean the Village of Lake Zurich.
- g. "Plans and Specifications" shall mean the civil engineering plans and specifications prepared by the Village of Lake Zurich, which may be a part of the contract documents for the subject project.
- h. "Proposal" shall mean the written offer or copy thereof of a Bidder to perform the work described by the Contract Documents when submitted on the prescribed Form of Proposal, properly signed and accompanied by any required bid security.
- i. "Subcontractor" shall mean any person, firm or corporation with a direct contract with the Contractor who acts for or in behalf of the Contractor in executing any part of the Contract, but does not include one who merely furnishes the material.
- j. "Work" shall mean the equipment, supplies, materials and service to be furnished under Contract, unless some other meaning is indicated by context.
- k. "Written Notice" shall be considered as served when delivered in person or by registered mail to the individual, firm or corporation or to the last business address of such known to him who serves the notice. It shall be the duty of each party to advise the other parties to the Contract of any change in his business address until completion of the Contract.

INTENT OF THE CONTRACT DOCUMENTS

The intention of the Plans and Specifications is to set forth requirements of performance, type of equipment structures, and standards of materials and construction. It is also intended to include all labor and materials, equipment and transportation necessary for the proper execution of the work, to require new material and equipment unless otherwise indicated, and to require complete performance of the work in spite of omission of specific reference to any minor component part. It is not intended, however, that materials or work not covered by or properly inferred from any heading, branch, class or trade of the Specifications shall be supplied unless distinctly so noted. Materials or work described in words, which so applied have a well-known technical or trade meaning, shall be held to refer to such recognized standards.

CONTRACTOR'S RESPONSIBILITY

- a. The Contractor assumes full responsibility for the safekeeping of all materials and equipment and for all unfinished work until final acceptance by the Owner, and if any of it be damaged or be destroyed from any cause, he shall replace it at his own expense.
- b. The Contractor shall indemnify and save harmless the Owner against any liens filed for non-payment of his bills in connection with the Contract work. The Contractor shall furnish the Owner satisfactory evidence that all persons who have done work or furnished materials, equipment, or service of any type under this Contract have been fully paid prior to the acceptance of the work by the Owner.
- c. The Contractor shall erect and maintain such barricades and lights and/or watchmen to protect and warn pedestrians and vehicles, and prevent accidents as a consequence of his work. He shall indemnify and hold harmless the Owner, the Owner's employees, the Engineer and the Engineer's employees, from any and all liability, loss, cost, damage, and expense (including reasonable attorney's fees and court costs) resulting from, arising out of, or incurred by reason of any claims, actions, or suits based upon or alleging bodily injury, including death, or property damage arising out of or resulting from Contractor's operations under this Contract, whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them. The Contractor shall obtain insurance for this purpose, which shall insure the interests of the Owner and Engineer as the same may appear, and shall file with the Owner and Engineer certificates of such insurance.
- d. The Contractor shall protect the Owner's property and adjacent property from injury or loss resulting from their operations. Objects sustaining such damage shall be replaced to the satisfaction of the Owner and Engineer; the cost of such repairs shall be borne by the Contractor.
- e. The Contractor, his agents and employees and their employees and their equipment, machinery and vehicles shall confine their work within the boundaries of the project and shall be solely liable for any damages they cause.

CONTRACTOR REGISTRATION

- a. Construction contractors shall register with the Village of Lake Zurich. Construction contractors and sub-contractors include any person, company, or other entity that undertakes construction at any building or any appurtenance thereto..., including but not limited to parking lots, driveways, pools, decks, porches, garages, fences, and other accessory structures or uses.
- b. Completed registration forms and signed bonds are to be emailed to Permits@LakeZurich.org.
- c. A \$110.00 annual fee can be paid by check, payable to the Village of Lake Zurich or online at: <http://LakeZurich.org/Epay>

SELECTION OF LABOR

The Contractor shall comply with all Illinois statutes pertaining to the selection of labor. Equal Employment Opportunity.

During the performance of this contract, the Contractor agrees as follows:

- a. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge from military service, and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- b. That, if it hires additional employees in order to perform this contract or any portion hereof, it will determine the availability of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- c. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge from military service.
- d. That it will send to each labor organization or representative of workers with which it has or is bound by collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with so such Act and Rules and Regulations, the Contractor will promptly so notify the Illinois Department of Human Rights and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- e. That it will submit reports as required by the Department of Human Rights Rules and Regulations, furnish all relevant information from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- f. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- g. That it will include verbatim or by reference the provisions of this clause in every subcontract so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract, the Contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors; and further it will promptly notify the contracting agency and the Illinois Department of Human Rights in the event any subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Village of Lake Zurich
Landscape Maintenance Program

EMPLOYMENT OF ILLINOIS WORKERS DURING PERIODS OF EXCESSIVE UNEMPLOYMENT

Whenever there is a period of excessive unemployment in Illinois, which is defined herein as any month immediately following two consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded five percent as measured by the United States Bureau of Labor Statistics in its monthly publication of employment and unemployment figures, the Contractor shall employ at least 90 percent Illinois laborers.

"Illinois laborer" means any person who has resided in Illinois for at least 30 days and intends to become or remain an Illinois resident.

Other laborers may be used when Illinois laborers as defined herein are not available, or are incapable of performing the particular type of work involved, if so certified by the Contractor and approved by the Engineer. The Contractor may place no more than three of his regularly employed non-resident executive and technical experts, who do not qualify as Illinois laborers, to do work encompassed by this Contract during a period of excessive unemployment.

This provision applies to all labor, whether skilled, semi-skilled or unskilled, whether manual or non-manual.

SUBCONTRACTS

- a. The Contractor shall not assign, sublet, or transfer the whole or any part of the work herein specified without the written consent of the Owner. Any such assignment, subletting, or transfer shall not in any manner relieve the Contractor from any of the responsibilities assumed herein.
- b. For convenience of reference, and to facilitate the letting of contracts subcontracts, the Detailed Specifications are separated into title parts. Such separation shall not however operate to make the Village of Lake Zurich an arbitrator to establish limits to contracts between Contractor and Subcontractors.

CONTRACTOR'S EMPLOYEES

- a. The Contractor shall either personally superintend his work or shall cause it to be done by a capable superintendent satisfactory to the Village of Lake Zurich. The superintendent shall be authorized to act on behalf of the Contractor and to supervise the work in a manner that will comply with all requirements of the Plans and Specifications as interpreted by the Engineer.
- b. Incompetent or incorrigible employees shall be dismissed by the Contractor or his representative when requested by the Owner and Engineer. Such persons shall not again be permitted to return to work without the written consent of the Owner and Engineer.
- c. No person whose age or physical condition is such as to make his employment dangerous to his health or safety, or to the health or safety of others, shall be employed in the development or construction of the project.
- d. There shall be no discrimination against any employee or applicant for employment because of race, creed, or color. This provision shall also be included in all Subcontracts.

PATENTS

- a. All fees or royalties for patented inventions, equipment, or arrangements that may be used in any manner connected with the construction or erection of the work, or any part thereof, shall be included in the price mentioned in the Contract.
- b. The Contractor shall protect and hold harmless the Owner against all claims of litigation by reason of infringement of any patent rights on any materials, equipment, or construction furnished by the Contractor.

GUARANTEE – WARRANTY- PERFORMANCE BOND

- a. Upon award of Contract, the successful bidder shall post, with good and sufficient sureties, a bond in the total amount of the Contract to insure the work will be completed, including payment of material used on the project and all labor performed to complete the project.
- b. The suppliers and erectors of all materials, and work furnished and used in the construction of this project shall and hereby do warrant, and the Contractor shall and hereby does guarantee that all such equipment, apparatus, materials and work covered by this Contract will satisfactorily perform the intended function as integral and coordinated units, and further guarantees these items against defects, malfunctions, failures, breakdown, excessive wear, inadequate installation, or any other deficiency, as determined by the Village of Lake Zurich, and guarantees these facilities for a period of three (3) years from date of final acceptance by Village of Lake Zurich.
- c. All above-mentioned parties further agree that they will, at their expense and without extra cost to the Owner, remove, repair or replace all defective materials, equipment, apparatus and work, and all other work damaged thereby which becomes defective during the term of the Guarantee-Warranty.

HOLD HARMLESS

To the fullest extent permitted by law, the Contractor shall waive any right of contribution and shall indemnify and hold harmless the Owner, the Engineer and their agents and employees and consultants from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees and economic or consequential damages, arising out of or resulting from or in connection with the performance of the Work, provided that any such claim, damage, loss or expense is caused in whole or in part by any negligent act or omission of any Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Agreement.

In any and all claims against the Village of Lake Zurich or any of their agents or employees and consultants by any employee of the Contractor or any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this.

Shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any Subcontractor under workers' or workmen's compensation acts, disability benefit acts or other employee benefits acts.

Claims, damages, losses and expenses' as these words are used in the Agreement shall be construed to include, but not be limited to (1) injury or damage consequent upon the failure of or use or misuse by Contractor, its Subcontractors, agents, servants or employees, of any hoist, rigging, blocking, scaffolding, or any and all other kinds of items of equipment, whether or not the same be owned, furnished or loaned by Owner; (2) all attorneys' fees and costs incurred in bringing an action to enforce the provisions of this indemnity or any other indemnity constrained in the General Conditions, as modified by the Supplementary General Conditions; and (3) time expended by the party being indemnified and their employees, at their usual rates plus costs of travel, long distance telephone and reproduction of documents.

Only to the extent necessary to prevent this provision from being void under Chapter 29, Illinois Revised Statutes, Chapter 51 entitled "Indemnification of Person from Person's Own Negligence-Effect -Enforcement", this indemnity agreement shall not require the Contractor to indemnify the Owner, Engineer, their consultants, agents or employees against their own negligence.

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INSURANCE

The Contractor shall obtain, before commencing work on the site, and maintain throughout the duration of the project, insurance in a company or companies acceptable to the Owner that will defend and indemnify the Village of Lake Zurich from all claims of bodily injury or property damage that may occur at the site during the project or arising out of the Contractor's work, including, at a minimum, the following coverages:

- a. Workmen's compensation and occupational disease insurance covering all employees in statutory limits who perform any obligations assumed under Contract.
- b. Public liability and property damage liability insurance covering all operations under Contract; limits for bodily injury or death not less than \$1,000,000 for each accident; for property damage, not less than \$500,000 for each accident.
- c. Automobile liability insurance on all self-propelled vehicles used in connection with Contract, whether owned, non-owned or hired; public liability limits of not less than \$1,000,000 for each accident, property damage not less than \$500,000 for each accident.
- d. "Builder's Risk" insurance with extended coverage using complete value form for amount of full insurable value for all work accomplished under the Contract, including equipment and materials delivered to project site for incorporation into complete project.
- e. Owner will have right to require public liability insurance and/or property damage liability insurance greater than specified. If required, additional premium or premiums payable will be paid for by Owner.
- f. Furnish to Engineer three copies of certificates of insurance made in favor of Owner, Engineer and Contractor, as their respective interests may appear, evidencing compliance with foregoing requirements at the time of submission of Contract. Owner shall be named as certificate holder.
- g. The Owner, along with their employees and agents, and the Engineer shall be named as additional insureds on the comprehensive general liability and automotive liability policies. These policies shall further state: The coverage afforded the additional insured shall be primary insurance for the additional insured with respect to claims arising out of operations performed by or on behalf of the Contractor. If the additional insureds have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The amount of the company's liability under this insurance policy shall not be reduced by the existence of such other insurance.
- h. All certificates must state that the coverage will not be terminated or reduced without 30 days advanced notice by certified mail to the Owner.
- i. The Contractor shall supply the Owner and Village of Lake Zurich with a Certificate of Insurance evidencing compliance with the above requirements prior to beginning construction.

THIRD PARTY BENEFICIARY

The Village of Lake Zurich is intended to be a third-party beneficiary of the construction contract.

INTERPRETATION OF PLANS AND SPECIFICATIONS

- a. The Owner and/or Contractor shall promptly report any errors or ambiguities in the Plans and Specifications to the Village of Lake Zurich. Questions as to meaning of Plans and Specifications shall be interpreted by the, whose decision shall be final and binding on all parties concerned.
- b. The Village of Lake Zurich will provide such information as may be required to show revised or additional details of construction.

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- c. Should any discrepancies or conflicts on the Plans or Specifications be discovered either prior to or after award of the contract, the Village of Lake Zurich's attention shall be called to the same before the work is begun thereon and the proper corrections made. Neither the Owner nor the Contractor may take advantage of any error or omissions in the Plans and Specifications. The Village of Lake Zurich will provide full information when errors or omissions are discovered.

WORKMANSHIP AND MATERIALS

- a. All work done and all materials and equipment furnished by the Contractor shall conform to the Plans and Specifications. Competent labor and tradesmen shall be used on all work.
- b. All workmanship shall be of the best quality.
- c. Wherever the Specifications call for an item of material or equipment by a manufacturer's name and type, and additional features of the item are specifically required by the Specifications, the additional features specified shall be provided whether or not they are normally included in the standard manufacturer's item listed.
- d. Wherever the Specifications call for an item of material or equipment by a manufacturer's name and type, and the specified item becomes obsolete and is no longer available, the Contractor shall provide an item equal in quality and performance which is currently available, which is approved by the Village of Lake Zurich at no change in Contract price.

CONSTRUCTION OBSERVATION

- a. The Village of Lake Zurich shall not be responsible for the acts or omissions of those performing the work.
- b. All materials used and all completed work by the Contractor shall be subject at all times to the observation, test, and review of the Village of Lake Zurich. The Contractor shall furnish such samples of materials for examination and tests as may be requested by the Village of Lake Zurich and shall furnish any information required concerning the nature or source of any materials or equipment which he proposes to use.
- c. The construction, fabrication, and manufacture of any equipment, or materials specified herein; may be observed by the Village of Lake Zurich at the plant or factory, and the Engineer shall have free access to make such observation at his discretion.
- d. Any material, equipment, or work, which does not satisfactorily meet the Specifications, may be rejected by the Owner and/or Village of Lake Zurich by giving written notice to the Owner. All rejected materials, equipment, or work, shall be promptly taken out and replaced.
- e. Any defective material, equipment, or work; may be rejected by the Village of Lake Zurich at any time prior to final acceptance by the Owner even though said defective items may have been previously overlooked.

VILLAGE OF LAKE ZURICH FIELD REPRESENTATIVES

- a. Field Representatives may be appointed by the Village of Lake Zurich or Owner to see that the work is performed in accordance with the Plans and Specifications.
- b. Field Representatives shall have the authority to condemn and/or reject defective work that does not conform to the Plans and Specifications. The Engineer shall not have the authority to suspend work.
- c. Field Representatives shall have no authority to permit deviation from Plans and Specifications; any deviations must be pursuant to a written order from the Village of Lake Zurich.

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DELAYS

- a. Delays caused by injunction or legal actions, "Acts of God", or other causes beyond the control of the Contractor (of which the Owner shall be the sole judge) shall entitle the Contractor to a reasonable extension of time within which to complete the work.
- b. "Acts of God" shall mean an earthquake, flood, cyclone, or other cataclysmic phenomena of nature. Rain, wind, flood, or other natural phenomena of normal intensity for the locality of the Project shall not be construed as an "Act of God", and no extension of time shall be allowed the Contractor because of effects of such phenomena.
- c. Application for such extension of time shall be made to the Owner by the Contractor within ten days after the occurrence of such delay and shall state reasons for the request for the extension of time.
- d. No extension of time shall be valid unless it is given in writing by the Owner.

CHANGES

- a. The Village of Lake Zurich shall have the right to order extra work or to make changes by altering, adding to, or deducting from, the work.
- b. No such changes or extra work shall be authorized unless covered by written order of the Village of Lake Zurich. No changes shall be made or extra work ordered under this paragraph that will increase or decrease the total cost of the original contract price by more than 25%.
- c. Written orders for changes or extra work shall specify an extension of the completion time, if any, and method of payment that shall be determined as follows:
 1. Where unit prices or unit adjustment prices form a part of the Contract, these unit prices shall be used to compute adjustment of compensation, if applicable to the changes.
 2. Where no applicable unit prices or unit adjustment prices form a part of the Contract, payment for the changes will be made by one of the following methods:
 - a) By a lump sum based on Contractor's estimate, reviewed by the Village of Lake Zurich and approved by the Owner.
 - b) By actual direct cost plus 15% for overhead and profit.
- d. In case the Contractor deems that extra compensation is due him for labor or materials not clearly covered in the Contract, and not ordered by the Village of Lake Zurich as a change or as extra work, the Contractor shall notify the Village of Lake Zurich in writing of his intention to make a claim for such extra compensation before he begins the work on which he bases his claim, and he shall furnish a daily record of the cost of the work to the Village of Lake Zurich. Failure on the part of the Contractor to give such notification or to furnish records of cost shall constitute a waiver of the claim for extra compensation. However, the filing of notice and the furnishing of cost records shall not be construed to prove the validity of the claim.
- e. In no case shall the Contractor delay work because of lack of agreement for compensation for changes or extra work mentioned hereinbefore.
- f. All claims for extra compensation shall be filed in writing with the Village of Lake Zurich before final acceptance of work.

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Landscape Maintenance Program**

- g. When changes or extra work are done on a cost-plus basis, the Contractor shall submit a statement of costs to the Village of Lake Zurich for his approval. After such a statement is approved, the Village of Lake Zurich shall verify its correctness.

UNAUTHORIZED WORK

Extra work done without written authority will be done at the Contractor's risk and will be considered unauthorized, and, at the option of the Engineer, payment may not be made.

OTHER CONTRACTS

- a. The Owner reserves the right to let other contracts in connection with this work. The Contractor shall afford other contractors' reasonable opportunity for the introduction and storage of their materials and for the execution of their work, and shall properly connect and coordinate his work with theirs.
- b. If any part of the Contractor's work depends for proper execution or results upon the work of any other contractors, the Contractor shall inspect and promptly report to the Village of Lake Zurich any defects in such work that render it unsuitable for such proper execution and results. His failure to inspect and report shall constitute an acceptance of the other contractor's work as fit and proper for the reception of his work, except as to defects, which may develop in the other contractor's work after the execution of his work.
- c. To insure the proper execution of his subsequent work, the Contractor shall measure work already in place and shall at once report to the Village of Lake Zurich any discrepancy between the executed work and the Plans and Specifications.

OWNER'S RIGHT TO DO WORK

If the Contractor should neglect to prosecute the work properly or fail to perform any provision of this Contract, the Owner after ten (10) calendar days written notice to the Contractor may, without prejudice to any other remedy he may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor; provided, however, that the Village of Lake Zurich shall approve both such action and the amount charged to the Contractor.

OWNER'S RIGHT TO TERMINATE CONTRACT

- a. If the Contractor should be adjudged bankrupt; or if he should make a general assignment for the benefit of his creditors; or if a receiver should be appointed on account of his insolvency; or if he should fail to make prompt payment to the subcontractors for materials or labor; or persistently disregard laws, ordinances, or the instructions of the Village of Lake Zurich; or otherwise be guilty of a substantial violation of any provision of the Contract, then the Owner, upon the certification of the Engineer that sufficient cause exists to justify each action, may, without prejudice to any other right or remedy and after giving the Contractor seven days written notice, terminate the employment of the Contractor and take possession of the premises and of all materials, tools, and appliances thereon and finish the work by whatever method he may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished in accordance with the provisions and limits of his contract.
- b. If the unpaid balance of the Contract price shall exceed the expense of finishing the work, including compensation for additional materials, administrative services, and engineering fees, such excess shall be paid to the Contractor. If such expense shall exceed such unpaid balance, the Contractor shall pay the difference to the Owner. The expense incurred by the Owner as herein provided, and the damage incurred through the Contractor's default, shall be certified by the Engineer with supporting documentation and records.

Village of Lake Zurich
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CONTRACTOR'S RIGHT TO TERMINATE CONTRACT

If the Village of Lake Zurich should fail to issue any certificate for payment within thirty days after it is due, or if the Owner should fail to pay the Contractor within thirty days of its maturity and presentation, any sum certified by the Village of Lake Zurich, then the Contractor may, upon seven days written notice to the Owner and the Engineer, stop work or terminate this Contract and recover from the Owner payment for all work executed and any loss sustained for any labor or materials and reasonable profit and damages.

PAYMENTS WITHHELD

- a. The Village of Lake Zurich may withhold or, on account of subsequently discovered evidence, nullify the whole or a part of any certificate to such extent as may be necessary to protect itself from loss on account of:
 1. Defective work not remedied.
 2. Claims filed or reasonable evidence indicating probable filing of claims.
 3. Failure of the Contractor to make payments properly to subcontractors or suppliers for material or labor.
 4. A reasonable doubt that the Contract can be completed for the balance then unpaid.
 5. Damage to another Contractor.
- b. When the above grounds are removed, payment will be made for amounts withheld because of them.

PAYMENTS TO CONTRACTOR

- a. At least ten (10) days before each progress payment falls due (but no more than once a month), the Contractor shall submit to the Village of Lake Zurich a partial payment estimate filled out and signed by the Contractor covering the work performed during the period covered by partial payment estimate and supported by such data as the Village of Lake Zurich may reasonably require. The Village of Lake Zurich will within ten (10) days after receipt of each partial payment estimate, either indicate in writing his approval of payment and present the partial payment estimate to the Owner or return the partial payment estimate to the Contractor or indicate in writing his reasons for refusing to approve payment. In the latter case, the Contractor may make the necessary corrections and resubmit the partial payment estimate. The Owner will pay the Contractor within thirty (30) days of presentation of an approved partial estimate. The Owner shall retain ten (10) percent of the amount of each payment until final completion and acceptance of all work covered by the Contract Documents. The Owner at any time, however, after fifty (50) percent of the work has been completed, if he finds that satisfactory progress is being made, may reduce retainage to five (5) percent on the current and remaining estimates. When the work is substantially complete (operational or beneficial occupancy), the retained amount may be further reduced below five (5) percent to only that amount necessary to assure completion. On completion and acceptance of a part of the work on which the price is stated separately in the Contract Documents, payment may be made in full, including retained percentages, less authorized deductions.
- b. Prior to substantial completion, the Owner with the approval of the Village of Lake Zurich and with the concurrence of the Contractor, may use any completed or substantially completed portions of the work. Such use shall not constitute an acceptance of such portions of the work.

NO WAIVER OF LEGAL RIGHTS

Neither the payment for, nor acceptance of the whole or any part of the work by the Owner or representatives of the Owner, nor any extension of time, nor the withholding of payments, nor any possession taken by the Owner, nor the termination of employment of the Contractor shall operate as a waiver of any portion of the Contract of any power therein reserved or any right there in reserved or any right therein provided.

OWNER'S RIGHT TO SUSPEND WORK

- a. The Owner may at any time suspend the work, or any part thereof, by giving ten days notice to the Contractor in writing. The work shall be resumed by the Contractor within ten days after the date fixed in the written notice from the Owner to Contractor to do so.
- b. But if the work, or any part thereof, shall be stopped by the notice in writing aforesaid, and if the Owner does not give notice in writing to the Contractor to resume work at a date within a year of the date fixed in the written notice to suspend, then the Contractor may abandon that portion of the work so suspended, and he will be entitled to the estimate and payments for all work done on the portions so abandoned, if any.
- c. If suspension of all or part of the work causes additional expense not due to the fault or negligence of the Contractor, the Owner shall reimburse the Contractor for the additional expense incurred due to suspension of the work; provided, however, that this paragraph shall not be construed as entitling the Contractor to compensation for delays due to inclement weather, failure to furnish additional surety upon request of the Owner. Application for such compensation, with complete substantiating records, shall be filed with the Village of Lake Zurich within ten days after the date of order to resume work in order to receive consideration.
- d. Upon termination of the Contract by the Owner for a violation of the Contract, no further payments shall be due the Contractor until the work is completed. If the unpaid balance of the Contract amount shall exceed the cost of completing the work, the excess shall be paid to the Contractor. If the cost of completing the work shall exceed the unpaid balance, the Contractor shall pay the difference to the Owner. Costs incurred by the Owner in completing the work and damages sustained by the Owner through the Contractor's default shall be certified by the Village of Lake Zurich.

OWNERSHIP OF MATERIALS

All material and work covered by partial payments shall become the sole property of the Owner, but this provision shall not be construed as relieving the Contractor from the sole responsibility for all materials and work for which payments have been made, for the restoration of damaged work, or as a waiver of rights of the Owner to require the fulfillment of all the terms of the Contract.

CLEANING UP

The Contractor shall at all times keep the premises free from accumulations of waste material or rubbish caused by his employees or work, and at the completion of the work he shall remove all his rubbish, tools, scaffolding and surplus materials and shall leave his work "broom clean" or its equivalent, unless more exactly specified. In case of dispute, the Owner may remove the rubbish and charge the cost to the Contractor or withhold the payment due the Contractor for such cost incurred by the Village of Lake Zurich.

GOVERNING BODIES

All work herein proposed shall be completed in accordance with all requirements of any Jurisdictional Governmental Entity, and all such pertinent laws, directives, ordinances and the like shall be considered to be a part of these Specifications. If a discrepancy is noted between the Plans and Specifications and requirements of any Jurisdictional Governmental Entity, the Owner and/or the Contractor shall immediately notify the Village of Lake Zurich in writing.

TRAFFIC CONTROL

The Contractor shall provide when required by any Jurisdictional Governmental Entity, all signs, equipment and personnel necessary to provide for safe and efficient flow in all areas where the work will interrupt, interfere or cause to change in any form, the conditions of traffic flow that existed prior to the commencement of any portions of the work. The Owner may, at his discretion, require the Contractor to furnish traffic control under these or other circumstances where in his opinion it is necessary for the protection of life and property. All signs, equipment, and personnel shall be in compliance with the latest edition of the Manual for Uniform Traffic Control Devices.

RESTORATION

Restoration of damage to public or private property outside the limits of this project and of all existing roads and rights-of-way and easements shall be completed in accordance with the applicable sections of the Standard Specifications for Road and Bridge Construction, Department of Transportation, State of Illinois, latest edition.

ROAD CLEANING

The Contractor shall maintain roadways adjoining the project site free from mud and debris at all times. If mud and/or debris is carried onto the roadways from vehicles entering onto the highway from either the Contractor's trucks, his employees' vehicles, or his material suppliers, the Contractor shall immediately remove said mud and/or debris.

WORKING HOURS AND DAYS

The work under the Contract Documents shall not be performed at night or on Sunday, or on Legal Holidays, without the approval of the Engineer and/or the Jurisdictional Governmental Entity. It is the intention of these Contract Documents that all labor connected with the work shall be performed during the hours between 7:00 AM and 7:00 PM Monday through Friday and between 8:00 AM and 5:00 PM on Saturday.

PARKING

The Contractor, his employees, and subcontractors may park on Village streets during work hours. Worker personal and work vehicles must only occupy one side of the street and must not impede traffic on the street or into any private driveways. No vehicles will be allowed to park in private driveways or parking lots.

Village of Lake Zurich
Landscape Maintenance Program

FORM OF PROPOSAL

RECEIVED
JAN 28 2022
BY: *[Signature]*

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

FROM: Apex Landscaping, Inc.
CONTRACTOR

24414 N. Old McHenry Road
ADDRESS

Hawthorn Woods, IL 60047
CITY, STATE, ZIP CODE

847-847-1505
TELEPHONE NUMBER

Dorie K. Roth
CONTRACTOR'S CONTACT FOR THIS BID

dorie@apexlandscaping.com
E-MAIL

Having examined the Plans, 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 Plans, Specifications and Contract Documents, and entitled:

Village of Lake Zurich
Landscape Maintenance Program

CONTRACT DOCUMENTS AND SPECIFICATIONS
FOR
2022-2024 LANDSCAPE MAINTENANCE PROGRAM
LAKE ZURICH, ILLINOIS

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) 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 engineering 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.

Accompanying this Proposal is a bank draft, cashier's check, bid bond or certified check complying with the requirements of the Specifications, for 10% of the bid total, made payable to the Village of Lake Zurich.

The amount of the check or draft is: BID BOND ATTACHED

_____ (\$ _____).

(Fill in Amount)

Contractor to fill in Amount

Village of Lake Zurich
Landscape Maintenance Program

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 or Contract Bond; upon the undersigned properly executing a contract and furnishing a Contract Bond, 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:
1/25/22
Date

CONTRACTOR: Apex Landscaping
CORPORATE NAME: Apex Landscaping, Inc.
BUSINESS ADDRESS: 24414 N. Old McHenry Road
Hawthorn Woods, IL 60047
TELEPHONE NUMBER: 847-847-1505

Attest: _____
Secretary

SIGNED BY: [Signature]
President

Village of Lake Zurich
Landscape Maintenance Program

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

The undersigned, Apex Landscaping 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: 1-27-22

Contractor: Apex Landscaping Inc.

By: Dore K. Roth

Attest: Dore K. Roth

Village of Lake Zurich
Landscape Maintenance 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 28 day of January, 2022.

Contractor: Apex Landscaping Inc.

By (Signature) [Handwritten Signature]

Title: President

Business Address: 24414 N. Old McHenry

City/State: Hawthorn Woods, IL 60047

ATTEST:

Secretary: _____

<i>Mow #</i>	<i>Bed Maint #</i>	<i>Location</i>	<i>Acreage</i>	<i>Cost Per Rotation</i>	<i>Rotations</i>	<i>Location Cost</i>	<i>Account</i>
1		Well #7	0.8348	\$27	26	\$695	WATER
2		Well #8	0.8496	\$27	26	\$702	WATER
3		Well #9	0.4058	\$13	26	\$338	WATER
4		Well #11	1.2605	\$40	26	\$1,040	WATER
5		Well #12	0.7359	\$24	26	\$624	WATER
6		Wicklow Lift Station	0.2164	\$7	26	\$182	WATER
7		Quentin Lift Station	1.9225	\$62	26	\$1,612	WATER
8		Fire Station 1	1.0093	\$32	26	\$832	FIRE
9		Legion Hall	0.8309	\$27	26	\$702	GS ROW
10		Police Department	2.4811	\$79	26	\$2,054	POLICE
11		Public Works	0.7570	\$24	26	\$624	GS ROW
12		Village Hall	0.4738	\$15	26	\$390	GS ROW
13		Braemar Parcel	0.1148	\$4	26	\$104	GS ROW
14		Bristol Trails Parcel	1.6288	\$52	26	\$1,352	GS STORM
15		Buesching Rd. ROW	0.2797	\$9	26	\$234	MFT
16		Cedar Creek Parcel	4.8233	\$154	26	\$4,004	GS STORM
17		Chasewood North Parcel	1.2918	\$41	26	\$1,066	GS ROW
19		Deerpath Rd. Parcels	0.8543	\$27	26	\$702	GS STORM
20		Deerpath Rd. ROW	0.1010	\$3	26	\$78	MFT
21		Downtown Parcel	0.4938	\$16	26	\$416	GS ROW
22		S. Country Ridge Island ROW	0.7400	\$24	26	\$624	MFT
23		Foxmoor Ln. Parcel	0.9142	\$29	26	\$754	GS STORM
24		Heatherleigh Parcel	0.5997	\$19	26	\$494	SSA
25		Heights Parcel	0.1078	\$3	26	\$78	GS STORM
26		Jaime Ln. Parcel	0.0778	\$2	26	\$52	GS ROW
27		John Ct. ROW	0.0233	\$1	26	\$26	MFT
28		Lions Dr. Parcel	0.5003	\$16	26	\$416	GS ROW
29		Lorie Ln. ROW	0.0586	\$2	26	\$52	MFT
30		Manchester ROW	0.0395	\$1	26	\$26	MFT
31		Miller Rd. ROW	0.0542	\$2	26	\$52	MFT
32		Mionske Parcel	0.4396	\$14	26	\$364	GS ROW
33		N. Old Rand Rd. ROW	0.1725	\$6	26	\$156	MFT
34		Old Mill Grove Parcel	1.2729	\$41	26	\$1,066	GS STORM
35		Orchards Parcel	0.3000	\$10	26	\$260	GS STORM
36		Partridge Ln. Parcel	1.2569	\$40	26	\$1,040	GS STORM
37		Pheasant Ridge Parcel	3.2440	\$104	26	\$2,704	GS STORM
39		Pleasant Parcel ROW	0.2771	\$9	26	\$234	MFT
40		Promenade ROW	0.3192	\$10	26	\$260	MFT
41		Quentin Rd. ROW	0.4542	\$15	26	\$390	MFT
42		Rand Estates ROW	0.0744	\$2	26	\$52	MFT
43		Rte 12 ROW	0.1927	\$6	26	\$156	MFT
44		Rte 12 ROW	0.4904	\$16	26	\$416	MFT
45		Rte 22 ROW	0.2391	\$8	26	\$208	MFT
46		Rte. 22 Parcel	0.4118	\$13	26	\$338	MFT
47		Rte 22 ROW	0.4134	\$13	26	\$338	MFT

48		S. Old Rand Rd. ROW	0.1341	\$4	26	\$104	MFT
49		S. Old Rand Rd. ROW	0.0968	\$3	26	\$78	MFT
50		Lexington Retention	0.5276	\$17	26	\$442	GS STORM
51		Stanton Creek Parcel	0.5476	\$18	26	\$468	GS ROW
52		Summit Rd. ROW	0.0428	\$1	26	\$26	MFT
53		Surryse Retention	2.6213	\$84	26	\$2,184	GS STORM
54		Tracle Dr. ROW	0.1091	\$3	26	\$78	MFT
55		Vista Rd. Parcel	2.0702	\$66	26	\$1,716	GS STORM
56		W. Main Parcel	0.3917	\$13	26	\$338	MFT
57		Wicklow Parcel	1.5977	\$51	26	\$1,326	MFT
58		Old Mill Grove Parcel	0.0918	\$3	26	\$78	MFT
59		Main St ROW	0.0000	\$1	26	\$26	MFT
60		Lakewood ROW	0.0700	\$2	26	\$52	MFT
201		351 Park	3.7935	\$121	26	\$3,146	GS PARK
202		Betty Drive Park	0.6161	\$20	26	\$520	GS PARK
203		Braemar Park	3.8197	\$122	26	\$3,172	GS PARK
204		Bristol Trail Park	6.4199	\$205	26	\$5,330	GS PARK
205		Buffalo Creek Park	23.4400	\$750	26	\$19,500	GS PARK
206		Chestnut Corners Park	12.8928	\$413	26	\$10,738	GS PARK
207		Countryside West Soccer	3.2253	\$103	26	\$2,678	GS PARK
208		Heatherleigh Park	1.5656	\$50	26	\$1,300	SSA
209		Jonquill Park	0.6193	\$20	26	\$520	GS PARK
210		Kuechman Park	1.3457	\$43	26	\$1,118	GS PARK
211		Manor Park	7.3542	\$235	26	\$6,110	GS PARK
212		Oak Ridge Marsh Park	0.1122	\$4	26	\$104	GS PARK
213		Old Mill Grove Park	20.9078	\$669	26	\$17,394	GS PARK
214		Orchards Park	2.3489	\$75	26	\$1,950	GS PARK
215		Paulus Park	28.1701	\$901	26	\$23,426	GS PARK
216		Quail Run Park	0.6404	\$20	26	\$520	GS PARK
217		Sandlewood Park	0.2276	\$7	26	\$182	GS PARK
218		Sparrow Ridge Park	3.3743	\$108	26	\$2,808	GS PARK
219		Warwick Park	0.2230	\$7	26	\$182	GS PARK
220		Wicklow Park West	0.5600	\$18	26	\$468	GS PARK
221		Zurites Park	2.6399	\$84	26	\$2,184	GS PARK
222		Breezewald Park	2.9670	\$95	26	\$2,470	GS PARK
223		Celebration Park	0.1703	\$5	26	\$130	GS PARK
224		Grand Ave Park	0.4579	\$15	26	\$390	GS PARK
225		John Ct Retention	0.1148	\$4	26	\$104	SSA
236		Coventry Creek ROW	1.1400	\$36	26	\$936	SSA
237		Sonoma Park	1.4233	\$46	26	\$1,196	GS PARK
238		Bern Ct ROW	0.0115	\$1	26	\$26	GS ROW
239		N Country Ridge Island	0.0092	\$1	26	\$26	MFT
10A		Police Department ROW	0.0700	\$2	26	\$52	MFT
11A		Public Works	0.3270	\$10	26	\$260	GS ROW
11B		Public Works ROW	0.0600	\$2	26	\$52	MFT
12A		Village Hall ROW	0.0100	\$1	26	\$26	MFT
13A		Braemar Parcel	0.5263	\$17	26	\$442	GS STORM

13B		Braemar ROW	0.2033	\$7	26	\$182	MFT
15A		Buesching Rd. ROW	0.0894	\$3	26	\$78	MFT
15B		Buesching Rd. ROW	0.2527	\$8	26	\$208	MFT
15C		Buesching Rd. ROW	0.1343	\$4	26	\$104	MFT
15D		Buesching Rd. ROW	0.1328	\$4	26	\$104	MFT
15E		Buesching Rd. ROW	0.0922	\$3	26	\$78	MFT
15F		Buesching Rd. ROW	0.1537	\$5	26	\$130	MFT
15G		Buesching Rd. ROW	0.1032	\$3	26	\$78	MFT
16A		Cedar Creek Parcel	1.7228	\$55	26	\$1,430	GS ROW
16B		Cedar Creek Parcel	0.4001	\$13	26	\$338	GS ROW
16C		Cedar Creek ROW	0.2200	\$7	26	\$182	MFT
17A		Chasewood North Parcel	1.2596	\$40	26	\$1,040	GS ROW
17B		Chasewood North ROW	0.0274	\$1	26	\$26	MFT
17C		Chasewood North ROW	0.0584	\$2	26	\$52	MFT
17D		Chasewood North ROW	0.1401	\$4	26	\$104	MFT
18A		Countryside West ROW	0.1324	\$4	26	\$104	MFT
18B		Countryside West ROW	0.0215	\$1	26	\$26	MFT
18C		Countryside West ROW	0.0233	\$1	26	\$26	MFT
19A		Deerpath Rd. Parcels	2.2652	\$72	26	\$1,872	GS STORM
1A		Well #7 ROW	0.0400	\$1	26	\$26	MFT
202A		Betty Drive Park ROW	0.0300	\$1	26	\$26	MFT
203A		Braemar Park ROW	0.0700	\$2	26	\$52	MFT
204A		Bristol Trail Park ROW	0.1700	\$5	26	\$130	MFT
205A		Buffalo Creek Soccer	6.6450	\$213	26	\$5,538	GS PARK
205B		Buffalo Creek Park ROW	0.5600	\$18	26	\$468	MFT
206A		Chestnut Corners Park ROW	0.3100	\$10	26	\$260	MFT
207A		Countryside West Park	11.5897	\$371	26	\$9,646	GS PARK
207B		Countryside West ROW	0.4700	\$15	26	\$390	MFT
208A		Heatherleigh Park ROW	0.0808	\$3	26	\$78	SSA
209A		Jonquil Park ROW	0.0900	\$3	26	\$78	MFT
20A		Deerpath Rd. ROW	0.0444	\$1	26	\$26	MFT
20B		Deerpath Rd. ROW	0.1254	\$4	26	\$104	MFT
20C		Deerpath Rd. ROW	0.1914	\$6	26	\$156	MFT
20D		Deerpath Rd. ROW	0.0964	\$3	26	\$78	MFT
20E		Deerpath Rd. ROW	0.0413	\$1	26	\$26	MFT
20F		Deerpath Rd. ROW	0.0505	\$2	26	\$52	MFT
20G		Deerpath Rd. ROW	0.0582	\$2	26	\$52	MFT
20H		Deerpath Rd. ROW	0.1868	\$6	26	\$156	MFT
210A		Kuechman Park	0.4751	\$15	26	\$390	GS PARK
210B		Kuechman Park	1.5030	\$48	26	\$1,248	GS PARK
210C		Kuechman Park ROW	0.0200	\$1	26	\$26	MFT
211A		Manor Park ROW	0.1100	\$4	26	\$104	MFT
212A		Oak Ridge Marsh Park ROW	0.0400	\$1	26	\$26	MFT
213A		Old Mill Grove Park ROW	0.2900	\$9	26	\$234	MFT
215A		Paulus Park ROW	1.1700	\$37	26	\$962	MFT
216A		Quail Run Park ROW	0.7200	\$23	26	\$598	MFT
217A		Sandlewood Park ROW	0.0500	\$2	26	\$52	MFT

218A	Sparrow Ridge Park ROW	0.0500	\$2	26	\$52	MFT
219A	Warwick Park ROW	0.0100	\$1	26	\$26	MFT
21A	Downtown Parcel	0.1729	\$6	26	\$156	GS ROW
21B	Downtown Parcel	0.4948	\$16	26	\$416	GS ROW
21C	Downtown Parcel	0.3215	\$10	26	\$260	GS ROW
21D	Downtown Parcel	0.1696	\$5	26	\$130	GS ROW
21E	Downtown Parcel	0.3903	\$12	26	\$312	GS ROW
21F	Downtown Parcel	0.5969	\$19	26	\$494	GS ROW
21G	Downtown Parcel	0.1033	\$3	26	\$78	GS ROW
21H	Downtown Parcel	0.0500	\$2	0	\$0	GS ROW
21H	Downtown ROW	0.1400	\$4	26	\$104	MFT
220A	Wicklow East and Soccer	4.8131	\$154	26	\$4,004	GS PARK
220A	Wicklow Park ROW	0.0500	\$2	26	\$52	MFT
221A	Zurites ROW	0.1600	\$5	26	\$130	MFT
222A	Breezewald Park ROW	0.2200	\$7	26	\$182	MFT
22A	Turite Pond Island ROW	0.4000	\$13	26	\$338	MFT
236A	Coventry Creek ROW	0.2500	\$8	26	\$208	SSA
236B	Coventry Creek ROW	1.1200	\$36	26	\$936	SSA
23A	Foxmoor Ln. ROW	0.0100	\$1	26	\$26	MFT
24A	Heatherleigh Parcel	0.1971	\$6	26	\$156	SSA
24B	Heatherleigh Parcel	0.1735	\$6	26	\$156	SSA
24C	Heatherleigh Parcel	0.1907	\$6	26	\$156	SSA
24D	Heatherleigh ROW	0.0843	\$3	26	\$78	SSA
24E	Heatherleigh ROW	0.0147	\$0	26	\$0	SSA
25A	Heights Parcel	0.7019	\$22	26	\$572	GS STORM
25B	Heights ROW	0.2705	\$9	26	\$234	MFT
25C	Heights ROW	0.0189	\$1	26	\$26	MFT
26A	Jaime Ln. Parcel	0.4182	\$13	26	\$338	GS ROW
27A	John Ct. ROW	0.1181	\$4	26	\$104	MFT
28A	Lions Dr. ROW	0.1047	\$3	26	\$78	MFT
28B	Lions Dr. ROW	0.2678	\$9	26	\$234	MFT
29A	Lorie Ln. ROW	0.0305	\$1	26	\$26	MFT
2A	Well #8 ROW	0.0400	\$1	26	\$26	MFT
30A	Manchester ROW	0.0244	\$1	26	\$26	MFT
31A	Miller Rd. ROW	0.1269	\$4	26	\$104	MFT
31B	Miller Rd. ROW	0.1025	\$3	26	\$78	MFT
31C	Miller Rd. ROW	0.0534	\$2	26	\$52	MFT
31D	Miller Rd. ROW	0.0792	\$3	26	\$78	MFT
32A	Mionski Pond ROW	0.2800	\$9	26	\$234	MFT
33A	N. Old Rand Rd. ROW	0.1027	\$3	26	\$78	MFT
34A	Meadowbrook ROW	0.4600	\$15	26	\$390	MFT
34B	Red Bridge ROW	0.3600	\$12	26	\$312	MFT
34C	Burr Oak ROW	0.4800	\$15	26	\$390	MFT
35A	Orchards ROW	0.0681	\$2	26	\$52	MFT
37A	Pheasant Ridge Island ROW	0.1500	\$5	26	\$130	MFT
37B	Pheasant Ridge Island ROW	0.1500	\$5	26	\$130	MFT
37C	E. Pheasant Ridge ROW	0.1500	\$5	26	\$130	MFT

39A		Pleasant Parcel ROW	0.1597	\$5	26	\$130	MFT
39B		South Pleasant ROW	0.3800	\$12	26	\$312	MFT
3A		Well #9 ROW	0.1400	\$4	26	\$104	MFT
42A		Rand Estates ROW	0.1113	\$4	26	\$104	MFT
43A		Rte 12 ROW	0.2235	\$7	26	\$182	MFT
43B		Rte 12 ROW	0.0674	\$2	26	\$52	MFT
43C		Rte 12 ROW	0.2253	\$7	26	\$182	MFT
43D		Rte 12 ROW	0.1877	\$6	26	\$156	MFT
43E		Rte 12 ROW	0.0946	\$3	26	\$78	MFT
43F		Rte 12 ROW	0.1436	\$5	26	\$130	MFT
43G		Rte 12 ROW	0.0817	\$3	26	\$78	MFT
43H		Rte 12 ROW	0.0424	\$1	26	\$26	MFT
43I		Rte 12 ROW	0.0454	\$1	26	\$26	MFT
43J		Rte 12 ROW	0.0422	\$1	26	\$26	MFT
43K		Rte 12 ROW	0.0430	\$1	26	\$26	MFT
43L		Rte 12 ROW	0.0424	\$1	26	\$26	MFT
43M		Rte 12 ROW	0.1074	\$3	26	\$78	MFT
43N		Rte 12 ROW	0.0806	\$3	26	\$78	MFT
43O		Rte 12 ROW	0.1214	\$4	26	\$104	MFT
43P		Rte 12 ROW	0.1947	\$6	26	\$156	MFT
43Q		Rte 12 ROW	0.0371	\$1	26	\$26	MFT
43R		Rte 12 ROW	0.1319	\$4	26	\$104	MFT
43S		Rte 12 ROW	0.0281	\$1	26	\$26	MFT
43T		Rte 12 ROW	0.0184	\$1	26	\$26	MFT
43U		Rte 12 ROW	0.0100	\$1	26	\$26	MFT
43V		Rte 12 ROW	0.0100	\$1	26	\$26	MFT
43W		Rte 12 ROW	0.0100	\$1	26	\$26	MFT
43X		Rte 12 ROW	0.0100	\$1	26	\$26	MFT
43Y		Rte 12 ROW	0.0100	\$1	26	\$26	MFT
44A		Rte 12 ROW	0.5398	\$17	26	\$442	MFT
44B		Rte 12 ROW	0.2560	\$8	26	\$208	MFT
44C		Rte 12 ROW	0.3003	\$10	26	\$260	MFT
44D		Rte 12 ROW	0.2444	\$8	26	\$208	MFT
44E		Rte 12 ROW	0.0472	\$2	26	\$52	MFT
44F		Rte 12 ROW	0.3574	\$11	26	\$286	MFT
44G		Rte 12 ROW	0.2132	\$7	26	\$182	MFT
44H		Rte 12 ROW	0.2171	\$7	26	\$182	MFT
44I		Rte 12 ROW	0.2288	\$7	26	\$182	MFT
44J		Rte 12 ROW	0.0556	\$2	26	\$52	MFT
44K		Rte 12 ROW	0.1032	\$3	26	\$78	MFT
44L		Rte 12 ROW	0.1640	\$5	26	\$130	MFT
44M		Rte 12 ROW	0.0367	\$1	26	\$26	MFT
45A		Rte 22 ROW	0.4556	\$15	26	\$390	MFT
45B		Rte 22 ROW	0.2342	\$7	26	\$182	MFT
45C		Rte 22 ROW	0.4500	\$14	26	\$364	MFT
45D		Rte 22 ROW	0.1286	\$4	26	\$104	MFT
45E		Rte 22 ROW	0.1745	\$6	26	\$156	MFT

46A		Rte. 22 Parcel	0.1803	\$6	26	\$156	MFT
47A		Rte 22 ROW	0.1785	\$6	26	\$156	MFT
47B		Rte 22 ROW	0.1892	\$6	26	\$156	MFT
47C		Rte 22 ROW	0.0995	\$3	26	\$78	MFT
47D		Rte 22 ROW	0.1545	\$5	26	\$130	MFT
47E		Rte 22 ROW	0.1972	\$6	26	\$156	MFT
47F		Rte 22 ROW	0.2665	\$9	26	\$234	MFT
47G		Rte 22 ROW	0.1163	\$4	26	\$104	MFT
47H		Rte 22 ROW	0.0657	\$2	26	\$52	MFT
47I		Rte 22 ROW	0.0643	\$2	26	\$52	MFT
47J		Rte 22 ROW	0.3721	\$12	26	\$312	MFT
47K		Rte 22 ROW	0.0830	\$3	26	\$78	MFT
47L		Rte 22 ROW	0.2529	\$8	26	\$208	MFT
47M		Rte 22 ROW	0.0786	\$3	26	\$78	MFT
47N		Rte 22 ROW	0.1780	\$6	26	\$156	MFT
48A		S. Old Rand Rd. ROW	0.1433	\$5	26	\$130	MFT
49A		S. Old Rand Rd. ROW	0.0896	\$3	26	\$78	MFT
49B		S. Old Rand Rd. ROW	0.3491	\$11	26	\$286	MFT
49C		S. Old Rand Rd. ROW	0.0942	\$3	26	\$78	MFT
49D		S. Old Rand Rd. ROW	0.1074	\$3	26	\$78	MFT
49E		S. Old Rand Rd. ROW	0.2187	\$7	26	\$182	MFT
49F		S. Old Rand Rd. ROW	0.0961	\$3	26	\$78	MFT
49G		S. Old Rand Rd. ROW	0.0779	\$2	26	\$52	MFT
49H		S. Old Rand Rd. ROW	0.2321	\$7	26	\$182	MFT
49I		S. Old Rand Rd. ROW	0.1434	\$5	26	\$130	MFT
49J		S. Old Rand Rd. ROW	0.1991	\$6	26	\$156	MFT
4A		Well #11 ROW	0.3100	\$10	26	\$260	MFT
50A		Sparrow Ridge Parcel ROW	0.3064	\$10	26	\$260	MFT
50B		Sparrow Ridge Parcel ROW	0.3025	\$10	26	\$260	MFT
50C		Sparrow Ridge Parcel ROW	0.3568	\$11	26	\$286	MFT
50D		Sparrow Ridge Parcel ROW	0.2385	\$8	26	\$208	MFT
50E		Sparrow Ridge Parcel ROW	0.4126	\$13	26	\$338	MFT
50F		Sparrow Ridge Parcel ROW	0.3337	\$11	26	\$286	MFT
50G		Sparrow Ridge Parcel ROW	0.3321	\$1	26	\$26	MFT
50H		Sparrow Ridge Parcel ROW	0.2186	\$7	26	\$182	MFT
50I		Sparrow Ridge Parcel ROW	0.1411	\$5	26	\$130	MFT
50J		Sparrow Ridge Parcel ROW	0.1115	\$4	26	\$104	MFT
50K		Sparrow Ridge Parcel ROW	0.2525	\$8	26	\$208	MFT
50L		Sparrow Ridge Parcel ROW	0.3669	\$12	26	\$312	MFT
51A		Stanton Creek Parcel	0.4296	\$14	26	\$364	GS ROW
51B		Stanton ROW	0.0100	\$1	26	\$26	MFT
52A		Summit Rd. ROW	0.1043	\$3	26	\$78	MFT
53A		Surryse Island ROW	0.4767	\$15	26	\$390	GS ROW
53B		Surryse Island ROW	0.4704	\$15	26	\$390	GS ROW
55A		Vista Rd. ROW	0.0314	\$1	26	\$26	MFT
56A		W. Main Parcel	0.2121	\$7	26	\$182	MFT
56B		W. Main ROW	0.0957	\$3	26	\$78	MFT

56C		W. Main ROW	0.2422	\$8	26	\$208	MFT
56D		W. Main ROW	0.0404	\$1	26	\$26	MFT
56E		W. Main ROW	0.1091	\$3	26	\$78	MFT
56F		W. Main ROW	0.0505	\$2	26	\$52	MFT
56G		W. Main ROW	0.0588	\$2	26	\$52	MFT
57A		WestBerry	0.0230	\$1	26	\$26	MFT
57B		Wicklow ROW	0.1137	\$4	26	\$104	MFT
57C		Wicklow ROW	0.0786	\$3	26	\$78	MFT
57D		Wicklow ROW	0.0711	\$2	26	\$52	MFT
57E		Wicklow ROW	0.2075	\$7	26	\$182	MFT
57F		Wicklow ROW	0.1811	\$6	26	\$156	MFT
57G		Wicklow ROW	0.0312	\$1	26	\$26	MFT
57H		Wicklow ROW	0.1056	\$3	26	\$78	MFT
57I		Wicklow ROW	0.0200	\$1	26	\$26	MFT
58A		Old Mill Grove Parcel	0.1607	\$5	26	\$130	MFT
58B		Old Mill Grove Parcel	0.0918	\$3	26	\$78	MFT
58C		N. Old Rand Rd. ROW	0.0738	\$2	26	\$52	MFT
58D		N. Old Rand Rd. ROW	0.1286	\$4	26	\$104	MFT
58E		Briarwood ROW	0.1837	\$6	26	\$156	MFT
58F		Briarwood ROW	0.1240	\$4	26	\$104	MFT
5A		Well #12 ROW	0.0700	\$2	26	\$52	MFT
60A		Lakewood ROW	0.0300	\$1	26	\$26	MFT
61A		Quentin Rd. ROW	0.2100	\$7	26	\$182	MFT
61B		Quentin Rd. ROW Median	0.2100	\$7	26	\$182	MFT
61C		Quentin Rd. ROW	0.0900	\$3	26	\$78	MFT
61D		Quentin Rd. ROW	0.4500	\$14	26	\$364	MFT
61E		Quentin Rd. ROW Median	0.2500	\$8	26	\$208	MFT
61F		Quentin Rd. ROW Median	0.3200	\$10	26	\$260	MFT
61G		Quentin Rd. ROW Median	0.1400	\$4	26	\$104	MFT
61H		Quentin Rd. ROW	0.0700	\$2	26	\$52	MFT
61I		Quentin Rd. ROW Median	0.0600	\$2	26	\$52	MFT
6A		Wicklow Lift ROW	0.0500	\$2	26	\$52	MFT
8A		Fire Station 1 Row	0.0300	\$1	26	\$25	MFT
9A		Legion Hall ROW	0.0300	\$1	26	\$26	MFT
	8	Fire Station 1	1.0093	\$8	13	\$104.00	FIRE
	201	351 Park	3.7935	\$57	13	\$741.00	GS PARK
	203	Braemar Park	3.8197	\$57	13	\$741.00	GS PARK
	204	Bristol Trail Park	6.4199	\$48	13	\$624.00	GS PARK
	205	Buffalo Creek Park	23.4400	\$10	13	\$130.00	GS PARK
	206	Chestnut Corners Park	12.8928	\$10	13	\$130.00	GS PARK
	207	Countryside West Park	11.5897	\$10	13	\$130.00	GS PARK
	208	Heatherleigh Park	1.5656	\$10	13	\$130.00	GS PARK
	209	Jonquil Park	0.6193	\$19	13	\$247.00	GS PARK
	211	Manor Park	7.3542	\$10	13	\$130.00	GS PARK
	213	Old Mill Grove Park	20.9078	\$19	13	\$247.00	GS PARK
	214	Orchards Park	2.3489	\$19	13	\$247.00	GS PARK
	215	Paulus Park	28.1701	\$266	13	\$3,458.00	GS PARK

216	Quail Run Park	0.6404	\$10	13	\$130.00	GS PARK
217	Sandlewood Park	0.2276	\$19	13	\$247.00	GS PARK
218	Sparrow Ridge Park	3.3743	\$36	13	\$468.00	GS PARK
219	Warwick Park	0.2230	\$19	13	\$247.00	GS PARK
220	Wicklow East and Soccer	4.8131	\$38	13	\$494.00	GS PARK
220	Wicklow Park West	0.5600	\$19	13	\$247.00	GS PARK
221	Zurites Park	2.6399	\$10	13	\$130.00	GS PARK
222	Breezewald Park	2.9670	\$48	13	\$624.00	GS PARK
223	Celebration Park	0.1703	\$10	13	\$130.00	GS PARK
237	Sonoma Park	1.4233	\$19	13	\$247.00	GS PARK
11	Public Works	0.3270	\$38	13	\$494.00	GS ROW
11	Public Works	0.7570	\$38	13	\$494.00	GS ROW
12	Village Hall	0.4738	\$38	13	\$494.00	GS ROW
9	Legion Hall	0.8309	\$38	13	\$494.00	GS ROW
38	West Pheasant Ridge ROW	0.0275	\$19	13	\$247.00	MFT
40	Promenade ROW	0.3192	\$19	13	\$247.00	MFT
10	Police Department	2.4811	\$38	13	\$494.00	POLICE

Grand Total

\$8,744

\$214,297

dh

TOTAL BID AMOUNT

\$ 426,594 *dh*

BY *Dorie K. Roth* Print Name *Dorie K. Roth*
 Authorized Signature

Firm *Apex Landscaping, Inc.*

Address *24414 N. Old Maittenry Road* City/State/Zip *Huethorn Woods, IL*

Phone *(847) 847-1505* Fax _____

Email Address *dorie@apexlandscaping.com*

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

BID BOND

The American Institute of Architects,
AIA® Document A310™ (2010 Edition)

BondNo.B 1256775

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the original text of the original AIA standard form. An Additions and Deletions Report that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

CONTRACTOR:

(Name, legal status and address)

Apex Landscaping, Inc.
24414 North Old McHenry Road
Hawthorn Woods, IL 60047

SURETY:

(Name, legal status and principal place of business)

Selective Insurance Company of America
40 Wantage Avenue
Branchville, NJ 07890

OWNER:

(Name, legal status and address)

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

BOND AMOUNT: 10 % Percent of the Total Bid Amount

PROJECT:

(Name, location or address, and Project number, if any)

Mowing & Bed Maintenance

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 28th day of January, 2022

[Signature]
(Witness)

[Signature]
(Witness)

(5/20)



Apex Landscaping, Inc.
(Contractor as Principal) *(Seal)*
[Signature]
(Title)

Selective Insurance Company of America
(Surety) *(Seal)*
[Signature]
(Title) Cathie M Demitropoulos, Attorney-in-Fact

A310-2010 1



Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000
Bond No. B 1256775

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint Cathie M Demitropoulos

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: \$1,050,000.00

Signed this 28th day of January, 2022

SELECTIVE INSURANCE COMPANY OF AMERICA

By: [Signature]
Brian C. Sarisky
Its SVP, Strategic Business Units, Commercial Lines



CERTIFIED COPY

STATE OF NEW JERSEY :
:ss. Branchville
COUNTY OF SUSSEX :

On this 28th day of January, 2022 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being duly sworn, do do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.

Charlene Kimble
NOTARY PUBLIC
STATE OF NEW JERSEY
ID # N/A
MY COMMISSION EXPIRES 6/226

[Signature]
Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution is in full force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 28th day of January, 2022.

[Signature]
Michael H. Lanza, SICA Corporate Secretary



Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper right-hand corner of this Power of Attorney, contact us at 973-948-3000.

B91 (4-14)



Selective Insurance Company of America
 40 Wantage Avenue
 Branchville, New Jersey 07890
 973-948-3000
 Bond No. B 1256775

STATEMENT OF FINANCIAL CONDITION

Public Bid

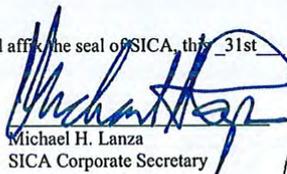
I hereby certify that the following information is contained in the Annual Statement of Selective Insurance Company of America ("SICA") to the New Jersey Department of Banking and Insurance as of December 31, 2020:

<u>ADMITTED ASSETS (in thousands)</u>		<u>LIABILITIES AND SURPLUS (in thousands)</u>	
Bonds	\$1,855,333	Reserve for losses and loss expenses	\$1,177,906
Preferred stocks at convention value	15,987	Reserve for unearned premiums	463,277
Common stocks at convention values	99,311	Provision for unauthorized reinsurance	918
Subsidiary common stock at convention values	0	Commissions payable and contingent commissions	33,303
Short-term investments	96,406	Other accrued expenses	29,157
Mortgage loans on real estate (including collateral loans)	58,676	Other liabilities	<u>396,327</u>
Other invested assets	129,613	Total liabilities	2,100,888
Interest and dividends due or accrued	14,867		
Premiums receivable	415,446	Surplus as regards policyholders	<u>739,406</u>
Other admitted assets	<u>154,655</u>		
Total admitted assets	<u>2,840,294</u>	Total liabilities and surplus as regards policyholders	<u>2,840,294</u>

I further certify that the following is a true and exact excerpt from Article VII, Section 1 of the By-Laws of SICA, which is still valid and existing.

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

IN WITNESS WHEREOF, I hereunto subscribe my name and affix the seal of SICA, this 31st day of March, 2021.


 Michael H. Lanza
 SICA Corporate Secretary

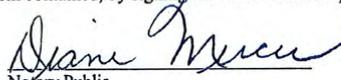


STATE OF NEW JERSEY :
 :ss. Branchville
 COUNTY OF SUSSEX :

On this 31st day of March, 2021, before me, the undersigned officer, personally appeared Michael H. Lanza, who acknowledged himself to be the Corporate Secretary of SICA, and that he, as such Corporate Secretary, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Corporate Secretary.

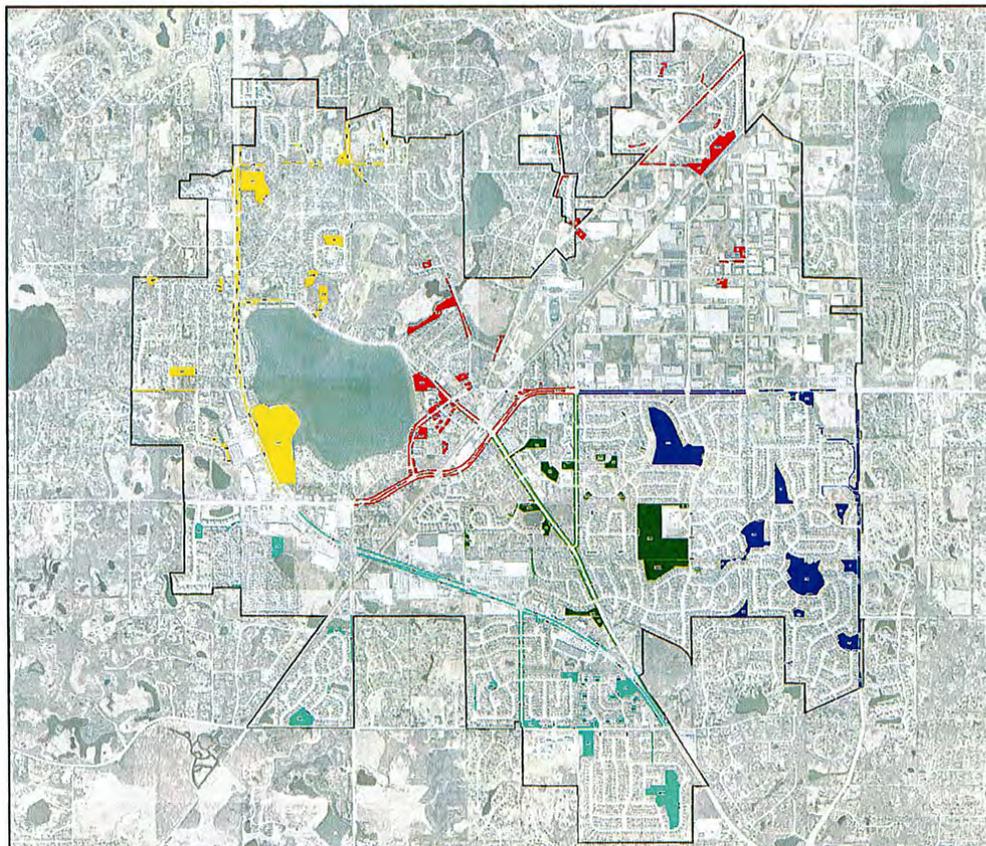


DIANE MERCER
 NOTARY PUBLIC
 STATE OF NEW JERSEY
 MY COMMISSION EXPIRES FEB. 17, 2022

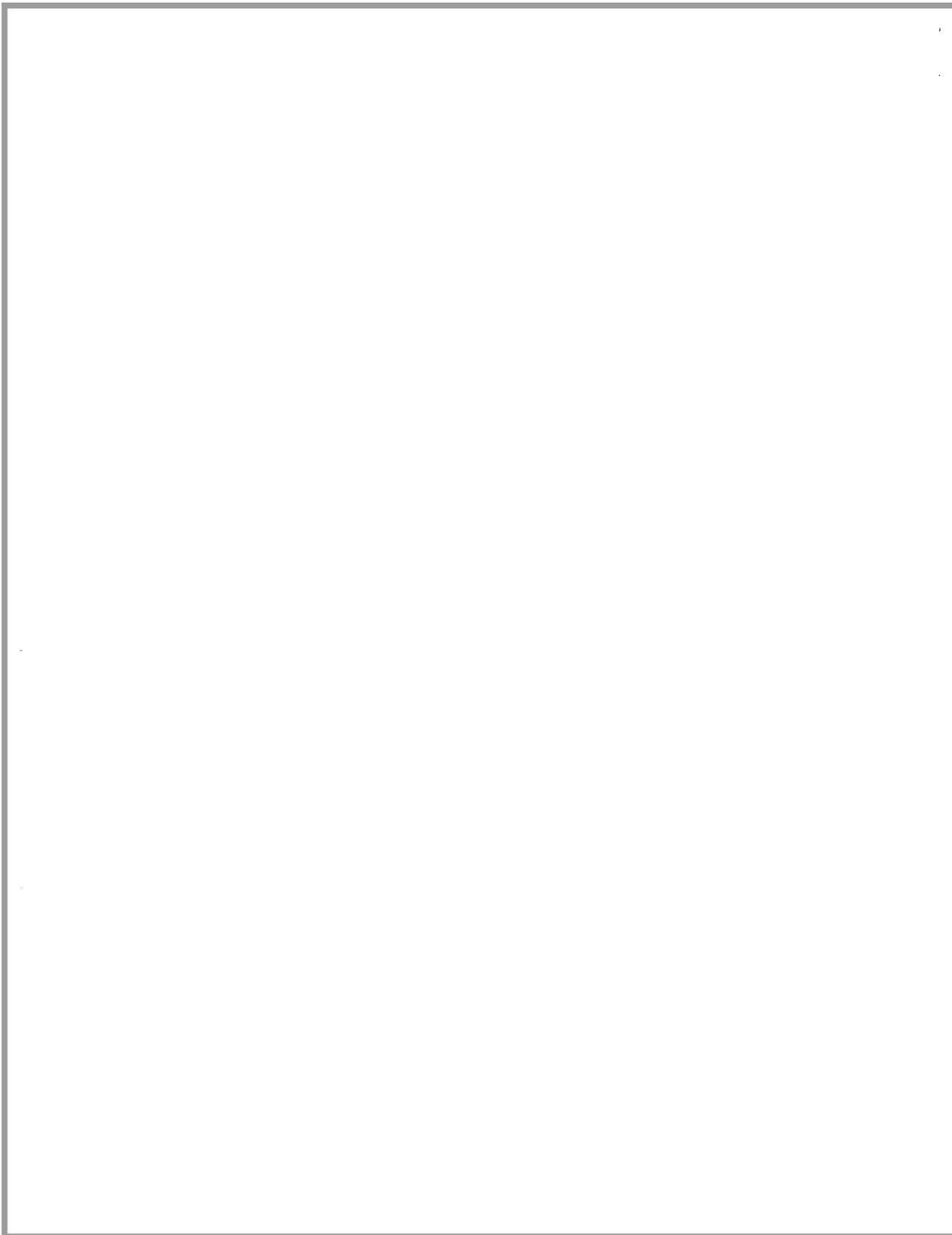

 Notary Public
 My Commission Expires:

Village of Lake Zurich
Landscape Maintenance Program

APPENDIX "A"



 <p>VILLAGE OF LAKE ZURICH ILLINOIS <i>At the Heart of Community</i></p>		<p>Project Reference</p> <h3>MOW LOCATIONS</h3> <p>Monday Tuesday Wednesday Thursday Friday</p>	<p>NOV 2013 (REV. 8)</p> <p>The information on this map was prepared by the Village of Lake Zurich, Illinois, and is provided for informational purposes only. It is not intended to be used for any other purpose. The Village of Lake Zurich, Illinois, is not responsible for any errors or omissions on this map. The Village of Lake Zurich, Illinois, is not responsible for any damages or liabilities arising from the use of this map. The Village of Lake Zurich, Illinois, is not responsible for any damages or liabilities arising from the use of this map.</p>
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At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telsler Road
Lake Zurich, Illinois 60047

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

APPROPRIATE

5F

MEMORANDUM

Date: February 22, 2022

To: Ray Keller, Village Manager *PK*

From: Sarosh Saher, Community Development Director

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

Re: 2022 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:

1. The rezoning of parcels 14-18-400-005, 14-18-400-006, and 14-18-400-007 from B-1 Local and Community Business District to B-1 Local and Community Business District and R-6 Multiple-family Residential District, per Ordinance No. 2021-07-421 (Sanctuary of Lake Zurich, on the southeast corner of Rand Road and Old Rand Road, and formerly referred to as the Sansonetti/Naccarato and Sponsler properties). The parcels have also been reconfigured per the Final Plat of Subdivision.
2. Reconfiguration of the Lots of the Beech Drive Subdivision based on the Final Plat of Subdivision, per Ordinance 2021-02-401 to create four new single-family lots (formerly referred to as the Armentrout property at 1240 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.

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.

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

Approval Ordinance contains the following exhibits:

- Exhibit A – 2022 Village of Lake Zurich Zoning Map

ORDINANCE NO. 2022-02-_____



**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 22, 2022, 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 2022, by the following vote:

Ayes:

Nays:

Absent:

Abstain:

Approval this _____ day of February, 2022.

Mayor, Tom Poynton

ATTEST:

Village Clerk
Kathleen Johnson

Exhibit "A"
Official Zoning Map
Dated February 22, 2022

LAKE ZURICH ILLINOIS ZONING MAP

Published Feb 22, 2022

ZONINGDISTRICTS

RESIDENTIALDISTRICTS

- R-1/2** Single Family Residential
- R-3** Single Family Residential
- R-4** Single Family Residential
- R-5** Single Family Residential
- R-6** Multiple Family Residential

BUSINESSDISTRICTS

- B-1** Local & Community Business
- B-2** Central Business
- B-3** Regional Shopping

OFFICEDISTRICTS

- O-1** Office/Residential
- O-2** Limited Office
- O-3** Office Campus

INDUSTRIALDISTRICTS

- I** Industrial

SPECIALDISTRICTS

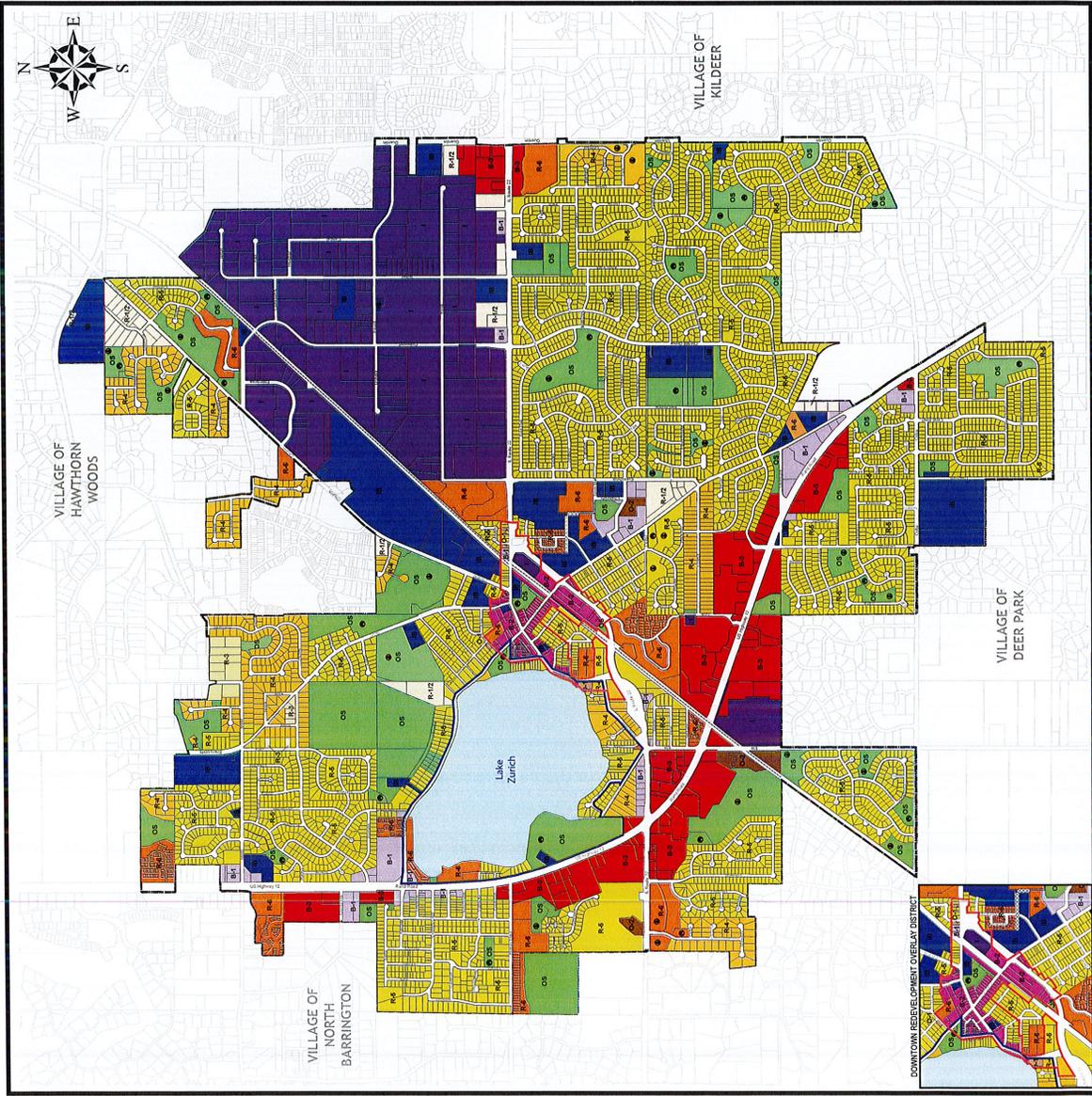
- IB** Institutional Buildings
- OS** Open Space
- DO** Downtown Overlay District
- LP** Lake Protection District

FEATURES

- P** Park
- NR** Natural Resource Area
- UR** Unimproved Roadway
- VB** Village Boundary
- RT** Railroad Tracks



This is the official Zoning Map published by the Authority of the Village of Lake Zurich Mayor and Board of Trustees. The map was last updated on January 21, 2022. Map users should refer to the Village of Lake Zurich Community Development Department for any questions, contact the Community Services Department at (847) 545-1556. Printed here map provided courtesy of Lake County GIS Department.





At the Heart of Community

PUBLIC WORKS DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

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

APR 11 2022

56

MEMORANDUM

Date: February 4, 2022

To: Ray Keller, Village Manager *PK*

From: Steve Schmitt, Utilities Superintendent

Copy: Michael J. Brown, Public Works Director

Subject: **Annual H2S Reduction Program**

Issue: Hydrogen Sulfide (H2S) is a gas that commonly forms in sanitary sewers and dissolves in the sewer stream to form sulfuric acid, which is very corrosive to certain materials such as concrete and steel and can destroy the components of a collection system rapidly.

For the past several years, we have implemented a program to feed a proprietary chemical blend from State Industrial Products to reduce and control the formation of H2S at the Northwest and Quentin Road sanitary sewer pump stations.

Monitoring results of H2S levels confirm the effectiveness of the program thereby slowing down the pace of the corrosion and extending the life of our sanitary sewer infrastructure. The FY 2022 budget includes \$49,975 for an H2S reduction program.

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

- Goal #3 – Infrastructure: Develop a formalized, long-range sanitary sewer system improvement plan.

Background: In 2012 and 2015, portions of the concrete sewer transmission main beneath Cuba Road in Long Grove collapsed prompting emergency repairs. The Village issued bonds in 2014 for rehabilitation and lining a portion of the sewer transmission main, and retained American Infrastructure Technologies (AIT) to evaluate the sewer.

In August 2015, AIT’s report presented to the Village Board included a recommendation to consider introducing a chemical additive to the waste stream that would reduce the production of hydrogen sulfide and slow down the pace of corrosion.

Analysis: Traditionally, chemicals such as calcium nitrate or potassium permanganate have been used in wastewater treatment to neutralize H₂S for odor control but these chemicals are expensive and have limitations when used independently. In our efforts to find a more cost-effective approach, we discovered an alternative technique that feeds a blend of bacteria.

This blend of bacteria (good) competes for the same food source as the bacteria (bad) that creates the H₂S ultimately eliminating the (bad) bacteria and the H₂S byproduct. Once the (bad) bacteria is under control, the (good) bacteria continues to be fed at a reduced rate providing us a cost savings over the traditional method use of other chemicals.

A pilot test and trial program was conducted in 2018 at the Quentin Road Pump Station with two proprietary bacterial products, Pit Raider and NutriPro from State Industrial Products. The results of the pilot test and trial program led to the implementation of an annual program for the past 3 years. Results of monitoring in 2021 indicate H₂S concentrations continue to be much less than the average H₂S level occurring prior to the pilot test and trial program.

State Industrial Products has provided a proposal for 2022 to continue to provide their proprietary Pit Raider and NutriPro products in a monthly program for the Northwest & Quentin Road Pump Stations that includes the chemical feed equipment and periodic H₂S testing for \$5,000 per month.

While the 2022 proposal cost is higher than anticipated and budgeted for due to the increased cost of raw materials and shipping (as a result of COVID), staff is pleased with the results of previous years' programs and believes that continuing with an annual H₂S reduction program is an effective approach for controlling H₂S to protect and extend the life of our sanitary sewer infrastructure. Anticipated cost savings from the Quentin/NW Pump Station driveway replacement project will offset this cost increase.

Recommendation: Authorize staff to enter into a one (1) year program with State Industrial Products for the Quentin Road and Northwest Pumping Stations in an amount not-to-exceed \$60,000

W/Attachments:

1. Program Agreement (each) for Quentin & Northwest Pump Stations (2 pages).



United States
Program Agreement
Care for Work Environments®

Customer Number:	796946	Sales Code:	90101176
Customer Name:	Lake Zurich Waste Water	Customer Contact:	Steve Schmitt
Address:	505 Telser Road	Customer Telephone:	847-550-1773
City, State, Zip:	Lake Zurich, IL 60046	Invoice Recipient Email:	Steve.schmitt@lakezurich.org

Agreement

This Agreement, between Lake Zurich Waste Water ("Customer") and State Industrial Products Corp. ("State"), is effective for an initial period of 1 year(s) from the date of acceptance by State ("Initial Term"). This Agreement will automatically renew for successive one (1) year Terms following the initial Term ("renewal Term(s)") unless terminated as set forth below.

- Customer agrees to subscribe to the "Program" set forth below.
- Customer shall be responsible for the proper storage and maintenance of Products and Dispensers. Damaged or lost Dispensers provided under this Agreement will be charged to the Customer at the then current list price. Defective Dispensers will be repaired or replaced by State, at State's sole discretion.
- State will provide Dispenser installation, set-up and Dispenser maintenance, including replacement of wearable parts, during the initial Term or, any renewal Term of this Agreement.
- The Agreement fee includes freight for delivery of Dispensers and Products.
- The Agreement includes only the leased Dispensers, Products and Services listed in the Program below. Additional Dispensers, Products and Services must be purchased separately. State retains title to Dispensers at all times.
- This Agreement may be discontinued by either party with 30 days advance written notice. E-mail AgreementMaintenance@StateIndustrial.com directly for cancellations.
- Customer agrees that upon termination of this Agreement for any reason, Customer will return Dispensers, as directed by State, in the same condition as when received, except for reasonable wear and tear. Returns must be made within 45 days of the cancellation date. Failure to return Dispensers within 45 days, in reusable condition, will result in Customer being invoiced for Dispensers at the then current list price. State shall have the right to enter onto Customer's property to recover Dispensers not returned.
- If this Agreement is discontinued prior to the end of the initial Term, Customer agrees to be charged 15% of all remaining Fees for the balance of the initial term.
- Fees will not increase during the initial Term. Upon renewal, increases shall not exceed 3% and will only be adjusted on the anniversary date. This Agreement may be assigned by State but shall not be assignable by Customer.

Program

Type	<input type="checkbox"/> One Solution™ <input type="checkbox"/> 24/7™ <input type="checkbox"/> Air Care <input type="checkbox"/> Hand Care <input type="checkbox"/> Fresh Zone™ <input checked="" type="checkbox"/> Waste Water		
Dispensers	2 Variable Speed Pumps (FREE)		
Products	13- 55GL Drums PitRaider, 19- 55GL Drums NitroPro		
Services	Free Installation, Free Service, Free Reports		
Fees	\$3,200	Paid:	<input type="checkbox"/> Quarterly <input type="checkbox"/> Every Other Month <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Payment by Credit Card

Acceptance

	Accepted by State	Accepted by Customer
Accepted by (signature)		
Printed Name	Jay Mann	
Title	Account Manager	
Acceptance Date	01/28/22	



**United States
Program Agreement**
Care for Work Environments®

Customer Number:	796946	Sales Code:	90101176
Customer Name:	Lake Zurich Waste Water	Customer Contact:	Steve Schmitt
Address:	505 Telser Road	Customer Telephone:	847-550-1773
City, State, Zip:	Lake Zurich, IL 60046	Invoice Recipient Email:	Steve.schmitt@lakezurich.org

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- 3) State will provide Dispenser installation, set-up and Dispenser maintenance, including replacement of wearable parts, during the initial Term or, any renewal Term of this Agreement.
- 4) The Agreement fee includes freight for delivery of Dispensers and Products.
- 5) The Agreement includes only the leased Dispensers, Products and Services listed in the Program below. Additional Dispensers, Products and Services must be purchased separately. State retains title to Dispensers at all times.
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- 7) Customer agrees that upon termination of this Agreement for any reason, Customer will return Dispensers, as directed by State, in the same condition as when received, except for reasonable wear and tear. Returns must be made within 45 days of the cancellation date. Failure to return Dispensers within 45 days, in reusable condition, will result in Customer being invoiced for Dispensers at the then current list price. State shall have the right to enter onto Customer's property to recover Dispensers not returned.
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Program

Type	<input type="checkbox"/> One Solution™ <input type="checkbox"/> 24/7™ <input type="checkbox"/> Air Care <input type="checkbox"/> Hand Care <input type="checkbox"/> Fresh Zone™ <input checked="" type="checkbox"/> Waste Water		
Dispensers	2 Variable Speed Pumps (FREE)		
Products	6- 55GL Drums PitRaider, 9- 55GL Drums NitroPro		
Services	Free Installation, Free Service, Free Reports		
Fees	\$1,800	Paid: <input type="checkbox"/> Quarterly <input type="checkbox"/> Every Other Month <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Payment by Credit Card	

Acceptance

	Accepted by State	Accepted by Customer
Accepted by (signature)		
Printed Name	Jay Mann	
Title	Account Manager	
Acceptance Date	01/28/22	



At the Heart of Community

POLICE DEPARTMENT

200 Mohawk Trail
Lake Zurich, Illinois 60047

(847) 719-1690
LakeZurich.org

AGENDA ITEM

SH

MEMORANDUM

Date: February 11, 2022

To: Ray Keller, Village Manager *RK*

From: Steven D. Husak, Police Chief

Subject: Intergovernmental Agreement between the Village of Lake Zurich and the Ela Township Health and Wellness Department

Issue: The Lake Zurich Police Department is frequently in contact with people who could benefit from the services of a licensed mental health clinician. Based on this need, the Village of Lake Zurich and Ela Township have maintained a continuing relationship since 2011 whereby the Township provides the Village's Police Department with staff to address mental health services.

Analysis: Recent staffing changes and updates to Ela Township's Health & Wellness Department necessitate that an updated intergovernmental agreement be signed. Subject to the terms of the agreement, Ela Township agrees to provide its Licensed Clinician to the Village of Lake Zurich for the purpose of providing the Village's Police Department with access to mental health services for residents of the community. The Township's Licensed Clinician shall provide mental health services to individuals that come in contact with the Village of Lake Zurich through the Village's Police Department who present the need for mental health intervention.

The Township and the Village are making this agreement in recognition of the fact that the capabilities of mental health personnel in local law enforcement organizations are enhanced by having access to regional programs and the assistance of other departments. This Agreement is intended to enhance access to mental health assistance to the Village of Lake Zurich's Police Department through the intergovernmental cooperation of the Lake Zurich Police Department and Ela Township.

Recommendation: Approve the proposed intergovernmental agreement between the Village of Lake Zurich and Ela Township for continued mental health services for the community.

w/ attachment: Ela Township Health & Wellness Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE VILLAGE OF LAKE ZURICH, LAKE COUNTY, ILLINOIS
AND ELA TOWNSHIP'S HEALTH & WELLNESS DEPARTMENT, LAKE COUNTY,
ILLINOIS**

This Agreement is made by and between the Village of Lake Zurich ("the Village") and
Ela Township's Health & Wellness Department ("the Township") by and for the mutual
benefits and purposes as set forth below.

RECITALS

WHEREAS, the Village is a unit of local government established and governed
by the Illinois Municipal Code, 65 ILCS 5-1-1, *et seq.*; and

WHEREAS, the Township is a unit of local government established and
governed by the Illinois Township Code, 60 ILCS 5/1-1 *et seq.*; and

WHEREAS, the Village and the Township are empowered to agree to cooperate
and share each party's statutory powers under both the Illinois Constitution, Article VII,
Section 10 and the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*; and

WHEREAS, the governing boards of the Village of Lake Zurich and Ela
Township have determined that it is in the best interest of the Village and the Township
to enter into an agreement providing for the Village to contract for certain mental health
services from the Township; and

WHEREAS, the governing boards of the Village and the Township have
approved of the terms and authorized the execution of the Mental Health Agreement
attached hereto as "Exhibit A."

NOW, THEREFORE, the VILLAGE OF LAKE ZURICH and ELA TOWNSHIP
agree as follows:

1. Mental Health Agreement

The Village and the Township are authorized to enter into the Intergovernmental Mental
Health Agreement attached hereto as "Exhibit A," which is incorporated into this

Agreement.

2. Execution of Agreement

The Village President and the Township Supervisor are hereby authorized to take any and all steps necessary to execute and effectuate the Intergovernmental Mental Health Agreement and its terms.

IN WITNESS WHEREOF, the VILLAGE OF LAKE ZURICH and ELA TOWNSHIP have caused this Interdepartmental Agreement to be executed by duly authorized officers thereof on the dates indicated below.

THE VILLAGE OF LAKE ZURICH

By: _____
Village President

Attest: _____
Village Clerk

Date: _____

ELA TOWNSHIP

By: _____
Township Supervisor

Attest: _____
Township Clerk

Date: _____

EXHIBIT A

INTERGOVERNMENTAL MENTAL HEALTH AGREEMENT

WHEREAS, Ela Township employs a Licensed Mental Health Clinician who is licensed under the laws of the State of Illinois; and

WHEREAS, the Village of Lake Zurich's Police Department is frequently in contact with people who could benefit from the services of a Licensed Mental Health Clinician; and

WHEREAS, the Village of Lake Zurich's Police Department desires to use Ela Township's Mental Health Clinician to provide mental health services.

In consideration of the covenants contained herein and good and valuable consideration, the Village of Lake Zurich, Lake County, Illinois ("the Village") and Ela Township, Lake County, Illinois, ("the Township") hereby agree as follows:

Section 1: **PURPOSE OF AGREEMENT.** The purpose of this Agreement is to establish a continuing relationship whereby the Township will provide the Village's Police Department with mental health services. Subject to the terms of this Agreement, the Township agrees to provide its Licensed Clinician to the Village for the purpose of providing the Village's Police Department with access to mental health services for residents of the community. The Township's Licensed Clinician shall provide mental health services to individuals that come in contact with the Village of Lake Zurich through the Village's Police Department who present the need for mental health intervention. The Township and the Village are making this Agreement in recognition of the fact that the capabilities of mental health personnel in local law enforcement organizations are enhanced by having access to regional programs and the assistance of other departments. This Agreement is intended to enhance access to mental health assistance to the Village of Lake Zurich's Police Department through the intergovernmental cooperation of the Lake Zurich Police Department and Ela Township.

Section 2: **HOURS OF WORK.** The Licensed Clinician shall determine the specific hours they work at the Lake Zurich Police Department based upon their case load from the Village and other responsibilities to the Township.

Section 3: **SERVICES PROVIDED BY LICENSED CLINICIAN.** The Licensed Clinician will be responsible for the provision of mental status assessment, resource management, and counseling to citizens in the community and will aid the police department through training. The Licensed Clinician's functions are not an investigative, enforcement, or intelligence gathering division of the department. The sole duty of the Licensed Clinician will be to aid citizens in situations beyond the

scope of the capabilities of the police officers and to assist in situations where the Licensed Clinician's intervention could help divert the citizen(s) from being introduced into the criminal justice system. The parties agree the Licensed Clinician shall not be responsible for any action (or lack thereof) regarding duties outside the Licensed Clinician's area of expertise. The Licensed Clinician's specific duties will include, but will not be limited to, the following:

- A. Accept case referrals from police officers regarding clients for diagnostic assessments, intervention, and short-term counseling for all clients with mental health issues;
- B. Information and referral;
- C. Casemanagement;
- D. Develop and maintain an adequate record-keeping system, including ensuring access to the files is kept confidential and limited to the Health & Wellness Department of Elia Township, unless the appropriate waiver forms have been obtained.
- E. Ensure that the Licensed Clinician's actions comply with the Illinois Mental Health Development and Disabilities Confidentiality Act, the Illinois Mental Health Confidentiality Act, The American Counseling Association Code of Ethics, and with the National Association of Social Workers' Code of Ethics. For limited purposes of sharing information and follow-up services, the Village's police personnel will be treated as agents of the Township for reasons of confidentiality and case coordination.

Section 4: EQUIPMENT AND SUPPLIES. The Village of Lake Zurich's Police Department agrees to provide the Licensed Clinician with the necessary area (Office/Meeting/Interview Room), needed to conduct interviews and referral services. The Village's Police Department will provide the Licensed Clinician relevant information regarding their involvement with potential mental health services recipients, within department guidelines for dissemination of information. Any workspace provided will be at the discretion of the Police Department and will contain secure areas to store the Licensed Clinician case files.

Section 5: EMPLOYMENT, COMPENSATION AND BENEFITS. The Township's Licensed Clinician shall remain an employee of the Township. The Village's police and law enforcement personnel who

come in contact with the Township's Licensed Clinician shall remain employees of the Village. Each party shall be responsible for the payment of any and all compensation owed to its personnel arising out of their participation in the activities provided under this agreement, including, but not limited to, wages, salary, health insurance and fringe benefits, as applicable. Each party shall be responsible for the payment of worker's compensation and occupational disease benefits, if any are owed, to its personnel, in the event of compensable injuries or illnesses arising out of the activities provided under this Agreement.

- Section 6: FEE FOR SERVICES. Any resources, including personnel, equipment, supplies and/or services provided under this Agreement shall be at no charge to the other party.
- Section 7: INSURANCE. Each party shall be responsible for maintaining its own insurance or self-insurance program with respect to liabilities to its employee or to third parties that may reasonably result from the performance of its lawful functions, including those functions which are contemplated in this Agreement. Each party shall bear the cost of its own defense. This Agreement shall not be construed to either enlarge or diminish any obligation or duty owed by one party as to third parties or to increase the liability of any party beyond that which is required by law.
- Section 8: INTERNAL PROCEDURES. The Township's Licensed Clinician and the Village's Police Chief shall establish procedures for the rendering of cooperative mental health service contemplated by this Agreement. A copy of those procedures shall be filed with the Village Clerk and the Township Clerk.
- Section 9: WAIVER OF CLAIMS. Each party agrees and hereby releases and waives all claims against the other with respect to any loss, damage, personal injury, or death sustained by that party, its employees, officers, agents, or third parties as a result of its participation in the activities covered by this Agreement, except to the extent that such claim alleges gross negligence of willful and wanton misconduct.
- Section 10: TERM. In the event that the Township, in its sole discretion, continues to employ a Licensed Clinician, this Agreement shall be in effect for a period of one year commencing on February 1st, 2022, and continuing thereafter until January 31st, 2023 and shall automatically renew for successive one-year terms. In the event, the Township Board determines that it cannot or will not employ a Licensed Clinician, the Township may terminate this

Agreement on seven days' notice to the Village. Otherwise, either party may terminate this agreement at any time, with or without cause, provided written notice is given at least 30 days in advance of termination, or by January 31st of that year in the case of the contract not renewing.

- Section 11: EFFECTIVE DATE. This Agreement shall be in full force and effect upon execution by both parties in the manner provided by law.
- Section 12: BINDING EFFECT. This Agreement is not assignable or transferable.
- Section 13: VALIDITY. The validity of any provision of this Agreement shall not render invalid any other provision. If for any reason, any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, that provision shall be deemed severable, and the remaining provisions of the Agreement shall remain in full force and effect.
- Section 14: NOTICES. All notices shall be in writing and shall be served personally or by registered or certified mail to the Township's Clerk and the Village's Clerk, as the case may be, at the party's official administrative offices.
- Section 15: GOVERNING LAW. This Agreement shall be governed, interpreted, and construed according to Illinois Law.
- Section 16: EXECUTION IN COUNTERPARTS. This Agreement may be executed in multiple counterparts or duplicate originals, each of which shall constitute and be deemed one in the same.
- Section 17: AMENDMENTS. This Agreement may only be amended by prior written consent of the parties, but shall not preclude or limit the amendment or modification of the internal regulations, policies and procedures of the parties.
- Section 18: RECITALS. The recitals of the preamble to this Agreement are expressly incorporated by reference herein and are considered part of the Agreement.
- Section 19: SEVERABILITY. Should any provision in this Agreement be deemed in court to be unenforceable, then that provision shall be severed, and the Village shall have the option to enforce the remaining provisions within this Agreement.

THE VILLAGE OF LAKE ZURICH

By: _____
Village President

Attest: _____
Village Clerk

Date: _____

ELA TOWNSHIP

By: _____
Township Supervisor

Attest: _____
Township Clerk

Date: _____



At the Heart of Community

PARKS AND RECREATION DEPARTMENT

200 South Rand Road
Lake Zurich, Illinois 60047

(847) 438-5146
LakeZurich.org

ADDITIONAL INFORMATION
51

MEMORANDUM

Date: February 21, 2022
To: Ray Keller, Village Manager *PK*
From: Bonnie Caputo, Recreation Director
Subject: FY22 External Special Event Requests

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 FY22:

Event	Date(s) and Time(s)	Location	Estimated Attendance
Purple Plunge	3/5/22 9am-12pm	Breezewald Park/Beach	1000+
Block A Food Truck Socials	May 25-Sept. 28, Wednesdays, 4-7:30pm	Promenade/Block A	200+
Stephen Siller Tunnel to Towers 5K	6/12/22 7:30-10:30am	Paulus Park	400+
LZ Tri (swim/bike/run)	7/10/22 4am-1pm	Paulus Park/Beach	1,000+

Unplugged Fest	8/7/22 10am-4pm	Paulus Park	200+
Taste of the Towns	8/14/22 9am-10pm	Paulus Park	1000+
Boy Scouts of America Overnight Camping	8/20-8/21/22 8am (Sat)-10am (Sun)	Paulus Park Shelter B & C and Chalet	100+
Brazilian Fest	8/27-8/28/22 Saturday 11am-5pm and Sunday 10am-4pm	Paulus Park Shelter A & B	1,500+
All Community Events Inc. Jack O Lantern World	9/30-10/31 Thursdays- Sundays and Halloween (Monday, October 31 st); Set up the week of 9/24 and cleanup the week of 11/1) 5:30-11pm	Paulus Park FY21 Event Areas closed off to the public 9/24-11/7; Event Map included with application	50,000+

Recommendation: Staff and the Park and Recreation Advisory Board recommends accepting the above external special event requests for FY22 with all applicable park usage fees to be collected.

w/Attachments: Special Events Requests and/or Applications



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

Organization	Name of Organization PURGE PLUNK INC		Type of Organization CHARITY		Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Address for Organization 504 WOODBINE CIR			Email Address JRBORDENAVE@COMCAST.NET		
	Contact Person JOE BORDENAVE		Home Number		Business Number	
	Chairman/President's Name (if Different) PAUL HUNT		Home Number		Business Number	
Cell Phone Number 224-715-4545						
Cell Phone Number 847-306-0753						
Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?						
Event	Date(s) of Event 3/5/22		Day(s) of the week SATURDAY		Time(s) of Event 9am - 12pm	
	Describe the type of event you wish to hold PLUNK INTO LAKE ZURICH				Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No When? 3/7/20	
	Location(s) of event BREEZEWOOD PARK BEACH					
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 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 checked="" type="checkbox"/> Traffic Control <input checked="" type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input checked="" type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
	List any other assistance the Police Department would be providing EXPOSERS					
	Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input checked="" 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 SGT COLIN GAFFNEY		Rank SGT		When Contacted:
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"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department DIVERS IN WATER DURING PLUNK					
Has contact been made with a representative of the Fire Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Fire Department Official Contacted		Rank		When Contacted:
Parks & Recreation Dept.	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) BREEZEWOOD		Address of Park Property to be used (if applicable)			
	Will the event require use of Park & Recreation Department Personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Uncertain		Describe the type of personnel assistance required			
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input type="checkbox"/> Shelters <input type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
Describe any other Park & Recreation Department Equipment Needed PA SYSTEM						
Has contact been made with a representative of the Park & Recreation Department? <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted BONNIE CARUTO		Title MANAGER		When Contacted:
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 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 BARRIERS FOR OPEN ICE (W)					
	Type of equipment needed <input checked="" 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 checked="" 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:
Building	Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		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 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:	

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name PURPLE PLUNGE
 Event Type/Purpose CHARITABLE FUND RAISER
 Event Date(s) 3/5/22 Event Start/End Time 9:00am - 12:00 pm
 Event Location BREEZEWOOD PARK @ BEACH

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

APPLICANT INFORMATION

Organization Name PURPLE PLUNGE, INC.
 Applicant's Name/Responsible Party JOE BORDENAVE
 Organization/Applicant Address/City/State/Zip
804 WOODBINE CIR. LAKE ZURICH

Applicant Phone Numbers

Applicant E-Mail Address 224-715-4545
JR.BORDENAVE@COMCAST.NET
 Contact Name & Phone Number During Event PAUL HUNT 847-306-0753

*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

PARTICIPANTS PLUNGE INTO LAKE ZURICH



Approximate number of people expected at event 1000

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 infirmaries/booth 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? YES
(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 "H" for details

Number and location of portable toilet facilities provided # _____ Location: _____

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

Will you be selling items or raffling items? YES

Are you requesting the closure of any street? 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? (ie water, electric, etc) YES

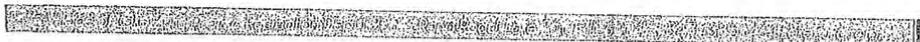
Does the applicant/organization owe any outstanding invoices to the Village? NO
(Unpaid invoices may result in denial of event application.)

Would you like your event listed on the Village's social media (free of charge)? YES

Note your event's website address, if you'd like that included PURRSREUNION.ORG

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: [Handwritten Signature] Date: 10/28/21



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of my stay including death, damages or loss which I or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Signature 

Date 10/28/21

FOR OFFICE USE ONLY

Date application received 10/28/21

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by _____

Liquor License received by N/A

Tent Permit received by _____

PLUE contacted _____





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

Organization	Name of Organization Block A Social		Type of Organization Volunteer Run Food Trucks	Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Address for Organization 823 FORMOSA LN.		Email Address # blockasocial@gmail.com		
	Contact Person CARA MARAVIS	Home Number	Business Number	Cell Phone Number 847-571-3996	
Event	Chairman/Precident's Name (if Different) Same		Home Number	Business Number	Cell Phone Number
	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? Trucks will be paying village directly				
	Date(s) of Event May-Sept	Day(s) of the week Wednesday	Time(s) of Event 4:30p - 7:30p	Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When? SUMMER 2021	
Police Department	Describe the type of Event you wish to hold Food Trucks		Location(s) of Event Block A		
	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				
Fire Department	List any other assistance the Police Department would be providing		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 type="checkbox"/> No		Name of Police Official Contacted	Rank	When Contacted:
	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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain
Park & Recreation Dept.	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 inspection of trucks		
	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	Rank	When Contacted:
	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		
Public Works	Name of Park Property to be used (if applicable) Block A / Promenade		Address of Park Property to be used (if applicable)		
	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 repairing trucks		
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stages <input type="checkbox"/> Benches <input type="checkbox"/> Shelters <input checked="" type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents		
Building	Describe any other Park & Recreation Department Equipment Needed Construction noises		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 Bonnie Caputo		Title DIRECTOR	When Contacted:	
	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
Building	Describe the type of assistance required from the Public Works Department checking the site to make sure it is usable		Type of equipment needed <input type="checkbox"/> Scaffolds <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input type="checkbox"/> Trucks <input checked="" type="checkbox"/> Others: garbage cans		
	Will the event require the use of any Public Works Property? <input type="checkbox"/> Yes <input checked="" 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:	
Building	Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input 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 checked="" 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:

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Block A Food Truck Social

Event Type/Purpose Weekly rotation of food trucks

Event Date(s) May-Sept (Wednesdays) Event Start/End Time 4:30p-7:30p

Event Location Block A / Promenade

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

APPLICANT INFORMATION

Organization Name Block A Social

Applicant's Name/Responsible Party Cara Marquis

Organization/Applicant/Address/City/State/Zip 923 Foxmoor Ln.

Lake Zurich, IL 60047

Applicant Phone Numbers 847-571-3996

Applicant E-Mail Address blockasocial@gmail.com/caramarquis711@gmail.com

Contact Name & Phone Number During Event Cara (847) 571-3996

*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 weekly rotation of various food trucks hosted at the site of block A.



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Chris Alessi _____ 1-10-22
Signature Date

FOR OFFICE USE ONLY

Date application received _____

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by _____

Liquor License received by _____

Tent Permit received by _____

JULIE contacted _____





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

Organization	Name of Organization Tunnel to Towers Foundation		Type of Organization Nonprofit		Is this a "Not For Profit Organization" <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Address for Organization 2361 Hylan Blvd.			Email Address lakezurich@tunnel2towers.org			
	Contact Person Denise and David Bradstreet, Volunteer Race Directors		Home Number	Business Number	Cell Phone Number 847-254-1797		
	Chairman/Presidents Name (if Different) Frank Siller		Home Number	Business Number 718-987-1931	Cell Phone Number		
Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?							
Event	Date(s) of Event 06-12-22	Day(s) of the week Sunday	Time(s) of Event 7:30am to 10:00am		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When?		
	Describe the Type of Event you wish to hold 5K run/walk fundraiser			Location(s) of event Start and finish at Paulus Park, 200 S. Rand Road			
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 Westbound Route 22 for 15 minutes		
	Type of assistance needed from the Police Department (Check all that apply) <input checked="" 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		Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input checked="" type="checkbox"/> No Parking Signs <input checked="" type="checkbox"/> Traffic Cones <input type="checkbox"/> Other:				
	Has contact been made with a representative of the Police Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Police Official Contacted Sgt. Colin Gaffney		Rank Sgt.	When Contacted: Ongoing	
Fire Department	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) N/A						
	Describe the type of assistance required from the Fire Department N/A						
	Has contact been made with a representative of the Fire Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Fire Department Official Contacted		Rank	When Contacted:	
Park & Recreation Dept.	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) Paulus Park		Address of Park Property to be used (if applicable) 200 S. Rand Road, Lake Zurich				
	Will the event require use of Park & Recreation Department Personnel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required N/A				
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input 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 checked="" type="checkbox"/> Tents				
Describe any other Park & Recreation Department Equipment Needed 3 shelters have been reserved, use of 5 tents during event, tables and chairs day of event and bib pickup							
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 Bonnie Caputo		Title Director	When Contacted: Ongoing		
Public Works	Will the event require the assistance of the Public Works Department? <input 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 Barricades, no parking sign placement						
	Type of equipment needed <input type="checkbox"/> Barricades <input checked="" 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 checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain		Name of Public Works Department Official Contacted				Title
Has contact been made with a representative of the Public Works Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Public Works Department Official Contacted		Title	When Contacted:		
Building	Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		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 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 checked="" type="checkbox"/> No		Name of Building Department Official Contacted		Title	When Contacted:	

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Tunnel to Towers Lake Zurich 5K Run/Walk

Event Type/Purpose 5K run/walk fundraiser

Event Date(s) Sunday, June 12, 2022 Event Start/End Time 7:30am to 10:00am

Event Location Start and finish at Paulus Park, 200 S. Rand Road

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

APPLICANT INFORMATION

Organization Name Tunnel to Towers Foundation

Applicant's Name/Responsible Party Denise and David Bradstreet, Volunteer Race Directors

Organization/Applicant/Address/City/State/Zip 160 Dartmoor Drive, Crystal Lake, IL 60014

Applicant Phone Numbers (847)254-1797

Applicant E-Mail Address lakezurich@tunnel2towers.org

Contact Name & Phone Number During Event Denise Bradstreet (847)254-1797

*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: Event starts at Paulus Park, to Whitney, to Route 22,

to W. Main Street, to Parkway, to Lions Drive, to E. Main Street, to W. Main Street, to Robertson Rd

to footpath, to Whitney Rd to Paulus Park finish

Printed on Recycled Paper with Soy-Based Inks. 100% Recycled Paper with 10% Post Consumer Waste. 100% Recycled Paper with 10% Post Consumer Waste.



Approximate number of people expected at event 400

Is this a returning event to Lake Zurich or first time event? 5th year

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? First aid only
(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 I.H. for details

Number and location of portable toilet facilities provided # 2 Location: Adjacent to skate park

Will there be assembly tents/canopies erected at the event? Only easy-up tents
(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

Westbound Route 22 for 15 minutes

(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

Note your event's website address, if you'd like that included T2T.org

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 D. Bradstreet Date 10-27-21

Village of Lake Zurich, 1000 West Lake Street, Lake Zurich, IL 60059 Phone: 847.434.1234 Fax: 847.434.1235 Email: info@lakezurich.org



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Denise Bradstreet

10-27-21

Signature

Date

FOR OFFICE USE ONLY

Date application received

10/27/21

Application approved or denied by

Date paid

Amount

Check/Cash/Credit

Certificate of Insurance received by

Raffle Permit received by

N/A

Liquor License received by

N/A

Tent Permit received by

N/A

JULIE contacted

N/A

Village of Lake Zurich Park Administration 1000 North Street, Suite 200, Lake Zurich, IL 60059-3000





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

Organization	Name of Organization ChampionChip247		Type of Organization Event Coordination		Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Address for Organization 1140 CO RD E, Neoga, IL 62447			Email Address championchip247@gmail.com		
	Contact Person Tony Garrett		Home Number	Business Number	Cell Phone Number 217-218-7777	
	Chairman/President's Name (if Different)		Home Number	Business Number	Cell Phone Number	
Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?						
Event	Date(s) of Event 07/10/2022	Day(s) of the week Sunday	Time(s) of Event 4:00AM - 1:00PM		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No / When?	
	Describe the Type of Event you wish to hold Triathlon			Location(s) of event Paulus Park		
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 Portions of Rt. 12, Rt. 22, & Old Rand	
	Type of assistance needed from the Police Department (Check all that apply) <input checked="" type="checkbox"/> Road Closure <input checked="" type="checkbox"/> Traffic Control <input checked="" type="checkbox"/> Pedestrian Control <input checked="" type="checkbox"/> Security <input checked="" type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
	List any other assistance the Police Department would be providing			Type of Police Department Equipment Needed <input checked="" type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input checked="" type="checkbox"/> Traffic Cones <input type="checkbox"/> Other:		
	Has contact been made with a representative of the Police Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Police Official Contacted Collin Gaffney	Rank	When Contacted: 11/11/2021	
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"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department Incident Command Ops, Ambulance, Divers for Swim					
Park & Recreation Dept.	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:	
	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) Paulus Park		Address of Park Property to be used (if applicable) 200 S. Rand Rd.			
	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 Lifeguard & Maintenance			
Public Works	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input checked="" type="checkbox"/> Stage <input checked="" type="checkbox"/> Beaches <input checked="" type="checkbox"/> Stelers <input checked="" type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
	Describe any other Park & Recreation Department Equipment Needed Golf Cart, Buoys					
	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 Bonnie Caputo	Title Rec. Director	When Contacted: 11/10/2021	
	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 checked="" type="checkbox"/> No		Will the Event require the use of Public Works Equipment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Building	Describe the type of assistance required from the Public Works Department Potential movement of garbage cans and picnic tables					
	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 checked="" 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:		
Building	Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input 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 checked="" 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 checked="" type="checkbox"/> No		Name of Building Department Official Contacted	Title	When Contacted:	

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name ET Lake Zurich Area Triathlon

Event Type/Purpose Triathlon

Event Date(s) Sunday, July 10, 2022 Event Start/End Time 4:30 am - 1:00 pm

Event Location Paulus Park

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

APPLICANT INFORMATION

Organization Name ChampionChip247

Applicant's Name/Responsible Party Tony Garrett

Organization/Applicant/Address/City/State/Zip 1140 CO RD E
Neoga, IL 62447

Applicant Phone Numbers 217-218-7777

Applicant E-Mail Address championchip247@gmail.com

Contact Name & Phone Number During Event Tony Garrett / 217-218-7777

**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 Triathlon event where the swim will be in Lake Zurich

The bike portion will be in and around Lake Zurich and Hawthorn Woods. The run portion will be around

Lake Zurich. The Start/Finish and Transition area will be within Paulus Park.

Approximate number of people expected at event: 1,000

Is this a recurring 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 JULE)

Will there be emergency medical services present? Yes
 (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: # 26 Location: Within Paulus Park

Will there be assembly tents/canopies erected at the event? 10 x 10 Popup Tents
 (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

Yes: Closures around Paulus Park similiary to previous years. Maps are similiary to 2019 and 2021
 (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? (ie. water, electric, etc) Lifeguards

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

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

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

Tony G... [Handwritten Signature]

Date

12-13-21

WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

T. [Signature] 12-13-21
Signature Date

FOR OFFICE USE ONLY

Date application received 12/13/21

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by N/A

Liquor License received by N/A

Tent Permit received by N/A

LIU/IE contacted _____



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

Organization	Name of Organization Unwaged Fest		Type of Organization		Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Address for Organization 728 Spencer Lane IL 60047		Lake Zurich		Email Address lodiatl@gmail.com	
	Contact Person Joeli Alt		Home Number 847-847-7886		Business Number ---	
	Cell Phone Number 847-530-7778		Chairman/President's Name (if Different) Alexis Alt (13 years old)		Home Number 847-847-7886	
Event	Date(s) of Event 8/7/2022		Day(s) of the week Sunday		Time(s) of Event 10A - 4pm	
	Describe the Type of Event you wish to hold Festival Celebrating Unwaged's		Location(s) of event Paulus Park			
	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 checked="" type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
Police Department	List any other assistance the Police Department would be providing		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:		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)	
Fire Department	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 checked="" type="checkbox"/> No		Name of Fire Department Official Contacted		Rank	
	When Contacted:		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) Paulus Park			
Park & Recreation Dept.	Address of Park Property to be used (if applicable) 200 S. Rand Rd., Lake Zurich, IL 60047		Will the event require use of Park & Recreation Department Personnel? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Uncertain			
	Describe the type of personnel assistance required					
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Type of Equipment <input checked="" type="checkbox"/> Stage <input type="checkbox"/> Beaches <input checked="" type="checkbox"/> Shelters <input checked="" type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
	Describe any other Park & Recreation Department Equipment Needed shelter A and shelter B picnic tables					
Public Works	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 Bonnie Croato		Title Director	
	When Contacted: 12/14/2021		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 checked="" type="checkbox"/> No		Will the Event require the use of Public Works Equipment? <input type="checkbox"/> Yes <input checked="" 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:					
Building	Will the event require the use of any Public Works Property? <input type="checkbox"/> Yes <input checked="" 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 checked="" type="checkbox"/> No		Name of Public Works Department Official Contacted	
	Title		When Contacted:		Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown	
	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 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 checked="" type="checkbox"/> No	
Name of Building Department Official Contacted		Title		When Contacted:		

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Unplugged Fest

Event Type/Purpose Festival

Event Date(s) 8/13/2021 Event Start/End Time 10a-4p

Event Location Paulus Park 200 S. Rand Rd., Lake Zurich, IL 60047

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

APPLICANT INFORMATION

Organization Name Unplugged Fest

Applicant's Name/Responsible Party Jodi Alt

Organization/Applicant/Address/City/State/Zip 728 Spencier Lane
Lake Zurich, IL 60047

Applicant Phone Numbers 847-530-7778

Applicant E-Mail Address jodi.alt@gmail.com

Contact Name & Phone Number During Event Jodi Alt (847) 530-7778

**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 A free festival for families to disconnect with each other and to reconnect with local businesses and for local businesses to promote themselves for free and provide activities to demonstrate their business



Approximate number of people expected at event 200

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

Will there be food concessions at the event? possibly 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 although CERT and
(Outside municipalities may not provide services in the Village) Fire Dept. will be present

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 I.H. for details

Number and location of portable toilet facilities provided # _____ Location: _____

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

Will you be selling items or raffling items? possibly

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) electric at sites
already there

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

Note your event's website address, if you'd like that included _____

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 Jordi Alt Date 12/14/2021





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

Organization	Name of Organization <u>Lake Area Chamber of Commerce</u>		Type of Organization <u>Business</u>		Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Address for Organization <u>444 S. Rand Road, Ste. 308 Lake Zurich, IL 60047</u>				Email Address <u>events@lacc.com</u>	
	Contact Person <u>Judy Scalzitti</u>		Home Number <u>N/A</u>		Business Number <u>817-435-8972</u>	
	Chairman/President's Name (if Different) <u>Amanda Howland</u>		Home Number <u>N/A</u>		Business Number <u>817-324-3413</u>	
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 <u>Apr 14 2022</u>		Day(s) of the week <u>Sunday</u>		Time(s) of Event <u>9am - 10pm</u>	
	Describe the type of Event you wish to hold <u>Food Fest</u>				Location(s) of event <u>Paulus Park</u>	
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 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 checked="" type="checkbox"/> Pedestrian Control <input checked="" 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 <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	
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"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department <u>Medic On Call</u>					
Park & Recreation Dept.	Has contact been made with a representative of the Fire Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Fire Department Official Contacted		Rank	
	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) <u>Paulus Park</u>		Address of Park Property to be used (if applicable) <u>200 S Rand Rd. Lake Zurich, IL 60047</u>			
	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 <u>Bathroom Maintenance during event</u>			
Public Works	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input checked="" type="checkbox"/> Shelters <input checked="" 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 <u>Bonnie Caputo</u>		Title <u>Director</u>	
Building	When Contacted: <u>Dec. 1, 2021</u>		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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the Event require the use of Public Works Equipment? <input type="checkbox"/> Yes <input checked="" 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					
Building	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:		Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown			
	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 checked="" type="checkbox"/> No		Name of Building Department Official Contacted		Title		
When Contacted:						

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Taste of the Towns
 Event Type/Purpose Community - Food Fest
 Event Date(s) Aug. 14, 2022 Event Start/End Time 9-10 am
 Event Location Paulus Park

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

APPLICANT INFORMATION

Organization Name Lake Zurich Area Chamber of Commerce
 Applicant's Name/Responsible Party Judy Scalzitti
 Organization/Applicant/Address/City/State/Zip 444 S. Rand Rd. # 308
Lake Zurich IL 60047
 Applicant Phone Numbers 847-438-5572, ext. 2
 Applicant E-Mail Address events@lzac.com
 Contact Name & Phone Number During Event Judy Scalzitti 224-343-0280

*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 Opportunity to showcase
the food & beverage businesses in the
area ~~with~~ the community

Village of Lake Zurich, 444 S. Rand Road, Lake Zurich, IL 60047, 224-343-0280, Lake Zurich, IL



Approximate number of people expected at event 1,000

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

Will there be food concessions at the event? Yes 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? Yes If yes, contact Village Hall and see I.H. for details

Number and location of portable toilet facilities provided # NO Location: ---

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

Will you be selling items or raffling items? Yes

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!

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

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 [Handwritten Signature] Date 12-16-2021



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

[Signature] 12-16-2021
Signature Date

FOR OFFICE USE ONLY

Date application received 12/18/21

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by _____

Liquor License received by _____

Tent Permit received by _____

JULIE contacted _____

Village of Lake Zurich Reservation Permit 2008 Form to be filled out by the applicant and returned to the Village of Lake Zurich, 14001 W. Ziegler Rd., Lake Zurich, IL 60047





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

Organization	Name of Organization Boy Scout Troop 93		Type of Organization Scouts		Is this a "Not For Profit Organization" <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Address for Organization 47 Church St, Lake Zurich, IL 60047			Email Address mgull@aol.com		
	Contact Person Maggie Gullede		Home Number 8475500411	Business Number	Cell Phone Number 8475284855	
	Chairman/President's Name (if Different) Erik Kale - Committee Chair		Home Number 8474143815	Business Number	Cell Phone Number 2246231245	
Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?						
Event	Date(s) of Event 8/20/2022-8/21/22	Day(s) of the week Saturday, Sunday	Time(s) of Event 9 AM to 10 AM Sunday		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When? 8/21/2021	
	Describe the Type of Event you wish to hold Youth/Family Campout			Location(s) of event Park Grounds and Shelter B		
Police Department	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		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:
Fire Department	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 type="checkbox"/> No		Will any equipment belonging to the Fire Department be used? <input type="checkbox"/> Yes <input 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 checked="" type="checkbox"/> No		Name of Fire Department Official Contacted		Rank	When Contacted:	
Park & Recreation Dept.	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 type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain			
	Name of Park Property to be used (if applicable) Rest Rooms		Address of Park Property to be used (if applicable)			
	Will the event require use of Park & Recreation Department Personnel <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required Open gates, access to rest rooms			
	Will any Park & Recreation Department equipment be required? <input type="checkbox"/> Yes <input 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 Bonnie Caputo		Title	When Contacted: 8/23/2021	
Public Works	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 checked="" type="checkbox"/> No		Will the Event require the use of Public Works Equipment? <input type="checkbox"/> Yes <input checked="" 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:	
Building	Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input 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 type="checkbox"/> No		Will the event require the assistance of any Building Department Personnel? <input type="checkbox"/> Yes <input 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:

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Lake Zurich Boy Scout Troops Campout

Event Type/Purpose Recruiting Boys and Girls to Scouting

Event Date(s) 8-20-2022 to 8-21-2022 Event Start/End Time 9 am Saturday/10 am Sun

Event Location Park Grounds and Shelter B

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 Gullede

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

Applicant Phone Numbers C: 847-528-4855

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 Boy Scout activities around the park, games, grilling,

camping on the grassy area N of the Barn by Shelter B

Illinois State Police - Lake Zurich Police Department - 1000 North Lake Zurich Road, Lake Zurich, IL 60047



Approximate number of people expected at event 55

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? Possibly pop up canopy, weather dependant
(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

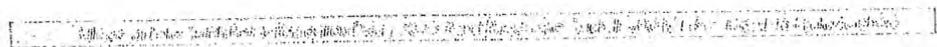
Does the applicant/organization owe any outstanding invoices to the Village? No
(Unpaid invoices may result in denial of event application.)

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 Margaret Gullbedge Date 10/18/2021



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Signature Margaret Gullledge

Date 10/18/2021

FOR OFFICE USE ONLY

Date application received 10/18/21

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by N/A

Liquor License received by N/A

Tent Permit received by N/A

JULIE contacted N/A

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

Organization	Name of Organization Apline Running Club		Type of Organization Athletic Club		Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	Address for Organization 39 Lake Breeze Ct Lake Zurich IL 60047				Email Address louibal@cdw.com		
	Contact Person Louis Balgorria		Home Number 847-848-4827	Business Number	Cell Phone Number 847-848-4827		
	Chairman/Presidents Name (if Different)		Home Number	Business Number	Cell Phone Number		
Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?							
Event	Date(s) of Event August 21 2022	Day(s) of the week Sunday	Time(s) of Event 5:30 to 11:30		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When?		
	Describe the type of Event you wish to hold Running races			Location(s) of event Paulus Park			
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 Map has been provided to the police		
	Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input checked="" 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			Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input checked="" 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:		
	Describe the type of assistance required from the Police Department						
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain		
	Type of Equipment <input checked="" 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 checked="" type="checkbox"/> No		Name of Fire Department Official Contacted	Rank	When Contacted:			
Park & Recreation Dept.	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) Breezewald Park			Address of Park Property to be used (if applicable) 125 n Old Rand Rd Lake Zurich IL			
	Will the event require use of Park & Recreation Department Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required				
	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 type="checkbox"/> Shelters <input type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents				
	Describe any other Park & Recreation Department Equipment Needed Just Trash Cans						
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 Bonnie Caputo	Title	When Contacted:			
Public Works	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 checked="" type="checkbox"/> No		Will the Event require the use of Public Works Equipment <input type="checkbox"/> Yes <input checked="" 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 checked="" type="checkbox"/> Not Certain						
Has contact been made with a representative of the Public Works Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Public Works Department Official Contacted	Title	When Contacted:			
Building	Will the event require the assistance of the Building Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input 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 checked="" 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 checked="" type="checkbox"/> No		Name of Building Department Official Contacted	Title	When Contacted:		

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Alpine Races
 Event Type/Purpose Running Event 10.5 mile 3.2K and kid races
 Event Date(s) August 21 2022 Event Start/End Time 6:30 AM
 Event Location Breezewald Park LZ

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

APPLICANT INFORMATION

Organization Name Alpine Runners
 Applicant's Name/Responsible Party Louis Baigorrria
 Organization/Applicant/Address/City/State/Zip 39 LAKE BREEZE CT
LZ IL 60047
 Applicant Phone Numbers (847) 848-4827
 Applicant E-Mail Address LOUIS.BAIGORRIA@RCOW.COM
 Contact Name & Phone Number During Event SAME

*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 This is a running race. We
have provide the course detail to the park and
police

Village of Lake Zurich Park & Recreation Dept 1200 S. Rand Road, Lake Zurich, IL 60047 | 847.438.5146 | LakeZurich.org



Approximate number of people expected at event 400 hundred

Is this a returning event to Lake Zurich or first time event? Returning event 40 years

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? Yes: LZ Police & Fire Emergency
 (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 I.H. for details

Number and location of portable toilet facilities provided # 14? Location: Breezewald

Will there be assembly tents/canopies erected at the event? Yes
 (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

Yes, mapping and direction have been provided to the Police
 (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, and will pay!

Note your event's website address, if you'd like that included _____

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 Jean Boyer Date 12-13/21



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and agree to assume the full risk of any injury, including death, damages, or loss which I, or any of my guests, may suffer as a result of participating in any activities connected with or associated with the use of Department facilities. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims, damages, injuries and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

[Handwritten Signature]
Signature

12/13/21
Date

FOR OFFICE USE ONLY

Date application received 12/18/21

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by N/A

Liquor License received by N/A

Tent Permit received by _____

ULLE contacted _____



SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name BRAZILIAN Festival
 Event Type/Purpose Promote small businesses / Cultural awareness
 Event Date(s) Aug, 27 & 28th 2022 Event Start/End Time 11 - 6
 Event Location Center Stage Pavilion

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

APPLICANT INFORMATION

Organization Name BRAZILIAN Festival LLC
 Applicant's Name/Responsible Party Juliana Guimaraes
 Organization/Applicant/Address/City/State/Zip 381 Prairie Knoll Dr,
 Naperville IL 60565
 Applicant Phone Numbers 630. 272 9722
 Applicant E-Mail Address brazilianfestivalus@gmail.com
 Contact Name & Phone Number During Event 630 272 9722 (Juliana)
 *Representative must be on site and available during event hours 630 600 7540 (Katy)

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 30-50 vendors (food, services,
 and merchandise), kids area (bounce houses), live
 music (few acoustic performances)

Village of Lake Zurich Park & Recreation Dept. 200 S. Rand Road, Lake Zurich, IL 60047, Tel: 7438.3146 | Lake Zurich, IL



Approximate number of people expected at event 1,000/day

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

Will there be food concessions at the event? yes Contact the Lake County Health Dept for requirements.

Will there be inflatables/bounce houses at the event? yes
(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? yes If yes, contact Village Hall and see JH for details

Number and location of portable toilet facilities provided # - Location: -

Will there be assembly tents/canopies erected at the event? yes
(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

Note your event's website address, if you'd like that included brazilianfestivalus.com

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 Juliana Guimaraes Date 02/10/22

Village of Lake Zurich Park & Recreation Dept | 200 S. Bond Road, Lake Zurich, IL 60047 | 847.438.5146 | LakeZurich.org



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Juliana Guimaraes 02/10/22
Signature Maziliau Festival LLC Date

FOR OFFICE USE ONLY

Date application received _____

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by _____

Liquor License received by _____

Tent Permit received by _____

JULIE contacted _____

Village of Lake Zurich Park & Recreation Dept., 200 S. Rand Road, Lake Zurich, IL 60047 | 630.743.5146 | LakeZurich.org





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

Organization	Name of Organization or Group Brazilian Festival LLC		Type of Organization LLC	In this a "Not For Profit" Organization Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
	Address for Organization or Group 381 Prairie Knoll Dr, Naperville IL		Home Telephone Number 630 2729722	Business Telephone Number —		
	Contact Person Juliana Guimaraes		Home Telephone Number 630 2729722	Business Telephone Number —		
	Chairman or Presidents Name Jahana - same		Home Telephone Number same	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 Aug 27 8 28 2022	Day(s) of the week Sat / Sun	Time(s) of Event 11-6	Request for pre-event meeting with Village Staff? When? yes		
	Describe the Type of Event you wish to hold Brazilian Festival		Location(s) of event Center Stage Pavilion			
Police Department	Will your event require the assistance of the Police Department? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Will the event require the closing of any roadways? Yes <input type="checkbox"/> No <input type="checkbox"/>		Name(s) of roads to be closed	
	Type of assistance needed from the Police Department 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 <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?		Name of Official Contacted?		Road closure dates and times:	# of No Parking Signs Needed:
Fire Department	Will your event require the assistance of the Fire Department? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Will your event require the use of Fire Department Personnel? Yes <input type="checkbox"/> No <input type="checkbox"/>		Will any equipment belonging to the Fire Department be used? Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain <input type="checkbox"/>	
	Type of Equipment Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Tanker <input type="checkbox"/> Other (Please Describe) <input type="checkbox"/>					
	Describe the type of assistance required from the Fire Department					
	Has contact been made with a representative of the Fire Department? Yes <input type="checkbox"/> No <input type="checkbox"/>		Name of Fire Department Official Contacted		Rank	When Contacted:
Parks Department	Will your event require the assistance of the Park Department? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain <input type="checkbox"/>		Will the event require the use of any Village Parks or Park Property? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain <input type="checkbox"/>			
	Name of Park Property to be used (if applicable) Paulus Park		Address of Park Property to be used (if applicable)			
	Will the event require the use of Park Department Personnel? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Uncertain <input type="checkbox"/>		Describe the type of personnel assistance required			
	Will any equipment belonging to the Park Department be used? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Type of Equipment Stage <input type="checkbox"/> Beaches <input type="checkbox"/> Playground Equip. <input type="checkbox"/> Picnic Tables <input checked="" type="checkbox"/> Tents <input type="checkbox"/>			
Describe any other Park Department Equipment Needed						
Has contact been made with a representative of the Park Department? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Name of Park Department Official Contacted Bonnie Caputo		Title	When Contacted:	
Public Works	Will the event require the assistance of the Public Works Department? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Certain <input type="checkbox"/>		Will the event require the use of Public Works Personnel? Yes <input type="checkbox"/> No <input type="checkbox"/>		Will the Event require the use of Public Works Equipment? Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Describe the type of assistance required from the Public Works Department					
	Type of equipment needed Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input 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? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Certain <input type="checkbox"/>		Location of Public works property			
Has contact been made with a representative of the Public Works Department? Yes <input type="checkbox"/> No <input type="checkbox"/>		Name of Public Works Department Official Contacted		Title	When Contacted:	
Building	Will the event require the assistance of the Building Department? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Certain <input type="checkbox"/>		Will the event involve the use of electrical equipment? Yes <input type="checkbox"/> No <input type="checkbox"/>		Will any electrical equipment be used outdoors? Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Will the event involve the modification of any structures? Yes <input type="checkbox"/> No <input type="checkbox"/>		Will the event involve the building of any structures? Yes <input type="checkbox"/> No <input type="checkbox"/>		Will the event require the assistance of any Building Department Personnel? Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Has contact been made with a representative of the Building Department? Yes <input type="checkbox"/> No <input type="checkbox"/>		Name of Building Department Official Contacted		Title	When Contacted:

PROPOSED MAP





VILLAGE OF LAKE ZURICH SPECIAL EVENT PERMIT APPLICATION (ATTENDANCE OVER 500)

PLEASE COMPLETE PAGE ONE OF THE APPLICATION

Organization	Name of Organization All Community Events		Type of Organization Event Company		Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Address for Organization 1152 Ensell Road, Lake Zurich, IL			Email Address Bobby@allcommunityevents.com		
	Contact Person Bobby Jaenicke		Home Number	Business Number	Cell Phone Number 630-656-0804	
	Chairman/Presidents Name (if Different) Peter Starykowicz		Home Number	Business Number	Cell Phone Number 847-344-0861	
Event	Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?					
	Date(s) of Event 9/24-11/7	Day(s) of the week Thursday - Sunday	Time(s) of Event 5:30 PM - 11:00 PM		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When?	
	Describe the Type of Event you wish to hold 3/4 mile long walk through thousands of hand carved Pumpkins			Location(s) of event Paulus Park		
	Will your event require the assistance of the Police Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
Police Department	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 checked="" 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		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:	
Fire Department	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 checked="" type="checkbox"/> No		Name of Fire Department Official Contacted	Rank	When Contacted:	
Park & Recreation Dept.	Will your event require assistance of the Park & Recreation Department <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" 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) Paulus Park		Address of Park Property to be used (if applicable) 200 S Rand Road			
	Will the event require use of Park & Recreation Department Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required			
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input checked="" type="checkbox"/> Shelters <input checked="" type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
Public Works	Describe any other Park & Recreation Department Equipment Needed: <i>Golf cart</i>					
	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 Bonnie Caputo	Title Recreation Director	When Contacted:	
	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 checked="" 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 Garbage Bins					
Building	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 checked="" 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 checked="" type="checkbox"/> No		Name of Public Works Department Official Contacted	Title	When Contacted:	
	Will the event require the assistance of the Building Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		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 type="checkbox"/> Yes <input checked="" 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Has contact been made with a representative of the Building Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Building Department Official Contacted	Title	When Contacted:		

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Jack O' Lantern World
 Event Type/Purpose 3/4 mile walk through thousands of hand carved pumpkins
 Event Date(s) 9/24-11/7 (Thurs/Sun) Event Start/End Time 5:30 PM - 11:00 PM
 Event Location Paulus Park

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

APPLICANT INFORMATION

Organization Name All Community Events
 Applicant's Name/Responsible Party Bobby Jaenicke
 Organization/Applicant/Address/City/State/Zip 1152 Ensell Road, Lake Zurich IL
 Applicant Phone Numbers 630-656-0804
 Applicant E-Mail Address Bobby@allcommunityevents.com
 Contact Name & Phone Number During Event Bobby Jaenicke 630-656-0804

*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 3/4 long walk through thousands of hand carved pumpkins. The route will be similar if not the same as last year.

Village of Lake Zurich Park & Recreation Dept. 200 S. Rand Road, Lake Zurich, IL 60047, 262.471.1615, www.lak Zurich.org



Approximate number of people expected at event 50,000

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

Will there be food concessions at the event? Yes *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? Yes If yes, contact Village Hall and see I.H. for details

Number and location of portable toilet facilities provided # 12 Location: Off the main path leading into the park

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

Will you be selling items or raffling items? Possibly

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.) Electric

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

Note your event's website address, if you'd like that included <https://thejackolaternworld.com/>

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 *Robert Juranich* Date 1/25/22

Village of Lake Zurich, Park & Recreation Dept. | 200 S. Park Road, Lake Zurich, IL 60057 | 630.467.4400 | 467.4400



WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Robert Janicke 1/25/22
Signature Date

FOR OFFICE USE ONLY

Date application received 1/25/22

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by _____

Liquor License received by _____

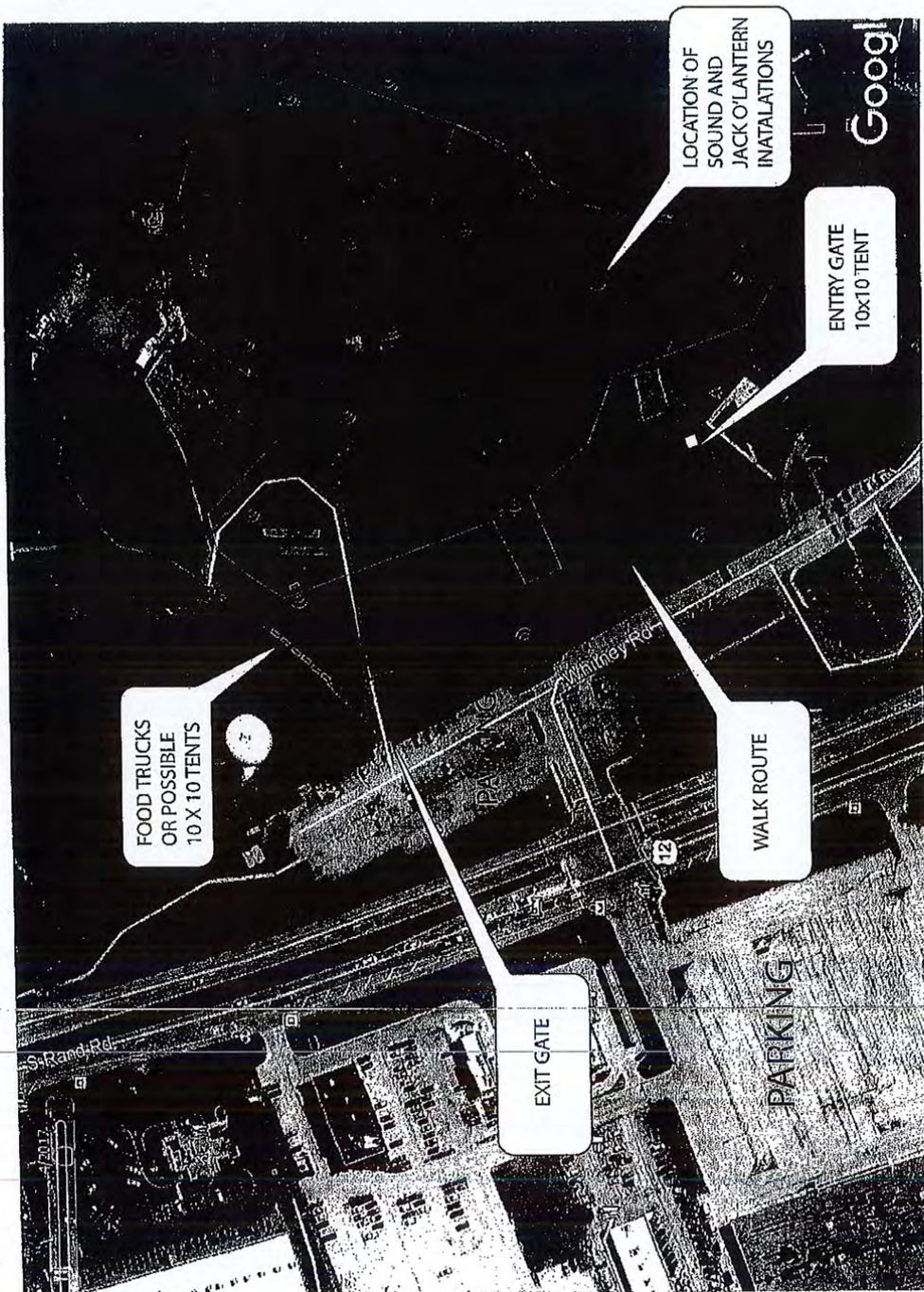
Tent Permit received by _____

JULIE contacted _____

Village of Lake Zurich Park & Recreation Dept. 1200 N. Birch St. Lake Zurich, IL 60047-1307. Use of the Village logo is



MAP DURING EVENT





At the Heart of Community

PARKS AND RECREATION DEPARTMENT

200 South Rand Road
Lake Zurich, Illinois 60047

(847) 438-5146
LakeZurich.org

APPROVAL
57

MEMORANDUM

Date: February 21, 2022

To: Ray Keller, Village Manager *PK*

From: Bonnie Caputo, Recreation Director

Subject: Park and Recreation Internal Special Event Requests FY22

Issue: To continue to meet the Village objective to enhance the community image and positive interactions through special events, the Park and Recreation Department would like consideration of a variety of internally ran special events for our community in the upcoming year. According to Special Events guidelines, events requiring only Park/Facility use with attendance over 100 must be reviewed and approved by the Village Board of Trustees.

Analysis: Below is a summary of the internal special events the Park and Recreation Department is requesting approval for in FY22:

Event	Date(s) and Time(s)	Location	Estimated Attendance
Tween Nitelite Egg Hunt	4/1/22 7:45-9:45pm	Paulus Park Barn	100+ per night
Annual Egg Hunt	4/9/22 11:30am-12pm	Paulus Park	1,500+
Arbor Day	4/30/22 9am-12pm	Kuechmann Arboretum	100+
Farmers Market	6/3/22-9/23/22 3-7pm	Paulus Park	800+ each market

Movies in the Park	6/17/22 & 7/15/22 8:30pm	Paulus Park	500+ per night
Family Fishing Derby	June Date TBD 9am-12pm	Paulus Park	100+
Groove Grove	6/29, 7/27, 8/31/22 4-7:30pm	Promenade/Block A	200+ per date
July 4th	7/4/22 10am-approx. 10pm	Paulus Park	8,000+
Rock the Block	9/10/22 5pm-11pm	Downtown Lake Zurich Main Street	8,000+
Miracle on Main Street	12/3/22 3-7pm	Downtown Lake Zurich Main Street	3000+

Certain events listed above require local street closures for event set up and operations. Rock the Block requires Main Street (from Church to Old Rand Road) to be closed from 10am through event clean up (approximately 3am on 9/11/22). The Miracle on Main Street event requires Main Street (from Church Street to Old Rand Road) to be closed from 9am through event clean up (approximately 11pm on 12/4/22).

Recommendation: The Park and Recreation Advisory Board and staff recommends accepting the above internal special event requests for FY22.



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 7A

MEMORANDUM

Date: February 22, 2022

To: Ray Keller, Village Manager

From: Sarosh Saher, Community Development Director

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

Re: Zoning Application for 255 Quentin Road
Amendment to Special Use Permit and Planned Unit Development
Expansion of Heritage Church

Issue

Heritage Church, formerly known as Harvest Bible Chapel of Lake Zurich, (the “Applicants”), has filed a zoning application for the property at 255 Quentin Road (the “Subject Property”). The Subject Property is located within the Village’s IB Institutional Building District. Specifically, the applicant is seeking:

- Amendment to the Special Use Permit and Planned Unit Development (PUD) to allow for certain expansions of Heritage Church classified under Religious Organizations (866) approved per Ordinances 2000-10-65 and 2005-09-372.

2014-2019 Strategic Plan: This agenda item is consistent with the following objectives under Goal #2

- Become more business friendly and customer oriented.

Heritage Church proposes to renovate the interior and exterior of the building to include a new 23,000 square foot lobby and auditorium. The new building addition will be located towards the rear – on the north and west side of the existing building. The additional building area and parking lot will require the demolition of the existing single-story parsonage building. The expanded building will be served by a parking lot containing 284 parking spaces.

Currently there are an average of 600 attendees on a typical Sunday spread over two different services. Following the expansion, the worship facility will be able to hold 1,000 attendees. This figure includes adults and children. During the week Heritage Church typically has 10-15

255 Quentin Road - Expansion of Heritage Church
February 22, 2022

employees that work from this location on Monday-Thursday from 9:00 a.m. to 4:00 p.m. The church also provides youth services and small group meetings for adults on Wednesday nights from 7:00-8:30 p.m., which has about 100 attendees.

The parking demand will primarily be generated through the use of the 1,000-seat auditorium. The zoning code parking requirement for Membership Organizations (including churches) is 1 space for each 4 persons or auditorium design capacity, requiring 250 spaces. The parking lot after expansion is proposed to accommodate 284 spaces.

Analysis

The Planning and Zoning Commission (PZC) held a public hearing on January 19, 2022 to consider the application. During the period of public testimony, attorneys for the adjacent property owners to the north at 23346 N Quentin Road presented their objections to the expansion citing reasons that the proximity of the new addition created a negative impact on their property, and that the structure, traffic and activity was not sufficiently screened. The Applicant and staff were also given the opportunity to clarify some of the information presented by their attorney that was either incorrect or inconsistent with the information presented by the Applicant.

Property to the North at 23346 N Quentin Road (Residential Property).

The property located immediately north of the church property is located in unincorporated Lake County. It comprises 2.3 acres and is improved with a single-family residence that is served by a well and septic system. While this property was one of the earlier properties to be developed in the 1970s with a residence together with the parsonage building to the south, this property has seen development surround it over time.

- 1980s – Construction of the church building to the south that later acquired the parsonage building and annexed to the Village of Lake Zurich in 2000.
- 2000 – Construction of the approx. 105,000 sq.ft. building at 1325 Ensell Road (former Peapod and currently Factor 75) to the west (rear). The parking lot and loading docks for the property face east with a 10-foot setback from the Residential Property and screened by means of a single row of evergreen trees.
- 2015 – Construction of the approx. 33,000 sq.ft. building at 1411 Ensell Road (Performance Contracting Inc) to the north (side). The building and its parking lot are located approximately 40 feet and 75 feet north respectively of the common lot line with the residential Property and screened with a combination of evergreen and deciduous trees.
- 2010 onwards – Construction of the single-family residences within the Village of Hawthorn Woods across Quentin road to the east began.

Based on this information, staff has determined that the Residential Property had been impacted with surrounding development on the west and north and since 2000 and 2015. The church property to the south with its current proposed development will continue the trend of large-scale non-residential development around the Residential Property.

255 Quentin Road - Expansion of Heritage Church
February 22, 2022

The owners of the Residential Property have been in conversation with Village development staff since 2018 to discuss the option of connecting to the village water and sanitary utility systems but did not proceed. In 2021, the owners resumed discussion regarding utility connection with the additional intention of annexing the property to Lake Zurich as a condition for connection.

In July 2021, the owners also shared that they were contemplating moving their parents off the property due to difficulties in finding an appropriate caregiver and were in “off-market” conversation with a “...buyer who is interested in the land, rezoning and annexing to the village.” In September of 2021, during development discussions with the Church, representatives of the church stated that the Church was the buyer interested in acquiring the residential property, demolish the existing house and creating more open space. However, at the public hearing in January 2022 it was revealed that the sale had not come to fruition.

Following the close of the January 19, 2022 hearing, the PZC voted 3-2 in favor of recommending approval of the Special Use Permit to allow for the expansion of the church facilities. As part of the recommendation for approval, the following three conditions were added to those recommended by staff. They are as follows:

1. *Privacy Fence.* The Applicant should provide a fence along the common property line between the adjacent property to the North at 23346 N. Quentin Road to act as a buffer, along with additional landscape material. The fence may be constructed in a design worked out by the Applicant and the adjacent property owner, and may be designed as a privacy fence not to exceed 6 feet in height.

Landscape Buffer. The Applicant should additionally consider increasing the area of the buffer from the existing 10 feet contained within the required setback to an amount between 10 and 20 feet. In the area along the frontage of the building and access drive, the increase in the buffer is contingent upon the allowance for the removal of the access drive upon consultation with the Fire Prevention Division.

2. *Lighting.* The lighting impact on the adjacent property, shall be minimized through compliance with the requirements for illumination as contained within Section 8 Article B entitled “Exterior Lighting” of the Lake Zurich Zoning Code (Title 9).
3. *Technical Issues Related to Utilities.* The technical issues related to site drainage, water and sanitary services as recommended by village staff shall be verified and resolved.

On receiving the conditions for approval, the Applicants stated that they were amenable to working with the village to mitigate the impact of the new building addition on the property to the north to the greatest extent possible.

The video stream from the DRT meeting can be accessed via the link:
<https://play.champds.com/lakezurichil/event/46>

255 Quentin Road - Expansion of Heritage Church
February 22, 2022

A detailed evaluation and summary of the project can be found in the Staff Report that was provided to the Planning and Zoning Commission, which is made a part of the attached Ordinance.

Changes since the Public Hearing to address the PZC Conditions for Approval

Since the close of the hearing, the applicant has worked with the village's Development Review Team (DRT) to implement changes to the proposed development. These are described as follows:

1. *Privacy Fence and Landscape Buffer.*

- a. To mitigate the impact of the new building addition, the proposed North access drive will be removed back to the existing entrance on Quentin Road. The area of the such access drive will be substituted with a landscape buffer that will include 24 trees (14 additional) and 108 shrubs. These shrubs will take the place of the shrubs and plant material initially proposed along the foundation of the north elevation of the building.
- b. With the removal of the north access drive, an asphalt access berth with sidewalk connecting to the north access door for fire department access will be created utilizing the existing access point cut on Quentin Road. The access berth will be provided with a double swinging gate and provided with signage for authorized personnel only.
- c. On the recommendation of the privacy fence, it is the Church's preference not to provide a fence along the north side of the property to screen the existing parking lot since the additional landscape buffer material that is proposed will serve that function. The existing trees are to be preserved along the northwest parking lot line and will be enhanced with additional trees and shrubs.
- d. In addition to the existing trees on the west side of the parking lot, an additional 13 trees and 135 shrubs will be provided for additional parking lot screening. However, because the impact of the subject property against the adjacent industrial property's parking lot (Factor 75 property) is low, staff recommends that the shrubs proposed along the west side of the building comprise the calculations for the required plant unit numbers along the west property line. Any additional remaining shrubs can be relocated to the detention pond areas owned by the Church that are located along and at the end of the access drive to the shopping center to the south (alongside the "Just Tires" retail building).

The trees required along west property line may be relocated to the north lot line to further reinforce the screening of the parking lot.

2. *Lighting*

- a. A revised photometric drawing completed by the Applicant's electrical engineering company RTM has been provided for review and is in substantial compliance with the zoning code and as recommended by the PZC. It should be noted that the landscape screening proposed along the north lot line will further reduce the impact of illumination to the north.

255 Quentin Road - Expansion of Heritage Church
February 22, 2022

3. *Technical issues related to Utilities.*

- a. Two items were of concern in the Staff Report to the PZC – 1) Water Quality with the proposed water utility improvements, and 2) consideration of potentially extending sanitary sewer to Lake Zurich public utilities, instead of the current lift station/force main that will connect to the already existing Lake County Public Utilities sewer.
 - i. To address the water quality concern, the proposed water utility along Quentin Road along with additional fire hydrant will be removed in its entirety. Fire Prevention Staff are amenable to allowing the existing hydrant placement on Quentin Road along with the interior hydrant on the church's property. An additional fire department connection will be coordinated with a deferred submittal to the fire prevention bureau for their approval during construction and prior to installation of the fire sprinkler system.
 - ii. To address the issue of a sanitary connection to the Village's utility, the Applicant is currently investigating the viability of connecting to the Lake Zurich sanitary utility located to the southwest within the Rose Road right-of-way. However, preliminary engineering recommendations and cost opinions are not available at this time. While the Village acknowledges that the church is already connected to Lake County's Public Sewer Utility via a Lift station and force main, the alternate recommended route would only be viable if constructability (available gravity slope) and budget suffice. The existing proposal would not slow or prohibit the approval of the proposed plan currently submitted.

The Applicant additionally revised the access point on Quentin Road to be properly delineated with lane marking to direct traffic onto and off the property at one location.

Recommendation: At their meeting on January 19, 2022, the PZC recommended approval of the Special Use Permit and PUD amendment incorporating the conditions for approval provided by staff in its report and the additional three conditions started and discussed earlier in this memo.

With the changes to the proposal and the removal of the north driveway resulting in the availability of land area along the north property line to be utilized as an enhanced landscape buffer, staff does not see the additional need for a permanent fence along such north property line.

Staff therefore recommends approval of the attached ordinance, with its specific attachments based on the following conditions for approval that are contained within said ordinance:

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions required by Village Staff and applicable governmental agencies:
 - a. Zoning Application, Cover Letter, and background information dated November 3, 2021, and prepared by Skyler Goodman, Heritage Church.
 - b. Exhibit A: Legal Description of the Subject Property

255 Quentin Road - Expansion of Heritage Church
February 22, 2022

- c. Architectural Plans, Building Elevations, Details and Specifications, Sheets T101 (Cover), A101, A102, A105, A200, A201 and A202 prepared by Ollmann Ernest Martin Architects and PBS Plan, Design, Build dated April 27, 2021.
 - d. Civil Engineering Plans Sheets C1 – C4 and C7 – C11 prepared by ER Engineering Resource Associates and PBS Plan, Design, Build dated April, 2021, with Sheet C-3 last updated on February 14, 2022.
 - e. ALTA/NSPS Land Title Survey prepared by ER Engineering Resource Associates dated March 3, 2020.
 - f. Landscape Plans and Tree Survey Sheets L101 – L104 prepared by Dowden Design Group last revised on February 16, 2022, as further revised herein below.
 - g. Site Photometrics (Site lighting), Sheet ES1.1 prepared by RTM Engineering Consultants and PBS Plan, Design, Build, last revised February 7, 2022 as further revised herein below.
2. The North lot line shall be landscaped in accordance with the requirements of Section 8, Article A entitled “Landscaping” of the Lake Zurich Zoning Code (Title 9). Such landscape material may take the place of a permanent privacy fence.
 3. Landscape material required to be installed along the west lot line shall be landscaped in accordance with the requirements of Section 8, Article A entitled “Landscaping” of the Lake Zurich Zoning Code (Title 9). However, due to the low impact of the subject property against the adjacent industrial property’s parking lot, shrubs proposed along the west side of the building may comprise the calculations of the required plant unit numbers along the west property line. Additional remaining shrubs may be relocated to the detention pond areas owned by the Church that are located along and at the end of the access drive to the shopping center to the south. Trees required along west property line may be relocated to the north lot line to further reinforce the screening of the parking lot.
 4. The illumination of the property including the building, site and parking lot areas shall be installed in conformance with the requirements of Section 8, Article B entitled “Exterior Lighting” of the Lake Zurich Zoning Code (Title 9), particularly along the north lot line.
 5. All technical issues related to Utilities including water quality and sanitary connections shall be resolved to the satisfaction of Village staff prior to issuance of a site engineering and inspection permit.
 6. The development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.
- Approval Ordinance including the following exhibits
 - Exhibit A – Legal description of the property
 - Exhibit B – January 19, 2022 staff report and PZC recommendation/conditions

● Page 6

ORDINANCE NO. 2022-_____ - _____**AN ORDINANCE AMENDING A PLANNED UNIT DEVELOPMENT AND APPROVING A SPECIAL USE PERMIT**

*Heritage Church
255 Quentin Road*

WHEREAS, Heritage Church, formerly known as Harvest Bible Chapel of Lake Zurich is the Applicant and Owner (hereinafter referred to either as “Applicant” or “Owner”) for an amendment to the current special use permit and current PUD granted for that property at 255 Quentin Road, (“Subject Property”) and said property legally described in **Exhibit A** hereto; and

WHEREAS, the Subject Property is developed under the terms and conditions of a Planned Unit Development (“PUD”) approved through Ordinance No. 2000-10-65 entitled “An Ordinance Granting a Zoning Map Amendment and Approving Special Use Permits, a Preliminary Plan of Subdivision, a Final Plat of Subdivision, a Concept Plan for a PUD, a Final Plan for a PUD, Site Plans, exterior Appearance Plans, and other Zoning Relief for the Community Church of Lake Zurich” and subsequently amended through Ordinance No. 2005-09-372 entitled “An Ordinance Granting a Special Use Permit, Amending the Site Plan and the Planned Unit Development Final Plan, and Granting a Modification from the Parking Requirements for the Harvest Bible Chapel of Lake Zurich;” and

WHEREAS, Applicant wishes to amend Ordinances No. 2000-10-65 and No. 2005-09-372 to allow for the expansion of the existing church facilities, interior/exterior renovations and associated parking/utility/landscape improvements at the Subject Property; and

WHEREAS, the Applicant has filed zoning application PZC 2021-13, dated November 3, 2021, (the “Application”) seeking the approval of the following:

- Amendment to the Special Use Permit and Planned Unit Development (PUD) to allow for certain expansions of Heritage Church classified under Religious Organizations (866) approved per Ordinances 2000-10-65 and 2005-09-372.

WHEREAS, in compliance with the law, and the requirements of the Village of Lake Zurich Zoning Code, notice was first published on November 22, 2021, in The Daily Herald, and the Village posted a public hearing sign on the Property on November 22, 2021, both the newspaper and sign notices informing the public of a public hearing to be held before the Lake Zurich Planning and Zoning Commission on December 15, 2021, to consider the Application for this requested zoning authority and approval; and

WHEREAS, the public hearing of the Lake Zurich Planning and Zoning Commission scheduled for December 15, 2021 was canceled due to inclement weather and the Applicant and other interested parties were notified of such cancelation and consented to rescheduling the hearing to January 19, 2022; and

WHEREAS, in compliance with the law, and the requirements of the Village of Lake Zurich Zoning Code, notice was republished on December 27, 2021, in The Daily Herald, and the Village retained the public hearing sign on previously posted on the Property on November 22, 2021, both the newspaper and sign notices informing the public of a public hearing to be held before the Lake Zurich Planning and Zoning Commission on January 19, 2022, to consider the Application for this requested zoning authority and approval; and

WHEREAS, the Lake Zurich Planning and Zoning Commission received and considered the STAFF REPORT dated December 15, 2021 with an addendum dated January 19, 2022, which was provided to the Commission for the meeting, addressing the request for approval of said Special Use Permit and Planned Unit Development amendments to Ordinances No. 2000-10-65 and No. 2005-09-372 to allow for the expansion and operation of the church facility on the Subject Property within the IB Institutional Building District; and considered all information presented by the Applicant, and the applicable factors required under of the Zoning Code; and, after the conclusion of the public hearing, the Planning and Zoning Commission recommended that the Board of Trustees approve the zoning approval requested in this Application, subject to those changes or conditions of approval recommended by Village staff in said STAFF REPORT with additional conditions; and

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich met on February 22, 2022, and considered the findings and recommendations of the Planning and Zoning Commission dated January 19, 2022 consisting of 2 pages, and the findings and recommendations of Village staff contained within the STAFF REPORT dated December 15, 2021 with an addendum dated January 19, 2022, consisting of 14 pages, said required zoning standards, findings and recommendations attached hereto as **Exhibit B** and having considered all of the facts and circumstances affecting the Application and these recommended approvals, the President and Board of Trustees have determined that the applicable standards related to this zoning approval has been met.

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

SECTION 1: ADOPTION AND INCORPORATION OF RECITALS. The foregoing recitals, findings, recommendations, exhibits and plans are incorporated herein as findings and requirements of the President and Board of Trustees, and **Exhibits A and B** referenced herein are made a part of and incorporated into this Ordinance and related approval, except as otherwise provided below.

Section 2: GRANT OF APPROVAL TO AMEND ORDINANCES NO. 2000-10-65 and No. 2005-09-372. The Mayor and Board of Trustees, pursuant to the authority vested in them under the laws of the State of Illinois and Chapter 22 (Sections 9-22-5 and 9-22-8) of the Lake Zurich Zoning Code, and further pursuant to Subsections 9-22-11.B and 9-22-12, hereby grant approvals of the specific separate amendments to each such Ordinances stated within this amendatory ordinance and expressly subject to the conditions outlined in Section 3 of this Ordinance.

SECTION 3: GRANT OF SPECIAL USE PERMIT. The Mayor and Board of Trustees, pursuant to the authority vested in them under the laws of the State of Illinois and Chapter 7 Article B (Section 9-7B-3) and Chapter 19 of the Lake Zurich Zoning Code, hereby grant the following approval, as shown and provided in the STAFF REPORT dated December 15, 2021 with an addendum dated January 19, 2022, consisting of 14 pages:

Amendment to the previously approved Ordinances 2000-10-65 and 2005-09-372 to approve this Special Use Permit and this amended Planned Unit Development (PUD) to allow expansion of Heritage Church classified under Religious Organizations (866) approved subject to the following conditions for approval

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions required by Village Staff and applicable governmental agencies:
 - a. Zoning Application, Cover Letter, and background information dated November 3, 2021, and prepared by Skyler Goodman, Heritage Church.
 - b. Exhibit A: Legal Description of the Subject Property
 - c. Architectural Plans, Building Elevations, Details and Specifications, Sheets T101 (Cover), A101, A102, A105, A200, A201 and A202 prepared by Ollmann Ernest Martin Architects and PBS Plan, Design, Build dated April 27, 2021.
 - d. Civil Engineering Plans Sheets C1 – C4 and C7 – C11 prepared by ER Engineering Resource Associates and PBS Plan, Design, Build dated April, 2021, with Sheet C-3 last updated on February 14, 2022.
 - e. ALTA/NSPS Land Title Survey prepared by ER Engineering Resource Associates dated March 3, 2020.
 - f. Landscape Plans and Tree Survey Sheets L101 – L104 prepared by Dowden Design Group last revised on February 16, 2022, as further revised herein below.
 - g. Site Photometrics (Site lighting), Sheet ES1.1 prepared by RTM Engineering Consultants and PBS Plan, Design, Build, last revised February 7, 2022 as further revised herein below.
2. The North lot line shall be landscaped in accordance with the requirements of Section 8, Article A entitled “Landscaping” of the Lake Zurich Zoning Code (Title 9). Such landscape material may take the place of a permanent privacy fence.
3. Landscape material required to be installed along the west lot line shall be landscaped in accordance with the requirements of Section 8, Article A entitled “Landscaping” of the Lake Zurich Zoning Code (Title 9). However, due to the low impact of the subject property against the adjacent industrial property’s parking lot, shrubs proposed along the west side of the building can constitute the required plant unit numbers along the west property line. Additional remaining shrubs may be relocated to the detention pond areas owned by the Church that are located along and at the end of the access drive to the shopping center to the south. Trees required along west property line may be relocated to the north lot line to further reinforce the screening of the parking lot.
4. The illumination of the property including the building, site and parking lot areas shall be installed in conformance with the requirements of Section 8, Article B entitled “Exterior Lighting” of the Lake Zurich Zoning Code (Title 9), particularly along the north lot line.
5. All technical issues related to Utilities including water quality and sanitary connections shall be resolved to the satisfaction of Village staff prior to issuance of a site engineering and inspection permit.
6. The development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

SECTION 4: FINDINGS IN SUPPORT OF APPROVAL TO AMEND ORDINANCES NO. 2000-10-65 and No. 2005-09-372 AND GRANT OF SPECIAL USE PERMIT. The findings,

conditions and recommendations as set forth in the STAFF REPORT dated December 15, 2021 with an addendum dated January 19, 2022, consisting of 14 pages, along with the filings provided to the PZC, are hereby accepted as the Board's own, are incorporated herein by this reference and shall be made a part of the official record for the Application.

SECTION 5: SEVERABILITY. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 6: CONFLICTS. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval, as provided by law.

PASSED THIS _____ day of _____, 2022.

Ayes:
Nays:
Absent:
Abstain:

APPROVED this _____ day of _____, 2022.

Mayor Tom Poynton

ATTEST:

Village Clerk
Kathleen Johnson

EXHIBIT A

Legal description of Property

PARCEL 1

LOT 1 OF PLANNED UNIT DEVELOPMENT OF LAKE ZURICH COMMUNITY CHURCH, BEING A PLANNED UNIT DEVELOPMENT OF SECTION 15, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 24, 2002 AS DOCUMENT NUMBER 5035749, IN LAKE COUNTY, ILLINOIS.

PARCEL 2

LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16, AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NUMBER 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS, EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL: BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 11; THENCE ON AN ASSUMED BEARING OF NORTH 89 DEGREES 56 MINUTES 24 SECONDS WEST ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 65.70 FEET; THENCE NORTH 00 DEGREES 17 MINUTES 06 SECONDS WEST, A DISTANCE OF 64.23 FEET; THENCE NORTH 12 DEGREES 19 MINUTES 57 SECONDS EAST, A DISTANCE OF 117.67 FEET TO A POINT 40.00 FEET NORMALLY DISTANT WEST OF THE EAST LINE OF SAID LOT 11, BEING ALSO THE WEST RIGHT OF WAY LINE OF QUENTIN ROAD RECORDED MAY 2, 1951 AS DOCUMENT NUMBER 726292; THENCE NORTH 00 DEGREES 16 MINUTES 59 SECONDS WEST ALONG A LINE 40.00 FEET NORMALLY DISTANT WEST OF AND PARALLEL WITH THE EAST LINE OF SAID LOTS 10 AND 11, BEING ALSO THE SAID WEST RIGHT OF WAY LINE OF QUENTIN ROAD AND THE NORTHERLY EXTENSION THEREOF, A DISTANCE OF 481.43 FEET TO THE NORTH LINE OF SAID LOT 10, BEING ALSO THE CENTERLINE OF ROSE ROAD; THENCE SOUTH 89 DEGREES 32 MINUTES 43 SECONDS EAST ALONG THE NORTH LINE OF SAID LOT 10, BEING ALSO THE CENTERLINE OF ROSE ROAD, A DISTANCE OF 40.00 FEET TO THE EAST LINE OF SAID LOT 10, BEING ALSO THE CENTERLINE OF QUENTIN ROAD; THENCE SOUTH 00 DEGREES 16 MINUTES 59 SECONDS EAST ALONG THE EAST LINE OF SAID LOTS 10 AND 11, BEING ALSO THE CENTERLINE OF QUENTIN ROAD, A DISTANCE OF 660.36 FEET TO THE POINT OF BEGINNING,

ALSO EXCEPTING THEREFROM, THE FOLLOWING DESCRIBED PARCEL:

BEING A PART OF LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16, AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NUMBER 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS; DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 11; THENCE SOUTH 89 DEGREES 54 MINUTES 34 SECONDS EAST, ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 585.90 FEET TO A POINT ON A LINE 70.00 FEET WEST OF AND PARALLEL WITH THE CENTERLINE OF QUENTIN ROAD AS SHOWN ON PLAT OF HIGHWAYS RECORDED AS DOCUMENT 6075937, SAID POINT BEING THE POINT OF BEGINNING; THENCE NORTH 00 DEGREES 17 MINUTES 06 SECONDS WEST, ALONG SAID PARALLEL LINE, A DISTANCE OF 630.85 FEET TO A POINT ON THE SOUTH LINE OF ROSE ROAD;

THENCE SOUTH 89 DEGREES 32 MINUTES 08 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 30.10 FEET TO THE WEST LINE OF QUENTIN ROAD AS DEDICATED BY DOCUMENT 725292 AND AS SHOWN ON A PLAT OF SURVEY RECORDED AS DOCUMENT 718179; THENCE SOUTH 00 DEGREES 16 MINUTES 59 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 461.49 FEET TO A BEND POINT IN THE RIGHT OF WAY, SAID POINT BEING ON THE WEST LINE OF QUENTIN ROAD AS SHOWN ON PLAT OF HIGHWAYS RECORDED AS DOCUMENT NUMBER 6075937; THENCE SOUTH 12 DEGREES 19 MINUTES 57 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 117.67 FEET; THENCE SOUTH 00 DEGREES 17 MINUTES 05 SECONDS EAST, CONTINUING ALONG SAID WEST LINE, A DISTANCE OF 64.18 FEET TO THE SOUTH LINE OF SAID LOT 11; THENCE NORTH 89 DEGREES 54 MINUTES 34 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 4.38 FEET TO SAID POINT OF BEGINNING.

ALSO EXCEPTING THEREFROM, THE FOLLOWING DESCRIBED PARCEL:

BEING A PART OF LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16, AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NUMBER 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS; DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE SOUTH LINE OF SAID LOT 11 EXTENDED WESTERLY AND THE CENTERLINE OF QUENTIN ROAD; THENCE NORTH 89 DEGREES 37 MINUTES 15 SECONDS WEST, ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 70.00 FEET TO THE WEST LINE OF QUENTIN ROAD HERETOFORE DEDICATED PER PLAT OF HIGHWAYS DOCUMENT NUMBER 6949847; THENCE NORTH 00 DEGREES 07 MINUTES 10 SECONDS EAST, ALONG SAID WEST LINE, 234.19 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 59 MINUTES 16 SECONDS WEST, 265.00 FEET; THENCE NORTH 00 DEGREES 07 MINUTES 10 SECONDS EAST, 137.00 FEET; THENCE NORTH 89 DEGREES 59 MINUTES 16 SECONDS EAST, 265.00 FEET TO THE WEST LINE OF QUENTIN ROAD HERETOFORE DEDICATED PER PLAT OF HIGHWAYS DOCUMENT NUMBER 6949847; THENCE SOUTH 00 DEGREES 07 MINUTES 10 SECONDS WEST, ALONG SAID WEST LINE; 137.00 FEET TO SAID POINT OF BEGINNING.

ALL IN LAKE COUNTY, ILLINOIS.

EXHIBIT B

Findings and recommendations of the Planning and Zoning Commission dated January 19, 2022 consisting of 2 pages, and
Findings and recommendations of Village staff contained within the STAFF REPORT dated December 15, 2021 with an addendum dated January 19, 2022, consisting of 14 pages

Exhibit C

Development Application and Attached Exhibits



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telsler Road
 Lake Zurich, Illinois 60047
 (847) 540-1696
 Fax (847) 726-2182
 LakeZurich.org

APPLICATION PZC 2021-13
PZC Hearing Date: December 15, 2021

AGENDA ITEM 4.A

STAFF REPORT

To: Chairperson Stratman and Members of the Planning & Zoning Commission
 From: Sarosh Saher, Community Development Director
 CC: Tim Verbeke, Planner
 Mary Meyer, Building Services Supervisor
 Date: December 15, 2021
 Re: PZC 2021-13 Zoning Application for 255 Quentin Road
 Amendment to Special Use Permit and Planned Unit Development
 Expansion of Heritage Church

SUBJECT

Heritage Church, formerly known as Harvest Bible Chapel of Lake Zurich (the “Applicant”) requests an Amendment to a Special Use Permit and Planned Unit Development (PUD) granted through Ordinances 2005-09-372 and 2000-10-65 to allow for expansion of the existing facilities, interior/exterior renovations and associated parking/utility/landscape improvements at the property commonly known as 255 Quentin Road, and legally described in Exhibit A attached hereto (the “Subject Property”).

GENERAL INFORMATION

Requested Action: Amendment to Special Use Permit and PUD
 Current Zoning: IB Institutional Building and R-1/2 Single-Family Residential
 Existing and Continued Use: Existing Worship Facility [Religious Organizations (SIC #866)], Elementary School (SIC #821), Day Care Facility (SIC #835)
 Property Location: 255 Quentin Road
 Applicant: Skyler Goodman, Senior Pastor
 Owner: Heritage Church
 Staff Coordinator: Tim Verbeke, Planner

Staff Report
APPLICATION PZC 2021-13

Community Development Department
PZC Hearing Date: December 15, 2021

LIST OF EXHIBITS

- A. Legal Description
- B. Public Hearing Sign
- C. Site Photos
- D. Aerial Map
- E. Zoning Map
- F. Parcel Map
- G. Development Application and Attachments
- H. Development Review Comments

BACKGROUND

Heritage Church, (the “Applicant”), is proposing an Amendment to Ordinances 2005-09-372 and 2000-10-65 to expand the existing worship facility. The proposal includes partial interior/exterior renovations with a new 23,000 square-foot lobby/auditorium expansion to the existing 21,000 square-foot building footprint. Associated site improvements to parking/utility/landscape areas will be implemented to accommodate the building expansion.

The property was annexed to the village of Lake Zurich in 2000 (per Ordinance 2000-10-64). At that time, the property was improved with a smaller church building and parking lot that was constructed under the regulations of Lake County.

Following annexation, the church requested approval to construct a daycare facility, parsonage and additional parking. Ordinance, No. 2000-10-65, entitled “An Ordinance Granting a Zoning Map Amendment and Approving Special Use Permits, a Preliminary Plan of Subdivision, a Final Plat Of Subdivision, a Concept Plan for a PUD, a Final Plan for a PUD, Site Plans, Exterior Appearance Plans, and other Zoning Relief for the Community Church Of Lake Zurich, Inc.” granted such approval and outlined the parking requirements for the church.

In 2005, the church requested additional approval to allow an elementary school on the property accompanied by additional expansion on the property. Ordinance 2005-09-372, entitled “An Ordinance Granting a Special Use Permit, Amending the Site Plan and the Planned Unit Development Final Plan, and Granting a Modification from the Parking Requirements for the Harvest Bible Chapel of Lake Zurich.” In particular, modifications to the parking requirements were granted to allow the church to construct parking spaces in excess of the village code requirements.

In 2006, the southerly portion of the current assemblage of property was annexed to the village. This portion contains open space areas and stormwater management facilities that are common to the subject property and the Bradford Town Crossings Development (Marianos et al) to the south. A portion of the property was later carved out and sold to allow for the development of the “Just Tires” store. Ordinance No. 2006-11-461 “entitled An Ordinance Annexing Certain Property to the Village of Lake Zurich (Harvest Bible Chapel) (lots 10 and 11 of the PUD) provided for such annexation.

Staff Report
APPLICATION PZC 2021-13

Community Development Department
PZC Hearing Date: December 15, 2021

The land use is classified as a special use under Religious Organizations (866) in the IB Institutional Building district. The overall property is developed under a Planned Unit Development (PUD). Therefore, any expansion, and change in the configuration of the approved Final Plan requires consideration through the public hearing process of the PZC with approval for amendments to the existing special use permit and PUD by the Village Board.

The Applicant has therefore filed an application with the Village of Lake Zurich received on November 3, 2021 (the “Application”) seeking:

- Amendment to the Special Use Permit and Planned Unit Development (PUD) to allow expansion of Heritage Church classified under Religious Organizations (866) approved per Ordinances 2005-09-372 and 2000-10-65.

The Subject Property is located within the Village’s IB Institutional Building Zoning District, with a portion of the open spaces zoned within the R-1/2 single-family district (the original zoning classification granted upon annexation). The subject property currently contains a 21,000 square-foot building footprint and a parking lot containing 243 parking spaces on approximately 6.7 acres of land. The Applicant intends to renovate the interior and exterior of the building to include a new 23,000 square foot lobby and auditorium. The expanded building will be served by a parking lot containing 284 parking spaces, an addition of 41 parking spaces.

Currently there are an average of 600 attendees on a typical Sunday spread over two different services. Following the expansion, the worship facility will be able to hold 1,000 attendees. This figure includes adults and children. During the week Heritage Church typically has 10-15 employees that work from this location on Monday-Thursday from 9am-4pm. The church also provides youth services and small group meetings for adults on Wednesday nights from 7:00 -8:30 p.m., which has about 100 attendees.

The parking demand will primarily be generated through the use of the 1,000-seat auditorium. The zoning code parking requirement for Membership Organizations (including churches) is 1 space for each 4 persons or auditorium design capacity, requiring 250 spaces. The parking lot after expansion is proposed to accommodate 284 spaces.

The new building addition will be located towards the rear – on the north and west side of the existing building. The additional building area and parking lot will require the demolition of the existing single-story parsonage building. The existing church building is set back approximately 64 feet from the street. The addition will be set back approximately 175 feet from the street. The expanded parking lot will be located behind the addition at the rear of the property.

To clear the site for the building addition and parking areas, the applicant is proposing the removal of 24 of 71 trees on the property. These comprise mostly silver maple, locust and crabapple trees that are rated as fair to poor condition on the provided tree survey. As part of the development 64 new trees are proposed to be added to the site in areas around the new building and within the parking lot. The entire building (both existing and new addition) will be extensively landscaped with new foundation landscape material.

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The building addition is proposed to be clad in Exterior Insulation Finishing Systems (EIFS) in a stucco finish painted in light grey. Vertical accent architectural metal panels in a wood grain finish and painted in light pine color will be added at the corner of the addition. A portion of the existing building's angled façade will also receive a similar panel that will contain the wall sign of the church.

The existing building's façade is also proposed to be reconfigured. The cross-shaped windows are proposed to be removed and the openings filled in with brick to match the façade, the entire façade will be repainted or stained in lighter colors and new signage will be added. No modifications to the sign code are being requested by the applicant.

Stormwater management is proposed to meet the requirements of the Lake County Watershed Development Ordinance. The existing detention facility located to the south within the open space parcel will be expanded with additional detention areas to accommodate the additional impervious areas to be added to the Subject Property.

New exterior lighting is proposed on the north and west side of the building. While the maximum proposed illumination of 8.9 foot-candles is below the code required maximum illumination of 10 foot-candles, the illumination along the north lot line exceeds the maximum required illumination on account of the north driveway to the parking lot. The lighting code requires illumination to be no more than 0.5 foot-candles along the north property line. The applicant is proposing a maximum of 3 foot-candles in the areas immediately north of the parking lot.

Pursuant to public notice published on November 27, 2021, in the Daily Herald, a public hearing has been scheduled with the Lake Zurich Planning & Zoning Commission for December 15, 2021, to consider the Application. On November 18, 2021 the Village posted a public hearing sign on the Subject Property (Exhibit B).

Staff offers the following additional information:

- A. Courtesy Review.** Due to the low impact of this project and the fact that the existing land uses on the property were not being altered, rather being expanded, courtesy review was not recommended.
- B. Zoning History.** The land on which the church is located – and Lots 10 and 11 in Lake Zurich Estates was platted in the late 1920s. The church was constructed in 1970 and was one of the earlier building constructed along Quentin Road. The property was annexed to the Village of Lake Zurich in 2000 and resubdivided at that time to allow for the initial expansion of the church, construction of the parsonage and a new parking lot. These expansions were approved through ordinances 2005-09-372 and 2000-10-65, with the construction being completed around 2007. The church is configured as a group of three adjacent but connected buildings. Each building was originally constructed to accommodate the worship facility.
- C. Surrounding Land Use and Zoning.** The subject property is located just to the east of the Lake Zurich Corporate and Industrial Park. The property located immediately north of

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the church property is located in unincorporated Lake County and is improved with a single-family residence. The church has indicated its intention to acquire this property in the future and annex it to the village. The areas to the east across Quentin Road are located within the Village of Hawthorn Woods and improved with single-family homes.

The land further to the north and west of the Subject Property is zoned I-Industrial and improved with a variety of office, research and industrial (light manufacturing) uses. The land to the south is zoned within the R-3 Regional Shopping Business District and improved with the Bradford Town Crossing development containing a Mariano’s grocery store, Just Tires service center, McDonalds restaurant and PNC Bank.

- D. Trend of Development.** The subject property is located at the edge of Lake Zurich’s thriving Corporate Industrial Park and north of Bradford Town Crossing shopping center. These comprise a mix of industrial, office, commercial and residential uses in the area. The property is served by Quentin Road, a regional arterial connecting communities in Lake County to those in Cook County. The Heritage Church is the only worship facility in this area.

The land use is allowed as a Special Use within the Institutional Building District.

- E. Zoning District.** The IB Institutional Building District is established to accommodate existing and future public buildings and buildings having purposes and impacts similar to public buildings. It is the intent of this Zoning Code, by this district, to avoid the problems inherent in treating such buildings as permitted or special uses in zoning districts characterized by uses and structures bearing no similarity to public and institutional uses and buildings. (Ord., 10-2004).

GENERAL FINDINGS

Staff of the Village’s Development Review Team (DRT) has evaluated the development against the various standards and provisions of the Lake Zurich Municipal Code and offers findings on specific sections of the Code.

9-19-3: STANDARDS FOR SPECIAL USE PERMITS.

Staff has reviewed the plan and found that the development proposal will continue to remain in substantial conformance with the standards for Special Use Permits as outlined below.

- A. General Standards: No special use permit shall be recommended or granted unless the applicant shall establish substantial conformance with the following:
 - 1. Zoning Code and Plan Purposes: The proposed use and development will be in harmony with the general and specific purposes for which this zoning code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the official comprehensive plan.

Staff Response: Standard met. The development will continue to remain in substantial conformance with the purpose and intent of the IB-Institutional Building District, and the land use designation of the adopted Comprehensive Plan. The development will also continue to remain in substantial conformance with Ordinances 2005-09-372 and 2000-10-65 that provided for the location, design and operation of the existing church and its accompanying facilities.

- 2. No Undue Adverse Impact. The proposed use and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area, or the public health, safety, and general welfare.

Staff Response: Standard met. The worship facility is a land use that is allowed as an approved special use within the IB-Institutional Building District per Ord. No. 2000-10-65. All activities will take place within the enclosed worship facility and will have minimal impact to the immediately adjacent spaces. Due to the occasional evening hours of operation, the impact of noise of activity from the subject use is not likely to have any negative impact on the adjacent neighboring parcels.

The Applicant has demonstrated that it will not have any substantial or undue adverse effect upon any adjacent properties and does not adversely impact the public health, safety, and general welfare of the Village.

While the maximum illumination of 8.9 foot-candles is below the code required maximum illumination of 10 foot-candles, the illumination along the north lot line exceeds the maximum required illumination on account of the north driveway to the parking lot. The lighting code requires illumination to be no more than 0.5 foot-candles along the north property line. The applicant is proposing a maximum of 3 foot-candles in the areas immediately north of the parking lot.

- 3. No Interference with Surrounding Development. The proposed use and development will be constructed, arranged, and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.

Staff Response: Standard met. The entirety of the land use and its accompanying uses and activities will be operated within the 44,000 square-foot enclosed space within the building.

- 4. Adequate Public Facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

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Staff Response: Standard met. The proposed development is currently served by and will continue to be served adequately by essential public facilities and services such as streets, utilities, drainage and other municipal services. No change in impact these are anticipated at this time.

The Village's Public Works department has expressed concerns related to water quality: The plan indicates an alternate pressure connection location and water main layout which is not favorable. Proposed length of alternate water main is a water quality concern. The Applicant has been asked to consider revising the water system design to eliminate the dead-end and create a loop. The proposed 6-inch sanitary sewer as a pass-through underneath the proposed building addition is not favorable. A recommendation to evaluate the site (in its entirety) and potentially redirect sanitary services to Lake Zurich facilities located to the west is recommended to be considered.

5. No Traffic Congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through the surrounding streets.

Staff Response: Standard met. access to the property will be provided from Quentin Road. Quentin Road is a regional arterial road serving a number of communities in southwest Lake County and north western Cook County. The road has adequate capacity to accommodate the traffic generated by vehicles of members that will use the facility. The property is currently served by one primary vehicular access point. With the additional parking, a second access point at the northern end of the property is proposed and will serve to disburse traffic accessing and leaving the site. Additionally, due to the peak hours of operation on weekends and in the evenings, the likelihood of traffic congestion is minimized on Quentin Road.

The maximum parking demand will be generated through the use of the 1,000-seat auditorium. The zoning code parking requirement for Membership Organizations (including churches) is 1space for each 4 persons or auditorium design capacity, requiring 250 spaces. The property is allocated 284 parking spaces, which have been determined to be adequate by the applicant and exceed the requirement.

Although Sunday, Easter, & Christmas will draw the most attenders throughout the year, the church also hosts a few community events such as "Win-Shape Camp" for a week in July & 3-4 outdoor events during the summer for families and children. For these events the church has typically utilized the Village of Lake Zurich Police Department to direct/control traffic entering & leaving the property.

The police department has responded and provided a recommendation for the configuration of the access to the property: Consider expanding, widening, and/or improving the entrance/exit driveway. If the site is designed with

directional exit turn lanes on the property, it would alleviate a lot of backup, thereby not requiring traffic control from the Village of Lake Zurich.

- 6. No Destruction of Significant Features. The proposed use and development will not result in the destruction, loss, or damage of any natural, scenic, or historic feature of significant importance.

Staff Response: Standard met. The proposed use will not result in the destruction or removal of any natural features. The proposed use would be conducted entirely within an the already improved lot.

To clear the site for the addition and parking areas, the applicant is proposing the removal of 24 of 71 trees on the property. These mostly comprise silver maple, locust and crabapple trees that are rated as fair to poor condition on the provided tree survey. As part of the development 64 new trees are proposed to be added to the site in areas around the new building and within the parking lot.

The entire building (both existing and new addition) will be extensively landscaped with new foundation landscape material.

- 7. Compliance with Standards. The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

Staff Response: Standard met. There are no additional standards imposed on the land use by the zoning code.

- 8. Positive Effect. The proposed special use creating a positive effect for the zoning district, its purpose, and adjacent properties shall be placed before the benefits of the petitioner.

Staff Response: Standard met. The proposed land use will continue to have a positive effect on the zoning district by utilizing the available list of special uses within the IB-Institutional Building District to utilize the parcel to its fullest extent.

- B. Special Standards for Specified Special Uses. When the district regulations authorizing any special use in a particular district impose special standards to be met by such use in such district, a permit for such use in such district shall not be recommended or granted unless the applicant shall establish compliance with such special standards.

Staff Response: Standard met. There are no additional standards for the proposed special use amendment. Staff will ensure that compliance is established before any final occupancy permits are issued.

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C. Considerations. In determining whether the applicant's evidence establishes that the foregoing standards have been met, the Plan Commission and the Board of Trustees shall consider:

1. Benefit. Whether and to what extent the proposed use and development at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of the public convenience or that will contribute to the general welfare of the neighborhood or community.

Staff Response: Standard met. The proposed land use will bring additional members to the community. Residents of the village will be provided with a convenient and upgraded establishment for worship.

2. Alternative Locations. Whether the purposes of the zoning code can be met by the location of the proposed use and development in some other area or zoning district that may be more appropriate than the proposed site.

Staff Response: Standard met. There is no evidence that the proposed location is inappropriate for the proposed land use, so an alternative location would not be any more appropriate than the proposed location. The Heritage Church is already established at this location and there is no evidence that would warrant the worship facility to be moved to an alternate location.

3. Mitigation of Adverse Impacts. Whether all steps possible have been taken to minimize any substantial or undue adverse effects of the proposed use and development on the immediate vicinity through building design, site design, landscaping, and screening.

Staff Response: Standard met: The worship will be established and operated in a manner to prevent any undue adverse effect on itself or on adjacent surrounding property in relation to its location, design and operation. All primary activities of the proposed use are to be conducted within the enclosed 44,000 square-foot building.

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RECOMMENDATION

The recommendation of the Planning and Zoning Commission should be based on the standards included in the following Sections of the Lake Zurich Municipal Code:

- Section 9-19-3: Standards for Special Use Permits
- Section 9-19-7: Amendments to Special Use Permits

Based on the review of staff, the standards for approval have been met and/or clarified and therefore staff recommends that the Planning and Zoning Commission make these standards a part of the official record of the Application.

Staff of the Community Development Department therefore recommends the approval of Application PZC 2021-13, subject to the following conditions:

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions required by Village Staff and applicable governmental agencies:
 - a. Zoning Application, Cover Letter, and background information dated November 3, 2021, and prepared by Skyler Goodman, Heritage Church.
 - b. Exhibit A: Legal Description of the Subject Property
 - c. Architectural Plans, Building Elevations, Details and Specifications, Sheets T101 (Cover), A101, A102, A105, A200, A201 and A202 prepared by Ollmann Ernest Martin Architects and PBS Plan, Design, Build dated April 27, 2021.
 - d. Civil Engineering Plans Sheets C-1 – C11 prepared by ER Engineering Resource Associates and PBS Plan, Design, Build dated April, 2021.
 - e. ALTA/NSPS Land Title Survey prepared by ER Engineering Resource Associates dated March 3, 2020.
 - f. Landscape Plans and Tree Survey Sheets L101 – L104 prepared by Dowden Design Group last revised on May 10, 2021
 - g. Site Photometrics (Site lighting), Sheet ES1.1 prepared by RTM Engineering Consultants and PBS Plan, Design, Build last revised April 30, 2021.
2. All comments/concerns provided by members of the Development Review Team (DRT) must be satisfactorily addressed before construction may begin.
3. The development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Respectfully Submitted,

Tim Verbeke
 Planner



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047
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Fax (847) 726-2182
LakeZurich.org

PZC Rescheduled Hearing Date: January 19, 2022

STAFF REPORT

To: Chairperson Stratman and Members of the Planning & Zoning Commission
From: Sarosh Saher, Community Development Director
Re: **Report on Rescheduled Application**

A. Previously Scheduled Application:

PZC 2021-13 – Zoning Application for 255 Quentin Road
Amendment to Special Use Permit and Planned Unit Development
Expansion of Heritage Church

Background: The above referenced Application 2021-13 was initially scheduled for consideration at the December 15, 2021 meeting of the PZC. However, the meeting was cancelled due to inclement weather and rescheduled for January 19, 2022.

The application was submitted by Heritage Church, formerly known as Harvest Bible Chapel of Lake Zurich (the “Applicant”) requesting an Amendment to a Special Use Permit and Planned Unit Development (PUD) granted through Ordinances 2005-09-372 and 2000-10-65 to allow for expansion of the existing facilities, interior/exterior renovations and associated parking/utility/landscape improvements at the property commonly known as 255 Quentin Road.

Following the December 15, 2021 date, the Applicant’s engineer provided a response to comments in the staff report to the PZC and comments from the utilities department related to water service. Those comments have been attached to this memo.

Otherwise, the recommendation from staff and originally submitted information remains unchanged.

Requested Action: As such, staff recommends that the hearing be conducted by the PZC to receive the testimony of the Applicant, comment from surrounding property owners or interested parties.

Following the hearing, that staff recommends that the PZC consider making their recommendation on the project to the Village Board for approval.

Please refer to the information for this application that was provided as part of the December 15, 2021 meeting packet.

From: Erik Pieters <erik@pbsdesignbuild.com>
Sent: Tuesday, January 4, 2022 10:36 AM
To: Sarosh Saher <Sarosh.Saher@lakezurich.org>
Cc: Skyler Goodman <skyler@heritagechurch.cc>; Chad Charon <chad@pbsdesignbuild.com>; Tim Verbeke <Tim.Verbeke@lakezurich.org>; Bryan Reiser <bryan@pbsdesignbuild.com>
Subject: RE: Village of Lake Zurich-Special Use Permit Application - Heritage Church

Hi Sarosh,

Happy New Year and thanks for the information.

I was looking through the staff report and wanted to clarify a few comments regarding the existing north entrance and proposed water service extension.

1. The north existing entrance location will remain and will be chained off from public use, except for maintenance and emergency service and access situations. Members of the church will not be able to enter or exit through this entrance and will still continue to utilize the south main entrance.
2. The water service extension from the south to the north along Quentin which terminates approximately at the NE corner of the building is simply provided and proposed with a hydrant for any fire apparatus connection that may be required by the local fire protection district to provide additional protection to the North and East sides of the building. All current domestic and fire sprinkler service water will be connected to internally to provide necessary service to the proposed building addition.

Let me know if you have any questions and pass along the link when appropriate for the public hearing.

Thanks for all of your help Sarosh

Erik P.

Erik Pieters
Project Manager
pbsdesignbuild.com
greatlakeschurchdesignbuild.com
855.672.4010



[Facebook](#) | [Instagram](#) | [LinkedIn](#)

NOTE:

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From: Sarosh Saher <Sarosh.Saher@lakezurich.org>
Sent: Monday, January 3, 2022 3:26 PM
To: Erik Pieters <erik@pbsdesignbuild.com>
Cc: Skyler Goodman <skyler@heritagechurch.cc>; Chad Charon <chad@pbsdesignbuild.com>; Tim Verbeke <Tim.Verbeke@lakezurich.org>; Bryan Reiser <bryan@pbsdesignbuild.com>
Subject: RE: Village of Lake Zurich-Special Use Permit Application - Heritage Church

Hi Erik and team – Happy New Year. While we await the upcoming hearing with the PZC on January 19, 2022, I am sharing comments that I received during the past week from our village Engineer. Their comments on the formal submittal are attached for your reference.

I also wanted to reach out to you with an advance update on the January 19 meeting. Due to increasing COVID numbers during this and the past week, we will be holding the PZC meeting virtually using Microsoft Teams. You will now be able to remotely call in to the meeting to present the project, provide comment or view the proceedings. As we get closer to the date, either Tim Verbecke or I will provide you with the link to log in to the meeting via Microsoft Teams.

Additionally, for your information, we were also contacted by the owner of the property to the north, Mr. Philip Michalec, who intends to sign in for the meeting. He indicated that he intends to provide comments, but did not share those with me.

In the meantime, please let me know if you have any questions.

Thanks.
Sarosh

Sarosh B. Saher, AICP

Community Development Director | Village of Lake Zurich | 505 Telsler Road, Lake Zurich, IL 60047

sarosh.saher@lakezurich.org | Direct: 847-540-1754

Engage with Lake Zurich at LakeZurich.org/Connect

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EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

PARCEL 1

LOT 1 OF PLANNED UNIT DEVELOPMENT OF LAKE ZURICH COMMUNITY CHURCH, BEING A PLANNED UNIT DEVELOPMENT OF SECTION 15, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 24, 2002 AS DOCUMENT NUMBER 5035749, IN LAKE COUNTY, ILLINOIS.

PARCEL 2

LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16, AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NUMBER 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS, EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL: BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 11; THENCE ON AN ASSUMED BEARING OF NORTH 89 DEGREES 56 MINUTES 24 SECONDS WEST ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 65.70 FEET; THENCE NORTH 00 DEGREES 17 MINUTES 06 SECONDS WEST, A DISTANCE OF 64.23 FEET; THENCE NORTH 12 DEGREES 19 MINUTES 57 SECONDS EAST, A DISTANCE OF 117.67 FEET TO A POINT 40.00 FEET NORMALLY DISTANT WEST OF THE EAST LINE OF SAID LOT 11, BEING ALSO THE WEST RIGHT OF WAY LINE OF QUENTIN ROAD RECORDED MAY 2, 1951 AS DOCUMENT NUMBER 726292; THENCE NORTH 00 DEGREES 16 MINUTES 59 SECONDS WEST ALONG A LINE 40.00 FEET NORMALLY DISTANT WEST OF AND PARALLEL WITH THE EAST LINE OF SAID LOTS 10 AND 11, BEING ALSO THE SAID WEST RIGHT OF WAY LINE OF QUENTIN ROAD AND THE NORTHERLY EXTENSION THEREOF, A DISTANCE OF 481.43 FEET TO THE NORTH LINE OF SAID LOT 10, BEING ALSO THE CENTERLINE OF ROSE ROAD; THENCE SOUTH 89 DEGREES 32 MINUTES 43 SECONDS EAST ALONG THE NORTH LINE OF SAID LOT 10, BEING ALSO THE CENTERLINE OF ROSE ROAD, A DISTANCE OF 40.00 FEET TO THE EAST LINE OF SAID LOT 10, BEING ALSO THE CENTERLINE OF QUENTIN ROAD; THENCE SOUTH 00 DEGREES 16 MINUTES 59 SECONDS EAST ALONG THE EAST LINE OF SAID LOTS 10 AND 11, BEING ALSO THE CENTERLINE OF QUENTIN ROAD, A DISTANCE OF 660.36 FEET TO THE POINT OF BEGINNING,

ALSO EXCEPTING THEREFROM, THE FOLLOWING DESCRIBED PARCEL:

BEING A PART OF LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16, AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NUMBER 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS; DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 11; THENCE SOUTH 89 DEGREES 54 MINUTES 34 SECONDS EAST, ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 585.90 FEET TO A POINT ON A LINE 70.00 FEET WEST OF AND PARALLEL WITH THE CENTERLINE OF QUENTIN ROAD AS SHOWN ON PLAT OF HIGHWAYS RECORDED AS DOCUMENT 6075937, SAID

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POINT BEING THE POINT OF BEGINNING; THENCE NORTH 00 DEGREES 17 MINUTES 06 SECONDS WEST, ALONG SAID PARALLEL LINE, A DISTANCE OF 630.85 FEET TO A POINT ON THE SOUTH LINE OF ROSE ROAD; THENCE SOUTH 89 DEGREES 32 MINUTES 08 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 30.10 FEET TO THE WEST LINE OF QUENTIN ROAD AS DEDICATED BY DOCUMENT 725292 AND AS SHOWN ON A PLAT OF SURVEY RECORDED AS DOCUMENT 718179; THENCE SOUTH 00 DEGREES 16 MINUTES 59 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 461.49 FEET TO A BEND POINT IN THE RIGHT OF WAY, SAID POINT BEING ON THE WEST LINE OF QUENTIN ROAD AS SHOWN ON PLAT OF HIGHWAYS RECORDED AS DOCUMENT NUMBER 6075937; THENCE SOUTH 12 DEGREES 19 MINUTES 57 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 117.67 FEET; THENCE SOUTH 00 DEGREES 17 MINUTES 05 SECONDS EAST, CONTINUING ALONG SAID WEST LINE, A DISTANCE OF 64.18 FEET TO THE SOUTH LINE OF SAID LOT 11; THENCE NORTH 89 DEGREES 54 MINUTES 34 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 4.38 FEET TO SAID POINT OF BEGINNING.

ALSO EXCEPTING THEREFROM, THE FOLLOWING DESCRIBED PARCEL:

BEING A PART OF LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16, AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NUMBER 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS; DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE SOUTH LINE OF SAID LOT 11 EXTENDED WESTERLY AND THE CENTERLINE OF QUENTIN ROAD; THENCE NORTH 89 DEGREES 37 MINUTES 15 SECONDS WEST, ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 70.00 FEET TO THE WEST LINE OF QUENTIN ROAD HERETOFORE DEDICATED PER PLAT OF HIGHWAYS DOCUMENT NUMBER 6949847; THENCE NORTH 00 DEGREES 07 MINUTES 10 SECONDS EAST, ALONG SAID WEST LINE, 234.19 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 59 MINUTES 16 SECONDS WEST, 265.00 FEET; THENCE NORTH 00 DEGREES 07 MINUTES 10 SECONDS EAST, 137.00 FEET; THENCE NORTH 89 DEGREES 59 MINUTES 16 SECONDS EAST, 265.00 FEET TO THE WEST LINE OF QUENTIN ROAD HERETOFORE DEDICATED PER PLAT OF HIGHWAYS DOCUMENT NUMBER 6949847; THENCE SOUTH 00 DEGREES 07 MINUTES 10 SECONDS WEST, ALONG SAID WEST LINE; 137.00 FEET TO SAID POINT OF BEGINNING.

ALL IN LAKE COUNTY, ILLINOIS.

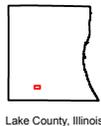
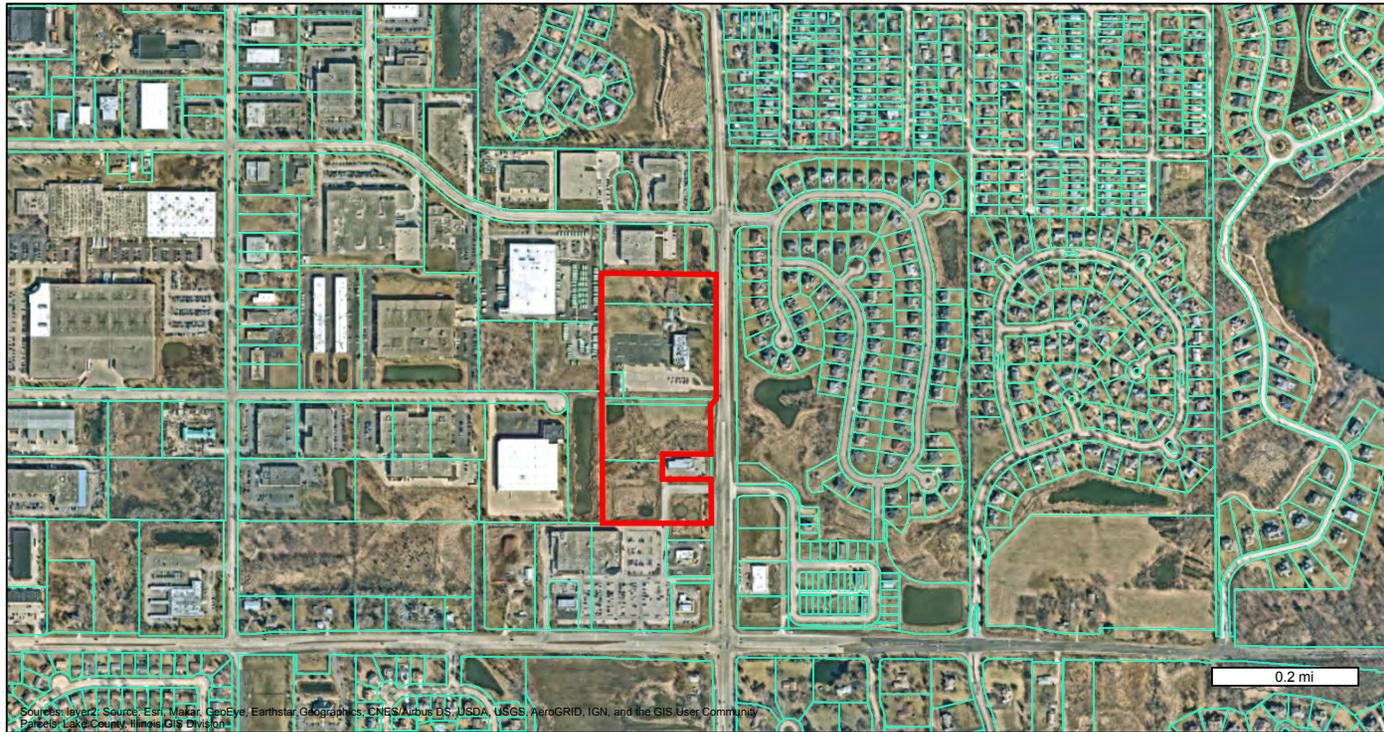
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EXHIBIT B
PUBLIC HEARING SIGNS PRESENT AT SUBJECT PROPERTY



255 Quentin Proposed Special Use Permit Amendment



Lake County, Illinois



Map Printed on 11/19/2021



-  Tax Parcel Lines
-  Subject Property

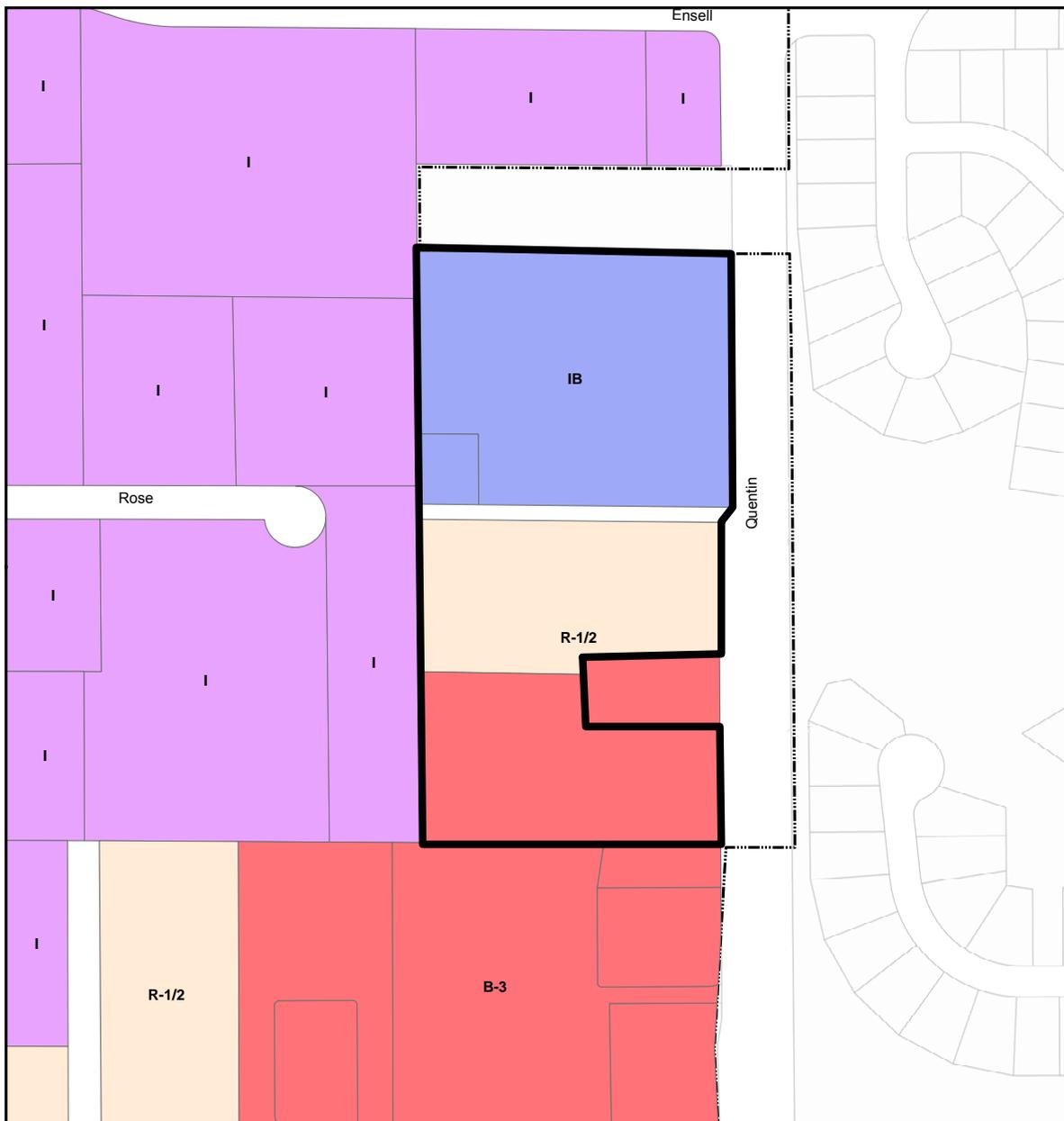
Disclaimer:

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.



Heritage Church

255 Quentin Road



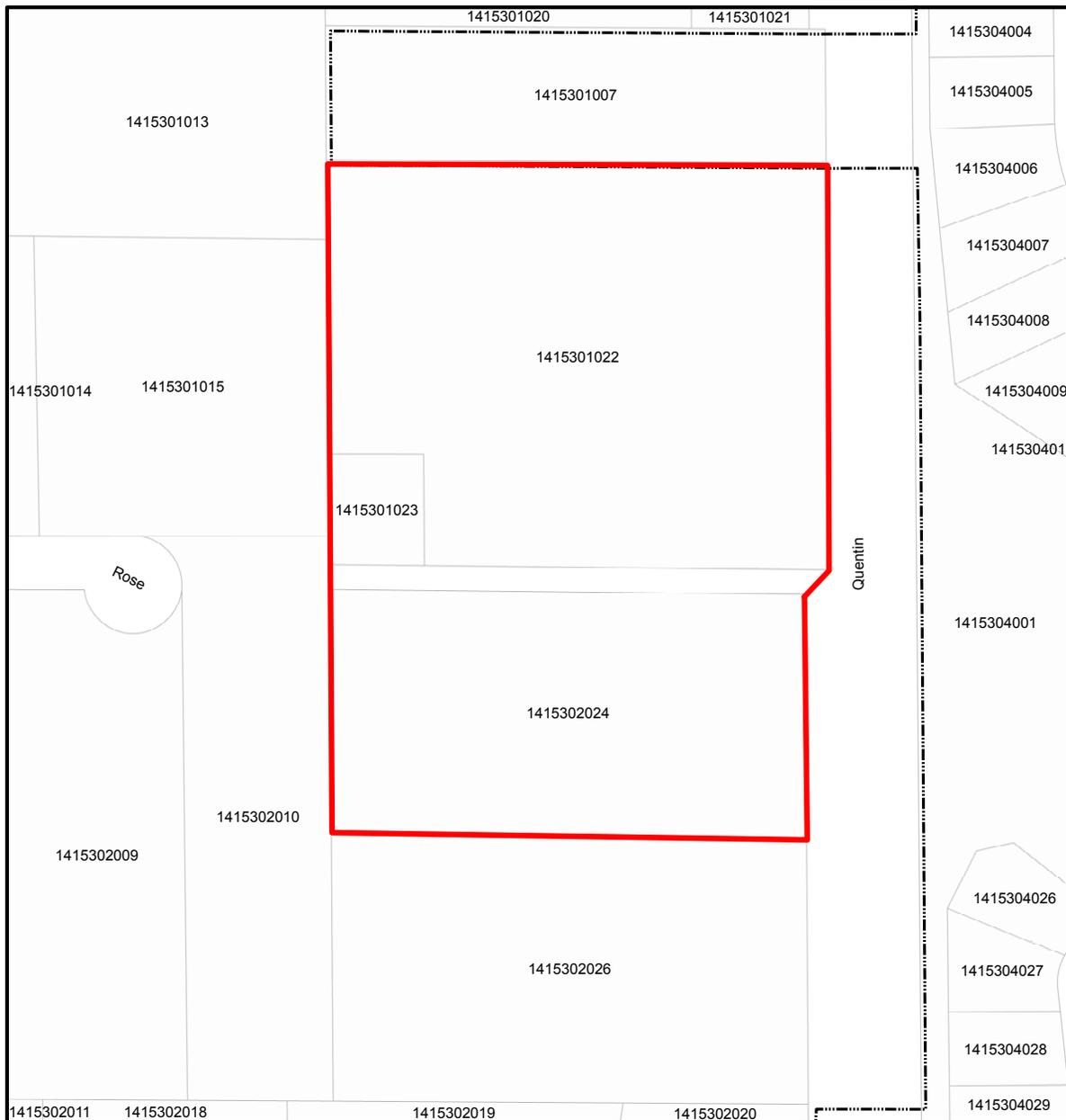
COMMUNITY SERVICES DEPARTMENT
Building and Zoning Division
505 Telser Road, Lake Zurich, Illinois 60047

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



Heritage Church

255 Quentin Road



COMMUNITY SERVICES DEPARTMENT
Building and Zoning Division
505 Telser Road, Lake Zurich, Illinois 60047

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

Staff Report
APPLICATION PZC 2021-13

Community Development Department
PZC Hearing Date: January 19, 2022

**LAKE ZURICH PLANNING & ZONING COMMISSION
FINAL FINDINGS & RECOMMENDATIONS**

**FOR 255 QUENTIN ROAD
January 19, 2022**

The Planning & Zoning Commission recommends approval of Application PZC 2021-13, and the Planning & Zoning Commission adopts the findings as contained within the Staff Report dated **December 15, 2021 and revised on January 19, 2022** for this Application and subject to any changes or approval conditions as listed below:

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions required by Village Staff and applicable governmental agencies:
 - a. Zoning Application, Cover Letter, and background information dated November 3, 2021, and prepared by Skyler Goodman, Heritage Church.
 - b. Exhibit A: Legal Description of the Subject Property
 - c. Architectural Plans, Building Elevations, Details and Specifications, Sheets T101 (Cover), A101, A102, A105, A200, A201 and A202 prepared by Ollmann Ernest Martin Architects and PBS Plan, Design, Build dated April 27, 2021.
 - d. Civil Engineering Plans Sheets C-1 – C11 prepared by ER Engineering Resource Associates and PBS Plan, Design, Build dated April, 2021.
 - e. ALTA/NSPS Land Title Survey prepared by ER Engineering Resource Associates dated March 3, 2020.
 - f. Landscape Plans and Tree Survey Sheets L101 – L104 prepared by Dowden Design Group last revised on May 10, 2021
 - g. Site Photometrics (Site lighting), Sheet ES1.1 prepared by RTM Engineering Consultants and PBS Plan, Design, Build last revised April 30, 2021.
2. All comments/concerns provided by members of the Development Review Team (DRT) must be satisfactorily addressed before construction may begin.
3. The development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.
 - Without any further additions, changes, modifications and/or approval conditions.
 - With the following additions, changes, modifications and/or approval conditions:

Additional Conditions for Approval recommended by the PZC:

1. The Applicant should provide a fence along the common property line between the adjacent property to the North at 23346 N. Quentin Road to act as a buffer, along with additional landscape material. The fence may be constructed in a design worked out by the Applicant and the adjacent property owner and may be designed as a privacy fence not to exceed 6 feet in height.

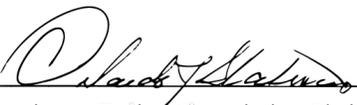
Staff Report
APPLICATION PZC 2021-13

Community Development Department
PZC Hearing Date: December 15, 2021

The Applicant should additionally consider increasing the area of the buffer from the existing 10 feet contained within the required setback to an amount between 10 and 20 feet. In the area along the frontage of the building and access drive, the increase in the buffer is contingent upon the allowance for the removal of the access drive upon consultation with the Fire Prevention Division.

2. The lighting impact on the adjacent property, shall be minimized through compliance with the requirements for illumination as contained within Section 8 Article B entitled "exterior Lighting" of the Lake Zurich Zoning Code (Title 9).
3. The technical issues related to site drainage, water and sanitary services as recommended by village staff shall be verified and resolved.

The above conditions shall be addressed prior to presenting the application to the Village Board for consideration and approval.



Planning & Zoning Commission Chairman



ZONING APPLICATION

Community Development Department
505 Telsler Rd,
Lake Zurich, IL 60047
Phone: (847) 540-1696
Fax: (847) 540-1769

(Please Type or Print)

1. Address of Subject Property: 255 North Quentin Road
2. Please attach complete legal description
3. Property Identification number(s): See attached Survey and Title Commitment
4. Owner of record is: Heritage Church Phone: 847-438-7440
E-Mail info@heritagechurch.cc Address: 255 North Quentin Road
5. Applicant is (if different from owner): Skyler Goodman Phone: Same as above
E-Mail skyler@heritagechurch.cc Address: Same as above
6. Applicant's interest in the property (owner, agent, realtor, etc.): Senior Pastor
7. All existing uses and improvements on the property are: Uses include those consistent with ministry & worship associated with Houses of Worship
existing improvements include +/-21,000sf building, +/-3723sf Parsonage, & 113,900sf of asphalt, concrete lots/walks on a 14.339 acres.
8. The proposed uses on the property are: Uses include those consistent with ministry & worship associated with Houses of Worship
proposed improvements include demolition of parsonage, modifying and expanding parking lot, along with a +/- 23,000sf addition, partial renovation, and exterior facade upgrades.
9. List any covenants, conditions, or restrictions concerning the use, type of improvements, setbacks, area, or height requirements placed on the Subject Property and now of record and the date of expiration of said restrictions:
None
10. Describe any contract or agreement of any nature relevant to the sale or disposal of the Subject Property:
None
11. For applications requiring a public hearing, please attach a list which contains the PIN, owner, and owner's mailing address of all properties located within 250 feet (excluding all Public Right-of-Ways) of the Subject Property.

THE APPLICANT'S SIGNATURE BELOW INDICATES THE INFORMATION CONTAINED IN THIS APPLICATION AND ON ANY ACCOMPANYING DOCUMENTS IS TRUE AND CORRECT. THE APPLICANT ALSO ACKNOWLEDGES IF THE CONSULTANT EXPENSES EXCEED THE INITIAL ESCROW DEPOSIT, THE APPLICANT WILL REIMBURSE THE ACCOUNT IMMEDIATELY.

SKYLER R. GOODMAN
(Name of applicant)

[Signature]
(Signature of applicant)

Subscribed and sworn to before me this 3rd day of November, 2021.

[Signature]
(Notary Public)

My Commission Expires 12/20/2024



(Name of Owner, if different)

(Signature of Owner, if different)

Subscribed and sworn to before me this ____ day of _____, 2021.

(Notary Public)

My Commission Expires _____



November 3, 2021

Orlando Stratman
Chair of the Planning & Zoning Commission Village of Lake Zurich
70 East Main Street
Lake Zurich, Illinois 60047

Mr. Stratman,

I hope this letter finds you well. We are seeking an amendment to our existing Special Use permit for an expansion on our current property located at 255 N. Quentin Rd.

Heritage Church, previously known as Harvest Bible Chapel, has been actively involved in the Lake Zurich community for many years. We are seeking to develop our current property which would include parking/utility/landscape improvements, partial interior/exterior renovations, and a 23,000sf lobby/auditorium expansion to our existing 21,000sf building footprint.

We currently have an average of 600 attenders on Sunday over 2 services in our 400 seat worship space that will meet at 10am once the expansion is complete. This includes adults and children. During the week we have 10-15 employees that work from this location on Monday-Thursday from 9am-4pm and we also provide youth services and small group meetings for adults on Wednesday nights from 7-8:30pm, which has about 100 attendees.

Our current amount of parking allows for 243 parking spaces and is more than sufficient for our weekly activities. Our proposed plan will be adding approximately 41 additional spaces for added convenience and exceeds the off-street parking requirements of the Village of Lake Zurich for a 1000 seat worship space.

Although Sunday, Easter, & Christmas will draw the most attenders throughout the year, we also host a few community events such as Win-Shape Camp for 1 week in July & 3-4 outdoor events during the summer for families and children. For these events we have typically utilized the Village of Lake Zurich Police Department to direct/control traffic entering & exiting out of our property utilizing the current driveway entrance onto Quentin Road.

For many years, we have utilized our current property to serve the needs of our congregants and community. We have a long-standing record of serving our community in various ways through local sponsorships of sports and service projects and will continue to do all we can to help families in our area and be a blessing to Lake Zurich and our surrounding communities.

We are confident that this would be the best intended use of the property and hope that you would be willing to support our efforts for many years to come.

If you have any questions regarding this proposal, I can be reached at 847-438-7440 or via email at skyler@heritagechurch.cc. Thank you!

Sincerely,

Skyler Goodman

HERITAGECHURCH.CC

255 NORTH QUENTIN ROAD
LAKE ZURICH, IL 60047

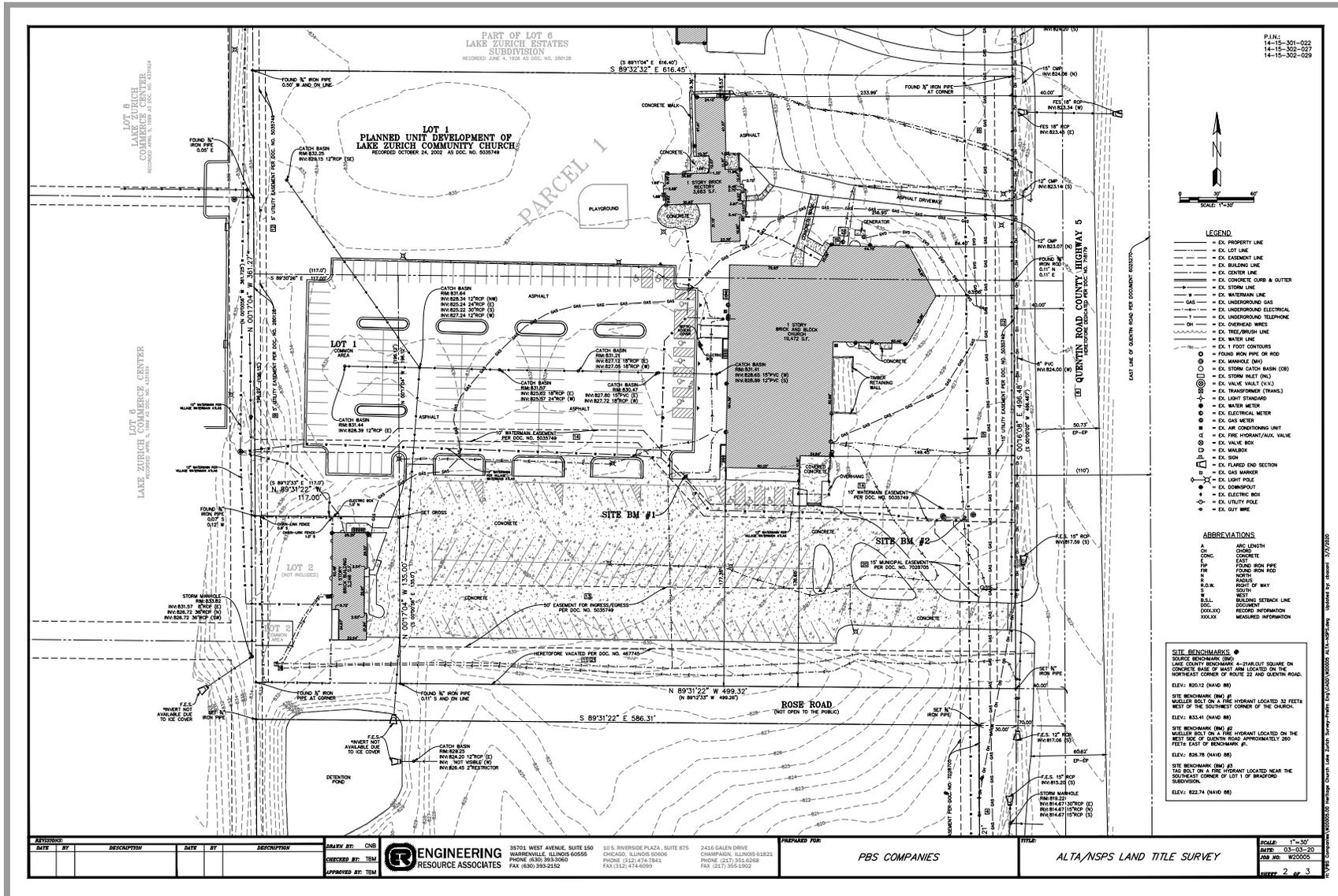
T 847 438 7440
F 847 726 7726
E INFO@HERITAGECHURCH.CC











REVISIONS	DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION

DESIGNED BY: CWS
 CHECKED BY: TEM
 APPROVED BY: TEM

ENGINEERING
 RESOURCE ASSOCIATES

35704 WEST AVENUE, SUITE 500
 WARRENVILLE, ILLINOIS 60556
 PHONE: (830) 393-3090
 FAX: (830) 393-2152

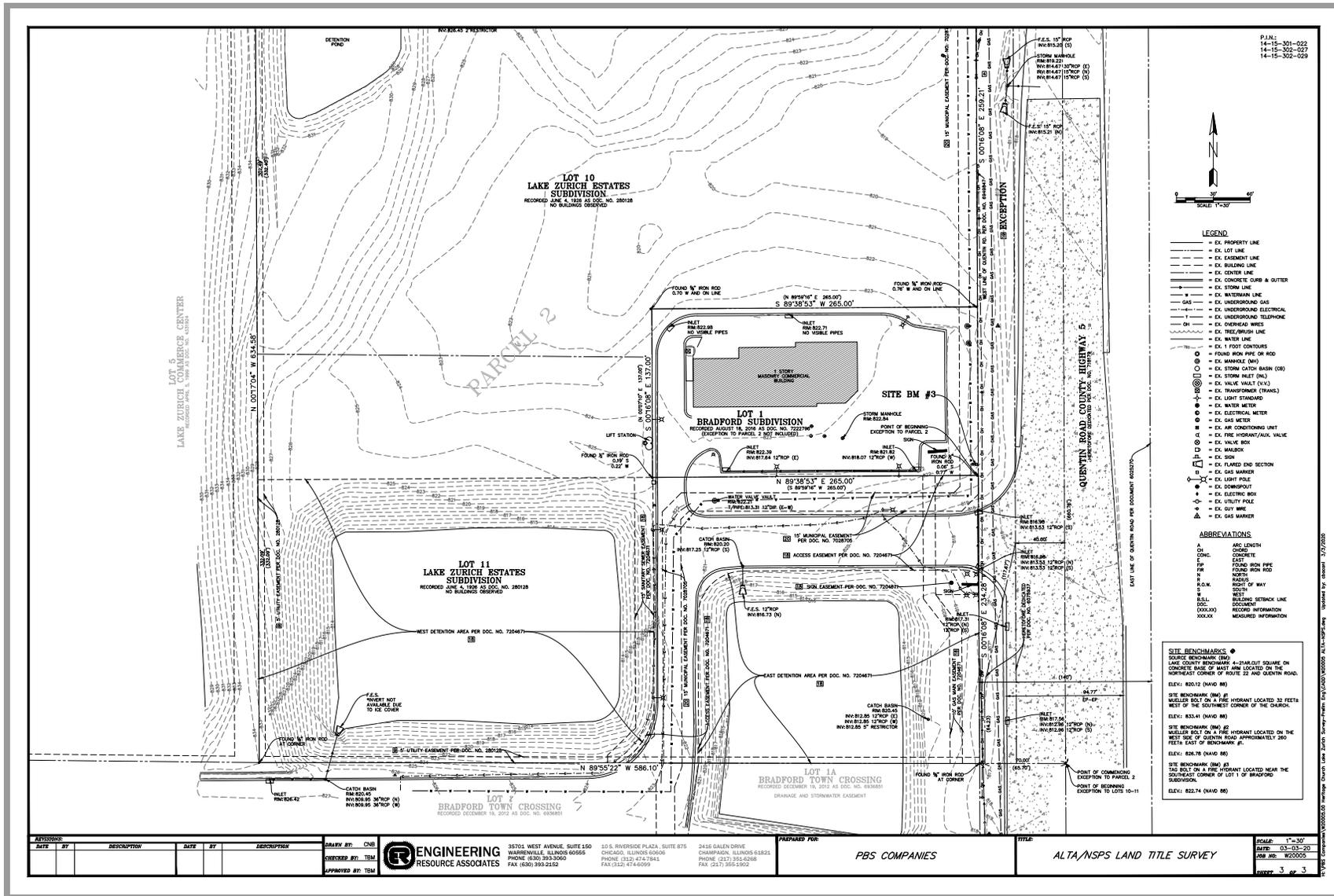
10 S. ROOSEVELT PLAZA, SUITE 875
 CHICAGO, ILLINOIS 60606
 PHONE: (312) 474-7844
 FAX: (312) 474-6099

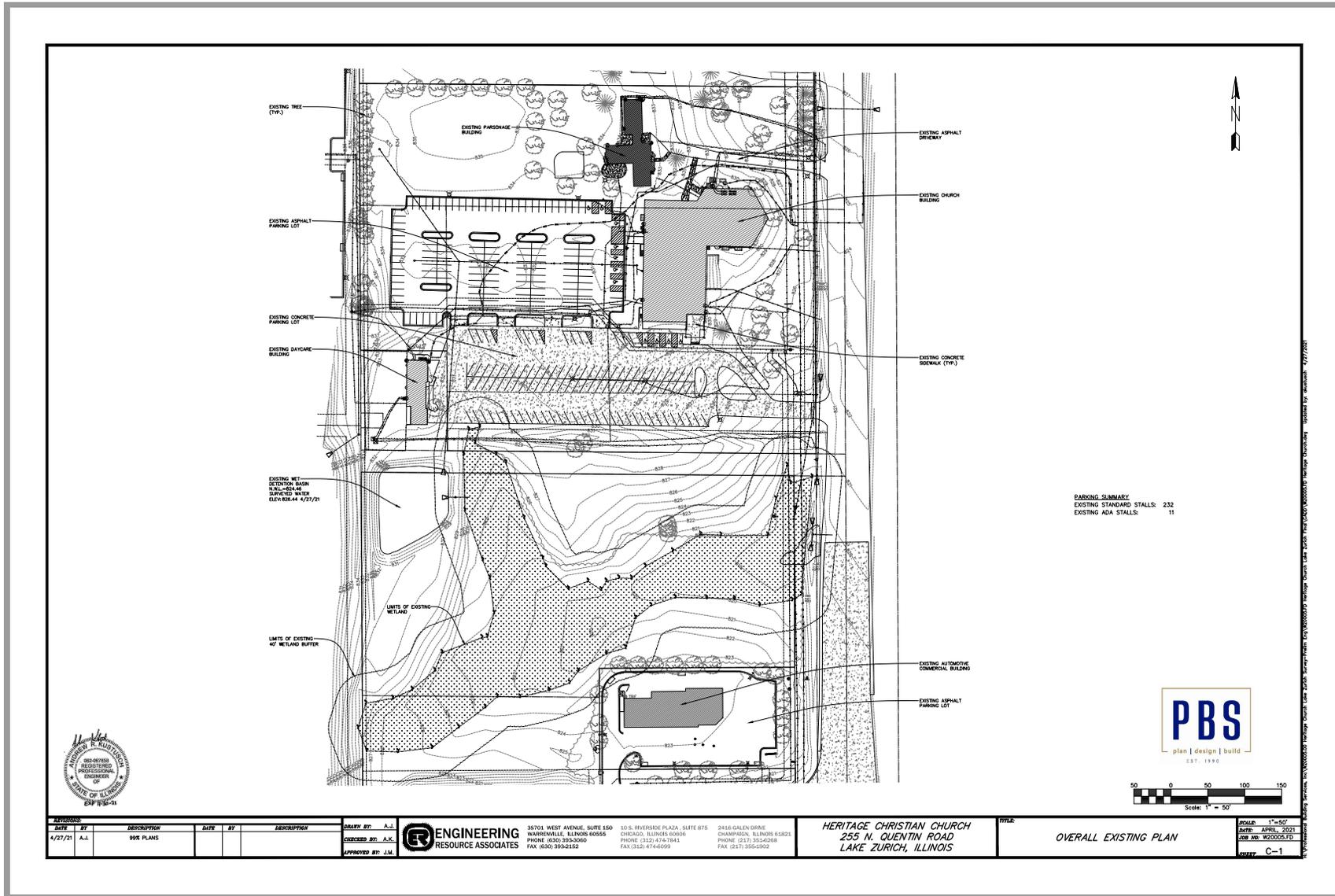
2418 GARDEN DRIVE
 CHAMPAIGN, ILLINOIS 61821
 PHONE: (217) 355-6288
 FAX: (217) 355-1502

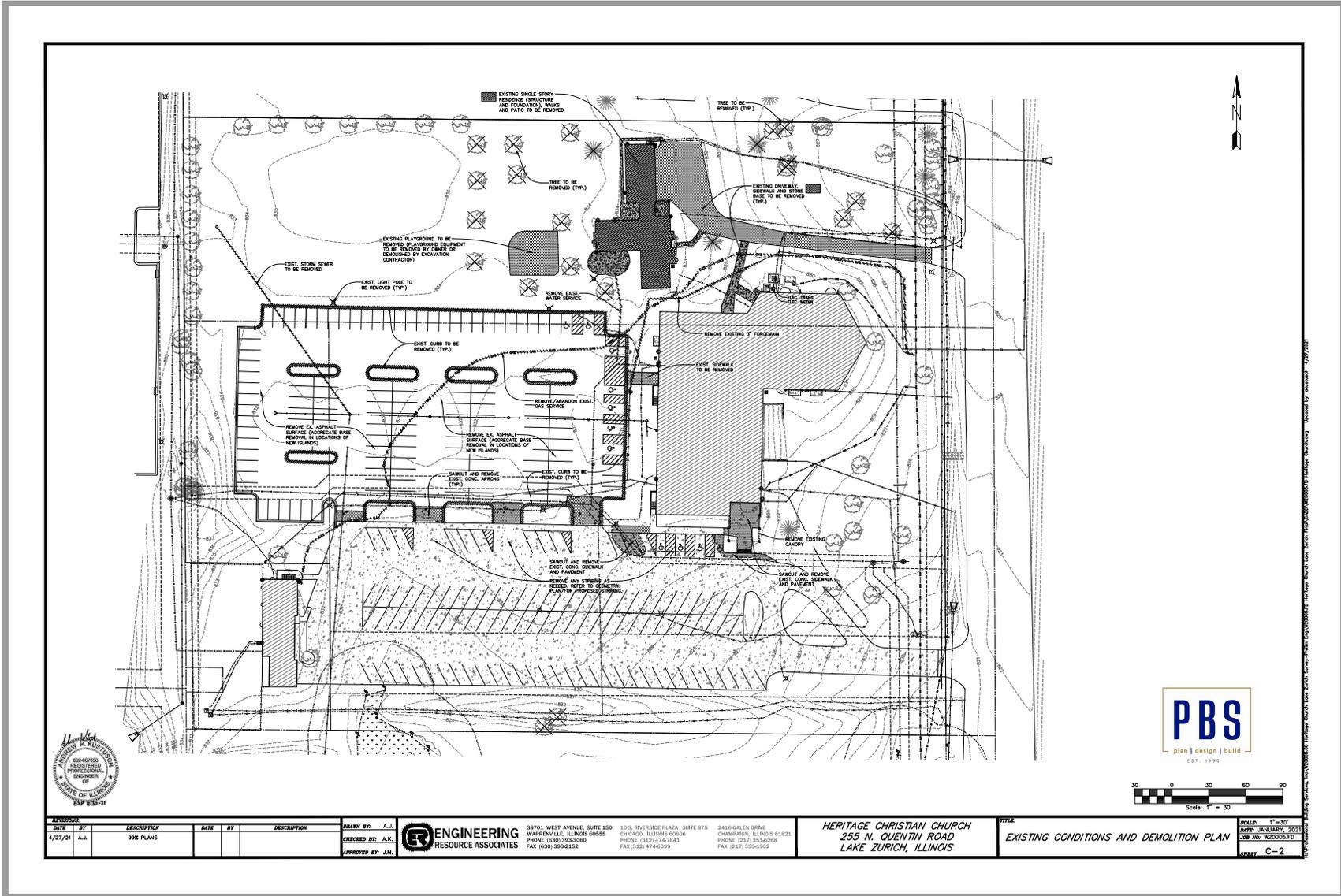
PREPARED FOR:
PBS COMPANIES

TITLE:
ALTA/NPS LAND TITLE SURVEY

SCALE: 1"=30'
 DATE: 03-03-20
 JOB NO.: 200002
 SHEET: 2 of 3







REVISIONS	DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION
	4/27/21	A.J.	99% PLANS			

ENGINEERING
RESOURCE ASSOCIATES

35701 WEST AVENUE, SUITE 150
WARRENVILLE, ILLINOIS 60055
PHONE (630) 393-3060
FAX (630) 393-2152

30 S. RIVERVIEW PLAZA, SUITE 875
CHICAGO, ILLINOIS 60606
PHONE (312) 474-7641
FAX (312) 474-6099

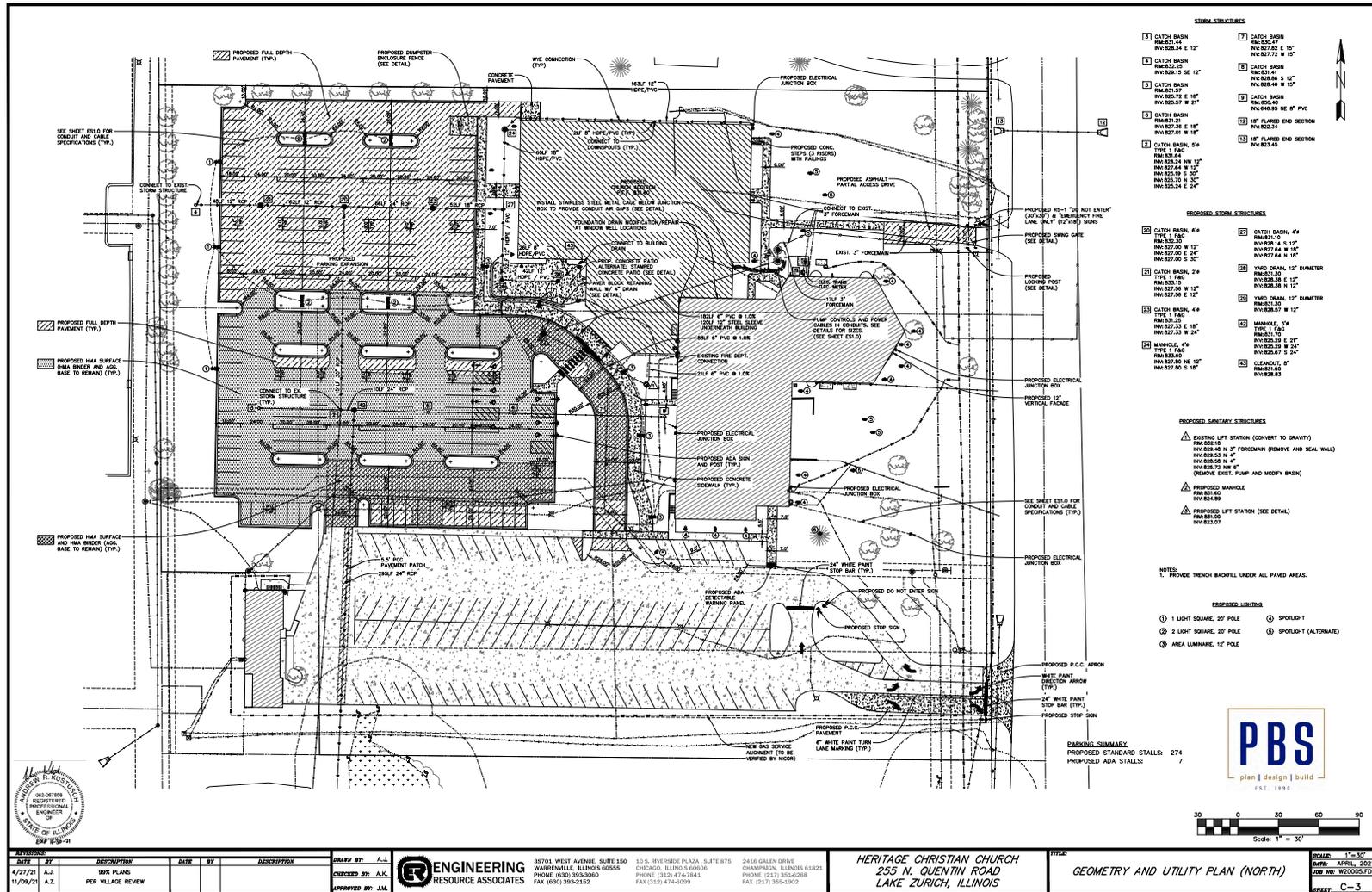
2418 GALEN DRIVE
CHAMPAIGN, ILLINOIS 61821
PHONE (217) 353-6288
FAX (217) 353-5392

HERITAGE CHRISTIAN CHURCH
255 N. QUENTIN ROAD
LAKE ZURICH, ILLINOIS

TITLE
EXISTING CONDITIONS AND DEMOLITION PLAN

SCALE 1" = 30'
DATE: JANUARY, 2021
JOB NO. W20005.FD
SHEET C-2

Last Revised - February, 14, 2022



DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION	DRAWN BY	CHECKED BY	APPROVED BY
4/27/21	A.J.	99% PLANS						
11/29/21	A.C.	FOR VILLAGE REVIEW						



ENGINEERING RESOURCE ASSOCIATES
 35701 WEST AVENUE, SUITE 150
 WARENEVILLE, ILLINOIS 60555
 PHONE (630) 393-3060
 FAX (630) 393-2152

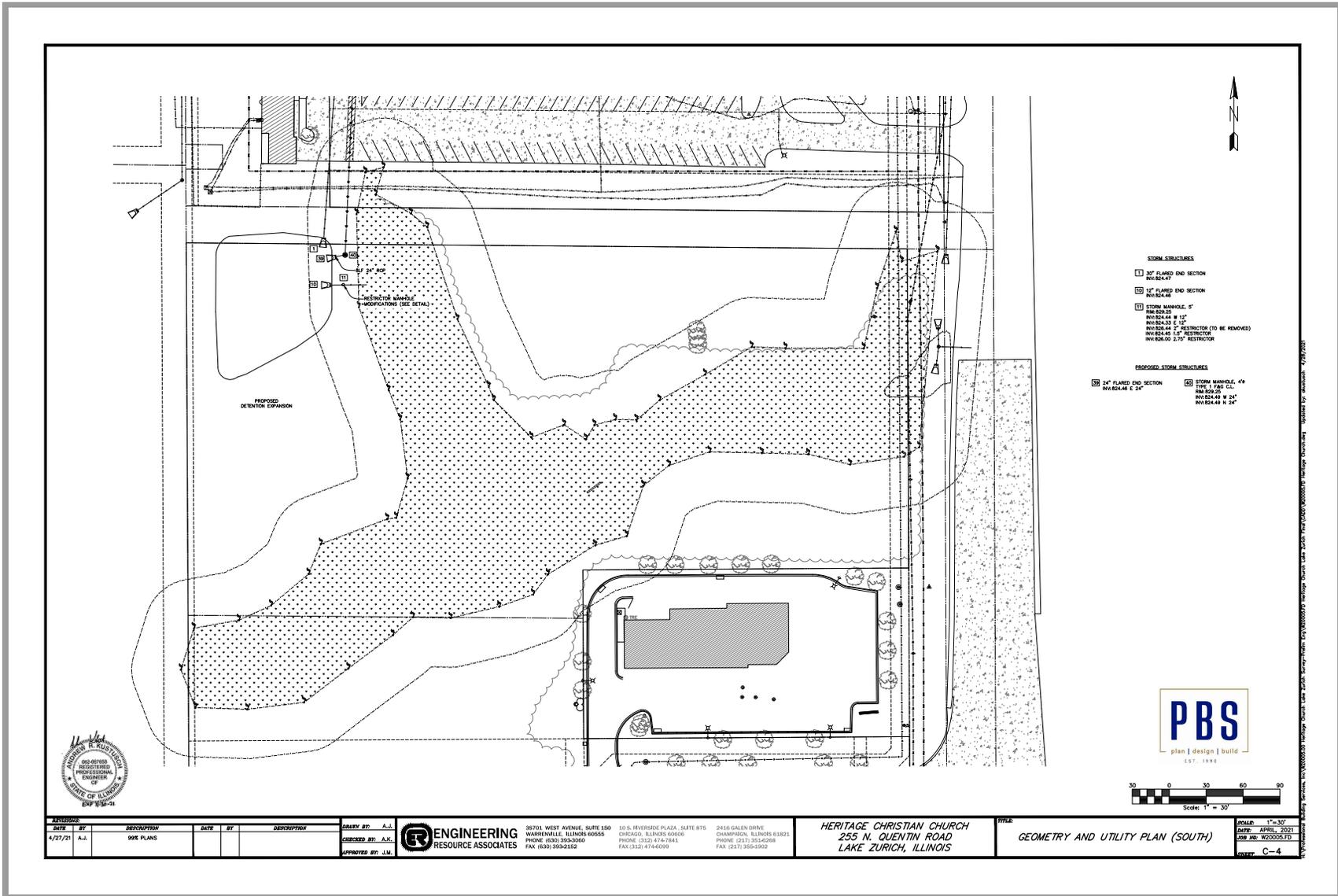
30.5 RIVERVIEW PLAZA, SUITE 875
 CHICAGO, ILLINOIS 60608
 PHONE (312) 474-7641
 FAX (312) 474-6099

2416 GALEN DRIVE
 CHAMPAIGN, ILLINOIS 61821
 PHONE (217) 353-6288
 FAX (217) 353-3302

HERITAGE CHRISTIAN CHURCH
 255 N. QUENTIN ROAD
 LAKE ZURICH, ILLINOIS

TITLE: **GEOMETRY AND UTILITY PLAN (NORTH)**

DATE	17-30
DATE	APRIL, 2021
DWG NO.	W20005.FD
SHEET	C-3



NOTES:

1. PRECAST REINFORCED CONCRETE RISER PIPES AND COVERS SHALL COMPLY WITH LIST 1000 SERIES - ALL ILL. COMM. GOVERNMENT RISER PIPES AND COVERS & ALL RISER PIPES SHALL BE 24" MINIMUM UNDER PAVEMENT 12" MINIMUM UNDER LAWN.
2. ALL RISER PIPES SHALL BE 2" AND MINIMUM CIRCULAR PERFORATIONS SHALL BE 1/4" MINIMUM.
3. ALL RISER PIPES SHALL BE CAST WITH AND CONFORM WITH REINFORCING #3-18@1'-0" ON CENTER.
4. UNLESS NOTED OTHERWISE, ALL RISER PIPES SHALL BE AS SHOWN IN THE LIST BELOW.
5. ALL RISER PIPES SHALL BE CAST WITH AND CONFORM WITH REINFORCING #3-18@1'-0" ON CENTER.
6. ALL RISER PIPES SHALL BE CAST WITH AND CONFORM WITH REINFORCING #3-18@1'-0" ON CENTER.
7. ALL RISER PIPES SHALL BE CAST WITH AND CONFORM WITH REINFORCING #3-18@1'-0" ON CENTER.
8. ALL RISER PIPES SHALL BE CAST WITH AND CONFORM WITH REINFORCING #3-18@1'-0" ON CENTER.

EXHIBIT NO. 7

EXHIBIT NO. 9

EXHIBIT NO. 10

INLET PROTECTION - PAVED AREAS DROP-IN PROTECTION

STORM SEWER MANHOLE

CATCH BASIN, TYPE C

TYPICAL BLOCK WALL SECTION

LONGITUDINAL SECTION

END VIEW

PRECAST REINFORCED CONCRETE FLARED END SECTION

RESTRICTOR MANHOLE DETAIL

DUMPSTER/CONCRETE PAD DETAIL

GRATING FOR CONCRETE FLARED END SECTION

REVISIONS:

DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION
4/27/21	A.J.	99% PLANS			

ENGINEERING RESOURCE ASSOCIATES
 35701 WEST AVENUE, SUITE 150 WARENEVILLE, ILLINOIS 60555
 30.5 RIVERDALE PLAZA, SUITE 875 CHICAGO, ILLINOIS 60608
 2418 GALEN DRIVE, CHAMPAIGN, ILLINOIS 61821

HERITAGE CHRISTIAN CHURCH
 255 N. QUENTIN ROAD LAKE ZURICH, ILLINOIS

PBS
 plan | design | build
 EST. 1990

DETAILS

REVISIONS

DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION
4/27/21	A.J.	99% PLANS			

DATE 4/27/21 **BY** A.J. **DESCRIPTION** 99% PLANS

DATE APRIL 2021 **JOB NO.** W00005.FD **SHEET** C-9

TYPICAL PLACEMENT MARKINGS
STANDARD 7800C-01

ROLLED EROSION CONTROL PRODUCT

SILT FENCE DETAIL

FIRE HYDRANT

GRAVEL CONSTRUCTION ENTRANCE

TYPICAL WATERMAIN
NOT TO SCALE

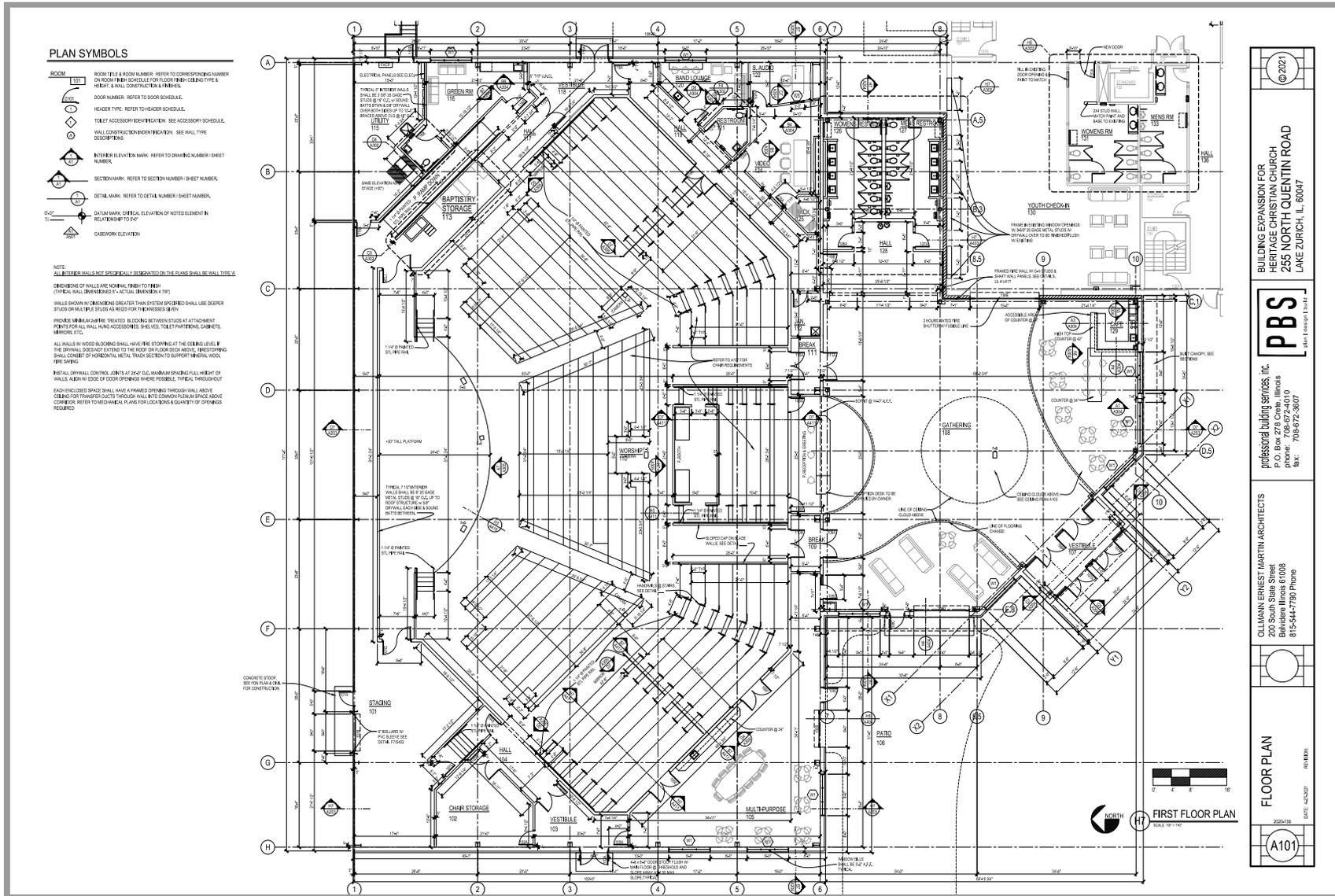
STANDARD MANHOLE

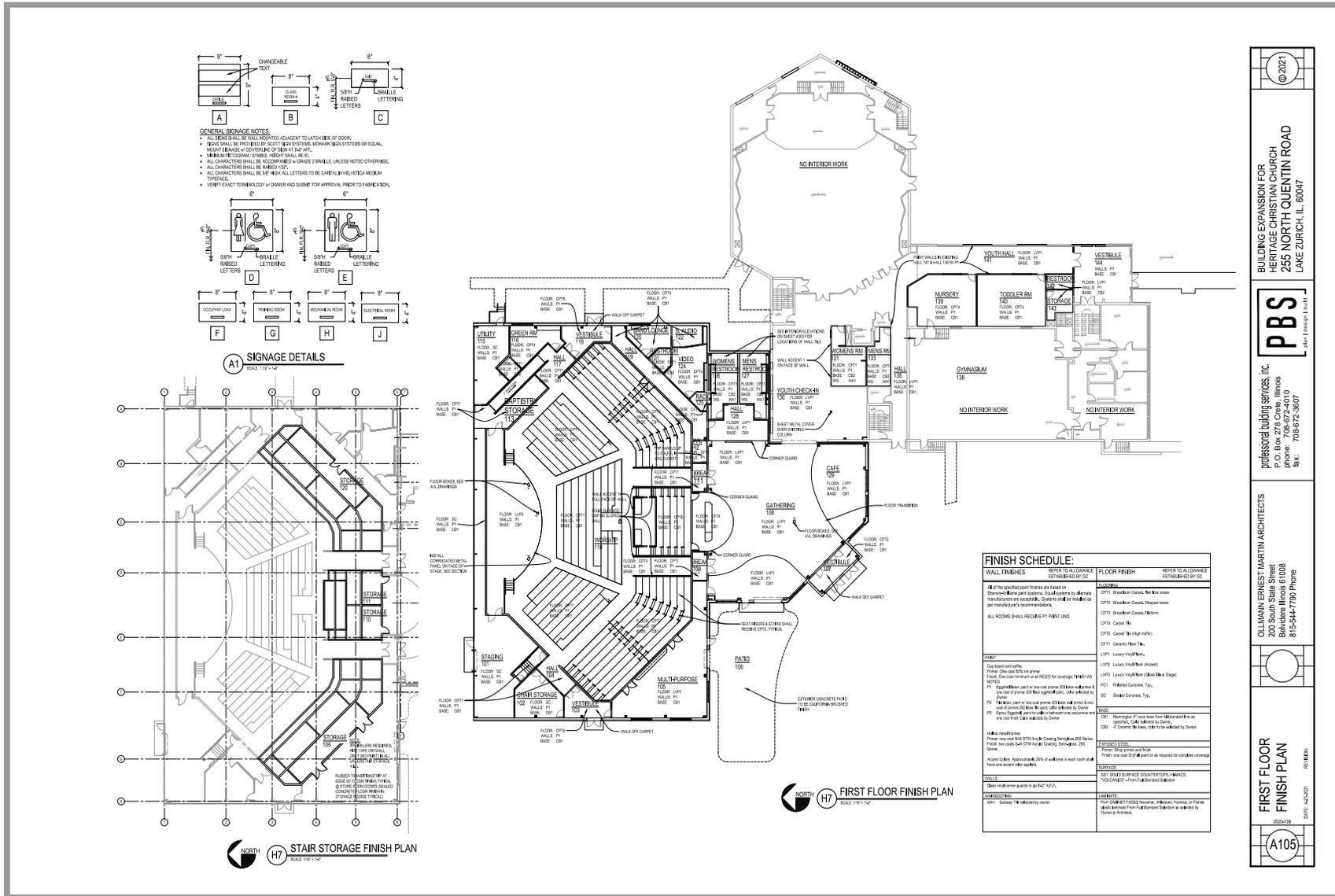
WRAPIDSEAL MANHOLE ENCAPSULATION SYSTEM

THRUST BLOCK

plan | design | build
EST. 1990

DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION	DRAWN BY	CHECKED BY	APPROVED BY	ENGINEERING RESOURCE ASSOCIATES	35701 WEST AVENUE, SUITE 150 WARRENEILLE, ILLINOIS 60055 PHONE (630) 393-3060 FAX (630) 393-2192	30 S. RIVERSIDE PLAZA, SUITE 875 CHICAGO, ILLINOIS 60606 PHONE (312) 474-7641 FAX (312) 474-6099	2418 GALEN DRIVE CHAMPAIGN, ILLINOIS 61821 PHONE (217) 353-6288 FAX (217) 353-5202	HERITAGE CHRISTIAN CHURCH 255 N. QUENTIN ROAD LAKE ZURICH, ILLINOIS	TITLE	DETAILS	REVISION	NONE
4/27/21	A.J.	99% PLANS				A.J.	A.K.	J.M.									





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BUILDING EXPANSION FOR
HERITAGE CHRISTIAN CHURCH
255 NORTH QUENTIN ROAD
LAKE ZURICH, IL 60047

PBS
Professional Building Services, Inc.
P.O. Box 278 Cheno, Illinois
60010
Tel: 708-692-2607

OLLMANN ERNEST MARTIN ARCHITECTS
200 South State Street
Bellehore Illinois 61008
815-544-7790 Phone

FIRST FLOOR
FINISH PLAN

DATE: 12/20/21

(A105)

PLANT LIST

Qty.	Common Name	Botanical Name	Size	Remarks	Key
10	State Street Miyabe Maple	Acer miyabei 'Morton'	2.5'	SBB	AMM
9	Redpointe Maple	Acer rubrum 'Redpointe'	2.5'	SBB	ARR
6	River Birch (Tree form)	Betula nigra	2.5'	SBB	BN
10	Princeton Sentry (Single)	Ginkgo biloba 'Princeton Sentry'	2.5'	SBB	BPS
2	Emerald City Tulip Tree	Liriodendron tulipifera 'Emerald City'	2.5'	SBB	LTEC
15	Regal Prince English Oak	Quercus robur 'Regal Prince'	2.5'	SBB	CRSP
10	Triumph Elm	Ulmus 'Morton Glossy'	2.5'	SBB	UMG
1	Autumn Brilliance Serviceberry	Amelanchier grandiflora	6'	SBB	AGAB
2	Vivid Japanese Maple	Acer palmatum 'Vivid'	4'	SBB	APV
1	Eastern Redbud	Cercis canadensis	6'	SBB	CC
1	Covey Weeping Redbud	Cercis canadensis 'Covey'	2.5'	SBB	CCC
3	Ivory Silk Japanese Tree Lilac	Syringa reticulata 'Ivory Silk'	6'	SBB	SRS
3	Norway Spruce	Picea abies	6'	SBB	PA
1	Black Hills Spruce	Picea glauca 'Demata'	6'	SBB	POD
12	Dark Green Arborvitae	Thuja occidentalis 'Wigra'	6'	SBB	TON
3	Tectony Arborvitae	Thuja occidentalis 'Tectony'	6'	SBB	TOT
45	Low Scape Mound Chokeberry	Aronia melanocarpa 'Low Scape'	24"	Cont.	AMLS
77	Green Gem Boxwood	Buxus 'Green Gem'	24"	Cont.	BGG
6	Green Mountain Boxwood	Buxus 'Green Mountain'	30"	Cont.	BGM
17	Green Velvet Boxwood	Buxus 'Green Velvet'	24"	Cont.	BGV
19	Iceball Hydrangea	Hydrangea arborescens 'Iceball'	24"	Cont.	HAI
62	Firelight Hydrangea	Hydrangea paniculata 'Firelight'	24"	Cont.	HFF
14	Little Quick Fire Hydrangea	Hydrangea paniculata 'Little Quick Fire'	24"	Cont.	HFLF
13	Tor Brinck's Spirea	Spiraea betulifolia 'Tor'	24"	Cont.	SBT
138	Dwarf Korean Lilac	Syringa meyeri 'Palibin'	24"	Cont.	SMP
51	Miss Kim Lilac	Syringa patula 'Miss Kim'	24"	Cont.	SPMK
62	Blue Muffin Viburnum	Viburnum dentatum 'Blue Muffin'	30"	Cont.	VBDM
19	Spilled Wine Weigela	Weigela florida 'Bokraspiw'	24"	Cont.	WFB
16	Allium 'Millenium'	Allium 'Millenium'	#1	Pots	AM
19	Summer Beauty Allium	Allium 'Summer Beauty'	#1	Pots	ASB
17	Vision in Red Astilbe	Astilbe 'Vision in Red'	#1	Pots	AVR
17	Blue Value Indigo	Baptisia australis	#1	Pots	BA
163	Karl Foerster Reed Grass	Calamagrostis acutiflora 'Karl Foerster'	#1	Pots	CAF
65	Rozanne Geranium	Geranium 'Rozanne - Gerwarf'	#1	Pots	GRG
45	Blue Angel Hosta	Hosta 'Blue Angel'	#1	Pots	HBA
80	Happy Returns Daylily	Hemerocallis 'Happy Returns'	#1	Pots	HHR
116	Walker's Low Carnation	Nigella arvensis 'Walker's Low'	#1	Pots	NFW
30	Autumn Fire Sedum	Sedum 'Autumn Fire'	#1	Pots	SAP
10	Hummelo Betony	Stachys monieri 'Hummelo'	#1	Pots	SMH

High Branched

PREMIUM BLUEGRASS MIX (4-5 LBS PER 1,000 SF)

MIX %	SEED	GERMINATION	ORIGIN
22.82%	AWARD KENTUCKY BLUEGRASS	85%	OR
22.22%	NUGLADE KENTUCKY BLUEGRASS	85%	OR/WA
17.75%	JACKPOT KENTUCKY BLUEGRASS	85%	OR/WA
16.11%	EVEREST KENTUCKY BLUEGRASS	85%	OR
9.96%	Fiesta 4 PERENNIAL RYEGRASS	90%	MN
9.97%	HANCOCK PERENNIAL RYEGRASS	90%	MN
1.11%	INERT MATTER		

NOTES:

- The Landscape Contractor shall provide and install all plant materials in the quantities and sizes sufficient to complete planting as shown on the Landscape Plans. All plants shall comply with the requirements of the current American Standard for Nursery Stock published by The American Nursery and Landscape Association. Plants shall meet size, species, genetics and variety and be in good health, free of insects, diseases or defects. No "junk grade" materials shall be accepted. Trees not exhibiting a central (or single) leader will be rejected unless noted in the plant list as multi-stem. Quantity lists are applied for convenience. The Landscape Contractor shall verify all quantities and, in case of a discrepancy, the drawn plan shall prevail over the plant list. No plants are to be changed or substituted without approval of the Owner or a representative of James Dowden & Associates, Inc.
- All plants shall be watered during the first 24-hour period following installation. A watering schedule must be agreed upon with the Owner before plantings are installed. When and how plant materials are to be properly watered. The Landscape Contractor shall verify proper watering is being done for the establishment and health of all plant materials. The Landscape Contractor shall warranty all plant materials for one year from the time of installation and project acceptance.
- Plants shall be balled and burlapped unless otherwise noted on the Landscape Plans. No root bound materials shall be accepted and all wrapping materials made of synthetics or plastics shall be removed at the time of planting. It is the option of the Landscape Contractor to not back the burlap from the top of the root ball.
- Recommended mulch depth is three inches (3") of shredded hardwood bark. The Landscape Contractor shall avoid over mulching and the creation of "mound volcanoes." Mulch Beds shall extend a minimum of two feet (2') beyond the center of a tree or shrub. Mulch must be pulled back at least two inches (2") from the base of a tree so the base of the trunk and root crown are exposed.
- Prepare all perennial beds with one cubic yard of garden compost per 100 sq ft and the compost shall be rotted to an 8" depth.
- All plants shall be set plumb. It is the option of the landscape contractor to stake deciduous trees but it is also the responsibility of the Landscape Contractor to guarantee the plants remain plumb until the end of the guarantee period.
- Trees shall be installed a minimum of five feet (5') horizontally from underground electrical feeders, sanitary sewers, sanitary services, water mains, and water services. Trees shall be installed a minimum of ten feet (10') horizontally from utility structures including, but not limited to, manholes, valve vaults and valve boxes. Shrubs shall be a minimum of ten feet (10') from all light poles and all shrubs shall be a minimum of three to five feet (3'-5') from all fire hydrants.
- The Landscape Contractor shall locate the existence of all underground utilities prior to starting work. The Landscape Contractor must also keep the pavement and work areas in neat and orderly condition throughout the construction process. The Landscape Contractor shall acquire permits with Arc Weld. Working conditions in advance of submitting a proposal. Failure to recognize inherent responsibilities does not relieve the contractor of obligations due to miscalculations.
- Properly owners shall be responsible for maintaining all landscaping shown on the approved plans throughout the life of the development.
- All turf shall be Premium Bluegrass Mix seed in all disturbed areas.
- Any changes to the landscape plans after final development approval Require review and approval by the planning and zoning administrator.
- Trees and shrubs shall not be located closer than ten (10) feet to fire hydrants, transformers, or other above ground utilities.
- Bare root plants shall not be allowed as part of this project.
- All planted areas and landscaped islands shall receive a 4 (four) inch layer of shredded hardwood bark mulch.

REVISIONS:
03.28.21 (OWNER REVIEW)
04.06.21 (Landscape Contractor)
02.16.22 (SITE PLAN UPDATE)

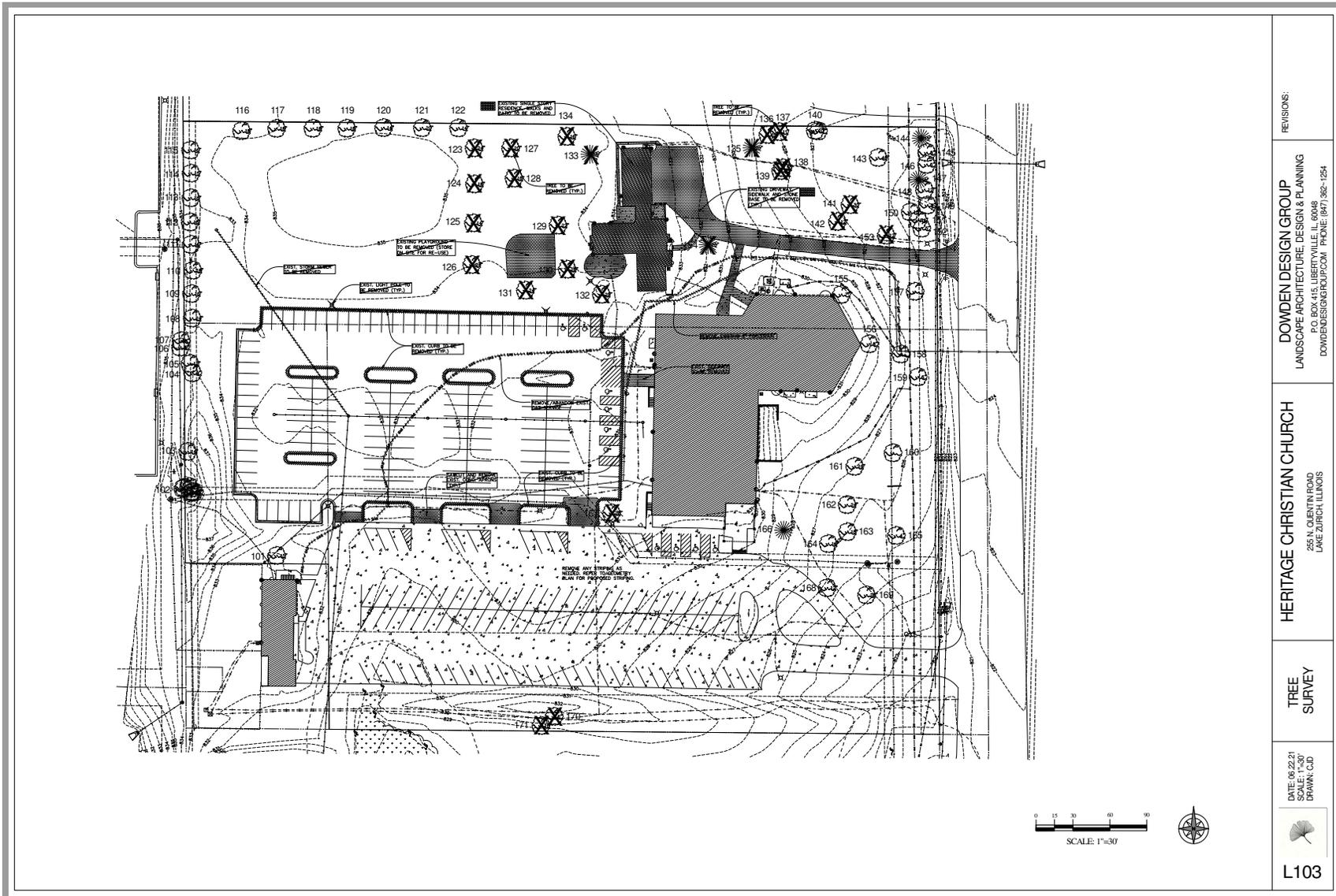
DOWDEN DESIGN GROUP
LANDSCAPE ARCHITECTURE, DESIGN & PLANNING
1000 W. GARDEN ROAD, SUITE 100
DOWDENSBURG, MO. PHONE: (640) 362-1254

HERITAGE CHRISTIAN CHURCH
255 N. GLENN ROAD
LAKE ZURICH, ILLINOIS

LANDSCAPE PLAN

DATE: 02/15/21
BY: JLD
DRAWN: GJD

L102



REVISIONS:

DOWDEN DESIGN GROUP
 LANDSCAPE ARCHITECTURE, DESIGN & PLANNING
 255 N. OLBERTIN ROAD
 LAKE ZURICH, ILLINOIS 60059
 DOWDENDESIGNGROUP.COM PHONE: (847) 382-1254

HERITAGE CHRISTIAN CHURCH
 255 N. OLBERTIN ROAD
 LAKE ZURICH, ILLINOIS

TREE SURVEY

DATE: 06/22/21
 DRAWN BY: CJD

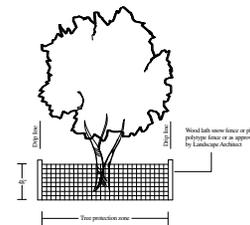


L103

TREE INVENTORY & PROPOSED ACTIONS

Tree #	Common Name	Botanical Name	Size	Condition	Action
101	Paperbark Birch	Betula papyrifera	15'	Fair	Maintain
102	Silver Maple (clump)	Acer saccharinum	multi	Poor	Maintain
103	Box Elder	Acer negundo	14'	Poor	Maintain
104	Box Elder	Acer negundo	9'	Poor	Maintain
105	Box Elder	Acer negundo	12'	Poor	Maintain
106	Box Elder	Acer negundo	8'	Poor	Maintain
107	Box Elder	Acer negundo	9'	Poor	Maintain
108	Box Elder	Acer negundo	24'	Poor	Maintain
109	Box Elder	Acer negundo	16'	Poor	Maintain
110	Box Elder	Acer negundo	18'	Poor	Maintain
111	Box Elder	Acer negundo	16'	Poor	Maintain
112	Box Elder	Acer negundo	19'	Poor	Maintain
113	Box Elder	Acer negundo	16'	Poor	Maintain
114	Box Elder	Acer negundo	15'	Poor	Maintain
115	Box Elder	Acer negundo	16'	Poor	Maintain
116	Locust	Gleditsia var.	18'	Fair	Maintain
117	Locust	Gleditsia var.	18'	Fair	Maintain
118	Locust	Gleditsia var.	18'	Fair	Maintain
119	Locust	Gleditsia var.	18'	Fair	Maintain
120	Locust	Gleditsia var.	14'	Fair	Maintain
121	Silver Maple	Acer saccharinum	20'	Poor	Maintain
122	Locust	Gleditsia var.	14'	Fa	Maintain
123	Silver Maple	Acer saccharinum	24'	Fair	Remove
124	Silver Maple	Acer saccharinum	19'	Fair	Remove
125	Silver Maple	Acer saccharinum	14'	Fair	Remove
126	Silver Maple	Acer saccharinum	24'	Fair	Remove
127	Silver Maple	Acer saccharinum	20'	Fair	Remove
128	Silver Maple	Acer saccharinum	18'	Fair	Remove
129	Locust	Gleditsia var.	22'	Fair	Remove
130	Locust	Gleditsia var.	28'	Fair	Remove
131	Silver Maple	Acer saccharinum	24'	Poor	Remove
132	Silver Maple	Acer saccharinum	28'	Poor	Remove
133	Spince	Picea var.	16'	Fair	Remove
134	Silver Maple (clump)	Acer saccharinum	16'	Poor	Remove
135	Colorado Blue Spruce	Picea pungens 'Glaucia'	20'	Good	Remove
136	Crabapple (clump)	Malus var.	10'	Fair	Remove
137	Crabapple (clump)	Malus var.	11'	Fair	Remove
138	Silver Maple (clump)	Acer saccharinum	20'	Poor	Remove
139	Silver Maple (clump)	Acer saccharinum	20'	Poor	Remove
140	Crabapple (clump)	Malus var.	10'	Poor	Maintain
141	Silver Maple	Acer saccharinum	30'	Poor	Remove
142	Crabapple	Malus var.	12'	Poor	Remove
143	Silver Maple	Acer saccharinum	48'	Fair	Maintain
144	Scotch Pine	Pinus sylvestris	15'	Poor	Maintain
145	Hawthorn	Crataegus var.	8'	Poor	Maintain
146	Hawthorn	Crataegus var.	6'	Poor	Maintain
147	Scotch Pine	Pinus sylvestris	16'	Poor	Maintain
148	Hawthorn	Crataegus var.	12'	Poor	Maintain
149	Hawthorn	Crataegus var.	9'	Poor	Maintain
150	Maple	Acer var.	15'	Poor	Maintain

Tree #	Common Name	Botanical Name	Size	Condition	Action
151	Crabapple	Malus var.	11"	Fair	Maintain
152	Crabapple	Malus var.	5"	Poor	Maintain
153	Crabapple	Malus var.	12"	Poor	Remove
154	Norway Spruce	Picea abies	20"	Fair	Remove
155	Crabapple	Malus var.	7"	Fair	Maintain
156	Crabapple	Malus var.	8"	Fair	Maintain
157	Autumn Blaze Maple	Acer freemanii	5'	Good	Maintain
158	Autumn Blaze Maple	Acer freemanii	5'	Good	Maintain
159	Autumn Blaze Maple	Acer freemanii	6'	Good	Maintain
160	Autumn Blaze Maple	Acer freemanii	5'	Good	Maintain
161	Silver Maple	Acer saccharinum	19'	Fair	Maintain
162	Silver Maple	Acer saccharinum	24'	Fair	Maintain
163	Silver Maple	Acer saccharinum	18'	Fair	Maintain
164	Silver Maple	Acer saccharinum	16'	Fair	Maintain
165	Autumn Blaze Maple	Acer freemanii	5'	Good	Maintain
166	Spruce	Picea var.	5'	Good	Maintain
167	Linden	Tilia var.	20"	Good	Remove
168	Paperbark Maple	Betula papyrifera	12"	Fair	Maintain
169	Silver Maple	Acer saccharinum	20"	Fair	Maintain
170	Maple	Acer var.	10"	Poor	Remove
171	Maple	Acer var.	6"	Poor	Remove



TREE PROTECTION FENCE DETAIL

REVISIONS:

DOWDEN DESIGN GROUP
 LANDSCAPE ARCHITECTURE, DESIGN & PLANNING
 P.O. BOX 415, LIBERTYVILLE, ILL. 60048
 DOWDENDSIGNGROUP.COM PHONE: (847) 382-1254

HERITAGE CHRISTIAN CHURCH
 255 N. QUENTIN ROAD
 LAKE ZURICH, ILLINOIS

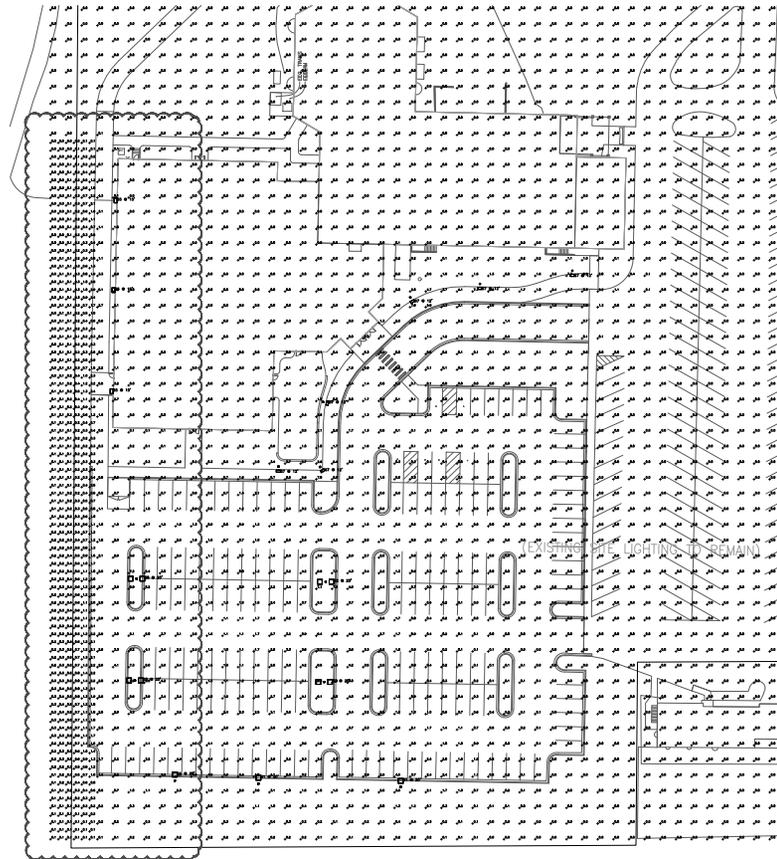
TREE SURVEY

DATE: 08.28.21
 SCALE: NONE
 DRAWN: CJD



L104

Last Revised - February 7, 2022



GENERAL NOTES

1. REFER TO GENERAL NOTES ON SHEET E01.
2. REFER TO SPECIFICATIONS ON SHEET E01.

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
OVERALL SITE	+	0.6 fc	8.9 fc	0.0 fc	N/A	N/A
SCOPE	X	2.4 fc	8.9 fc	0.0 fc	N/A	N/A



HERITAGE CHRISTIAN CHURCH
 255 NORTH GLENN ROAD
 LAKE ZURICH, IL

DESIGNED BY	DATE
DRAWN BY	DATE
CHECKED BY	DATE
IN CHARGE	DATE

PROJECT: ELECTRICAL OVERALL PHOTOMETRIC PLAN



1 OVERALL - ELECTRICAL PHOTOMETRIC PLAN
 1" = 30'-0"
 ELECTRICAL N

ES1.1
 AS SHOWN

Order Number: NCS-691784-CHI2

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**First American Title Insurance Company
National Commercial Services**

**30 North LaSalle Street, Suite 2700
Chicago, IL 60602**

**ALTA Commitment
Schedule A**

Title Inquiries to: 312-553-0471
Escrow Inquiries to: 312-917-7234

Revision Info: Rev. 12/30/2014, update eff dt
Rev. 02/23/2015, update eff dt, bxs

File No.: NCS-691784-CHI2

1. Effective Date: January 29, 2015
2. Policy or Policies to be issued: Amount:
 - a. ALTA Owner's Policy

IL: ALTA 2006 Owner's Policy	\$None
Proposed Insured:	
None	
 - b. ALTA Loan Policy

IL: ALTA 2006 Loan Policy	\$1,000.00
Proposed Insured:	
Evangelical Christian Credit Union, its successors and/or assigns	
3. The estate or interest in the title described or referred to in this commitment and covered herein is fee simple and title to the estate or interest in said land is at the effective date hereof vested in:

Community Church of Lake Zurich, Inc., n/k/a Harvest Bible Chapel of Lake Zurich, Inc.,
an Illinois not for profit corporation

Order Number: NCS-691784-CHI2

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4. The land referred to in this Commitment is described as follows:

PARCEL 1

LOT 1 IN PLANNED UNIT DEVELOPMENT OF LAKE ZURICH COMMUNITY CHURCH, OF PART OF SECTION 15, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 24, 2002 AS DOCUMENT NO. 5035749, IN LAKE COUNTY, ILLINOIS.

PARCEL 2

LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16 AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS, EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL: BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 11; THENCE ON AN ASSUMED BEARING OF NORTH 89 DEGREES 56 MINUTES 24 SECONDS WEST ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 65.70 FEET; THENCE NORTH 0 DEGREES 17 MINUTES 06 SECONDS WEST, A DISTANCE OF 64.23 FEET; THENCE NORTH 12 DEGREES 19 MINUTES 57 SECONDS EAST, A DISTANCE OF 117.67 FEET TO A POINT 40.00 FEET NORMALLY DISTANT WEST OF THE EAST LINE OF SAID LOT 11, BEING ALSO THE WEST RIGHT OF WAY LINE OF QUENTIN ROAD RECORDED MAY 2, 1951 AS DOCUMENT NUMBER 726292; THENCE NORTH 0 DEGREES 16 MINUTES 59 SECONDS WEST ALONG A LINE 40.00 FEET NORMALLY DISTANT WEST OF AND PARALLEL WITH THE EAST LINE OF SAID LOTS 10 AND 11, BEING ALSO THE SAID WEST RIGHT OF WAY LINE OF QUENTIN ROAD AND THE NORTHERLY EXTENSION THEREOF, A DISTANCE OF 481.43 FEET TO THE NORTH LINE OF SAID LOT 10, BEING ALSO THE CENTER LINE OF ROSE ROAD; THENCE SOUTH 89 DEGREES 32 MINUTES 43 SECONDS EAST ALONG THE NORTH LINE OF SAID LOT 10, BEING ALSO THE CENTER LINE OF ROSE ROAD, A DISTANCE OF 40.00 FEET TO THE EAST OF LOT 10, BEING ALSO THE CENTER LINE OF QUENTIN ROAD; THENCE SOUTH 0 DEGREES 16 MINUTES 59 SECONDS EAST ALONG THE EAST LINE OF SAID LOTS 10 AND 11, BEING ALSO THE CENTER LINE OF QUENTIN ROAD, A DISTANCE 660.36 FEET TO THE POINT OF BEGINNING.

ALSO EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL:

BEING A PART OF LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTION 15, 16 AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED JUNE 4, 1926, AS DOCUMENT 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT, THENCE SOUTH 89 DEGREES, 54 MINUTES, 34 SECONDS EAST, ALONG THE SOUTH LINE OF LOT 11, A DISTANCE OF 585.90 FEET, TO A POINT ON A LINE 70.00 FEET WEST OF AND PARALLEL TO THE CENTERLINE OF QUENTIN ROAD AS SHOWN ON PLAT OF HIGHWAYS RECORDED AS DOCUMENT 6075937, SAID POINT BEING THE POINT OF BEGINNING:

THENCE NORTH 00 DEGREES, 17 MINUTES, 06 SECONDS WEST, ALONG SAID PARALLEL LINE, A DISTANCE OF 630.85 TO A POINT ON THE SOUTH LINE OF ROSE ROAD; THENCE SOUTH 89 DEGREES, 32 MINUTES, 08 SECONDS EAST, ALONG SAID SOUTH LINE, A DISTANCE OF 30.10 FEET, TO THE WEST LINE OF QUENTIN ROAD AS DEDICATED BY DOCUMENT 725292 AND AS SHOWN ON A PLAT OF SURVEY RECORDED AS DOCUMENT 718179; THENCE SOUTH 00 DEGREES, 16 MINUTES, 59 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 461.49 FEET TO A BEND POINT IN THE RIGHT OF WAY, SAID POINT BEING ON THE WEST LINE OF QUENTIN ROAD AS SHOWN ON THE PLAT OF HIGHWAYS RECORDED AS DOCUMENT NUMBER

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6075937; THENCE SOUTH 12 DEGREES, 19 MINUTES, 57 SECONDS WEST, ALONG SAID WEST LINE, A DISTANCE OF 117.67 FEET; THENCE SOUTH 00 DEGREES, 17 MINUTES, 05 SECONDS EAST, CONTINUING ALONG SAID WEST LINE, A DISTANCE OF 64.18 FEET TO THE SOUTH LINE OF SAID LOT 11; THENCE NORTH 89 DEGREES 54 MINUTES, 34 SECONDS WEST, ALONG SAID SOUTH LINE A DISTANCE OF 4.38 FEET TO THE POINT OF BEGINNING.

ALSO EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL:

BEING A PART OF LOTS 10 AND 11 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION IN SECTIONS 15, 16, AND 21, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NUMBER 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS; DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE SOUTH LINE OF SAID LOT 11 EXTENDED WESTERLY AND THE CENTERLINE OF QUENTIN ROAD; THENCE NORTH 89 DEGREES 37 MINUTES 15 SECONDS WEST, ALONG THE SOUTH LINE OF SAID LOT 11, A DISTANCE OF 70.00 FEET OT THE WEST LINE OF QUENTIN ROAD HERETOFORE DEDICATED PER PLAT OF HIGHWAYS DOCUMENT NUMBER 6075937; THENCE NORTH 00 DEGREES 07 MINUTES 10 SECONDS EAST, ALONG SAID WEST LINE 234.19 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 59 MINUTES 16 SECONDS WEST, 265.00 FEET; THENCE NORTH 00 DEGREES 06 MINUTES 10 SECONDS EAST, 137.00 FEET; THENCE SOUTH 89 DEGREES 59 MINUTES 16 SECONDS WEST, 265.00 FEET TO THE WEST LINE OF QUENTIN ROAD HERETOFORE DEDICATED PER PLAT OF HIGHWAYS DOCUMENT NUMBER 6075937; THENCE SOUTH 00 DEGREES 07 MINUTES 10 SECONDS WEST, ALONG SAID WEST LINE; 137.00 FEET TO SAID POINT OF BEGINNING.

ALL IN LAKE COUNTY, ILLINOIS.

Note: For informational purposes only, the land is known as:

255 Quentin Road and, 23156 North Quentin Road and, 21775 West Rose Road
Lake Zurich, IL

THIS COMMITMENT IS VALID ONLY IF SCHEDULE B IS ATTACHED.

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**ALTA Commitment
Schedule B**

File No.: NCS-691784-CHI2

If any document referenced herein contains a covenant, condition or restriction violative of 42USC 3604(c), such covenant, condition or restriction to the extent of such violation is hereby deleted.

REQUIREMENTS

The following requirements must be met:

1. Pay the agreed amounts for the interest in the land and/or the mortgage to be insured.
2. Pay us the premiums, fees and charges for the policy.
3. Documents satisfactory to us creating the interest in the land and/or the mortgage to be insured must be signed.
4. You must tell us in writing the name of anyone not referred to in this Commitment who will get an interest in the land or who will make a loan on the land. We may then make additional requirements or exception.
5. Release of Mortgage dated March 16, 2006 and recorded July 28, 2006 as document 6034974, made by Harvest Bible Chapel Lake Zurich, to State Bank and Trust, to secure an indebtedness in the amount of \$3,700,000.00, and the terms and conditions thereof.

Modification recorded May 5, 2011 as document 6730203.

Assigned to FirstMerit Bank, N.A. by purported assignment recorded June 27, 2011 as document number 6744250.

(Affects Parcel 2)

6. Release of Assignment of Rents made by Harvest Bible Chapel Lake Zurich to State Bank and Trust recorded July 28, 2006 as document 6034975.

(Affects Parcel 2)

7. Release of Mortgage dated March 16, 2006 and recorded July 28, 2006 as document 6034976, made by Harvest Bible Chapel Lake Zurich, F/K/A Community Church of Lake Zurich, to State Bank and Trust, to secure an indebtedness in the amount of \$3,700,000.00, and the terms and conditions thereof.

Modification recorded May 5, 2011 as document 6730202.

Assigned to FirstMerit Bank, N.A. by purported assignment recorded June 27, 2011 as document number 6744249.

(Affects Parcel 1)

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8. Release of Assignment of Rents made by Harvest Bible Chapel Lake Zurich, F/K/A Community Church of Lake Zurich to State Bank and Trust recorded July 28, 2006 as document 6034977.

(Affects Parcel 1)

9. Release of Mortgage dated November 20, 2008 and recorded December 11, 2008 as document 6417044, made by Harvest Bible Chapel of Lake Zurich, to Midwest Bank and Trust Company, to secure an indebtedness in the amount of \$475,000.00, and the terms and conditions thereof.

Modification recorded May 5, 2011 as document 6730204.

Assigned to FirstMerit Bank, N.A. by assignment recorded March 10, 2011 as document number 6714795.

(Affects Parcel 2)

10. Release of Assignment of Rents made by Harvest Bible Chapel of Lake Zurich to Midwest Bank and Trust Company recorded December 11, 2008 as document 6417045.

Assigned to FirstMerit Bank, N.A. by assignment recorded March 10, 2011 as document number 6714794.

(Affects Parcel 2)

11. Release of Mortgage dated November 20, 2008 and recorded December 11, 2008 as document 6417046, made by Community Church of Lake Zurich, Inc., n/k/a Harvest Bible Chapel of Lake Zurich, to Midwest Bank and Trust Company, to secure an indebtedness in the amount of \$476,000.00, and the terms and conditions thereof.

Modification recorded May 5, 2011 as document 6730201.

Assigned to FirstMerit Bank, N.A. by assignment recorded March 01, 2011 as document number 6710684.

(Affects Parcel 1)

12. Release of Assignment of Rents made by Community Church of Lake Zurich, Inc., n/k/a Harvest Bible Chapel of Lake Zurich to Midwest Bank and Trust Company recorded December 11, 2008 as document 6417047.

Assigned to FirstMerit Bank, N.A. by assignment recorded March 01, 2011 as document number 6710683.

(Affects Parcel 1)

13. We should be furnished either (a) an affidavit from the owner indicating that there is no property manager employed; or (b) a final lien waiver from the property manager acting on behalf of the owner.

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14. Note: Extended coverage will be considered for the loan policy upon review and acceptance of the following:
- A. A properly executed ALTA Extended Coverage Statement.
 - B. We should be informed whether the proceeds of the loan are to be used for financing new improvements to the subject property. If new improvements are involved, we will require customary contractors' statements, lien waivers and a current survey for any structural additions.
15. In connection with the conveyance or mortgage of the land by said Church corporation, we should be furnished with a Certificate by the custodian of the records under the seal of the church showing the following:
- (a) A copy of the by-laws of the Church;
 - (b) The names of all persons elected to the Board of Trustees of said church prescribed by the by-laws of the church;
 - (c) The total number of the members of the church entitled to vote on any conveyance or mortgage of the church property;
 - (d) That notice of the sale or mortgage was properly given to all such members according to the by-laws;
 - (e) The number of members present at the meeting to consider the sale or mortgage;
 - (f) The actual "Yes" and "No" votes; and
 - (g) The resolution adopted by the members of the church.
16. Proof of any lien or right to lien for services, labor, or materials heretofore or hereafter furnished for tenant improvements.

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**ALTA Commitment
Schedule B**

File No.: NCS-691784-CHI2

This commitment, and policy when issued, does not insure against loss or damage, and the Company will not pay costs, attorneys' fees, or expenses that arise by reason of:

EXCEPTIONS FROM COVERAGE

Part One:

1. Right or claims of parties in possession not shown by the public records.
2. Easements, or claims of easements, not shown by the public records.
3. Any encroachments, encumbrance, violation, variation or adverse circumstance affecting title that would be disclosed by an accurate and complete survey of the land pursuant to the "Minimum Standards of Practice," 68 Ill. Admin. Code, Sec. 1270.56(b)(6)(P) for residential property or the ALTA/ACSM land title survey standards for commercial/industrial property.
4. Any lien, or right to lien, for services, labor, or material heretofore or hereafter furnished, imposed by law and not shown by the public records.
5. Taxes, or special assessments, if any, not shown as existing liens by the public records.
6. Loss or damage by reason of there being recorded in the public records, any deeds, mortgages, lis pendens, liens or other title encumbrances subsequent to the Commitment date and prior to the effective date of the final Policy.

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Part Two:

1. General real estate taxes for the year(s) 2014, 2015 and subsequent years.
The first installment of the 2013 taxes in the amount of \$0.00 is not billed.
The final installment of the 2013 taxes in the amount of \$0.00 is not billed.
The 2014, 2015 taxes are not yet ascertainable or payable.
Permanent Index Number: 14-15-301-022
If applicable, an original tax bill must be presented if taxes are to be paid at time of closing.
(Affects Parcel 1)
2. General real estate taxes for the year(s) 2014, 2015 and subsequent years.
The first installment of the 2013 taxes in the amount of \$0.00 is not billed.
The final installment of the 2013 taxes in the amount of \$0.00 is not billed.
The 2014, 2015 taxes are not yet ascertainable or payable.
Permanent Index Number: 14-15-302-024
If applicable, an original tax bill must be presented if taxes are to be paid at time of closing.
(Affects Parcel 2, Lot 10)
3. General real estate taxes for the year(s) 2014, 2015 and subsequent years.
The first installment of the 2013 taxes in the amount of \$0.00 is not billed.
The final installment of the 2013 taxes in the amount of \$0.00 is not billed.
The 2014, 2015 taxes are not yet ascertainable or payable.
Permanent Index Number: 14-15-302-026
If applicable, an original tax bill must be presented if taxes are to be paid at time of closing.
(Affects Parcel 2, Lot 11)
4. Easement recorded October 29, 1946 as document 603821 in favor of the Public Service Company of Northern Illinois, their respective successors and assigns granting an easement to install, operate and maintain all equipment necessary for the purpose of serving the land and other property, together with the right of ingress and egress to said equipment and the terms and conditions contained therein.
(Affects Parcel 2)

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5. Easement recorded October 29, 1946 as document 603822 in favor of the Public Service Company of Northern Illinois, their respective successors and assigns granting an easement to install, operate and maintain all equipment necessary for the purpose of serving the land and other property, together with the right of ingress and egress to said equipment and the terms and conditions contained therein.

(Affects underlying land of Parcel 1)
6. Easement recorded October 29, 1946 as document 603823 in favor of the Public Service Company of Northern Illinois, their respective successors and assigns granting an easement to install, operate and maintain all equipment necessary for the purpose of serving the land and other property, together with the right of ingress and egress to said equipment and the terms and conditions contained therein.

(Affects underlying land of Parcel 1)
7. Covenants and restrictions (but omitting any such covenant or restriction based on race, color, religion, sex, handicap, familial status or national origin unless and only to the extent that said covenant (a) is exempt under Chapter 42, Section 3607 of the United States code or (b) relates to handicap but does not discriminate against handicapped persons), relating to provision that no temporary structure, building or garage erected on said premises shall be used for human habitation; any residence erected on said premises shall be built on a stone or cement foundation and cost of said building shall be not less than \$2,500.00, contained in the deed recorded January 29, 1947 as document no. 610249, which does not contain a reversionary or forfeiture clause.

(Affects Parcel 2)
8. Rights of the public, the State of Illinois and the municipality in and to that part of the East 40 feet of the land as dedicated for road purposes by instrument dated January 8, 1951 and recorded May 2, 1951, as document 726292 and shown on Plat of Survey recorded January 9, 1951 as document 718179.

(Affects Parcels 1 and 2)
9. Easement for public utilities as shown on the plat of subdivision recorded as document 280128.

(Affects the West 5 feet of Lots 10 & 11 and the South 5 feet of Lot 11 in Parcel 2)
10. Ordinance No. 2000-10-64 annexing certain property to the Village of Lake Zurich recorded December 8, 2000 as document 4619604 and re-recorded April 20, 2001 as document 4677744.

(Affects Parcel 1)
11. Plat of Vacation of Rose Road recorded April 20, 2001 as document 4677745.

(Affects Parcel 1)
12. Easement for public utilities as shown on the plat of subdivision recorded as document 5035749.

(Affects the East 15 feet, the West 5 feet, the East 5 feet of the West 10 feet of Parcel 1)
13. Easement for ingress and egress as shown on the plat of subdivision recorded as document 5035749.

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(Affects the North 50 feet of the South 80 feet of Parcel 1)

14. 10 foot easement for watermain as shown on the plat of subdivision recorded as document 5035749.

(Affects Parcel 1, see plat for exact location)

15. Parking Lot Use and Maintenance Agreement recorded June 10, 2003 as document 5264712 and the terms, provisions and conditions contained therein.

(Affects Parcel 1)

16. Sewer Access and Maintenance Agreement recorded June 10, 2003 as document 5264713 and the terms, provisions and conditions contained therein.

(Affects Parcel 1)

17. Ordinance No. 2006-11-461 annexing certain property to the Village of Lake Zurich recorded November 30, 2006 as document 6098743 and re recorded December 5, 2006 as document 6101438.

(Affects Parcel 2)

18. Easement Agreement by and between Bradford Lake Zurich 1, LLC and Harvest Bible Chapel of Lake Zurich recorded December 19, 2012 as document 6936849, and the terms, provisions and conditions contained therein.

(Affects Parcels 1 & 2)

19. Rights of the public, state of Illinois and the municipality in and to that part of the land dedicated for road purposes by instrument recorded January 23, 2013 as document 6949847.

(Affects Parcel 2)

20. 15 foot municipal easement recorded August 22, 2013 as document 7028705.

(Affects Parcels 1 & 2, see plat for exact location)

21. Rights of public or quasi-public utilities, if any, in the vacated street or alley described in Schedule A.

(Affects Parcel 1)

22. Existing unrecorded leases, if any, and rights of all parties claiming thereunder.

NOTE: The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than the certain dollar amount set forth in any applicable arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. If you desire to review the terms of the policy, including any arbitration clause that may be included, contact the office that issued this Commitment or Report to obtain a sample of the policy jacket for the policy that is to be issued in connection with your transaction.

ORDINANCE NO. 2000-10-65

AN ORDINANCE GRANTING A ZONING MAP AMENDMENT AND APPROVING
SPECIAL USE PERMITS, A PRELIMINARY PLAN OF SUBDIVISION,
A FINAL PLAT OF SUBDIVISION, A CONCEPT PLAN FOR A PUD,
A FINAL PLAN FOR A PUD, SITE PLANS, EXTERIOR APPEARANCE PLANS,
AND OTHER ZONING RELIEF
FOR THE COMMUNITY CHURCH OF LAKE ZURICH, INC.

Published in pamphlet form
by the authority of the President and Board of Trustees
of the
Village of Lake Zurich
Lake County, Illinois

Date of Publication: October 10, 2000

VILLAGE OF LAKE ZURICH
ORDINANCE NO. 2000-10-65

AN ORDINANCE GRANTING A ZONING MAP AMENDMENT AND APPROVING SPECIAL USE PERMITS, A PRELIMINARY PLAN OF SUBDIVISION, A FINAL PLAT OF SUBDIVISION, A CONCEPT PLAN FOR A PUD, A FINAL PLAN FOR A PUD, SITE PLANS, EXTERIOR APPEARANCE PLANS, AND OTHER ZONING RELIEF FOR THE COMMUNITY CHURCH OF LAKE ZURICH, INC.

WHEREAS, Community Church of Lake Zurich, Inc. (the "Applicant") is the legal and record title owner of a certain tract of land located in unincorporated Lake County, Illinois, and legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the "Subject Property"); and

WHEREAS, the Applicant seeks approvals from the Village in order to expand the existing church facility and to develop a preschool facility and future gymnasium on the Subject Property (the "Project"); and

WHEREAS, the Subject Property consists of approximately seven acres and is depicted on the preliminary plan of subdivision attached hereto and by this reference incorporated herein and made a part hereof as Exhibit B (the "Preliminary Plan"); and

WHEREAS, the Subject Property has been annexed to the Village, subject to certain conditions (the "Annexation") pursuant to and in accordance with the provisions of Section 7-1-8 of the Illinois Municipal Code, 65 ILCS 5/7-1-8, by Lake Zurich Ordinance No. 2000-10-64; and

WHEREAS, upon its annexation, the Subject Property has been classified automatically in the R-1/2 Single Family Residential District pursuant to the Lake Zurich Zoning Code, and the Applicant has filed an application for reclassification of the Subject Property into the IB Institutional Buildings District; and

WHEREAS, the Applicant has filed an application for approval of special use permits, a preliminary plan of subdivision, a final plat of subdivision, a concept plan for a PUD, a final plan for a PUD, site plans, and exterior appearance plans for the Project; and

WHEREAS, the Lake Zurich Plan Commission conducted a public hearing on September 6, 2000, pursuant to notice thereof duly published in the *Lake Zurich Courier*, to consider the Applicant's proposal and all of the facts and circumstances affecting the Project and, after the conclusion of the public hearing, the Plan Commission recommended that the Board of Trustees approve the proposal, subject to certain conditions recommended by the Plan Commission; and

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich have considered the findings and recommendations of the Plan Commission and have considered all of the facts and circumstances affecting the Applicant's proposal, and the President and Board of Trustees have determined that the Applicant has met the standards set forth in Chapters 18, 19, 20, 21, and 22 of the Zoning Code related to zoning map amendments, special use permits, site plans, exterior appearance plans, and planned unit

development concept and final plans, and all other standards of the Zoning Code and Title 10 of the Lake Zurich Municipal Code applicable to the relief sought by the Applicant, subject to the conditions stated in this Ordinance; and

WHEREAS, the President and Board of Trustees accordingly believe that it is appropriate to grant the relief sought by the Applicant, subject to the conditions stated in this Ordinance;

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

Section 1. Recitals. The foregoing recitals are incorporated herein as findings of the President and Board of Trustees.

Section 2. Grant of a Zoning Map Amendment. The Board of Trustees, pursuant to the authority granted to it by the laws of the State of Illinois and by Chapter 18 of the Lake Zurich Zoning Code, does hereby amend the Lake Zurich Zoning Map to reclassify the Subject Property into the IB Institutional Buildings District from the R-1/2 Single Family Residential District, subject to the conditions stated in Section 6 of this Ordinance.

Section 3. Approval of the Preliminary Plan of Subdivision and the Final Plat of Subdivision. The Board of Trustees, pursuant to the authority vested in it by the laws of the State of Illinois and various sections of the Lake Zurich Municipal Code, does hereby grant to the Applicant approval of the

Preliminary Plan and Final Plat of Subdivision attached hereto as Exhibit B, subject to the conditions set forth in Section 6 of this Ordinance.

Section 4. Approval of Special Use Permits and Planned Unit Development Concept Plans and Final Plans. The Board of Trustees, pursuant to the authority vested in it by the laws of the State of Illinois and Chapters 19 and 22 of the Lake Zurich Zoning Code, does hereby grant to the Applicant special use permits for (i) a daycare facility (SIC #835), (ii) a parsonage (SIC #866), and (iii) a planned unit development. In addition, the Board of Trustees does hereby approve the planned unit development concept and final plans, which plans are attached hereto and by this reference incorporated herein as Exhibit C, subject to the conditions set forth in Section 6 of this Ordinance and in Sections 22-105, 22-107, and 220-109 of the Zoning Code.

Section 5. Approval of Site Plans and Exterior Appearance Plans. The Board of Trustees, pursuant to the authority vested in it by the laws of the State of Illinois and various sections of the Lake Zurich Zoning Code, does hereby approve the site plans and exterior appearance plans attached hereto as Exhibit D, subject to the conditions set forth in Section 6 of this Ordinance.

Section 6. Conditions. The approvals granted in Sections 2 through 5 of this Ordinance have been granted expressly subject to, and are at all times subject to, the following conditions:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Subject Property. Except as otherwise specifically provided in writing in advance by the Village, no work of any kind shall be commenced on the Subject Property pursuant to the approvals granted in this Ordinance except after all conditions of this Ordinance precedent to such work have been

fulfilled, including, without limitation, recordation of the Final Plat of Subdivision and Village approval of final engineering plans for the Project, and after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Final Engineering Plans. No permit shall be issued by the Village for work on the Subject Property, and no work shall be undertaken on the Subject Property, until after the final engineering plans have been submitted to the Village in compliance with the provisions of this Ordinance and approved by the Village Administrator or the Village Engineer, as the case may be.
- C. Final Plat of Subdivision. The Final Plat of Subdivision shall be subject to the review and approval by the Village Attorney prior to recordation.
- D. Code and Plan Compliance. The Subject Property shall be developed in compliance with all applicable federal, state, and local ordinances and regulations, including, without limitation, the Village's Building Code and Zoning Code, and with the Site Plans and Exterior Appearance Plans.
- E. Building Permits Required. The Applicant shall submit all required building permit applications and other materials, in a timely manner, to the appropriate parties, which materials shall be prepared in compliance with all Village codes and ordinances.
- F. Unconditional Agreement and Consent. The Applicant shall execute and deliver to the Village Administrator, within 10 days after passage of this Ordinance, the Unconditional Agreement and Consent attached to and by this reference incorporated into this Ordinance as Exhibit E.

Section 7. Violation of Condition or Code. Any violation of (i) any term or condition stated in this Ordinance or (ii) any applicable code, ordinance, or regulation of the Village shall be grounds for the immediate rescission of the approvals made in this Ordinance.

Section 8. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in

the manner provided by law and only after delivery to the Village of the fully executed Unconditional Agreement and Consent as provided in Subsection 6.F of this Ordinance.

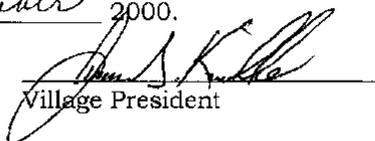
PASSED this 2nd day of October 2000.

AYES: 4 Trustees Gyarmaty, Hutton, McAvoy & Salbott

NAYS: 0

ABSENT: 2 Trustees Steffens and Islomei

APPROVED this 2nd day of October 2000.


Village President

ATTEST:


Village Clerk

EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

THE SOUTH ½ OF LOT 6 AND ALL OF LOT 4 IN LAKE ZURICH ESTATES, BEING A SUBDIVISION OF PART OF SECTIONS 15, 16 AND 21 IN TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 4, 1926 AS DOCUMENT NO. 280128, IN BOOK "P" OF PLATS, PAGE 61, IN LAKE COUNTY, ILLINOIS

EXHIBIT B

PRELIMINARY PLAN AND FINAL PLAT OF SUBDIVISION

EXHIBIT C

CONCEPT PLAN AND FINAL PLAN FOR A PUD

EXHIBIT D

SITE AND EXTERIOR APPEARANCE PLANS

EXHIBIT E

UNCONDITIONAL AGREEMENT AND CONSENT

Pursuant to Subsection 6.F of Lake Zurich Ordinance No. 2000-10-65, the undersign acknowledges (1) that it has read and understand all of the provisions of said Ordinance, (2) that the terms, provisions, conditions, and restrictions stated in said Ordinance accurately reflect the provisions of its applications, and its requests, for approvals described in the Ordinance, (3) that the terms, provisions, conditions, and restrictions are those that the undersign desires and agrees to abide by in order to use the Subject Property described in the Ordinance in a manner consistent with the undersign's application and with the Ordinance, and (4) that each of the terms, provisions, conditions, and restrictions have been voluntarily submitted to and are valid. The undersign does hereby unconditionally consent to and agrees to accept and be bound by, and to waive any right to challenge, each all of such terms, provisions, conditions, and restrictions.

DATED this 2nd day of November 2000.

ATTEST:

COMMUNITY CHURCH OF LAKE ZURICH, INC.

By: Susan T. Santiago

By: Roger Williams

Name: SUSAN T. SANTIAGO

Name: ROGER WILLIAMS

Title: Deputy Village Clerk

Title: Chair, Board

CHI1 #84883 v1

ORDINANCE NO. 2005-09-372

AN ORDINANCE GRANTING A SPECIAL USE PERMIT, AMENDING THE SITE
PLAN AND THE PLANNED UNIT DEVELOPMENT FINAL PLAN, AND GRANTING
A MODIFICATION FROM THE PARKING REQUIREMENTS FOR THE
HARVEST BIBLE CHAPEL OF LAKE ZURICH.

Published in pamphlet form
by the authority of the President and Board of Trustees
of the
Village of Lake Zurich
Lake County, Illinois

Date of Publication: September 19, 2005

VILLAGE OF LAKE ZURICH
ORDINANCE NO. 2005-09-372

AN ORDINANCE GRANTING A SPECIAL USE PERMIT,
AMENDING THE SITE PLAN AND THE PLANNED UNIT
DEVELOPMENT FINAL PLAN, AND GRANTING A
MODIFICATION FROM THE PARKING REQUIREMENTS
FOR THE HARVEST BIBLE CHAPEL OF LAKE ZURICH

WHEREAS, Harvest Bible Chapel of Lake Zurich, formerly known as Community Church of Lake Zurich, (the "Applicant"), is the owner of the property located at 255 North Quentin Road, Lake Zurich, Illinois, legally described in Exhibit A attached to this Ordinance (the "Subject Property"); and

WHEREAS, the development and use of the Subject Property are subject to the provisions of Lake Zurich Ordinance No. 2000-10-65, which Ordinance granted approval of certain zoning relief for the Subject Property, including approval of a site plan and a planned unit development final plan for the Subject Property (the "Final Plan"); and

WHEREAS, the Applicant now seeks approvals from the Village necessary to amend the site plan and Final Plan for the Subject Property, grant a modification from the parking regulations, as well as a special use permit for an elementary school on the Subject Property (collectively, the "Project"); and

WHEREAS, the Subject Property is classified in the IB Institutional Buildings District pursuant to the Lake Zurich Zoning Code, and an elementary school is only permitted in that zoning district pursuant to a special use permit; and

WHEREAS, the Applicant has filed applications for approval of the Project; and

WHEREAS, the Lake Zurich Plan Commission conducted a public hearing on August 3, 2005, pursuant to notice thereof duly published in the *Daily Herald*, to consider the Applicant's proposal and all of the facts and circumstances affecting the Project and, after the conclusion of the public hearing, the Plan Commission recommended that the Board of Trustees approve the proposal, subject to certain conditions recommended by the Plan Commission; and

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich have considered the findings and recommendations of the Plan Commission and have considered all of the facts and circumstances affecting the Applicant's proposal, and the President and Board of Trustees have

determined that the Applicant has met the standards set forth in Chapter 19 of the Zoning Code related to approval of a special use permit, in Chapter 20 of the Zoning Code related to the approval of an amendment to a site plan, in Chapter 22 of the Zoning Code related to approval of an amendment to the Final Plan and a modification from the parking requirements, and all other standards of the Zoning Code and Title 10 of the Lake Zurich Municipal Code applicable to the relief sought by the Applicant, subject to the conditions stated in this Ordinance; and

WHEREAS, the President and Board of Trustees accordingly believe that it is appropriate to grant the relief sought by the Applicant, subject to the conditions stated in this Ordinance;

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

Section 1. Recitals. The foregoing recitals are incorporated herein as findings of the President and Board of Trustees.

Section 2. Approval of Special Use Permit. The Board of Trustees, pursuant to the authority vested in it under the laws of the State of Illinois and Chapter 19 of the Zoning Code, hereby grants to the Applicant a special use permit authorizing an elementary school (SIC #821) on the Subject Property, subject to the conditions set forth in Section 5 of this Ordinance.

Section 3. Amendment to Site Plan. The Board of Trustees, pursuant to the authority vested in it under the laws of the State of Illinois and Chapter 20 of the Lake Zurich Zoning Code, hereby approves an amendment to the site plan for the Subject Property, which amended site plan is attached to this Ordinance as Exhibit B ("Revised Site Plan"), to permit the construction of a parking area on the Subject Property and the installation of a seven-foot high board-on-board fence only along the western boundary of the Subject Property, all as depicted on the Revised Site Plan and subject to the conditions set forth in Section 5 of this Ordinance. To the extent that the Revised Site Plan conflicts with the site plan approved pursuant to Ordinance No. 2000-10-65 ("Original Site Plan"), the Revised Site Plan shall control, but in all other respects the Original Site Plan shall continue in full force and effect to govern the Subject Property.

Section 4. Amendment to the Final Plan; Modification from Parking Requirements. The Board of Trustees, pursuant to the authority vested in it under the laws of the State of Illinois and the Lake Zurich Zoning Code, hereby approves (i) an amendment to the Final Plan for the Subject Property, which revised final plan is attached to this Ordinance as Exhibit C ("Revised Final Plan"), to permit the construction of a parking area containing 41 additional parking spaces and (ii) a modification from the parking regulations of the

Zoning Code to permit the parking spaces on the Subject Property to exceed the maximum number of parking spaces otherwise allowed on the Subject Property. To the extent that the Revised Final Plan conflicts with the final plan approved pursuant to Ordinance No. 2000-10-65 ("Original Final Plan"), the Revised Final Plan shall control, but in all other respects the Original Plan shall continue in full force and effect to govern the Subject Property.

Section 5. Conditions. The approvals granted in Sections 2, 3, and 4 of this Ordinance have been granted expressly subject to, and are at all times subject to, the following conditions:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Subject Property. Except as otherwise specifically provided in writing in advance by the Village, no work of any kind shall be commenced on the Subject Property pursuant to the approvals granted in this Ordinance except only after all conditions of this Ordinance precedent to such work have been fulfilled and after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Final Site, Engineering, and Landscaping Plans. No permit shall be issued by the Village for work on the Subject Property until after approval by the Village staff of final site, landscaping, and engineering plans for the Subject Property depicting (i) a seven foot high board-on-board fence along the western boundary of the Subject Property, (ii) removal of the proposed fence depicted on the site plan along the northern boundary of the Subject Property; and (iii) removal of the proposed fence depicted on the site plan as surrounding the detention pond on the Subject Property.
- C. Unconditional Agreement and Consent. The Applicant shall execute and deliver to the Village Administrator the Unconditional Agreement and Consent attached to and by this reference incorporated into this Ordinance as Exhibit D.
- D. Traffic Analysis. Within 120 days of approval of this Ordinance, the Applicant shall submit to Lake County and a copy to the Village a traffic analysis for the Subject Property, which traffic analysis shall include without limitation information regarding the accessibility from Quentin Road, peak-hour traffic volumes, directional distribution, and access and roadway improvements warranted.
- E. Continued Effect. Except as expressly modified by this Ordinance, Ordinance No. 2000-10-65 shall remain in full force and effect,

and the Applicant shall comply with all requirements, conditions, and restrictions therein.

Section 6. Violation of Condition or Code. Any violation of (i) any term or condition stated in this Ordinance or (ii) any applicable code, ordinance, or regulation of the Village shall be grounds for the immediate rescission of the approvals made in this Ordinance.

Section 7. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law and only after delivery to the Village of the fully executed Unconditional Agreement and Consent as provided in Subsection 5.C of this Ordinance.

PASSED this 6th day of September 2005.

AYES: 5 *Justices Bondi, Callahan, Deparmatey, McAvay, & Taylor*

NAYS: 0

ABSENT: *1 Justice Saloner*

APPROVED this 6th day of September 2005.

[Signature]
Village President

ATTEST:

[Signature]
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

The south half of Lot 6, all of Lot 7 and the north half of Rose Road lying south of and adjoining Lot 7 (except those parts taken for the widening of Quentin Road) in Lake Zurich Estates, being a subdivision of Part of Section 15, 16, and 21, in Township 43 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded July 4, 1926 as Document 280128, in Book "P" of Plats, Page 61, in Lake County, Illinois.

EXHIBIT D

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The Village of Lake Zurich, Illinois ("Village"):

WHEREAS, Harvest Bible Chapel of Lake Zurich, formerly known as Community Church of Lake Zurich, (the "Applicant"), is the owner of the property located at 255 North Quentin Road, Lake Zurich, Illinois (the "Subject Property"); and

WHEREAS, the Applicant seeks approvals from the Village necessary to amend the site plan and planned unit development final plan for the Subject Property (the "Final Plan"), approve a modification from the parking requirements of the Zoning Code, and grant a special use permit for an elementary school on the Subject Property (collectively, the "Project"); and

WHEREAS, Ordinance No. 2000-10-65, adopted by the President and Board of Trustees of the Village of Lake Zurich on October 2, 2005 ("Ordinance"), grants approval of an amendment to the site plan for the Subject Property, an amendment to the Final Plan for the Subject Property, a modification from the parking requirements of the Zoning Code, and a special use permit for an elementary school on the Subject Property, subject to certain conditions; and

WHEREAS, the Applicant desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in the Ordinance;

NOW THEREFORE, the Applicant and the Village do hereby agree and covenant as follows:

1. The Applicant shall, and does hereby, unconditionally agree to, accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. ~~2005-9-372~~, adopted by the Village Board of Trustees on 9-6, 2005.
2. The Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Subject Property, or the issuance of any permits for the use and development of the Subject Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.
3. The Applicant acknowledges and agrees that the public notices and hearings for the Project have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the

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NO. 003 P. 3/3

revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the Applicant is provided with any notice required by statute or ordinance.

4. The Applicant shall, and does hereby, hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Subject Property, and (d) the performance by the Applicant of its obligations under this Unconditional Agreement and Consent.

5. The Applicant shall, and does hereby, agree to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. The Applicant consents to the approvals granted in Ordinance No. 2005-09-372 and to the recordation of the Ordinance against the Subject Property for the purpose of providing notice that the Applicant shall be subject to the terms, conditions, restrictions, and provisions of the Ordinance.

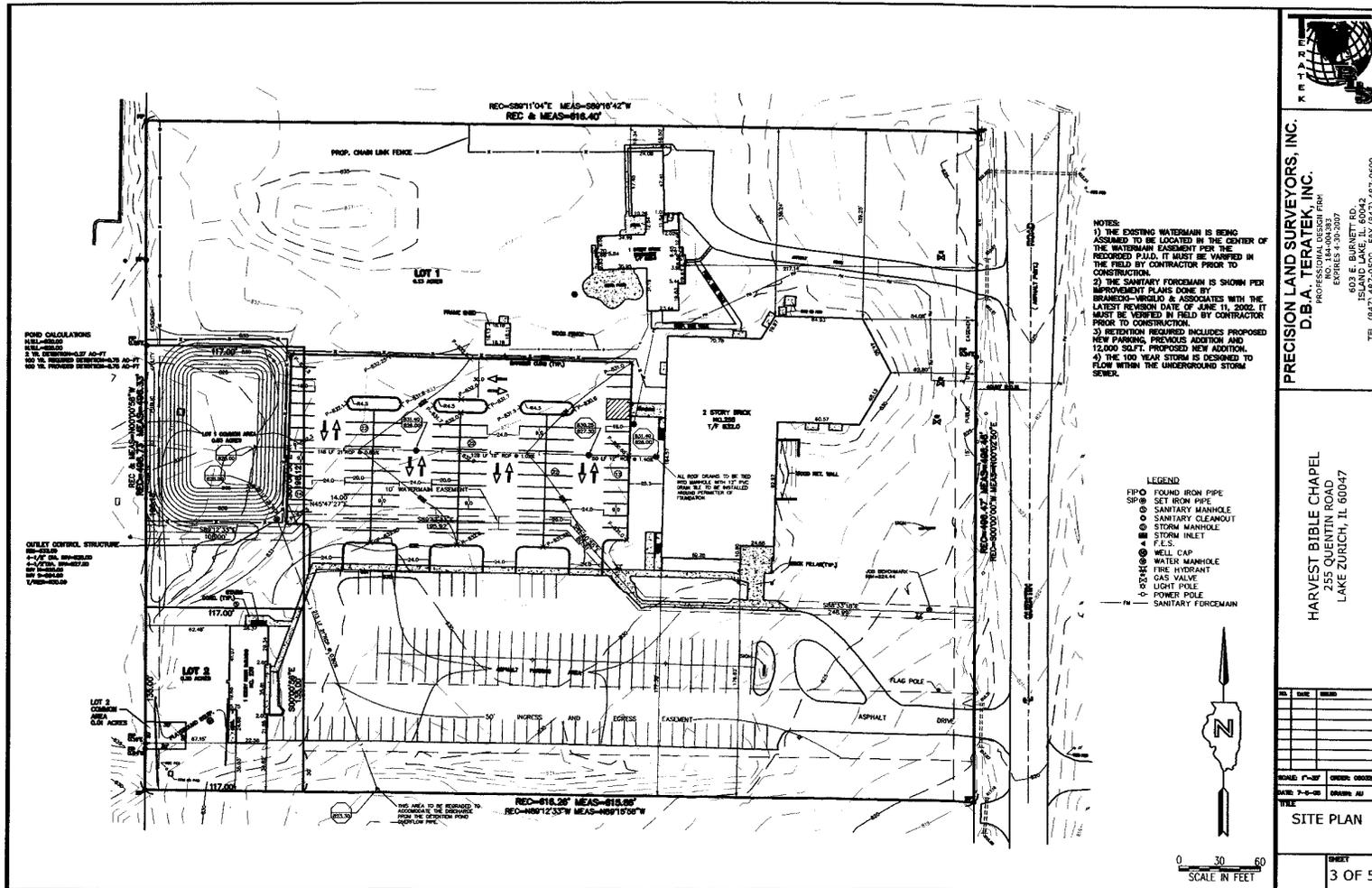
DATED this 10th day of November 2005.

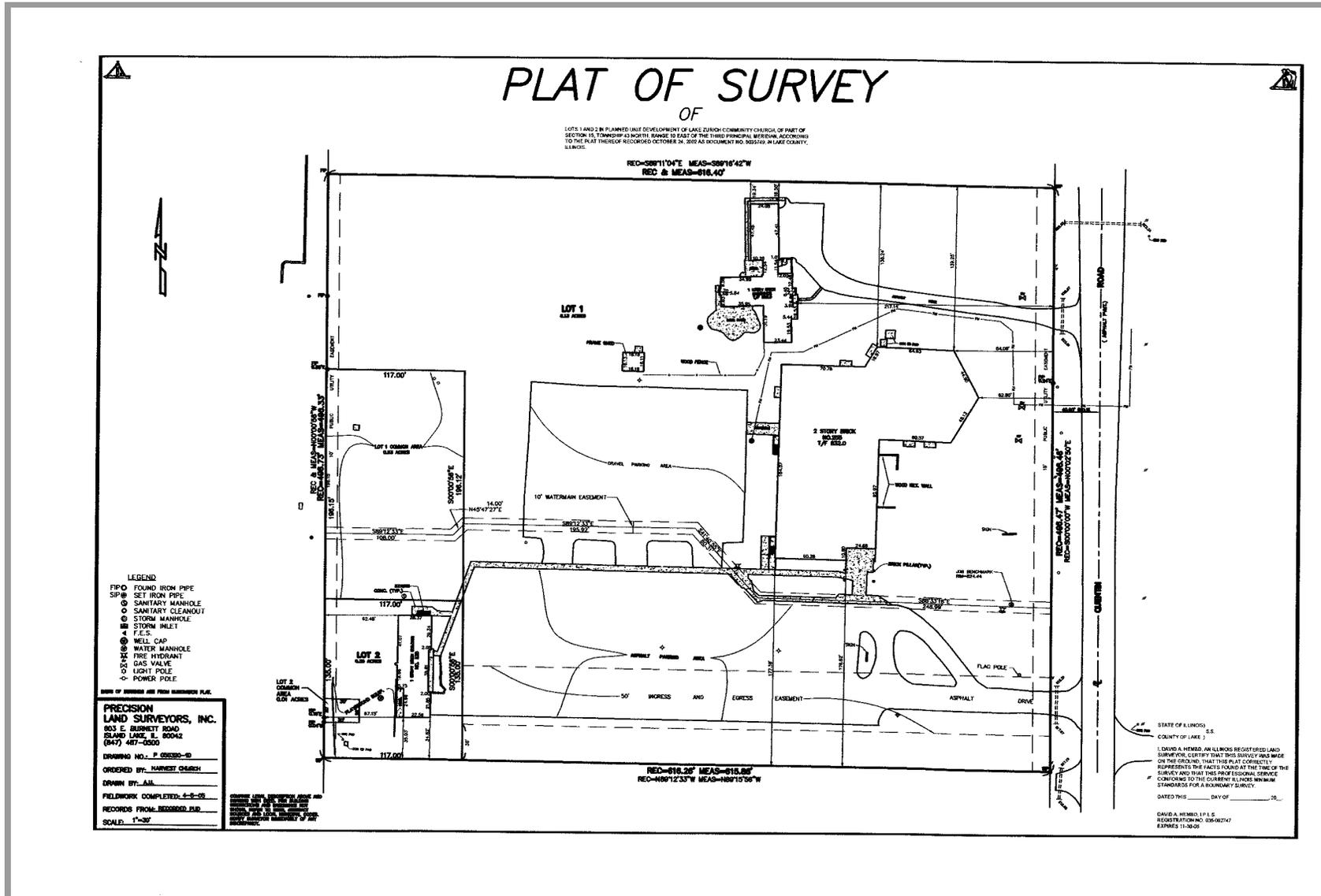
HARVEST BIBLE CHAPEL
OF LAKE ZURICH

ATTEST:

By: Mel Svendsen
Name: MEL SVENDSEN
Title: Senior Pastor

By: Ward Cushman
Name: WARD CUSHMAN
Title: PROJECTS ADMINISTRATOR







At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Zoning Division

505 Telsler Road
Lake Zurich, Illinois 60047

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

ZONING DEPARTMENT REVIEW

PROJECT: Heritage Church
LOCATION: 255 N Quentin Road
REVIEWED BY: Lake Zurich Community Development Department
DATE: December 8, 2021

Site Plan

- Northern drive aisle is too narrow too narrow for vehicle access.
 - Driveway entrances for commercial off-street parking and for service driveways must be a minimum of twelve feet (12') in width at the right of way line and may not exceed a width of forty feet (40') at the right of way line. If the commercial or service driveway is meant for simultaneous two-way traffic, then the minimum required width of the driveway entrance at the right of way line is twenty feet (20'). (Ord. 2008-10-579, 10-6-2008)
- The northern drive entrance/exit is too narrow for vehicle access.
 - Commercial driveway entrances shall include curbs with a flag radius of at least fifteen feet (15').
- The existing angled parking lot needs to be full dimensioned.
 - Parking Area Location and Layout:
 - The minimum aisle width for two-way traffic shall be twenty-four feet (24').
 - Each off-street parking space shall be a minimum nine feet (9') wide by twenty feet (20') long and not less than one hundred eighty (180) square feet; provided, however, that the minimum length of a perimeter space or space perpendicular to a landscape area shall be eighteen feet (18'). (Ord. 93-10-615, 10-4-1993)

Landscape

- Minimum Size of Replacement Trees: All replacement trees shall have a minimum trunk size of four inches (4") in diameter, as measured six inches (6") above the established ground level, upon installation. Currently many trees have a 2.5" diameter
- A minimum of fifteen percent (15%) of the gross area of the parking lot, including, without limitation, driving aisles, shall be landscaped areas. These landscaped areas shall be included in the calculation of the total landscaped area required for the property. This includes the existing parking lot.

Landscape

- Detail the lighting in the existing parking lot.



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Zoning Division

505 Telsler Road
Lake Zurich, Illinois 60047

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

To: Sarosh Saher, Community Development Director
From: Steve Schmitt, Utilities Superintendent
Date: December 6, 2021
Re: December Commission Meeting

1. Heritage Church Special Use/Building Expansion

- Proposed pressure connection location for the 136LF of 8" water main needs to be revised. Engineering plan incorrectly indicates existing water main (north/south) along Quentin Road east of the existing building. Plan does indicate an alternate pressure connection location and water main layout which is not favorable.
- Please confirm location of proposed fire department connection at the northeast corner of the addition and if fire suppression water service is intended at this location. Proposed length of alternate water main is a water quality concern. Consider revising design to eliminate dead-end and create a loop.
- Several utility conflicts appear on the engineering plan and will require resolution;
 - 1) Proposed 8" water main crossing existing 3" sanitary sewer force main.
 - 2) Proposed 24" RCP storm sewer crossing existing 12" water main.
 - 3) Proposed building addition foundation within 1 foot (horizontal separation) from a portion of the existing 6" combined water service.
 - 4) Proposed sanitary sewer service crossing existing 6" water service.
- Proposed 6" sanitary sewer for 235 and 255 (partial) N. Quentin positioned as a pass-through underneath the proposed building addition is not favorable. Perhaps evaluating the site (entirety) and potential redirect sanitary service to Lake Zurich facilities located to the west should be considered.
- Demolition of existing Rectory building will require utility disconnects prior to issuance of demo permit. Applicant is responsible for contracting water and sewer service disconnect and scheduling water service account closing and water meter removal by the Utilities Division of Public Works.
- A Letter of Credit (LOC) will be required. The LOC amount will be 110% of the Engineer's Estimate of Probable Cost.



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Zoning Division

505 Telser Road
Lake Zurich, Illinois 60047

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

POLICE DEPARTMENT REVIEW

PROJECT: Heritage Church
LOCATION: 255 N Quentin Road
REVIEWED BY: Lake Zurich Police Department
DATE: November 30, 2021

Site Plan/Traffic Notes and Recommendations

- Consider expanding, widening, and/or improving their entrance/exit driveway. The driveway is extremely narrow and it adds to a lot of the traffic for their members entering and exiting. Over the years, there have been several near misses at that intersection as well. One potential reason is that there's no designated left and right turn lanes exiting on Quentin, only one lane.
- For years prior to the Covid-19 Pandemic, the Police Department assisted with traffic control on Sunday mornings. Heritage Church paid the Village for the traffic control each week.
- The traffic often backed up into their parking lot because one left turn lane to go north on Quentin held up the entire line of vehicles waiting to turn right (southbound) onto Quentin.
 - If the site was designed with directional exit turn lanes on their property, it would alleviate a lot of backup and likely save them money by not needing traffic control.



At the Heart of Community

PUBLIC WORKS DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

(847) 540-1696
LakeZurich.org

September 23, 2021

Mr. Sarosh Saher, Director of Community Development
Village of Lake Zurich
505 Telser Road
Lake Zurich, Illinois 60047

CONCEPT REVIEW #1

DEVELOPMENT: Heritage Christian Church Expansion
Lake Zurich, IL 60047

ITEMS RECEIVED:

- 1) Heritage Christian Church Engineering Plans (11 sheets) prepared by Engineering Resource Associates, dated April 27, 2021
- 2) Heritage Church Expansion Stormwater Report, prepared by Engineering Resource Associates, dated April 26, 2021.

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

- 1) LCDOT approval will be required and any offsite new impervious must be considered in the stormwater calculations.
- 2) The wetland impacts will need to be reviewed and approved by LCSMC.
- 3) The proposed northwest parking lot does not have a 100-year overland flow route. The grading of the adjacent parking lot, in general, drains towards the building. Building protection standards must meet WDO requirements (506.03), which includes the freeboard for flow routes and inlets. It is highly recommended that additional structures be placed in points lower than the adjacent building, in areas not directly next to the building, so that in the event an inlet or pipe clogs that the water does not flood the building.
- 4) A Hydro-Brake (or approved equivalent) should be used in place of smaller restrictors and hoods for the proposed release structure.
- 5) When storm sewer calculations are submitted, tailwater conditions of the pond should be considered, inlet capacity calculations submitted, and offsite tributary areas must be considered. It will need to be determined through final engineering if the existing storm sewer is in adequate condition to be retained. The proposed "equalizer" pipe will also need to be further evaluated when calculations are provided.
- 6) The southern portion of the proposed parking area, south of the three islands and north of the proposed southernmost curblin, does not have any storm sewer proposed and the grading appears to drain south. It is unclear how this will reach the detention basin.

- 7) Exhibits should be provided showing the wetland buffers and how Article 10 requirements are met.
- 8) RVR and water quality requirements must be met per Articles 503 and 504.
- 9) For disturbed areas not being detained, calculations must be provided to confirm that the critical duration runoff rate has not been increased for the proposed compared to the existing.
- 10) Engineering details should be replaced with the Village of Lake Zurich's standard details for the restrictor structure and all other applicable details, which can be found at: <https://lakezurich.org/Search?searchPhrase=standard+details>.

If you should have any questions, please do not hesitate to contact me.

Yours truly,
MANHARD CONSULTING



Peter Stoehr, P.E.
Senior Project Manager

From: [Erik Pieters](#)
To: [Sarosh Saher](#); [Tim Verbeke](#)
Cc: [Steve Schmitt](#); [Bob Kleinheinz](#); [Skyler Goodman](#); [Chad Charon](#); [Bryan Reiser](#)
Subject: Village Board Approval
Date: Monday, February 7, 2022 12:11:55 PM
Attachments: [image001.png](#)
[Heritage Church-RTM-Site Photometric-Revision-001.pdf](#)
[Heritage Church-22-0207-Proposed Site Modifications Sketch.pdf](#)

Good afternoon Sarosh and Tim,

Since it is the request of Lake Zurich that we have to actually revise the current engineered drawings and re-submit back to you in order to be on the Village Board agenda for approval. I want to simply provide below our proposed changes for pre-approval, prior to submitting the revised final drawings back to you. I have collaborated with both Steve Schmidt (public utilities) and Bob Kleinheinz (fire prevention bureau) on the below requests who were very accommodating:

The bold bullets are from the final findings and recommendations provided to the Village Board. Our resolution to the items are in red.

The Applicant should provide a fence along the common property line between the adjacent property to the North at 23346 N. Quentin Road to act as a buffer, along with additional landscape material. The fence may be constructed in a design worked out by the Applicant and the adjacent property owner and may be designed as a privacy fence not to exceed 6 feet in height.

- a. Proposed North access drive will be removed back to existing entrance on Quentin. The proposed access drive will be substituted with a landscape buffer that will include 14ea. additional trees and 30ea. additional shrubs in addition to the 90ea. shrubs shown along the foundation of the building on the north side if calculation concurs.***
- b. An asphalt access berth with access sidewalk to the north access door for fire department will be created utilizing the existing entrance cut on Quentin. This access berth will be provided with a double swinging gate and provided with signage for authorized personnel only.***
- c. It would be the church's preference not to provide a fence along the north side of the property screening the existing parking lot since additional landscape buffer is being provided. Existing trees are already being preserved along the northwest parking lot line.***
- d. In addition to the existing trees on the west side of the parking lot....an additional 13ea. trees will be provided for additional parking lot screening. If it is the staff's preference...these trees can be relocated to the north side to reinforce the proposed buffer.***

The lighting impact on the adjacent property, shall be minimized through compliance with the requirements for illumination as contained within Section 8 Article B entitled "exterior Lighting" of the Lake Zurich Zoning Code (Title 9).

- a. A revised photometric completed by our electrical engineering company RTM has been provided for review and should be in substantial compliance***

with the zoning code and as recommended by the PNZ.

The technical issues related to site drainage, water and sanitary services as recommended by village staff shall be verified and resolved.

- a. It should be noted that only two items were of concern in the PNZ Staff Report (Water Quality with the proposed water utility improvements & consideration of potentially extending sanitary sewer to Lake Zurich public utilities, instead of the current lift station/force main design to the already existing Lake County Public Utilities sewer.)*
- b. Proposed water utility along Quentin Road along with additional fire hydrant will be removed in it's entirety. Existing hydrant placement on Quentin Road along with the interior hydrant on the church's property will suffice. An additional fire department connection will be coordinated with a deferred submittal to the fire prevention bureau for their approval during construction and prior to installation of the fire sprinkler system.*
- c. We are currently investigating the viability of connecting to the Lake Zurich sanitary utility which existing to the SW in Rose Road per PNZ and public utilities request, however, preliminary engineering recommendations and cost opinions are not available at this time. It should be stated that since the church is already connected to Lake County's Public Sewer Utility via. Lift station and force main, the alternate route would only be viable if constructability and budget suffice. It should be noted that this alternate opinion should not slow or prohibit the approval of the proposed plan currently submitted.*

Attached is a preliminary sketch outlining the proposed changes as well as the revised photometric.

Please advise on if any of the above is off base or incorrect.

Once we can all agree on the approach provided, we will energize our engineer's to provide the requested changes. It should also be noted and requested, that the technical comments related to stormwater drainage will be addressed once we arrive at the permit submittal stage, it would also be our preference that these items be addressed at that time also in order to obtain Village Board approval, unless you think otherwise.

Thanks for you help with the process and provide the next dates for the Village Board approval.

I have copied Pastor Skyler on this correspondence.

Please confirm that you have received the attachments.

Thanks Sarosh and Tim

Erik P.

Erik Pieters
Project Manager
pbsdesignbuild.com
greatlakeschurchdesignbuild.com
855.672.4010



[Facebook](#) | [Instagram](#) | [Linkedin](#)

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Kelleher + Holland, LLC
ATTORNEYS AT LAW

January 18, 2022

Via Email:
Sarosh.Saher@lakezurich.org
Sarosh Saher

**OBJECTION BY THE MICHALEC FAMILY TO PENDING APPLICATION FOR
SPECIAL USE PERMIT AMENDMENT FOR 255 N. QUENTIN RD.
LAKE ZURICH, IL. BY HERITAGE CHURCH**

Dear Members of the Lake Zurich Planning & Zoning Commission:

STANDING

Please be advised that Kelleher+Holland, LLC represents Rhonda Michalec, Phillip Michalec, Daniel Michalec and Bonita Michalec. They have owned the residence located at 23346 N. Quentin Rd., Lake Zurich, Illinois 60047, which lies immediately adjacent to the north of the Heritage property church and parsonage. This common boundary extends the entire length of the two properties from Quentin Road west to each property's west boundary. Their property consists of approximately 2.35 acres.

January 19, 2022 Plan Commission Hearing is the first hearing on this proposed expansion of the Special Use and rezoning of the adjacent 2 acre single family zoned parsonage. It should be noted that the Michalecs have been good neighbors with the Heritage Church and have not previously objected to the multiple petitions of Heritage Church over the past 20 years for expanded use of the original PUD. However, the present petition for the new large 1000 seating auditorium and rezoning will have immediate and detrimental effects on the Michalec property.

MICHALEC RESIDENCE

It has been owned and used as a single-family residence by the Michalec family since 1974. Daniel and Bonita Michalec raised their two children Rhonda and Philip in the existing 3,000 square foot residence that contains 3 bedrooms and 3 baths in this split level well structure. The residence is located approximately in the middle of their property and is well maintained and landscaped. It has a walk out deck at the rear of the house. The residence obtains egress and ingress from 2 lane Quentin Road approximately 20 feet north of the common boundary. The paved driveway leads to the property's 4 car garage. Now Daniel's and Bonita's 4 young grandchildren also enjoy the beautiful yard and home.

102 S. WYNSTONE PARK DRIVE | NORTH BARRINGTON, IL 60010 | P: 847-382-9195 | F: 847-382-9125

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HERITAGE CHURCH CURRENT USE OF ITS PROPERTY

Heritage currently has its principal church structure located 230 feet south of the common property line. It is a one-story structure with a raised cathedral roof. Adjacent to the west and south are 2 story office and classrooms. Parking consumes the westerly ½ of the property behind those structures. Access to Quentin Road is obtained by a driveway south of the Church.

Heritage also owns property that contains a single-family residence and is referred to as the "Parsonage" The Parsonage is on property between the Church/classrooms and the Michalec property and it contains no other structures. It is landscaped with grass and some very mature hardwood trees. The Parsonage has similar dimensions as the Michalec property, and its northerly boundary extends east and west along the Michalec property. It consists of about 2 acres and obtains access from Quentin Road. The Parsonage property has for many years operated as a significant buffer between the Church and Michalec property.

HERITAGE'S PROPOSED AMENDMENTS FOR EXPANSION AND REZONING

Heritage proposes in its pending application : 1. To demolish the Parsonage residence and remove many trees and grass, 2. Construct a monolithic 30 foot worship/assembly amphitheater structure running about 200 feet long and about 20 feet from the Michalec property, 3. Add additional Blacktop parking along the entire balance of the rear of the Parsonage property, and 4. Create a new additional driveway from Quentin Road running along the common Parsonage/Michalec boundary 10 feet away from the Michalec property line. To accomplish this, Heritage Church must first rezone its 2 acre parcel and become part of the existing Heritage Church PUD with Special Uses.

SPECIFIC OBJECTIONS BY THE MICHALECS

1. DEMOLISHING THE PARSONAGE SINGLE FAMILY RESIDENCE AND REMOVAL OF TREES AND GRASS.

The elimination of the single-family residence/Parsonage and construction of the proposed changes completely eliminates any buffering between the church's usage and the peaceful enjoyment of the adjacent Michalec property. Similar to the Michalec property, this 2 acre Parsonage property is currently zoned Single- Family R-1/2 and is used as such. There is a small playground equipment set, and some picnic tables close to the adjacent Church parking lot.

The instant proposed new use would eliminate this single-family zoning and use and remove the large and wide barrier between the Michalec property and the Church usage. Noise, traffic, aesthetics, constant activity at the new proposed expansion will place the Michalecs closer to a higher and more dense use on the old Parsonage Property and the Church property. Minimum landscaping, fencing or design efforts are placed in the proposed amendments and submissions to offset these changes. More specific concerns will be addressed below

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2. CONSTRUCTION OF AN ADDITIONAL 23,000 SQ. FT. AUDITORIUM AND ENTRANCE LOBBY SHOULD BE RELOCATED TO THE CENTER OR SOUTH PART OF THE HERITAGE PROPERTY.

A. Principle reasons supporting relocation.

The new 23,000 sq. ft. building will more than double the size of the existing church and school building footprint, which is already located to the property's north side. This additional 30-foot-high foot structure is proposed to be placed on the most northerly side of the parcel 20 feet away from the Michalec property line. The auditorium will stretch about 200 feet along the common border in front of, to the side and to the rear of the Michalec residence.

What owner would want to live that close to such a structure? The Michalecs strongly object to the proposed location of the massive auditorium towering above and next to their property. The last similar location of such a huge building next to a residential site in Lake Zurich was the Lifetime Fitness property, which had adjacent residential use on 2 sides of its property. Rather than locating the Lifetime Fitness 30-foot structure towering next to the residential properties, it was located at the farthest part of the parcel away from the residences. The same should be true with the proposed Heritage auditorium.

Combined with the existing improvements, the new proposed auditorium and parking lot will have more than 95 % lot coverage of the Heritage land with brick, concrete and asphalt! This is certainly not a "green project" in keeping with contemporary standards. Such coverage also creates new demands for consideration of on-site detention and off-site discharge. The current drainage from the existing church structure pitches northerly toward the Michalecs. The Michalecs are concerned about additional drainage from the nearby auditorium with a flat roof and the new driveway. Given the recent past history of heavy rains exceeding 100-year flood records used for drainage design, the Michalecs demand explanation of the protection that the Village will require of Heritage design.

B. The proposed 20-foot lot line adjacent to a single-family zoning is ridiculous.

The new auditorium structure is crammed to within 20 feet of the Michalec's single family property. If the Village for some reason does not require a complete relocation of the auditorium, the Village should insist on a larger set back of 75 feet or more of the auditorium, leaving space for berming and protective landscaping between the Michalec's property and the auditorium. What person would want to have the colossal structure located as close as this to his or her property and residence? Lifetime Fitness approval by the Village provided much more set back of use and improvements.

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Similar sized local churches such as St. Vincent de Sales Catholic Church and Quentin Road Bible Church have their building improvements located 100 feet or more from adjacent residential uses. So should the setbacks be for the proposed location of the new 23,000 sq. ft. auditorium.

- C. The proposed auditorium design in the Institutional Building zoning classification is not conforming.

The proposed north side of the auditorium is designed as an industrial, non-aesthetic structure more akin to a prison wall without windows or a border wall. There is no architectural softening of the proposed monotone surface on the north side of the proposed new auditorium. Unlike the existing church sanctuary, the new auditorium appears as if it is a block industrial building with a flat roof and flat walls. No new school, church or institutional building in the area has such a bland industrial design.

- D. No information about the design and anti-noise features have been presented in the Staff Report to permit the Michalecs to ascertain the noise impact of the auditorium upon their peaceful use of their adjacent property.

This Plan Commission should require such plans to be presented by Heritage, so that neighbors can ascertain the impact of the proposed new use and building and comment on it at a continued hearing

- E. The "Institutional" Zoning District does not limit the types of religious uses of the auditorium.

Over the course of years, what is a religious use of a property has expanded. Gospel and other types of music concerts, youth conventions, food festivals, public speakers, political candidate forums, food and clothing pantries, and a variety of other uses become common place for a church to regularly host. As Heritage Church, its ministries and memberships continue to grow, the intensity of the increased use is certain.

The Plan Commission should be mindful that the present petition is the last opportunity to consider the impact on the Michalec property not only the present plans but also what will likely evolve in the near future for the many potential uses of the new 1,000 seat auditorium.

3. ADDITIONAL PARKING SPACES PROPOSED ARE INADEQUATE FOR CURRENT AND FUTURE USE.

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The Staff Report in assessing a parking space need for the 1000 new seat auditorium, uses 1 space for each 4 seats and determines a needed total 250 parking spaces and reports that the proposed 284 parking spaces is sufficient. The staff report uses a church report of an average of 600 persons per service. Planning should not be done with an average, but peak parking usage such as would occur during religious holidays or festivals. Nor is there a limit on the type of speaker, band, concert or other use of the facility. The Michalec property is thus subject to any overflow parking.

More so, the Staff Report calculations wrongly assume that the auditorium would not be used in conjunction with the existing Heritage Church sanctuary and school facilities. Many larger churches such as Willow Creek of South Barrington, Quentin Road Baptist Church and St. Annes Catholic Church of Barrington use multiple rooms in their building for both church and non-church functions. More so, nowhere in the Staff Report does it note that the Heritage Church of Lake Zurich is one of the 3 Heritage facilities. Heritage also has an active church in Barrington and another in Round Lake Beach. Neither of these two other churches have an auditorium. The Staff report did not consider joint participation by those additional numerous church members or any other "sister" churches.

The Michalecs doubt that 1 parking spot for every 4 persons attending is correct in the calculations used by Village staff; adults rarely carpool and children attending church services are more the exception than the rule. For planning purposes, the Commission should contemplate the maximum spots needed, not an average. At a minimum the parking space figure should be closer to the combined 243 existing spaces plus the 250 additional spaces, for a total of 493, perhaps with some minor downward adjustment.

4. THE NEW PROPOSED NORTHERLY DRIVEWAY ALONG THE HERITAGE ADJACENT BOUNDARY IS FRAUGHT WITH ISSUES.

The pending petition by Heritage seeks to create a new 10-foot driveway from Quentin Road to the expanded rear parking lot, the majority of which is 10 feet away from the Michalec property line. This will create new heavy noising traffic during peak times. Given the location of the entry from Quentin Road and the curve of the new driveway around the new auditorium, car lights will be shining directly into the Michalec residence. Missing in the plans is any type of lighting on the driveway area, (or on the northerly side of the auditorium), which if required, would adversely affect the Michalecs peaceful enjoyment of their land.

The 10-foot driveway does not meet code requirement for 2-way traffic. There is nothing in the plans to show a limit of when and how this 1 lane driveway would be used. Given multiple services on the same day, this would create havoc in its traffic flow. No boundary fencing is proposed nor other control for normal litter. Moreover, there is no place to remove snow so the

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inability to remove snow and the drainage for the runoff from melting snow is an additional concern which has not been addressed.

Similar to Heritage's southerly entry, no proposed acceleration or de-acceleration lanes on Quentin Road are provided for this new northerly entrance. (Unlike such lanes was required by the new Lifetime Fitness project). Heritage's plans show an approximate 10 foot-wide driveway, which is inadequate for 2 lane traffic, in and out.

The northerly driveway is simply a planning nightmare and should not be approved along the adjacent Michalec property and their single-family use. If for some reason the Plan Commission does not recommend removal of this northerly entry way, then these problems further justify the relocation of the new proposed auditorium, providing more space for a sensical relocation away from the Michalec property together with low impact lighting, berming, landscaping and fencing.

5. LIGHTING AND ILLUMINATION CONCERNS OF THE EXPANDED PARKING LOT AND USE.

Even the Staff Report noted that lighting from the expanded parking lot is bright and problematic. Its report shows that the driveway lighting is more than 6 times the maximum illumination! Rather than being located now over 200 feet away from the Michalec residence, the new bright lights of the expanded parking lot will illuminate the Michalec residence and porch from a very short distance away. No longer will the Michalecs enjoy a night sky.

Currently Heritage uses tall flood lights in its parking lot. Many mature but deciduous trees are being removed for the new parking lot at the demolished parsonage and the remaining ones are trimmed high and offer little blockage of light. These are the same concerns raised in the Lifetime Fitness development, which had at least provided some protection for the neighboring residences in the form of primarily of distance, some landscaping and more shorter and numerous lights.

The Plan Commission should recommend that the expanded parking area should be relocated to the southerly side of the Heritage property. Absent this easy and sound approach, lighting should be limited to 10-foot light structures on a more numerous basis combined with berming, landscaping and fencing. Planting of a few evergreen trees 6 feet in height will not prevent light contamination for the Michalecs. The Michalecs quiet and star night views will be lost to a blaze of electricity.

CONCLUSION:

Would anyone of the Commission members want a massive 30-foot tall Auditorium 20 feet next to their property and home? There must be a change of the location of the 23,000 sq. ft.

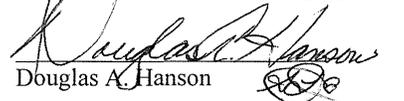
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auditorium complex, some improvement for architectural design integrity, re-design of the new additional driveway, etc. There is no perimeter security fencing of any kind in the design. The proposal offers no significant landscaping between Heritage’s proposed “concrete/blacktop jungle” plans and the Michalec property.

For the Staff Report to dismiss the Michalecs concerns with ‘Heritage may in the future buy the property to the north’ is insulting and unjustified. The Michalec family deserves more now. No consideration has been given to the likely expanded intensity of use and entirely non-church related uses of the large auditorium by Heritage Church. Why else would Heritage Church invest so much money into a massive new building venture?

The Michalecs would respectfully request that this Plan Commission require Heritage Church to go back to its planners with direction and make appropriate and numerous changes to its proposal. The Michalecs are immediate neighbors, and the Heritage proposal is extremely detrimental to their property and their continued use and enjoyment of it. Additional Public Hearings should be scheduled by this Commission on this change of use that is proposed.

Respectfully Submitted,
Kelleher + Holland, LLC


Henry C. Ponigan III

Douglas A. Hanson

From: [Phil Michalec](#)
To: [Sarosh Saher](#)
Cc: [Rhonda Michalec](#)
Subject: Timeline needed to annex and rezone parents home at 23346 N. Quentin?
Date: Saturday, July 24, 2021 8:31:26 AM

Dear Sarosh,

Thank you for your advice and perspective over the last year or so regarding my parents' home.

My sister and I have decided to move my parents due to the recent passing of our main caregiver, since it has been very hard to find anyone to fill the void. As a result, we are having off-market discussions with a buyer who is interested in the land, rezoning and annexing to the village. How long do you think this process would take for the buyer to rezone and annex to the village?

As an aside, we have made the buyer aware that the septic system and roof needs repair, but they are interested in the land vs. the home.

Thank you very much,

Phil

Heritage Church expansion meeting: 9-29-21

Pastor Skyler Goodman, Chad Charom PBS, Erik Pieters PBS, Andrew? ERA (via phone speaker), Sarosh, Bob K Fire, Betty, Dave M, Mary M

They discussed plans for expansion of church and related uses – no school intended at this time. They are not planning on including the separate daycare building that is for sale – said that owner asking too much for the property. They are planning on purchasing the adjacent Mihalek property. The Mihaleks still live there, are elderly and have live-in care. They will rent the property to the Mihaleks at no cost for 6-8 months, or as long as needed until the Mihaleks will likely need to move to a care center. The Mihalek property may be ready to be included with the church expansion submittal. Once the Mihaleks move from the property, the church plans to demo it and use as green space. The adjacent house on the church property is intended for demo for green space as well. There is no existing or proposed use even temporary for either residential structure. The church will coordinate with fire department their use of property for training prior to demo.

Lake County DOT may require some land dedication. The church needs to confirm with LCDOT their access, and utilities.

Their lift station will need to be upgraded. They will increase their water line. Betty will check for additional water fees. Expanded detention may be needed. Hydrant locations to be determined.

Riser room location was discussed with Bob K. Fire may want room relocated.

Church will submit hard copies for review.

PZC approvals: Special Use Amendment, PUD Amendment, Site Plan, Exterior Appearance, Subdivision (possible re-subdivision and/or consolidation). Also may submit at same time for annexation/rezoning-map amendment for Mihalek property. Sarosh does not believe a courtesy review will be needed.

Fern Road already dedicated ROW? Staff to verify as they would like vacation considered for the church's benefit.

Sarosh will allow bond in lieu of LOC.

Emily Reyes is church's attorney and she is working on their docs.

Notes of Mary Meyer



At the Heart of Community

FINANCE DEPARTMENT

70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

AGENDA ITEM 7B

MEMORANDUM

Date: February 14, 2022

To: Ray Keller, Village Manager *RK*

From: Amy Sparkowski, Director of Finance

Subject: Budget Amendment #2 for Fiscal Year 2021

Issue: Upon evaluation of the financial projections for the 2021 fiscal year, a number of necessary budget amendments have been identified. These amendments are based on either actual figures or best estimates for projected year-end results.

Strategic Plan: A critical component to financial stability is properly monitoring revenues and expenditures throughout the year, adjusting the budget as necessary.

Analysis: The annual budget is a legal document, providing legal level of control at the department level for the General Fund and at the fund level for the remaining funds. The proposed ordinance must be passed by a two-thirds vote of the Village Board. A listing of all proposed amendments has been included as Appendix A. The net impact to each fund affected is as shown below. Positive numbers INCREASE fund balance position, the result of reduced expenditures and/or increased revenues.

Fund Title	Net Impact to Fund Balance
General Fund	(268,759)
Motor Fuel Fund	587,594
Capital Improvement Fund	3,849,507
Dispatch Fund	110,184
Risk Management Fund	36,009
Equipment Replacement	483,000
Total Net Adjustments	4,797,535

Highlights for some of the specific funds include:

GENERAL FUND:

Overall, the budget for General Fund has an increase to fund balance of \$12k. Through the budget process, all revenue and expenditure accounts of the General Fund were evaluated carefully. Staff will review the final numbers once the year end work is complete and evaluate if additional funds can be transferred to the Capital Improvement Fund and if reserves can be increased towards the 40% target.

The largest adjustments to revenue are Sales Tax, Income Tax, and Ambulance Service. Sales Tax has performed better than expected for 2021. The amendment proposes raising the expected Sales Tax by \$1.1M based on receipts to date and projections for December Sales Tax. Income Tax also improved from budget expectations, with projections up by \$635k. The increase to Ambulance service fees is \$369k. This revenue is based on activity and need. Noteworthy decreases to revenue budgets include Use Tax, Red Light/Local Ordinance Fines, and Investment Income. Overall, revenue budget changes net an increase of \$2.39M.

The amendment includes revisions to a few expenditure accounts in the General Fund as well. As mentioned above, any department that is forecasting to end the year over-budget is required to have an amendment. A couple large items to note include an increase in Community Development for Engineering/Architectural (\$106k) and an increase in Public Works for fuel (\$65k). The most noteworthy items are transfers from General to other funds:

- General Fund to Equipment Replacement: Increase of \$400k in advance funding
- General Fund to Capital Improvement Fund: Increase of \$2.1M in advance funding

Additional savings are anticipated relating to full-time salaries due to vacancies, of which an amendment is not recommended, and smaller less remarkable items.

MOTOR FUEL FUND: The net impact of adjustments to this fund results in an increase of \$588k. Revenue adjustments result in an increase of \$158k for Motor Fuel Allotment and an increase in \$431k for grant income. Expenditure adjustments result in a \$2k increase in electricity, maintenance of building and grounds, and maintenance supplies.

CAPITAL IMPROVEMENT FUND: With the better than anticipated General Fund performance, General Fund adjustments include transferring \$2.1M to the Capital Improvement Fund, leading to a revenue increase in this fund. Additionally, the Village received the first tranche of the American Rescue Plan Act money, increasing revenue by an additional \$1.35M. Expenditure reductions are recommended of \$158K, primarily due to supply issues for the OSLAD project and pushing some infrastructure to future years. The overall impact to the fund will be an increase of \$3.85M for the year, advance funding some of the critical projects coming due in future years.

DISPATCH CENTER FUND: The net impact of adjustments to this fund is an increase of \$110k primarily due to an increase of \$84k from agency fees and a reduction of staffing expenses in the

amount of \$26k. Additionally, the reimbursement revenue and other professional services expenditure were increased by \$48k each, due to a new Priority Dispatch Reimbursement agreement.

RISK MANAGEMENT FUND: The net impact of adjustments to this fund is an increase of \$36k. A recommendation to amend the IRMA reimbursement revenue by \$93k for barn fire reimbursements is proposed. An increase to expenditures is proposed for the Park and Recreation expenditures also in relation to the barn fire.

EQUIPMENT REPLACEMENT FUND: The proposed amendment includes an increase of \$483k to the equipment replacement fund. The revenue increase of \$400k is for the transfer for advance funding from the general fund. An expenditure reduction is recommended of \$83k, as the closed-circuit TV for the police station was not purchased in 2021.

Recommendation: Staff recommends the Village Board approve via a minimum two-thirds majority vote, the attached ordinance approving budget amendment #2 for the fiscal year 2021.

W/Attachments: Ordinance for Budget Amendment #2, including Appendix A

ORDINANCE NO. 2022-02-_____



AN ORDINANCE APPROVING BUDGET AMENDMENT #2 FOR FISCAL YEAR 2021 BUDGET

WHEREAS, on December 7, 2020, the President and Board of Trustees of the Village of Lake Zurich approved the FY 2021 budget and since its passage the Village has found it necessary to amend said Ordinance; and

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

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

SECTION 1: The Village of Lake Zurich Budget Amendment No. 2 for Fiscal Year 2021, attached hereto and made a part hereof, is hereby approved.

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

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

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

PASSED this 22nd day of February, 2022.

AYES:
NAYS:
ABSENT:
APPROVED this _____ day of February, 2022.

Tom Poynton, Village President

Kathleen Johnson, Village Clerk

Village of Lake Zurich
 Fiscal Year 2021
 Budget Amendment #2
 February 14, 2022

APPENDIX A

Revenue/ Expenditure	Department	Title	Account #	Increase / (Decrease)	Original Budget	Amended Budget
GENERAL FUND						
Revenues	GENERAL GOVERNMENT	GAS UTILITY TAX	101-10001-41442	65,948	293,052	359,000
Revenues	GENERAL GOVERNMENT	SALES TAX	101-10001-42301	1,070,341	6,129,659	7,200,000
Revenues	GENERAL GOVERNMENT	INCOME TAX	101-10001-42302	634,802	1,959,244	2,594,046
Revenues	GENERAL GOVERNMENT	USE TAX	101-10001-42304	(104,005)	844,005	740,000
Revenues	GENERAL GOVERNMENT	PERSONAL PROP REPL TAX	101-10001-42305	56,065	53,914	109,979
Revenues	GENERAL GOVERNMENT	VIDEO GAMING TAX	101-10001-42308	72,736	230,000	302,736
Revenues	GENERAL GOVERNMENT	INVESTMENT INCOME	101-10001-47701	(100,685)	118,000	17,315
Revenues	GENERAL GOVERNMENT	SALE OF FIXED ASSETS	101-10001-48306	30,978	10,000	40,978
Revenues	GENERAL GOVERNMENT	PAVILION FEES	101-10190-48450	29,228	32,000	61,228
Revenues	POLICE	RED LIGHT/LOCAL ORDINANCE FINES	101-24200-44651	(100,904)	300,000	199,096
Revenues	FIRE	AMBULANCE SERVICE FEE	101-25300-45001	368,518	650,000	1,018,518
Revenues	COMM. DEVELOPMENT	BUILDING PERMITS	101-28001-43801	87,198	160,000	247,198
Revenues	COMM. DEVELOPMENT	PERMIT PLAN REVIEW	101-28001-43808	77,909	70,000	147,909
Revenues	COMM. DEVELOPMENT	OTHER PERMITS	101-28001-43813	26,988	3,500	30,488
Revenues	COMM. DEVELOPMENT	OTHER PERMITS	101-28001-43813	28,174	20,000	48,174
Revenues	PARK AND RECREATION	PARK PROGRAM FEES	101-67001-45602	55,818	6,000	61,818
Revenues	PARK AND RECREATION	PARK PROGRAM FEES	101-67935-45601	36,303	150,000	186,303
Revenues	PARK AND RECREATION	PARK PROGRAM FEES	101-67940-45601	25,700	100,000	125,700
Revenues	PARK AND RECREATION	PARK UTILIZATION FEES	101-67970-45602	30,992	55,000	85,992
				2,392,103		
Expenditure	COMM. DEVELOPMENT	ENGR/ARCHITECTURAL	101-28001-52113	106,028	150,000	256,028
Expenditure	PUBLIC WORKS	FUELS	101-36471-53415	64,834	150,000	214,834
Expenditure	GENERAL GOVERNMENT	TRANSFER TO CIP	101-99001-59401	2,090,000	-	2,090,000
Expenditure	GENERAL GOVERNMENT	TRANSFER TO ERF	101-99001-59615	400,000	-	400,000
				2,660,862		
				(268,759)		
MOTOR FUEL TAX FUND						
Revenue	GENERAL GOVERNMENT	MFT ALLOTMENT	202-10001-42307	157,917	637,083	795,000
Revenue	GENERAL GOVERNMENT	GRANTS	202-10001-42503	431,253	-	431,253
				589,170		
Expenditure	GENERAL GOVERNMENT	MAINT-BLDGS & GROUNDS	202-36001-52701	11,047	77,950	88,997
Expenditure	GENERAL GOVERNMENT	ELECTRICITY	202-36001-53201	350	170,000	170,350
Expenditure	GENERAL GOVERNMENT	BLDG & GROUND MAINT SUPP	202-36001-53405	600	103,317	103,917
Expenditure	GENERAL GOVERNMENT	INFRASTRUCTURE IMPROVEMT	202-36001-55253	(10,421)	77,000	66,579
				1,576		
				587,594		
CAPITAL IMPROVEMENT FUND						
Revenue	GENERAL GOVERNMENT	GRANTS	401-10001-42503	1,351,081	200,000	1,551,081
Revenue	GENERAL GOVERNMENT	PARK IMPACT FEES	401-10001-43213	250,617	-	250,617
Revenue	GENERAL GOVERNMENT	TRANSFER FROM GENERAL	401-99001-49101	2,090,000	-	2,090,000
				3,691,698		
Expenditure	PUBLIC WORKS	LAND IMPROVEMENTS	401-36001-55251	(86,791)	540,250	453,459
Expenditure	PUBLIC WORKS	INFRASTRUCTURE IMPROVEMT	401-36470-55253	(71,018)	74,000	2,982
				(157,809)		
				3,849,507		

Village of Lake Zurich
 Fiscal Year 2021
 Budget Amendment #2
 February 14, 2022

APPENDIX A

Revenue/ Expenditure	Department	Title	Account #	Increase / (Decrease)	Original Budget	Amended Budget
DISPATCH CENTER						
Revenue	POLICE	DISPATCH AGENCY FEE - POLICE	227-24220-42504	69,301	486,650	555,951
Revenue	POLICE	DISPATCH AGENCY FEE - FIRE	227-24220-42505	14,937	260,500	275,437
Revenue	POLICE	REIMBURSEMENTS	227-24200-42901	48,125	-	48,125
				132,363		
Expenditure	POLICE	FULL TIME	227-24220-50111	(25,734)	963,603	937,869
Expenditure	POLICE	OTHER PROFESSIONAL SVCS	227-24220-52111	47,913	5,500	53,413
				22,179		
				110,184		
RISK MANAGEMENT FUND						
Revenues	GENERAL GOVERNMENT	IRMA REIMBURSEMENT	603-12125-48653	93,039	-	93,039
Expenditure	GENERAL GOVERNMENT	OTHER PROFESSIONAL SVCS	603-12125-52111	30,174	-	30,174
Expenditure	GENERAL GOVERNMENT	COMPUTER SUPPLIES	603-12125-53205	8,716	-	8,716
Expenditure	GENERAL GOVERNMENT	OFFICE SUPPLIES	603-12125-53208	9,044	-	9,044
Expenditure	GENERAL GOVERNMENT	OTHER SUPPLIES	603-12125-53211	3,353	-	3,353
Expenditure	GENERAL GOVERNMENT	PROGRAM SUPPLIES	603-12125-53212	2,824	-	2,824
Expenditure	GENERAL GOVERNMENT	BLDG & GROUND MAINT SUPP	603-12125-53405	2,919	-	2,919
				57,030		
				36,009		
EQUIPMENT REPLACEMENT FUND						
Revenue	GENERAL GOVERNMENT	TRANSFER FROM GENERAL	615-10001-49101	400,000	-	400,000
Expenditure	GENERAL GOVERNMENT	MACHINERY & EQUIPMENT	615-24001-55254	(83,000)	83,000	-
				483,000		



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 7C

MEMORANDUM

Date: February 22, 2022

To: Ray Keller, Village Manager

From: Sarosh Saher, Community Development Director

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

**Re: Courtesy Review – Vacant Property Development
670 South Old Rand Road
(Near the Intersection of South Old Rand and Buesching Roads)**

Issue

Mr. Lawrence M. Freedman, of Ash, Anos, Freedman & Logan, L.L.C. attorney for OSK Capital Partners, LLC, a Real Estate Developer of Highland Park, is proposing the development of the property at 670 South Old Rand Road. OSK is the contract purchaser of the property. The owner of the property is Mr. Henry C. Joern of Ingleside, IL.

2014-2019 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
- Become more business friendly and customer oriented.

Background

The property comprises of two parcels with total land area of approximately 9.3 acres, 2.1 acres of which is designated as 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

Courtesy Review - 670 South Old Rand Road
February 22, 2022

page 2

different broker who began marketing the property and was able to attract the interest of OSK who are now contract purchasers of the property.

Existing Conditions

The property contains a single-family home and accessory buildings and is accessible from South Old Rand Road. The remaining property is vacant and is heavily wooded. It is zoned within the R-1/2 single-family residential district. This classification was granted to the property at the time of annexation to the village. This zoning classification only provides for detached single-family homes on 40,000 square-foot lots.

An approximately 2.16-acre wetland area containing an open water pond and drainage creek extends along the northerly portion of the property. The wetland is part of the Lake County Wetland Inventory, while the creek is likely under the jurisdiction of the US Army Corps of Engineers. The banks of the creek are highly eroded and in need of restoration. The wetland and creek system connect drainage from Heatherleigh Pond on the west to wetland and detention areas within Red Bridge Farm subdivision on the east. These connections are made by means of culverts across Old Rand and Buesching Roads.

Surrounding areas.

The properties to the east and west are located within the R-5 single-family residential district and developed within the Heatherleigh Subdivision to the west and Red Bridge Farm Subdivision to the east. The five properties to the south are of similar vintage to the subject property and zoned within the R-1/2 single-family residential district and improved with residential uses.

The properties to the north are located within the B-1 Local Community and Business District and the O-2 Limited Office District within the Zurich Town Mall Subdivision and developed with commercial and office related uses. These properties back up to the Subject Property and gain their vehicular access from Surrise Road.

Proposal

The developer has submitted a proposal to redevelop the property with 52 attached single-family townhouses in 13 separate buildings. The townhouses are proposed with floor areas ranging from 2,500 to 2,800 square feet containing three bedrooms. They are estimated to be marketed at sales prices between \$350,000.00 and \$450,000.00. The architect for the project has provided a number of representative examples of the type of townhouses that could be developed on the property.

Analysis

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

- 1. Land Uses and Density.** The property is proposed to be developed with residential uses only. The proposal calls for 52 townhouses within 13 buildings. The density at 5.6 units per acre (gross) is along the lines of other similarly developed townhouse developments in the

Courtesy Review - 670 South Old Rand Road
February 22, 2022

page 3

community such as Lakebreeze (6.2 units/acre) and Meadow Wood (6.6 units/acre). For reference, Canterbury Townes is being developed with a density of 11.5 units/acre.

2. **Access to the property.** Access to the property is currently available from South Old Rand Road. The development contemplates access from both Old Rand and Buesching Roads to properly disperse vehicular traffic onto and off the property. Both roads are under the jurisdiction of the Village of Lake Zurich.

The internal roads within the development will be developed and maintained as private roads.

3. **Off Street Parking.** Parking will be provided in compliance with the zoning code and is proposed as follows:
 - 2 spaces within an enclosed 2-car garage within each townhouse unit (104 spaces)
 - 2 spaces on the approach in front of each 2-car garage (104 spaces)
 - 24 additional spaces for visitor parking within three parking areas. (24 spaces)
 Total number of spaces within the development – 232

4. **Sidewalks.** The property is currently served by a public sidewalk only along Buesching Road. There is a public sidewalk along Old Rand Road, but on the west side of the roadway. The Applicant is proposing new sidewalks internal to the development with the potential to connect to the existing public sidewalks.

5. **Natural Areas, Open Space and Vegetation.** The property contains 2.1 acres containing wetland and drainage creek. A Preliminary Jurisdictional Determination (PJD) will be conducted to determine the authority that will regulate the work within this area. The property is highly wooded. A tree survey will be required to determine the quality of the trees that are being removed and determine the replacement value through re-development of the property.

As part of the development in addition to the open space areas reserved for the wetland and detention facilities, the developer is proposing an active open space for use of the residents of the townhouses. This area will be privately owned and maintained by the HOA.

6. **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. Rezoning of the property within the R-6 multiple-family district to allow for the construction of attached single-family townhouses.
 - b. A Special Use for a Planned Unit Development (PUD) to allow for the townhouse development.
 - c. 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 need to be granted through the PUD.

Courtesy Review - 670 South Old Rand Road
February 22, 2022

page 4

Recommendation

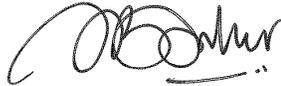
The developer and staff seek to understand the Village Board's preferences towards the proposed development of the property. Staff therefore recommends that the Village Board provide feedback on the proposed development and highlight any further areas of concern to the developer on the above listed issues.

Next Steps

The developer has indicated that if positive feedback on either option 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 rezoning, subdivision and potential Planned Unit Development.

Respectfully Submitted,

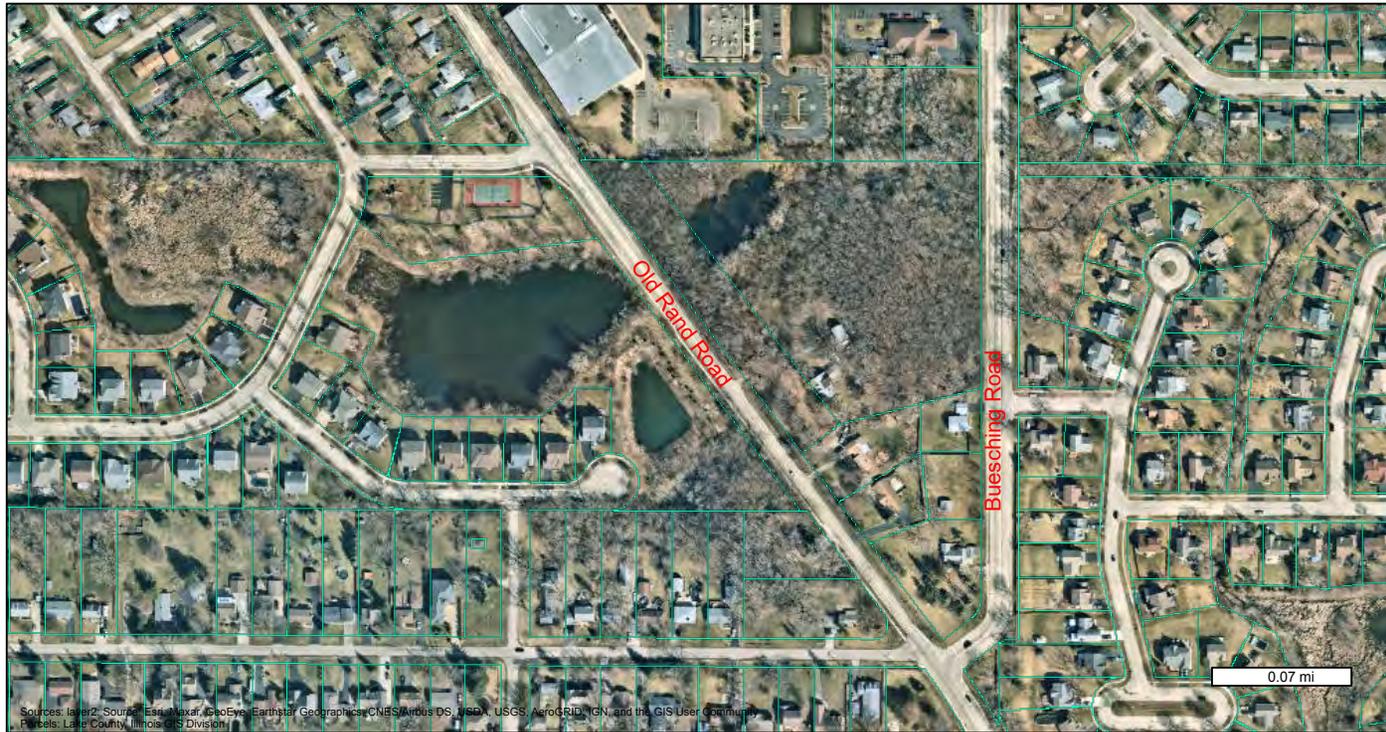


Sarosh Saher, AICP
Community Development Director

Attachments:

1. Aerial Map of Subject Property
2. Applicant Proposal for Development
3. Initial Staff review and Correspondence

Lake County, Illinois



Sources: Layer2, Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
Parcels: Lake County, Illinois GIS Division



Lake County, Illinois



Map Printed on 2/14/2022



Tax Parcel Lines
Tax Parcel
Information

Disclaimer:

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.

LAW OFFICES

ASH, ANOS, FREEDMAN & LOGAN, L.L.C.
95 REVERE DRIVE, SUITE G
NORTHBROOK, IL 60062

LAWRENCE M. FREEDMAN
BARRY ASH
BRUCE T. LOGAN, OF COUNSEL

TELEPHONE: 312-346-1390
FAX: 312-346-7847
LMFREEDMAN@AFLAW.COM

February 4, 2022

Mr. Sarosh Saher, AICP
Community Development Director
Village of Lake Zurich
505 Telser Road
Lake Zurich, IL 60047

Re: Village Board Courtesy Review
670 S. Old Rand Road, Lake Zurich, IL

Dear Mr. Saher:

We represent OSK Capital Partners, LLC (“OSK”), the contract purchaser of the subject property which comprises approximately 9.3 acres and is currently under the R-1/2 zoning classification.

OSK is seeking to develop the subject property with 52 attached single-family rowhomes in 13 separate buildings, each of which will have a maximum height at the midpoint of the roof of approximately 35 feet. In conjunction therewith, OSK will be requesting that the property be rezoned to the R-6 Multiple Family Residential District and may also possibly be seeking approval as a planned unit development. At this time, no zoning variations are anticipated.

The subject property comprises approximately 9.3 acres, 2.1 acres of which is designated as wetlands. It is contemplated that Old Rand Road will provide primary access for the proposed development with secondary access on Buesching Road. All required utilities are available to the site. The proposed attached single-family rowhomes would be 2,500 to 2,800 square feet containing three bedrooms. The residences are estimated to have sales prices of between \$350,000.00 and \$450,000.00. Enclosed are the following:

1. Concept Site Plan.
2. Elevations Collage.
3. Sample Floor Plans; and
4. Concept Utility and Engineering Plan.
5. Wetland Review Memo

We would appreciate the opportunity to appear before the Village Board of Trustees for a courtesy review on February 21, 2022, to receive ~~the~~ the Board’s suggestions and comments that may be incorporated into our proposal. Thank you.

Very truly yours,

ASH, ANOS, FREEDMAN & LOGAN, L.L.C.

A handwritten signature in black ink, appearing to be 'L. Freedman', with a long horizontal line extending to the right.

BY: Lawrence M. Freedman

LMF:cas
Enclosure





Conceptual Townhome Exterior Architectural Character

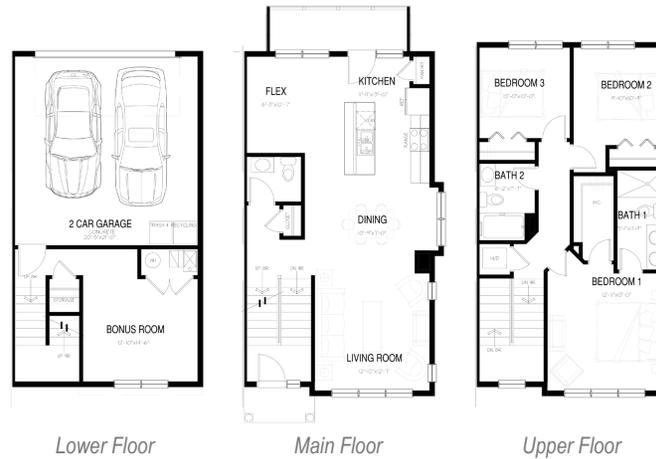
OSK Capital Partners LLC

Lake Zurich Townhomes
670 Old Rand Road

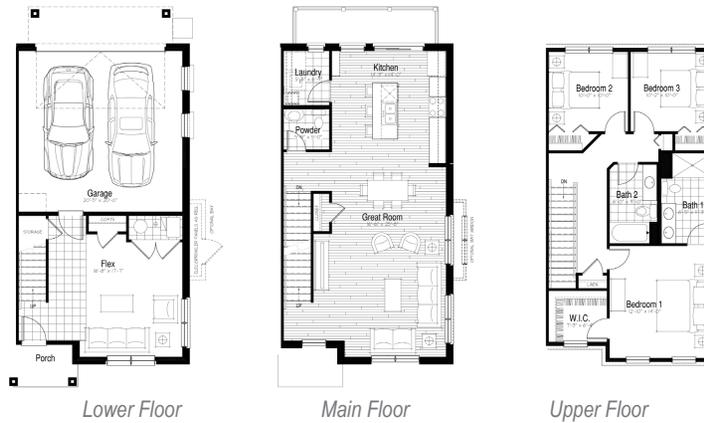


The drawings presented are illustrative character and design intent only, and are subject to change based upon final design considerations (i.e. applicable codes, structural, and ME design requirements, unit plan/floor plan changes, etc.) ©2021 BSB Design, Inc

February 7, 2022



Mid-Level Entry Example



Grade Level Entry Example

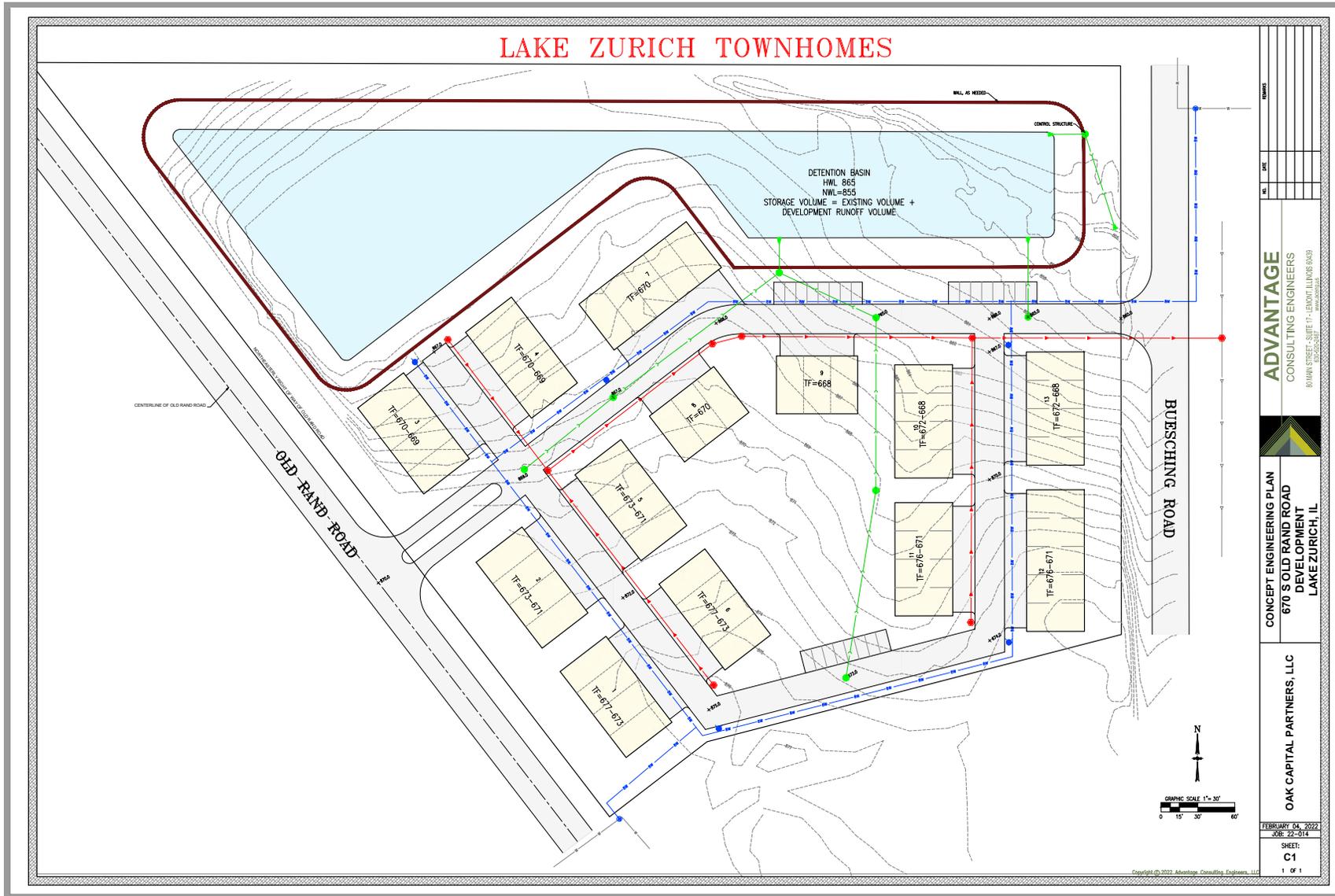
OSK Capital Partners LLC

Lake Zurich Townhomes
670 Old Rand Road

The drawings presented are illustrative character and design intent only, and are subject to change based upon final design considerations (i.e. applicable codes, structural, and ME design requirements, unit plan/floor plan changes, etc.) ©2021 BSB Design, Inc

February 7, 2022





NO.	DATE	REVISION

ADVANTAGE
CONSULTING ENGINEERS
80 WANA STREET - SUITE 17 - LAKEVIEW JUNIOR HS Bldg
Evanston, IL 60201-3037
www.advantage1.com

CONCEPT ENGINEERING PLAN
670 S OLD RAND ROAD
DEVELOPMENT I
LAKE ZURICH, IL

OAK CAPITAL PARTNERS, LLC

FEBRUARY 04, 2022
JOB: 22-014

SHEET
C1
1 OF 1



Wetland Determination Report

Project Name:	670 S. Old Rand Road	Client:	Advantage Consulting Engineers
Location:	Lake Zurich, Ela Township, Lake County, Illinois 60047		
Parcel PIN #	1420400003		
PLSS	SE S20 T43N R10E		
Coordinates	Latitude: 42.189303 Longitude: -88.083428		
Ecologist:	Lisa Pajon		
Project #	AC2289		
Attachments	Preliminary Water Resource Summary: Exhibit A		

A wetland determination was conducted by Gary R Weber Associates, Inc. (GRWA) to establish the presence and location of any wetlands or other water resources on the above referenced property located on S Old Rand Road and Buesching Road in Lake Zurich; hereafter referred to as the study area.

Our investigation consisted of a review of available water resource maps and publicly available historic aerials to determine if any areas on-site contained wetland signatures or water resources identified on regional mapping (see summary below). This review was initiated during winter conditions and no site visit has been conducted at this time. A follow-up investigation to collect data and stake boundaries will be required for permitting.

One (1) wetland signature was identified within the study area. This report and the attached exhibits do not constitute a full wetland delineation report and is provided for planning purposes only.

Map Review

Prior to the field investigation, a preliminary site evaluation was performed using natural resource mapping. Reviewed maps are summarized below. A preliminary water resource exhibit provides an estimation of wetland boundaries and is included with this report (Exhibit A).

- The National Wetlands Inventory identifies a freshwater, unconsolidated bottom, semi-permanently flooded water body (PUBF) within the study area.
- The Lake County Wetland Inventory identifies wetland within the study area.
- The Soil Map identifies the following soils within the study area (Exhibit D):
 - 1103A Houghton Muck – Hydric soil
 - 531C2 Markham Silt Loam – Predominately non-hydric soil
 - 530D3 Ozaukee Silty Clay Loam – Non-hydric
- The United States Geologic Survey (USGS) Topographic Map identifies a perennial pond within the study area.
- The FEMA Flood Insurance Rate Map identifies the study area outside the 500-year floodplain.
- The **Preliminary Water Resource Summary: Exhibit A** identifies present conditions within the study area. Locations and estimated boundaries of water resources are denoted.

**Review Summary:**

The project area consists of a single-family home with access drive and accessory structures. The central and northern portions are fully vegetated and contain an open water pond and associated drainageway (Wetland 1).

Two wetlands appear to be located off-site to the north and west. An unnamed tributary is located east of the study area and connects to Wetland 1 via the drainageway.

The pond and drainageway are identified on the Lake County Wetland Inventory. The pond is also identified on the USGS Topographic map and the National Wetland Inventory.

A review of publicly available historic aerials shows the drainageway and pond were present before local development which occurred circa 1962.

Conclusions:

One (1) wetland with an associated drainageway was determined to be located within the study area. The wetland may connect off-site with an unnamed tributary that is associated with Buffalo Creek.

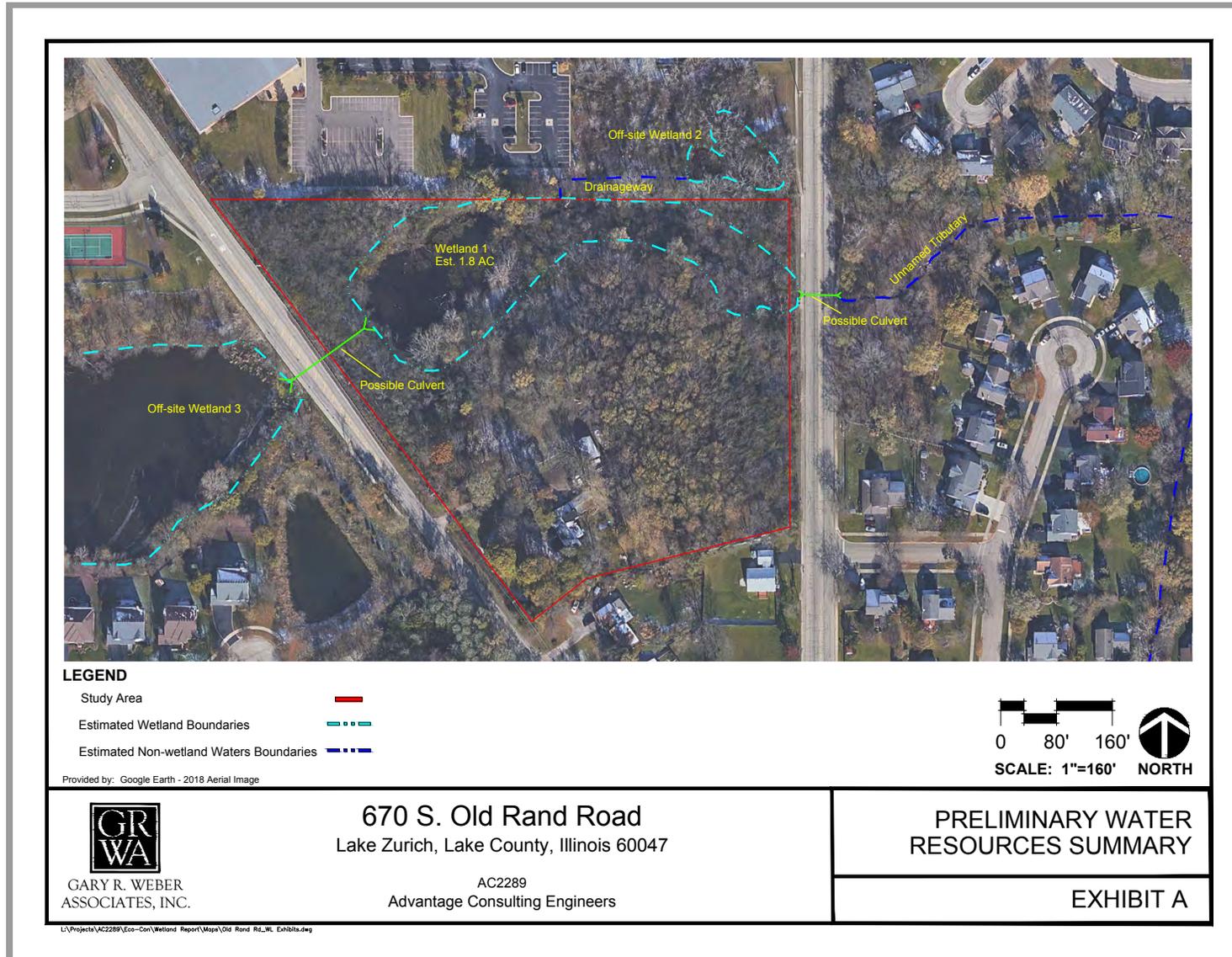
Wetlands in Lake Zurich are regulated under the Lake County Watershed Development Ordinance and may require a minimum buffer width of 50-ft.

This determination was done outside of the growing season using mapping resources and historic aerials. This report is to be used for planning purposes. Due to potential connectivity to Buffalo Creek, Wetland 1 will be under the jurisdiction of the U.S. Army Corps of Engineers.

Regulatory Summary:

The U.S. Army Corps of Engineers has the final authority in determining the jurisdictional status of the wetlands identified on site. GRWA recommends that a request for jurisdictional determination be sent to the U.S. Army Corps of Engineers as soon as possible. Any impacts to jurisdictional wetland, Waters of the U.S., or associated buffers will require U.S. Army Corps of Engineers notification.

The Village of Lake Zurich Stormwater Management Ordinance regulates the development of all areas within the Village. A Watershed Development Permit is required for the development of any site which impacts water resources.



Provided by: Google Earth - 2018 Aerial Image



670 S. Old Rand Road
 Lake Zurich, Lake County, Illinois 60047

AC2289
 Advantage Consulting Engineers

PRELIMINARY WATER
 RESOURCES SUMMARY

EXHIBIT A

U:\Projects\AC2289\Eco-Con\Wetland Report\Mapa\Old Rand Rd_IL_ Exhibit.dwg



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telsler Road
Lake Zurich, Illinois 60047

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

December 23, 2021

General zoning review, requirements and fees:

Zoning Comments:

Current Zoning Classification: R-1/2. This classification was granted to the property at the time of annexation to the village and provides for detached single-family homes on 40,000 sq.ft. lots. Current Comprehensive Plan Land Use designation – open space.

Proposed Land Use – Mixed use – free standing commercial building and 15 buildings containing 58 attached single-family units. The property will need to be rezoned to B-1 Local Community Business District (commercial) and R-6 multiple-family residential district.

Rezoning of the property will be required. Additionally, depending upon the site layout and dimensions (setbacks, etc.) approval will likely need to be granted to through a Planned Unit Development (PUD). Such applications are required to go through a public hearing process with the Lake Zurich Planning and Zoning Commission (PZC) with final approval granted by the Village Board through Ordinances.

Density – the general gross residential density of the proposal is at approximately 6 units per gross acre, which is in line with the other approved townhouse developments in the community.

Please refer to Title 8 – Building Regulations; Title 9 – Zoning; Title 10 – Land Development Code; Title 11 – Flood Control; Title 12 – Signs and Title 13 Comprehensive Fee Schedule of the Lake Zurich Municipal Code for the various requirements, procedures and fees for a project such as this.

From: [Sarosh Saher](#)
To: [Lawrence M. Freedman](#)
Subject: RE: 670 S Rand Road, Lake Zurich
Date: Thursday, December 23, 2021 2:22:00 PM
Attachments: [670 S Old Rand Concept - Comments 211223.pdf](#)
[Zoning Application Guide 2021.pdf](#)

Good afternoon Mr. Freedman – attached are initial comments on the concept that you submitted. Comments have been provided by our zoning, utilities, public works, engineering, and fire suppression staff – these comprise our Development Review Team (DRT). Please feel free to share these comments with your client and their team.

I have also included information on the procedures and fees that would be involved in reviewing and approving such a project.

Finally, as we discussed, based on the magnitude of the project, it would be useful for your clients to do a Courtesy Review with the Village Board to obtain their feedback on the project so that you have the comfort level to proceed with the project after receiving such feedback.

In the meantime, if you have any questions or would like to discuss the comments further, please do not hesitate to contact me.

Thank you and have a great Holiday weekend.
Sarosh

Sarosh B. Saher, AICP

Community Development Director | Village of Lake Zurich | 505 Telser Road, Lake Zurich, IL 60047
sarosh.saher@lakezurich.org | Direct: 847-540-1754
Engage with Lake Zurich at LakeZurich.org/Connect

From: Lawrence M. Freedman <lmfreedman@aflaw.com>
Sent: Friday, December 10, 2021 3:44 PM
To: Sarosh Saher <Sarosh.Saher@lakezurich.org>
Subject: 670 S Rand Road, Lake Zurich

Thank you for talking with me. Attached is our concept plan for staff review.

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.



At the Heart of Community

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Rezoning of the property will be required. Additionally, depending upon the site layout and dimensions (setbacks, etc.) approval will likely need to be granted to through a Planned Unit Development (PUD). Such applications are required to go through a public hearing process with the Lake Zurich Planning and Zoning Commission (PZC) with final approval granted by the Village Board through Ordinances.

Density – the general gross residential density of the proposal is at approximately 6 units per gross acre, which is in line with the other approved townhouse developments in the community.

Please refer to Title 8 – Building Regulations; Title 9 – Zoning; Title 10 – Land Development Code; Title 11 – Flood Control; Title 12 – Signs and Title 13 Comprehensive Fee Schedule of the Lake Zurich Municipal Code for the various requirements, procedures and fees for a project such as this.

Procedures and Fees:

Attached is the zoning and development application guide for 2021. It will largely be the same for 2022. It provides information on the various procedures required to be followed, the application forms and fee schedules. The Planning and Zoning Commission meets on the 3rd Wednesday of every month, and the Village Board meets on the 1st and 3rd Monday of every month.

Below is a general list of items needed at a minimum for a zoning application submittal:

- Plat of survey showing existing conditions
- Legal description of the Subject Property in Microsoft Word format
- Proof of ownership of the Subject Property (lease commitment)
- A cover letter, addressed to Orlando Stratman, Chairperson of the Planning & Zoning Commission, identifying the property, the developer(s), the current and intended use of the property, approvals sought, and an explanation of the various zoning code standards as they relate to the specific applications.
 - You will be seeking a special use permit for a Planned Unit Development (PUD). Typically, we see these letters as 1 to 2 pages.
- Completed, signed, and notarized Application accompanied by application fee and village consultant escrow deposit (fees outlined below). The property owner(s) or their representatives must sign the Application consenting to its submittal.
- As part of the PUD, you will first be requesting Development Concept Plan (Preliminary Plan) Approval. The submittal requirements are:
 - Overall site/geometric plan, fully dimensioned, including building location(s) and setbacks, parking layout, easements, driveways, location of trash enclosures, etc.
 - Exterior lighting/photometric plan depicting the foot-candle readings and light-fixture details (location, pole height, etc.).
 - Preliminary Plat
 - Preliminary engineering plans and reports including site grading, utilities, preliminary stormwater management report, wetland mitigation plan (if applicable), conservancy soil-mitigation plan (if applicable), soil boring tests.
 - Tree Survey showing existing trees and delineating the trees to be retained and removed
 - Preliminary Landscape Plans
 - Traffic Study (also known as a traffic impact analysis)
 - Proposed Building Elevations (both residential and non-residential)
 - Preliminary Signage particularly ground mounted entryway signage
- Fees:
 - Planned Unit Development
 - Residential: \$305 per lot or dwelling, whichever greater
 - Non-Residential = \$2,040
 - Escrow: \$10,000 (Used for consultant fees (engineering and legal, legal notice mailings, posting notice in the newspaper, creation of the final ordinance) – any unused funds will be returned at the end of the project. These fees are to be paid on submittal of the application for the development concept plan (Preliminary Plan).
- Submittal format: 1 full electronic copy of the submittal. 4 copies full sized of all drawing submittals.

Following approval of the Preliminary Plan, you will need approval of the Final Plan with the following documentation:

1. Development Agreement: we will provide a draft boiler plate once we get to that stage.
2. Final Plat of Subdivision - Include all signature certificates as required in Chapter 5 of Section 10, and per the requirements of the village engineer.
3. Final Engineering Improvement Plans, inclusive of but not limited to
 - a. existing conditions and demolitions plan (including tree removal),
 - i. geometric plan,
 - ii. grading plan,
 - iii. utility plan,
 - iv. plan and profiles,
 - v. Soils Analysis and Soils Map
 - vi. Soil Erosion and Sediment Control Plan,
 - vii. SWPPP,
 - viii. Details and specifications of the village.
4. Final landscape plan including
 - a. An existing tree survey and Landscape details (where appropriate) of the
 - b. entrance locations,
 - c. signage,
 - d. typical foundations for the residential units, and
 - e. Landscaping around specific commercial lots, the open spaces and detention facilities.
 - f. Details for the Preservation of any trees on site should be included,

Also, you will need to meet the requirements outlined in the conditions for approval in the PUD ordinance.
5. Engineer's Opinion of Probable Cost
6. Final Stormwater Management Plan including
 - a. Watershed Development Permit Application
7. Final Building Elevations and material specs for
 - a. Residential townhouse buildings
 - b. Commercial Retail building
8. Declarations for Covenants, Rights Restrictions for the Property Owners Associations, inclusive of the residential and commercial properties
9. Traffic and vehicular circulation plans
10. Any off-site improvement plans for roadway construction, and/or utility connections as required by the Village.
11. IEPA Water and Sanitary Permits

Final Plan approval will be required from the Village Board.

As we get closer to construction, we will also be able to provide you with the requirements for the following permits required for development:

- Engineering Review and Inspection Permit and Fees
- Demolition Permit and Fees
- Tree Removal Permit and fees
- Building Permit per building, and fees and deposits.
- Signage Permit and fees.

- Sanitary and Water Connection fees. Please be aware that Lake County collects a sanitary connection fee for new residential and commercial buildings. While the Village collects these fees on behalf of the county (as a pass-through) you will need to contact the County directly to obtain the commercial sanitary connection fee amount.
- Impact Fees: To be paid at the time of obtaining the residential building and commercial building permits.

A. School district Impact fees:

For attached single-family townhouses

- | | |
|---------------------|------------|
| a. 1-2-bedroom unit | \$795.00 |
| b. 3-bedroom unit | \$1,275.00 |
| c. 4-bedroom unit | \$2,445.00 |

B. Library district impact fees - Ela Area Public Library - \$120 per unit regardless of number of bedrooms

Village of Lake Zurich does not collect these fees, rather requires that the developer pay them directly to the respective school district and provides the village with proof of payment.

C. Lake Zurich Park Impact fees

For attached single-family townhouses

- | | |
|-------------------|------------|
| a. 1-bedroom unit | \$2,700.00 |
| b. 2-bedroom unit | \$5,166.00 |
| c. 3-bedroom unit | \$6,598.80 |
| d. 4-bedroom unit | \$9,540.00 |

Village of Lake Zurich collects these at the time of requesting permits for construction of the buildings. These fees are collected in addition to the plan review and building permit fees.

Other agency fees: Please be aware that separate jurisdictional agencies such as Lake County, Army Corps, and IEPA will assess their own fees. Those fees are to be paid directly to the respective agency.

Finally, please be aware that the preceding information is a general estimate of the requirements and may be subject to change once a full application is submitted and reviewed.

In the meantime, please let me know if you have any questions.



At the Heart of Community

PUBLIC WORKS DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

(847) 540-1696
LakeZurich.org

December 23, 2021

Mr. Sarosh Saher
Director of Community Development
Village of Lake Zurich
505 Telser Road
Lake Zurich, Illinois 60047

SKETCH PLAN ENGINEERING REVIEW #1

DEVELOPMENT: **670 S Old Rand Development**
Lake Zurich, IL 60047

ITEMS RECEIVED: **1) 670 S Old Rand Road Site Plan, dated 11/30/21**

On behalf of the Village of Lake Zurich, Manhard Consulting has completed a Sketch Plan Engineering review of the above referenced material for a high-level overview for conformance with the Village ordinances and general accepted engineering practices.

- 1) An ALTA/NSPS Land Title Survey should be provided with the first formal plan submittal.
- 2) The applicant will be required to submit to Lake County Stormwater Management Commission, as they have the review and permitting authority over the wetlands. Article 10 (Wetland Requirements) of the Watershed Development Ordinance (WDO) will need to be met. The wetlands indicated on the Lake County GIS will most likely be under the jurisdiction of the USACE.
- 3) Wetland buffer requirements will apply to the site, including those in Section 505 of the WDO. These buffers do not appear to be accounted for on the proposed sketch plan.
- 4) It is highly recommended that the applicant submits an EcoCat through IDNR to identify any potential Illinois endangered and threatened species.
- 5) Attached to this memo are several maps from Lake County GIS, indicating the approximate flood of record as well as the Topographic Wetness Index (TWI) areas. TWI indicates flat areas with high flow accumulation where water is likely to pond. These should be considered during design.
- 6) The existing creek is highly eroded, and restoration should be incorporated in the proposed design.
- 7) The following are related to the submitted sketch plan (see attached markups):
 - a. Assuming that the existing culverts under S Old Rand Road and Buesching Road are to remain in their current locations, the sketch does not accurately depict their locations. This will impact the location of proposed buildings.
 - b. The Heatherleigh Pond 2 and S Old Rand Road drain to a ditch / depression at the NW corner of the site, which then is conveyed via culvert to the wetland area. The proposed development will need to consider the overland flow from these areas (critical duration

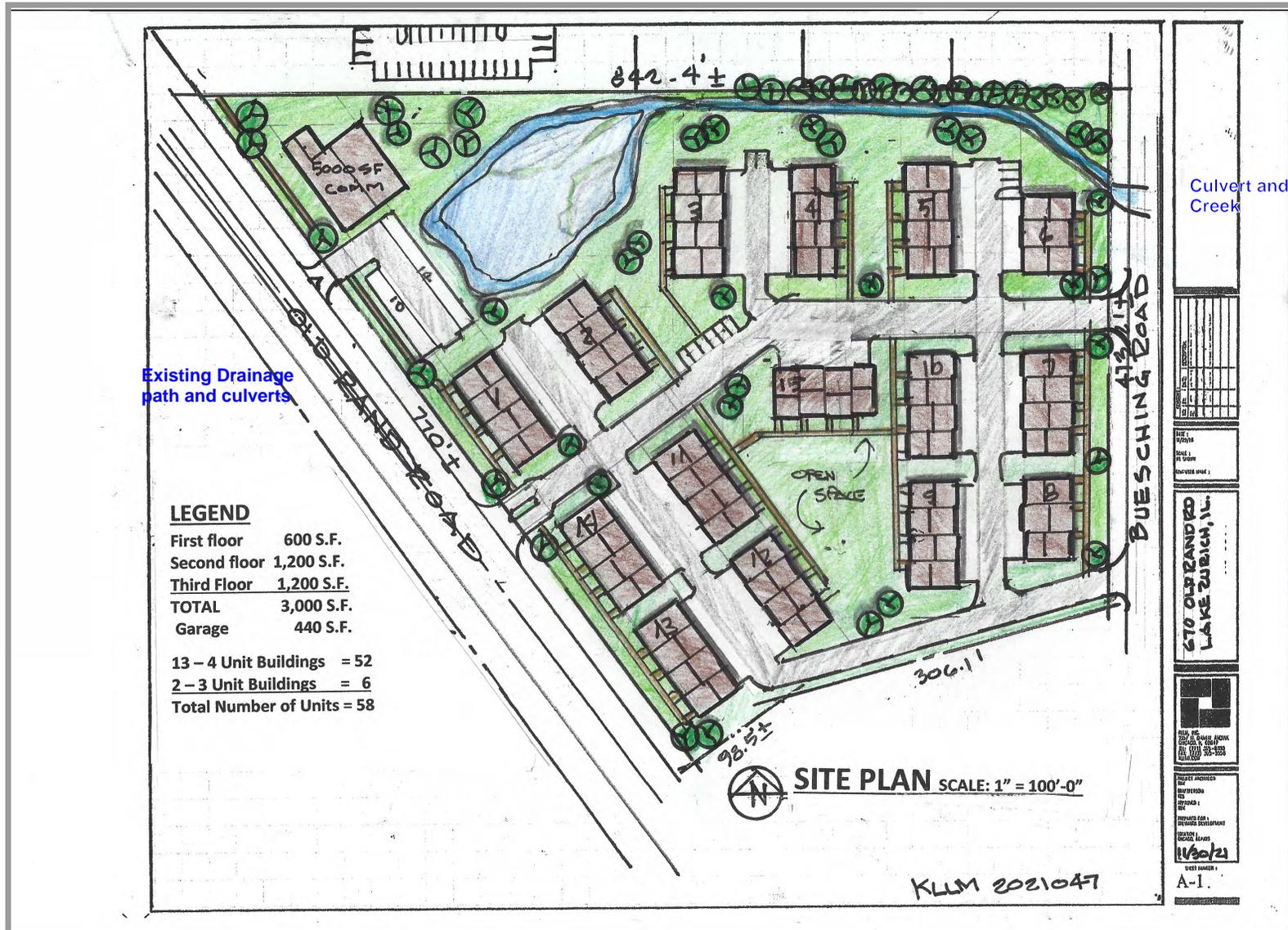
storm flow for tributary area), as well as the impacts of eliminating the ditch and its existing storage. The proposed sketch shows a parking lot being constructed over the overland flow route, ditch, and culvert.

- c. The proposed sketch does not appear to consider any area for detention facilities.
- 8) The site is immediately downstream of a series of wetlands and ponds in a residential area. As design proceeds, the upstream conditions will need to be evaluated closely. There is potential that the poor maintenance of the creek, wetlands, and existing culverts on the site could be contributing to drainage concerns upstream, and will need to be considered as design proceeds.
 - 9) A traffic study will be required to determine any offsite improvements required for S Old Rand Road and Buesching Road. Sight distance will also need to be considered.
 - 10) S Old Rand Road has a guardrail along the east side of the road and a left turn lane taper (for Cedar Street), which both will need to be considered when determining if access points from S Old Rand Road are feasible.
 - 11) The ROW along S Old Rand Road is currently a 30' half ROW, and an additional 10' should be dedicated to the Village along the property's frontage (40' half ROW total). It appears that the 40' half ROW on Buesching Road will need to be formally dedicated to the Village of Lake Zurich.
 - 12) Sidewalk should be constructed on Buesching along the frontage of the property to match the sidewalk size and location just north of the site.
 - 13) The frontages along both sides of the property have existing overhead lines.
 - 14) Please refer to additional comments from the Lake Zurich Utilities Division.

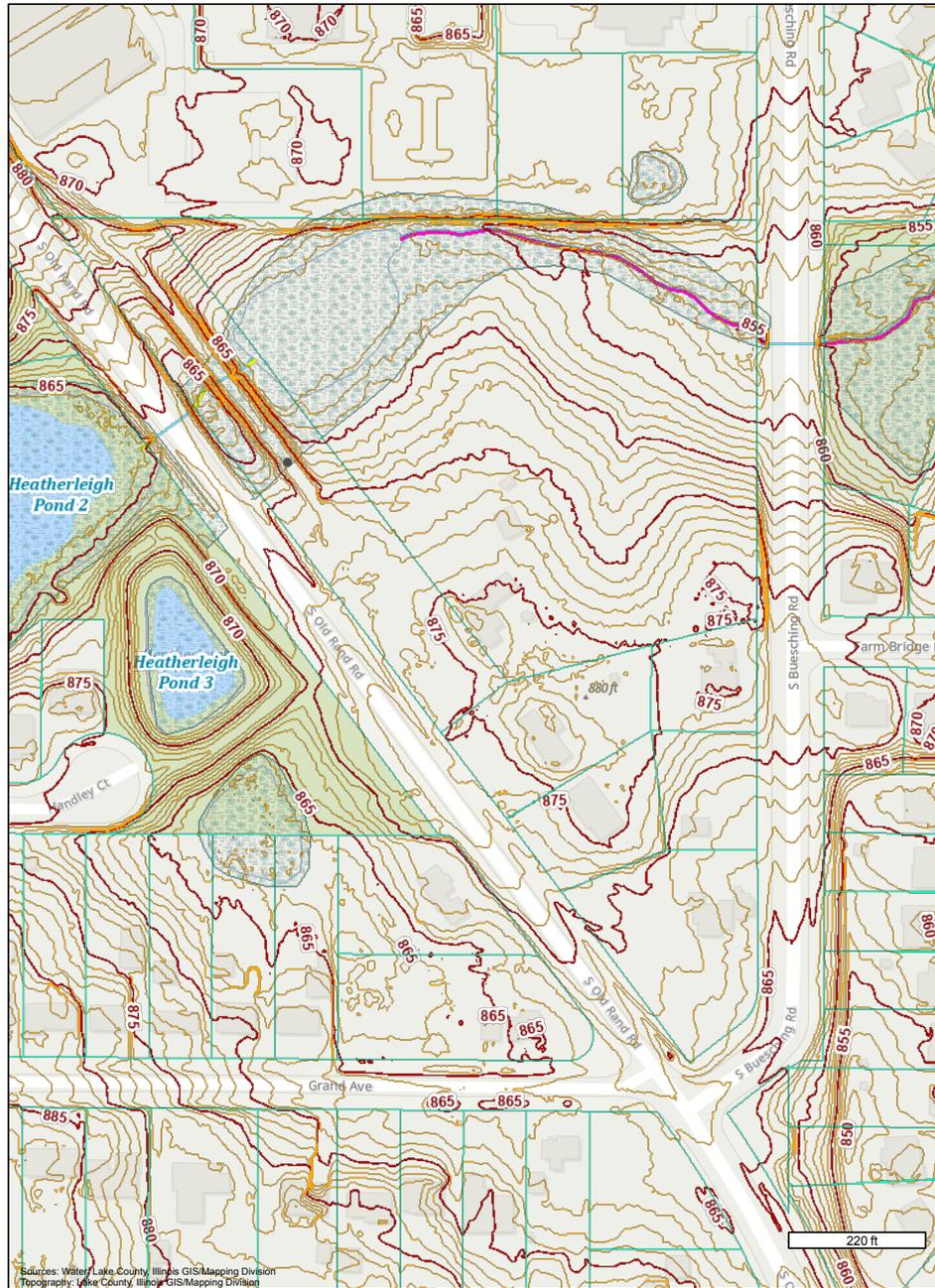
Yours truly,
MANHARD CONSULTING



Jodi McCarthy, PE, CFM, CPESC
Senior Project Manager



570 S Old Rand



Sources: Water/Lake County, Illinois GIS/Mapping Division
Topography: Lake County, Illinois GIS/Mapping Division



LakeCounty

Map Printed on 12/23/2021



N

□ Tax Parcel Lines
□ Tax Parcel Information
□ 1ft Contours (2017)
□ Index
□ Intermediate

2007 Hydro Areas
■ Lake
■ Pond
■ River/Stream/Creek
■ Island
■ Detention Basin

2002 Hydro Lines
— Lake
— Pond
— River/Stream
— Island
— Detention Basin

— Dam-single line
— Culvert-single line
— Local drainage, apparent
— Stream less than five feet in width
— Out area

□ Lake County Wetland Inventory
□ ADID with 100ft Buffer
□ Advanced Identification Wetlands

Disclaimer: 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.

570 S Old Rand



Resources: Water Lake County, Illinois GIS/Mapping Division
 Topography Lake County, Illinois GIS/Mapping Division



Lake County
Map Printed on 12/23/2021



Topographic Wetness Index

- Topographic Wetness Index
- Tax Parcel Lines

1ft Contours (2017)

- Index

2007 Hydro Areas

- Lake
- Pond
- River/Stream/Creek

2002 Hydro Lines

- Intermediate
- Lake
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Lake County Wetland Inventory

- ADID with 100ft Buffer
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570 S Old Rand





Lake County, Illinois

Map Printed on 12/23/2021



N

■ USGS Flood of Record
□ Tax Parcel Lines
— Tax Parcel Information
— 1ft Contours (2017)
— Index

— Intermediate
2007 Hydro Areas
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□ Lake County Wetland Inventory
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Additional Comments:

1. 2.16 acre wetland containing a pond – part of LCWI. Part of the drainage system from Heatherleigh (to the west) to Red Bridge Farm (to the east) Subdivisions.
2. The Creek is part of the WUSA and any mitigation/alteration will require an ACOE permit.
 - a. The creek is greatly in need of sediment removal. Will be the responsibility of the developer as stormwater will be directed to the wetland and creek areas.
 - b. Maintenance plan will be required as part of the SW Management permit review process.
3. Utilities:
 - a. Water: Water supply system will require looping. The village anticipates three connection points to the existing water system along with a loop design for the interior of the project. Due to fire suppression requirements, the developer would likely need a minimum of one connection point to the existing 12" water main and an offsite water main extension to the intersection of Buesching Road and S. Old Rand Road.
 - b. Sanitary: Sanitary sewer service for the site may be able to come from Buesching Road or North Old Rand but elevations would need to be confirmed. The Village has no desire to add any more lift stations.
4. Fire Suppression:
 - a. All residential buildings will have a 13-D sprinkler system
 - b. Commercial building will be fully sprinkler protected plus alarm system. The sprinkler room is required to face parking lot or street front
 - c. Aerial ladder turning template, no dead ends if possible without turn around areas.
 - d. 24-foot min road widths
 - e. Interior private street names will need to be approved by village.
 - f. The fire department would like to use the existing building for training prior to its demolition.

From: [Sarosh Saher](#)
To: [Lawrence M. Freedman](#)
Subject: RE: 670 S Rand Road, Lake Zurich - additional comments
Date: Monday, January 3, 2022 8:21:00 AM

Good morning Mr. Freedman – I hope you had a pleasant holiday weekend.

At the request of our public works staff, we are sharing more information about our sanitary and water requirements and connection fees for a project such as that of you client. Please share the following with your clients engineers as it would facilitate the development of the engineering plans.

- Prior to the demolition of the existing building, the private well & septic will require proper abandonment through IDPH. Additionally, private utility disconnects of ComEd and Nicor will need to be completed and proof provided to the village prior to issuance of demolition permit.
- B-boxes and sanitary sewer clean outs cannot be located in driveways.
- No portion of a structure or building can be more than two hundred fifty feet from the nearest fire hydrant.
- Water main will need to be C900 with a tracing wire.
- All utility crossing must be delineated and proper spacing and/or pipe material must be employed.
- A 10-foot horizontal separation between the storm sewer, water main and sanitary sewer must be maintained.
- A dedicated easement is required for all public utilities traversing the property, and all portions of the easement shall be accessible to village staff when necessary.
- An inspection manhole will be required for the retail building. This cannot be the manhole on the sewer main.
- A Letter of Credit (LOC) is required as surety covering all village utilities, stormwater management facilities and any landscape features associated with such stormwater management. The LOC will be 110% of the Engineer's Estimate of Probable Cost (EOPC), and will be determined by the village upon review and approval of the EOPC.
- Village Residential connection fee based on 1 ½-inch water service:
 - \$ 3,500 water connection fee;
 - \$ 5,000 sewer connection fee.Lake County sewer connection fee \$ 4,030.
- Village Commercial connection fee based on 2 inch water service:

- o \$ 10,000 water connection fee;
- o \$ 14,000 sewer connection fee.

Lake County sewer connection fee is calculated by Lake County and based on submittal of actual retail usage. You will be required to contact Lake County directly to obtain the sewer connection fee for the commercial building.

Please let me know if you have any further questions.
Thank you.
Sarosh

Sarosh B. Saher, AICP

Community Development Director | Village of Lake Zurich | 505 Telsler Road, Lake Zurich, IL 60047
sarosh.saher@lakezurich.org | Direct: 847-540-1754
Engage with Lake Zurich at LakeZurich.org/Connect

From: Sarosh Saher
Sent: Thursday, December 23, 2021 2:22 PM
To: Lawrence M. Freedman <lmfreedman@aflaw.com>
Subject: RE: 670 S Rand Road, Lake Zurich

Good afternoon Mr. Freedman – attached are initial comments on the concept that you submitted. Comments have been provided by our zoning, utilities, public works, engineering, and fire suppression staff – these comprise our Development Review Team (DRT). Please feel free to share these comments with your client and their team.

I have also included information on the procedures and fees that would be involved in reviewing and approving such a project.

Finally, as we discussed, based on the magnitude of the project, it would be useful for your clients to do a Courtesy Review with the Village Board to obtain their feedback on the project so that you have the comfort level to proceed with the project after receiving such feedback.

In the meantime, if you have any questions or would like to discuss the comments further, please do not hesitate to contact me.

Thank you and have a great Holiday weekend.
Sarosh

Sarosh B. Saher, AICP

Community Development Director | Village of Lake Zurich | 505 Telsler Road, Lake Zurich, IL 60047
sarosh.saher@lakezurich.org | Direct: 847-540-1754
Engage with Lake Zurich at LakeZurich.org/Connect

From: Lawrence M. Freedman <lmfreedman@aflaw.com>
Sent: Friday, December 10, 2021 3:44 PM
To: Sarosh Saher <Sarosh.Saher@lakezurich.org>
Subject: 670 S Rand Road, Lake Zurich

Thank you for talking with me. Attached is our concept plan for staff review.

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.



COMMUNITY DEVELOPMENT DEPARTMENT

MONTHLY INFORMATION REPORT

January 2022

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 2022, the Community Development Department was engaged in the following activities:

BUILDING & ZONING DIVISION:

Commercial Occupancy Permits issued:

- 960 Ensell: All Community Events - (2nd location – event planners)
- 884 S Rand Unit D: Med Lab - COVID 19 Center
- 500 S Rand: Exercise Coach (change of owner)
- 45 S Old Rand: Every Kind of Beautiful spa
- 916 Donata: Beyond Components – industrial electrical distributor

FOIA Requests: Total number of FOIA requests: 9

PLANNING AND DEVELOPMENT DIVISION:

Planning and Zoning Commission (PZC) Activity:

At their January monthly meeting, the following application was considered by the PZC:

1. *Heritage Church at 255 Quentin Road - Amendment to Special Use Permit and Planned Unit Development - Expansion of Heritage Church.* The application was presented by Erik Pieters, Project Manager for PBS Design Build, the project engineer, and Pastor Skyler Goodman, Senior Pastor for Heritage Church. The meeting was also attended by the adjacent property owners to the north of the church property represented by their legal counsel. During the period of public testimony, attorneys for the adjacent property owners presented their objections to the expansion citing reasons that its proximity created a negative impact on their property, and that the addition of traffic and activity was not sufficiently screened. The Applicant and staff were also given the opportunity to clarify some of the information presented by their attorney that was either incorrect or inconsistent with the information presented by the Applicant.

Following the close of the hearing, the PZC made a motion to recommend approval of the project to the Village Board with additional conditions that the Applicant consider 1) adjusting the buffer along the common property line between the two properties to accommodate more landscape material and a fence, 2) minimize the lighting impact on the adjacent property, and 3) resolve the technical issues related to water and sanitary services as recommended by village staff prior to presenting the application to the Village Board for consideration and approval. The vote on the motion to recommend approval was 3 yeas to 2 nays. The video stream of the meeting can be viewed at the following link: <https://play.champds.com/lakezurichil/event/46>

New Zoning Applications received (for PZC consideration).

No new applications were received for the February 16, 2022 meeting of the Planning and Zoning Commission. The meeting was therefore canceled.

New and Ongoing Development:

1. Medical Office at Molly's Original Pancake House - 572 W. Main St. The Community Development Department received a building permit application for the demolition of the existing restaurant building and reconstruction with a new building to contain new medical offices operated by "Advanced Medical Care." The project included the new building, reconfiguration of the parking areas and addition of landscape material. Construction at the property would begin in early Spring.
2. Cummings Property 99 Quentin Road. Ms. Rina Dukor, daughter of Mr. Victor Cummings, met with Assistant Manager Witherow to provide an update on her father's site at the southwest corner of Quentin Road and Route 22. Mr. Cummings was in declining health, and the family's focus at that time was to make him as comfortable as possible. Ms. Dukor stated that she was committed to seeing the site developed similar to the proposal tendered by Joe Elias of Vintage Homes, but at the time needed to tend to her father. Staff had kept in touch more frequently with Ms. Dukor over the past year and would continue to do so when appropriate.
3. New Projects Planned by Lake Zurich School District 95. Members of the Village's Development Review Team (DRT) met with representative of D-95 to discuss the next projects of the district. The District was looking at two projects - a transportation operations center behind the High School and a new formal softball field at the location of the former old May Whitney school building. The softball field was at the design stage and drawings were shared with the DRT. However, the transportation operations center was in early concept stage and was preliminarily discussed. The district requested feedback on the two projects and indicated that they would return to the village in approximately 4-6 weeks with a formal request for review.
4. Factor75 / HelloFresh at Former Peapod Location - 1325 Ensell Road. Factor75 (a subsidiary of HelloFresh) had been operational on Ensell Road, occupying the nearly 100,000 square foot facility at 1325 Ensell Road. They had hired about 100 employees and would plan on hiring 700 at this location once they were fully operational. This would make them one of the largest employers in Lake Zurich. This new distribution center would bolster Factor's presence in Chicago, which includes production facilities in Aurora and Burr Ridge, a distribution center in Lyons, and corporate offices in Batavia. In December 2020, Factor became the largest ready-to-eat meal company in the U.S. in terms of market share.
5. Ace Hardware Store at the Former Casper's True Value Hardware - 100 S Old Rand Road. Mr. Dipak Patel of KRV Properties LLC, contacted the village to introduce himself as the new owner of the property and informed staff that he intended to operate the property with a new Ace Hardware store. He requested village staff to update utility billing information and request the required occupancy permits. Community Development staff provided him with the necessary forms and requirements for occupancy and inspections. Contingent upon approval of occupancy, the owner hoped to start receiving merchandise in mid-February and reopen the store in Spring.
6. Volle's Bridal and Boutique - 53 S Old Rand Road. Mr. Joe Muran, the architect for Chad and Susanne Dershaw, owners of Volle's Bridal and Boutique, informed Village staff that he would be preparing preliminary drawings and exhibits for the expansion of their store at 53 South Old Rand Road. They were exploring the possibility of adding to the south side of their building, which contained a patio and entryway porch. The expansion would allow them to consolidate their product and operations on the premises for easier access and also allow for their business to expand. Last November, Assistant Manager Witherow and Community Development Director Saher reported having discussed their need

for additional space to house their clothing product, which was stored in the basement of the adjacent building to the north.

7. *Thornton's Truck Stop in North Barrington*. Staff learned that Thornton's would be petitioning the Village of North Barrington to approve a truck stop at the northwest corner of Rand Road and Miller Road. The concept plan had been shared with North Barrington in 2021, which staff was made aware of after receiving a FOIA from a firm conducting a Phase I environmental assessment for the petitioner. An accompanying memo from their attorney indicated that Thornton's was proposing a 24-hour, 3+ acre truck stop to allow video gaming without requiring onsite alcohol consumption. At a meeting with North Barrington Administrator John Lobaito, Manager Keller questioned the merits of approving a truck stop at that corner, including concerns about the site being served by well and septic in close proximity to Flint Creek and its surrounding watershed; increased truck traffic (50-60 trucks/daily); overnight parking/idling of trucks, and Thornton's design aesthetics. Given the proposed location, a new truck stop would likely result in the closure of the Shell station on the southwest corner (unincorporated Lake County). The operator was unaware of the proposed truck stop, which he confirmed would put him out of business. Manager Keller cautioned that a truck stop combined with a closed gas station (Shell) would not enhance the Rand Road corridor. Staff shared this information with the Flint Creek watershed group, as they were not aware of the proposal. Staff would monitor North Barrington's meeting agendas for any further activity on this proposal.

Code Enforcement.

The following are updates on code enforcement issues that were reported to the Board during the past month:

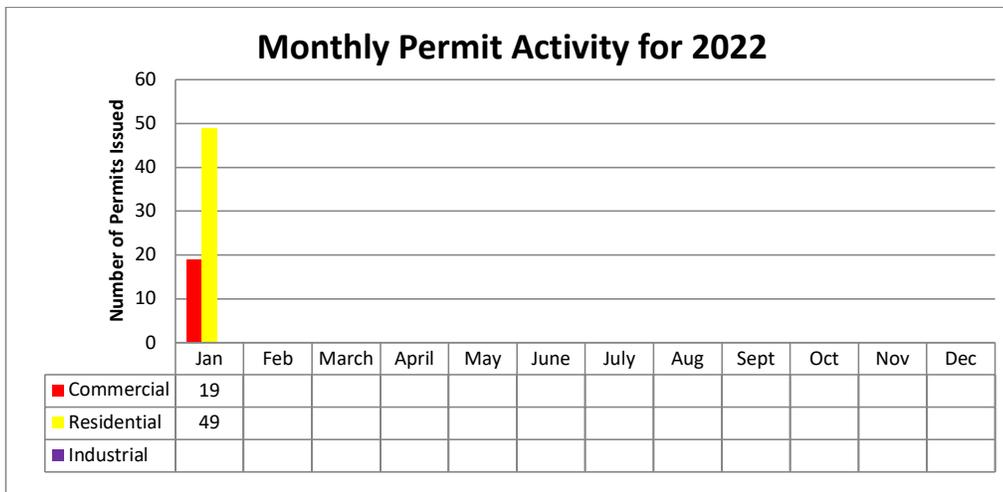
1. *Bills Boats Pier Violations (216 W Main St)* – following the status hearing on December 3, 2021, Mr. Abbott was granted an extension of time to remove the unlawful pier on his property by January 7, 2022. On January 3, 2022, village staff noted that the pier continued to remain on the property. In light of that, Village Attorney Carmen Forte filed a petition for a ruling to show cause against Mr. Abbott. The Village asked the Court to find him in contempt for not following the Court's order requiring removal of the pier. Attorney Forte also advised Village staff that typically these petitions get set for formal hearing on a future date after initial presentation. As such, the Village was attempting to show the court that the Village was serious about Mr. Abbott removing the pier and following the Court's order. Attorney Forte would be prepared to ask the judge for more significant and daily fines, and to reiterate that the Village would remove the pier and require reimbursement from Mr. Abbott. If the latter is ordered by the judge, the Village would request a framework within a court order for Mr. Abbott to pay for the removal, or a lien to be authorized on the property, as it was anticipated that he would pay voluntarily.

On January 13, 2022, Village staff became aware that Mr. Abbott had directed his crew to remove the unlawful pier at the property as ordered by the Mundelein Circuit Court judge last December. The deck was removed by sawing off the pier posts at the water level leaving the footings embedded in the ice and lake bottom. Director Michael Duebner had noticed the ongoing removal and provided pictures of the removal. Staff continued to monitor the property to ensure that no structure was reinstalled in its location or elsewhere along its lake frontage. In the meantime, the previously scheduled contempt hearing would continue on February 4, 2022, when the Village intended to inform the judge that the posts were still in place and needed to be removed once the lake bottom was accessible.

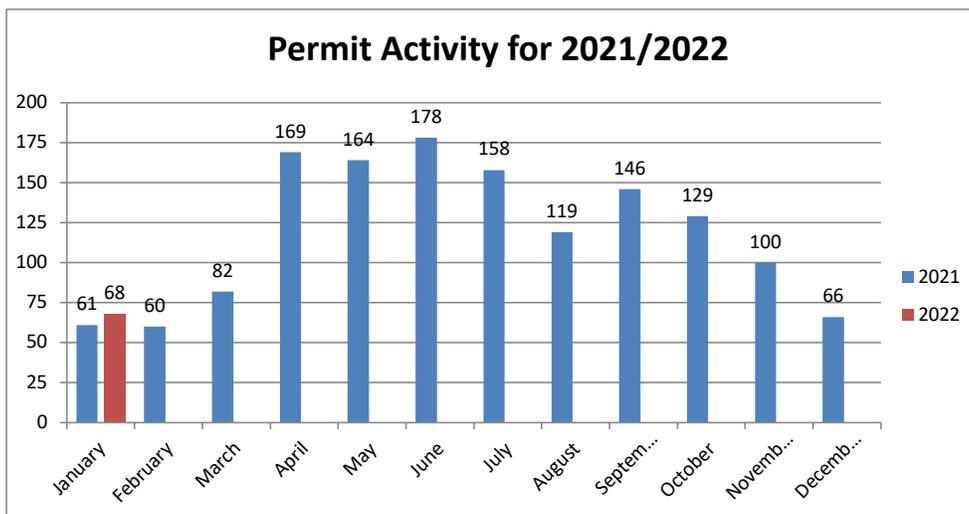
2. *Mazeika Vehicle violations (228 W Main St)* – Mr. Mazeika was issued citations requiring removal of the vehicles (trailers and other boat related vehicles) by January 13, 2022. Barring any action on his part to comply, the village would request the courts to assess fines against the property owner. Seeing that

the vehicles continued to remain in place, the Village transmitted citations to Mr. Mazeika to appear on Court on March 4, 2022.

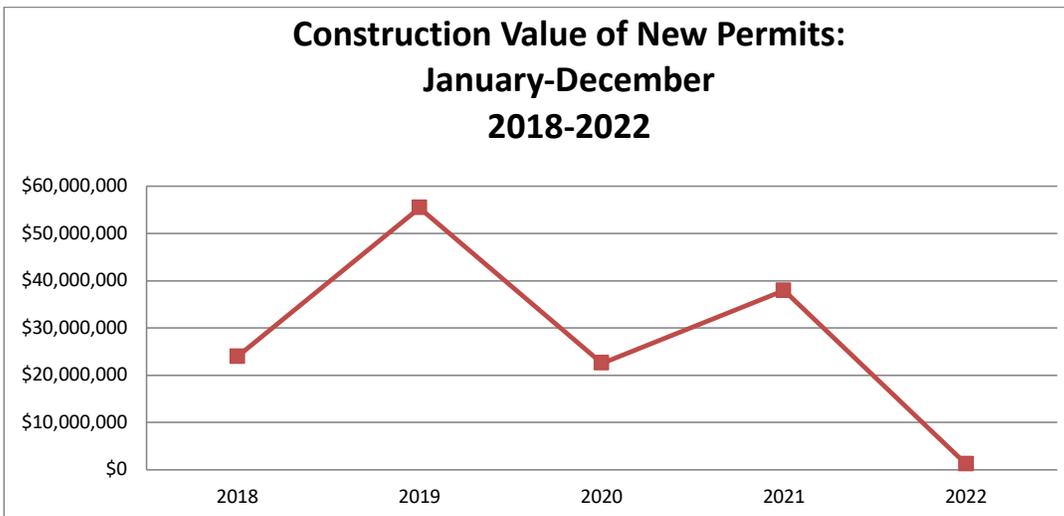
3. *Former Giordano's Building violations (455 S. Rand Road)* – Following up on the citations that were sent to the owners of the property on December 16, 2021, and noting that no action had been taken by the owners since that time, Building Services Supervisor Mary Meyer appeared in Court on January 7, 2022, to request action by the judge to either fine the owner or receive an order to bring the building into full compliance or demolish. The day before the court date, the owner, Mr. Bekir “Chili” Shabani called the Director Saher and Supervisor Meyer to discuss his reasons for inaction. However, with no substantive reasons provided to Village staff to allow for the building to remain in its current conditions, staff did not rescind the previously issued citations. At the court hearing, Building Services Supervisor Meyer was in attendance in-person. However, the property owner did not appear. The judge therefore ruled on a default judgement against the owner and set a date of March 4, 2022 for “status of service” of the citations to the owners.



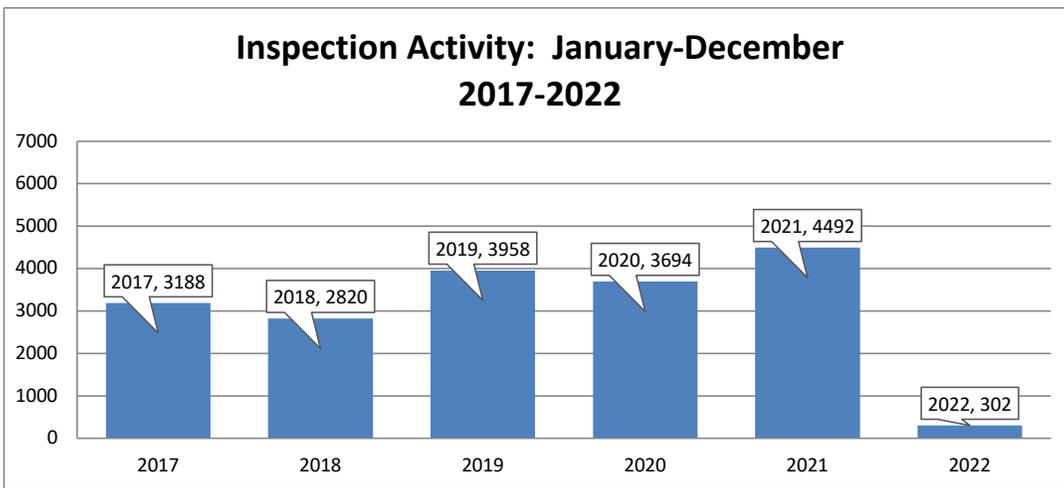
The chart above represents the total of permit activity on a monthly basis for 2022.



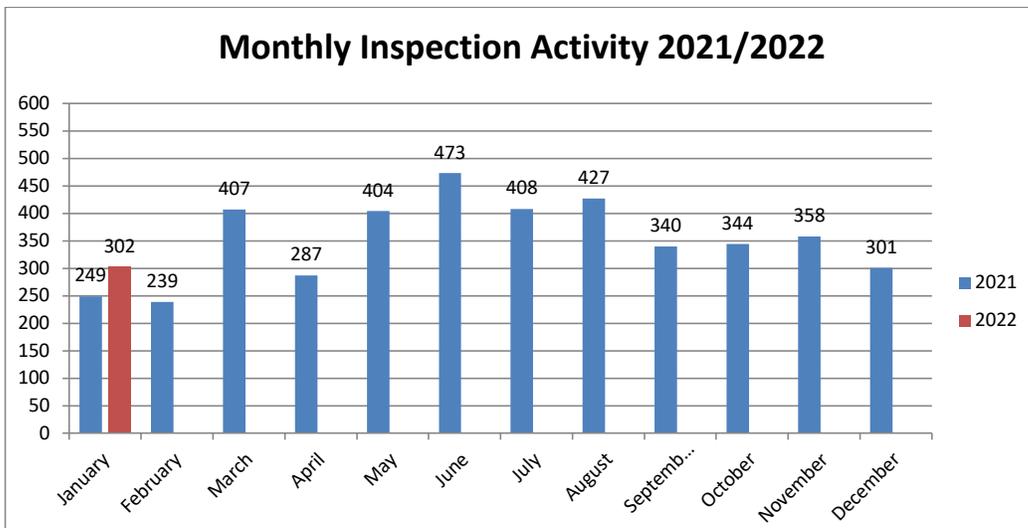
The chart above compares monthly permit activity for 2022 to the previous year 2021.



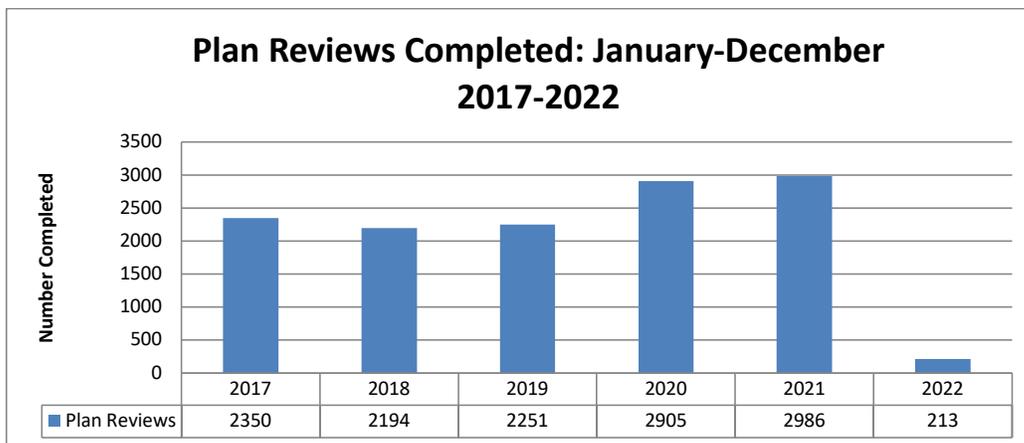
This chart tracks construction value of permit activity by year for 5 years.



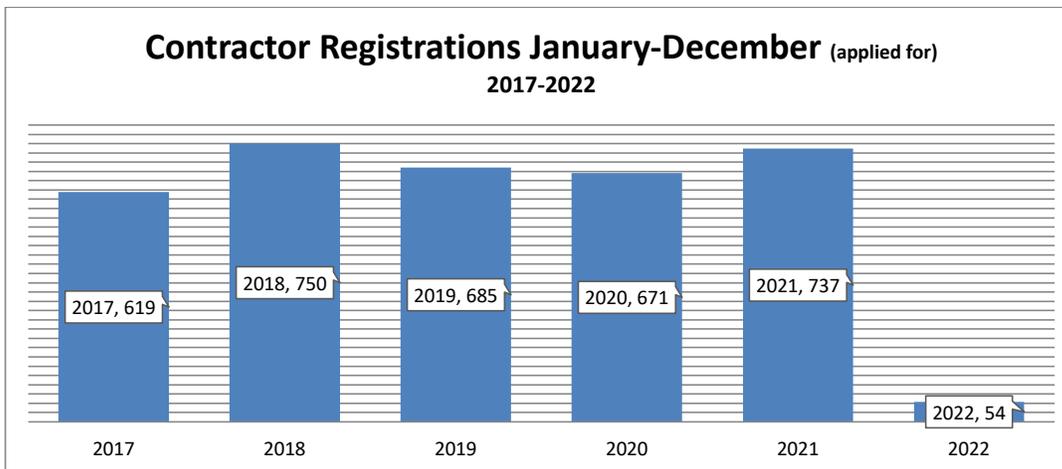
This graph illustrates the number of inspections performed by year.



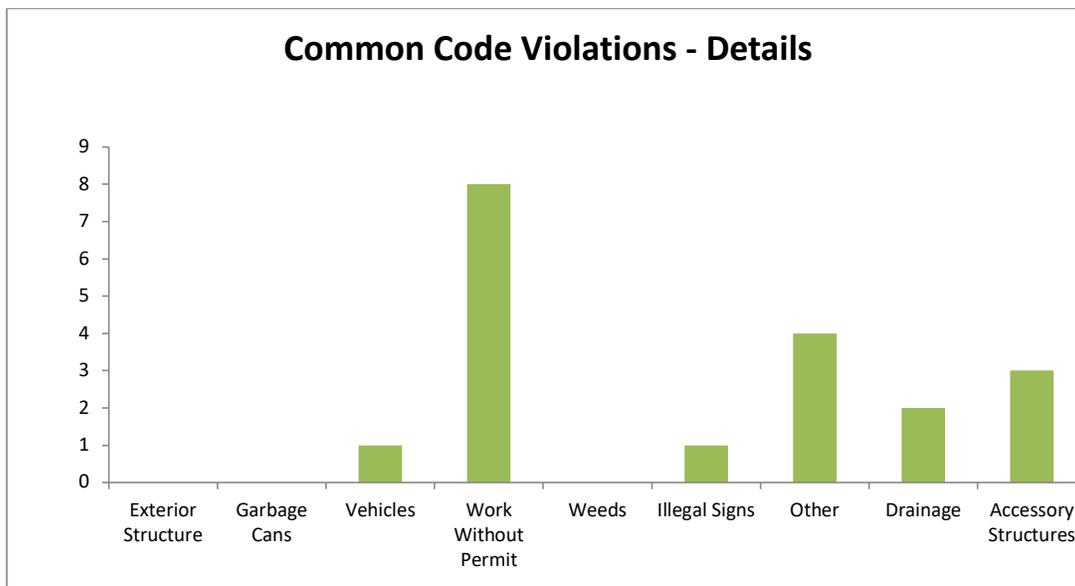
This chart indicates inspection activity on a monthly basis for 2022 compared to the previous year 2021.



This graph illustrates the number of plan reviews performed by year.



The graph represents the number of contractor registrations for the year as compared to prior years. Contractors are required to register on an annual basis to remain current with the village.



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



FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

January 2022

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

OUR MISSION: To care for and protect our community.

OUR VISION: The Lake Zurich Fire Department is dedicated to meeting the ever-changing needs of our community, while ensuring a safe and secure environment for all, through professional development, unity, and teamwork.

OUR VALUES: Professionalism, Responsibility, Integrity, Dedication, Honor

Departmental Narrative - January 2022 Overview

In January, the Department responded to **447** calls for service, averaged **14** calls per day and required **695 individual vehicle responses** to provide the necessary personnel for each incident.

Forty-six percent (**46%**) of the service area responses occurred while another call was in progress. Nineteen (**19%**) of needs 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 incident 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.



Administration Division

**Lake County, IL Fire Departments / Districts
Call Volume Summary 2004 - 2021**

#	Agency	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	+/-	%
																				04 / 21	04 / 21
1	Abbott / AbbVie	1,011	756	963	1,006	1,029	616	659	723	447	416	544	486	527	472	404	445	520	486	525	56%
2	Antioch Fire	3,534	2,975	3,446	3,363	3,182	2,879	2,712	2,718	1,666	778	834	946	752	950	1,026	621	910	1,037	2,487	187%
3	Antioch Rescue (3)	-	-	-	-	-	-	-	1,310	2,227	2,082	1,977	2,066	2,115	2,066	1,852	1,870	1,860	-	-	-
4	Barrington (2)	2,257	1,863	1,988	1,931	1,826	1,885	1,851	1,778	3,136	3,108	3,552	3,454	3,203	3,308	3,409	3,045	2,940	2,789	479	5%
5	Barrington-Countryside (2)	2,071	1,877	1,959	1,976	1,983	1,928	1,972	1,694	-	-	-	-	-	-	-	-	-	-	407	13%
6	Beach Park	1,752	1,624	1,596	1,534	1,497	1,484	1,344	1,430	1,340	1,298	1,475	1,170	1,208	1,215	1,240	1,172	1,211	1,075	677	83%
7	Buffalo Grove	4,909	4,626	4,935	4,704	4,757	4,748	4,814	5,116	4,615	4,656	5,034	4,740	4,711	4,911	4,875	4,407	4,434	4,495	414	9%
8	Cary	2,373	2,085	2,136	2,134	1,981	1,839	2,011	2,165	1,896	1,966	1,918	1,794	1,740	1,844	1,787	1,702	1,695	1,544	829	64%
9	Countryside	4,737	4,625	4,959	4,918	4,809	4,908	4,376	4,380	4,152	3,891	3,909	3,654	3,810	3,882	3,861	3,608	3,547	3,492	1,245	36%
10	Deerfield-Bannockburn	2,938	2,721	3,354	3,321	3,955	2,795	2,796	2,785	2,993	2,710	2,921	2,545	2,553	2,698	2,954	2,702	2,980	2,400	539	22%
11	Fox Lake	4,541	4,160	4,053	3,792	3,722	3,857	3,853	3,547	3,282	3,261	3,193	2,857	2,985	3,114	3,213	3,008	2,753	2,750	1,791	65%
12	Fox River Grove	782	760	775	745	708	654	657	622	563	529	556	525	495	472	447	436	467	436	346	79%
13	Grayslake	4,484	4,068	4,788	4,439	4,266	3,997	3,659	3,644	3,671	3,547	3,235	3,041	3,154	3,636	3,531	3,556	3,700	3,297	1,187	36%
14	Great Lakes	3,595	3,319	4,002	3,747	3,881	3,120	3,673	4,083	3,188	2,639	2,288	2,588	3,445	4,870	1,413	1,115	1,340	1,334	2,281	169%
15	Gurnee	7,227	6,259	7,171	6,819	6,230	6,220	6,166	5,959	5,551	5,454	5,422	5,421	5,294	5,742	5,636	5,288	5,420	5,075	2,152	42%
16	Highland Park	5,609	5,105	5,670	5,556	5,450	5,177	4,899	5,220	4,839	4,382	4,796	4,480	4,614	4,637	4,485	4,367	4,372	4,393	1,216	28%
17	Highwood (3)	-	-	-	-	-	395	1,293	1,050	1,004	1,001	1,047	1,046	1,139	1,044	982	1,067	972	971	-	-
18	Knollwood (3)	-	-	-	469	748	566	521	630	484	523	558	522	550	573	535	414	411	382	-	-
19	Lake Bluff	729	561	629	640	726	635	603	625	576	552	664	623	571	574	566	548	519	555	174	31%
20	Lake Forest	3,441	2,926	3,680	3,289	3,369	3,308	3,079	3,288	3,060	3,131	3,350	3,147	3,152	3,317	3,172	3,121	3,045	2,984	457	16%
21	Lake Villa	3,691	3,021	3,267	3,046	3,002	2,791	2,830	2,747	2,523	2,565	2,644	511	477	593	635	506	557	669	3,022	462%
22	Lake Villa Rescue (3)	-	-	-	-	-	-	-	-	-	-	-	-	1,918	1,966	1,925	1,993	1,812	1,728	1,733	-
23	Lake Zurich	4,169	3,621	4,077	4,180	3,975	3,771	3,916	4,071	3,330	3,137	3,136	3,125	3,095	3,459	3,439	3,247	3,401	3,297	872	26%
24	Libertyville	4,453	4,004	4,724	4,628	4,312	4,276	4,275	3,983	3,758	3,823	3,769	3,764	3,618	3,940	3,884	3,835	3,661	3,563	890	25%
25	Lincolnshire-Riverwoods	3,502	3,135	3,572	3,463	3,482	3,382	3,077	3,013	2,965	2,906	2,906	2,742	2,659	2,817	2,992	2,739	2,659	2,389	1,113	47%
26	Long Grove	1,840	1,637	1,675	1,541	1,539	1,477	1,537	1,585	1,527	1,682	1,736	1,677	1,478	1,427	1,443	1,395	1,518	1,359	481	35%
27	Mundelein	4,194	3,723	3,948	3,782	3,294	3,177	3,129	2,995	2,845	2,713	2,829	2,875	2,829	2,962	3,259	3,135	3,049	2,928	1,266	49%
28	Newport Township	1,394	1,284	1,352	1,297	1,211	1,164	1,187	1,059	1,146	1,072	985	992	891	892	1,035	821	895	835	559	67%
29	North Chicago	3,174	2,890	3,154	3,008	2,983	2,833	2,639	2,731	2,796	2,776	2,647	2,399	2,417	2,808	2,279	2,833	2,539	2,486	688	26%
30	Round Lake	5,378	4,976	4,842	4,792	4,921	4,569	4,630	4,613	4,578	4,528	4,349	4,440	4,396	4,341	4,263	4,281	4,244	4,170	1,208	29%
31	Wauconda	4,401	4,192	4,156	4,105	4,012	4,109	4,043	3,874	3,530	3,704	3,566	3,354	3,296	3,599	3,562	3,347	3,218	3,011	1,380	46%
32	Waukegan	11,871	11,135	12,031	11,247	11,236	11,087	10,792	10,751	10,312	9,603	10,214	9,905	9,764	10,021	10,317	9,407	8,985	8,296	3,575	43%
33	Wheeling	4,531	4,187	4,589	4,375	4,686	4,629	4,463	4,694	4,534	4,354	4,422	4,271	4,302	4,475	4,110	3,794	3,782	3,471	1,060	31%
34	Winthrop Harbor	1,147	1,001	1,074	1,099	1,075	931	926	947	877	916	951	841	730	782	819	735	833	796	351	44%
35	Zion Fire	4,447	4,049	4,449	4,237	4,313	4,342	4,170	4,234	3,855	3,874	3,896	3,422	3,319	3,415	3,348	3,009	3,003	2,869	1,578	55%
TOTAL CALLS		114,182	103,166	113,011	109,183	107,040	103,272	102,341	102,741	95,879	93,722	95,350	91,252	91,212	96,997	92,876	87,561	86,717	83,227	30,955	37%

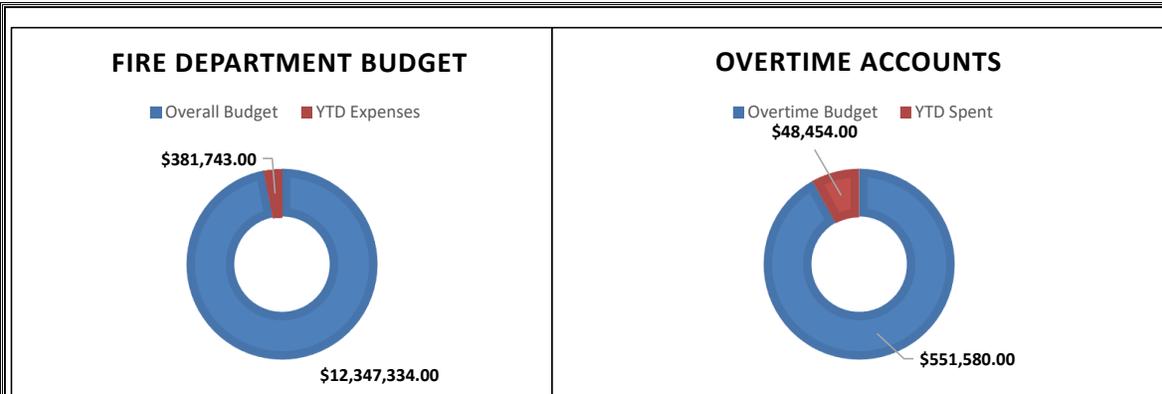
**Lake County, IL Fire Departments / Districts
Call Volume Summary**

#	Agency	2021	2020	+/-	%
				21 / 20	21 / 20
1	Abbott / AbbVie (201774)	1,011	766	255	33.7%
2	Antioch	3,534	2,975	559	18.8%
3	Barrington	2,257	1,863	394	21.1%
4	Barrington-Countryside	2,071	1,877	194	10.3%
5	Beach Park	1,752	1,624	128	7.9%
6	Buffalo Grove	4,909	4,626	283	6.1%
7	Cary	2,373	2,085	288	13.8%
8	Countryside	4,737	4,625	112	2.4%
9	Deerfield-Bannockburn	2,938	2,721	217	8.0%
10	Fox Lake	4,541	4,160	381	9.2%
11	Fox River Grove	782	760	22	2.9%
12	Grayslake	4,484	4,068	416	10.2%
13	Great Lakes	3,595	3,319	276	8.3%
14	Gurnee	7,227	6,259	968	15.5%
15	Highland Park	5,609	5,106	503	9.9%
16	Lake Bluff	729	561	168	29.9%
17	Lake Forest	3,441	2,926	515	17.6%
18	Lake Villa	3,691	3,021	670	22.2%
19	Lake Zurich	4,169	3,621	548	15.1%
20	Libertyville	4,453	4,004	449	11.2%
21	Lincolnshire-Riverwoods	3,502	3,135	367	11.7%
22	Long Grove	1,840	1,637	203	12.4%
23	Mundelein	4,194	3,723	471	12.7%
24	Newport Township	1,394	1,284	110	8.6%
25	North Chicago	3,174	2,890	284	9.8%
26	Round Lake	5,378	4,976	402	8.1%
27	Waukegan	11,871	11,135	736	6.6%
28	Wheeling	4,531	4,187	344	8.2%
29	Winthrop Harbor	1,147	1,001	146	14.6%
30	Zion	4,447	4,049	398	9.8%
TOTAL CALLS		114,182	103,166	11,016	10.7%

The charts shown above and to the left represent the Call Volumes throughout different years in the Lake County Fire Departments / Districts. As you'll see from the chart to the left, the Lake Zurich Fire Department had 548 more incidents in 2021 compared to 2020 – a 15.1% increase.

Overall in Lake County, Fire Departments/Districts saw an overall increase of 10.7% in incidents.

For 2021, the Lake Zurich Fire Department was the fourth highest utilizer of MABAS Box Alarms for incidents. At the conclusion of this report is the MABAS Division 4 Communications report that highlights metrics related to Mutual Aid incidents in Lake County.

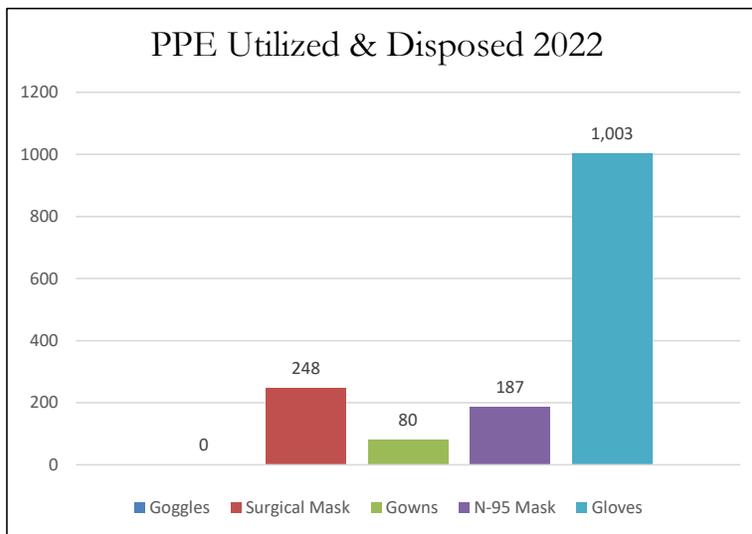


COVID-19 Updates

We are currently tracking the Personal Protective Equipment (PPE) that members use and dispose of due to the COVID-19 pandemic.

In January, we issued **0 pairs of safety goggles** and used **248 surgical masks** on patients, **187 - N95 respirators** for our personnel, **80 gowns**, and approximately **1003 surgical gloves**.

The graph pictured below shows year-to-date (2022).



Community Focus/Risk Reduction/Public Education

Examples of community focus/risk reduction/public education include but are not limited to; school talks and station tours where a safety message such as stop, drop, and roll is covered. We also monitor fire and severe weather drills in schools and educate children about fire safety. Also, we teach exit drills in the home to middle school students and provide CPR/First-Aid training.

Excellent Work! (Please see below thank you letter)

*Engine 321 – Lieutenant Jason Henriksen, FF/PM Anthony Campbell & Probationary FF/PM Anthony Kinsley
Ambulance 321 – Lieutenant Keith Hobs, FF/PM Michael Hautzinger & FF/PM Brandon Spata*

Good afternoon,

Three weeks ago today, on January 3, I was in a car accident in the morning. It was extremely scary, as my car went airborne twice, into a ditch and, as we would later find out, I had broken a vertebra.

Engine 321 and ambulance 324 came to my rescue. I have told many people now, and I think that I should tell you as well, that these teams truly saved my life. No one ever wants to be in a car accident or in a similar situation, but if you are, these are the people you want to come to your aid.

I can't remember their names now (Dave and Jason maybe??), but I did ask them to write down the engine and ambulance numbers because I so appreciated them.

The team was kind, explained everything that they were doing, and were firm in a way that made me feel like I was in safe, competent hands. I was extremely scared and in a lot of pain, but as soon as they arrived, I knew I was being well cared for. Truly, I cannot tell you what a difference their capability and approach made for me. The team had to cut my door off my car to get me out... as I began to panic a little, they were so clear and kind about explaining what was happening, why they were doing each step, what was going to happen next, and what they needed from me. In a moment when it's all I could do to not cry, they kept me calm (as calm as I could be).

The team knew what needed to be done, and my job was to just follow directions. That was exactly what I needed — the reassurance that they knew what to do, and knew what I needed to do. They communicated clearly, firmly, but compassionately.

In the ambulance, they continued to keep me calm, explained what to expect, and even joked around with me a little bit to keep my spirits high. They were so compassionate while also taking excellent care of me. I felt their kindness and experience.

I wish I could do more than simply say thank you. I am recovering well because of them. I made it out of that accident because of them. I was able to keep my wits about me because of them.

I am ok because of them.

These teams— engine 321 and ambulance 324— made SUCH a huge difference for me. I will never forget them and I will never be able to explain my deep appreciation. Three weeks later and I'm still feeling the emotion of that moment, and the gratitude for your teams that helped me get through it.

I was out for a doctor appointment today and we drove past A324 going south on Rte 12 around 10:45am. I waved at them, assuming it was the same team as 3 weeks ago on a Monday morning. Of course they didn't know who I was, but they smiled and waved back. If you're able to, please let them know it was me, and how genuinely happy I was to see them (but this time, from a very different angle 😊).

Thank you,
Lauren

Chief,

Yesterday your E321 responded with our A411 to a rescue call at 9 Harrington Ct. in Hawthorn Woods. It was relayed to me that your crew exhibited exceptional customer service and were a huge help to our crew. Your crew salted the driveway(after one of our members fell on the ice), cleaned the stair chair once patient transferring was complete, displayed awesome patient care and even turned our ambulance around. My crew stated E321's crew was nice, respectful and extremely helpful. It's a pleasure knowing that our residents are receiving the highest level of care.

If you have any questions please do not hesitate to contact me.

Be safe!

Russ



Russ Bach | Battalion Chief
600 N. Deerpath Dr., Vernon Hills, IL 60061
P 847-367-5511 | C 847-833-8800
rbach@countrysidefire.com



Village of Arlington Heights
33 South Arlington Heights Road
Arlington Heights, Illinois 60005-1499
(847) 368-5000
Website: www.vah.com

January 11, 2022

Chief David Pilgard
Lake Zurich Fire Department
321 South Buesching Road
Lake Zurich IL 60047

Dear Chief Pilgard: *DAVID*

On behalf of the Arlington Heights Fire Department, I would like to thank you and members of the Lake Zurich Fire Department for your assistance during an apartment fire early on the morning of January 7. As you know, the fire occurred at a multi-unit complex located at 400 West Rand Road in Arlington Heights. The incident was handled in a timely and professional manner, and thankfully no one was seriously injured.

We are grateful to have the MABAS system in place, knowing the Lake Zurich fire crew provided coverage at our own fire stations while the Arlington Heights companies were active at the fire scene.

Please convey our gratitude and thanks for the support we received by members of your department.

Sincerely,

ARLINGTON HEIGHTS FIRE DEPARTMENT

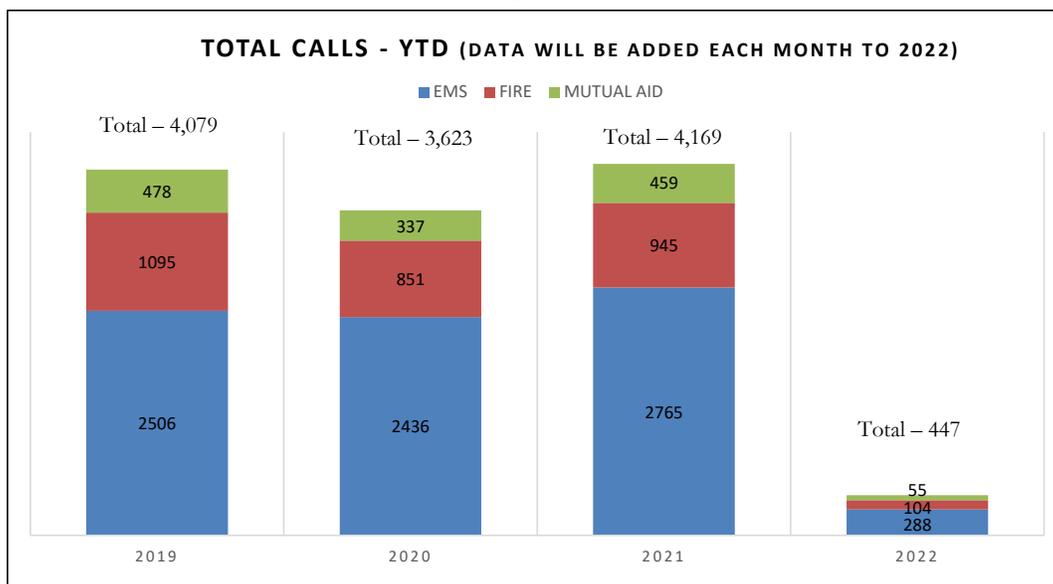
David Schultz
Interim Fire Chief

Operations Division

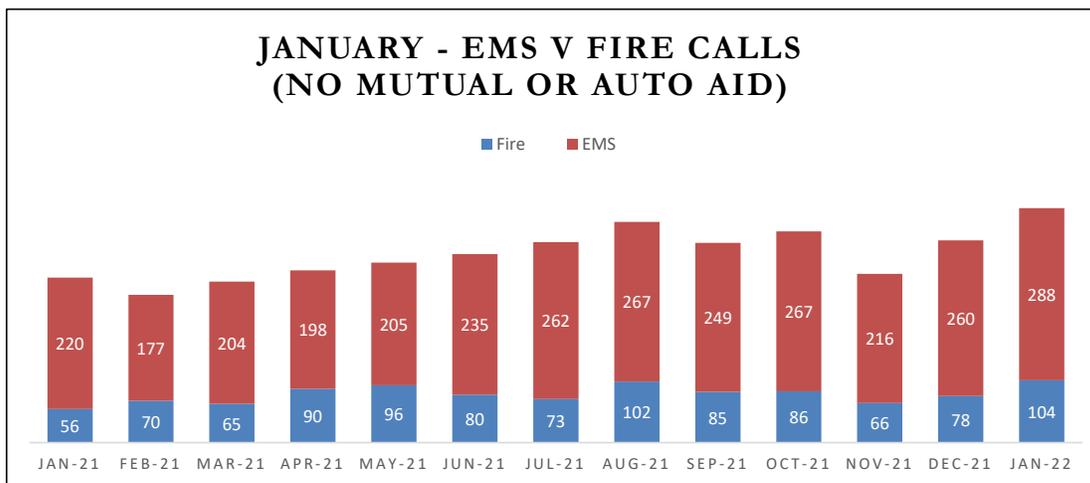
Vehicles Out of Service

- During January, the following vehicles were out of service due to maintenance, repairs, or breakdowns:
 - Ambulances – 31.50 hours
 - Engines – 113.83 hours
 - Year-To-Date Hours:

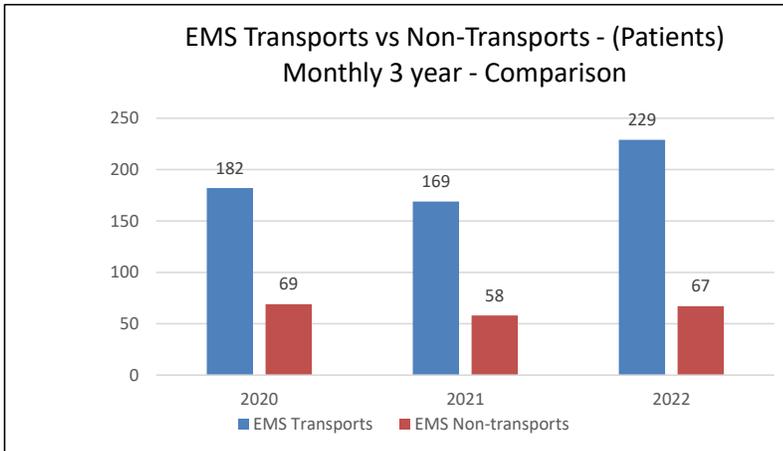
Ambulances: **31.50 hours** | Engines: **113.83 hours**



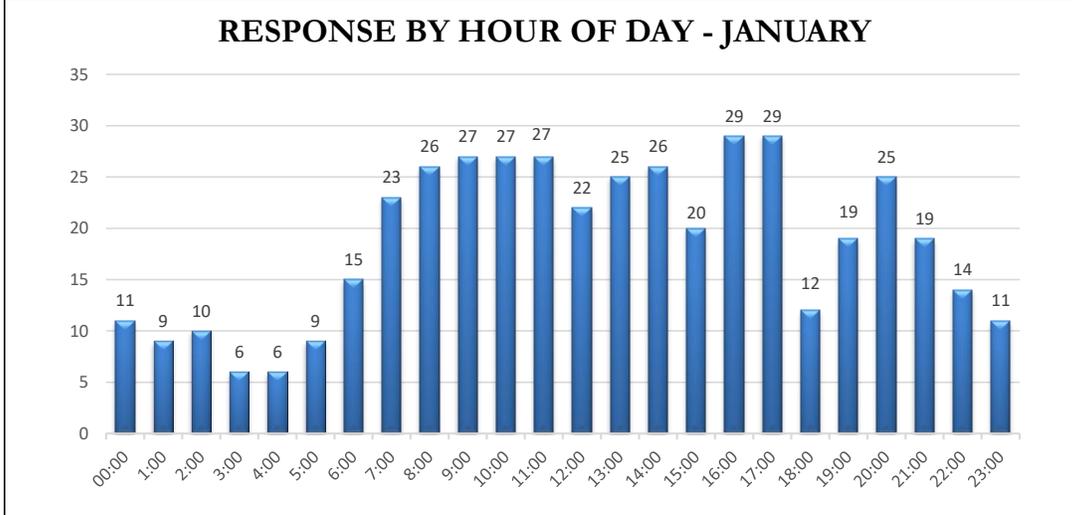
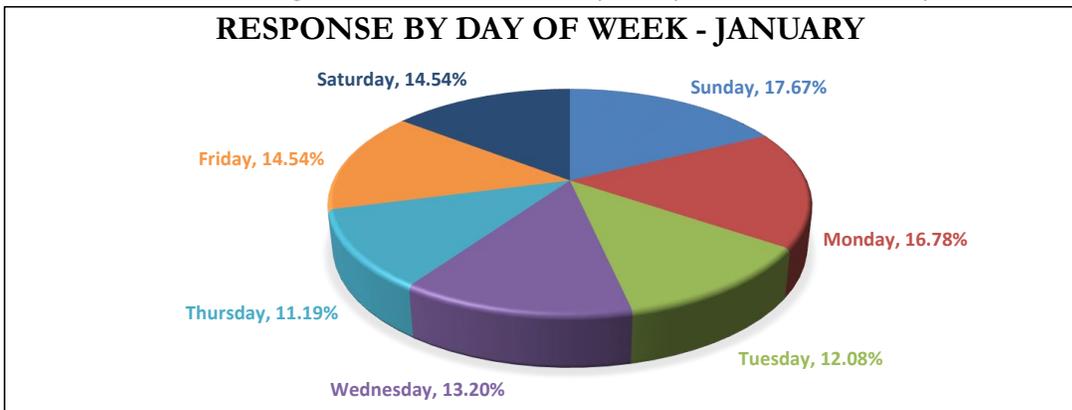
Below is the breakdown of Fire versus EMS incidents in Lake Zurich – minus aid given. Our fire calls include structure fires, car fires, grass fires, dumpster fires, wires down, and other types of service calls.



The following chart reflects activity related to emergency medical services, a core function of the fire department — not every EMS call result in transport. A prime example of this is an automobile accident where several victims refuses 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.



The following two charts break down calls by the day-of-week and hour-of-day.



STATIONS & STAFFING |  OFFICER  FIREFIGHTER/PARAMEDIC

STATION 1
 321 S. Buesching Road
 Lake Zurich, IL 60047

APPARATUS & STAFFING
 BATTALION 32


 ENGINE 321
 AMBULANCE 321



STATION 2
 350 W. Highway 22
 North Barrington, IL 60010

APPARATUS & STAFFING

ENGINE 322
 AMBULANCE 322



STATION 3
 1075 Old McHenry Road
 Lake Zurich, IL 60047

APPARATUS & STAFFING

ENGINE 323
 AMBULANCE 323



STATION 4
 21970 Field Pkwy
 Deer Park, IL 60010

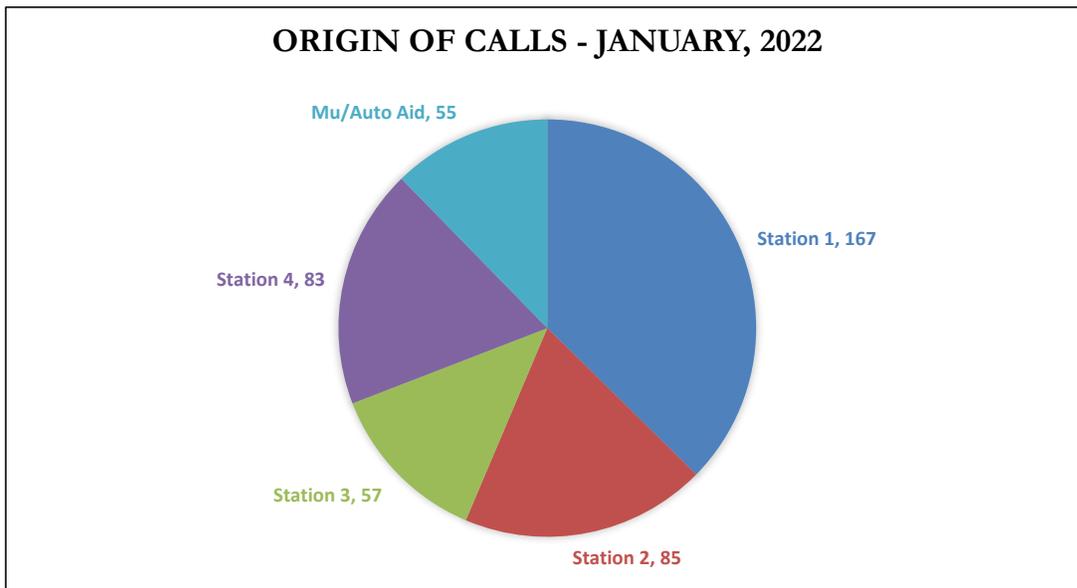
APPARATUS & STAFFING

ENGINE 324
 AMBULANCE 324

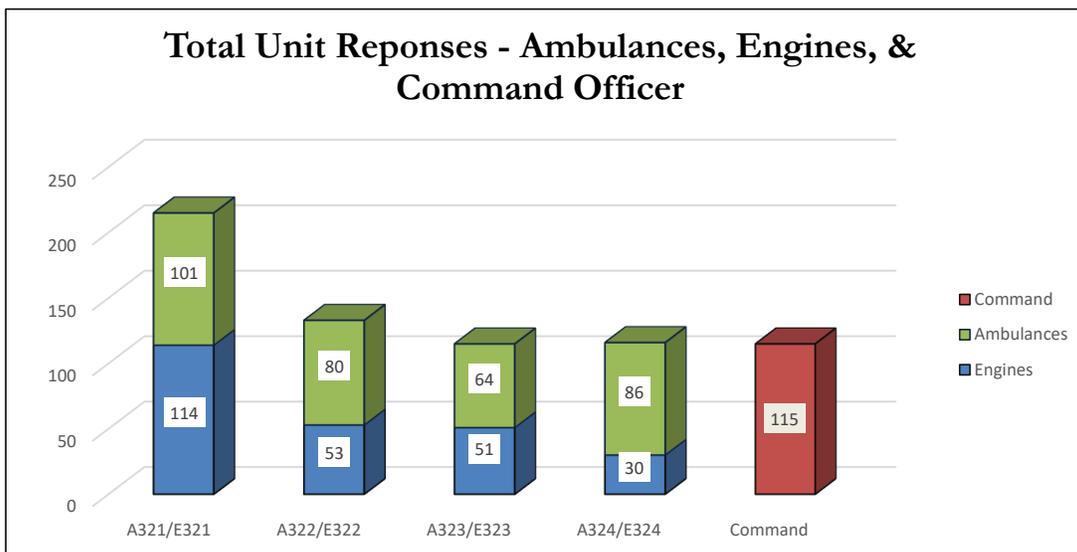
  



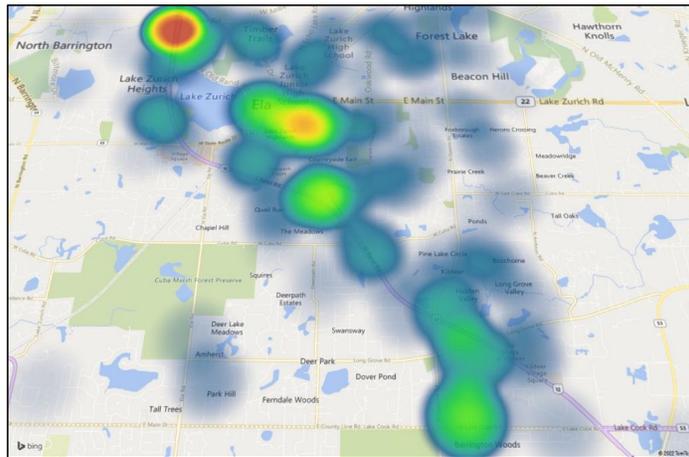
The graph below represents the percentage of calls by each station and mutual/auto aid for January, 2022. The chart does **not** represent the station that responded as the primary resource to the area – it means **where** the call originated. Station 1 is historically the busiest district.



The graph below shows the responses by each unit – Ambulances, Engines, and Command Officer – in January



The following 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.

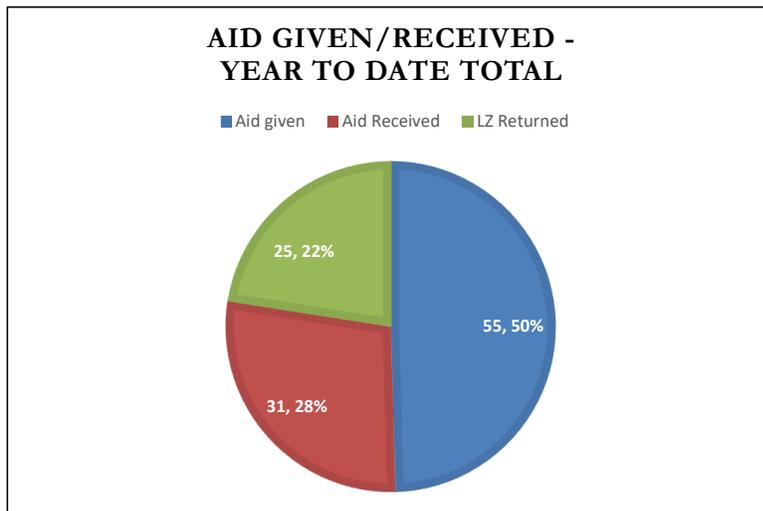


Frequent Call Locations:

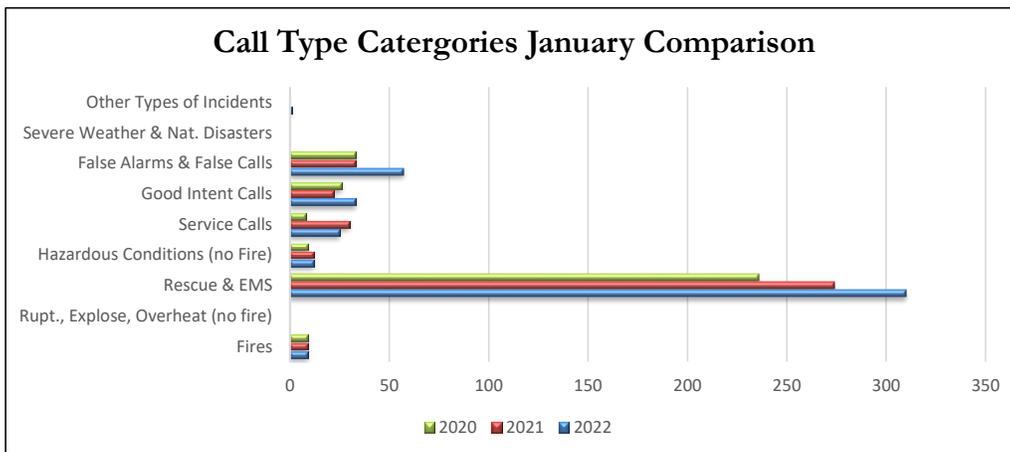
- 795 N. Rand Road – Azpira Place of Lake Zurich – 39 responses
- 21840 Lake Cook Road – Deer Park Village Senior Living – 19 responses
- 900 S. Rand Road – Avantara Health Care Center of Lake Zurich – 15 responses
- 21481 N. Rand Road – Northwest Community Healthcare – 7 responses
- 777 Church Street - Cedar Lake Assistant Living - 3 Responses

Mutual/Auto Aid Response Year to Date –

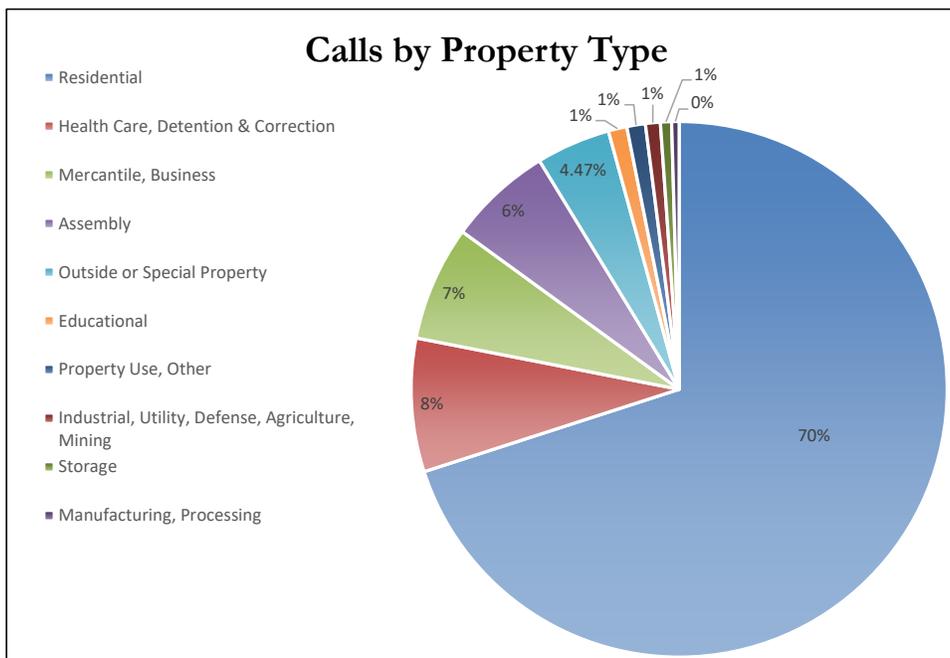
The mutual aid agreements are designed not to overburden any one agency and are looked at carefully for any necessary adjustments. Run cards for the Department have changed, and our partners are responding to assist us more often. In January, we responded to **55 mutual aid calls and returned 25 times** 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 most calls we respond to and continue to increase, as indicated below.

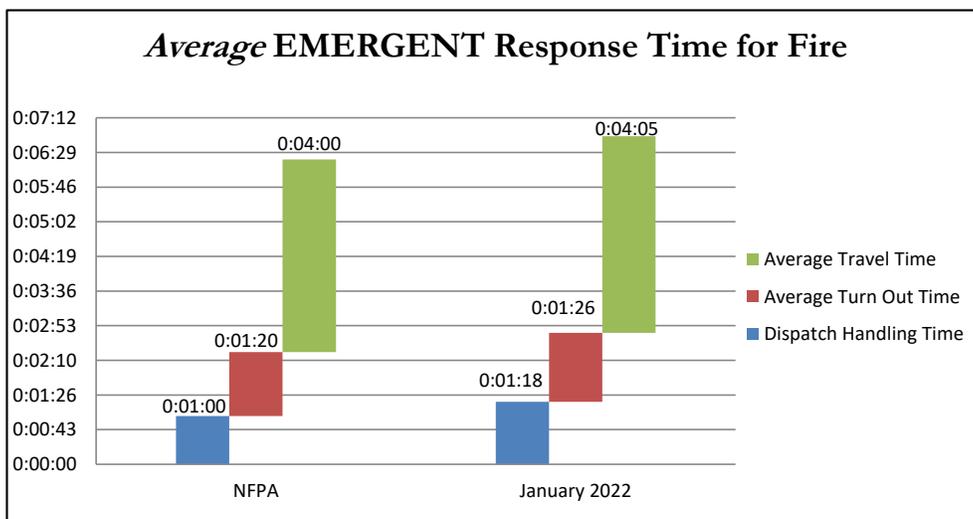
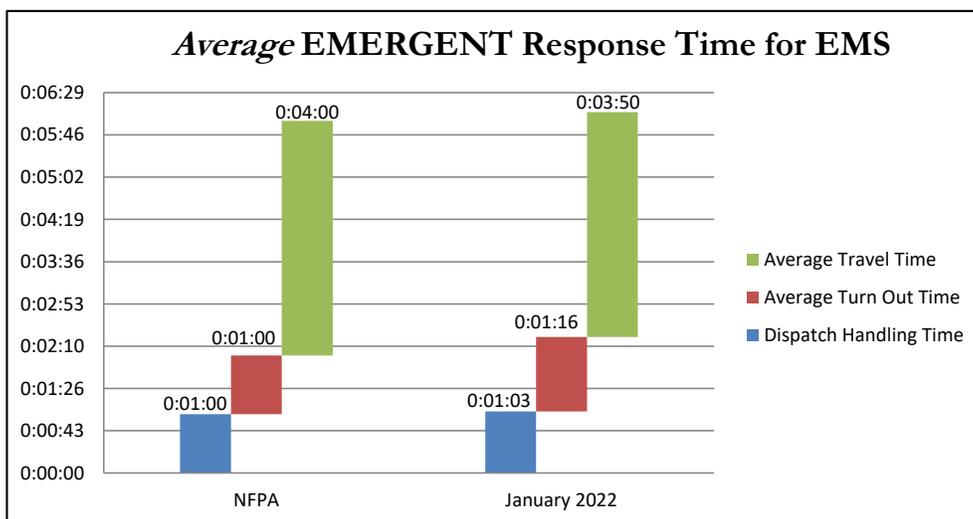


As previously mentioned, there is a national standard for coding the type of property use. How is this relevant? We see trends in various types of occupancies and use them to determine our service demand. For example, the healthcare category would increase if additional assisted living or nursing homes were open. As shown below, we continue to respond to Residential Properties more than any other (70%) and Health Care/Detention was second with (8%) 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 enroute 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 following 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 in part on the first responding unit's location, multiple calls, weather, 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 Division

During January, we completed the following shift training:

EMS Cardiac Scenario - Paramedics completed EMS cardiac full arrest training

Company Needs – Company Officers evaluated their crew and based the training on the needs of their company. This included department SOG review and Daily Training Bulletin completion.

Weekly Equipment Review – On a weekly bases crews review department equipment and ensure they can operate is properly and effectively.

Officer Training – Company Officers and Acting Officers practiced sizing up a building and issuing 1st orders on the emergency scene.

Command Officer Training – Selected Lieutenants continued being mentored to fill the role of the Command Officer as needed.

May Whitney – Companies completed multiple days of training using the Old May Whitney School. The school building provides fire crews the ability to train in a realistic building environment. This type of training opportunity has great value to develop fire service personnel on situational based tactics and decision making, as training opportunities in a building such as this are very limited. Training included Hose Advancement, Forcible Entry, Search, Firefighter Self Rescue and RIT operations. *(Pictured right)*

EMS Continued Education – Paramedics completed EMS training on Child and Elder Abuse and Human Trafficking.

LRS-C Ram Support In-Service – Department Members completed in-service training of the LRS-C Ram support used during extrication.

Lifetime Fitness – Crews completed walkthrough/preplanning of the new Lifetime Fitness.

3rd Quarter Intubations – Paramedics completed mandatory Intubation training.

EMS System Entry - Probationary members worked on completing NCH EMS Entry.

N-95 Fit Testing - Members completed annual mandatory N-95 mask fit testing.



The following members attended outside training.

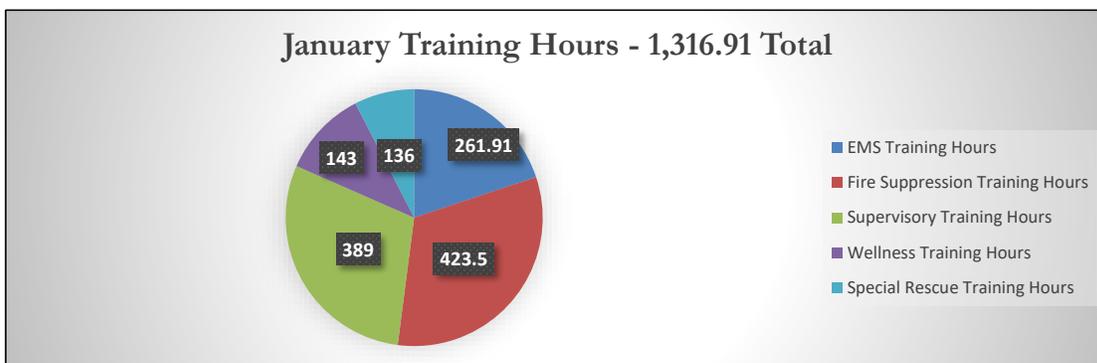
Lieutenant Booth – Completed the 16 hour ICS-300 Intermediate Incident Command System for Expanding Incidents class

FF/PM Corral & FF/PM Stodola – Began the 120 hour Basic Company Fire Officer Class

D/C Kelly and Captain Kammin – Completed the 8 hour ISO Grading class

Division Chief Wenzel – Completed the 46 hour National Fire Academy – Fire Investigation; Electrical Systems class

D/C Kelly – Completed the 8 hour Employee Evaluation class



Fire Prevention Bureau Division

January 2022 was a busy month for the Fire Prevention Bureau! The Bureau took in nearly 40 sets of plans to review, logging 39 hours of plan review time. This would be the busiest January since 2017, when a large Deer Park townhome project accounted for 20 reviews out of 40.

The severe cold presented daily issues that needed follow up. From frozen fire pumps to frozen sprinkler systems and heat issues, our division followed up on numerous calls.

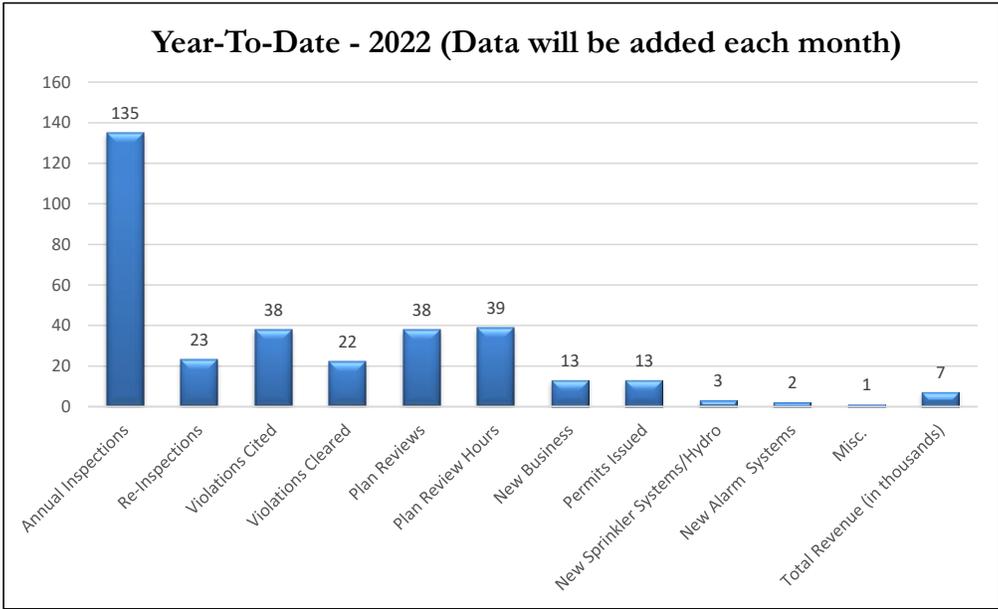
Two fire investigators assisted the Wauconda Fire Department with a fire investigation involving a single-family residence. The fire occurred while temperatures hovered near or at zero creating difficult conditions for all of the crews. *(Pictured right)*



Along with the above daily activities we still needed to do the day to day clerical activities, as a clerk had not been hired. However - we are happy to report that our clerk position has now been filled and training has begun. Welcome to the department Mindy Kuehl!

JANUARY ACTIVITIES

- NIFIA meeting and training
- NIFIA board meeting
- Multiple issues from freezing temperatures. Riser room heat in multiple building plus dry system freezing issue at various townhomes.
- Strike Force Fire Investigation meeting
- Biltmore fire pump issues and shut down
- Clerk candidate interviews
- Deer Park Village testing site meeting
- Mutual Aid fire investigation with Wauconda
- Holiday Inn sprinkler freeze up
- Residential Knox box install 6 Jonathon
- New clerk orientation with Rudy
- Construction Meetings
 - Lifetime propane placement
 - Factor 75
 - Kathy's Lakeside
 - Madison Reed
 - Evereve
 - DRT meeting at building department
 - D-95 school addition project



MABAS DIVISION 4

COMMUNICATIONS



2021 ANNUAL REPORT

INTRODUCTION

CenCom E9-1-1 is a Consolidated Communications Center located in Round Lake Beach, IL that serves nine Public Safety Agencies for primary dispatch of Police, Fire and EMS calls.

In 1968, the MABAS system was established in Northern Illinois to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents. Since June 1, 2005 CenCom has provided communications for MABAS Division 4 which is comprised of twenty-eight separate fire and rescue agencies. CenCom staff takes pride in assisting all agencies in MABAS Division 4 and surrounding MABAS Divisions.

EQUIPMENT and PROCEDURES

Since 2012 CenCom has been operating with eight modern workstations. All positions are identical allowing all on duty staff to conduct dispatch operations from any of the eight positions. There is a CenCom Telecommunicator designated on each shift as the MABAS Division 4 Dispatcher who then receives assistance from other on duty staff if needed.



DIVISION 4 CENCOM STAFF

N. Whitfield	Acting Director	M. Vergin	Supervisor
T. Sofie	Supervisor	R. Foszcz	Supervisor
D. Fowler	Supervisor	J. Rivera	Telecommunicator
C. Martin	Telecommunicator	N. Flood	Telecommunicator
T. Chinn	Telecommunicator	E. Whittaker	Telecommunicator
M. Long	Telecommunicator	L. Wahlstedt	Telecommunicator
R. Oakes	Telecommunicator	S. Chovanec	Telecommunicator
C. Hess	Telecommunicator	M. Exner	Part-Time TC
A. Demski	Part-Time TC		
A. Gembra	Part-Time TC		

DIVISION 4 BOX CARD REVIEW

CenCom participates in the review of Division 4 box cards to help ensure accuracy and that what is being requested on each card is understood by the telecommunicators. Having CenCom be a part of this process helps ensure that CenCom can preplan and avoid confusion at the time of the incident making sure valid assets are requested and there are not duplicate agencies due which may lead to delays attempting to replace assets.

2021 DIVISION 4 BOX ALARMS

CenCom handled seventy-two MABAS alarms throughout the year.

Of the 72 MABAS alarms, 1087 units responded to the alarms and the average alarm lasted three hours and twenty-six minutes.

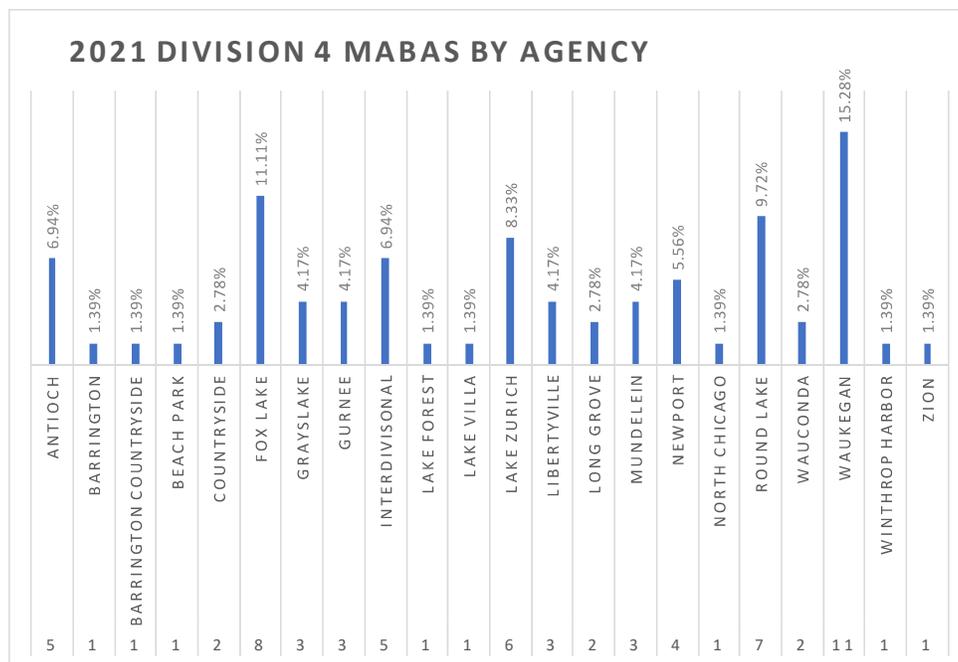
CenCom helped to provide interdivisional outbound aid to four other MABAS divisions through direct requests for assistance and statewide coordination through RED Center. These requests for interdivisional aid included water rescue and sonar team requests to MABAS divisions in Wisconsin and to the Rockton, IL chemical plant fire. CenCom also assisted with deployment shelter requests for COVID sites in the county.



CenCom also coordinated inbound interdivisional aid to assist Division 4 agencies during complex and large-scale incidents. For example, CenCom obtained assistance from Division 101 for a large brush fire located in Long Gove.

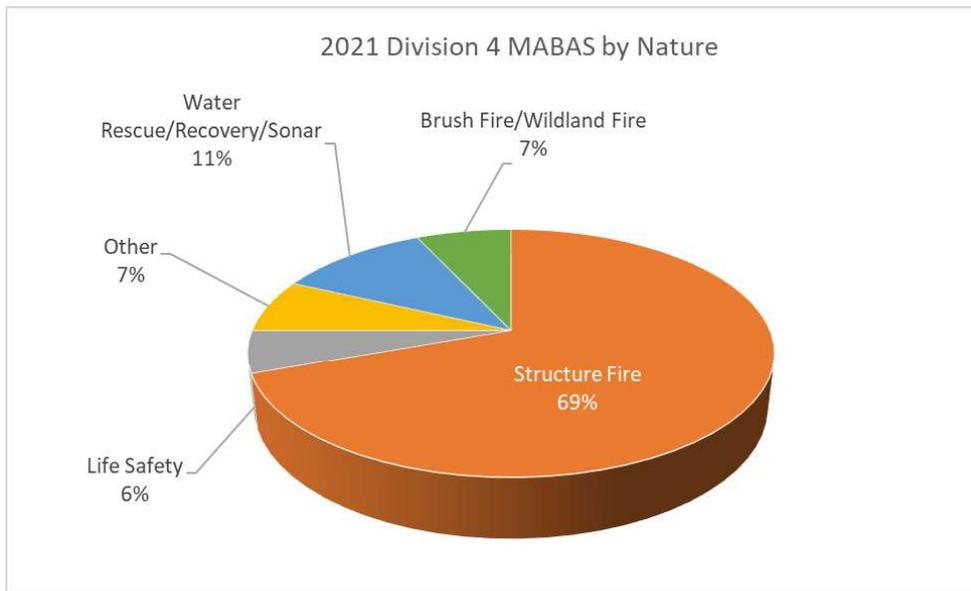


BOX ALARMS BY AGENCY

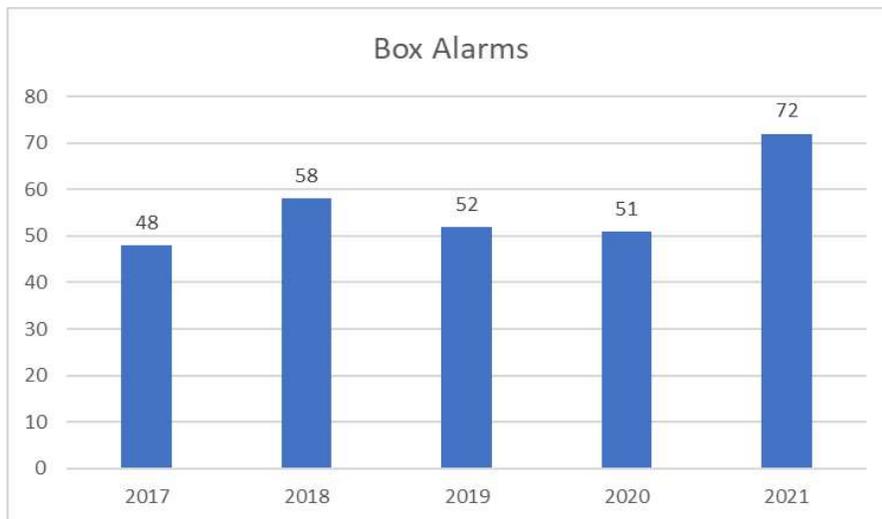


MABAS DIVISION 4 – ANNUAL COMMUNICATIONS REPORT – 2021

BOX ALARMS BY NATURE



BOX ALARM YEAR TO YEAR COMPARISON



2021 - MABAS Division 4 Box Alarms									
CENCOM						BOX	BOX	LENGTH	NUMBER
NUMBER	DATE	DEPARTMENT	ADDRESS	TOWN	NATURE	NUMBER	LEVEL	OF CALL	OF UNITS
21-001	01/02/21	Wauconda	314 Devonshire Rd.	Tow er Lakes	Structure Fire	34-D2	Box	1:51	15
21-002	01/12/21	Waukegan	1920 Walnut	Waukegan	Structure Fire	16-2	Box	0:56	5
21-003	02/03/21	Fox Lake	36150 N Mary Ct	Ingleside	Structure Fire	22-12R	3rd	9:42	29
21-004	02/04/21	Lake Forest	1520 S Kathryn Ln	Lake Forest	Structure Fire	42-3	Box	3:56	11
21-005	02/10/21	New port	16125 W Russell Rd	Wadsw orth	Structure Fire	14-16	Box	2:10	11
21-006	02/18/21	New port	13300 Wadsworth Rd	Wadsw orth	Structure Fire	14-13	Box	3:31	15
21-007	02/19/21	Fox Lake	160 Forest Ave	Fox lake	Structure Fire	22-2L	2nd	4:11	25
21-008	02/19/21	Waukegan	545 Water St	Waukegan	Structure Fire	16-1	Box	2:08	9
21-009	02/28/21	Fox Lake	27822 W Ridge St	Ingleside	Structure Fire	22-12M	Box	2:06	15
21-010	03/21/21	Barrington	460 W Hillside Ave	Barrington	Structure Fire	36-1	Box	2:10	2
21-011	3/22/21	Waukegan	905 Baldwin Ave	Waukegan	Structure Fire	16-2	Box	1:27	5
21-012	03/30/21	Lake Zurich	642 S Rand Rd	Lake Zurich	Structure Fire	32T	Box	2:50	18
21-013	04/06/21	Long Grove	20365 W Rt 22	Long Grove	Brush-Wildland Fire	55-71	Interdivisionl	2:07	37
21-014	04/14/21	Waukegan	571 S McAlister Av	Waukegan	Structure Fire	16-1	Box	3:51	9
21-015	04/18/21	Round Lake	1724 Pontiac Ct	Round Lake Heights	Structure Fire	26-2	Box	2:08	11
21-016	04/22/21	Long Grove	3159 Cuba Rd	Long Grove	Structure Fire	55-1	3rd	5:58	18
21-017	04/26/21	Lake Zurich	24205 W Cuba Rd	Lake Zurich	Grass Fire	32-71	2nd	5:46	37
21-018	04/26/21	Barrington Countryside	New Sutton/Penny Rd	South Barrington	Grass Fire	38-71	Box	4:05	38
21-019	04/27/21	Waukegan	13 S. Martin Av	Waukegan	Structure Fire	16-1	Box	2:20	5
21-020	05/08/21	Antioch	26668 W. Route 173	Antioch	Structure Fire	21-A2	Third	3:50	23
21-021	05/12/21	Round Lake	34363 N. bacon Rd	Round lake	Grass Fire	26-71	Box	0:37	22
21-022	05/17/21	New port	14773 W Kasier Rd	Wadsw orth	Structure Fire	14-13	Box	2:15	14
21-023	05/25/21	Round Lake	35886 N Fairfield Rd	Round Lake	Structure Fire	26-12	Box	2:32	5
21-024	05/30/21	Round Lake	37 W. Big Horn Dr.	Hainsville	Structure Fire	26-1	Box	4:01	10
21-025	06/04/21	MABAS IL	1 Great America Pkw y	Gurnee	Shelter				7
21-026	06/14/21	Division 8	1165 Prairie Hill Rd.	Rockton	Wildland Task Force	4-72		10:30	22
21-027	06/14/21	Lake Zurich	189 Miller Rd.	Lake Zurich	Structure Fire	32-1	Second	4:34	23
21-028	06/16/21	Winthrop Harbor	42616 Lewis Ave	Winthrop Harbor	Structure Fire	17-1	Box	2:07	9
21-029	06/27/21	Waukegan	200 E Sea Horse Dr	Waukegan	Water Rescue	16-69	Box	0:18	8
21-030	07/02/21	Lake Villa	515 Park Ave	Lake Villa	Life Safety	24-99	Second	1:34	14

2021 - MABAS Division 4 Box Alarms									
CENCOM						BOX	BOX	LENGTH	NUMBER
NUMBER	DATE	DEPARTMENT	ADDRESS	TOWN	NATURE	NUMBER	LEVEL	OF CALL	OF UNITS
21-031	07/03/21	Waukegan	2133 Williamsburg Dr	Waukegan	Structure Fire	16-2	Box	1:15	5
21-032	07/05/21	Beach Park	100 Lake Front Dr	Zion	Water Rescue	12-69	Box	:16	9
21-033	07/13/21	Williams Bay (Div 103)	350 Constance Blvd	Williams Bay	Water Rescue	4-67	Interdivisional	9:48	8
21-034	07/20/21	Libertyville	1192 Hunters Ln	Libertyville	Structure Fire	46-20	Box	3:18	17
21-035	07/25/21	Libertyville	551 W Park Av	Libertyville	Structure Fire	46-20	Box	2:45	18
21-036	07/26/21	Waukegan	1122 Lewis Av	Waukegan	Structure Fire	16-2	Box	1:18	5
21-037	07/30/21	Gurnee	505 N Hunt Club Rd	Gurnee	Area Search	13-37	Box	2:25	2
21-038	08/01/21	Linn (Div 103)	1550 S Lake Shore Dr	Lake Geneva	Water Rescue	4-67	Interdivisional	7:01	12
21-039	08/05/21	Zion	2808 Elisha Ave	Zion	Structure Fire	18-1	Box	3:58	12
21-040	08/07/21	Antioch	320 Marshall Dr	Antioch	Structure Fire	21-A1	2nd	1:27	21
21-041	08/09/21	Grayslake	1221 Silo Hill Dr	Grayslake	Structure Fire	27-2	Box	3:40	15
21-042	08/13/21	Libertyville	125 Johnson Ave	Libertyville	Structure Fire	46-10	Box	4:11	15
21-043	08/20/21	Fox Lake	10 Crabapple Island	Fox Lake	Water Rescue	22-69	2nd	12:36	45
21-044	08/21/21	Fox Lake	112 Lakeview Ave	Fox Lake	Sonar	22-67	3rd	6:35	15
21-045	08/22/21	Waukegan	200 E Sea Horse Dr	Waukegan	Water Rescue	16-69	Box	0:04	0
21-046	08/28/21	Lake Zurich	21376 W Ridge Rd	Lake Zurich	Structure Fire	32-3	Box	2:50	20
21-047	08/30/21	Round Lake	216 W Belvidere Rd	Hainesville	Structure Fire	26-44	Box	1:07	4
21-048	09/08/21	Waukegan	309 Hickory St	Waukegan	Structure Fire	16-1	3rd	2:40	7
21-049	09/10/21	Fox Lake	91 Cora Av	Fox lake	Water Rescue	22-69	2nd	6:57	31
21-050	09/14/21	Wauconda	2874 Liberty Lakes Blvd	Wauconda	Structure Fire	34-C1	Box	3:15	17
21-051	09/18/21	Countryside	26236 N Maple Ave	Mundeline	Structure Fire	41A-10	2nd	3:38	17
21-052	09/18/21	Gurnee	3938 Porette Dr	Gurnee	Structure Fire	13-36	Box	2:57	12
21-053	09/18/21	Gurnee	Law son/Grand	Gurnee	Life Safety	13-96	Box	2:22	3
21-054	09/18/21	Division 3	1811 Sheridan	Evanston	Water Rescue	4-67	Interdivisional	5:27	7
21-055	09/25/21	North Chicago	14th / Green Bay Rd	North Chicago	Wildland Fire	15-71	Box	5:28	26
21-056	09/28/21	Antioch	284 Windsor Dr	Antioch	Structure Fire	21-A1	Box	1:58	13
21-057	10/09/21	Grayslake	34481 N Circle Dr	Grayslake	Water Rescue	27-69	2nd	2:39	31
21-058	10/17/21	Mundelein	605 Tower Dr	Mundelein	Structure Fire	43-2C	Box	3:31	19
21-059	10/21/21	Fox Lake	36093 Helendale Rd	Ingleside	Structure Fire	22-12R	Box	1:49	15
21-060	10/26/21	New port	15384 W 173	Zion	Structure Fire	14-16	Box	3:01	12

MABAS DIVISION 4 – ANNUAL COMMUNICATIONS REPORT – 2021

2021 - MABAS Division 4 Box Alarms

CENCOM						BOX	BOX	LENGTH	NUMBER
NUMBER	DATE	DEPARTMENT	ADDRESS	TOWN	NATURE	NUMBER	LEVEL	OF CALL	OF UNITS
21-061	11/09/21	Round Lake	1391 Oxford Ln	Round Lake	Structure Fire	26-4	Second	2:24	21
21-062	11/17/21	Antioch	640 Midnight Pass	Antioch	Structure Fire	21-B1	Box	3:11	12
21-063	11/24/21	Waukegan	2441 Dugdale Rd	Waukegan	Structure Fire	16-1	Box	0:11	3
21-064	11/26/21	Mundelein	330 S Lake St	Mundelein	Structure Fire	43-2R	Box	3:14	15
21-065	11/30/21	Round Lake	702 Magna Dr	Round Lake	Structure Fire	26-1	Second	4:45	18
21-066	12/01/21	Lake Zurich	21469 Meadow lark Dr	Kildeer	Structure Fire	32-2	Box	4:07	19
21-067	12/01/21	Grayslake	150 Glen St	Grayslake	Structure Fire	27-1	2nd	4:18	19
21-068	12/03/21	Lake Zurich	S Rand Rd/W Main St	Lake Zurich	Life Safety	32-99	Box	1:55	13
21-069	12/04/21	Fox Lake	16 Lilac Ave	Fox lake	Life Safety	22-99	Box	1:31	9
21-070	12/10/21	Countryside	19338 Lakeview Ave	Mundeline	Structure Fire	41A-10	3rd	5:35	25
21-071	12/10/21	Grayslake	131 Park Ave	Grayslake	Structure Fire	27-1	Box	1:59	15
21-072	12/15/21	Antioch	40813 North L St	Antioch	Structure Fire	21-A2	Box	3:16	13



FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

DECEMBER 2021

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Finance Monthly Report – December 2021

DEPARTMENT NARRATIVE

During December staff worked primarily on wrapping up the final month of the fiscal year. Finance brought the annual budget for 2022 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 100% of budget in the General Fund. Telecommunications tax receipts were about 20% lower than expected for the month, as this revenue source continues to struggle. Receipts closed out the year on a cash basis at \$435k. More information regarding Telecommunications tax can be found on page 8.

Utility tax results were mixed for the month. The gas utility tax had \$34k in receipts compared to an expected \$23k. Electric utility tax came in at \$68k versus the expected \$72k. Combined, utility taxes were 8% higher 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 2021

Intergovernmental Revenue:

State sales tax receipts came in above budget expectations for the month at \$593k. This represents sales from September and was 12% more than receipts from the same month last year. Despite conservative budget projections, this revenue source has surpassed pre Covid 2019 receipts for the last seven months of the year. On a cash basis, year-to-date receipts are at \$7.05 million. More information regarding Sales Tax can be found on page 10.

Income Tax receipts came in 25% above expectations with the receipts for December totaling \$151k compared to an expected \$121k. This is 16% higher than receipts from the prior December; year-to-date (cash-basis), this revenue source is up 22% from last year. Details on Income Tax are provided on page 11.

Video gaming tax receipts came in 44% above expectations at \$28k. Video gaming tax is received two months in arrears. On a cash basis, year-to-date receipts are 11% higher than the budgeted amount at \$256k. 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 is currently \$919k for the year, reaching 127% of the annual budget. The largest contributors for December were Building Permits (\$43k), and Permit Plan Review (\$7k). 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 \$35k. About 70% of the annual budget for this category has been received. 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 spikes throughout the fiscal year depending on the time of the year, enforcement campaigns, or events that trigger more violations than average.

Charges for Services:

Preliminary revenue from service charges totaled \$188k in December. The main revenue sources in this category are ambulance, engineering fees, and park program fees. Ambulance receipts for the month were recorded at \$128k, about 170% of the budget is received year-to-date. In addition to the

Finance Monthly Report – December 2021

timing of receipts and fluctuating activity levels for this revenue, the Village also began receiving payments during 2021 for the Ground Emergency Medical Transportation program, funding the gap between the Village's actual cost of transport and allowable amount received from Medicaid. Additionally, for park programs, some of the recorded revenue will be reclassified and held for next year's revenue.

Investment Income:

The General Fund investment income in December was negative \$5k, due to the change in market value of investments. The change in market value is an unrealized gain/loss recorded each month based on changes in interest rates. If held to maturity, the Village will receive all of the interest plus the par value of the investments. Currently, the investments are concentrated in certificates of deposit, treasury obligations, and interest-bearing money market accounts. A detailed cash and investment report can be found on page 13.

Miscellaneous:

The General Fund miscellaneous revenue in December was \$20k. Receipts for this category were fundraising proceeds (\$14k), and rental income (\$3k), as well as other small items.

EXPENDITURES

General Fund expenditures for the month are continuing to trickle in for fiscal year 2021 and will be accepted through February. As the accounting staff records adjustments from cash basis to accrual, 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 \$2.12 million, 98% of the annual budget.

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 \$73k in December. Year-to-date receipts are 91% higher than the budget as the receipts include the 'Transportation Renewal Fund', in which municipalities received an

Finance Monthly Report – December 2021

increase to their MFT due to the 2019 state capital bill, and the receipt of the Rebuild IL Grant. Expenditures from the Motor Fuel Tax Fund were for streetlight electric (\$52k), and road salt (\$23k), and other small amounts related to street signal and landscape maintenance.

December revenues for the Hotel Tax Fund totaled \$12 of investment income. The revenue in this fund is normally a combination of hotel tax receipts and interest income. Per Village Ordinance #2003-10-252, hotel tax receipts are due quarterly. Therefore, the village does not receive receipts each month. Year-to-date revenues are 196% of the annual budget, pre-adjustments. Expenditures of \$6k 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 \$21k, which primarily relates to funding transfers in from other funds. Expenditures for the month totaled \$27k, with \$13k for the Miracle on Main Street event, \$11k for administrative expenses, and \$3k for annual sales tax expense related to special events.

Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2021. Interest payments are paid semi-annually, typically July and December. Revenues year-to-date totals \$3.16 million and represent property tax receipts (\$1.2 million), investment income (\$1k), short-term bond proceeds (\$1.2 million), and a transfer from the TIF #1 Fund (\$785k). Interest rates continue to be low for the options available for village investment per law. No expenditures were recorded for the month; principal and interest payments due in early December were processed in October to avoid any timing delays.

Capital Projects Funds:

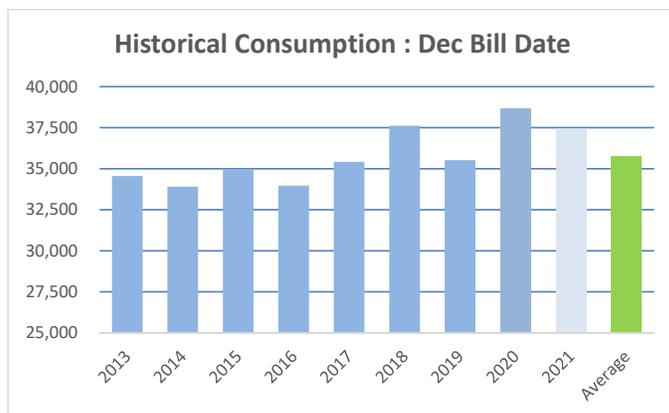
December revenue for the capital projects funds came in at \$260k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from December of \$206k. This was 49% higher than budget expectations and 23% higher than the same month last year. December receipts represent sales from September. Year-to-date receipts are about 34% above budget. More detail on the NHRST revenue can be found on page 12. Remaining revenues for capital project funds include park impact fees (\$50k), the electric aggregation civic contribution (\$6k), and residual interest income and change in market value of investments.

Finance Monthly Report – December 2021

Expenditures for capital projects was \$380k December, consisting mainly of the 2021 annual road program (\$193k), OSLAD Paulus Park improvements (\$157k), Police Department LED conversion (\$22k), BEET HEET concentrate (\$7k), and concrete and asphalt (\$1k).

Water and Sewer Fund:

December revenue totaled \$659k, which was 19% above the budget estimate of \$554k. Consumption metered in December was 37M gallons, higher 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 13% 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 \$1.80 million for the month. Of this amount, \$1.12 million was for the Sanitary Sewer Lining, and \$160k is a non-cash transaction to record depreciation of the infrastructure assets of the fund. The remaining expenses are 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

Finance Monthly Report – December 2021

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 small equipment items (1k), 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 \$6k for water quality management and \$600 for sweeping and mowing (SSA#8, SSA#11, and SSA #13).

SSA Activity Dec-21									
SSA #	Location	Beginning Balance 1/1/2021	Year-To-Date		Ending Balance 12/31/2021	Annual Expected		Annual Expected	
			Revenues	Expenses		Revenues	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	73,797	9,815	15,844	67,769	9,697	101.21%	15,600	101.56%
SSA #9	Willow Ponds	130,932	11,882	-	142,814	11,851	100.26%	17,306	0.00% ^b
SSA #10	Westberry	16,027	963	-	16,990	1,000	96.27%	-	N/A
SSA #11	Lake Zurich Pines	23,327	3,000	89	26,238	2,999	100.02% ^a	1,575	5.65%
SSA #13	Conventry Creek	188,041	29,790	7,750	210,080	29,894	99.65% ^a	TBD	N/A
SSA #16	Country Club	(3,803)	1,760	-	(2,042)	1,760	N/A	TBD	N/A
		428,321	57,210	23,683	461,847	57,202	100.01%	34,482	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+

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 \$693k for the month. For December, the fund recorded an unrealized gain of \$653k from investments. Total municipal and member contributions for the month totaled \$41k. Expenses for the month were \$199k of which \$195k was for pension and benefit payments, and \$4k was for professional services and investment expenses. For the month of December,

Finance Monthly Report – December 2021

the fund experienced a gain of \$494k, bringing the year-to-date gain to \$3.57M for the year. As of December 31st, the fund had a net position of \$34.06 million. Additional information can be found on page 14.

The Firefighters' Pension Fund had a similar month for investments, with an unrealized gain of \$1.01 million from investments. Total municipal and member contributions for the month totaled \$58k. Total revenues for the month were \$1.07 million. Expenses for the month were \$195k, of which \$191k was for pension and benefit payments, and \$4k was for professional services. For the month of December, the fund experienced a gain of \$874k, and for the year, a gain of \$6.26M. As of December 31st, the fund had a net position of \$54.69 million. Additional information can be found on page 14.

Conclusion:

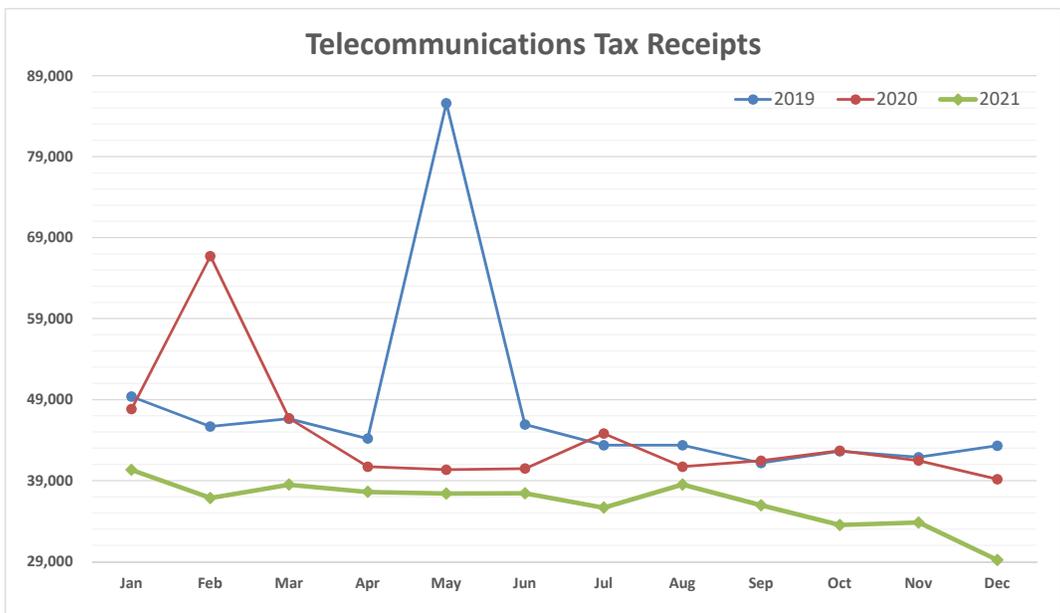
No major concerns were identified in reviewing the monthly and year-end adjustments to date. Major revenue sources are performing within reason and expenditures have been kept to a minimum. Staff is confident that once all end of year adjustments are posted, the results will be favorable for the fiscal year. The financial records will be finalized in the coming months and distributed via the Comprehensive Annual Financial Report once the annual audit has been completed in June.

Respectfully Submitted,

Amy Sparkowski

Amy Sparkowski
Director of Finance

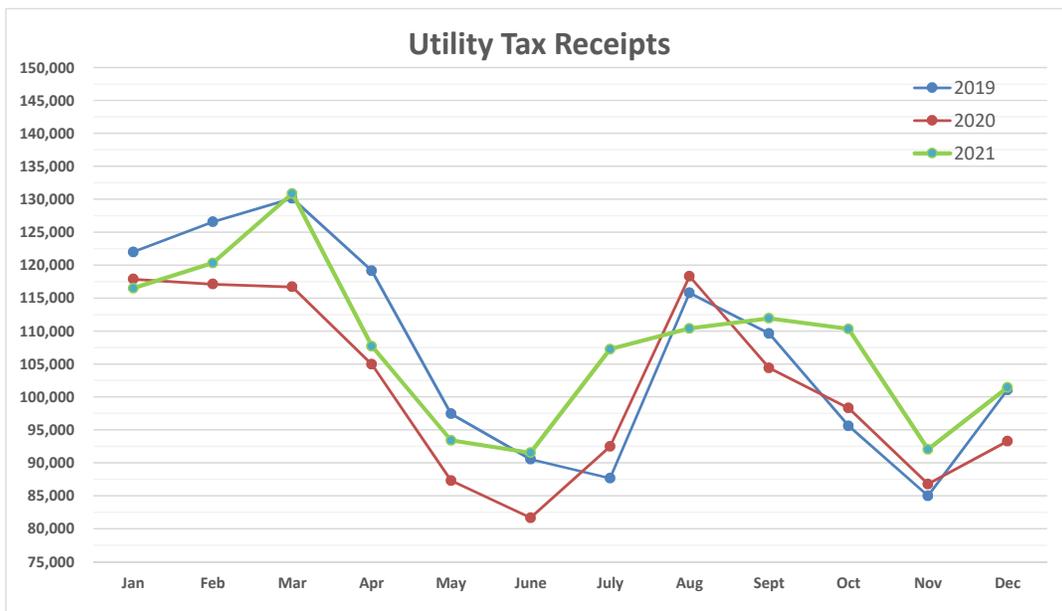
DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2021



Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		FY 2019	FY 2020	% Change	FY 2021	% Change	Budget	Variance \$	Variance %
January	October	49,387	47,823	-3.17%	40,329	-15.67%	36,479	3,850	10.55%
February	November	45,678	66,708	46.04%	36,855	-44.75%	33,740	3,115	9.23%
March	December	46,633	46,694	0.13%	38,514	-17.52%	34,445	4,069	11.81%
April	January	44,188	40,718	-7.85%	37,621	-7.61%	32,639	4,982	15.26%
May	February	85,580	40,356	-52.84%	37,428	-7.25%	63,212	(25,784)	-40.79%
June	March	45,928	40,486	-11.85%	37,438	-7.53%	33,924	3,514	10.36%
July	April	43,371	44,824	3.35%	35,678	-20.40%	32,035	3,643	11.37%
August	May	43,380	40,706	-6.16%	38,518	-5.38%	32,042	6,476	20.21%
September	June	41,173	41,448	0.67%	35,963	-13.23%	30,412	5,551	18.25%
October	July	42,628	42,693	0.15%	33,528	-21.47%	31,486	2,042	6.49%
November	August	41,893	41,476	-0.99%	33,847	-18.39%	30,943	2,904	9.39%
December	September	43,311	39,177	-9.54%	29,210	-25.44%	36,413	(7,203)	-19.78%
		573,151	533,107	-6.99%	434,929		427,770	7,159	
Y-T-D		573,151	533,107	-6.99%	434,929	-18.42%	427,770	7,159	1.67%

DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2021

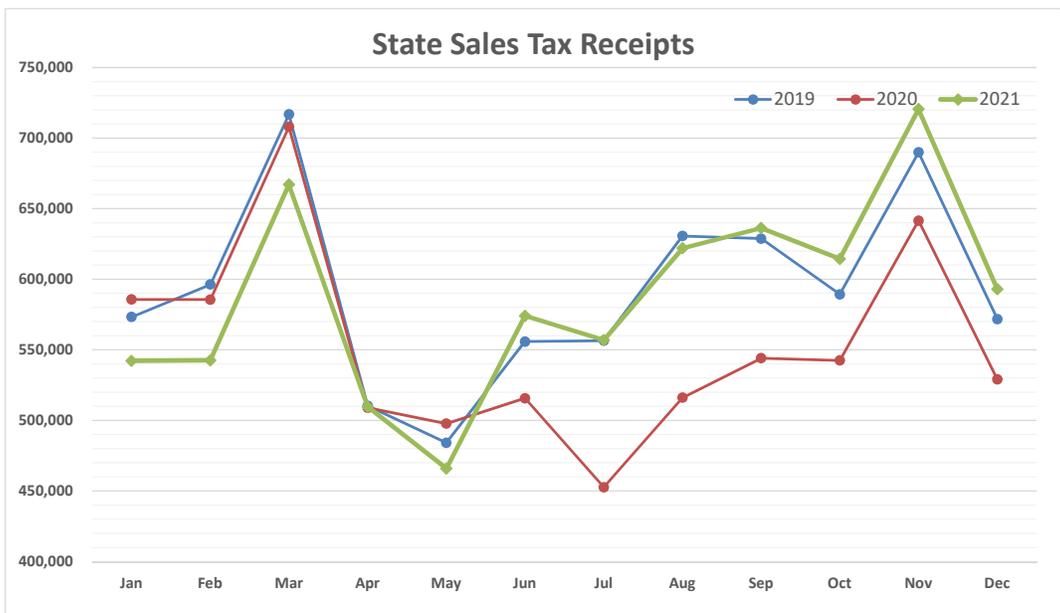


Collection History

COMBINED - ELECTRICITY & GAS

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2019	2020	% Change	2021	% Change	FY 2021	Variance \$	Variance %
Jan	Dec	122,004	117,886	-3.4%	116,503	-1.2%	118,565	(2,062)	-1.7%
Feb	Jan	126,567	117,123	-7.5%	120,335	2.7%	122,993	(2,658)	-2.2%
Mar	Feb	130,142	116,704	-10.3%	130,883	12.2%	126,277	4,606	3.6%
Apr	Mar	119,145	104,962	-11.9%	107,700	2.6%	115,656	(7,956)	-6.9%
May	Apr	97,442	87,312	-10.4%	93,403	7.0%	94,751	(1,348)	-1.4%
June	May	90,545	81,656	-9.8%	91,526	12.1%	88,184	3,342	3.8%
July	June	87,662	92,490	5.5%	107,244	16.0%	85,492	21,752	25.4%
Aug	July	115,800	118,303	2.2%	110,403	-6.7%	113,039	(2,636)	-2.3%
Sept	Aug	109,636	104,416	-4.8%	111,936	7.2%	107,028	4,908	4.6%
Oct	Sept	95,602	98,328	2.9%	110,319	12.2%	93,297	17,022	18.2%
Nov	Oct	84,994	86,781	2.1%	92,037	6.1%	82,874	9,163	11.1%
Dec	Nov	101,081	93,274	-7.7%	101,437	8.8%	94,371	7,066	7.5%
		1,280,618	1,219,235	-4.79%	1,293,726	6.1%	1,242,527	51,199	
Y-T-D		1,280,618	1,219,235	-4.79%	1,293,726	6.1%	1,242,527	51,199	4.1%

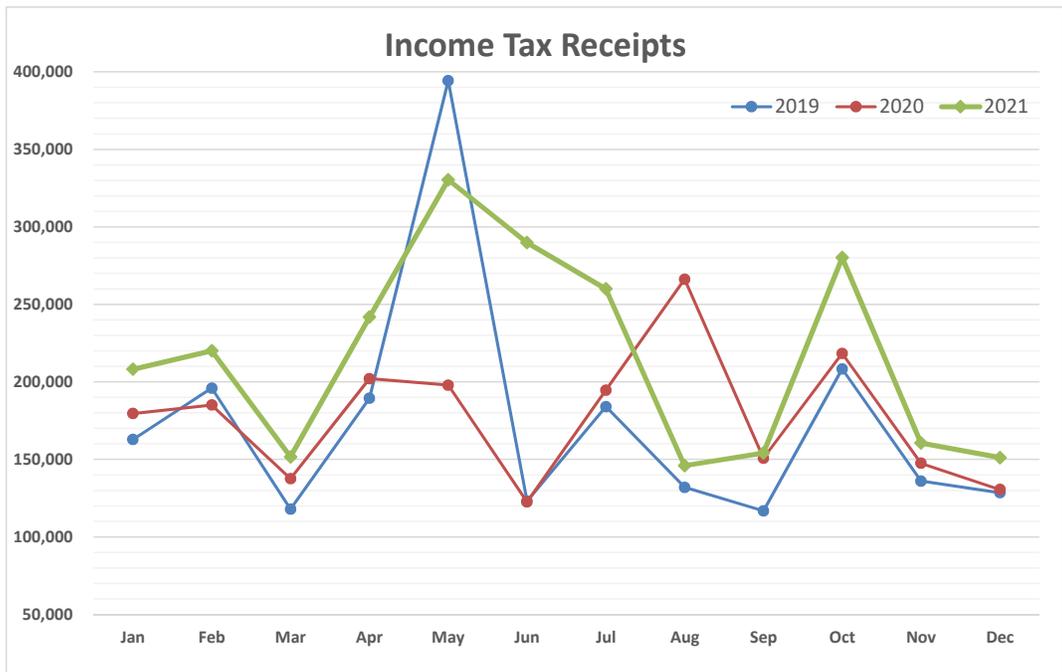
DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2021



Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2019	2020	% Change	2021	% Change	Budget	Variance \$	Variance %
January	October	573,338	585,729	2.16%	542,215	-7.43%	495,194	47,022	9.50%
February	November	596,355	585,612	-1.80%	542,675	-7.33%	515,073	27,602	5.36%
March	December	716,833	708,009	-1.23%	667,111	-5.78%	619,130	47,981	7.75%
April	January	510,348	508,950	-0.27%	509,698	0.15%	440,789	68,910	15.63%
May	February	484,267	497,768	2.79%	466,021	-6.38%	418,262	47,759	11.42%
June	March	555,869	515,679	-7.23%	574,063	11.32%	480,105	93,957	19.57%
July	April	556,516	452,741	-18.65%	556,926	23.01%	480,663	76,263	15.87%
August	May	630,633	516,160	-18.15%	622,012	20.51%	544,678	77,334	14.20%
September	June	628,856	544,099	-13.48%	636,306	16.95%	543,144	93,162	17.15%
October	July	589,297	542,519	-7.94%	614,470	13.26%	508,977	105,493	20.73%
November	August	689,952	641,526	-7.02%	720,532	12.32%	595,913	124,619	20.91%
December	September	571,876	529,081	-7.48%	593,038	12.09%	487,730	105,308	21.59%
		7,104,140	6,627,872	-6.70%	7,045,068		6,129,659	915,409	
Y-T-D		7,104,140	6,627,872	-6.70%	7,045,068	6.29%	6,129,659	915,409	14.93%

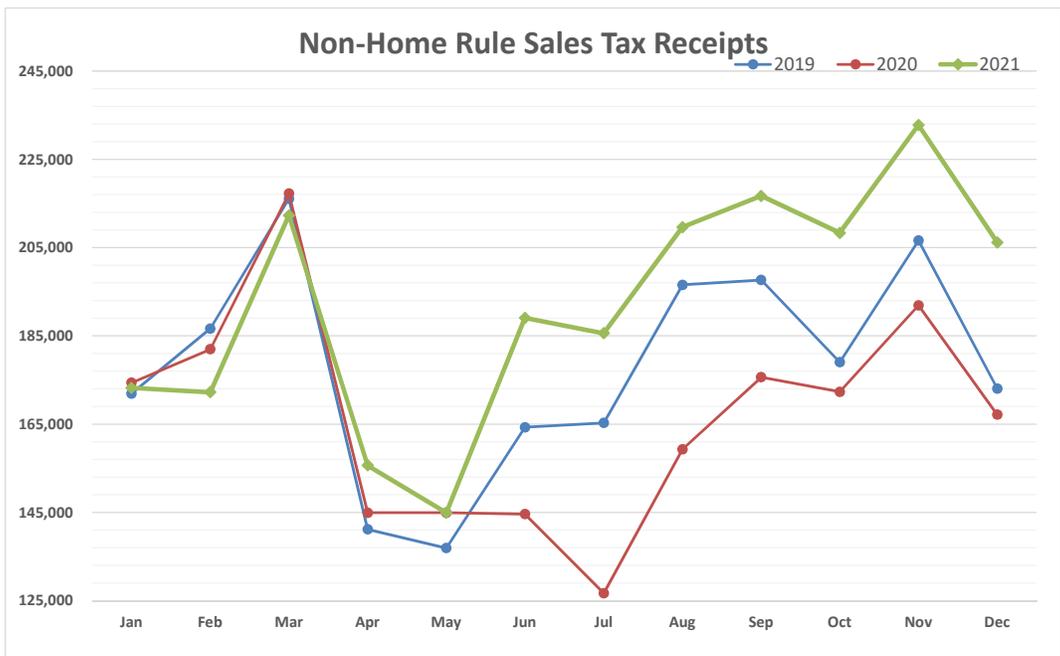
DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2021



Revenue History

Vouchered	Historical			Current Year Actual		Current Year Budget		
	2019	2020	% Change	2021	% Change	FY 2021	Variance \$	Variance %
January	162,876	179,651	10.30%	208,145	15.86%	152,831	55,314	36.19%
February	195,953	185,089	-5.54%	220,056	18.89%	183,736	36,320	19.77%
March	117,989	137,632	16.65%	151,661	10.19%	110,633	41,029	37.09%
April	189,515	202,147	6.67%	241,823	19.63%	177,699	64,124	36.09%
May	394,217	197,921	-49.79%	330,332	66.90%	369,640	(39,307)	-10.63%
June	123,113	122,594	-0.42%	289,833	136.42%	115,438	174,395	151.07%
July	184,112	194,674	5.74%	260,006	33.56%	172,633	87,374	50.61%
August	131,977	266,162	101.67%	145,998	-45.15%	123,749	22,249	17.98%
September	116,806	150,811	29.11%	154,181	2.24%	109,524	44,657	40.77%
October	208,404	218,387	4.79%	280,184	28.30%	195,411	84,773	43.38%
November	136,016	147,566	8.49%	160,617	8.84%	127,536	33,081	25.94%
December	128,529	130,645	1.65%	151,210	15.74%	120,516	30,694	25.47%
	2,089,504	2,133,279	2.09%	2,594,046	21.60%	1,959,344	634,702	32.39%
Y-T-D	2,089,504	2,133,279	2.09%	2,594,046	21.60%	1,959,344	634,702	32.39%

DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2021



Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2019	2020	% Change	2021	% Change	Budget	Variance \$	Variance %
January	October	171,944	174,393	1.42%	173,241	-0.66%	138,255	34,986	25.31%
February	November	186,644	181,973	-2.50%	172,248	-5.34%	150,075	22,173	14.77%
March	December	216,076	217,245	0.54%	212,281	-2.29%	173,741	38,540	22.18%
April	January	141,165	144,913	2.65%	155,657	7.41%	113,507	42,150	37.13%
May	February	136,920	144,946	5.86%	144,939	0.00%	109,611	35,328	32.23%
June	March	164,308	144,621	-11.98%	189,084	30.74%	132,116	56,968	43.12%
July	April	165,275	126,701	-23.34%	185,597	46.48%	132,893	52,704	39.66%
August	May	196,564	159,315	-18.95%	209,622	31.58%	158,052	51,570	32.63%
September	June	197,652	175,641	-11.14%	216,705	23.38%	158,927	57,778	36.36%
October	July	179,039	172,331	-3.75%	208,328	20.89%	143,961	64,367	44.71%
November	August	206,609	191,900	-7.12%	232,762	21.29%	166,129	66,633	40.11%
December	September	173,055	167,141	-3.42%	206,167	23.35%	138,304	67,863	49.07%
		2,135,250	2,001,120	-6.28%	2,306,629		1,715,571	591,058	
Y-T-D		2,135,250	2,001,120	-6.28%	2,306,629	15.27%	1,715,571	591,058	34.45%

Village of Lake Zurich
Investment Report
December 31, 2021

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Par Value	Purchase Price	(Premium) / Discount	Market Value	Unrealized Gain (Loss)
MONEY MARKET & CASH									
Eagle Bank	N/A	N/A	0.000%	214754-1	-	-	-	0.00	N/A
IPRIME	NA	NA	0.000%		1,627,018.58	1,627,018.58	-	1,627,018.58	N/A
CERTIFICATE OF DEPOSIT									
Western Alliance Bank	01/28/21	01/28/22	0.250%		249,933.22	249,300.00	633.22	249,300.00	-
Texas Capital Bank	01/28/21	01/28/22	0.200%		249,999.37	249,500.00	499.37	249,500.00	-
Customers Bank	01/28/21	07/27/22	0.150%		249,959.40	249,400.00	559.40	249,400.00	-
Bank USA/Private Bank	01/28/21	07/27/22	0.150%		249,971.52	249,400.00	571.52	249,400.00	-
Servisfirst Bank	01/28/21	01/30/23	0.160%		249,197.83	248,400.00	797.83	248,400.00	-
Pacific Western Bank	01/28/21	01/30/23	0.210%		249,948.24	248,900.00	1,048.24	248,900.00	-
First Internet Bank of IN	02/10/21	08/11/22	0.080%		249,999.63	249,700.00	299.63	249,700.00	-
GBC International Bank	02/10/21	08/11/22	0.090%		249,946.01	249,600.00	346.01	249,600.00	-
Midland States Bank	02/19/21	02/22/23	0.110%		249,955.94	249,400.00	555.94	249,400.00	-
Allegiance Bank Texas	02/19/21	02/22/23	0.110%		249,953.44	249,400.00	553.44	249,400.00	-
BMW Bank North America	02/19/21	02/22/23	0.150%		249,000.00	249,000.00	-	248,271.67	(728.33)
Bank 7, OK	03/26/21	03/28/22	0.200%		249,911.56	249,400.00	511.56	249,400.00	-
Centier Bank, IN	03/26/21	03/28/22	0.050%		249,925.59	249,800.00	125.59	249,800.00	-
Wex Bank	03/31/21	03/31/22	0.050%		249,000.00	249,000.00	-	248,875.50	(124.50)
INSBank, TN	03/26/21	03/27/23	0.130%		249,961.56	249,300.00	661.56	249,300.00	-
First National Bank, ME	03/26/21	03/27/23	0.070%		249,950.10	249,600.00	350.10	249,600.00	-
CIBM Bank, WI	03/26/21	03/27/23	0.070%		249,949.92	249,600.00	349.92	249,600.00	-
Commonwealth Bus Bk	03/31/21	03/31/23	0.100%		249,000.00	249,248.74	(248.74)	248,133.73	(1,115.01)
Royal Business Bank	04/14/21	07/15/22	0.070%		249,923.54	249,700.00	223.54	249,700.00	-
Third Coast Bank	04/19/21	07/27/22	0.100%		249,929.99	249,600.00	329.99	249,600.00	-
AGENCY									
US Treasury N/B	04/15/21	01/15/24	0.250%	91282CBE0	250,000.00	249,140.63	859.37	246,884.75	(2,255.88)
US Treasury N/B	04/15/21	01/31/25	0.480%	912828Z52	964,000.00	996,422.03	(32,422.03)	975,259.52	(21,162.51)
US Treasury N/B	04/15/21	07/31/25	0.620%	91282CAB7	406,000.00	399,640.39	6,359.61	393,962.91	(5,677.48)
Alameda Cnty-a-txbl	04/16/21	08/01/23	0.200%	010878AP1	250,000.00	271,707.50	(21,707.50)	263,037.50	(8,670.00)
US Treasury N/B	05/19/21	07/31/25	0.570%	91282CAB7	350,000.00	345,351.56	4,648.44	339,623.20	(5,728.36)
US Treasury N/B	07/28/21	07/31/25	0.500%	91282CAB7	252,000.00	249,499.69	2,500.31	244,528.70	(4,970.99)
TOTAL					9,094,435.44	9,126,029.12	(31,593.68)	9,075,596.06	(50,433.06)

Village of Lake Zurich
Police and Firefighters' Pension Funds
Statement of Net Position
December 31, 2021

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND	
	December-21	December-21	Year-to-Date
Revenues:			
Municipal Contributions	14,833	18,420	2,498,349
Member Contributions	25,798	39,210	516,879
Total Contributions	40,631	57,630	3,015,227
Investment Income	652,801	1,011,060	5,715,979
Total Revenues	693,433	1,068,689	8,731,206
Expenses:			
Pension and Benefits	194,532	190,797	2,296,421
Insurance	(52)	-	3,631
Professional Services	2,025	4,040	35,229
Investment Expenses	2,454	51	130,404
Other Expenses	-	-	9,795
Total Expenses	198,959	194,887	2,475,480
Operating Income (Loss)	494,474	873,802	6,255,726
Beginning Net Position*	33,569,835	53,812,694	48,430,770
Ending Net Position	34,064,309	54,686,496	54,686,496
Assets			
Cash and Investments	34,017,951	54,599,408	
Other Assets	63,489	112,011	
Total Assets	34,081,440	54,711,419	
Liabilities	17,131	24,923	
Net Position 12/31	34,064,309	54,686,496	



POLICE DEPARTMENT

MONTHLY INFORMATION REPORT

JANUARY 2022

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General

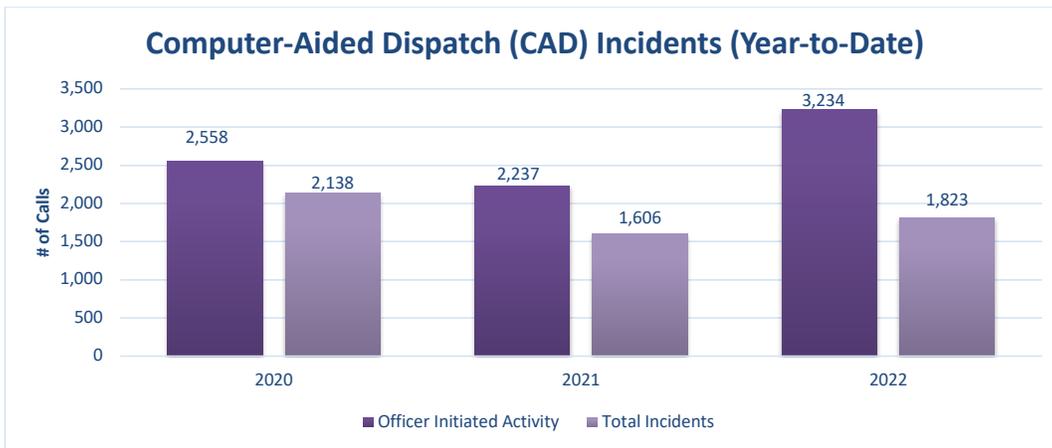
- The Police Department processed 18 Freedom of Information requests this month.
- Five truck permits were issued in January totaling \$500.00 in permit fees.
- On January 7th and 10th officers utilized the former May Whitney Elementary School to conduct force-on-force and room entry training. District 95 worked with our Department to utilize the building before it is demolished. Officers experienced realistic active shooter training scenarios utilizing Simunitions (simulated munitions). Simunitions are specifically modified semiautomatic handguns and rifles that use paint-filled plastic projectiles. These are more durable and accurate than paintballs, and it is safe to be shot by them when wearing protective clothing.
- Two raffle permits were requested in January and are pending approval.
- Our agency participated in the IDOT Christmas/New Year's campaign from December 17th through January 3rd. 44 grant hours were worked as part of the campaign. The grant hours yielded the following results: 17 seat belt citations, 14 speeding citations, 12 distracted driving citations, 2 DUI arrests, 1 other arrest, and 7 other citations.

Patrol and Communications

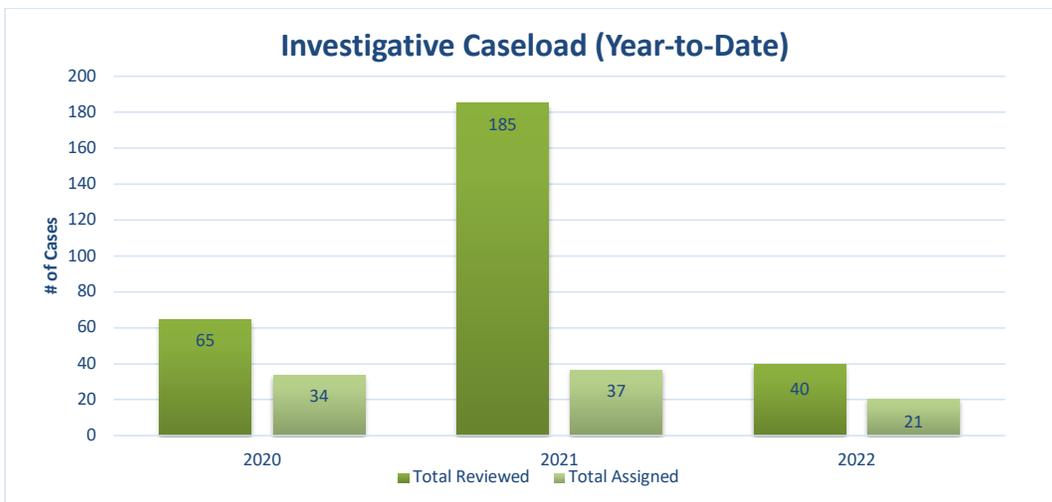
- Year-to-date, officers conducted 354 traffic stops and issued 127 traffic citations.
- During the month, Dispatch handled 1639 9-1-1 calls and 4148 administrative calls.
- Telecommunicator Amy Wilson successfully completed her probationary period on January 28th.
- Our agency conducted three child safety seat inspections in January.
- There was one Major Crash Assistance Team request this month. On January 19th Officer Young assisted the Gurnee Police Department with a vehicle crash with injuries. Officer Young served as MCAT command on scene.

Investigations

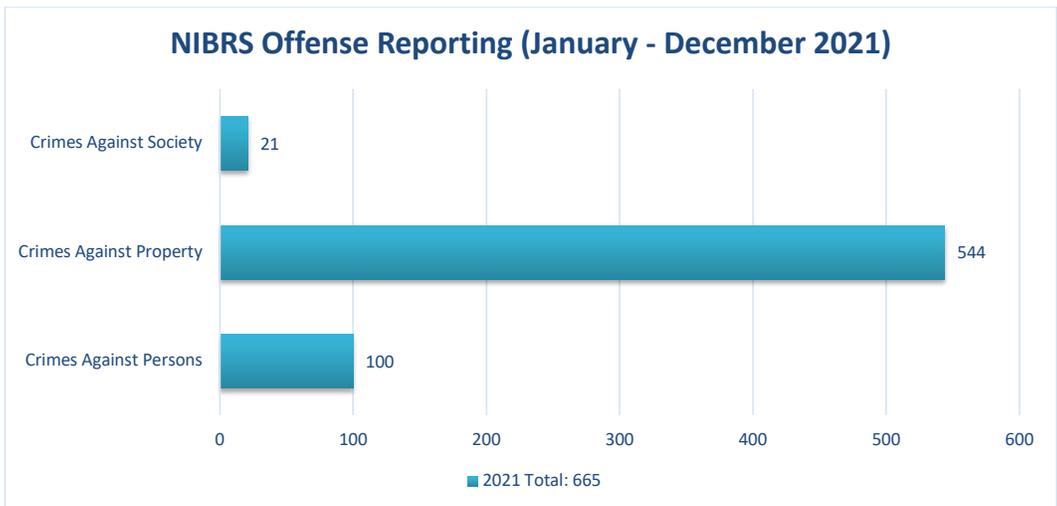
- The Criminal Investigations Division is currently investigating 104 cases, averaging 26 cases per detective. Of the 104 cases, 15 have been sent to the Lake County State's Attorney's Office (LCSAO) to obtain arrest warrants for identified suspects.
- There were no NIPAS or LCMCTF callouts this month.



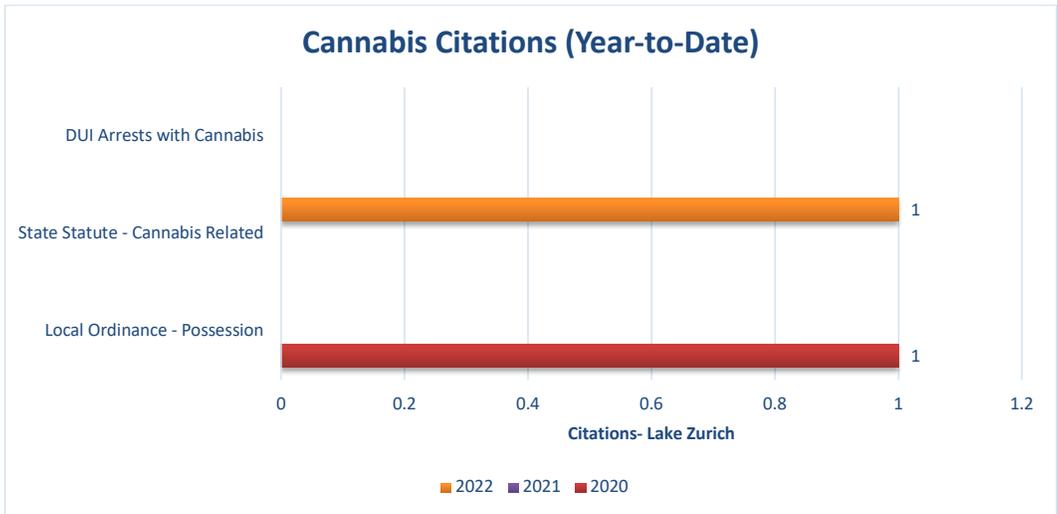
Officer initiated activity includes DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. 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 Lake Zurich Police Department has switched over to the FBI’s National Incident-Based Reporting System (NIBRS). Data is broken down into the following three categories: Crimes Against Persons, which include crimes such as murder, assault, and sex offenses; Crimes Against Property, which include crimes such as robbery, burglary, theft, fraud, and stolen property; and Crimes Against Society, which includes crimes such as drug/narcotic violations, pornography, and weapon violations.



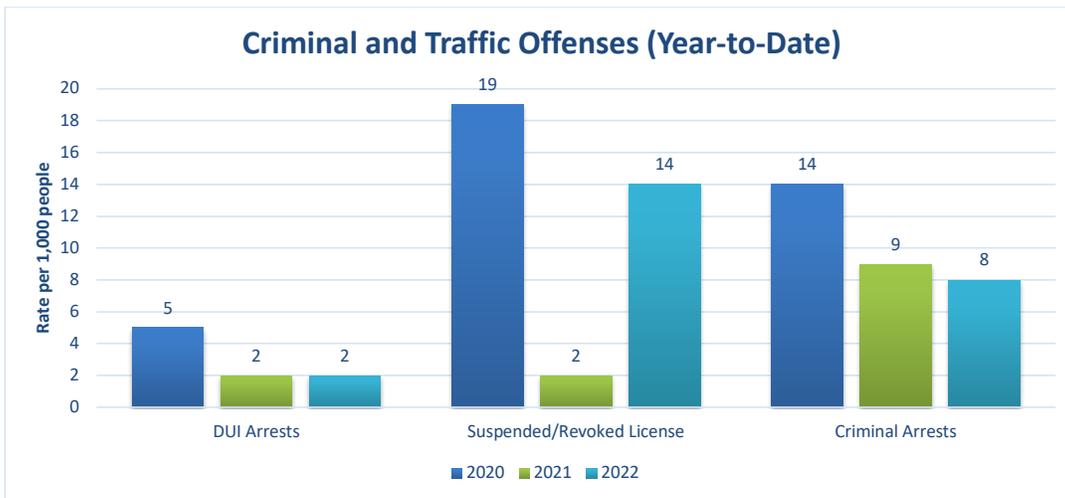
Illinois passed new cannabis rules and regulations that went into effect on January 1, 2020. These citations include local ordinance cannabis possession citations, state statute cannabis related citations (includes possession, delivery, paraphernalia, and DUI), and DUI arrests with cannabis as the primary or contributing factor.



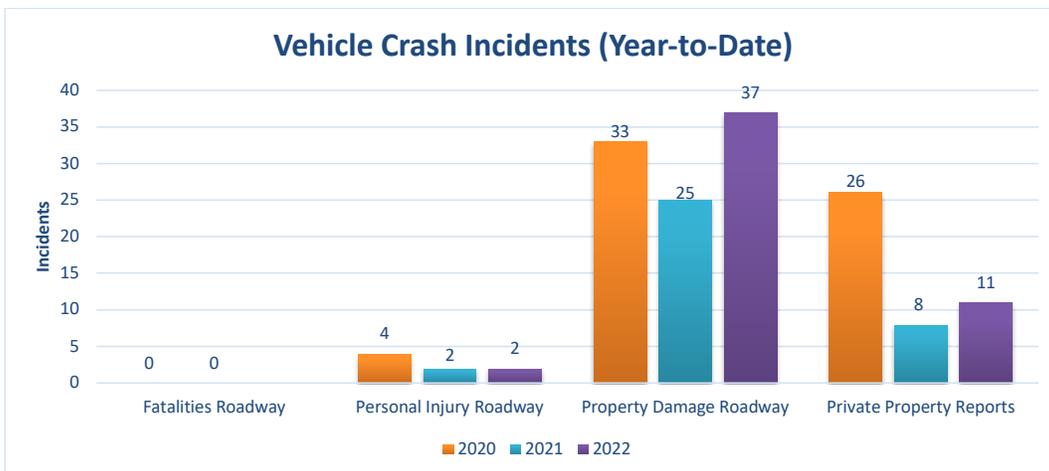
Law enforcement agencies in Illinois are now required to report to the state any incident where a law enforcement officer was dispatched to deal with a person experiencing a mental health crisis or incident. The report shall include the number of incidents, the level of law enforcement response and the outcome of each incident. For purposes of this section, a ‘mental health crisis’ is when a person’s behavior puts them at risk of hurting themselves or others or prevents them from being able to care for themselves.



Information depicted in this graph relates to traffic stops conducted by Department personnel.



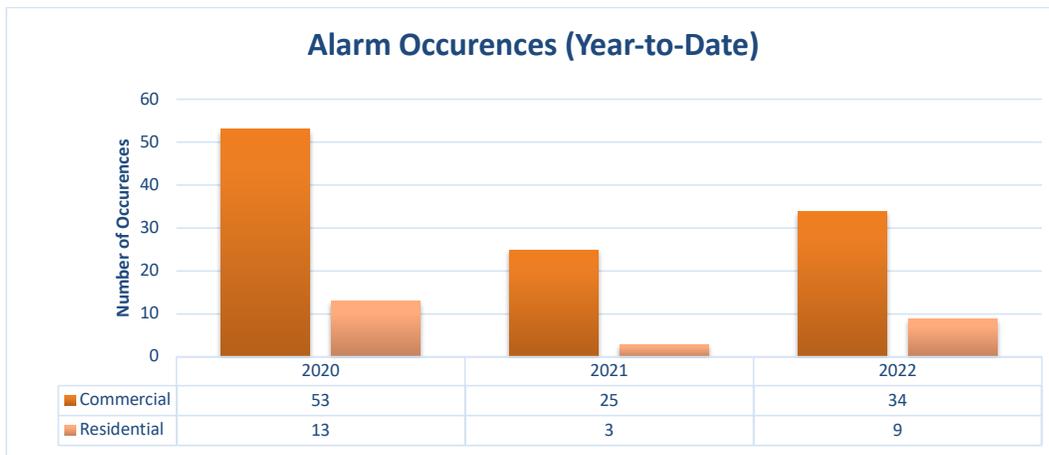
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver’s License Suspended/Revoked arrests, and various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.) conducted by Department personnel.



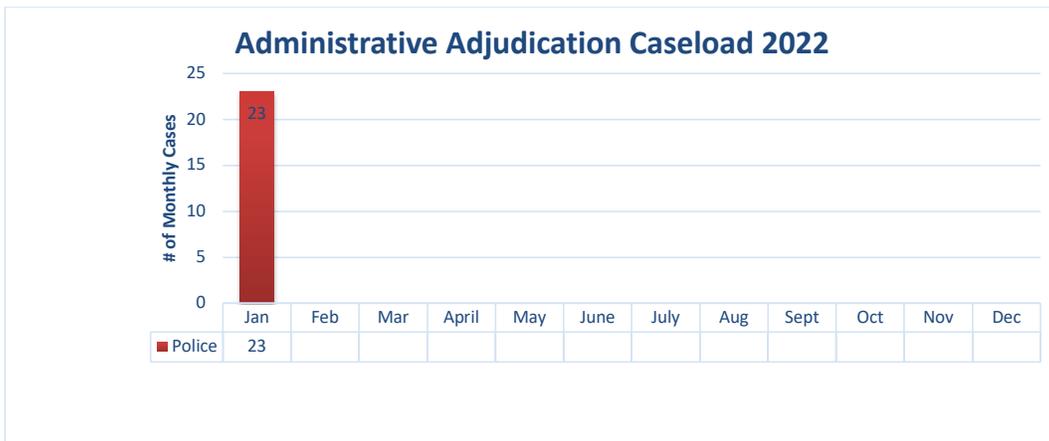
The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic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



Training is an important element to maintain or improve skills/knowledge/ability. The main categories of training include field training, chief’s training, civilian training, firearms training, outside agency training, in-house training, and renewal required training.



The records department 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.

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

2022	Red Light Violations		Adjudication for Red Light Violations				Accidents at Red Light Intersections		
	Citations	Net Received	Hearings	Liable	Not Liabile	Non-Suit	12/ Miller Road	12/ Route 22	12/ June Terrace
January	213	1	1	1	0	0	1	4	1
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	213	\$11,760.00							

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.



PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

January 2022

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative



Moving into 2022, the Village of Lake Zurich is continuing to work with Hitchcock Design Group and Landworks Limited to complete the following approved Open Space Land Acquisition and Development (OSLAD) projects for public enhancements at Paulus Park (shoreline restoration was completed in 2021):

- Extension of walking trails to the north side of the park
- Installation of a new fishing pier
- Installation of a non-motorized launch
- Replacement of the aged band shell stage
- Addition of a new picnic shelter with storage
- Additional site landscaping at the park

As a reminder, the Village has 24 months to complete projects supported by OSLAD funding with a deadline of August 6, 2022.

The department is continuing to work with the Public Works team to complete a variety of projects including the Chalet deck replacement and Barn renovation outstanding punch list items (ie. elevator, stair treads, etc.).

Hiring for aquatics and camp seasonal positions are posted on the Village’s website with interview set to begin late February/early March. Any interested individuals are encouraged to apply at <https://lakezurich.org/jobs.aspx> The department is making preparation for the upcoming Spring and Summer season with registration set to begin with the delivery of the seasonal brochure set to hit households in February.



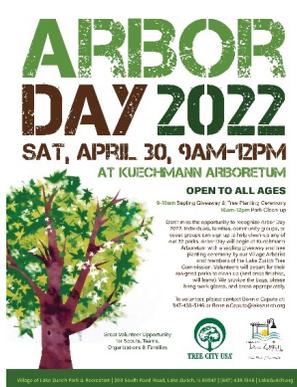
The Academy of Performing Arts Spring Recital, Journey, is to be held at Palatine Park District’s Cutting Hall on Saturday, April 30th and Sunday, May 1st (The Lake Zurich PAC is still not accepting external applications at this time.) Please reach out to Elke Kadzielawski for further information on the recital and to secure a seat for one of the shows (tickets to go on sale this April). In addition to the recital, the

department is working with the APA team regarding spring activities such as the Impulse Spring recital (Saturday, April 9th), bi-annual Impulse Company’s Dance the World New York team trip

(July), photos and recital costume organization/pick up. The Impulse Dance team participated in their first competition, Dance Idol, of the year at Des Plaines Park District on February 4th-6th. 45 of our dancers performed a total of 24 dances across multiple levels and genres and took home the following awards: 1 Silver, 13 Golds, 10 Platinum, 6 Top Ten, 2 Top Five, 1 2nd place, 3 third place, 7 first place as well as specialty awards for classic technique, choreography, technique, extreme extensions, inspiration, entertainment, innovative concept and 7 awarded individual dancer scholarships.

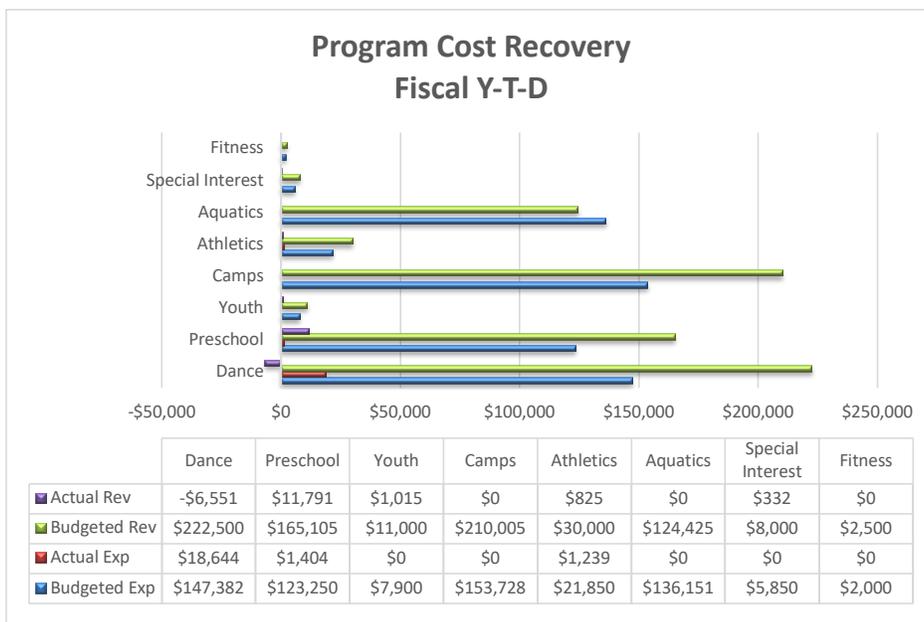
Registration is underway for the 2022 camp season will begin for residents this February (priority registration through March 14th) and 2022-2023 Yellow Brick Road Preschool. Day Camp Open House for new and returning campers will be held on Thursday, June 2nd. The summer guide will also feature the lineup of weekly variety camps as well as aquatics features/offerings such as swim lessons and the return of beach field trips to Paulus Park this year.

Event committees such as Farmers Market and Rock the Block have sent out materials for vendor solicitation and are working on 2022 event logistics. The department with the Park Advisory Board to updated the Village’s Special Event Opportunities for the upcoming year prior to reaching out to community sponsors and organizations. The next internal events that the department is preparing for is the Annual Egg Hunt to be held on Saturday, April 1st at Paulus Park as well as the Tween Nitelite event (4/1) and Arbor Day (4/30) at Kuechmann Arboretum.

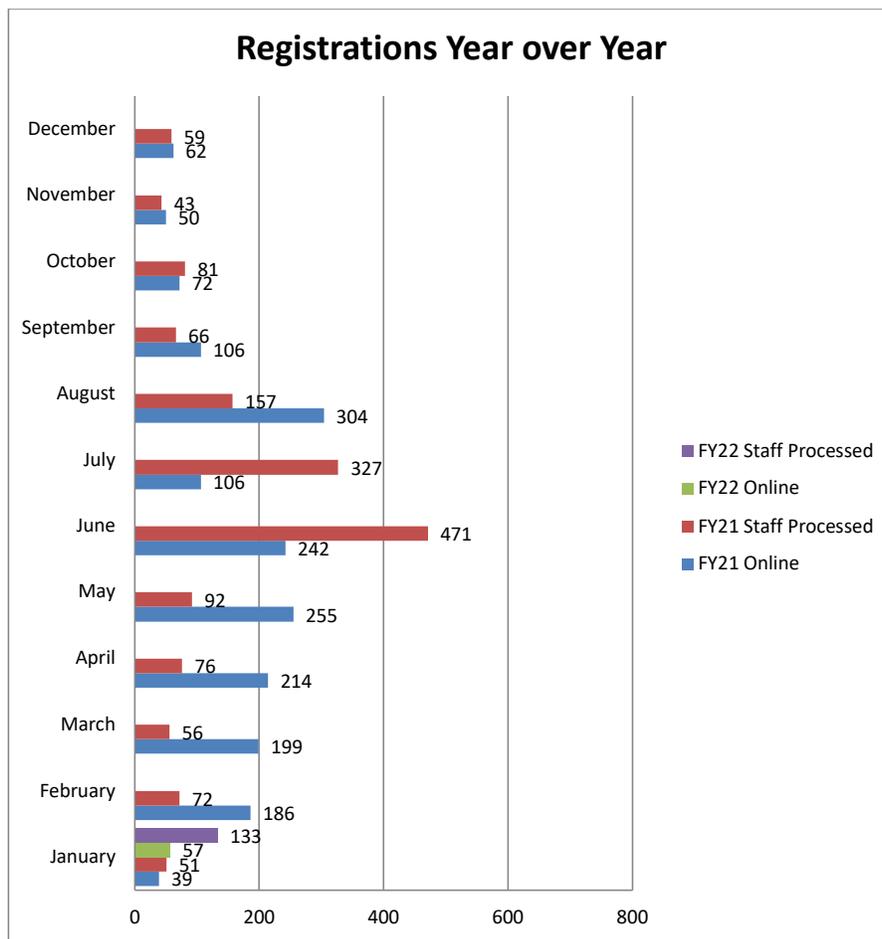


Please note that the Lake County Winter Indoor Farmers Markets are continuing to run at the Chalet (rental) the 1st and 3rd Sunday of every month thru April 2022. The department has received special event applications for the following external partners to operate on Village property in 2022 (to be reviewed by the Park and Recreation Advisory Board and Village Board this February): Purple Plunge (3/5), Stephen Siller Tunnel to Towers 5K (6/12), Block A Food Truck Socials (Wed. 5/25-9/28), LZ Tri (7/10), Unplugged Fest (8/7), Taste of the Towns (8/14), Boys Scout Overnight (8/20-8/21), Alpine Races (8/21), and All Community Event’s Jack O Lantern World (Thurs-Sun entire month of Oct). The only other external partner the Village is still anticipating an application from is Phase 3’s Bushel of Apples Fest. The department will continue their collaboration with Fishing Derby (TBD; awaiting free weekend

fishing dates from the IDNR), and the Ancient Oaks Foundation quarterly community events. The department did receive a special event application from the Lake Zurich Area Chamber of Commerce to revive downtown Cruise Nights on select Thursdays June-September. Due to the major infrastructure projects budgeted for downtown this year, the Village has informed the Chamber that they are unable to move forward with the application until timelines for the projects have been determined. In the meantime, the Chamber is exploring an event model that would utilize private lots as opposed to street closures. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.



Actual revenue numbers above do not include the deferred revenue for registrations taken in 2021 but do not occur until 2022. Deferred revenue to be added in February is as follows- Dance \$46,852, Preschool \$5,326, Youth \$8,048, Athletics \$3,924 and Special Interest \$332. The dance deferred revenue is larger as the dancers paid for competition and convention entry fees in the Fall thru December, however, the events do not take place until 2022.



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. Numbers do not include processing for refunds, credits, POS and rentals.



PUBLIC WORKS DEPARTMENT

MONTHLY INFORMATION REPORT

January 2022

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

505 TELSER ROAD
LAKE ZURICH, IL 60047

DEPARTMENTAL NARRATIVE

Park Maintenance: Crews continue to address both routine and specific maintenance items as needed. Punch list items are being monitored for completion while PW continues to assist with items such as office décor and maintenance.

Special Events: None

Infrastructure Projects: Preparations for 2022 bid documents have begun in preparation for release in 2022.

Winter Operations: Crews have prepared all vehicles and equipment associated with winter operations. Initial blending of liquid de-icing products used in anti-icing and pre-wetting of granular material is complete and will continue throughout the season. Crews responded to seven events in January with snow totaling 10.9 inches. Detailed resource usage can be found in the graphs in the final section of this report.

January Water Main Break Locations:

972 Buffalo Creek Dr

71 Racine Ct

Water Main Replacement:

The Rt. 12 emergency water main replacement (between L.A. Fitness and Starbucks) has been postponed due to higher than expected cost estimates. Due to field and operational adjustments, this segment will temporarily remain out of service while a reasonable plan & scope can be developed, budgeted for and competitively bid for in 2022.

Well 9-Out of Service

Well 9, authorized for preventative maintenance in 2021, is out of service due to a pump motor failure experienced during routine operation on July 3, 2021. The Village's designated deep well contractor, Layne Christensen Company has pulled the pumping assembly for inspection. The motor demonstrates a compromised internal thrust bearing which requires shipping to the manufacturer for disassembly, repair and conversion to a mechanical seal. The well contractor has been authorized to perform the pump and column pipe repairs and reinstall with our spare well pump motor. The current project cost estimate (without the motor repair) does not exceed the expenditure amount previously authorized in June, 2021 by the Village Board. Once a cost estimate has been determined for the failed motor repair, staff will provide an update and recommendation to the Village Board. Supply chain issues delayed column pipe repairs and have also delayed replacement cable delivery. It is anticipated that remobilization and reinstallation will begin in February.

Employee Training:

Individual review of Job Safety Analysis and safety policies.

Anniversaries:

Staff Kudos:

Email to Mayor Poynton from resident Kleber Gonzales.

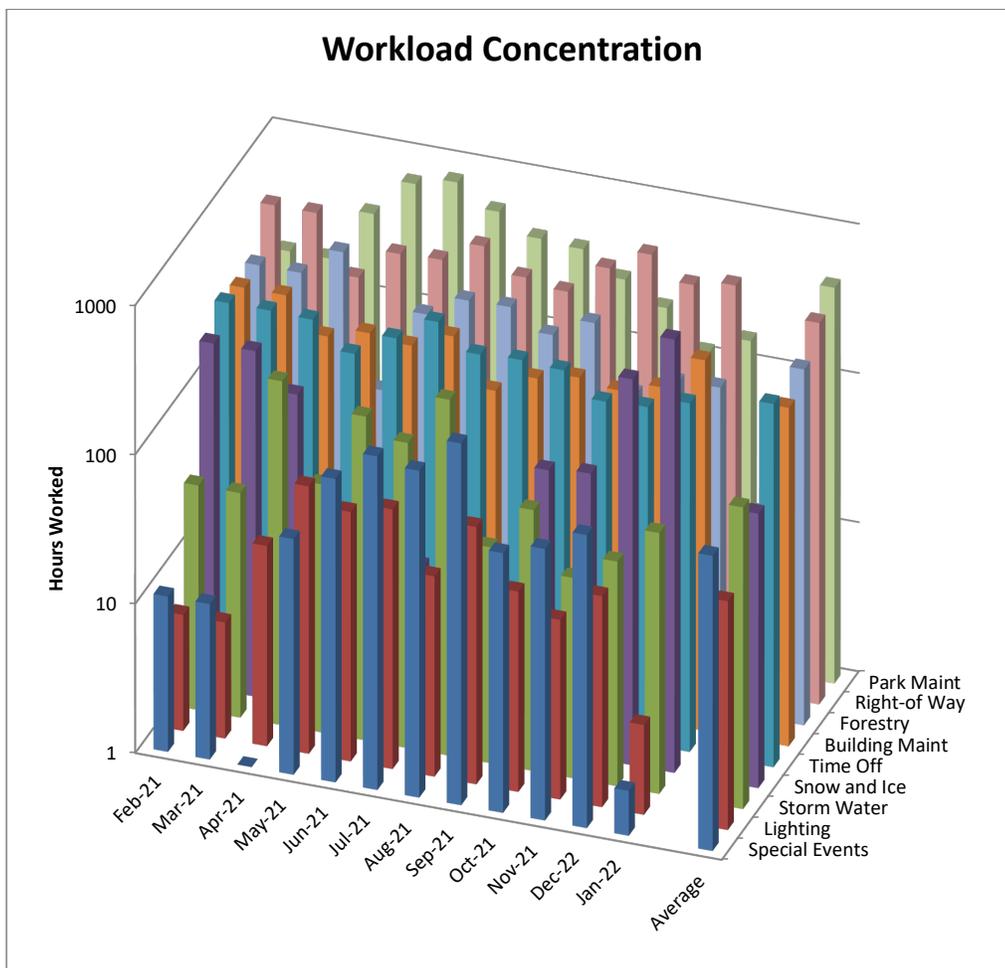
Dear Tom, first of all Happy New Year to you and best wishes for your continuous good health!

Just a brief note to express my gratitude to Steve Schmitt your Utility Superintendent who was kind enough to listen to my concerns regarding some issues with not having cold water going up to the second floor of my house, more likely due to the extreme cold conditions we are enduring. He sent Scott and Jeremy to my house to assess some possible causes related to my concerns. As usual, their sincere, transparency and professionalism as well as constructive advise are well appreciated and recognized.

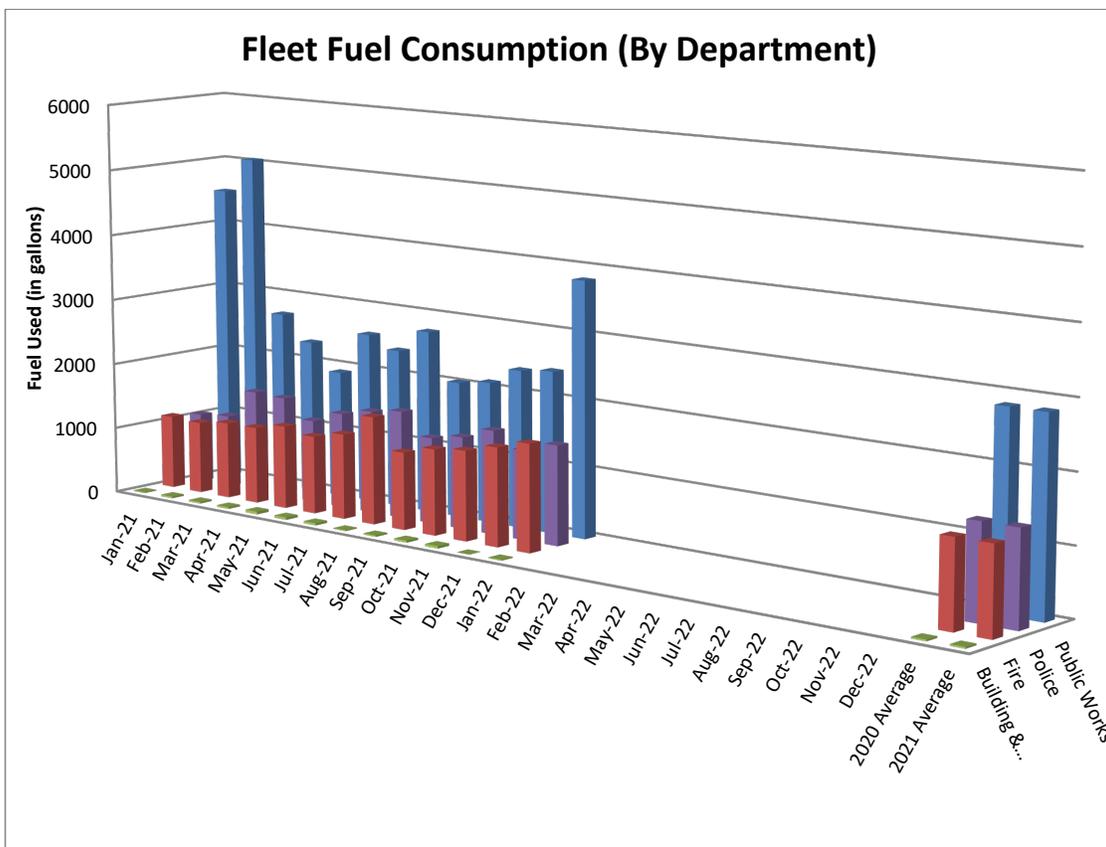
As I was reading your state of the Village published in the Newsletter, it is good to know of the constant and tremendous progress and revitalization of this wonderful community. Many thanks to your leadership Tom and to Dave, Steve, Scott and Jeremy for being attentive to the needs of residents like me and for contributing with their hard work and dedication to the overall success of Lake Zurich.

Best regards,

Kleber

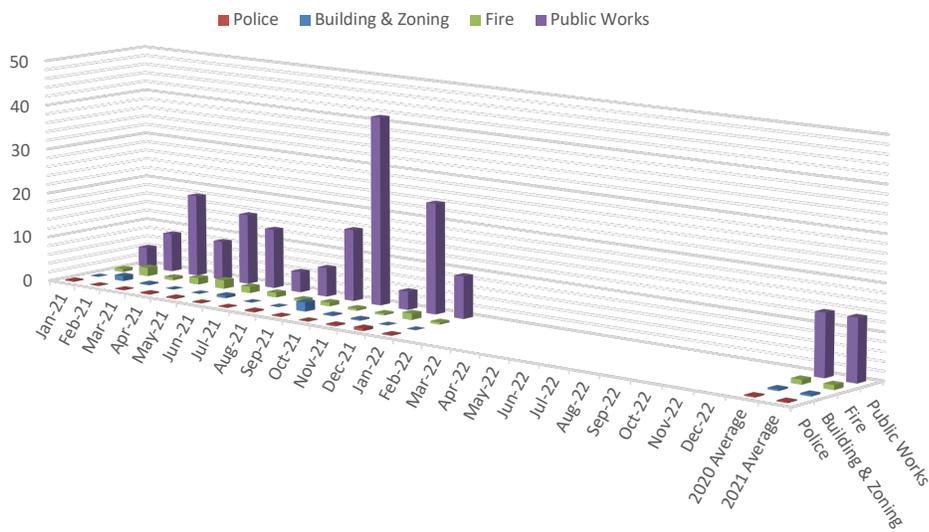


A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours worked on major activities.

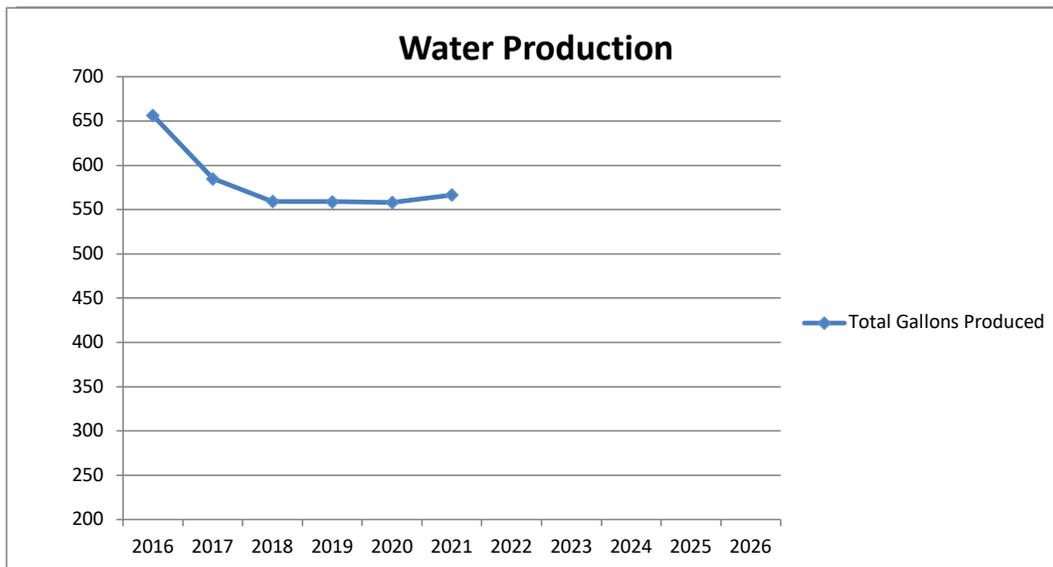


Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy snowstorms. (Output measure)

Average Cost per Mile for Village Fleet (By Department)



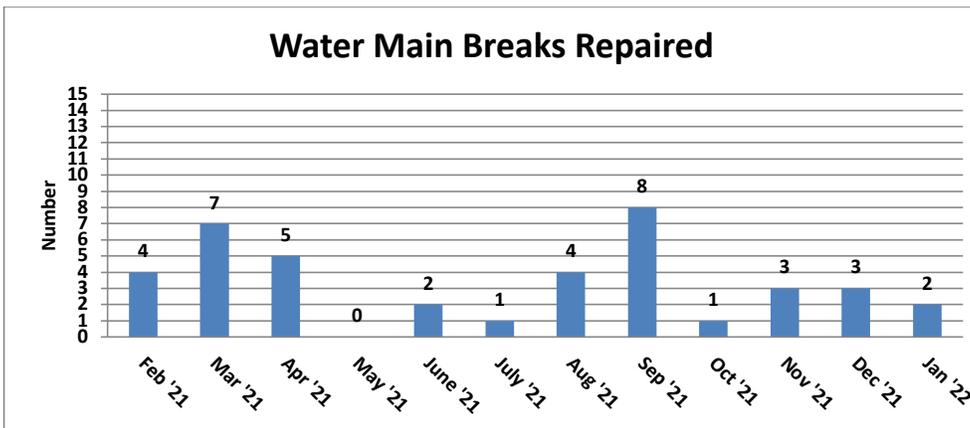
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village’ vehicle cost per mile, staff can measure other components such as average vehicle age. When vehicles are replaced within their life cycle, the impact is usually positive.



From 2012 to 2015, there was a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2016 due to dry weather leading to increased watering of lawns and landscaped areas.

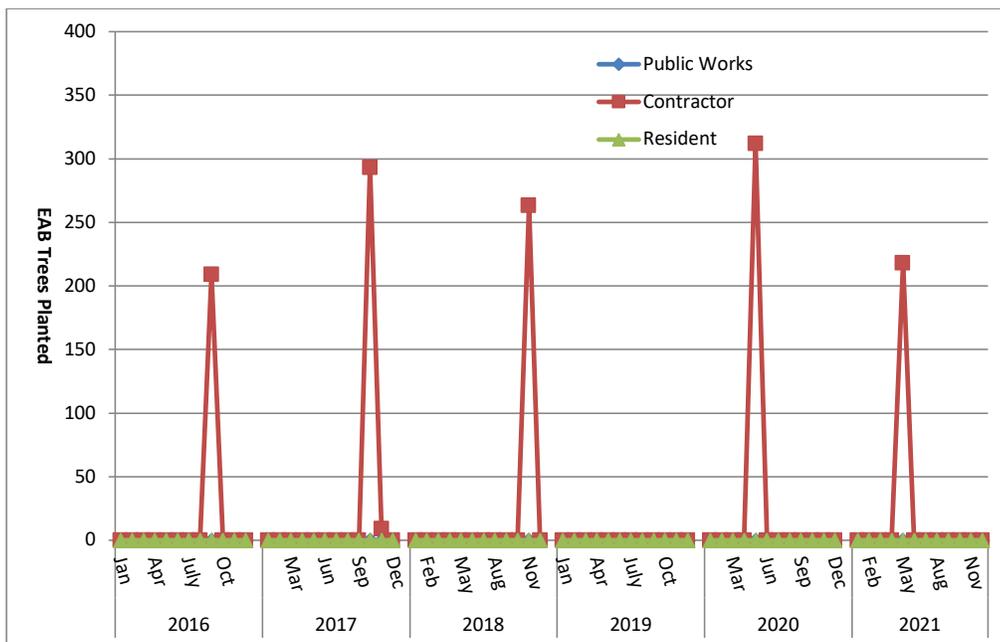
	2016	2017	2018	2019	2020	2021	2022	2023	2024
January	49.301	46.667	45.868	44.227	43.867	42.319	43.414		
February	45.801	40.952	41.098	41.452	41.645	40.367			
March	53.467	44.543	43.155	43.946	43.552	42.924			
April	55.963	49.974	45,098	43.570	40.662	45.129			
May	60.273	49.588	48,065	45.339	44.834	51.240			
June	63.819	56.169	46.114	45.489	51.130	56.763			
July	68.751	53.755	57.074	59.526	54.529	53.105			
August	66.229	54.746	54.067	61.419	58.959	54.083			
September	58.664	53.928	46.809	44.786	51.040	51.058			
October	45.838	47.169	44.369	43.476	44.443	44.019			
November	42.120	42.335	42.089	41,475	40.680	42.441			
December	46.088	44,961	45.305	44.379	42.684	43.222			
Total	656.314	584.787	559.111	559.084	558.025	566.670	43.414		
Avg	1.793	1.598	1.532	1.532	1.529	1.553	1.400		
% incr/decr	11.37%	-12.23%	-4.59%	0%	-0.02%	1.55%			

The highlighted months are the lowest for each of these months in the last 6 years. The highest monthly production in the last 6 years occurred in July of 2016. In 2021, our daily average was 1.55 million gallons per day.

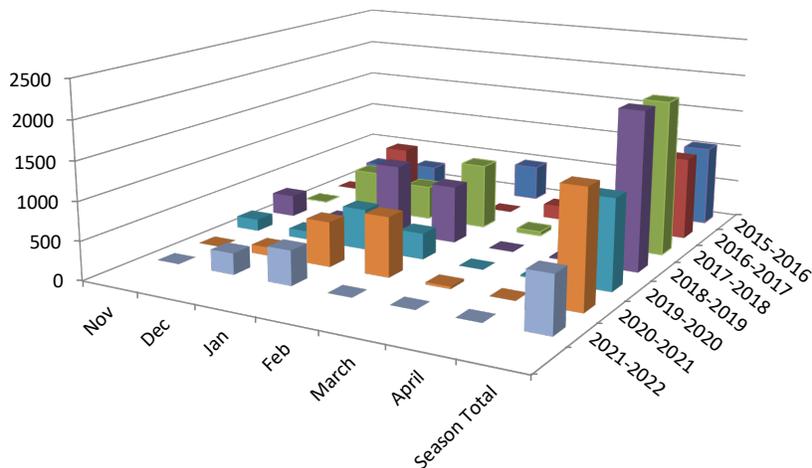


A water main break can be a hole or crack in the water main. Common causes of breaks in the water main include: age, pipe material, shifting in the ground attributed to fluctuations in moisture and temperature (below and above the frost line), corrosive soil that causes a thinning of the water main pipe, improper backfill, severe changes in water pressure (hammer) which has several causes and physical contact (damage) by excavating contractors.

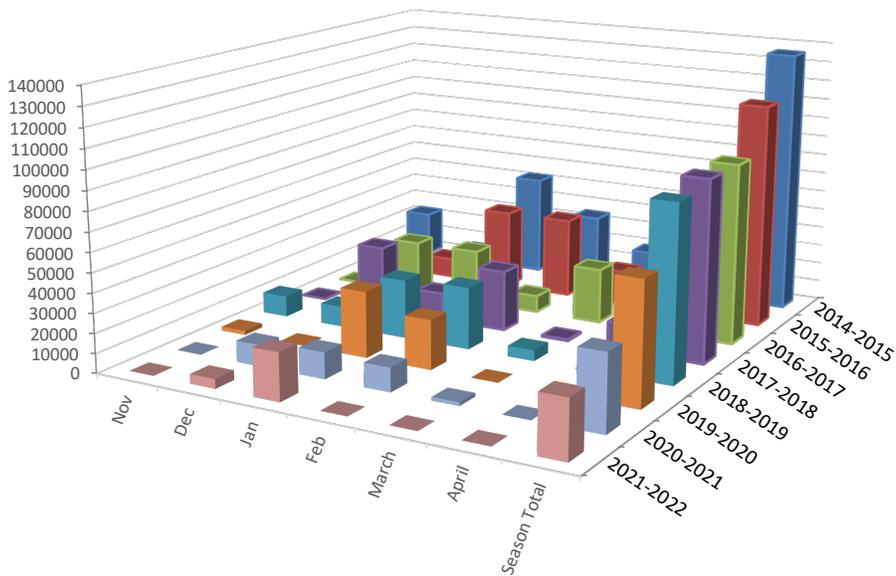
Emerald Ash Borer Tree Replacement Program



Tons of Road Salt



Gallons of Liquid Deicer





VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

JANUARY 2022

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 2022...

Water Source Workshop

On January 22, 2022, the Village Board met as a Committee of the Whole for a workshop to discuss alternative water sources for the municipal public water supply. No final decisions on the water supply was made at this meeting. This workshop meeting included a summary of previous presentations made to the Board throughout 2021 about various options and pros/cons for future water supply sources.

For decades, various singularly focused studies have looked at the current ground supply deep water wells, Lake Michigan water, and associated costs for each. While those findings provided valuable information, today's requirements and options have shifted.

The Village Board recognizes that there are substantial costs (in the millions of dollars) associated with providing a new long-term water supply. This demands a comprehensive study that explores all aspects at the same time. More water source workshops are expected in 2022.

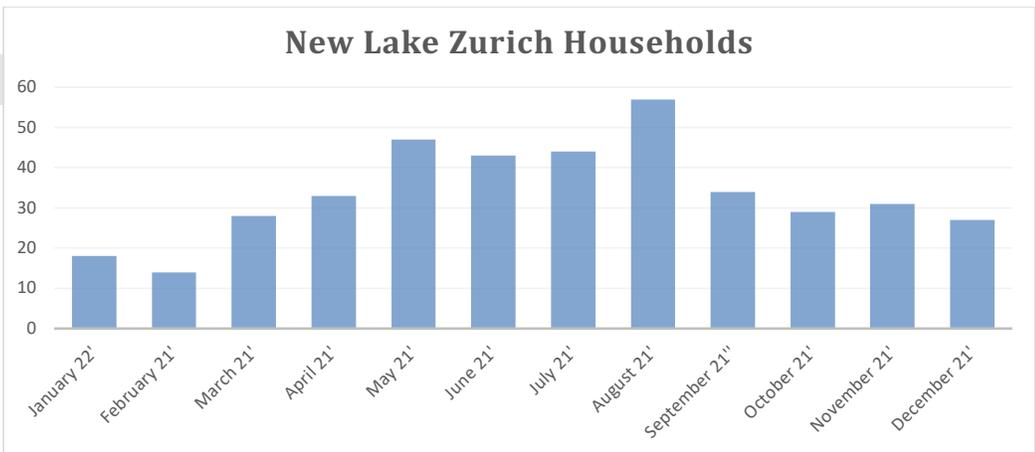
Heritage Church Expansion on Quentin Road

At the Planning and Zoning Commission meeting on January 19, 2022, a Public Hearing was held to consider a proposed expansion by Heritage Church at 255 Quentin Road to allow for the expansion of the existing facilities, interior/exterior renovations, and associated parking/utility/landscape improvements. This includes a new 23,000 square-foot lobby/auditorium expansion to the existing 21,000 square-foot building footprint.

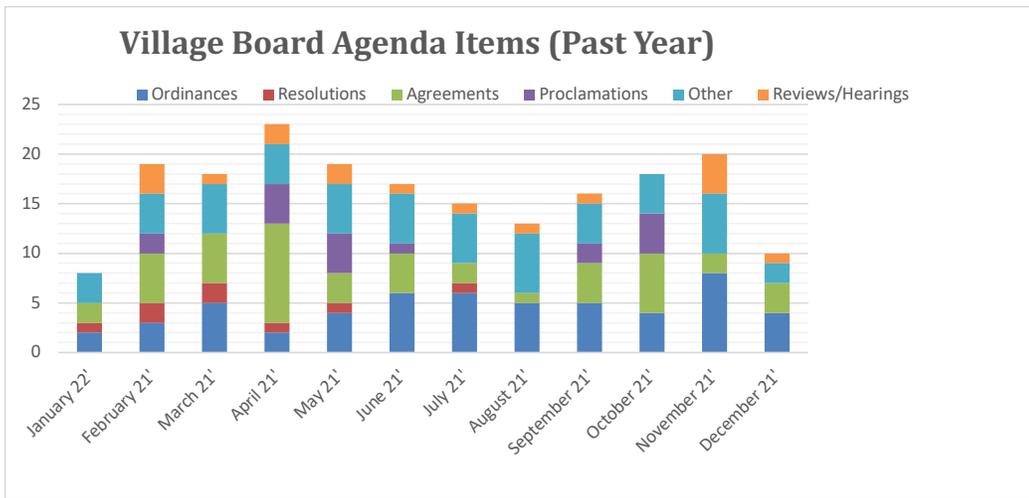
This property was annexed into the Village of Lake Zurich in 2000 with a small church building and parking lot that was constructed under the regulations of Lake County. Currently there are an average of 600 attendees on a typical Sunday spread over two different services. Following the proposed expansion, the facility would be able to hold 1,000 attendees.

At the close of this January 19th Public Hearing, the PZC made a motion to recommend approval of the project to the Village Board with additional conditions that the church consider adjusting the buffer along the common property line between the adjacent properties to accommodate more landscape material and a fence, minimize the lighting impact on the adjacent property, and resolve the technical issues related to water and sanitary services as recommended by Village Staff.

The vote on the motion to recommend approval was 3 yeas to 2 nays. The application will likely be presented to the Village Board on February 22, 2022.



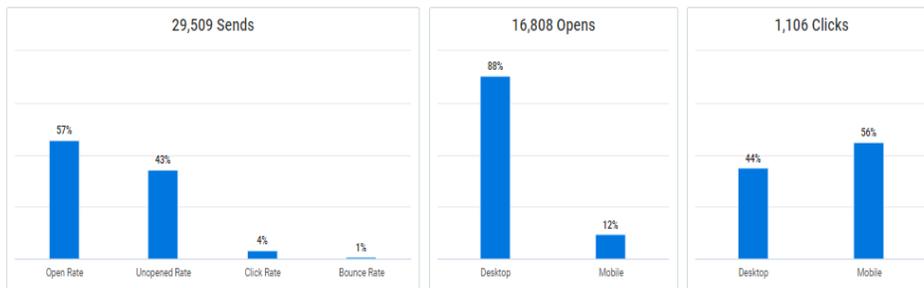
This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not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



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.

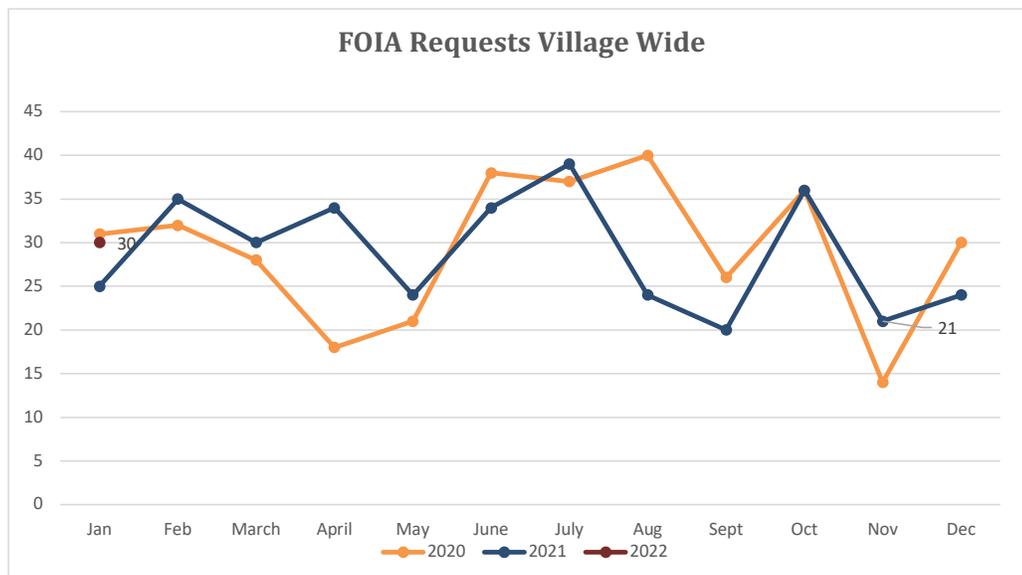
Average length of regular January Village Board meetings: 35 minutes

Benchmarks Rates – Past Month

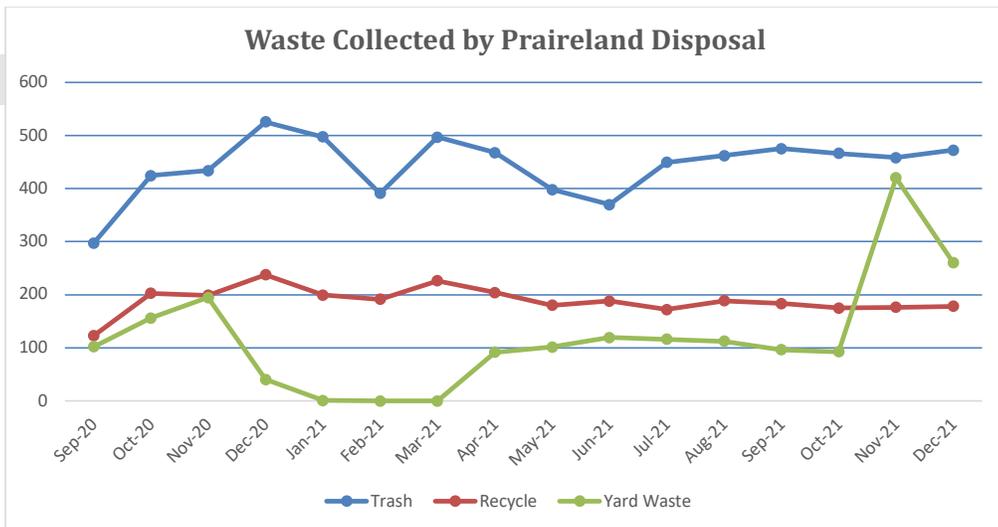


Benchmarks is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has nearly 6,000 subscribers.

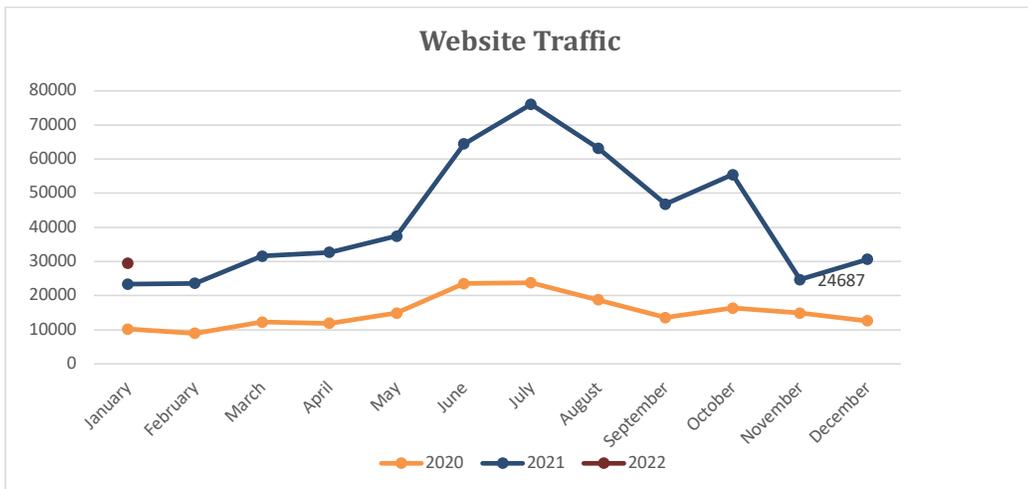
FOIA Requests Village Wide



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.



Praireland Disposal began service to Lake Zurich on September 1, 2020. The above metric reports the volume of waste collected each month including trash, recycling, and yard waste. This metric is updated once per quarter. *Trash* and *Recycling* is reported in tons while *Yard Waste* is reported in cubic yards.



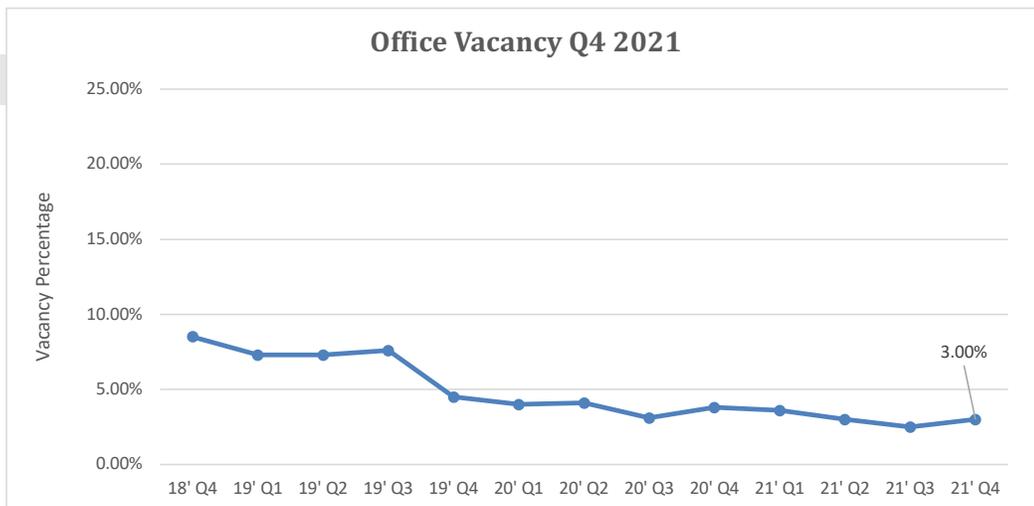
This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing resident-oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating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



The Lake Zurich retail vacancy rate decreased in the fourth quarter of 2021 to 3.4% vacant from 3.9% in the third quarter (*based on Lake County Partners data*). As of December 31, 2021, there was 89,414 square feet of retail space reported vacant in Lake Zurich, with average rates at \$15.31 per square foot (nnn).

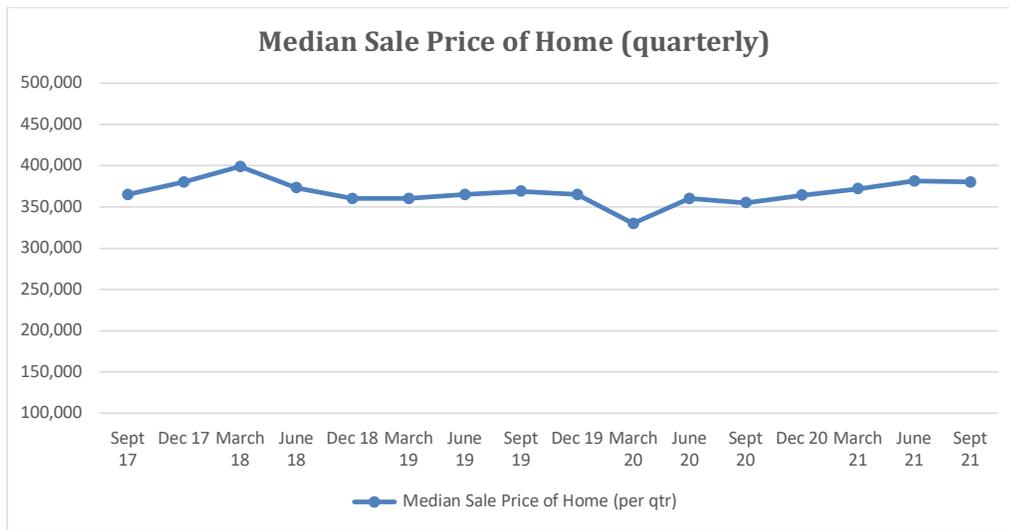


The Lake Zurich industrial vacancy rate decreased to 2.2% in Quarter 4 of 2021 compared to Quarter 3 when 2.3% was reported vacant (*based on Lake County Partners data*). As of December 31, 2021, there was 121,654 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$6.95 per square foot (nnn).



The Lake Zurich office vacancy rate increased from 2.5% in Quarter 3 of 2021 to 3.0% reported vacant in Quarter 4 (*based on Lake County Partners data*). As of December 31, 2021, there was 11,884 square feet of office space reported vacant in Lake Zurich, with average rates at \$24.98 per square foot (full service).

Real Estate Housing Trends – Residential Inventory



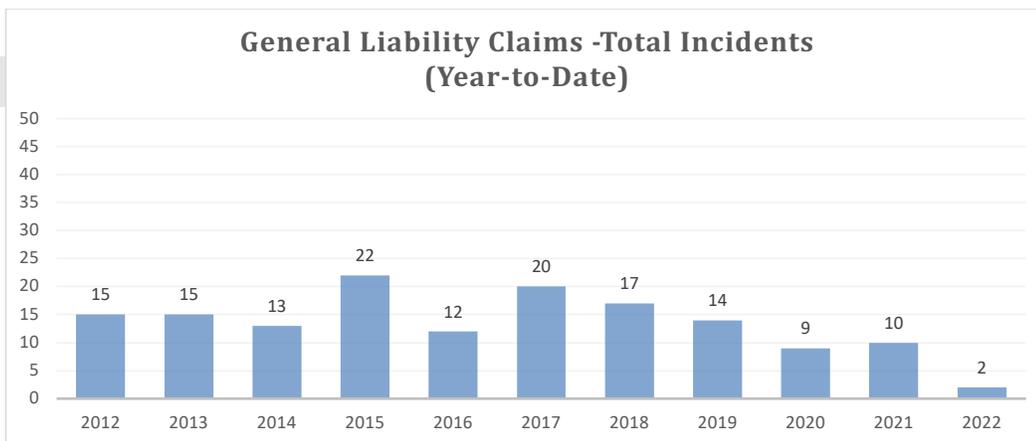
The chart above reports the recent trend for median sale price of Lake Zurich houses. The prices are reported by quarter.

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

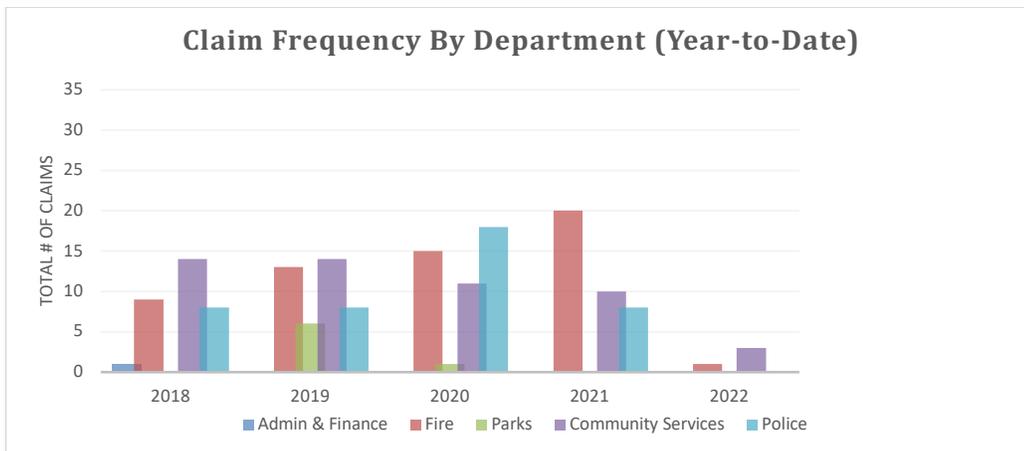
January Snapshot of Real Estate Trends

Homes Reported for Sale:	40
Median Sale Price:	\$N/A
Median Days on Market:	N/A
Number of Homes Sold:	N/A

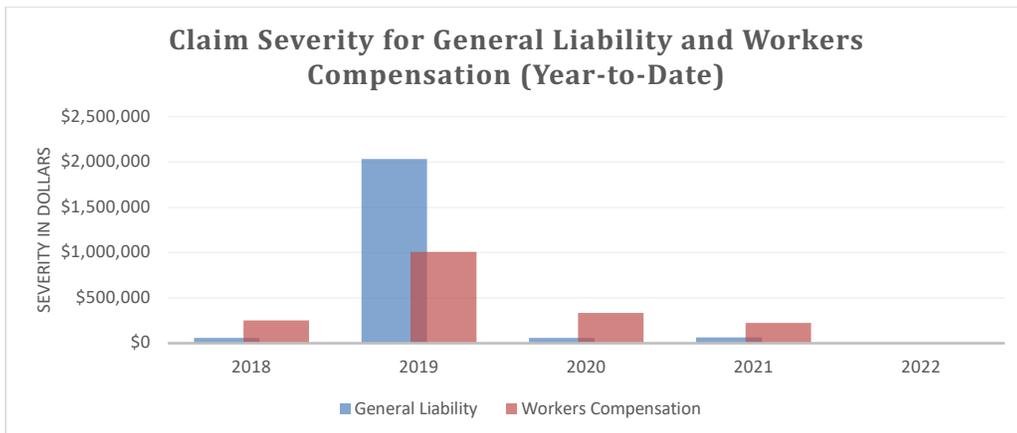
*Soure: Redfin Corporation



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 1st.



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.



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.



This metric shows the number of new hires over the past 12 months. Includes full-time, part-time, and seasonal employees. A large number of seasonal staff are hired each spring to accommodate parks and recreation programs and lifeguards for the beaches.