



*At the Heart of Community*

PARKS AND RECREATION DEPARTMENT

200 South Rand Road  
Lake Zurich, Illinois 60047

(847) 438-5146  
LakeZurich.org

## Park and Recreation Advisory Board

Village Hall Board Room

Tuesday, February 14, 2023- 4 PM

### AGENDA

1. Call to Order
2. Roll Call: Chairperson Kevin Koch; Members: Vice-Chair Tim Andrews, Shawn Bergfalk, Allen Borg, Jeff Carey, Cathy Malloy and Sariah Quimby
3. Approval of Minutes: December 13, 2022
4. Public Comments: This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Village of Lake Zurich's Park & Recreation Department and Advisory Board. Public Comment is limited to 30 minutes total and 5 minutes per speaker.
5. New Business
  - A. External Special Event Request- My Density Matters

Summary: Staff is seeking a Park and Recreation Advisory Board recommendation for the My Density Matters 5K Walk special event proposed to be held at Paulus Park on Sunday, October 15, 2023 from 10am-12pm. The approximate number of attendees for the Breast Cancer Awareness event is approximately 100 to utilize the park grounds/Woodland Pavilion and route around the lake beginning/ending at Paulus Park. Request was reviewed with All Community Events who saw no conflicts with their Jack O Lantern World event as well as the Police Department who recommended two officers to assist with road crossings.
  - B. Internal Special Event Approvals

Summary: Staff is seeking a Park and Recreation Advisory Board recommendation for the following internally run special event in FY23: Tween Egg Dash & Dessert, Annual Egg Hunt, Arbor Day, Food Truck Socials, Farmers Market, Movies in the Park, Family Fishing Derby, Groove Grove, July 4<sup>th</sup>, Rock the Block, and Miracle on Main Street
  - C. External Special Event Approvals

Summary: Staff is seeking a Park and Recreation Advisory Board recommendation for the following externally run special events proposed to be held on Village park property in FY23: Purple Plunge, Unplugged Fest, Brazilian Festival, Alpine Races, Bushel of Apples Fest and Jack O Lantern World
  - D. Jonquil Playground Renovation

The budget for FY23 includes the playground replacement at Jonquil Park located at 519 Carolian Drive. A request for proposals (RFP) was released from January 9<sup>th</sup>-February 9<sup>th</sup> for the removal of existing playground structure, footings, removal of fall protection surfacing and perimeter containment edging, design, procurement and installation of a playground system including fall zone material and perimeter edging at Jonquil Park. Results and designs from are to be reviewed and presented for recommendations to be forwarded to the Village of Lake Zurich Board.

6. Old Business
7. Treasurer's Report
8. Advisory Board Member Reports/Updates
  - A. Cathy Malloy/Tim Andrews- Miracle on Main Street
  - B. Shawn Bergfalk- Groove Grove
  - C. Kevin Koch-Farmers Market
  - D. Jeff Carey- Rock the Block
9. Director's Report
  - A. Event Updates- Purple Plunge (3/4), Annual Egg Hunt (4/1), Tween Egg Dash & Dessert (4/7), Arbor Day (4/29) & AOF Programs (page 9 of the Spring/Summer Brochure); Letters to Santa & Deck the Trees at Breeze Review
  - B. Park Highlights/Updates- FY23 OSLAD Grant Application status, Paulus Park Bandshell/Electronic Marquee, and Playground Reno (Jonquil)
  - C. Facility Highlights/Updates - Chalet deck/floor, status of Buffalo Creek Roof in A/B, Buffalo Creek Building B Dance Floor
  - D. Program Update- Spring Summer Highlights & Enrollment Updates, Nonmotorized craft dry storage and rentals
  - E. Staff Update- FY23 Special Events Supervisor Guest Service Associate position hiring status
10. Written Communications- Spring Summer 2023 Brochure, State of the Village Strategic Update, Local News, Event & Program Promotions
11. Adjournment

April 11, 2023

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at 847-438-5141 (TDD 847-438-2349) promptly to allow the Village to make reasonable accommodations for those individuals.

**Unapproved**  
**VILLAGE OF LAKE ZURICH**  
**PARK AND RECREATION**  
**ADVISORY BOARD MEETING**

In Person Meeting- Village Hall 70 E. Main St.  
Tuesday, December 13, 2022- 6:30 PM

**AGENDA**

**1. Call to Order**

The meeting was called to order at 6:30pm by Chair Koch.

**2. Roll Call:** Chairperson Kevin Koch; Members: Tim Andrews, Cathy Malloy, Allen Borg, Jeff Carey and Sariah Quimby. Staff present: Recreation Director Bonnie Caputo, Recreation Supervisor Jenna Stanonik and Elke Kadzielawski. Trustee Greg Weider was present. Shawn Bergfalk, was absent and excused.

**3. Approval of Minutes:** June 14<sup>th</sup>, 2022

MOTION made by Tim Andrews, seconded by Cathy Malloy to approve the minutes of the June 14, 2022 Park Advisory Board meetings as presented. Roll call vote, all yes. MOTION CARRIED

**4. Public Comments:** There were no public comments for the meeting.

**5. New Business**

Summary: The Village of Lake Zurich has entered into a formal agreement with the Lake Zurich Baseball & Softball Association (LZBSA), Ela Soccer and the Lake Zurich Flames Football Organization over the past ten years for the use of Village property. Due to the service these organizations provide for our community, the Village of Lake Zurich is looking to continue the attached agreements through 2024 to protect parties, their officers and volunteers. At the time, the Village of Lake Zurich Board and LZBSA had previous discussions regarding the Staples Park concession area/stand and renewed the LZBSA agreement to clear up responsibilities associated with the amenity earlier in the year. Allen Borg asked if the concession stand were to be renovated and opened, would be open to the general public. Vice-Chair Andrews inquired to having future use of the site and operations handled by a subcontractor to run the concession stand similar to Paulus and Breezewald. Director Caputo stated that it is a possibility to have a subcontractor but the amenity would take upwards of \$100K to renovate and bring the building up to code. Trustee Weider stated that in years past, it was ran by a subcontractor. Chairperson Kevin Koch made the motion to approve. Jeff Carey said yes and Vice-Chair Andrews was the second. Roll call vote, all yes. MOTION CARRIED

**6. Old Business**

A. None

**7. Treasurer's Report**

Director Caputo shared that things are very healthy right now. Dance revenue is \$30K better year over year. Preschool, Aquatics and Camp are also favorable year over year as well. Chairperson Koch asked if we are close to getting back to normal. Director Caputo shared that Dance is far exceeding. With over 500 dancers, more dance classes had to be added. Our Impulse dance company is now up to over 60 dancers, in 2021 we were at 49. All of our Yellow Brick Road Preschool sites are up and running. We anticipated a ten percent decrease in athletics because our contractors did not have the staff to add additional classes due to staff shortages. Park fees and rental fees are down due to ongoing park construction.

## **8. Advisory Board Member Reports/Update**

- A. Cathy Malloy/Tim Andrews- Miracle on Main Street- Survey Results.** Vice-Chair Andrews liked the survey results but felt that vendors were being finicky because they did not care for their load/unload procedures. Many people complained that we needed more vendors and less church affiliates. With over 20+ vendors, we offered a small sample of all types of vendors. Vice-Chair Andrews also asked why we moved the reindeer away from Santa. Director Caputo shared that we moved the reindeer to the front of the event by the tree to alleviate crowd congestion at the Lions Drive end of the event. We experienced that it is not the best fit for the reindeer near the tree though due to the music volume; loud sounds were scaring the reindeer and made it difficult for their team to talk to attendees. The location of the reindeer will be discussed at the upcoming Miracle on Main meeting on December 15, 2022. Vice-Chair Andrews asked Director Caputo what happened with the sleigh rides. Director Caputo stated that the sleigh rides were 45 minutes late because the drivers, who were in town, were grid locked and couldn't get into our location. Once they arrived, all three sleighs were up and operational. Footloose from the Lions club, started the tractor ride at the same time. Director Caputo will talk to the owner of the sleigh rides about being on time for the 2023 event. Chairperson Koch stated that he felt the beer tent was misplaced in the new location. Cathy Malloy asked about the adult beverage revenue. Director Caputo stated that we have not rectified the money yet. All vendors stated that they did well but they noticed a halt in sales when the tree lighting happened and then it was a slow start/end after the lighting. Due to the weather and this event was the coldest event day that we had at 15 degrees, it was not a drinking event. Chairperson Koch stated that he felt like after the tree lighting that the event felt over. Cathy Malloy thanked the park and rec staff for many hours of hard work and for being out in the cold for so long. Director Caputo thanked all of our partners and volunteers for their integral part and hard work that they put in to make it a successful event including, Footloose from the Lions club, Claire from the Lake Zurich Chamber of Commerce, our sponsors Jim Iverhouse, LRS, Moore Orthodontics. Chairperson Koch stated that the event is growing well. Vice-chairperson Andrews said that he saw about the same amount of people as years past despite the weather.
- B. Shawn Bergfalk, excused- Groove Grove.** Director Caputo stated that due to the future priority infrastructure projects on Main Street, Block A is not available for Groove Grove in 2023. Public works should have the road ripped up for sewer,

storm, and water repairs during the spring/summer of 2023. Food Truck Socials and Groove Grove will both be moving to Paulus Park in 2023. From previous conversations with Shawn Bergfalk, he fully supports the decision to move the event. Cara Marquis is also in agreement to move to Paulus and she stated that she is excited for the momentum of these projects. Chairperson Koch asked about the semantics of where in Paulus with these events be held. Director Caputo stated that there are some ideas but further discussion and a walk through with Cara Marquis and Shawn Bergfalk is still needed before determining exact location. Allen Borg asked if moving these events to Breezewald is an option. Director Caputo shared that with only 20 public parking spaces and private parking across the street, coupled with the fact that Sunset Pavillion and the beach is open, it would be a disadvantage to the events. Groove Grove and Food Truck Socials will have an advantage with our camp families, park goers, and beach goers by moving it to Paulus Park. Vice-chair Andrews said that it will be a better move.

- C. **Kevin Koch-Farmers Market.** Chairperson Koch stated that the farmers market is growing, getting better and that Jan Poynton does a lot for the market. Director Caputo stated that we have a strong support of volunteers like Nancy Moracco, who brought in the recycling program. This year we recycled contact lens, Styrofoam, bags, and cans. Mary Keller organized all of our pet rescue organizations. NHS sent many volunteers but one in particular, Paavi who is a junior at Lake Zurich High School was amazing. Paavi is going to be a Criminal Justice Lawyer. Another volunteer was Katheryn Sabarro. We want to thank our sponsors, Lake Zurich Tire and Auto Jim Iverhouse, Stephanie Seplowin, DipStick, Mendez-Lawrence-Herrera (Ela Rd McDonalds), LRS and Medical Murray. Chairperson Koch thanked the committee that includes Janet Barron and Cheryl Gorey. Director Caputo stated that the farmers market meetings are the more intense meetings due to the rotating of vendors, local artisans, and music.
- D. **Jeff Carey- Rock the Block- Survey Results.** Director Caputo said that the financials were favorable especially due to the sponsors. Jeff Carey stated that the surveys were favorable to us to excellent for vendors. There were three constructive results: beverage selection was ok, wine was ok, and parking seemed to be an issue for respondents. Overall, the volunteer feedback were more pleasant than years past. Director Caputo stated that we did see improvement within the flow and operations with volunteers. Jeff Carey stated that we ran out of all canned product by 9:30pm and that we did not tap extra kegs towards the end of the evening and people were ok with drinking what we had left. Marty Jalove was fantastic. Allen Borg stated that the volunteers were more informed and that had a lot had to do with selling out of product. Vice-chair Andrews stated that the rules were put down perfectly and it was organized very well. Director Caputo stated that Jeff Carey made the rules and that Marty made stools for the trailers. She noted that it "takes a village." Vice-chair Andrews stated that we need an additional 2 volunteers at the end of the night to do inventory. Jeff Carey stated that more of a variety of food is suggested for the event. Director Caputo stated that 2023 is the 10<sup>th</sup> Annual RTB and that changes and new possibilities may occur. She will have further updates at February's meeting.

## 9. Director's Report

A. Event Updates- Director Caputo read her notes from the July 4<sup>th</sup> Fireworks decisions and the cancellation of the triathlon. Director Caputo stated that because of the Highland Park incident, we had an increase of police presence, including both the Police and Fire Chiefs. Even though attendance was down, due to the two storms that rolled through and the incident, we still had 3,000-4,000 people enjoy the fireworks show. On a typical year, we have approximately 8,000 people viewing. Chairperson Koch stated that Directors Caputo's notes explain his questions on the lack of finale for the show. He said that it rains all the time on the 4<sup>th</sup> and that they do stuff around it to make it work. It was noticeable that some shells did not shoot off. Allen Borg stated that they did a darn good job considering the weather. Chairperson Koch stated that he was referring to the issues of rain. Allen Borg asked Chairperson Koch if he thought they could do a better job at the finale? Chairperson Koch said "not sure, maybe." Director Caputo stated that Lake Zurich Fire Department needs to be present for the duration of the fireworks from load in of the product to finish. Bob Kleinheinz stated that the contractor did the best that he could to get all the product protected during the storms and off at the end of the evening. Director Caputo said that they used tarps or some sort of cover over the tubes. Vice-chair Andrews said that it was a crazy storm that came through. Moving onto the triathlon. Director Caputo stated that we are not moving forward in 2023 with hosting a triathlon. Due to infrastructure projects to be completed by the state of Illinois on Miller/Rt. 12 and the mismanagement of the event by Championchip247. Anecdotally the Village has heard that Championchip247 had not done right by their participants in regards to communication and refunds (some individuals received a partial refund and some have not been refunded at all); they dumped their website after canceling their event, stopped taking phone calls from participants and sent out information offering free registration in 2023, all of which would be setting up the next organization for failure. We will look to rehost in 2024 with a new local organization offering new branding and revitalization of the event. Jeff Carey and Vice-chair Andrews agree that this is 100 percent the right move to be made. Allen Borg asked if Championchip247 gave us a deposit. Director Caputo responded that they did not. We are out just our time for herself, Elke Kadzielawski, Sgt. Colin Gaffney, and D.C. Christopherson. Nothing with this event is charged upfront. Village of Lake Zurich attorney Scott Uhler had to send cease and desist letter to the organization to stop the false information that they were distributing stating that the Village canceled the event. The boy scouts overnight was cancelled due to rain. The unplugged fest was cancelled, rescheduled, rained out and rescheduled at Foglia YMCA. Unplugged fest is looking to return to Paulus Park in 2023. The Lake Zurich Chamber of Commerce ran their Taste of the Towns but the department is unsure of their return in 2023. As of December 13<sup>th</sup>, the department was informed that the Steven Siller Tunnel to Towers event will not be happening in 2023 due to a conflict in the organizers schedule. Movies in the park will return even though we had mediocre attendance (approx. 100 people per event date).

- B. Bushel of Apples Recap, Jack O Lantern World (attendance of 40,245), Vice-chair Andrews stated that he loved the new Northern area of Paulus Park. Director Caputo stated that the neighbors next to Paulus park were informed of the event and didn't have any issues with them running. Sariah Quimby stated that Bushel of Apples was so much better in 2022 and that she really enjoyed it. Director Caputo shared that the owner Evan had a new second in charge, Kyleen, who lead operations smoothly. Director Caputo recapped that Jack O'Lantern World brought in a total of \$38,000 and the Village of Lake Zurich donated to CERT in the amount of \$4,000 for their traffic assistance during the event. With the money from 2021 of \$54,000 and 2022 of \$34,000 along with the FY23 Village approved budget, we will be continuing projects such as the bandshell (sound, lighting), pathways to stage, and a new electronic marquee. The neighbors across the channel had noise complaints and Director Caputo spoke to the owner of All Community Events, Peter turned down the speakers and pointed them away from the water. Over 260 letters to Santa have been sent out to date. We have 10 adopted and decorate trees at Breezewald for Deck the Trees at Breeze.
- C. Park Highlights/Updates- Director Caputo stated that we are wrapping up the FY22 OSLAD projects at Paulus Park. We will be looking at 2023 OSLAD grant applications if they become available. A new OSLAD grant opportunity will allow us to replace our current sprayground, reconfigure the confined space control room, shoreline restoration and other components. The application would require the Village to exceed the match of \$400,000 in order to meet the grant parameters and complete a variety of improvements at Paulus. Playground Reno (Jonquil) is set to be redone in 2023. Look for new options to vote on in the spring.
- D. Facility Highlights/Updates – Director Caputo stated that the Parking Lot Improvements at Buffalo Creek were completed. & Air Conditioner replacement in building B and Chalet deck/floor renovation is underway. Some of the previous deck was not even secure with footings and the interior floor of the chalet sunk a bit, so it needs to be raised. In FY23, Buffalo Creek Roof in A/B will be replaced. We are waiting on roofing bids to come in. Buffalo Creek Building B Dance Floor will be replaced with a multipurpose floor. The current shower pan liner/removable dance floor will be repurposed to the Chalet to accommodate additional dance classes.
- E. Program Update- Elke Kadzielawski updated on the current Dance program. Currently there are over 500 dancers, that resulted in a favorable budget number. We had to open new classes to accommodate the dancers. Impulse showcase will be March 24, 2023 at Buffalo Grove Community Center, invitation to follow. Our Annual spring recital will be May 6 & 7, 2023 at Wheeling High School. We are excited to share that we have new contractors joining us in the Spring/Summer. Lifesports in Lincolnshire will be teaching tennis and pickleball at their facility as well as ours. Exact sports will teach volleyball and lacrosse, Kip from Top Performance will do muscle recovery in the industrial park, and Morgan Pierce from A Dog U/Encore Arts will be teaching dog training. Also, new for Spring/Summer 2023, Nonmotorized craft dry storage and rentals. Director Caputo mentioned that Vice-Chair Andrews previously brought up dry storage for

nonmotorized craft permit holders. New this season, the department will offer limited dry storage to Lake Zurich residents only. They can utilize this amenity by purchasing a season nonmotorized craft pass and, as availability allows, purchase a stall for storage. Vice-chair Andrews said that this is great for the people who like to run the lake, kayak and then run back home. In regards to rentals of nonmotorized crafts thru the department, Vice-chair Andrews asked how many in a fleet. Kadzielawski responded that we will be purchasing a small fleet of 10-12 nonmotorized crafts, including kayaks, canoes, SUPs, etc. that will be rented out to residents and non-residents during the 9-week regular season of the beach. Rental hours will be between 12-5pm.

- F. Staff Update- Director Caputo informed the PAB of the FY23 budget approved Recreation Supervisor position that will be responsible for internal and external special events operations and growth as well as sponsorship moving into the new year. Director Caputo is working with Director Gibson on the job description. Maddie Brown is leaving us to become a teacher. Maddie will be leaving in the guest service associate role in January.

10. Written Communications- Annual Schedule of Meetings for 2023, Resident Email, Local News, Event & Program Promotions Director

11. Adjournment

MOTION made by Allen Borg, seconded by Vice-Chair Andrews to adjourn the meeting. Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 7:46pm.



*At the Heart of Community*

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## MEMORANDUM

Date: February 14, 2023  
To: Park and Recreation Advisory Board  
From: Bonnie Caputo, Recreation Director  
Subject: Special Event Request- My Density Matters Think Pink Walk

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### **Issue:**

Every year there are several Special Event Requests to take place at Paulus Park that anticipate attendance in excess of 100. According to the Village of Lake Zurich Special Events Guidelines, these requests must be reviewed by the Park and Recreation Advisory Board.

### **Analysis:**

My Density Matters is requesting permission to a Breast Cancer Awareness walk around the lake, Think Pink event, at Paulus Park. They have put in a special event request for the grounds and Woodland Shelter use for Sunday, October 15, 2023 from 10am-12pm for 100+ attendees. The department did reach out to the Police Department which made a recommendation to have two areas of the route along the lake staffed for crossing assistance. The department also reached out to the organizers of Jack O Lantern World to ensure there would be no conflicts associated with their weekend event operations on the grounds. All Community Events were supportive of the potential event noting that they foresee no issues.

### **Recommendation:**

To be discussed by the Park and Recreation Advisory Board with a recommendation to be made for Village Board consideration.

w/Attachments: Special Event Application & Agreement

# SPECIAL EVENT APPLICATION & AGREEMENT

## ■ EVENT SUMMARY

Event Name Think Pink Walk

Event Type/Purpose Walk around the lake for Breast Cancer Awareness Month

Event Date(s) Sunday, Oct. 15, 2023 Event Start/End Time 10:00 a.m. - 11:30 a.m.

Event Location Starting and ending at Paulus Park - Requesting Shelter A by the bocce ball courts ~~Woodland Shelter~~

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

~~Woodland Shelter~~

## ■ APPLICANT INFORMATION

Organization Name My Density Matters

Applicant's Name/Responsible Party Laura Matuszewski

Organization/Applicant/Address/City/State/Zip My Density Matters C/o Leslie

Yerger - 23450 New Haven Dr. Hawthorn Woods, IL 60047

Applicant Phone Numbers (847) 312-0884

Applicant E-Mail Address laura.matuszewski@mydensitymatters.org

Contact Name & Phone Number During Event Laura Matuszewski (847) 312-0884

\*Representative must be on site and available during event hours \*Start Head N. on Rand, Rt. on Old Rand, Rt. on Robertson, Rt. at Whitney Rd. back to the

■ EVENT SITE DETAILS Pavillion. (Crossing the street by the gyro restaurant at the crosswalk at the light.)

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 Walkers will check-in and

begin the walk at Paulus Park. The walk will conclude at Paulus Park. We'll be selling raffle tickets and educating women on how & why to find their breast density.



Approximate number of people expected at event Hoping over 100

Is this a returning event to Lake Zurich or first time event? First time at Paulus Park.

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 I.H. for details

Number and location of portable toilet facilities provided. # N/A Location: \_\_\_\_\_

Will there be assembly tents/canopies erected at the event? NO  
(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, please

Note your event's website address, if you'd like that included mydensitymatters.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 Taura Matuszcinski Date 1-18-23



## 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.

*Claire Matuszewski*

Signature

1-18-23

Date

## FOR OFFICE USE ONLY

Date application received 1/18/23

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 \_\_\_\_\_





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PARKS AND RECREATION DEPARTMENT

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**MEMORANDUM**

Date: February 14, 2023  
To: Park and Recreation Advisory Board  
From: Bonnie Caputo, Recreation Director  
Subject: Park and Recreation Internal Special Event Requests FY23

**Issue:**

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 FY23:

Event	Date(s) and Time(s)	Location	Estimated Attendance
Annual Egg Hunt	4/1/23 11:30am-12pm	Paulus Park	1,500+
Tween Egg Dash & Dessert	4/7/23 7:30-9:30pm	Paulus Park	100
Arbor Day	4/29/23 9am-12pm	Paulus Park	100+

<b>Food Truck Socials</b>	Every Wednesday, June-August	Paulus Park	300+ per date
	4-7pm		
<b>Farmers Market</b>	6/2/23-9/8/23	Paulus Park	1,000+ each market
	3-7pm		
<b>Movies in the Park</b>	6/16/23 & 7/14/23	Paulus Park	500+ per night
	8:30pm		
<b>Family Fishing Derby</b>	June 18, 2023	Paulus Park	100+
	9am-12pm		
<b>Groove Grove</b>	6/28, 7/26, 8/23/23	Paulus Park	200+ per date
	4-7pm		
<b>July 4<sup>th</sup></b>	7/4/23	Paulus Park	8,000+
	10am-approx.		
	10pm		
<b>Rock the Block</b>	9/9/23	Downtown Lake Zurich	8,000+
	4pm-11:30pm	Main Street	
<b>Miracle on Main Street</b>	12/2/23	Downtown Lake Zurich	3,000+
	3-6:30pm	Main Street	

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 9am through event clean up (approximately 3am on 9/10/23). 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 12/3/23).

**Recommendation:**

To be discussed by the Park and Recreation Advisory Board with a recommendation to be made for Village Board.



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**MEMORANDUM**

Date: February 14, 2023  
To: Park and Recreation Advisory Board  
From: Bonnie Caputo, Recreation Director  
Subject: FY23 External Special Event Requests

**Issue:**

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 FY23:

Event	Date(s) and Time(s)	Location	Estimated Attendance
Purple Plunge	3/4/23 9am-12pm	Breezewald Park/Beach	1000+
Unplugged Fest	8/6/23 11am-3pm	Paulus Park	500+
Brazilian Festival	8/12/23 10am-5pm	Paulus Park	500+
Alpine Races	8/20/23 6:30-1pm	Breezewald Park	700+

<b>Phase Three Brewing</b>	9/22/23-3-9pm	Paulus Park	1,500+ total
<b>Bushel of Apples Fest</b>	9/23/23- 12-9pm		anticipated
	9/24/23- 12-4pm		attendance for
			fest
<b>All Community Events Inc.</b>	9/29-10/31 Thursdays-	Paulus Park Event	2,000-4,000
<b>Jack O Lantern World</b>	Sundays and Halloween (Monday, October 31 <sup>st</sup> ); Set up the week of 9/18 and clean up thru 11/13) 5:30-11pm TH/SUN & Halloween; 5:30pm-12am F/SAT	Areas closed off to the public 9/18-11/13; Event Map remains consistent with prior years	per night

All event applications are consistent with years past with the Brazilian Fest which as opted to condense their fest to a one-day event, Phase 3's Bushel of Apples Fest is requesting to move their event to occur the weekend prior to Jack O Lantern World and to expand to a third day, and All Community Events Inc.'s Jack O Lantern World is looking to expand on their amenities/hours. All Community Events is requesting to hold a youth run along the park pathways during one of the nights of their event operations as well as the addition of a haunted trails attraction along their designated pathways to take place on Fridays and Saturdays from 8:30pm-12am throughout the month. They have adjusted the hours of operation to end earlier on Thursdays and Sundays throughout the month, open from 5:30-9pm.

**Recommendation:**

Staff recommends that the Park and Recreation Advisory Board accept the above applicant requests to utilize park property for FY23.

w/Attachments: Special Events Requests and/or Applications

# SPECIAL EVENT APPLICATION & AGREEMENT

## ■ EVENT SUMMARY

Event Name Purple Plunge

Event Type/Purpose CHARITABLE FUND RAISER

Event Date(s) 3/4/23 Event Start/End Time 9:00 am - 12:00

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 WoodBing C.R  
Lake Zurich, IL 60047

Applicant Phone Numbers 224-715-4545

Applicant E-Mail Address 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? Yes

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

(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 # \_\_\_\_\_ 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) 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 pureflavor61.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

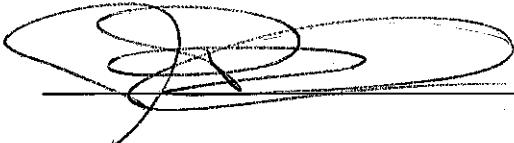
Date 11/14/22



## 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



Date



## FOR OFFICE USE ONLY

Date application received 11/14/22

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 SPECIAL EVENT PERMIT APPLICATION (ATTENDANCE OVER 500)

PLEASE COMPLETE PAGE ONE OF THE APPLICATION

<b>Organization</b>	Name of Organization <i>Purple Plunge, Inc</i>	Type of Organization <i>CHARITY</i>	Is this a "Not For Profit Organization" <input type="checkbox"/> <input checked="" type="checkbox"/> Yes
	Address for Organization <i>804 WOODBINE CIR LAKE ZURICH</i>		Email Address <i>JR BORDENAVE @ LANCAST.NET</i>
	Contact Person <i>Joe Bordenave</i>	Home Number	Business Number
	Chairman/President's Name (If Different) <i>PAUL HURT</i>	Home Number	Business Number
Cell Phone Number <i>224-715-4545</i>			
Cell Phone Number <i>847-306-0753</i>			
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?			
<b>Event</b>	Date(s) of Event <i>3/4/23</i>	Day(s) of the week <i>SATURDAY</i>	Time(s) of Event <i>7am - 12</i>
	Has this event been held in the past? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No When?		
	Describe the Type of Event you wish to hold <i>PLUNGE INTO LAKE ZURICH</i>		Location(s) of event <i>BREEZEWALD PARK BEACH</i>
<b>Police Department</b>	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 <i>EXPLORERS</i>		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 <i>COLIN GAFFNEY</i>	Rank <i>Sgt</i>
	When Contacted:		
<b>Fire Department</b>	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 type="checkbox"/> Yes <input checked="" 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 <i>DIVERS IN WATER DURING PLUNGE</i>		
	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:		
<b>Park &amp; Recreation Dept.</b>	Will your event require assistance of the Park & Recreation Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain	Will the event require the use of any Village Parks or Park Property <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain	
	Name of Park Property to be used (if applicable) <i>BREEZEWALD</i>		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 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 <i>Buoys</i>		
	Has contact been made with a representative of the Park & Recreation Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Name of Park & Recreation Department Official Contacted <i>BONNIE CAPUTO</i>	Title <i>MANAGER</i>
	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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Will the Event require the use of Public Works Equipment <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Public Works</b>	Describe the type of assistance required from the Public Works Department <i>BARRIACADES FOR OPEN ICE</i>		
	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:		
<b>Building</b>	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 Unplugged Fest

Event Type/Purpose Festival to help people connect with our community and reduce technology use

Event Date(s) 7/16/2023 Event Start/End Time 11 AM - 3pm

Event Location Paulus Park

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 726 Spencer Ln., Lake Zurich, IL 60047

Applicant Phone Number 847-530-7778

Applicant E-Mail Address jodialt@unpluggedfest21@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 festival with stations hosted by local vendors located around the park. DJ too



Approximate number of people expected at event 200-500

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? NO If yes, contact Village Hall and see LH for details

Number and location of portable toilet facilities provided # 0 Location: \_\_\_\_\_

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

Will you be selling items or raffling items? raffle vendors may sell wares

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 electric for

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 unpluggedfest.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

Jodi a dt

Date 12/20/2020



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.

Jeri AIA 12/01/2002

Signature

Date

FOR OFFICE USE ONLY

Date application received 12/20/22

Application approved or denied by \_\_\_\_\_

Date paid \_\_\_\_\_ Amount \_\_\_\_\_ Check/Cash/Credit: \_\_\_\_\_

Certificate of Insurance received by \_\_\_\_\_

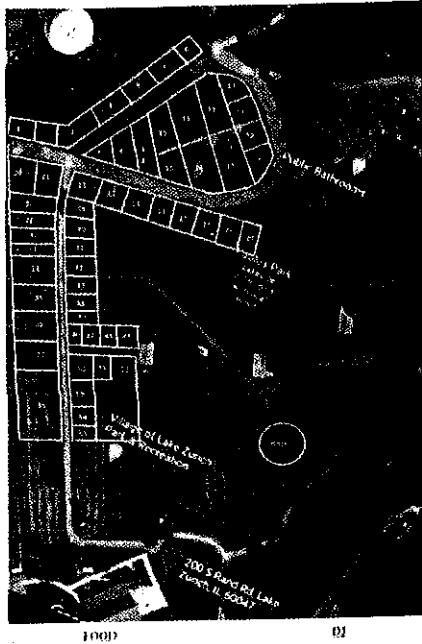
Raffle Permit received by \_\_\_\_\_

Liquor License received by \_\_\_\_\_

Tent Permit received by \_\_\_\_\_

JULIE contacted \_\_\_\_\_





Lake Zurich Stock Cafe—located in Shelter 4      4 Star Entertainment—located in Shelter B

#### Key to Map of Participating Organizations

- 1) Reptiles and Recycling
- 2) Indian Princesses Blackhawk Tribe
- 3) AHN Community Foundation
- 4) Moose Levy
- 5) Midwest Museum of the MidWest
- 6) Des Plaines Valley Walrus, LLC
- 7) Cherry Hill Counseling
- 8) JCC Lake Frank Apache Day Camp
- 9) Girl Scouts of Northern Illinois
- 10) Lake Zurich, Rotary Club
- 11) Ancient Oaks Foundation
- 12) Bergstrom-Sauer Farm
- 13) Lake County Community Pageant
- 14) L295 Educational Foundation
- 15) Knights of Columbus Lake Zurich
- 16) Little Rock Stock Cafe (located in Shelter 4)
- 17) Tuna 4 Service
- 18) Lake Zurich School District 95
- 19) Clay Monet
- 20) Yu Yang Plates
- 21) Lake Zurich Family Mental Arts
- 22) St. Francis de Sales Catholic Parish
- 23) MVP Sports Group
- 24) Universe Books & More by Diana
- 25) Almost Home Foundation
- 26) Indian Academy of Irish Dance
- 27) Live 4 Lab
- 28) Lake Zurich Lacrosse
- 29) LA Fitness
- 30) Lake Zurich Fencing Club
- 31) Metro Happenings
- 32) LZ High
- 33) Lake Zurich Girls Wrestling
- 34) Hootie Depot
- 35) Boy Scouts 961/Cub Scouts 92
- 36) SCIR CERT
- 37) Lake Zurich 100th Anniversary Post 313
- 38) Bega YMCA
- 39) Lake Zurich Lions
- 40) Books of Hope
- 41) Lake County Scholarship Program
- 42) Crew Kicks Fitness
- 43) Cecilia's Home Parties
- 44) Top Performance Strength
- 45) Encore Art Shop
- 46) Elia Financial Society
- 47) Advocates for Community Change
- 48) Nida
- 49) Green Schools Rock
- 50) Ela Township Democratic
- 51) Civil Air Patrol
- 52) Open
- 53) Danielle Carter 4 Champs
- 54) Open



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

<b>Organization</b>	Name of Organization <i>Unplugged Fest</i>	Type of Organization <i>Festival</i>	Is this a "Not For Profit Organization" <input type="checkbox"/> <input checked="" type="checkbox"/>
	Address for Organization <i>128 Spencer Lane FL 60001</i>	Lake Zurich	Email Address <i>Unplugged Fest 31@9mail.com</i>
	Contact Person <i>Johi AH</i>	Home Number <i>847-847-7886</i>	Business Number —
	Chairman/President's Name (If Different) <i>Johi Anna Alexis AH</i>	Home Number <i>Same</i>	Business 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? <i>The festival is put on by a 14 year old girl.</i>		
<b>Event</b>	Date(s) of Event <i>8/16/2022</i>	Day(s) of the week <i>Sunday</i>	Time(s) of Event <i>11AM - 3pm</i>
	Describe the type of Event you wish to hold <i>Fest w/ 1 to help people reduce techUsage</i>		Location(s) of event <i>Paulus Park</i>
	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
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			
<b>Police Department</b>	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 —
	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
<b>Fire Department</b>	Type of Equipment <input type="checkbox"/> Ambulance <input checked="" type="checkbox"/> Engine <input type="checkbox"/> Other (Please Describe) <i>Possibly CERT truck</i>		Describe the type of assistance required from the Fire Department <i>None</i>
	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 —
	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
<b>Park &amp; Recreation Dept.</b>	Name of Park Property to be used (if applicable) <i>Paulus Park</i>		Address of Park Property to be used (if applicable) <i>2003 Rand Rd - Lake Zurich IL 60001</i>
	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 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 <i>Shelter A 4B</i>			
<b>Public Works</b>	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 <i>Bonnie Caputo</i>
	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 <i>Permit for signs to be put up outside park</i>			
<b>Building</b>	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 checked="" type="checkbox"/> No		Name of Public Works Department Official 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 —	

# SPECIAL EVENT APPLICATION & AGREEMENT

## ■ EVENT SUMMARY

Event Name Brazilian festival @ Same location  
on Pauls Ground  
03/03/2023

Event Type/Purpose Promote Brazilian culture and small businesses

Event Date(s) 08/12/23 Event Start/End Time 10 am - 5 pm

Event Location Pauls Park

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

## ■ APPLICANT INFORMATION

Organization Name Brazilian festival

Applicant's Name/Responsible Party Juliana Gomes

Organization/Applicant/Address/City/State/Zip 381 - Prairie Knoll Dr, Naperville IL 60565

Applicant Phone Numbers 630 272 9722

Applicant E-Mail Address brazilian festival us @ gmail.com

Contact Name & Phone Number During Event Katy - 630. 600. 7540

\*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 food, music and products

provided by Brazilian entrepreneurs / small businesses



Approximate number of people expected at event 500

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 LH for details

Number and location of portable toilet facilities provided # 0 Location:   

Will there be assembly tents/canopies erected at the event? yes 10x10

(If yes, contact the Community Services Dept. for permit & to schedule an inspection (anything > 10x10))

Will you be selling items or raffling items? Selling - yes (vendors) / Raffling - 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

Feliciana Jones

Date 01/27/2023



**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

01.27.2023

Date

**FOR OFFICE USE ONLY**Date application received 1/27/23

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 <b>BRAZILIAN FESTIVAL</b>	Type of Organization	Is this a "Not For Profit Organization" <input type="checkbox"/> <input checked="" type="checkbox"/>		
	Address for Organization <b>381 Prairie Knoll Dr, Naperville</b>		Email Address <b>brazilianfestivalus@gmail.com</b>		
	Contact Person <b>Juliana Gomez</b>	Home Number <b>630 219 3300</b>	Business Number <b>630 272 9722</b>	Cell Phone Number <b>630 272 9722</b>	
	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 <b>08/12/2023</b>	Day(s) of the week <b>Sat</b>	Time(s) of Event <b>10am - 5 pm</b>	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 <b>Cultural event - Brazilian Small Businesses</b>		Location(s) of event <b>Paulus Park</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	
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 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	
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) <b>Paulus Park</b>		Address of Park Property to be used (if applicable)		
	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			
Describe any other Park & Recreation Department Equipment Needed <b>BBQ carts</b>					
Has contact been made with a representative of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted <b>Tonnie Gaudio</b>		Title	
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 type="checkbox"/> No	Will the Event require the use of Public Works Equipment <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Describe the type of assistance required from the Public Works Department				
	Type of equipment needed <input type="checkbox"/> Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input type="checkbox"/> Trucks <input type="checkbox"/> Others: Will the event require the use of any Public Works Property <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain				
Has contact been made with a representative of the Public Works Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Public Works Department Official Contacted		Title	
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

# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name ALPINE Races

Event Type/Purpose 5K, 10M ROAD RUN RACE

Event Date(s) August 20, 2023 Event Start/End Time 6:30 AM - 1PM

Event Location Breezewold Park 125 N. Old Rand Rd

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

## APPLICANT INFORMATION

Organization Name ALPINE RUNNERS of Lake Zurich

Applicant's Name/Responsible Party Bob McCANN

Organization/Applicant/Address/City/State/Zip 830 W. IL Rt. 22

Lake Zurich IL

Applicant Phone Numbers 630-992-5643

Applicant E-Mail Address RMCCANN99@COMCAST.NET

Contact Name & Phone Number During Event Bob McCANN 630-992-5643

\*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 5K, 10K RUN

Start and End at Breezewold Park

Food and medals provided for entrants



Approximate number of people expected at event 700

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? 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 IH. for details

Number and location of portable toilet facilities provided # 10 Location: ALONG EAST LOT

Will there be assembly tents/canopies erected at the event? NO  
(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, ELECTRIC AT PARK

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 ALPINE RUNNERS. 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 Smith

Date

12/14/2022



## 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 McC

12/14/2022

Signature

Date

## FOR OFFICE USE ONLY

Date application received 12/14/22

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 \_\_\_\_\_



Course Certification  
Measured on 5/15/2022  
by Brad Krugler  
krugler@yahoo.com

Map not to scale

This course was measured using  
the full width of the roads/trails  
and the Shortest Possible Route  
(SPR) except as noted on map  
details

## Lake Zurich 10 Mile



### Water Stops

Water Stop  
#4

Water Stop #3

Start: See Inset 42.19824, -88.09495  
20' 2" NW edge of curb adjacent from Oak St  
43' 7" NW of hydrant located adjacent to Oak St on Old  
Rand Rd

Mile 1: 36' 2" SE of stop sign on SE corner of Golfview  
and Pinekree Row 42.207081, -88.108533

Mile 2: 29' S of Slow Children sign S of 6 Brierwoods Ln.  
42.21744, -88.10177

Mile 3: 54' 3" NE of mailbox at 9 Acorn Dr  
42.22013, -88.085637

Mile 4: 5' S 23139 W Lochanora Dr mailbox  
42.23086, -88.085337

Mile 5: 17' 8" S of stop sign at the corner of Governors  
Way and Deerpoint Trail  
42.13433, -88.04483

Mile 6: 10' 2" S of mailbox at 12 Mulberry Dr  
42.22416, -88.07677

Mile 7: 5' 3" NE of 1" stone pillar NE of driveway at  
address 12 on Acorn Dr  
42.21967, -88.08721

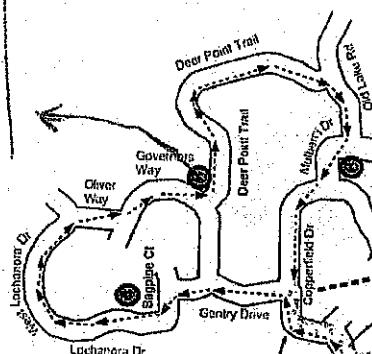
Mile 8: 28' 3" N of mailbox at 16 Brierwoods Ln  
42.216990, -88.101771

Mile 9: 19' 3" SE of sewer cover on Pine Tree Row SE of  
Summit Terrace  
42.20664, -88.10768

Finish: See Inset 51' 11" SE of fire hydrant located  
adjacent to Oak St on SW side of Old Rand Rd  
8' 3" from NW edge of crosswalk  
42.19808, -88.09469



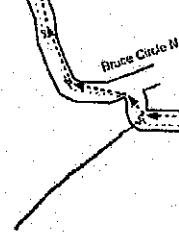
Water Stop #4



Water Stop #3



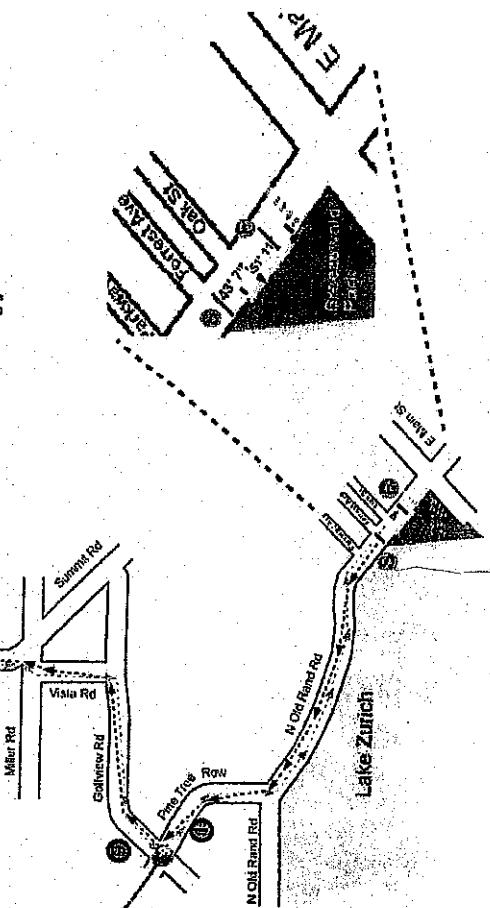
Water Stop #2



Water Stop #1



Runners stay to the left of the cloned area through  
this section. Red arrows indicate runners  
returning using the same roads and using SPR  
unless separated with cones. Course measured  
accordingly.



Water Stops



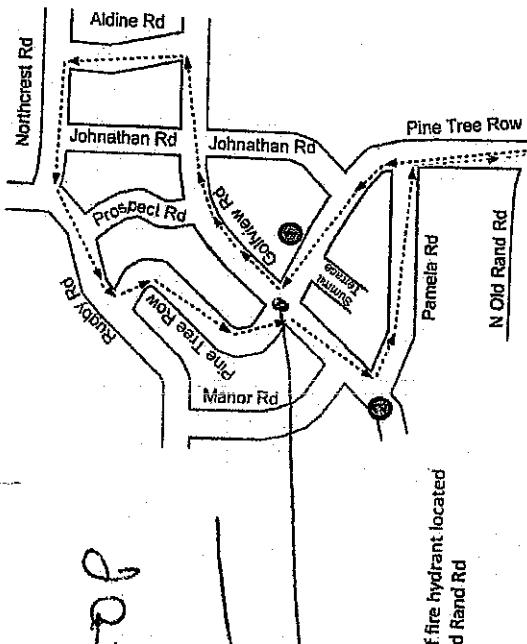
Course Certification  
Measured on 5/15/2022  
by Brad Krugler  
Krugler@yahoo.com

Map not to scale

This course was measured using  
the full width of the roads/trails  
and the Shortest Possible Route  
(SPR)

## Lake Zurich 5K

Lake Zurich, IL



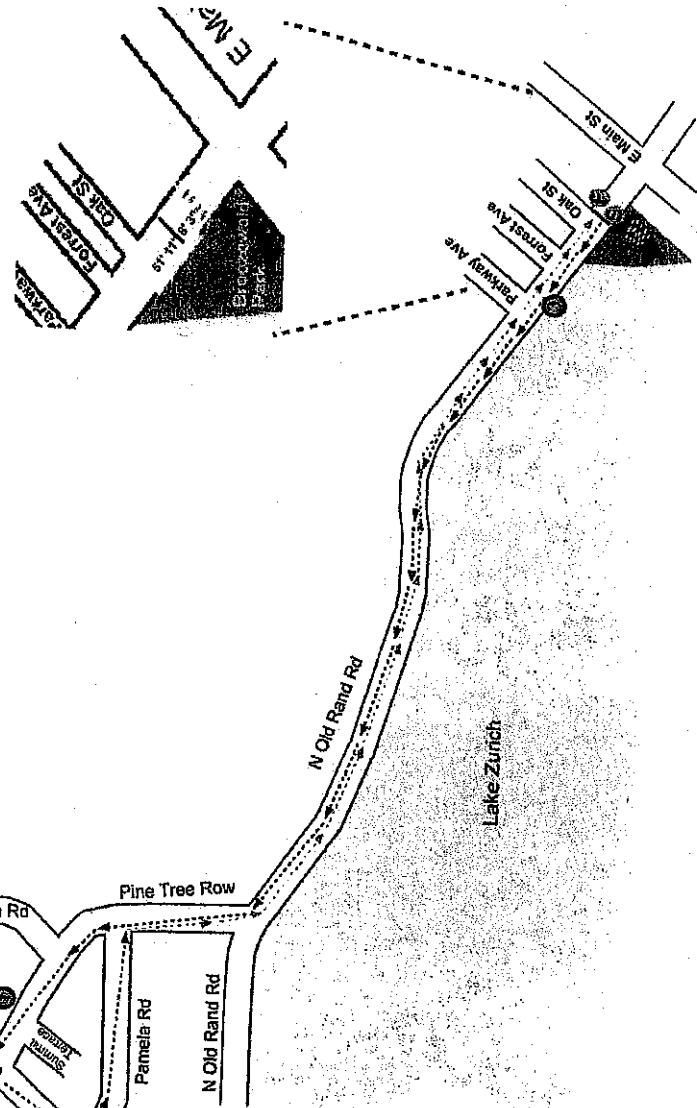
Water Stop  
#1

Start/Finish: See inset. 51° 11' SE of fire hydrant located  
adjacent to Oak St on SW side of Old Rand Rd  
8' 3" from NW edge of crosswalk  
42.19408, -88.09469

Mile 1: 44' SE of fire hydrant located on NE corner of  
Pine Tree Row and Summit Terrace  
42.20679, -88.10795

Mile 2: 9' 9" NE of fire hydrant on SE side of Golfview  
road SW of intersection of Golfview and Manor Rd  
42.20522, -88.10961

Mile 3: 51' 9" NW of manhole cover on W side of Old  
Rand Rd SW of Parkway Ave  
42.19919, -88.09641





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

<b>Organization</b>	Name of Organization <b>ALPINE RUNNERS</b>	Type of Organization <b>Running Club</b>	Is this a "Not For Profit Organization" <input type="checkbox"/> <input checked="" type="checkbox"/> <b>YES</b>
	Address for Organization <b>820 W. IL Route 22, LAKE ZURICH</b>		Email Address
<b>Event</b>	Contact Person <b>Bob McCann</b>	Home Number <b>630-922-5643</b>	Business Number <b></b>
	Chairman/President's Name (if Different) <b>MARY HUNT</b>	Home Number <b>847-714-6195</b>	Business Number <b></b>
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?			
<b>Police Department</b>	Date(s) of Event <b>8/20/2023</b>	Day(s) of the week <b>SUNDAY</b>	Time(s) of Event <b>7:00 AM</b>
	Describe the type of Event you wish to hold! <b>ROAD RUNNING RACE (5K)</b>		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When? <b>8/20/2022</b>
Location(s) of event <b>BREEZEWALD PARK</b>		Name(s) of roads to be closed	
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			
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 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		Type of Police Department Equipment Needed <input checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Police Official Contacted <b>COLIN GAGNEY</b>	Rank <b></b>
When Contacted:			
<b>Fire Department</b>	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) <b>AMBULANCE ON STAND BY</b>		
Describe the type of assistance required from the Fire Department			
Has contact been made with a representative of the Fire Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Fire Department Official Contacted <b></b>	Rank <b></b>
When Contacted:			
<b>Park &amp; Recreation Dept.</b>	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) <b>BREEZEWALD</b>		Address of Park Property to be used (if applicable) <b>125 N. OLD RAND Rd.</b>
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 <b>USE OF THE PAVILION</b>			
Has contact been made with a representative of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted <b>BONNIE CAPUTO</b>	Title <b>DER</b>
When Contacted: <b>TODAY</b>			
<b>Public Works</b>	Will the event require the assistance of the Public Works Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain	Will the event require the use of Public Works Personnel <input type="checkbox"/> Yes <input 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 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 <b></b>	Title <b></b>
When Contacted:			
<b>Building</b>	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 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 <b></b>	Title <b></b>
When Contacted:			

# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name A Bushel of Apples Fall Fest

Event Type/Purpose Beer release/Community fundraising event

Event Date(s) 9/22-9/24 Event Start/End Time 3pm-9pm, 12pm-9pm, 12pm-4pm

Event Location Palus 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 Phase Three Brewing

Applicant's Name/Responsible Party Mark Mesrobian

Organization/Applicant/Address/City/State/Zip Phase Three Brewing Mark Mesrobian 932 Donata Ct. Lake Zurich, IL 60047

Applicant Phone Numbers 847-320-1910

Applicant E-Mail Address Mark@phasethreebrewing.com

Contact Name & Phone Number During Event Mark Mesrobian 847 809 5989

\*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 Local Beer release and Community fundraiser. Family-friendly with music, games, food, merch, and beer sales. Very Similar to last year's events.



1,500 over three days

Approximate number of people expected at event

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 # 8 Location: North western section

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) 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 www.phasethreebrewing.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



Date 1/23/23



## 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

\_\_\_\_\_  
Date

1/23/23

## 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**

<b>Organization</b>	Name of Organization Phase Three Brewing		Type of Organization Brewery		Is this a "Not For Profit Organization" <input type="checkbox"/> <input checked="" type="checkbox"/>		
	Address for Organization 932 Donata Ct. Lake Zurich, IL 60047			Email Address Mark@phasethreebrewing.com			
	Contact Person Mark Mesrobian		Home Number		Business Number		Cell Phone Number 847-809-5989
	Chairman/Presidents Name (If Different) Evan Morris		Home Number		Business Number 847-320-1910		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?						
<b>Event</b>	Date(s) of Event 9/22/23-9/24/23	Day(s) of the week Friday, Saturday, Sunday	Time(s) of Event 3pm-9pm, 12pm-9pm, 12pm-4pm		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 Bushel of Apples Fall Fest			Location(s) of event Palus Park			
<b>Police Department</b>	Will your event require the assistance of the Police Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the closing of any roadways? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name(s) of roads to be closed		
	Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input type="checkbox"/> Traffic Control <input type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other						
	List any other assistance the Police Department would be providing		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 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		
<b>Fire Department</b>	Type of Equipment <input type="checkbox"/> Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Other (Please Describe)						
	Describe the type of assistance required from the Fire Department						
	Has contact been made with a representative of the Fire Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Fire Department Official Contacted			Rank	When Contacted:
	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)			Address of Park Property to be used (if applicable) 200 S Rand Rd, Lake Zurich, IL 60047			
<b>Park &amp; Recreation Dept.</b>	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				
	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 The Best!	When Contacted: January 2023
	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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Public Works</b>	Describe the type of assistance required from the Public Works Department Light carts						
	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 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will any electrical equipment be used outdoors <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Building</b>	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		When Contacted:
	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 Jack O'lantern World

Event Type/Purpose 3/4 mile walk through through thousands of hand carved pumpkins

Event Date(s) 9/29-10/1, 10/5-10/8, 10/12-10/15, 10/19-10/22, 10/26-10/29, Event Start/End Time Thursday and Sunday  
10/31

5:30pm-9:00pm, Friday and  
Saturday 5:30pm-12:00am

Event Location Paulus Park

PARK SET UP: 9/18

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

PARK CLEAN UP:

11/1 - 11/13

## APPLICANT INFORMATION

Organization Name All Community Events

Applicant's Name/Responsible Party Robert Jaenicke

Organization/Applicant/Address/City/State/Zip 1152 Ensell Road Lake Zurich, IL 60047

Applicant Phone Numbers 630-656-0804

Applicant E-Mail Address bobby@allcommunityevents.com

Contact Name & Phone Number During Event Robert 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...

We would be looking to utilize the same route that has been used the previous 2 year for the Walk. We are also looking to add a haunted version of the trail that would take place on select Friday's and Saturday's from 8:30pm until 12:00am. We would like to add a kids run through Jack O'lantern World which would take place inside the footprint of the walking route. The date for this would be TBD but it would take place during normal operating hours of the event.



Approximate number of people expected at event 2,000- 4,000 nightly

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

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? Possibly but unlikely

(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? unsure If yes, contact Village Hall and see I.H. for details

Number and location of portable toilet facilities provided # 10 Location: Next to Shelter

Will there be assembly tents/canopies erected at the event? no

(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) possibly

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

Robert Jaenickel

Date

2/9/22



## 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 Jasnicka

2/9/22

Signature

Date

## FOR OFFICE USE ONLY

Date application received 2/9/23

Application approved or denied by \_\_\_\_\_

Date paid \_\_\_\_\_ Amount \_\_\_\_\_ Check/Cash/Credit \_\_\_\_\_

Certificate of Insurance received by \_\_\_\_\_

Raffle Permit received by \_\_\_\_\_

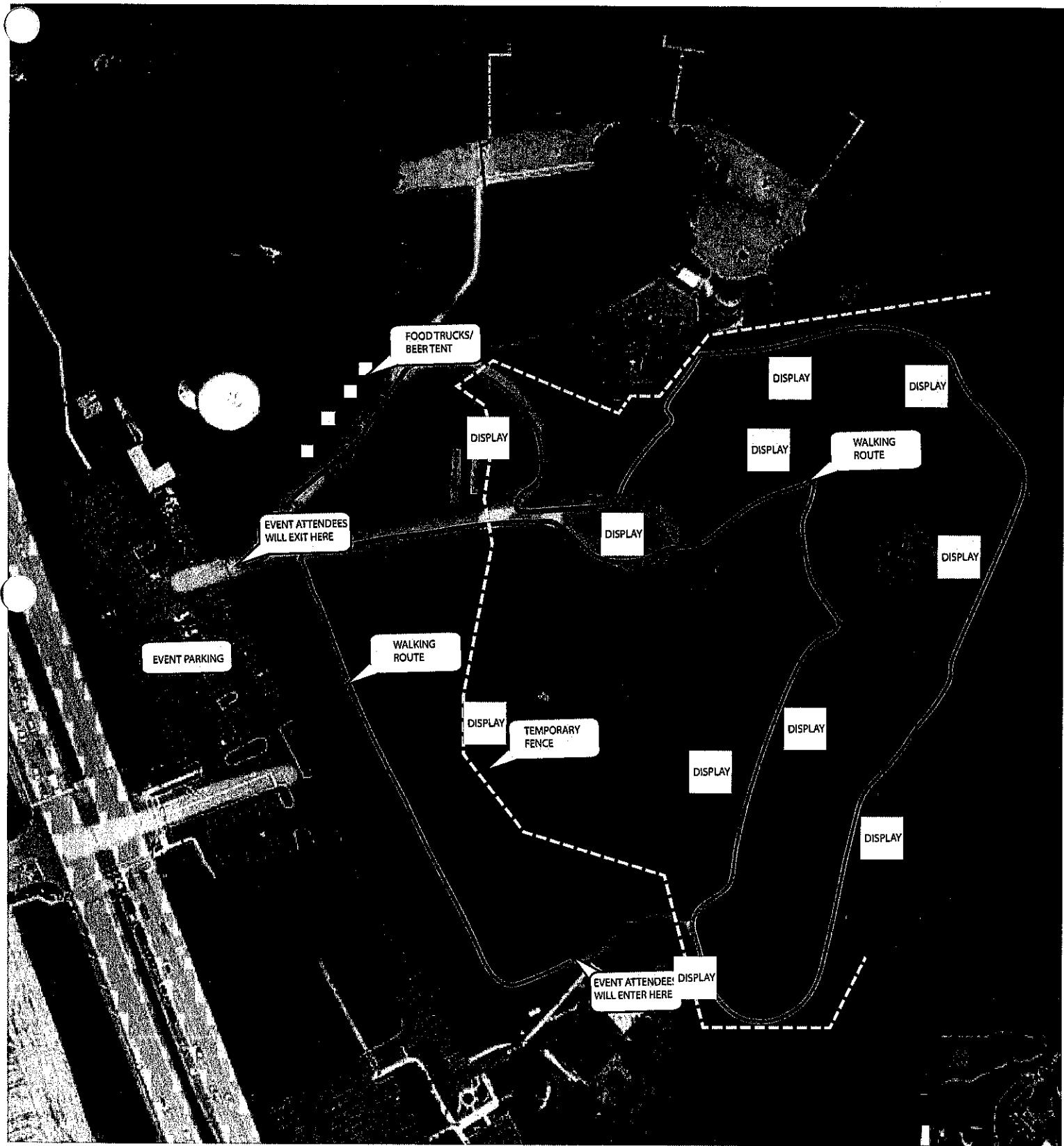
Liquor License received by \_\_\_\_\_

Tent Permit received by \_\_\_\_\_

JULIE contacted \_\_\_\_\_



# All Community Events Jack O'lantern World Paulus Park





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

PLEASE COMPLETE PAGE ONE OF THE APPLICATION

<b>Organization</b>	Name of Organization <b>All Community Events</b>		Type of Organization <b>Event Management</b>	Is this a "Not For Profit Organization <input type="checkbox"/> yes <input checked="" type="checkbox"/> no			
	Address for Organization <b>1152 Ensell Road</b>		Email Address <b>bobby@allcommunityevents.com</b>				
	Contact Person <b>Bobby</b>		Home Number	Business Number	Cell Phone Number <b>630-656-0804</b>		
	Chairman/Presidents Name (If Different) <b>Peter Starykowicz</b>		Home Number	Business Number	Cell Phone Number <b>847-344-0861</b>		
	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?						
	<b>Event</b>	Date(s) of Event <b>9/29/23-10/31/23</b>	Day(s) of the week <b>Thursday- Sunday</b>	Time(s) of Event	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 <b>Jack O'lantern World Walk</b>		Location(s) of event <b>Paulus Park</b>			
	<b>Police Department</b>	Will your event require the assistance of the Police Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Will the event require the closing of any roadways? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Name(s) of roads to be closed			
		Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input type="checkbox"/> Traffic Control <input type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
		List any other assistance the Police Department would be providing		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:			
<b>Fire Department</b>	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)						
	Describe the type of assistance required from the Fire Department						
<b>Park &amp; Recreation Dept.</b>	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 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) <b>Paulus Park</b>		Address of Park Property to be used (if applicable) <b>200 S Rand Road</b>				
	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					
	Describe any other Park & Recreation Department Equipment Needed						
	Has contact been made with a representative of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted <b>Bonnie Caputo</b>		Title <b>Recreation Director</b>	When Contacted:	
<b>Public Works</b>	Will the event require the assistance of the Public Works Department <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" 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 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:	
<b>Building</b>	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 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:	



*At the Heart of Community*

PARKS AND RECREATION DEPARTMENT

200 South Rand Road  
Lake Zurich, Illinois 60047

(847) 438-5146  
LakeZurich.org

**MEMORANDUM**

Date: February 14, 2023

To: Park and Recreation Advisory Board

From: Bonnie Caputo, Recreation Director

Subject: **Jonquil Park Playground Equipment Removal, Design, Procure & Installation**

**Issue:** The FY23 budget includes \$67,000 in the Capital Fund and \$25,000 in the SRA Programs Fund for the replacement of playground equipment (total project budget of \$92,000). Work for this includes the removal of the current structure including footing and surfacing, design, procurement and installation of new playground equipment, fall zone material, and recycled plastic perimeter containment edging.

**Analysis:** Per the project proposal and the Playground Replacement Plan, this year's budgeted playground replacement is to be allocated to the 29-year old playground at Jonquil Park (located at 519 Carolian Drive). Built and install in 1994, it is currently the oldest playground equipment in our inventory. The average life span of playgrounds with normal routine maintenance is approximately twenty years.

Jonquil Park, considered a mini park, is nestled in a neighborhood serving 23 direct households (approximately 1% of our households in Lake Zurich) and currently continues equipment that accommodates ages 2-12. (Please note that the household count listed does not include surrounding properties that are able to walk to the property utilizing sidewalks; over 100 households in .25 mile radius.)

The Parks and Recreation Department received ten (10) different playground proposals (2 from each designer) for Jonquil Park from the following vendors:

**Burke Company (equipment)/Play Illinois LLC (installer)-**

129-163689-1 -\$93,687; 129-163690-2 -\$92,355

**Miracle/Team Reil Inc.-**

Option 1-\$93,316; Option 2-\$93,943

**NuToys Leisure Products/Green-Up-**

Option 1-\$92,000; Option 2-\$92,000

**Playcraft Systems/Green-Up-**

Option 1-\$92,082.70; Option 2-\$91,864.32

**UltraPlay/The Larson Equipment and Furniture Company-**

Option 1-\$93,688.12; Option 2-\$93,316.25

The community and neighborhood will be encouraged to vote for their favorite design in the upcoming weeks. Feedback will be solicited from residents through the Jonquil neighborhood HOA, Benchmarks, Facebook, and the website. The final votes will be proposed at a future Village Board meeting.

**Recommendation:** Discussion only

w/ Attachments; Village of Lake Zurich Jonquil Park RFP; Jonquil Playground Proposals/Designs



**VILLAGE OF LAKE ZURICH  
REQUEST FOR PROPOSALS (RFP) TO  
REMOVE EXISTING PLAYGROUND STRUCTURE, FOOTINGS, SURFACING &  
EDGING, DESIGN, PROCURE AND INSTALL PLAYGROUND EQUIPMENT AND  
FALL ZONE MATERIAL  
AT JONQUIL PARK**

Dated: January 9, 2023

<b>PROJECT MILESTONES</b>	
Release RFP	Monday January 9, 2023
<b>Deadline for Submission of Proposals</b>	Thursday February 9, 2023
Evaluation of Proposals Begins	Week of February 13, 2023
Award of Contract (tentative)	Tuesday March 21, 2023

Lake Zurich Village Hall  
70 East Main Street  
Lake Zurich, IL 60047

The Village of Lake Zurich (Village) is requesting proposals to design, provide and install playground equipment and fall zone material in connection with Jonquil Park. The Village will select one

(1) Proposer to provide equipment, materials and installation for the park as outlined in this request.

### **Scope of Project**

This project consists of the removal of existing playground structure, footings, removal of fall protection surfacing and perimeter containment edging, design, procurement and installation of a playground system including fall zone material and perimeter edging at Jonquil Park located at 519 Carolian Drive, Lake Zurich, IL 60047. It is important that the design of the play system shall safely fit within the play area footprint referenced on the last page of this RFP, which is approximately 4,374 square feet. The funding source for this project is through the Capital Improvement Fund. All equipment will be assembled and installed by the Proposer or Proposers representative.

The Village of Lake Zurich requires Proposers to design a play system that meets or exceeds all current federal CPSC, ASTM, IPEMA standards and ADA requirements.

Questions concerning the proposal should be directed to:

**Michael Cernock**

Village of Lake Zurich General Services Supt.  
505 Telser Road  
Lake Zurich, IL 60047  
847-540-1696 Ex. 8008  
Mike.Cernock@LakeZurich.org

The Village of Lake Zurich shall be exempt from any liability for costs incurred by unsuccessful Proposers in preparation of the proposals.

### **Design Element Guidelines & Play System Specifications**

Proposers should base their playground equipment designs on meeting all accessibility and safety standards as well as the guidelines & specifications listed in this RFP. Quality of equipment components, quality of design, play value, cost, and appropriateness to location and target demographic must be taken into consideration in the design of the play system.

The total dollar amount allocated to the project is \$92,000.00. Any proposals varying more than \$2,000.00 from the budgeted amount in either direction will be rejected.

Required Items:

1. All play system elements must meet and/or exceed all federal, CPSC, ASTM & IPEMA guidelines.
2. Play system must include engineered wood fiber fall zone material to required minimum depth over play area.
3. Must include recycled plastic perimeter containment edging for the existing play area.

Play System Features in Priority Order:

1. Provide a minimum of one traditional structure and, preferably, one custom designed or non-traditional structure (such as a natural playground, ropes playground, bike playground, etc.) designed for ages 2 to 12 that is ADA accessible with playground safety signage.
2. Provide one swing set which shall have minimum 2 swings for toddlers, 2 swings for infants and an ADA wheelchair swing.
3. Other desired elements include: stand-alone spinner element, transfer tubes, stand-alone climbers, overhead slide track, spring toys, digging toys, etc.

Preferred Play System Qualities:

1. All play system elements must demonstrate the highest level of durability in materials and finishes selected in consideration of child health and safety.
2. Play systems that provide shade to users i.e. roofs.
3. Structures and elements should be unique to the Lake Zurich area.
4. Structures should provide a variety of built-in activity panels and climbers.

5. Structures and color themes should suit the natural setting of the park.

#### **Proposal Content**

Playground Proposers shall provide a minimum of (2) two designs for each Supplier represented for the park playground.

In the proposal, provide a list of the components proposed for the Jonquil Park play system. Include structure and component model numbers, materials, color choices and recommendations, protective area requirements, target age ranges and developmental levels, target play type or activity, estimated lifetime of equipment including manufacturer's warranty and any other relevant descriptive information. The proposals shall include individual line item costs for the following:

1. Removal and disposal of existing playground structure.
2. Removal and disposal of existing playground footings.
3. Removal and disposal of existing fall protection surfacing, and perimeter containment edging.
4. Procurement and installation of new perimeter containment edging including any landscaping required to match exiting grade.
5. Installation of new fall protection surfacing.
6. Delivery and installation cost of play systems as designed, inclusive of the equipment structures, components, and any associated hardware.
7. Costs associated with audit of completed structure.

Proposals must include complete drawings for each design, specifications and pictures for each component in designs and colors available. A 2-dimensional top view with graphic scale and/or A 3-dimensional depiction of the proposed playground system are preferred. Proposals must include a proposal price for each design presented. The Village reserves the right to reject any and all proposals with or without cause, and to accept proposals which it considers most favorable.

Play system design shall safely fit in the playground area as shown on the site plans (Attachment A).

Proposers are encouraged to be creative in their designs and to maximize the role of unstructured play in their proposals. Proposers may submit proposals from non-traditional type playground structures, if desired, in whole or as components of the overall playground.

#### **Assembly/Installation and Inspection**

The play system assembly and installation will be provided and managed by the Proposer. The Proposer must supply direct supervision from manufacturer or supply qualified and certified representative familiar with playground installation. All tools and equipment required to install play equipment shall be provided by the Proposer. The work site shall be protected throughout the delivery and installation process by temporary construction fencing.

A representative of the Proposer is required to conduct a post installation audit with an inspection of equipment and fall protection surfacing upon completion to insure the proper installation of the equipment. If not properly installed, modifications must be submitted in writing to the Village and remedied immediately. The audit expense must be included in the proposal. Co-inspection with the Proposer's representative of assembly and installation work may be conducted by the Village and an independent auditor following installation at the Village's expense. The Proposer shall submit to the Village the manufacturer's certification of compliance and warranty following punch list completion. Upon project completion, Proposer shall provide detailed technical installation instructions and maintenance & operations manuals from manufacturer.

#### **Protection and Restoration of Property**

It is understood that in the execution of the Work herein provided for there may be interference with and/or damage to trees, shrubbery, crops, fences, pathways, railroad tracks, overhead structures such as poles, wires, cables, underground structures such as sewers, gas mains, telephone conduits and cables, water mains, drains, service connections, wires, pipes, conduits, located along, adjacent to, and/or crossing the locations of the Work, and that it may be necessary to relocate or reconstruct certain of such structures, improvements, and installations and/or to make repairs to the same by reasons of doing the Work herein provided for, and it is therefore particularly and specifically agreed that the Proposer except as otherwise herein provided, shall do the Work necessary for such relocation, reconstruction, and repair and shall bear and pay all of the cost and expense of such relocation, reconstruction, and/or repair of, and all damage done to any and all such pipe line and other structures, improvements, and installations, including service connections, if any, to

adjacent property, existing at the date of the execution of the contract and/or existing, during the period of the Work to be done under the contract, which may be interfered with, damaged, and/or necessarily relocated, reconstructed, or repaired in the performance of the Work herein provided for, including the restoration and resurfacing of unpaved portions of public streets, pathways and alleys, rights-of-way, easements, and private property damaged or disturbed by the Work, the same to be restored to as good condition as the same existed at the time of the commencement of any such Work or relocation. The Village of Lake Zurich requests a video log of the project limits prior to any construction.

It is further agreed that the owners of any structures, improvements, installations, referred to in the preceding paragraph shall have the right to do the Work while meeting all of the Village of Lake Zurich standards and code requirements or any part thereof necessary for the relocation, reconstruction, replacement, repair, and other Work required by reason of any interference with and/or damage to such structures, improvements, installations, due to the prosecution of the Work and upon completion of such Work by them done, said owners may render bills to the Proposer for the cost and expenses thereof which bills shall be paid by the Proposer without extra compensation therefore from the Village, upon demand by said owners, or upon demand made by the Village upon the Proposer for the payment thereof.

#### **Warranty**

Upon completion of installation, the Proposer must provide documentation attesting the equipment has been installed meeting all specifications thereby warranted by manufacturer. Additionally, it is the Proposer's responsibility to provide to the Village the manufacturer's warranty of installed equipment.

#### **Compliance**

All equipment must meet and/or exceed all federal, CPSC, ASTM & IPEMA guidelines as well as the Village of Lake Zurich standards and code requirements. Documentation of compliance must be provided to the Village with the Proposer's proposal.

All equipment must comply with Americans with Disabilities Act (ADA). The designs submitted by the Proposer must incorporate either a transfer platform or ramp in each design when necessary.

The Proposer shall at all times observe and comply with all Federal, State, Municipal and other local laws, ordinances, regulations, and requirements which in any manner affect the conduct of the Work, and with all Federal, State and local laws and policies of non-discrimination, sexual harassment, prevailing wages and others applicable thereto; and all such orders or decrees as exist at the present and which may be enacted later, of bodies or tribunals having jurisdiction or authority over the Work, and no plea of misunderstanding or ignorance thereof will be considered. He shall indemnify and save harmless the Village and all its officers, agents, employees and servants against any requirement, claim or liability arising from or based on the violation of any such law, ordinance, regulation, order or decree, whether by himself or his employees. All Proposers must supply a certificate of eligibility to enter into public contracts.

#### **Insurance and Hold Harmless Provision**

At the Proposer's expense, the Proposer shall secure and maintain in effect throughout the duration of this contract, insurance of the following kinds and limits to cover all locations of the Proposer's operations. The Proposer shall furnish Certificates of Insurance to the Village before starting or within ten (10) days after the execution of the contract, whichever date is reached first. All insurance policies shall be written with insurance companies approved by the Village of Lake Zurich and licensed to do business in the State of Illinois and having a rating of not less than A IX, according to the latest edition of the A.M. Best Company; and shall include a provision preventing cancellation of the insurance policy unless thirty (30) days prior written notice is given to the Village. This provision shall also be stated on each Certificate of Insurance as: "Should any of the above described policies be canceled before the expiration date thereof, the issuing company will endeavor to mail 10 days written notice to the certificate holder named to the left". If requested, the awardee of this proposal will give the Village a copy of the insurance policies. The policies must be delivered to the Village within two weeks of the request.

The limits of liability for the insurance required shall provide coverage for not less than the following amount, or greater where required by law:

- (1) Worker's Compensation Insurance - Statutory amount.
- (2) General Liability Insurance:
  - (a) \$1,000,000 per occurrence and \$2,000,000 general aggregate
  - (b) \$500,000 per occurrence for Property Damage
  - (c) \$1,000,000 per occurrence for Personal Injury
- (3) Auto Liability Insurance:
  - (a) Bodily injury with limits not less than \$1,000,000
  - (b) Property damage with limits not less than \$500,000
- (4) Umbrella excess liability of \$1,000,000 per occurrence, \$2,000,000 aggregate

The Proposer shall include the Village as a primary, non-contributory additional named insured on both General and Auto Liability Insurance policies and indicate said status on any Certificates of Insurance provided to the Village pursuant to this project. All insurance premiums shall be paid without cost to the Village.

The Proposer agrees to indemnify and hold harmless the Village of Lake Zurich, their agents and employees from and against all loss and expenses (including costs and attorneys' fees) by reason of liability imposed by law or claims made upon the Village of Lake Zurich for damages because of bodily injury, including death at any time resulting there from sustained by any person or persons or on account of damage to property, including loss of use thereof, arising out of or in consequence of the performance of this project work, whether such claims or injuries to persons or damage to property be due to the negligence of the Proposer or his Subcontractors. The Proposer shall assume total risk and shall be responsible for any and all damages or losses caused by or in any way resulting from the work and provide all insurance necessary to protect and save harmless the Village of Lake Zurich and its employees.

- (5) The Proposer must provide an original Certificate of Product Liability Insurance with Village named as certificate holder for a minimum of \$10,000,000 coverage.

#### **Proposal Submittal**

Sealed proposals must be submitted to Lake Zurich Village Hall by **10:00 a.m. CT, Thursday February 9, 2023** and must be addressed as follows:

Proposal for Village Project- Jonquil Park Playground  
Attn: Bonnie Caputo, Recreation Director  
Lake Zurich Village Hall  
70 East Main Street  
Lake Zurich, IL 60047

Sealed proposals may be either mailed or hand delivered. If the proposal is sent by mail, the vendor shall be responsible for actual delivery of the proposal to the proper office before deadline. All proposals received after the date and time specified will be rejected. Faxed and emailed responses will not be accepted – **all faxes and emailed responses received will be rejected.**

Please be advised that all proposals submitted in response to this RFP may be subject to the Freedom of Information Act (FOIA).

All proposal amounts shall be guaranteed for not less than sixty (60) days after the proposal submittal deadline date.

Each proposal must be accompanied by a Certified Check, Cashier's Check, or Proposal Bond payable to the Village of Lake Zurich, Illinois, in an amount not less than ten percent (10%) of the total proposal amount. The successful Proposer shall furnish approved Performance and Payment Bonds, each in the amount of one hundred percent (100%) of the proposal amount. Workmen's Compensation, Comprehensive General Liability, and Transportation insurance and insurance certificates shall be provided by the successful Proposer.

No proposal may be withdrawn within a period of sixty (60) days after the proposal opening date. Prices shall include delivery f.o.b., freight paid by the proposer to the jobsite.

**The Proposer must submit a presentation board, Two (2) hard copies and one (1) electronic copy, on a CD, of the proposal to the address listed above. All Proposals must comply with the specifications and guidelines provided in this document.**

#### **Evaluation and Selection Process**

Proposals will be evaluated by a selection committee based on the following criteria:

1. ADA, ASTM, IPEMA & CPSC compliance
2. Proposal addresses design guidelines and specifications
3. Quality of design, play value and target demographic
4. Quality and durability of equipment
5. Uniqueness of equipment and "Green" materials/construction
6. Reputation and reliability of manufacturer
7. Fees
8. Overall quality of Proposal

Following the review and evaluation of all RFP submittals, an interview and/or presentation may also be requested to aid in the selection.

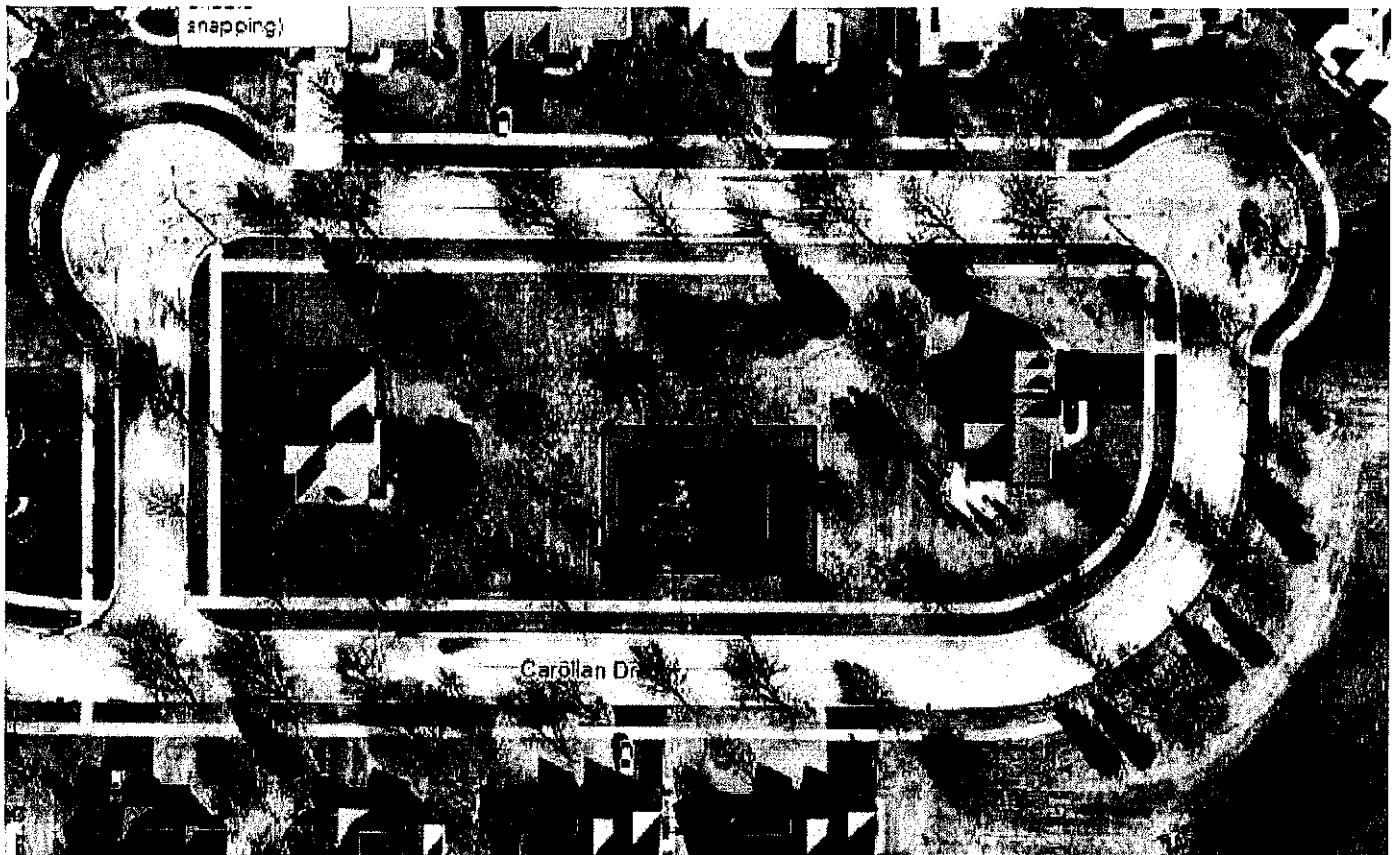
The award will be made to the qualified Proposer whose proposal is deemed most advantageous to the Village. Unsuccessful Proposers will be notified in writing as soon as possible.

The successful Proposer will be required to (a) provide and enter into a fully signed contract in writing with the Village of Lake Zurich covering matters and things as are set forth in the Proposal Package; (b) execute a bond necessary for surety acceptable to the Village of Lake Zurich in the amount of one hundred percent (100%) of the full contract price and to be conditioned for the faithful fulfillment of the contract for the payment of all labor and materials used in the Work and to include the protection of the Village from all liens and damages arising out of the Work; (c) carry insurance acceptable to the Village covering public liability, property damage and workers compensation; and (d) pay workers in accordance with the Federal prevailing wage attached hereto.

#### **Payment**

Payment for equipment and materials associated with the project will be sent within sixty (60) days after delivery, assembly/installation, and safety auditing of the play system have been completed.

Any objections to published specifications must be filed in written form with the Village Hall prior to the RFP due date of by **10:00 a.m. CT, Thursday February 9, 2023**. If it becomes necessary to revise any part of this RFP, an addendum will be provided to all respondents who have already submitted a proposal.



The play components identified in this proposal are IPEMA certified. The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit [www.ipema.org](http://www.ipema.org).

The space requirements shown in this proposal are to ASTM standards. Requirements for other standards may be different.



Registered to ISO 9001

Registered to ISO 14001

To verify product certification, visit [www.ipema.org](http://www.ipema.org)

Component No.	Description	Qty	User Cap	Ext. User Cap	Weight	Ext. Weight
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### Freestanding 2-12

#### Burke Basics

550-0099	TOT SEAT, 7' & 8' SINGLE, STD...	2	1	2	12	24
550-0111	BELT SEAT, 8' SINGLE, STD CHAIN	2	1	2	10	20
550-0171	FREEDOM SWING SEAT, 8' BEAM, ...	1	1	1	38	38
550-0202	SINGLE POST SWING ADD-ON 5" OD	2	0	0	145	290
550-0203	SINGLE POST SWING - SINGLE SE...	1	0	0	206	206
580-1376	PLAYHOUSE WITH TUNNEL	1	8	8	400	400

### Freestanding 2-12

#### 6' Stone Borders

046-0053	6ft STONEBORDER/2 DRIVE PINS	46	0	0	32	1472
046-0055	END CAP	4	0	0	4	16

Total User Capacity: 13  
Total Weight: 2466 lbs.  
Total Price: \$17,238

### Freestanding 5-12

#### Burke Basics

560-2589	COMET II	1	6	6	147	147
660-0101	INSTALL KIT, BURKE BASICS - P...	1	0	0	2	2

Total User Capacity: 6  
Total Weight: 149 lbs.  
Total Price: \$2,220

### Structure 5-12

#### Synergy

072-0300-103C	3 1/2" OD X 103" CAPPED POST	1	0	0	38	38
072-0300-143C	3 1/2" OD X 143" CAPPED POST	1	0	0	53	53
072-0300-147C	3 1/2" OD X 147" CAPPED POST	3	0	0	54	162
072-0300-159C	3 1/2" OD X 159" CAPPED POST	2	0	0	58	116
072-0300-95C	3 1/2" OD X 95" CAPPED POST	1	0	0	35	35

072-0302-173S	3 1/2" OD X 173" SWAGED POST	3	0	0	63	189
290-0102	SQUARE PLATFORM	2	4	8	59	118
290-0103	TRAPEZOID PLATFORM	1	4	4	64	64
290-0104	OFFSET ENCLOSURE	1	0	0	26	26
290-0106	TRIANGLE PLATFORM	1	2	2	33	33
290-0110	CLIMBER ENCLOSURE	2	0	0	21	42
390-0101	24" TRANSITION STAIR W/BARRIERS	2	5	10	143	286
390-0149	TRANSFER STATION, HANDRAIL 48"	1	6	6	217	217
390-0178	LINKING RING CLIMBER 80"-96"	1	5	5	68	68
390-0224	LINX LEVITATE CLIMBER	1	6	6	223	223
390-0263	VERVE CLIMBER 96" DK	1	6	6	67	67
490-0106	ELATION ROOF 2 POST	2	0	0	60	120
490-0108	ELATION ROOF 3 POST	1	0	0	92	92
490-0117	VIPER R2 48-56	1	2	2	112	112
490-0134	IMAGINATION DISCOVER SLIDE SI...	1	0	0	11	11
490-0144	VELO SLIDE 64"-72"	1	2	2	113	113
490-0149	VIPER SLIDE SIT DOWN BAR	1	0	0	10	10
490-0175	SYNERGY POST TO POST BENCH	1	3	3	17	17
490-0178	VIPER II OVER UNDER 96	1	8	8	494	494
590-0092	SPROCKET PANEL, ABOVE PLATFORM	1	1	1	59	59
590-0112	3-IN-A-ROW PANEL, ABOVE PLATFORM	1	2	2	32	32
590-0140	SPINNER CRESCENT PANEL	1	1	1	17	17
590-0401	SYNERGY DOORWAY	1	1	1	34	34
590-0409	SYNERGY COUNTER BELOW PLATFORM	1	2	2	37	37
600-0104	NPPS SUPERVISION SAFETY KIT	1	0	0	3	3
660-0103	MAINTENANCE KIT, STRUCTURE	1	0	0	7	7
660-0104	INSTALLATION KIT, STRUCTURE	1	0	0	5	5

## Structure 5-12

### ZSeries

072-0302-197S	3 1/2" OD X 197" SWAGED POST	4	0	0	72	288
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Total User Capacity: 69  
 Total Weight: 3188 lbs.  
 Total Price: \$43,197

**List Price: \$62,665**

**Discounted Price: \$50,587**

**Shipping: \$3,100**

**Mobilization and Removal: \$5,000**

**Installation: \$28,200**

**Engineered Wood Fiber: \$6,800**

**Total: \$93,687**

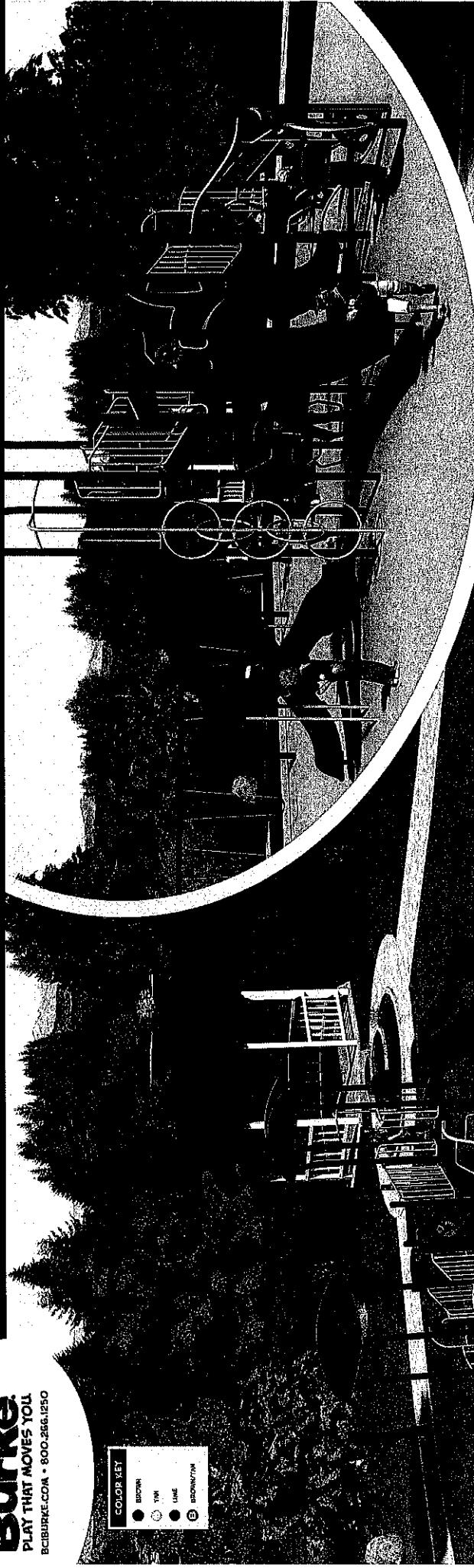
### Special Notes:

Prices do not include sales tax (if applicable). Prices are based on standard colors per CURRENT YEAR BCI Burke Catalog. Custom colors, where available, would be an extra charge. **Pricing is valid for 30 days from the date of this proposal.**

## JONQUIL PARK PLAYGROUND

**Burke.**  
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BCBURKE.COM • 800.256.1250

PROPOSAL #:129-163689-1



**PLAY**  
**ILLINOIS**  
PLAYGROUND SOLUTIONS

3D Designer: Rachel



LINK LEVITATED CLIMBER

VELO™ SLIDE

3-IN-A-ROW PANEL

VERVED CLIMBER

FREEDOM SWING SEAT

PLAYHOUSE

PLAYGROUND SOLUTIONS

The play components identified in this proposal are IPEMA certified. The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit [www.ipema.org](http://www.ipema.org).

The space requirements shown in this proposal are to ASTM standards. Requirements for other standards may be different.



Registered to ISO 9001

Registered to ISO 14001

To verify product certification, visit [www.ipema.org](http://www.ipema.org)

Component No.	Description	Qty	User Cap	Ext. User Cap	Weight	Ext. Weight
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### Freestanding

#### Burke Basics

550-0099	TOT SEAT, 7' & 8' SINGLE, STD...	2	1	2	12	24
550-0111	BELT SEAT, 8' SINGLE, STD CHAIN	2	1	2	10	20
550-0171	FREEDOM SWING SEAT, 8' BEAM, ...	1	1	1	38	38
550-0201	SINGLE POST SWING ASSEMBLY 5" OD	1	0	0	220	220
550-0202	SINGLE POST SWING ADD-ON 5" OD	1	0	0	145	145
550-0204	SINGLE POST SWING, ADD-ON - S...	1	0	0	127	127

### Freestanding

#### 6' Stone Borders

046-0053	6ft STONEBORDER/2 DRIVE PINS	38	0	0	32	1216
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Total User Capacity: 5  
Total Weight: 1790 lbs.  
Total Price: \$8,906

### 2-5 Structure

#### Burke Basics

560-2718	LEVEL X LAUNCH	1	10	10	817	817
660-0101	INSTALL KIT, BURKE BASICS - P...	1	0	0	2	2

Total User Capacity: 10  
Total Weight: 819 lbs.  
Total Price: \$12,000

### 5-12 structure

#### Nucleus

072-0500-128C	5" OD X 128" CAPPED POST	1	0	0	67	67
072-0500-132C	5" OD X 132" CAPPED POST	1	0	0	69	69
072-0500-172C	5" OD X 172" CAPPED POST	1	0	0	90	90
072-0500-208C	5" OD X 208" CAPPED POST	4	0	0	109	436
072-0500-220C	5" OD X 220" CAPPED POST	2	0	0	115	230
270-0120	EVOLUTION UNITARY ENCLOSURE	2	0	0	34	68

270-0129	TRIANGLE PLATFORM	1	2	2	48	48
370-1651	TRANGO CLIMBER, POST TO POST	1	5	5	32	32
370-1703	NUCLEUS CORE CROSS SUPPORT	5	0	0	32	160
370-1705	NUCLEUS CORE CLIMBER, 8'	1	12	12	161	161
370-1709	NUCLEUS CORE TRANSFER BELT	1	2	2	60	60
470-0758	VELO XL SLIDE, 88"-96" W/O HOOD	1	2	2	134	134
470-0808	EVOLUTION ROOF BOTTOM EDGE	2	0	0	13	26
470-0813	EVOLUTION HEX ROOF	1	0	0	211	211
470-0875	CORE SLIDE ARCH	1	0	0	174	174
570-2729	Classic Game Ring Panel	1	2	2	80	80
600-0104	NPPS SUPERVISION SAFETY KIT	1	0	0	3	3
660-0103	MAINTENANCE KIT, STRUCTURE	1	0	0	7	7
660-0104	INSTALLATION KIT, STRUCTURE	1	0	0	5	5

## 5-12 structure

### Intensity

370-1608	OVISTEP LAUNCH PAD	1	1	1	10	10
370-1612	APEX ELLIPSE CLIMBER	1	8	8	184	184
370-1616	TAKTIKS, TALL ROPE WALL	1	2	2	31	31

Total User Capacity: 36  
 Total Weight: 2286 lbs.  
 Total Price: \$41,003

**List Price: \$61,909**

**Discounted Price: \$49,845**

**Shipping \$2,850**

**Mobilization and Removal: \$5,000**

**Installation: \$27,860**

**Engineered Wood Fiber: \$6,8000**

**Total: \$92,355**

### Special Notes:

Prices do not include

sales tax (if applicable). Prices are based on standard colors per CURRENT YEAR BCI Burke Catalog. Custom colors, where available, would be an extra charge. **Pricing is valid for 30 days from the date of this proposal.**

## JONQUIL PARK PLAYGROUND

PROPOSAL #:129-163690-2 R2

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COLOR KEY  
● SOLAR  
● LIME  
● TURQUOISE  
● ORANGE  
● CROWN ROYALE

PLAY  
ILLINOIS  
PLAYGROUND SOLUTIONS

LEVEL X® LAUNCH

TRANGO CLIMBER

CLASSIC GAME RING PANEL

VELO™ XL SLIDE

NUCLEUS CORE CLIMBER

FREEFORM SWING SEAT

APEX BLUSS CLIMBER

# EQUIPMENT QUOTATION



17421 Marengo Rd. Union, IL 60180  
Ph: 888-GET-REIL Fax: 815-923-4303



Quote No	Quote Date
167245	2/7/2023
Salesperson	
Mike Cederlund	

<b>Bill To:</b>	<b>Site Location:</b>
Village of Lake Zurich 70 E Main Street  Lake Zurich, IL 60047	Jonquil Park 519 Caolian Dr Lake Zurich, IL 60047
Contact: Jason Schuler Phone: (847) 540-1696 Fax: Email: jason.schuler@lakezurich.org	<b>Scope of Work</b> Miracle Equipment Supply, Safety Surfacing, Borders, with Removal and Installation

**Notes:** Option 1

	Description	Qty	Rate/Unit	Amount
Miracle #718S180_Playground Structure		1.00	31,778.00	31,778.00
Miracle #4544_Tapered Tower		1.00	6,749.00	6,749.00
Miracle #4545_Breakaways (Base 4X)		1.00	5,346.00	5,346.00
Miracle #4541_Crossway Climber Large		1.00	6,518.00	6,518.00
Miracle #4546_Sprawl Wall		1.00	8,734.00	8,734.00
Miracle #4643_Horizontal High Hyperbolix		1.00	3,630.00	3,630.00
Miracle 3.5" Arch Swing Set with 2 Belt Seats, 2 Tot Seats, and 1 Inclusive Seat		1.00	7,320.00	7,320.00
Miracle Freight Charges		1.00	1,761.00	1,761.00
Sourcewell Discount		1.00	-27,000.00	-27,000.00
Wood Safety Surface Installed		160.00	50.00	8,000.00
8 in Playground Border with Spike Installed		68.00	60.00	4,080.00
Removal of Existing Playground		1.00	6,500.00	6,500.00
Removal of Existing Safety Surfacing		1.00	7,400.00	7,400.00
Installation of Playground Equipment		1.00	20,500.00	20,500.00
Project Allowance		1.00	2,000.00	2,000.00

# EQUIPMENT QUOTATION

**Team REIL Inc.**  
SALES • SERVICE • CONSTRUCTION  
1-888-GET-REIL • WWW.GETREIL.COM

17421 Marengo Rd. Union, IL 60180  
Ph: 888-GET-REIL Fax: 815-923-4303



Quote No	Quote Date
167245	2/7/2023
Salesperson	
Mike Cederlund	

**Bill To:**

Village of Lake Zurich  
70 E Main Street

Lake Zurich, IL 60047

Contact: Jason Schuler

Phone: (847) 540-1696

Fax:

Email: jason.schuler@lakezurich.org

**Site Location:**

Jonquil Park  
519 Caolian Dr  
Lake Zurich, IL 60047

**Scope of Work**

Miracle Equipment Supply, Safety Surfacing, Borders, with Removal and Installation

**Notes:** Option 1

Description	Qty	Rate/Unit	Amount
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Subtotal: 93,316.00

Sales Tax (If Applicable) 0.00

**Quote Total: \$ 93,316.00**

Due to the volatile manufacturing market, the above equipment prices are only valid for 7 days

**Lead Times are now extended due to manufacturing delays**

Unless otherwise specified the above prices do not include installation or Sales Tax.

**TERMS: For those who have established credit with us**

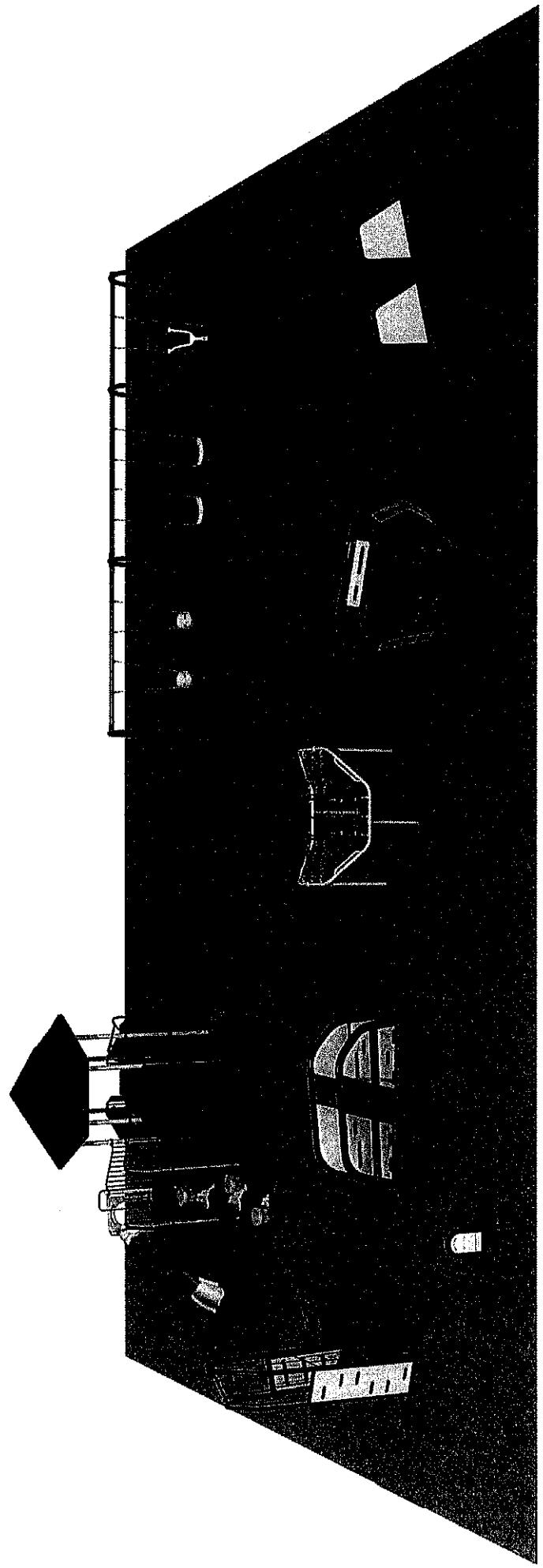
Terms are full payment within 30 days, no retainage, from the date of shipment. Should payment not be received within 30 days, we agree to pay 1 1/2% per month interest on the unpaid balance.

**For those who do not have established credit at time of order,**

Orders under \$3,000 require payment in full at time of order, all other orders will be 50% down payment with order and balance prior to shipping.

Should the payment not be received within the above terms, we agree to pay all attorneys' fees and other collection costs, which the seller may incur to insure that this account, including any accrued interest is collected in full.

Accepted by:



# EQUIPMENT QUOTATION



17421 Marengo Rd. Union, IL 60180  
Ph: 888-GET-REIL Fax: 815-923-4303



Quote No	Quote Date
167243	2/7/2023
Salesperson	
Mike Cederlund	

<b>Bill To:</b>	<b>Site Location:</b>
Village of Lake Zurich 70 E Main Street  Lake Zurich, IL 60047	Jonquil Park 519 Caolian Dr Lake Zurich, IL 60047
Contact: Jason Schuler Phone: (847) 540-1696 Fax: Email: <a href="mailto:jason.schuler@lakezurich.org">jason.schuler@lakezurich.org</a>	<b>Scope of Work</b> Miracle Equipment Supply, Safety Surfacing, Borders, with Removal and Installation

**Notes:** Option 2

Description	Qty	Rate/Unit	Amount
Miracle_#714S687_Playground Structure	1.00	25,539.00	25,539.00
Miracle_Hyperbolix	6.00	3,932.00	23,592.00
Miracle_3.5" Arch Swing Set with 2 Belt Seats, 2 Tot Seats, and 1 Inclusive Seat	1.00	7,320.00	7,320.00
Miracle_#961_Buzzy Bumblebee Spring Rider	1.00	1,736.00	1,736.00
Miracle_#960_Lucky Lady Bug Spring Rider	1.00	1,903.00	1,903.00
Miracle_#65749_405 Typhoon Slide	1.00	7,513.00	7,513.00
Miracle Freight Charges	1.00	1,560.00	1,560.00
Sourcewell Discount	1.00	-23,700.00	-23,700.00
Wood Safety Surface Installed	160.00	50.00	8,000.00
8 in Playground Border with Spike Installed	68.00	60.00	4,080.00
Removal of Existing Playground	1.00	6,500.00	6,500.00
Removal of Existing Safety Surfacing	1.00	7,400.00	7,400.00
Installation of Playground Equipment	1.00	20,500.00	20,500.00
Project Allowance	1.00	2,000.00	2,000.00



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17421 Marengo Rd. Union, IL 60180  
Ph: 888-GET-REIL Fax: 815-923-4303

# EQUIPMENT QUOTATION



Quote No	Quote Date
167243	2/7/2023
Salesperson	
Mike Cederlund	

**Bill To:**

Village of Lake Zurich  
70 E Main Street

Lake Zurich, IL 60047

Contact: Jason Schuler

Phone: (847) 540-1696

Fax:

Email: jason.schuler@lakezurich.org

**Site Location:**

Jonquil Park  
519 Caolian Dr  
Lake Zurich, IL 60047

**Scope of Work**

Miracle Equipment Supply, Safety Surfacing, Borders,  
with Removal and Installation

**Notes:** Option 2

Description	Qty	Rate/Unit	Amount
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Subtotal: 93,943.00

Sales Tax (If Applicable) 0.00

**Quote Total: \$ 93,943.00**

Due to the volatile manufacturing market, the above equipment prices are only valid for 7 days

**Lead Times are now extended due to manufacturing delays**

Unless otherwise specified the above prices do not include installation or Sales Tax.

**TERMS: For those who have established credit with us**

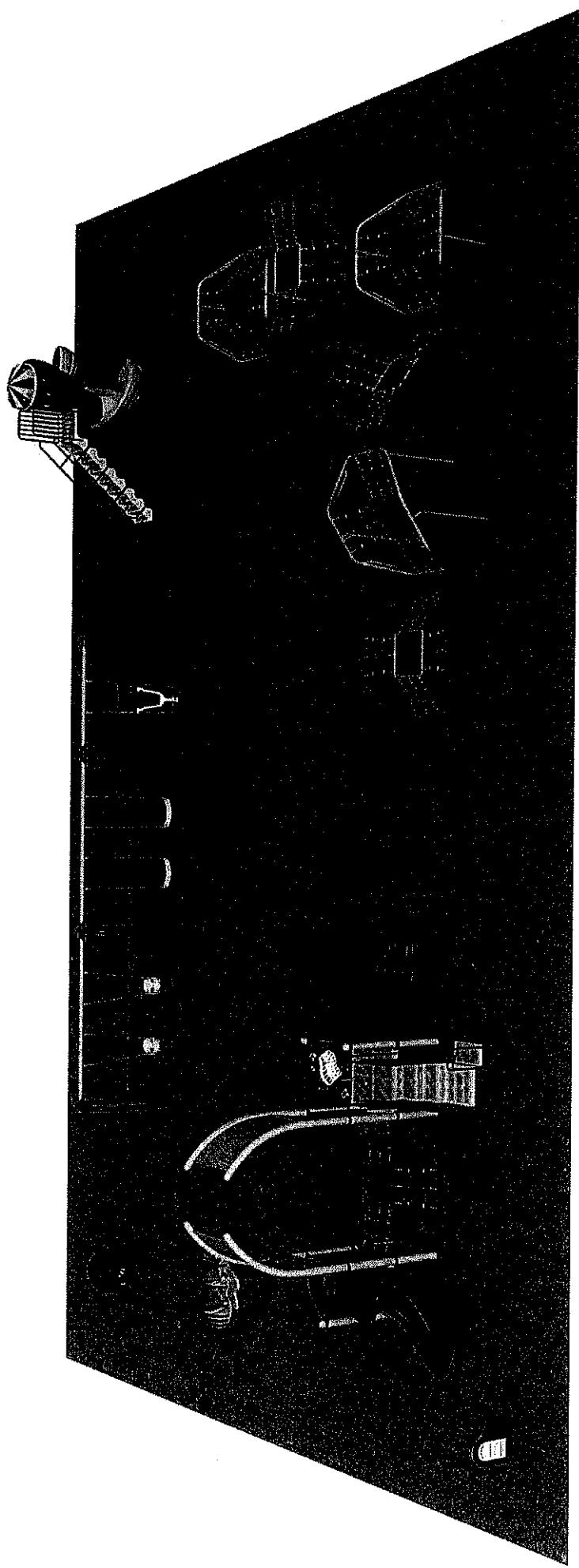
Terms are full payment within 30 days, no retainage, from the date of shipment. Should payment not be received within 30 days, we agree to pay 1 1/2% per month interest on the unpaid balance.

**For those who do not have established credit at time of order,**

Orders under \$3,000 require payment in full at time of order, all other orders will be 50% down payment with order and balance prior to shipping.

Should the payment not be received within the above terms, we agree to pay all attorneys' fees and other collection costs, which the seller may incur to insure that this account, including any accrued interest is collected in full.

Accepted by:



## 2023 Green-Up Proposal



13520 S. Budler Road Plainfield, Illinois 60544

(815)-372-3000 Office (815)-372-3005 Fax

**Date: February 9, 2023**

Proposal Submitted To:		Project Information:	
Financially Responsible Party	Village of Lake Zurich	Project Title	Jonquil Park Playground Installation
Address	505 Telser Road Lake Zurich, IL 60047	Project Address	519 Carolian Drive Lake Zurich, IL 60047
Contact	Michael Cernock	Project Owner	
Contact Email	Mike.Cernock@LakeZurich.org	Site Contact	
Contact Phone	847-540-1696 x 8008	Site Contact Phone	

**WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR THE FOLLOWING:**

- Removal and disposal of existing playground structure.....\$2,500.00
- Removal and disposal of existing playground footings.....\$2,000.00
- Removal and disposal of existing playground surfacing and edging.....\$3,000.00
- Provide and install plastic border curbs and landscaping backfill.....\$5,250.00
- Provide and install EWF playground woodchips for play area.....\$7,000.00
- Provide and install Landscape Structures playground equipment per drawing  
#LKZ23JON1 dated 1-31-23.....\$71,750.00
- CPSI audit of completed structure.....\$500.00

**We hereby propose to furnish material and labor in accordance with the listed specifications, for the sum of \$92,000.00**

**Please Note the following specifications/exceptions:**

- Price is based on IDOL Prevailing wage rates.
- Price includes concrete footings and excavation for the footings.
- Price does not include restoration of the site, taxes, bonds or permits.
- Price is based on access to the site with a machine, all work to be done at the same time. Work not done at the same time will require additional costs.
- Price is based on clean spoil from excavation. If spoils are proven to be contaminated, there will be additional costs for testing and special handling.

### PAYMENT TO BE MADE UPON COMPLETION, WITHIN (30) DAYS OF INVOICE DATE

**Terms:**

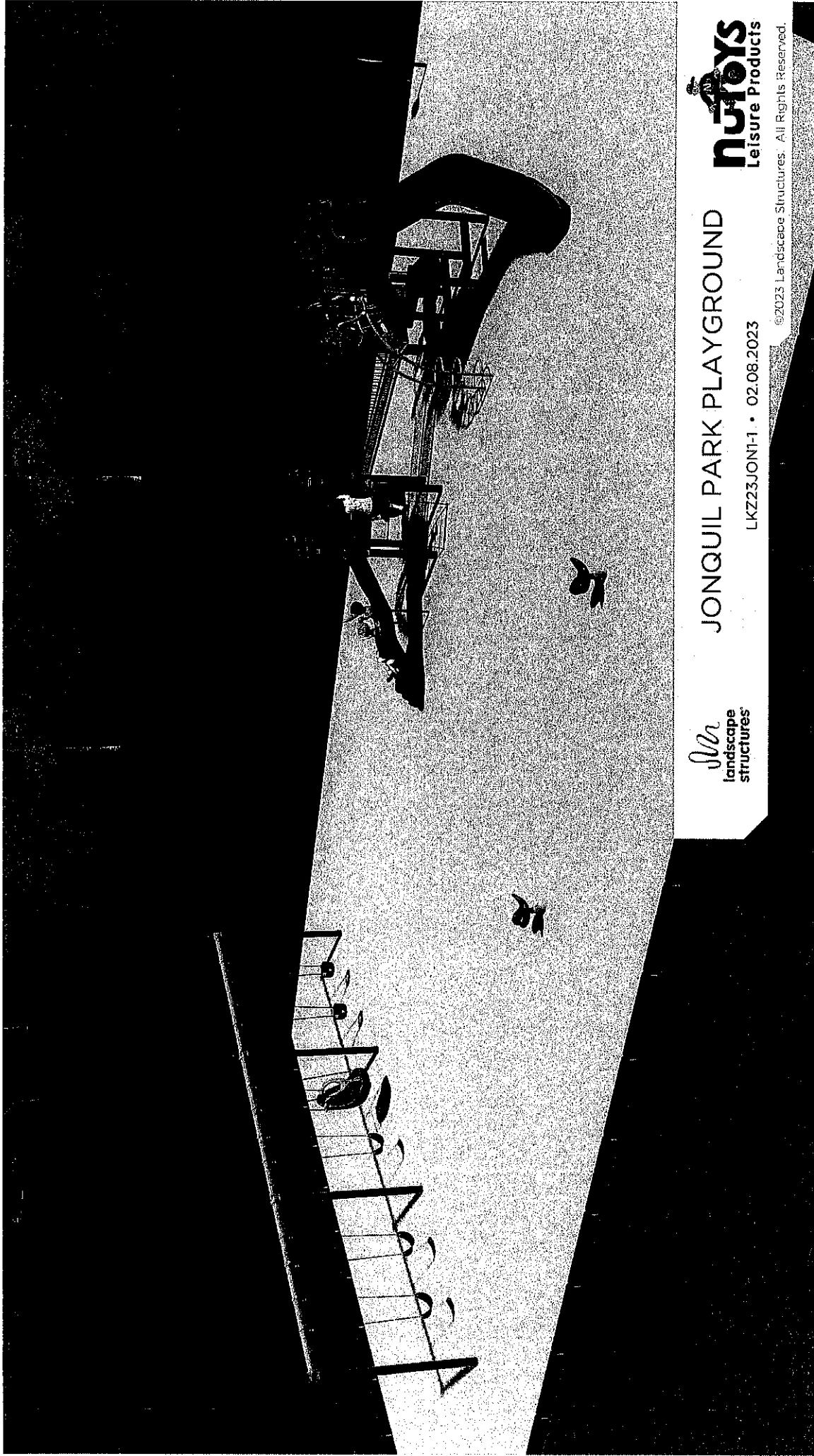
*Payment will be made by Customer not later than upon notification of Customer of completion of proposal (contract). 1 1/2% per Month Service Charge on accounts over 30 days old. It is mutually agreed that all materials and articles furnished hereunder shall remain the property of Green-Up until all payments have been paid in full and that Green-Up may regain possession thereof without notice to purchaser(s) specified herein. In the event legal action must be taken to collect the amount herein, Customer agrees to pay attorney fees, court costs and all other expenses that may be involved herein. In the event this amount herein is collected through a collection agency, Customer agrees to pay all collection costs. All work to be completed in a reasonable, workmanlike manner. Any alteration or deviation from the terms stated in the proposal (contract) involving extra costs will be a change order and will become an extra charge over and above this proposal (contract). Completion of all agreed terms are contingent upon strikes, accidents or delays beyond our control. Customer and Owner to carry all general commercial liability and property and casualty coverage necessary to insure provided services and provided equipment and materials. Our workers are fully covered by Workmen's Compensation Insurance.*

Michael A. Krumholz, Estimator/Sales Assistant, Green-Up

**ACCEPTANCE OF PROPOSAL** - The above prices, specifications and conditions are satisfactory and are hereby accepted. Green-Up is authorized to do the work as specified. Payment will be made as outlined, above.

ACCEPTED BY:		DATE SIGNED:		PO #:
PRINTED NAME:		TITLE:		
PHONE:		EMAIL:		
Is this project tax exempt?	Tax Exempt _____		Non Tax Exempt _____	
<b>PLEASE INITIAL CHOICE AND ATTACH TAX EXEMPT LETTER IF APPLICABLE, THANK YOU!</b>				

Please note: This proposal may be withdrawn by Green-Up if not accepted within (60) days.



**n***ut***toys**  
Leisure Products

JONQUIL PARK PLAYGROUND

LKZ23JON1-1 • 02.08.2023

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*Ma*  
Landscape  
structures

## 2023 Green-Up Proposal



13520 S. Budler Road Plainfield, Illinois 60544

(815)-372-3000 Office (815)-372-3005 Fax

**Date: February 9, 2023**

Proposal Submitted To:		Project Information:		
Financially Responsible Party	Village of Lake Zurich	Project Title	Jonquil Park Playground Installation – Option 2	
Address	505 Telser Road Lake Zurich, IL 60047	Project Address	519 Carolian Drive Lake Zurich, IL 60047	
Contact	Michael Cernock	Project Owner		
Contact Email	Mike.Cernock@LakeZurich.org	Site Contact		
Contact Phone	847-540-1696 x 8008	Site Contact Phone		

**WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR THE FOLLOWING:**

- Removal and disposal of existing playground structure.....\$2,500.00
- Removal and disposal of existing playground footings.....\$2,000.00
- Removal and disposal of existing playground surfacing and edging.....\$3,000.00
- Provide and install plastic border curbs and landscaping backfill.....\$5,250.00
- Provide and install EWF playground woodchips for play area.....\$7,000.00
- Provide and install Landscape Structures playground equipment per drawing  
#LKZ23JON2 dated 1-31-23.....\$71,750.00
- CPSI audit of completed structure.....\$500.00

**We hereby propose to furnish material and labor in accordance with the listed specifications, for the sum of \$92,000.00**

**Please Note the following specifications/exceptions:**

- Price is based on IDOL Prevailing wage rates.
- Price includes concrete footings and excavation for the footings.
- Price does not include restoration of the site, taxes, bonds or permits.
- Price is based on access to the site with a machine, all work to be done at the same time. Work not done at the same time will require additional costs.
- Price is based on clean spoil from excavation. If spoils are proven to be contaminated, there will be additional costs for testing and special handling.

### **PAYMENT TO BE MADE UPON COMPLETION, WITHIN (30) DAYS OF INVOICE DATE**

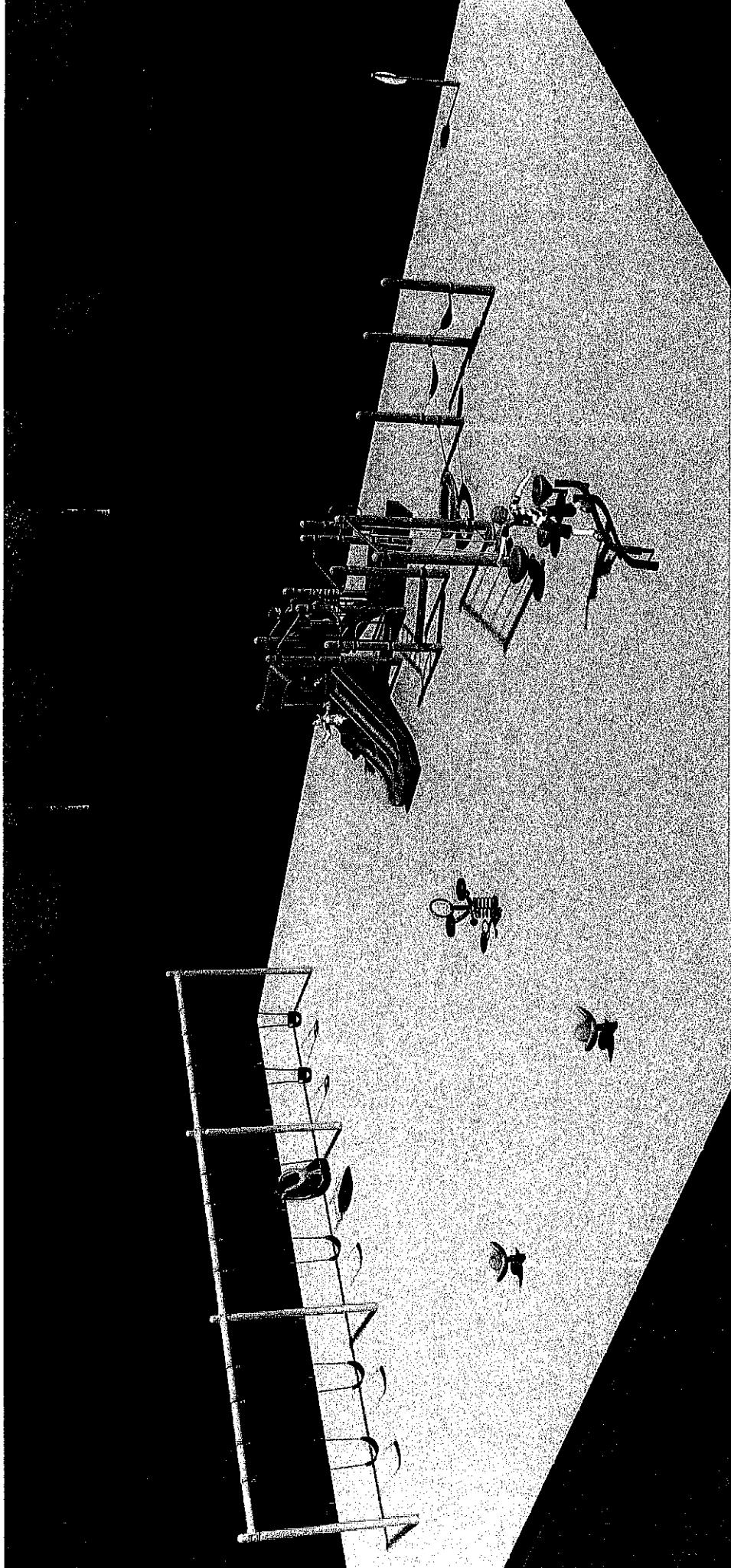
**Terms:**  
Payment will be made by Customer not later than upon notification of Customer of completion of proposal (contract). 1 1/2% per Month Service Charge on accounts over 30 days old. It is mutually agreed that all materials and articles furnished hereunder shall remain the property of Green-Up until all payments have been paid in full and that Green-Up may regain possession thereof without notice to purchaser(s) specified herein. In the event legal action must be taken to collect the amount herein, Customer agrees to pay attorney fees, court costs and all other expenses that may be involved herein. In the event this amount herein is collected through a collection agency, Customer agrees to pay all collection costs. All work to be completed in a reasonable, workmanlike manner. Any alteration or deviation from the terms stated in the proposal (contract) involving extra costs will be a change order and will become an extra charge over and above this proposal (contract). Completion of all agreed terms are contingent upon strikes, accidents or delays beyond our control. Customer and Owner to carry all general commercial liability and property and casualty coverage necessary to insure provided services and provided equipment and materials. Our workers are fully covered by Workmen's Compensation Insurance.

  
Michael A. Krumholz, Estimator/Sales Assistant, Green-Up

**ACCEPTANCE OF PROPOSAL** - The above prices, specifications and conditions are satisfactory and are hereby accepted. Green-Up is authorized to do the work as specified. Payment will be made as outlined, above.

ACCEPTED BY:		DATE SIGNED:		PO #:
PRINTED NAME:		TITLE:		
PHONE:		EMAIL:		
Is this project tax exempt?	Tax Exempt	Non Tax Exempt		
<b>PLEASE INITIAL CHOICE AND ATTACH TAX EXEMPT LETTER IF APPLICABLE, THANK YOU!</b>				

Please note: This proposal may be withdrawn by Green-Up if not accepted within (60) days.



**n***uttoys*  
Leisure Products

## JONQUIL PARK PLAYGROUND

LK23.JON2-1 • 02.08.2023

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*lh*  
landscape  
structures



# QUOTATION

DATE: 2/9/2023  
 QUOTE VALID TILL: 4/9/2023  
 QUOTE #: jonquil23opt1

## BILL TO

LAKE ZURICH VILLAGE HALL  
 70 EAST MAIN STREET  
 LAKE ZURICH, IL 60047

## SHIP TO

LAKE ZURICH VILLAGE HALL  
 70 EAST MAIN STREET  
 LAKE ZURICH, IL 60047

JONQUIL PARK - OPTION 1

PAYMENT TERMS: 50% Deposit:NET 30

PART NUMBER	DESCRIPTION	QUANTITY	RETAIL	DISCOUNT	TOTAL
R35A3EFCA	R35 Custom Play System	1	\$36,045.00	20%	\$28,836.00
PC 1386	Bear Spring Rider	1	\$1,522.00	10%	\$1,369.80
PC 2123	3.5" Arch Swing Bay w/ 2 Add-a-Bays (2B,INC,2FB)	1	\$8,509.00	10%	\$7,658.10
540407	Border Timber w/ Stake	57	\$67.00	5%	\$3,628.05
1205-2	Access Ramp	1	\$1,468.00	5%	\$1,394.60
1307	Safety Sign (2-12, Roto)	1	\$417.00	5%	\$396.15
Demolition	Removal and Disposal of Existing Structure	1	\$3,500.00	5%	\$3,325.00
Demolition	Removal and Disposal of Existing Footings	1	\$3,000.00	5%	\$2,850.00
Demolition	Removal and Disposal of Existing Surfacing	1	\$3,000.00	5%	\$2,850.00
Install	Installation of Borders	1	\$2,500.00	5%	\$2,375.00
Install	Provide and Installation of Fall Protection Surfacing	1	\$8,000.00	5%	\$7,600.00
Install	Install of New Playground Structures	1	\$26,000.00	5%	\$24,700.00
Audit	Audit of Completed Playground	1	\$600.00		\$600.00
<b>PURCHASE AGREEMENT</b>				<b>SUB TOTAL</b>	<b>\$87,582.70</b>
PLEASE AUTHORIZE THIS ORDER BY SIGNING AND RETURNING BY FAX (541-955-6130) OR EMAIL (sales@playcraftsystems.com)				<b>SALES TAX 0.000%</b>	<b>\$0.00</b>
Authorized Signature: _____				<b>FREIGHT</b>	<b>\$4,500.00</b>
				<b>GRAND TOTAL</b>	<b>\$92,082.70</b>

## TERMS & CONDITIONS

IMPORTANT: PLEASE REVIEW ALL DETAILS OF THIS QUOTE. PLAYCRAFT SYSTEMS IS NOT RESPONSIBLE FOR UNREPORTED ERRORS.

Please Note: This quote may not contain sales tax or equipment installation. Taxes will be billed where required by law.

Price quotations are valid for 60 days.

Construction liens and notices may be issued.

Payment Terms: 50% Deposit at time of Sales Order Confirmation = Net 30 / Credit references may be required.

Shipping estimate is based upon truck costs at the time of the quote, and will be requoted at time of shipment. It is the customer's responsibility to arrange unloading of the equipment. Lift gate services are available for an additional fee and may be billed separately. Mechanical assistance (ie. Forklift, etc.) may be Customer Pick Up must be completed within 30 days of notification. Orders not picked up will be shipped and freight added to final billing.

Any cancellation after purchase authorization will be subject of a 30% restocking fee.

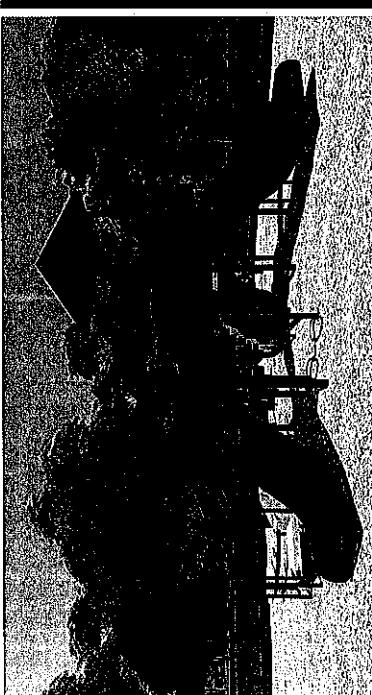
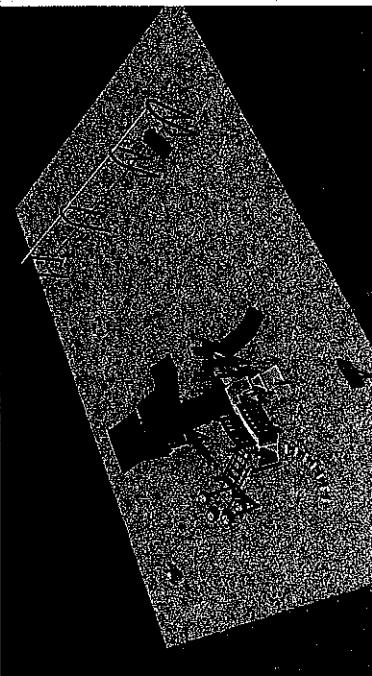
Credit Card payments for invoices over \$1000 will incur a 3.5% service fee. AMEX is not accepted.



**JONQUIL PARK  
OPTION 1**

R 3.5  
2-12

A PLAYCORE company





# QUOTATION

DATE: 2/9/2023  
 QUOTE VALID TILL: 4/9/2023  
 QUOTE #: Jonquil23opt2

## BILL TO

LAKE ZURICH VILLAGE HALL  
 70 EAST MAIN STREET  
 LAKE ZURICH, IL 60047

## SHIP TO

LAKE ZURICH VILLAGE HALL  
 70 EAST MAIN STREET  
 LAKE ZURICH, IL 60047

JONQUIL PARK - OPTION 2

PAYMENT TERMS: 50% Deposit:NET 30

PART NUMBER	DESCRIPTION	QUANTITY	RETAIL	DISCOUNT	TOTAL
R35E40C7A	R35 Custom Play System	1	\$20,909.00	12%	\$18,399.92
NE SM02	Small Play Net	1	\$7,341.00	10%	\$6,606.90
PC 2475	Stand-n-Spin	1	\$1,943.00	10%	\$1,748.70
PC 2123	3.5" Arch Swing Bay w/ 2 Add-a-Bays (2B,INC,2FB)	1	\$8,509.00	10%	\$7,658.10
540407	Border Timber w/ Stake	63	\$67.00	5%	\$4,009.95
1205-2	Access Ramp	1	\$1,468.00	5%	\$1,394.60
1307	Safety Sign (2-12, Roto)	1	\$417.00	5%	\$396.15
Demolition	Removal and Disposal of Existing Structure	1	\$3,500.00	5%	\$3,325.00
Demolition	Removal and Disposal of Existing Footings	1	\$3,000.00	5%	\$2,850.00
Demolition	Removal and Disposal of Existing Surfacing	1	\$3,000.00	5%	\$2,850.00
Install	Installation of Borders	1	\$2,500.00	5%	\$2,375.00
Install	Provide and Installation of Fall Protection Surfacing	1	\$8,500.00	5%	\$8,075.00
Install	Installation of New Structure	1	\$28,500.00	5%	\$27,075.00
Audit	Audit of Completed Playground	1	\$600.00		\$600.00

## PURCHASE AGREEMENT

PLEASE AUTHORIZE THIS ORDER BY SIGNING AND RETURNING BY FAX (541-955-6130) OR EMAIL (sales@playcraftsystems.com)

Authorized Signature: \_\_\_\_\_

SUB TOTAL	\$87,364.32
SALES TAX 0.000%	\$0.00
FREIGHT	\$4,500.00
GRAND TOTAL	\$91,864.32

## TERMS & CONDITIONS

IMPORTANT: PLEASE REVIEW ALL DETAILS OF THIS QUOTE. PLAYCRAFT SYSTEMS IS NOT RESPONSIBLE FOR UNREPORTED ERRORS.

Please Note: This quote may not contain sales tax or equipment installation. Taxes will be billed where required by law.

Price quotations are valid for 60 days.

Construction liens and notices may be issued.

Payment Terms: 50% Deposit at time of Sales Order Confirmation = Net 30 / Credit references may be required.

Shipping estimate is based upon truck costs at the time of the quote, and will be requoted at time of shipment. It is the customer's responsibility to arrange unloading of the equipment. Lift gate services are available for an additional fee and may be billed separately. Mechanical assistance (ie. Forklift, etc.) may be Customer Pick Up must be completed within 30 days of notification. Orders not picked up will be shipped and freight added to final billing.

Any cancellation after purchase authorization will be subject to a 30% restocking fee.

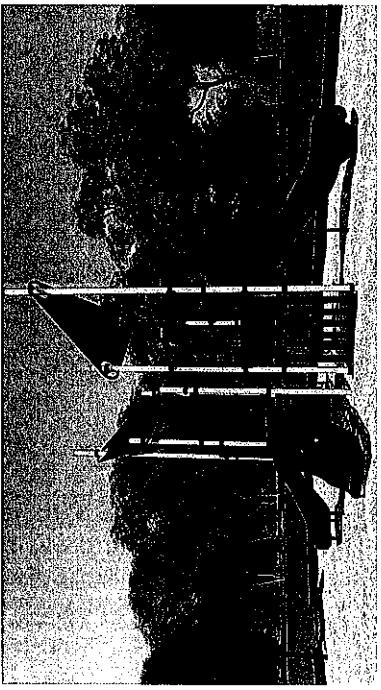
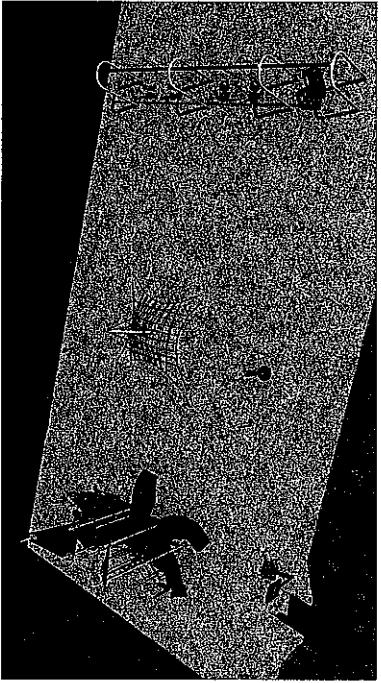
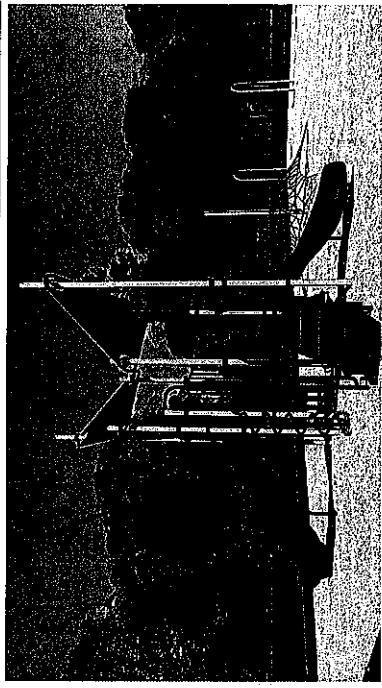
Credit Card payments for invoices over \$1000 will incur a 3.5% service fee. AMEX is not accepted.



**JONQUIL PARK**  
OPTION 2

R-3.5  
2-12

A PLAYCORE company





A PLAYCORE Product

**The Larson Equipment & Furniture Co**  
**1000 E. State Parkway Unit F**  
**Schaumburg, IL, 60173**  
**Phone: 847-705-0460**  
**Fax: 847-705-0560**  
**Email:**  
**Contact:**

### Jonquil Park - Proposal Option 1

Village of Lake Zurich  
Attn: Michael Cernock  
519 Carolian Drive  
Lake Zurich, IL 60047  
Phone: 847-540-1696  
Mike.Cernock@lakezurich.org

Quote Number: 880-157248B  
Quote Date: 2/7/2023

Stock ID	Description	Quantity	Weight	Unit Price	Amount
RDU	DOWN TO EARTH 10-112905	1	1669.651		
	69147 -- DECK TO DECK STAIR 3'-4"	1			
	69273 -- 5'-4"DBL VELOCITY SLIDE	1			
	69329 -- 4-8"CURVED VELOCITY SLIDE	1			
	62310 -- APEX CLIMBING ATTACHMENT	1			
	69315 -- 6'HORIZ SWOOP LADDER 16"	1			
	62255 -- COIL CLIMBER 5'-4"DECK	1			
	69302 -- SQUARE DECK	3			
	62048 -- TRANSFER SINGLE PLATFORM	1			
	62363 -- BARRIER PANEL W/WHEEL	1			
	63997 -- CRAWL-THRU PANEL	1			
	63309 -- 3.5"OD ALUM POST W/CAP12'	4			
	63308 -- 3.5"OD ALUM POST W/CAP11'	2			
	67832 -- BUTTON STEP F/S	1			
	63305 -- 3.5"OD ALUM POST W/CAP 8'	4			
	62021 -- 3.5" ALUM UPR 8'W/CAP	2			
	69306 -- D-HANDLE W/CLAMP	1			
	62015 -- 8"KICKPLATE	1			
	60919 -- ZIG ZAG ADAPTER	5			
RDU	5" ARCH SWINGS / 3-BAYS	1	1249		
	67564 -- 5"OD ADA ARCH SWING FRAME	1			
	68037 -- 5"OD STD ARCH SWING AAB	2			
	67914 -- 5"MADE-FOR-ME SEAT GV	1			
	67598 -- BELT SEAT PKG 5"OD	3			
	67592 -- ENCL TOT SEAT 5"OD	2			
66576	4'PARK TIMBER 313199	65	975		
PPS OWNER'S KIT	313282	1	11		
CREATIVE LEARNING KIT		1	9		

Total Weight: 3913.651

SubTotal:  
Freight/Install: Included  
**Total Amount: \$93,688.12**

THIS QUOTATION IS SUBJECT TO POLICIES IN THE CURRENT PLAY & PARK STRUCTURES CATALOG AND THE FOLLOWING TERMS AND CONDITIONS. OUR QUOTATION IS BASED ON SHIPMENT OF ALL ITEMS AT ONE TIME TO A SINGLE DESTINATION, UNLESS NOTED, AND CHANGES ARE SUBJECT TO PRICE ADJUSTMENT. PURCHASES IN EXCESS OF \$1,000.00 TO BE SUPPORTED BY YOUR WRITTEN PURCHASE ORDER MADE The Larson Equipment & Furniture Co.

Pricing: f.o.b. destination, firm for 60 days from date of quotation.

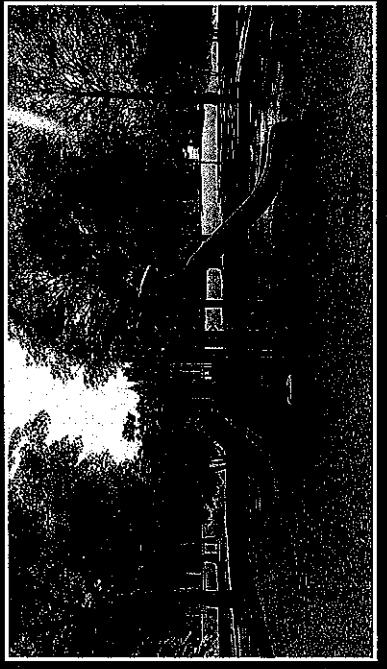
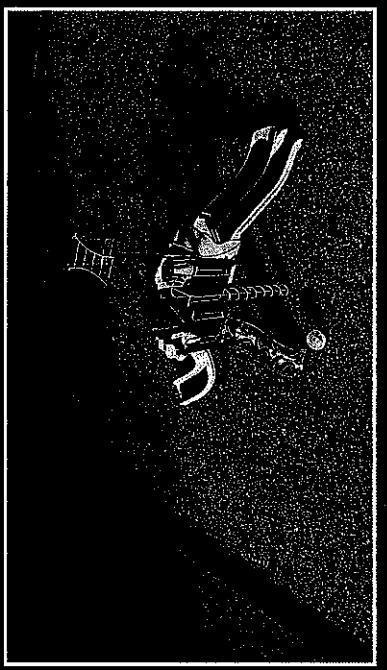
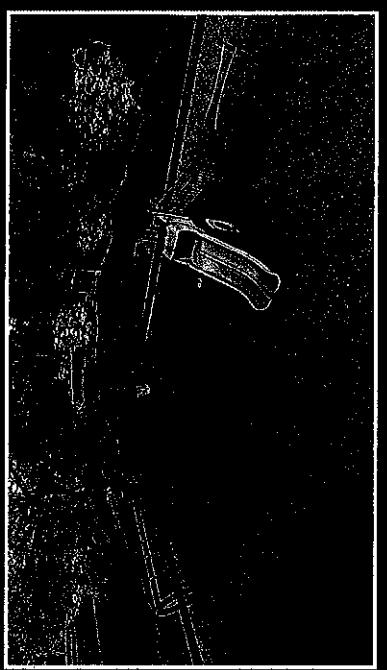
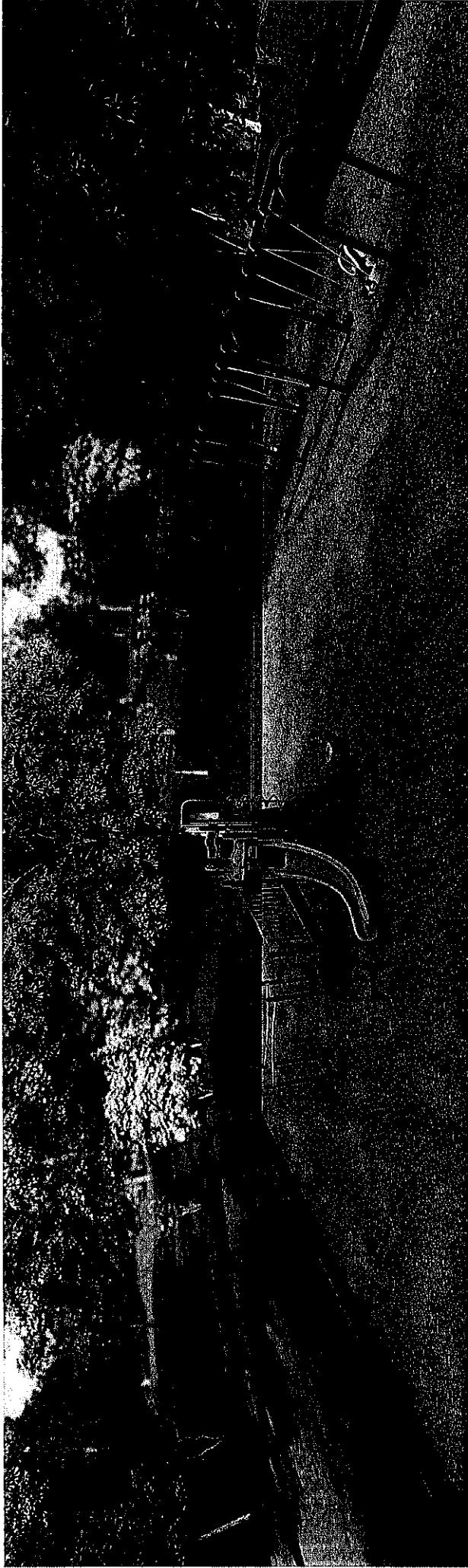
Shipment: order shall ship within 45-60 days after Larson's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Freight charges: Prepaid & added

Installation: A certified Play & Park Structures Installer will be utilized in Larson's proposal for play equipment installation. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

**Submittals:** our design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. Play & Park Structures designs and specifications are unique and not intended to be identical in all respects to other manufacturers. We shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

**Exclusions:** unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.



**JONQUIL PARK LAKE ZURICH**  
**LAKE ZURICH, IL 60047**

880-1572488

PLEASE NOTE: RENDERINGS ARE FOR VISUAL PURPOSES ONLY. ANY PRODUCTS AND/OR SITE DETAILS HEREIN MAYBE SUBJECT TO CHANGE WITHOUT NOTICE.

NORTHWOODS

**play&park**  
**structures**  
•PlayCore Company

544 CHESTNUT ST.  
CHATTANOOGA, TN 37402  
**800.727.1907**  
**PLAYANDPARK.COM**



PLAYCORE

**The Larson Equipment &  
Furniture Co  
1000 E. State Parkway Unit F  
Schaumburg, IL, 60173  
Phone: 847-705-0460  
Fax: 847-705-0560  
Email:  
Contact:**

## **Jonquil Park - Proposal Option 2**

Village of Lake Zurich  
Attn: Michael Cernock  
519 Carolian Drive  
Lake Zurich, IL 60047  
Phone: 847-540-1696  
Mike.Cernock@lakezurich.org

Quote Number: 880-157248A  
Quote Date: 2/7/2023

<b>Stock ID</b>	<b>Description</b>	<b>Quantity</b>	<b>Weight</b>	<b>Unit Price</b>	<b>Amount</b>
UPLAY-044-N	BIG SKY PLAYGROUND WITH SHADE-NATURAL	1.00			
33-12-0129	UPLAY-080 INGROUND KIT	1.00			
PBP-8-2SC-GRN	Double Bay Bipod Swing Set w/2 strap seats & 2 tot seats -	1.00			
02-07-0270-GRN	Single Bay Bipod frame only, no swings, hangers or chains, Green	1.00			
UP110	INCLUSIVE SEAT (NATURAL)	1.00			

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SubTotal:  
Freight/Install: Included  
**Total Amount: \$93,316.25**

THIS QUOTATION IS SUBJECT TO POLICIES IN THE CURRENT PLAY & PARK STRUCTURES CATALOG AND THE FOLLOWING TERMS AND CONDITIONS. OUR QUOTATION IS BASED ON SHIPMENT OF ALL ITEMS AT ONE TIME TO A SINGLE DESTINATION, UNLESS NOTED, AND CHANGES ARE SUBJECT TO PRICE ADJUSTMENT. PURCHASES IN EXCESS OF \$1,000.00 TO BE SUPPORTED BY YOUR WRITTEN PURCHASE ORDER MADE The Larson Equipment & Furniture Co.

Pricing: f.o.b. destination, firm for 60 days from date of quotation.

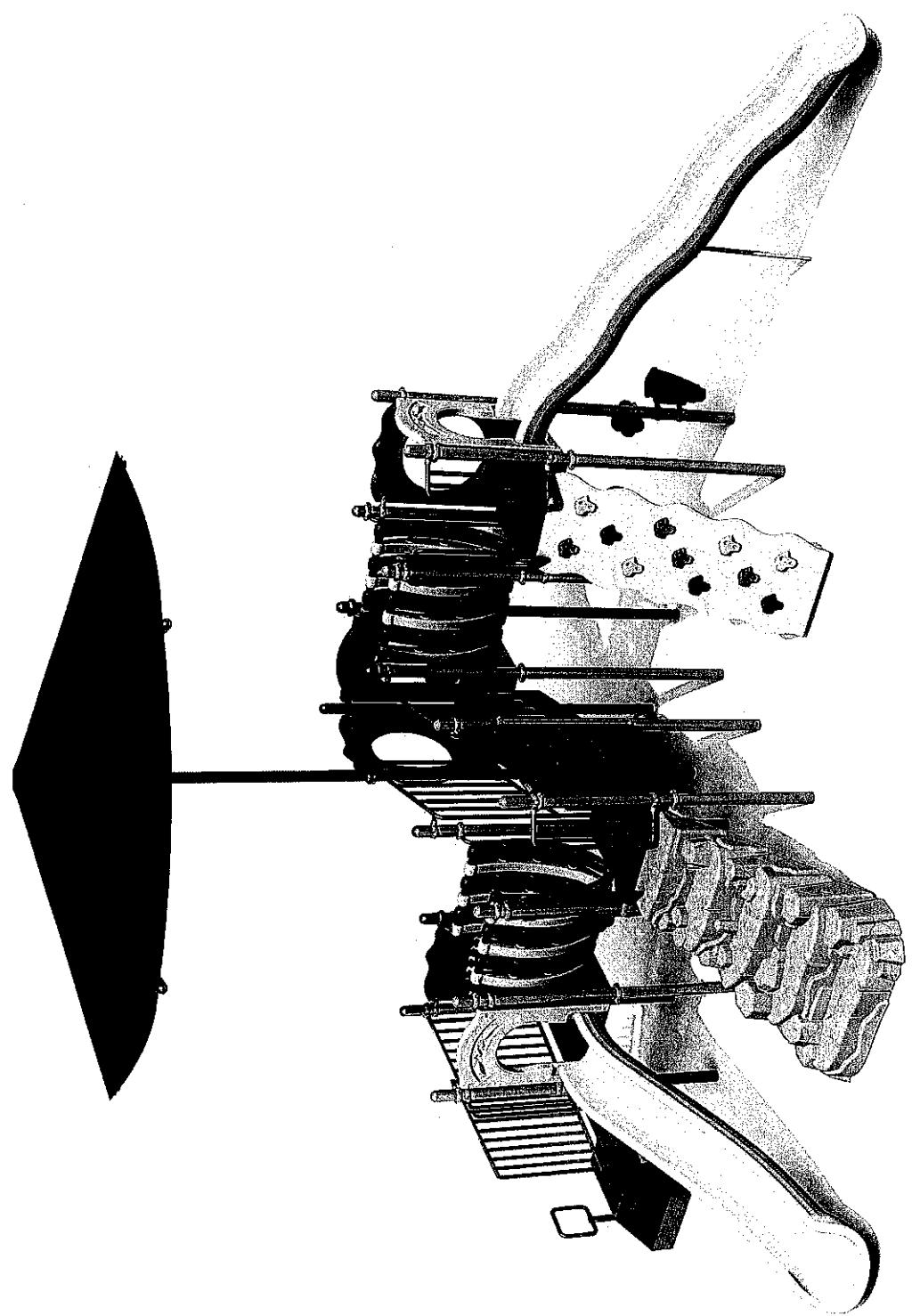
Shipment: order shall ship within 45-60 days after Larson's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Freight charges: Prepaid & added

Installation: A certified Play & Park Structures Installer will be utilized in Larson's proposal for play equipment installation. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

**Submittals:** our design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. Play & Park Structures designs and specifications are unique and not intended to be identical in all respects to other manufacturers. We shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

**Exclusions:** unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.



Summary of Operations						
Current Year and Prior Year						
Park & Rec	Current Month			Comments		
	JANUARY	Current Year Actual	Current Year Budget	Actual vs Budget	Prior Year Actual	2022 vs 2021 Actual
Dance	6,712	257,895	(251,183)	40,571	(33,859)	Finance still has to uploaded deferred rev of \$69,242
Preschool	16,362	170,725	(154,363)	20,008	(3,646)	Finance still has to uploaded deferred rev of \$5,795
Youth	1,153	14,250	(13,097)	9,055	(7,902)	Finance still has to uploaded deferred rev of \$3,017
Camp	0	235,657	(235,657)	0	0	
Athletics	0	40,000	(40,000)	4,797	(4,797)	
Aquatics- Park Fees	0	118,025	(118,025)	0	0	
Aquatics- Park Permits	0	37,000	(37,000)	0	0	
Special Programs Fees	166	4,750	(4,584)	664	(498)	Finance still has to uploaded deferred rev of \$729
Park Fees	180	6,000	(5,820)	125	55	
Rental Income	410	750	(340)	60	350	
<b>Operating Revenue</b>	<b>24,983</b>	<b>885,052</b>	<b>(860,069)</b>	<b>75,280</b>	<b>(50,297)</b>	
Personnel-Full Time	0	139,723	139,723	9,536	9,536	
Personnel- Part Time	0	50,940	50,940	2,248	2,248	
Personnel- Seasonal	0	443,540	443,540	7,093	7,093	
Social Security	0	39,342	39,342	1,159	1,159	
Medicare	0	3,201	3,201	271	271	
IMRF	0	8,839	8,839	790	790	
Health Ins	0	29,016	29,016	2,180	2,180	
Licensing/Certification	0	5,300	5,300	1,864	1,864	
Memberships & Subscriptions	0	2,668	2,668	528	528	
Program Services	604	75,387	74,783	2,489	1,885	
Postage & Shipping	0	4,500	4,500	0	0	
Printing Stationery/Forms	0	22,000	22,000	0	0	
Office Supplies	527	3,500	2,973	207	(320)	
Uniforms	0	6,300	6,300	0	0	
Other Supplies	27,023	57,315	30,292	13,180	(13,843)	
Program Supplies	56	16,900	16,844	0	(56)	
Bank & Credit Card Fees	0	7,500	7,500	989	989	
Rentals	0	8,000	8,000	0	0	
Liability Ins	0	58,453	58,453	4,376	4,376	
<b>Operating Expense</b>	<b>28,210</b>	<b>982,424</b>	<b>954,214</b>	<b>46,910</b>	<b>18,700</b>	



# PARKS & RECREATION DEPARTMENT

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## MONTHLY INFORMATION REPORT

**December 2022**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

The department is working on Spring and Summer planning for 2023 which includes updating administrative forms, marketing pieces, participant forms, etc. for camp, aquatics and dance. The Spring and Summer program guide is currently in drafts and anticipated to hit LZ households for registration to begin February 6<sup>th</sup>. (Priority registration for day camp for LZ residents will be from February 6<sup>th</sup> thru March 12<sup>th</sup>.) Staff are also working on pricing out equipment and creating signage and promotional pieces associated with the new nonmotorized craft storage and rental opportunities for this Summer.

This month the department is also working to update all administrative forms and promotional pieces associated with our internal events. Vendor applications and invites to return to Food Truck Socials, Groove Grove, July 4<sup>th</sup>, Farmers Market, Rock the Block and Miracle on Main Street were sent out, with a returning vendor priority registration period thru February 28<sup>th</sup>, mid-December. Please note that due to planned infrastructure projects near the Block A property this year, staff have decided to move Food Truck Socials (happening Wednesdays weekly June-August) and Groove Grove events (last Wednesday of the month, June-August) to the Paulus Park property for this year. This was communicated and agreed upon with the Park and Recreation Advisory Board and volunteer, Cara Marquis, who heads up the Food Truck Socials. The Miracle on Main Street committee will be meeting in January to review the event and survey results from the community, vendors and volunteers. Survey results can be viewed on the following links:

Community Survey Results: [https://www.surveymonkey.com/results/SM-moZ9IAGhcxJikTU0n9aoyg\\_3D\\_3D/](https://www.surveymonkey.com/results/SM-moZ9IAGhcxJikTU0n9aoyg_3D_3D/)

Vendor Survey Results: [https://www.surveymonkey.com/results/SM-4eKHPLutqjCYtostfqxnaA\\_3D\\_3D/](https://www.surveymonkey.com/results/SM-4eKHPLutqjCYtostfqxnaA_3D_3D/)

Volunteer Survey Results: [https://www.surveymonkey.com/results/SM-TbsVN8\\_2F1r\\_2B05y4ktv0Ug9Q\\_3D\\_3D/](https://www.surveymonkey.com/results/SM-TbsVN8_2F1r_2B05y4ktv0Ug9Q_3D_3D/)

Also set to meet in January is the Rock the Block committee to discuss event logistics associated with the 10<sup>th</sup> annual event. The Farmers Market committee will be late February to review the status of returning vendors, discussion on any new vendors and to begin planning for the new season.

Other items the department is working on is updating all special event public works work orders and event checklists for the upcoming year, RFP for the playground renovation at Jonquil Park, updating all independent contractor agreements, COIs, etc., and the department is beginning seasonal hiring efforts as well as hiring for our part time guest service associate and Special Events Recreation Supervisor positions. Job opportunities for all positions are posted at <https://lakezurich.org/jobs.aspx>

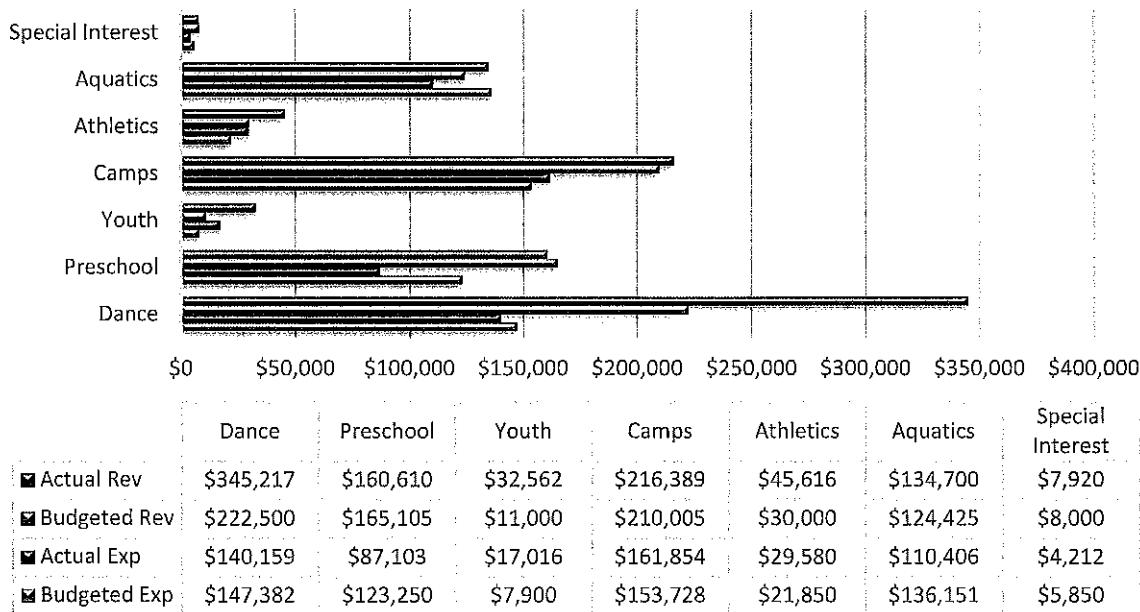
The department is continuing to work with the Public Works team to complete a variety of projects including OSLAD approved projects which includes any punch list items to be

identified during a walk thru later November and the Chalet deck replacement (scheduled to be finished in February weather pending). The departments will begin discussing FY23 approved projects within the next month which include the basketball court at Bristol Trails, OSLAD application for Paulus Park (waiting to see if the IDNR opens up the grant process this year; application/projects would need to be approved by the Village Board), and Paulus Park Improvements (bandshell and electronic marquee). The department is also working with our Management Services Director, Michael Duebner, to get cameras installed at the Barn facility as well as a keyless entry system to eliminate keys handed out to contractors, rentals and staff to increase safety and limit access to our site.

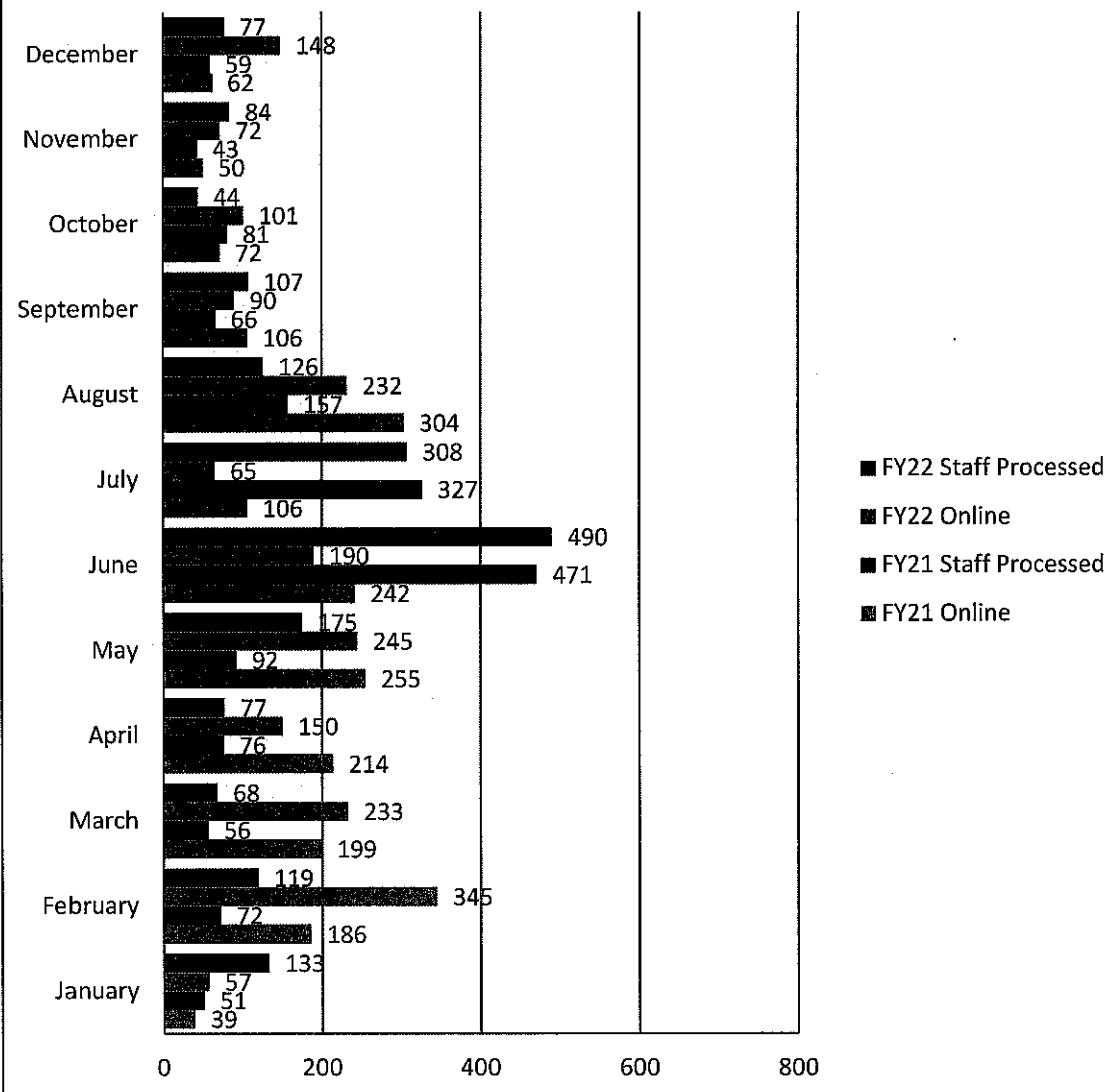
All returning events had through December 21, 2022 to resubmit their event for first right of refusal and all organizers have been sent a few reminders of the deadline. The department will continue their collaboration with Ancient Oaks Foundation quarterly community events. We have had paperwork submitted from Purple Plunge, Unplugged Fest, Alpine Races and Jack O Lantern World to return in 2023 and received written confirmation of desire to return to Paulus Park from Phase 3 (application to come in January). Events not to return to Paulus Park in 2023 include Stephen Siller Tunnel to Towers/Flag Remembrance, LZ Tri, Taste of the Towns and Brazilian Fest (have not heard back from the organizers of the Brazilian Fest).

Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.

### Program Cost Recovery Fiscal Y-T-D

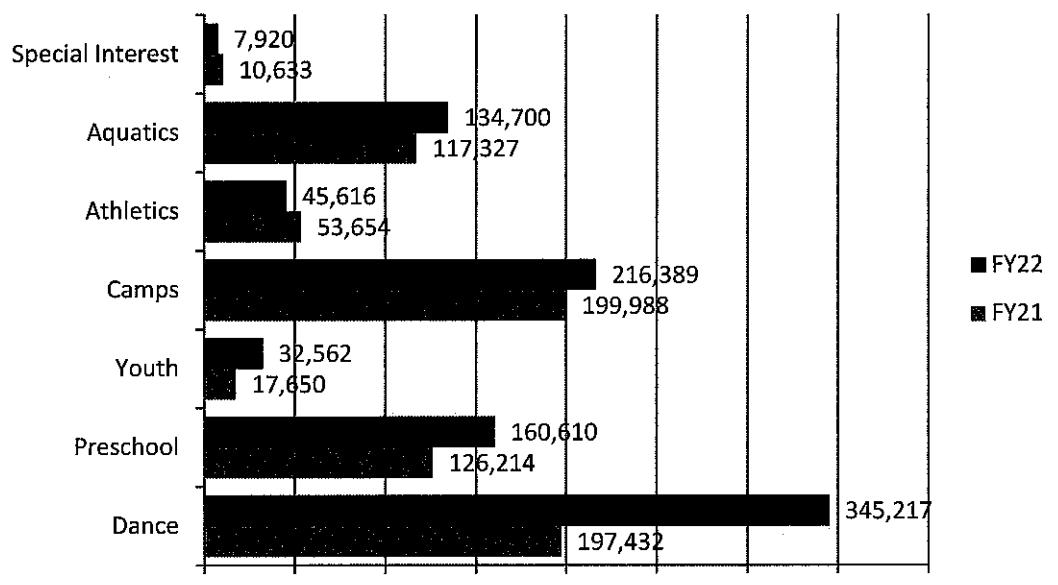


## Registrations Year over Year



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. Please note that in October 2022, due to the migration to the updated Rectrac Park and Recreation software, our in house and web operations were not available for approximately 2 weeks.

## Activity Revenue-Year over Year



All programs are exceeding revenue year over year with the exception of athletics and special interest. Athletics is down from FY21 due to independent contractor's inability to run additional programs to accommodate the waitlists this year because of lack of staff. Special interest is down year over year due to the loss of our former dog obedience contractor (moved out of the area). We have a new contractor set to begin to offer classes in FY23.

Now hiring...



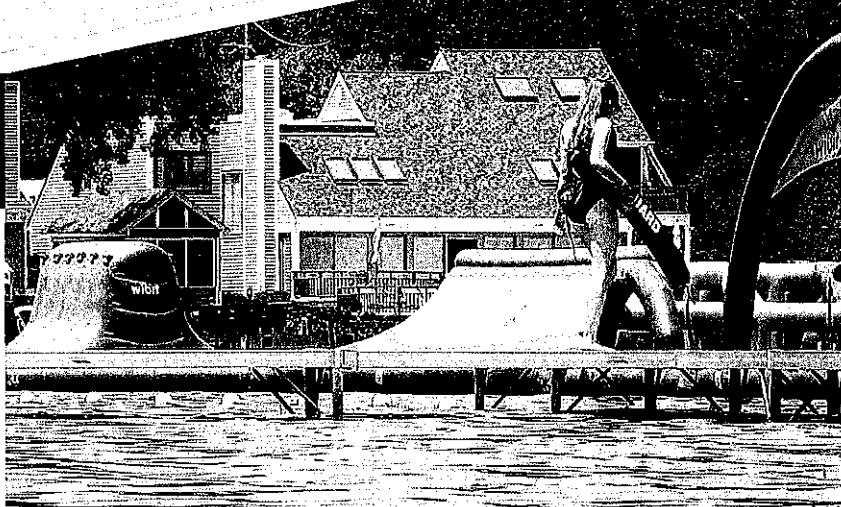
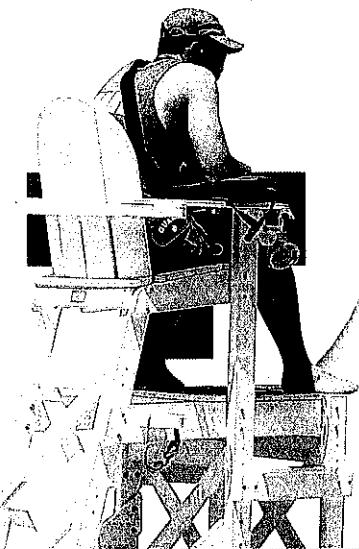
# Lifeguards

Become a Lifeguard

Apply online at:  
[lakezurich.org/jobs](http://lakezurich.org/jobs)

**16+**  
FOR LIFEGUARDING

We will train and certify you through the  
American Red Cross Lifeguard Certification Course



## BENEFITS INCLUDE:

- Great Pay
- Great Hours and Flexibility
- Great Work Environment
- Free Family Beach Membership
- Free Shelter Rental

Village of Lake Zurich Park & Recreation Department  
200 S. Rand Road, Lake Zurich, IL 60047  
847-438-5146 | [LakeZurich.org](http://LakeZurich.org)

For more information, please contact:  
Elke Kadzielawski (Recreation Supervisor)  
847-540-5075 | [Elke.Kadzielawski@LakeZurich.org](mailto:Elke.Kadzielawski@LakeZurich.org)



**NOW  
HIRING**

# DAY **CAMP COUNSELORS**



**BECOME A  
CAMP COUNSELOR  
IN 2023**

APPLY ONLINE AT:  
**LAKEZURICH.ORG/JOB**

We will train & certify you in First Aid/CPR!

For more info, please contact:  
Jenna Stanonik at 847-719-2462  
[jenna.stanonik@lakezurich.org](mailto:jenna.stanonik@lakezurich.org)

FOR **AGES 18+**



Village of Lake Zurich  
200 S. Rand Rd, Lake Zurich, IL  
847.438.5146 | [LakeZurich.org](http://LakeZurich.org)



Special Recreation Association  
of Central Lake County

# STAFF NEEDED

# WE'RE HIRING!

Are you interested in working with people with disabilities? Are you interested in doing fun and creative things while learning valuable life skills along the way? If so, then this job is for you! We are looking for enthusiastic and responsible support staff to assist with our Active Adult and After School Care Programs.



## WORK ONE OR BOTH SHIFTS

**TIME:** 9:15am-2:30pm

**DAYS:** Tuesday & Thursday

**START DATE:** ASAP

**LOCATION:** Mundelein

**PAY RATE:** \$16.00 per hour

**TIME:** 2:30-5:00pm

**DAYS:** Monday-Friday

**START DATE:** ASAP

**LOCATION:** Mundelein

**PAY RATE:** \$16.00 per hour



**Website:** [SRACLC.org](http://SRACLC.org)



**Email:** [staffing@sraclc.org](mailto:staffing@sraclc.org)



**Phone:** 847-816-4866

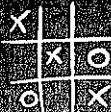


TO APPLY



**YELLOW  
BRICK ROAD**

*Preschool*



**2023-2024**

# **PRESCHOOL**

**DISCOVER YOUR LOVE OF LEARNING**



Preschool years are the most important time in a child's growing development. We have been dedicated to helping children in this community for over 30+ years discover their love of learning while developing values and social skills required to excel throughout life.

- 🕒 Experienced and Caring Preschool Teachers
- 🕒 Reasonably Priced Rates
- 🕒 Jolly Phonics Program as used in Dist. 95
- 🕒 Problem Solving
- 🕒 Warm & Nurturing
- 🕒 Friendly & Welcoming Environment
- 🕒 Conveniently located at the Paulus Park Barn & Buffalo Creek Facilities
- 🕒 Arts & Crafts, Music, Science, & Math Enrichment
- 🕒 Social, Emotional, Cognitive, & Physical Development
- 🕒 Reading Readiness

Village of Lake Zurich  
Park & Recreation Dept.  
200 S. Rand Road, Lake Zurich, IL 60047  
847.438.5146 | [LakeZurich.org](http://LakeZurich.org)



*At the Heart of Community*



FOR AGES 6-12  
YEARS OLD

Instructed by:  
**PICASSO'S WORKSHOP**

# **PICASSO'S PAINT & CLAY STUDIOS & WORKSHOPS**

Classes are taught by published and experienced artists and teachers

**FRIDAYS FROM 4:30-6PM**

Young Artists learn to discover, explore and imagine while experimenting with a variety of materials.  
Draw and paint animals, sculpt silly creatures and create colorful works of art!

This class encourages creative thinking and problem solving. Students experience the joy of making art through drawing, painting and sculpture. All new projects each session!

**SEPT. 23**

**OCT. 21**

**DEC. 9**

**JAN. 20**

**FEB. 24**



LOCATED AT:  
BUFFALO CREEK BUILDING A-3



*At the Heart of Community*

R: \$46 / NR: \$55

Village of Lake Zurich  
Park & Recreation Dept  
200 S. Rand Road, Lake Zurich, IL  
(847) 438.5146 | [LakeZurich.org](http://LakeZurich.org)

# Beginner Pet Obedience

Thursdays & Saturdays  
Starting in 2023

Our 101

6 week  
class

Located at the Barn  
200 S. Rand Road, Lake Zurich, IL

Beginner Pet Obedience class focuses on helping you create a great bond with your dog through clear and consistent communication! We will focus on obedience skills like sit, down, stay, coming when called, loose leash walking and "climb". We'll also introduce the skills needed to pass the AKC Canine Good Citizen test. The instructor will verify your schedule with you on the first day of class. Please be sure to bring your dog on a 6-foot leash and bring plenty of treats. Class will take place outdoors, weather permitting.

## Upcoming sessions

- ✿ Sat, January 7 \* 10am
- ✿ Sat, January 28 \* 11am
- ✿ Sat, February 25 \* 10am
- ✿ Thurs, March 30 \* 6:30pm
- ✿ Thurs, April 20 \* 7:30pm
- ✿ Thurs, May 18 \* 6:30am
- ✿ Thurs, June 8 \* 7:30pm

Resident	Non-Resident
\$200	\$240





AGES: 6-11

LOCATION: CHALET  
165 S. Rand Rd, Lake Zurich

\$250

Presents...

# STUART LITTLE

JAN. 7 - MAR. 11

Saturdays,  
10:30-11:30am

Performance  
Date & Time:  
March 11 \* 11am-12:15pm

Based upon the 1945 Children's Novel by E.B. White, this play with music tells the story of a boy named Stuart who is born into a New York family and is normal in every way except....he is a two inch tall mouse. Stuart befriends a bird and shows how being little can be a powerful thing as he is encouraged by his family. This program will be taught in a workshop style to focus on all aspects of theatre including movement, acting, sets, props, costumes and make up. We will be staging two performances back to back at the Chalet on the final day of class so that all family and friends can attend and see the results of this workshop. Adherence to the Governmental and IDPH Guidelines will be observed.



VILLAGE OF  
LAKE ZURICH  
ILLINOIS

# State of the Village

## Strategic Update

2023



*At the Heart of Community*

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# Message from the Mayor.

**We did it!** Another year of successfully meeting the challenges in our mutual quest to make Lake Zurich better. Lake Zurich continues to attract new developments along the Rand Road retail corridor.

- In September 2022, the 25,000-square-foot Life Time fitness facility and luxury spa opened to the public. **This place will amaze you and your family!**
- Across the street from that, construction is underway for the Sanctuary of Lake Zurich. The LZ Development Group is constructing a mixed-use development with 23 residential townhomes in three buildings with large windows overlooking the Lake Zurich waterfront. The development includes a 4,200-square-foot mixed use commercial building. **Something delicious is coming!**
- Also on Rand, the former Giordano's restaurant has been leveled to make way for a new Chase Bank building, consolidating operations from the two existing Chase facilities in Lake Zurich. **Just a bank, but it's a good sign when big banks are investing millions in our community!**
- Just down the street, village leaders cut ribbons in October on a new Casey's General Store, which not only sells gas but made-from-scratch pizza and more. **More than just your typical gas station!**

The village also saw redevelopment in the Main Street District in 2022, thanks to Lake Zurich private-public partnerships. Construction is wrapping up on the new home of the Lake Zurich Florist, the new high-end Vault 232 restaurant has opened, along with the long-awaited Korean Barbeque on the Lake. Also, the new patio extension at Sunset Pavilion at Breezewald Park. All adding to the vibrancy of our Main Street district.

The village ended the year in a positive financial position, with a budget surplus and \$1.8 million set aside for larger infrastructure projects in 2023. This past year the village



invested \$1.9 million in road resurfacing in June Terrance and the Braemar neighborhood plus \$3.4 million in water main replacements and lining sanitary sewers to efficiently extend their lifespans.

The village also completed significant improvements at Paulus Park including a new stage, new piers, shoreline stabilization, and a handicap accessible kayak/canoe launch.

In an effort to more quickly wrap up our multi-year tree replacement program after the devastation of the emerald ash beetle infestation, we doubled funding for two years in a row to accelerate and finalize tree plantings. **This parkway tree replacement program will be completed in 2023, two years earlier than originally planned!**

The weekly Main Street Food Truck Socials at the Lake Zurich Promenade continued to draw crowds in 2022 as did the annual Lake Zurich Lion's Club Alpine Fest, Rock the Block and Miracle on Main—among 40 special events hosted by the village this past year.

The village is making steady progress for making the major decision on securing a Lake Michigan water supply. A preliminary engineering study has been conducted and the village is planning to partner with the Central Lake County Joint Action Water Agency. **We're currently working on the detailed engineering plans required for such a multi-million-dollar capital investment connection to become reality.**

We remain committed to financial sustainability and maintaining a solid local government position. We take seriously our responsibility to be stewards of your hard-earned tax dollars. We remain focused on our five primary goals: 1) financial sustainability; 2) infrastructure investment; 3) economic development; 4) service sustainability; and 5) civic engagement.

Yes, operating a local government in this environment continues to be challenging, as we have invested in our top-notch public safety teams, expanded recycling options for eco-minded residents, and invested heavily in aging local infrastructure in order to get ahead of the curve. **A strong and resilient Village infrastructure benefits every single resident and business in Lake Zurich.**

Each year presents a new challenge. We deal with tight revenue streams, pandemic restrictions, labor and supply chain disruptions, and inflationary pressures that will continue to throw punches into 2023. Our solid footing we've obtained will help us through these times.

Lake Zurich's team of elected individuals and professional staff seeks constant improvement, are resourceful, adaptable and resilient – we will adapt to whatever the new year brings, while remaining focused on what we can continue to do next to make Lake Zurich even better. **ONWARD!**

Stay Safe -Stay Healthy

Tom Poynton  
Mayor, Village of Lake Zurich

# Village Trustees. Department Directors.



**MAYOR**  
TOM POYNTON



**VILLAGE CLERK**  
KATHLEEN JOHNSON



**TRUSTEE**  
MARC SPACONE



**TRUSTEE**  
DAN BOBROWSKI



**TRUSTEE**  
JONATHAN SPRAWKA



**TRUSTEE**  
MARY-BETH EUKER



**TRUSTEE**  
GREG WEIDER



**TRUSTEE**  
JANICE GANNON



**VILLAGE MANAGER**  
RAY KELLER



**ASSISTANT VILLAGE  
MANAGER**  
ROY WITHEROW



**FINANCE DIRECTOR**  
AMY SPARKOWSKI



**POLICE CHIEF**  
STEVE HUSAK



**FIRE CHIEF**  
DAVID PILGARD



**MANAGEMENT  
SERVICES DIRECTOR**  
MICHAEL DUEBNER



**PARKS & RECREATION  
DIRECTOR**  
BONNIE CAPUTO



**HUMAN RESOURCES  
DIRECTOR**  
DOUG GIBSON



**COMMUNITY  
DEVELOPMENT DIRECTOR**  
SAROSH SAHER



**PUBLIC WORKS  
DIRECTOR**  
MIKE BROWN

VILLAGE OF  
**LAKE ZURICH**  
ILLINOIS

## Mission

The mission of the Village of Lake Zurich is to provide our residents and businesses with exceptional quality municipal services. We will achieve this through strategic planning, fiscal responsibility, and transparent, accessible, and responsive municipal leadership and staff. This will result in continually improving quality of life and return on investment for all stakeholders in the community.

## Vision

Lake Zurich – The PREMIER community in Lake County offering a high quality of life, thriving economic opportunity, exceptional services, and fiscally responsible local government.

## Guiding Principles

- Trust & Integrity
- Teamwork
- High Performance, Quality Services
- Caring and Respectful Leadership
- Transparency and Accountability
- Dedicated Professionals

# Fiscal Sustainability.

Lake Zurich maintains a long-term perspective when managing public finances. While maintaining a balanced budget each year and diligent use of revenues, the Village continues to maintain its top-notch status AAA bond rating while investing in aging underground infrastructure and public safety pensions.

**Balanced Budget.** Created balanced 2023 budget with an eye on sustaining multi-year progress towards strategic goals with \$19.8 million in infrastructure improvements and \$864,000 in vehicle and major equipment replacements for public safety and public works services. The 2023 budget totals \$73.9 million to fund a full-service municipality with 163 full-time employees.

**Village Reserves.** The Village's official fund balance policy is to maintain a minimum of 25% for the General Fund, with a target of 40%. This reserve is maintained for use in emergency situations. The projected 2023 year-end General Fund Reserve is 35%. This is a significant accomplishment that allows for AAA bond ratings and low interest rates for tax payers.

**Maintaining Top Status.** Lake Zurich has managed to maintain for another year a AAA stable outlook bond rating status from Standard & Poor's, partly based on a strong local economy and overall budgetary flexibility and performance.

**Audit Results - Budget Surplus Achieved.** In August 2022, independent auditors with Baker Tilly presented the Village's FY 2021 audit results. Long-term bonded debt decreased \$1.9 million in 2021, for a total of \$21.2 million outstanding. 10 years ago, in 2012, this bonded debt was at \$36.4 million. AAA bond rating performance. Impressive turnaround!

**Public Pension Funding.** The Fire Pension Fund is now 74.84% funded, an increase of 6.83% on an actuarial value from 2021 status of 68.01% funded. The Police Pension Fund is now 57.65% funded, an increase of 3.76% on an actuarial value from 2021 status of 53.89% funded.

**20-Year Community Investment Plan - The stuff financial sustainability is made of.** In August 2022, the Village Board adopted a new community investment plan, a two-decade forecast of all municipal capital demands including infrastructure, land improvements, equipment, tech and the municipal fleet.

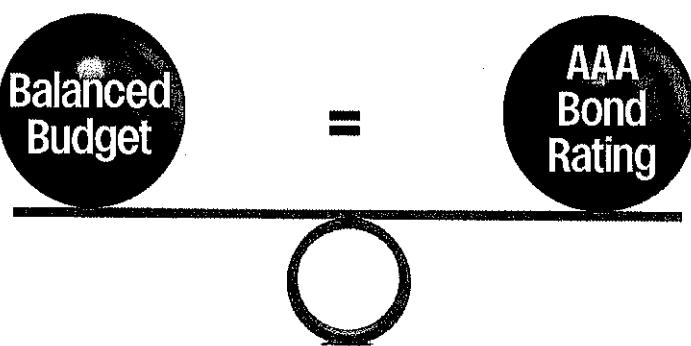
Replacing these big-ticket capital items as they age are a huge hit on the financial resources of the Village, especially when they compete for limited resources against more immediate

service needs. Emergency repairs and replacement costs are significantly more expensive than planned purchases, proving a fiscally prudent necessity to maintain financial stability.

**Industrial TIF District Receives Green Light to Proceed.** In October 2022, the Village took an important step with the proposed industrial Tax Increment Finance district. The TIF Joint Review Board (JRB) unanimously recommended the proposed district. The JRB includes reps from each local taxing entity that receives property taxes from land in the industrial park.

The JRB unanimously agreed with the Village's assessment that an industrial TIF district as proposed would stimulate new economic development and infrastructure investment, ultimately benefiting all local governments and the community as a whole. The dedicated revenue stream directed into the TIF over time will provide a sustainable funding mechanism to replace aging industrial park infrastructure built in the 1970's and 1980's.

**Solid Financial Footing.** Despite the pandemic challenges of 2021, the long-term financial planning of the Village, coupled with the strength of the local economy and private-sector investment, Lake Zurich finances remain on solid footing for the foreseeable future.



**“The projected 2023 year-end General Fund Reserve is 35%!”**

# Economic Development.

Lake Zurich is the primary economic hub for southwest Lake County with a booming Rand Road corridor and thriving industrial park. The Village seeks to expand the economic base of the community with a focus on the Main Street District in order to further establish and expand Lake Zurich as a regional economic hub.

**Welcoming New Families.** Lake Zurich welcomed somewhere around 350 new households into town in 2022, with the largest influx in June 2022. The Village continues to facilitate the safe construction of several ongoing residential developments listed below to welcome new families from all over the world right here in Lake Zurich.

**1** The new townhome neighborhood on Route 22, **Canterbury Townes**, is nearing completion of its 38-unit development by Ryan Homes. Units are moving fast as young families are attracted to the great location near the Main Street District, Ela Library, local shops, restaurants, and Sunset Pavilion.

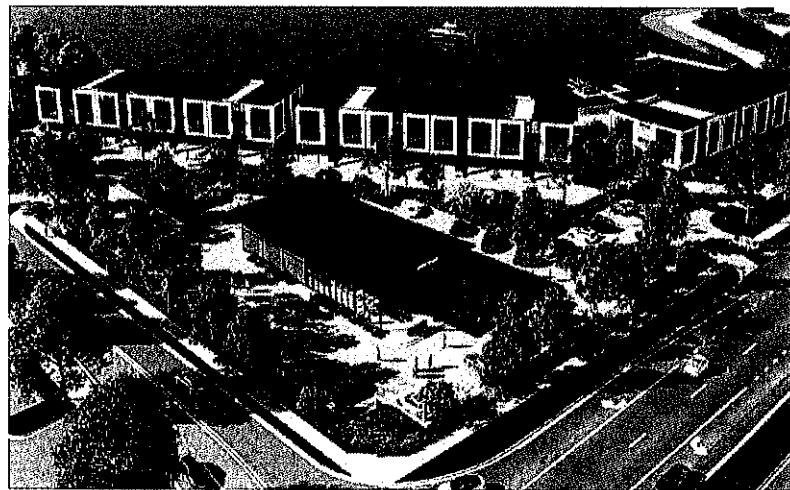
**2** **Brierwoods Estates**. Nestled across the street from Seth Paine Elementary School, the seven-home development of Brierwoods Estates is going up now and should be full of future Lake Zurich Bears by the Summer of 2023.

**3** **Wildwood Estates on Honey Lake Road** are nearing completion of 24 duplex residences within 12 buildings. The rear 28+ acres of this land are remaining wild open space as the duplexes are built only adjacent to the road.

**4** The **Sanctuary of Lake Zurich**, situated along the northwest shores of the lake, are an attractive addition to the village skyline that promise residents breathtaking views of the water. This development contains commercial uses with a 4,200 sq. foot building on the corner of Old Rand and Route 12 and 23 townhomes within three buildings along the waterfront. Expected Completion: Late 2023.

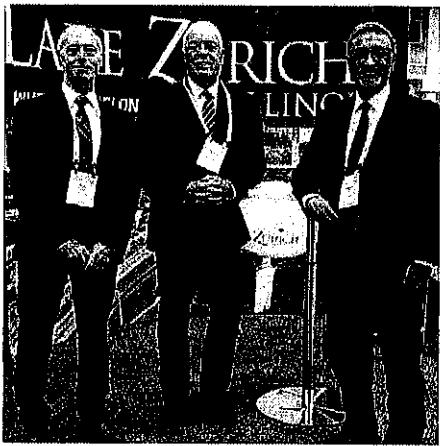


Canterbury Townes, Route 22



The Sanctuary of Lake Zurich, Route 12

**Welcoming New Business.** Lake Zurich economic development efforts continue to attract private sector investment. A few new businesses in 2022 include: Scenthound, Hello Fresh, Ace Hardware, Tactic Sports Performance, Life Time, Vault 232, Korean BBQ by the Lake, Ace Hardware, Planet Fitness, Avalon Spa, Casey's General Store, Every Kind of Beautiful, Beyond Components, Serenity Wellness Studio, Bella Sleep, The Absurd Art Gallery, and SVT Supply Chain Solutions.



**Reaching out at ICSC Central Event at Navy Pier.** After a three-year hiatus due to the pandemic, Lake Zurich attended the International Conference of Shopping Centers retail event in October at Navy Pier. Mayor Poynton and staff pitched LZ to numerous retail reps, brokers, and developers to discuss potential projects. Of interest was the potential for retail development along Rand Road near the new Life Time facility and Sactuary projects. Several brokers indicated that this dynamic is not uncommon where Life Time builds a new facility and noted that new retail tends to follow.



**Vault 232 Brings High-End Dining to Main Street.** In Summer 2022, the Main Street District welcomed Vault 232, a high-end dining establishment with a banquet space, bar area, and fresh seafood store. An excellent example of the reuse of an obsolete property and how TIF financing can spur redevelopment. We invite you to dine, drink, and celebrate in Lake Zurich's restored historical State bank!

**Korean BBQ on the Lake.** Main Street also celebrated the grand opening of Korean BBQ on the Lake in 2022, which excels in serving fresh and delicious BBQ flavors that will melt your mouth and your heart. On warm evenings, take your dinners across the street to the boardwalk promenade and eat lake side.

**LZ Florist Upgrades to Next Level.** The Lake Zurich Florist on Main Street has purchased the village-owned land at 17 South Old Rand and has begun construction on a two-story mixed-use building containing four commercial tenant spaces on the first floor and four residential units on the second floor. This new Main Street development was made possible by a public-private partnership with the Village to encourage investment in the TIF District.

**Geremarie Expands in Industrial Park.** Geremarie Corporation, a manufacturer of precision aluminum components, obtained its zoning entitlements in 2022 to proceed with a new 40,000 square foot addition to its existing building on Ensell Road.

**Life Time Opens at Long Last!** More than five years after its initial proposal to build in Lake Zurich on the site of the former Hackneys restaurant, in 2022 Village residents of finally got to enjoy the opulent experience that is Life Time Lake Zurich.

This luxury health spa and gym is a beautiful 148,000 square-foot facility with large studios for group classes, indoor cycling, a full array of cardio and strength-training equipment, pools, saunas, steam rooms, salon and spa services, and an outdoor beach club with leisure pool, waterslide, and whirlpools.

The ribbon-cutting ceremony was in September 2022.

**Chase Bank Doubles-Down on LZ.** JP Morgan Chase knows doing business in Lake Zurich is so smart, its infusing a massive investment into a modern retail banking center at the southwest corner of Rand Road and Route 22. The Village approved this new bank in July 2022.

## Economic Development.

**National Restaurant Trade Event.** Lake Zurich and other villages hosted a reception with Select Chicago, Jones Lang LaSalle, and the Chilean Trade Commission in May 2022 at the annual National Restaurant Trade Event at McCormick Place. This was an opportunity to connect international trade reps, corporations, and investors of the food and restaurant industry with local restaurateurs and food industry manufacturers and to discuss potential foreign investment in the local commercial and manufacturing economies of Illinois.

**Facade Improvement Pilot Program.** Towards the end of 2022, the Village launched a small business facade pilot program to provide assistance to local businesses to improve the look and functionality of their spaces in the Main Street District. Eligible improvements include signage, awnings, facade installations, building repairs/tuck pointing, exterior lighting, fresh paint, new windows.

**Construction Permits.** Despite the economic and supply chain challenges of 2022, the Village has issued 1,430 construction permits as of 12/29/2022. These permits represent an overall construction value of \$60,051,326 million.



Casey's  
Ribbon  
Cutting  
10-27-2022



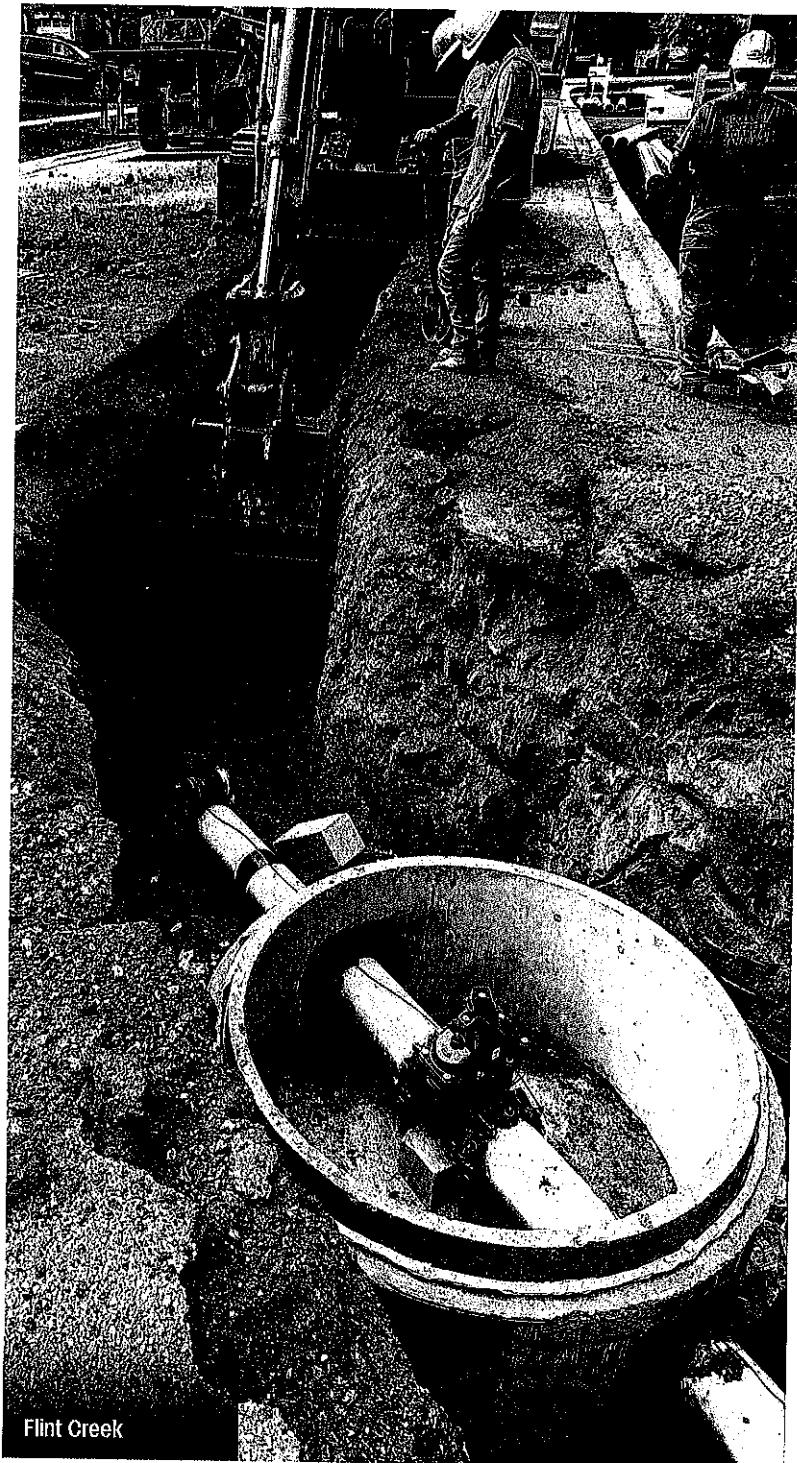
Sanctuary Ground Breaking  
9-19-2022



Wildwood Estates  
Ground Breaking  
4-22-2022

# Infrastructure Investment.

With much of Lake Zurich built in the 1960's – 1980's, there are miles of aging underground infrastructure that are 50+ years old. The Village is seeking to fund its 20-year Community Investment Plan of replacing \$145 million in capital assets while also enhancing the suburban tree canopy and transitioning to a Lake Michigan water source.



**\$1.9 Million Street Resurfacing Investment.** Trustees unanimously approved a large road resurfacing program in 2022, directing a years' worth of the local half-cent Non-Home Rule Sales tax directly into Lake Zurich neighborhood streets in the Braemar subdivision, plus June Terrace & Rosehall Drive in Concord Village behind Costco.

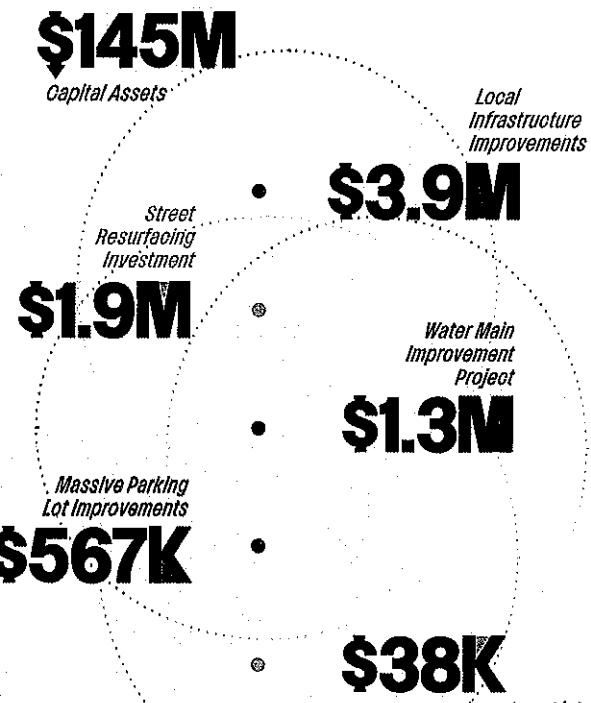
**\$1.3 Million Water Main Investment.** The Village completed a large water main improvement project within Flint Creek Estates in 2022, seeing some 3,350 feet of new 8-inch PVC water main, fire hydrants, valves, and connections to the existing water main and water services. This has improved municipal water services for hundreds of people!

**Phase Two SCADA Improvements.** Lake Zurich implemented phase two of a SCADA system improvement plan, updating original 2004 water-supply communication platforms designed specifically to control Village wells, water towers, and sanitary sewer pump station. These new improvements will address recent unreliability and performance issues.

**\$3.9 Million Investment in Lake Zurich's Foundation.** In June 2022, the Village approved more than \$3.4 million in local infrastructure improvements, advancing a primary strategic goal of investing in aging underground pipes. The 2022 sewer lining program includes reinforcing about 6,200 feet of sewer along a transmission main on Aptakisic Road and a storm sewer in Sparrow Ridge subdivision. Funds were also allocated for replacing some 3,350 feet of underground water mains in Flint Creek Estates, including a new 8-inch pipe, fire hydrants, valves, and connections to existing water services.

*(Continued on page 10.)*

## Your money at work!



**Eyeing a Lake Michigan Water Supply.** In January 2022, the Village Board held and live-streamed a community workshop meeting to analyze data collected from the recent Engineering Enterprises study. The direction from the Board was unanimous: explore in greater detail Lake Michigan water as the primary water source for the community.

**Lift Station Enhancements.** Funding received from the developer of The Wildwood Estates along Honey Lake Road allowed for the Village to replace a sanitary lift station control panel that would support the added sanitary flow produced from the future duplexes. The station cabinet had deteriorated but the new control components boosted operational capacity and reliability.

**Basketball Court Resurfacing.** The Oak Ridge courts were resurfaced in 2022, a \$38,000 investment into this popular local park.

**Massive Parking Lot Improvements.** The municipal lots at Village Hall and Buffalo Creek Parks and Rec facility were completed replaced in 2022. The Village Hall parking lot pavement cores reflected a more aggressive project with full rehabilitation of the subbase required. Drainage and sidewalk improvements were added to help direct rainfall more efficiently and provide enhanced access for people of all mobilities. A big infrastructure project with a price tag of \$567,000, will provide the public reliable parking of another 20+ years.



# Service Sustainability

For years, Lake Zurich has embraced innovation in how we provide core municipal services the public depends on. We are focused on being a sustainable municipality that is both adaptable and responsive in delivering the high-quality services the people of Lake Zurich expect.

**2022 Sees Paulus Park Enhancements.** Lake Zurich moved on installing two new piers along the shoreline at Paulus Park, as well as woodland trails, shoreline restorations, and a new stage. These improvements were made possible by a \$400,000 IDNR grant that was secured by the Village.



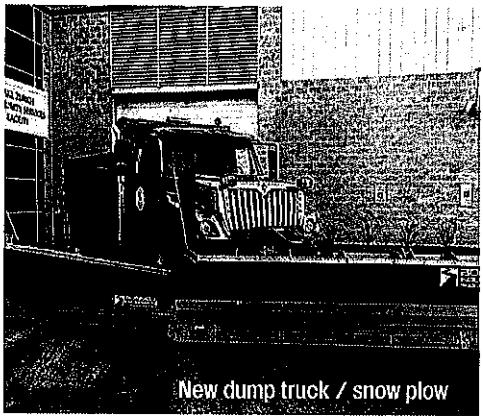
Miracle on Main

**Special Events are At the Heart of Community.** As a small slice of the suburban ideal in the American Midwest, Lake Zurich has no shortage of community events that gather family and friends. From Rock the Block, Independence Day celebrations, Alpine Fest, Bushel of Apples Fest, Jack O' Lantern World, Miracle on Main, and others, Lake Zurich families always have something circled on the calendar.



Summer Day Camp

**Parks and Rec Giving Enjoyment to Families.** Lake Zurich parks and rec had another solid year in 2022, with a beach season that saw 413 season passes sold and 16,462 total beach visits by pass holders and daily visitors to both Breezewald and Paulus Park beaches, a summer day camp that saw 616 kids in attendance, and a farmer's market season that was at its capacity with farmers offering fresh produce, live entertainment, and local artisans.



New dump truck / snow plow

**Equipping LZ's Bravest with Faster, Lighter Tools.** Firefighter-paramedics at Lake Zurich's four stations rely on extrication equipment to be able to work reliably, every time. The Village bought a \$35,000 set of top-of-the-line, lighter-weight tools that are fast and powerful enough to cut and more boron steel found in new vehicles. The new spreader, cutter, and ram are in service and ready now.

**County Dispatch Consolidation Efforts.** As a result of Illinois legislation mandating public safety dispatch center consolidation, all emergency dispatch centers in Lake County have been invited to participate in a future County-wide campus planned in Libertyville. In 2022, the Village formally joined this effort with an intergovernmental agreement with multiple other municipalities moving towards a more efficient and sustainable dispatch model.

**4th of July Fireworks – Big Shells!** Lake Zurich inked a new three-year fireworks deal with larger, more spectacular five-inch and six-inch shells now that the Village launches the fireworks from a barge in the lake, allowing an increased safety zone. We are able to continue offering amazing Independence Day celebrations thanks to the sustainable hotel-motel tax funds received from the Lake Zurich Holiday Inn Express.

**Hydrogen Sulfide Reduction Program.** Hydrogen sulfide is a gas that commonly forms in sewers and is corrosive to concrete and steel, destroying the components of village sanitary systems. For the past few years, Lake Zurich has implemented a HS2 reduction program that slows down the pace of corrosion and extends the life of our sanitary sewer infrastructure – saving Village residents tax funds for better purposes.

**Replacing the Fleet.** The Village has 80 vehicles in its municipal fleet, necessitating a slow and steady replacement to stay ahead of rising maintenance costs.

In 2022, the Village took delivery of a new dump truck, track loader, front-end loader, fire engine, ambulance, and police vehicle.

# Civic Engagement.

Village leadership strives to meet you where you are.

By attending neighborhood block parties, large special events, regular Coffee with the Mayor sit-downs, and public safety personnel having a community-oriented mindset, Lake Zurich officials are leaning forward to hear from you.

**A** **Promoting Transparent Government.** The Village continued to promote the availability of live broadcasts of Village public meetings and information available through the Village website, Benchmarks, and Facebook. The Village's website served content to over 450,000 visitors... The most viewed pages were 4th of July Event and LZ Beaches.

**B** **Community Oriented Public Safety.** Lake Zurich police and fire personnel love being out in the community speaking with residents instead of patrolling in a squad car or waiting in a station. Be it a neighborhood block party, a picnic at the park, or coffee with a cop, developing relationships with the public is an important strategy. Here they are at the Orchards subdivision annual 4th of July parade.



**C** **Mayor Poynton Monthly Sit-Downs.** Mayor Tom continues his monthly Coffee with the Mayor series at the Koffee Kup in the Main Street District. Meeting most months on the third Wednesday, these sit-downs are the perfect opportunity to bring any concerns, ideas, or just pleasant conversations to Mayor Poynton.

**D** **Finding Next Gen Workers.** In addition to college career fairs, Lake Zurich recruiting efforts during 2022 included high school events in April. Staff from police, fire, and parks and rec participated in the LZ High School Career Expo, promoting public safety careers and seasonal employment opportunities.



**E** **Business Outreach Survey.** In May, the Village launched Lake Zurich's first-ever Business Outreach Survey, with questions to gauge how businesses are faring, their outlook for the future of Lake Zurich commerce, and their overall experience as being part of the Lake Zurich community.

# Public Safety.

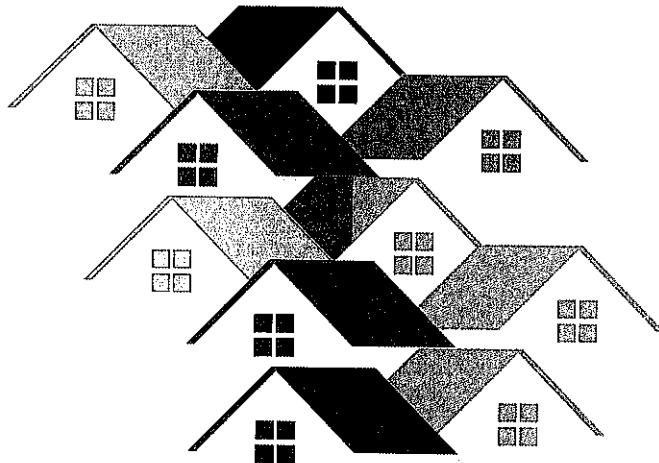
Lake Zurich is routinely below the national, state, and county averages in all reported categories for crime statistics. Village crime rates are 46% lower than the national average and violent crimes in Lake Zurich are 90% lower than the national average. Said another way, Lake Zurich is safer than 74% of the cities in the United States.

**Prescription Drug Disposal.** The police hosted two prescription take back events with the DEA, giving residents a way to prevent pill abuse and theft by ridding their homes of dangerous expired, unused, and unwanted prescription drugs. The police department also houses a drug disposal box and sharps container in the lobby for residents to dispose of these items. Over 1,200 pounds of unwanted drugs were collected during 2022.

In October 2022, LZ police hosted a drug take back event, giving residents an opportunity to prevent pill abuse and theft by ridding their homes of dangerous expired, unused, and unwanted prescription drugs. Nearly 90 pounds of unwanted drugs were collected during this outreach event.



**Child Safety Seat Inspection.** The LZPD certified child safety technicians assisted with the installation of 49 child safety seats during 2022, including 19 seats that were installed at a safety event in September. LZPD is committed to the safety of children traveling in vehicles and knows the importance of education the public on proper car seat installations.



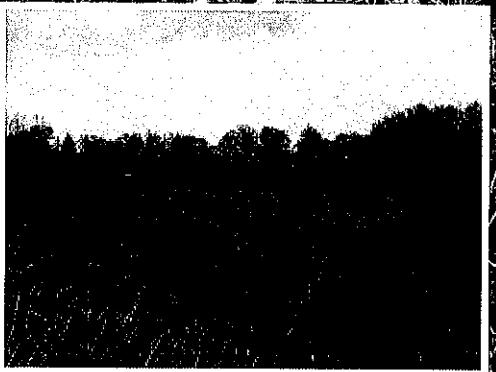
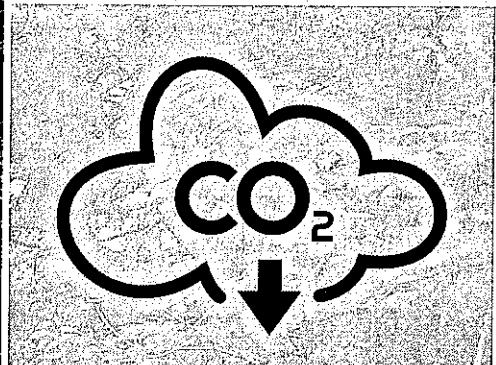
Lake Zurich is **74% safer**  
than other cities in the United States!



# Green Initiatives.

Local governments have an important role to play in reducing carbon emissions and ensuring future generations inherit a sustainable ecosystem and livable environment. Some small things Lake Zurich is doing to help the planet include:

- **Natural Area Maintenance.** Lake Zurich is proactively assessing and planning for the short term and long term needs of our many natural areas, which are inspected and evaluated during the autumn months. The Village partnered with Integrated Lakes Management to formulate a comprehensive five-year plan for maintenance and restoration these critical natural spaces.
- **Shoreline Stabilization.** The Village completed lakeside stabilization efforts along the Paulus Park shore to protect soils from erosion and the future loss of park space. We also completed initial designs for stabilization along Buffalo Creek expected for 2023, which will improve about 700 feet of creed adjacent to Bristol Trails Park.
- **Reducing Phosphate Runoff.** The Village adds anti-icing and pre-wet controls to all snow plow vehicles to reduce road salt usage and phosphate deposits that runoffs into surface water.
- **Electronics Recycling.** In July 2022, Lake Zurich conducted its second year of a new annual village-wide curbside electronics waste recycling event for residents, a free event for all customers of Lakeshore Recycling Systems.
- **Double the Trees.** Lake Zurich doubled its investment in the suburban forest canopy to \$100,000 for 2022, or about 428 parkway trees.
- **Clothing and Textile Recycling.** Lake Zurich offers clothing and textile recycling, which redirects gently used items around from landfills towards reuse in developing countries around the world.
- **Styrofoam Recycling Here to Stay.** Last years' styrofoam recycling pilot program is no longer a pilot. This opportunity to recycle material that typically ends up in nearby landfills for thousands of years was heavily used by Village residents.



# Priorities for 2023 and Beyond!



## Maintain Fund Balances and Protect Bond Rating.

Maintain and enhance the Village's target fund balances of 40% and 30% for the General Fund and the Water/Sewer Fund, respectively.

## Promote Environmental Sustainability

By implementing changes to the zoning and permitting regs that explicitly allow solar development by-right in all zoning districts and promote private sector solar development.

## Continue Successful Community Events

With an emphasis on the 10th annual Rock the Block and planning for the new Paulus Park stage amenity, priorities that enhance the quality of community life.

## Implement Industrial TIF District.

Complete the setup of TIF #4 anchored in the industrial park to provide a long-term mechanism for infrastructure and building reinvestment.

## Install a New Community Playground

2023 will include a replacement playground for Jonquil Park.

## Meet Residents Where They Are.

Continue monthly Coffee with the Mayor series and encourage neighborhood block parties with Village officials, police and fire to foster civically engaged residents.

## Promenade Deck Replacement

Complete deck replacement project at the promenade boardwalk, one of Lake Zurich's most popular gathering spots. In 2023, Public Works will be replacing the original deck material from 03' with new Trex decking for a long-lasting, low-maintenance surface.

## Stabilize the Streambank.

Complete the Buffalo Creek streambank stabilization project centered around Stanton Road and Bristol Trails Park.

## Continue Progress Towards Lake Michigan Water.

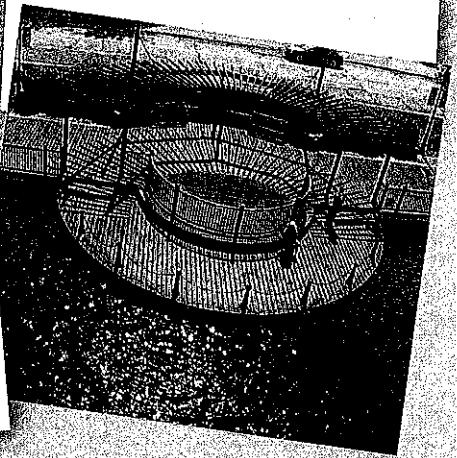
Analyze, secure, and refine costs to construct long-term investments needed to secure a Lake Michigan water source through CLC JAWA.

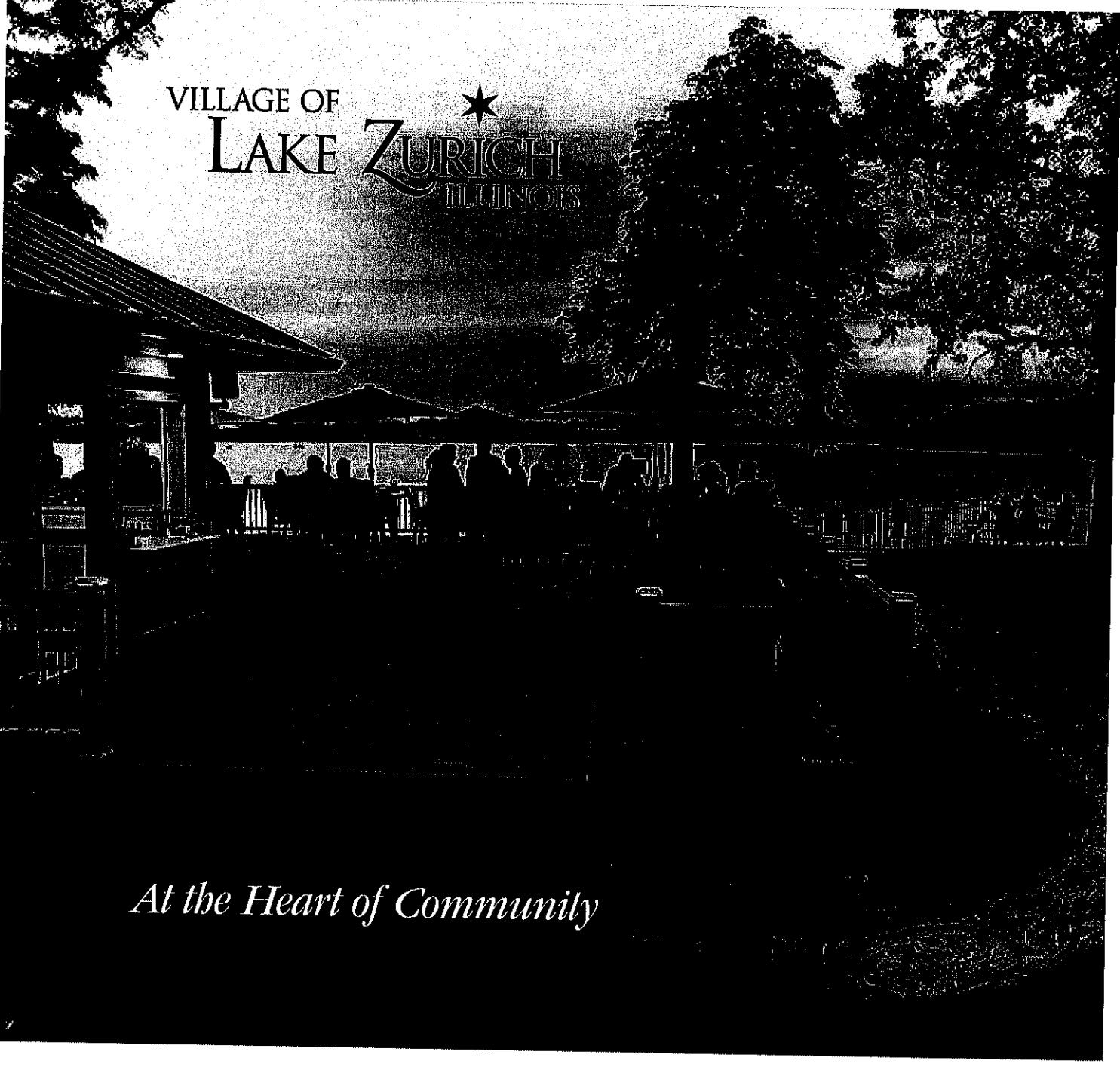
## Prepare for potential 911 Dispatch Consolidation.

Work with partner agencies to develop a joint-plan for a future Lake County consolidated public safety answering point.

## Join County Public Safety Dispatch and Records System.

Progress towards the county-wide computer aided dispatch system, police records management system, and e-citation system continue.





VILLAGE OF  
LAKE ZURICH   
ILLINOIS

*At the Heart of Community*