



AGENDA PACKET
VILLAGE OF LAKE ZURICH
Village Board of Trustees Meeting

April 17, 2023
07:00 pm

VILLAGE OF LAKE ZURICH

VILLAGE BOARD OF TRUSTEES MEETING

APRIL 17, 2023
07:00 PM
AGENDA

1. CALL TO ORDER

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

4. PRESIDENT'S REPORT / COMMUNITY UPDATE

- A. Proclamation Honoring Lake Zurich Excellence in Performing Arts with Lake Zurich High School Selected by Disney as the Illinois Winner**
- B. Advice and Consent of Trustees to Appoint to the Planning and Zoning Commission**
 - o Jake Marx
 - o Scott Morrison

5. PUBLIC COMMENT

This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and up to 5 minutes per speaker.

6. CONSENT AGENDA

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

A. Approval of Minutes from Village Board Meeting of April 3, 2023

Attachment: [6a.pdf](#)

B. Approval of Semi-Monthly Warrant Register Dated April 17, 2023 Totaling \$303,164.39

Attachment: [6b.pdf](#)

C. Agreement with Geske and Sons Inc. for Purchase of Asphalt Materials in the Amount Not-to-Exceed \$27,000

Summary: The FY 2023 budget includes \$27,000 in the Non-Home Rule Sales Tax Fund for this year's asphalt patching repairs. Asphalt materials are used for in-house repairs by Public Works crews. A competitive bid opening on March 30, 2023 resulted in two bids received, with Geske and Sons as the most competitive price.

Attachment: [6c.pdf](#)

D. Agreement with Chicagoland Paving Contractors for 2023 Street Patching Program in the Amount Not-to-Exceed \$100,000

Summary: The FY 2023 budget includes \$100,000 in the Non-Home Rule Sales Tax Fund for this year's street resurfacing program. The Village has historically participated in a cooperative bid arrangement to secure a more competitive price. In January 2023, the Lake County Municipal League approved the final extension per the approved April 21, 2020 contract.

Attachment: [6d.pdf](#)

E. Ordinance Authorizing Disposal of Surplus Property Owned by the Village of Lake Zurich (Assign Ord. #2023-04-509)

Summary: Staff has identified pieces of equipment that are not in working order, would require repairs in excess of present market value, or are obsolete.

Attachment: [6e.pdf](#)

F. Ordinance Approving an Adjustment to the Final Plan through Amendment of Ordinance #2020-09-384 for Rear Yard Setback Encroachment at Wildwood Estates of Lake Zurich on Honey Lake Road (Assign Ord. #2023-04-510)

Summary: Wildwood of Lake Zurich, LLC has filed an Adjustment to the Final Plan for the Wildwood Estates development to allow certain structures to encroach into the rear-yard setback of all lots within the Subdivision. This Planned Unit Development was approved for the construction of 24 duplex homes on 12 lots in September 2020. The developer is requesting allowance for decks and other structures to encroach no more than 10 feet into the required rear-yard setbacks that back up to the 28 acres of open space and wetlands.

Attachment: [6f.pdf](#)

G. Ordinance Approving an Adjustment to the Final Plan through Amendment of Ordinance #2021-07-421 for the Enlargement of Piers at Sanctuary of Lake Zurich on the Southeast Corner of Rand Road and Old Rand Road (Assign Ord. #2023-04-511)

Summary: LZ Development Group, LLC has filed an Adjustment to the Final Plan for the Sanctuary development to enlarge the approved pier size for the three previously approved boat piers containing 30 boat slips. This Planned Unit Development was approved for the construction of a commercial building and 23 new townhouse buildings in July 2021. The developer is requesting an increase in the projection from the shoreline from a max distance of 75 feet to 84 feet and an increase in the pier deck area from a max of 400 square feet to 702 square feet.

The Planning and Zoning Commission reviewed this application at a public hearing on March 15, 2023. Representatives from the Sandy Point HOA and the LPOA were present and voiced their support for the application. There were no objections to the proposal from any adjacent property owners and the Commission voted 7-0 to recommend approval of the enlarged piers.

Attachment: [6g.pdf](#)

H. Event Approval for Stephen Siller Tunnel to Towers 5k on June 11, 2023 at Breezewald Park

Summary: Due to the pending Main Street District infrastructure projects planned for this year, this annual race will not be able to utilize the typical route around the lake. A revised route to and from Breezewald Park has been created that does not require full street closure nor use of State or County-jurisdiction roads.

Attachment: [6h.pdf](#)

I. Agreement with Davey Resource Group Inc. for 2023 Natural Area Maintenance in the Amount Not-to-Exceed \$89,434

Summary: Lake Zurich has partnered with Integrated Lakes Management to formulate five-year plans for the maintenance and restoration of natural areas throughout the Village. The FY 2023 budget includes sufficient funding for the maintenance of these open space areas when combined with revenue held in special service area accounts designed specifically for the maintenance of designated areas in specific subdivisions. A competitive bid opening on March 23, 2023 resulted in two bids received, with Davey Resource Group as the most competitive price.

Attachment: [6i.pdf](#)

7. NEW BUSINESS

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

A. Ordinance Approving a Tax Increment Finance Development Agreement Between the Village of Lake Zurich and JGS Lake Zurich West, LLC (Assign Ord. #2023-04-512) (Trustee Sprawka)

Summary: The Lake Zurich Industrial TIF District was created in January 2023 by the Village Board, after the review and unanimous approval of the Joint Review Board, for the purpose of providing a long-term funding mechanism for infrastructure improvements within the industrial park and supporting business expansion and modernization efforts.

JGS Lake Zurich West, LLC is requesting TIF assistance related to the implementation of a new manufacturing line at 550 Enterprise Parkway. The company is considering this location for manufacturing equipment upgrades which would increase the overall investment in the community and create 8 -- 10 full-time positions.

JGS Lake Zurich West, LLC is a component of Geremarie, a company that has been operating in the Lake Zurich industrial park at 1275 Ensell Road manufacturing aluminum components for over 20 years. Since its initial decision over two decades ago to be in Lake Zurich, Geremarie has built several additions to the building as it has seen increased demand for its product.

JGS Lake Zurich West's total project costs for the new development at 550 Enterprise Parkway is no less than \$8.5 million, including the cost of the land, site work, engineering and construction, permit fees, the installation of manufacturing line equipment, and electric/gas utility connections.

The proposed TIF redevelopment proposal will help offset this significant investment cost with a rebate of \$626,000 of future property taxes over several years through the Tax Increment Finance District #4 (Industrial TIF), which equates to approximately 7.4% of the

overall costs of this manufacturing company expansion project.

Recommended Action: A motion to approve Ordinance #2023-04-512 Approving a Tax Increment Finance Redevelopment Agreement by and Between the Village of Lake Zurich, Lake County, Illinois and JGS Lake Zurich West, LLC.

Attachment: [7a.pdf](#)

B. Agreement with Teska Associates for Comprehensive Plan Update in the Amount Not-to-Exceed \$119,555 (Trustee Bobrowski)

Summary: A municipal comprehensive plan is used to identify recent and forthcoming land use patterns and economic development trends to chart a path forward for continued smart growth over the next 10-20 years. Lake Zurich's comprehensive plan was last updated in 2003 and needs updated so that Lake Zurich can maximize its reputation as being a safe community where families want to raise children and businesses want to operate.

A request-for-proposals was launched in January 2023, resulting in two proposals to consider. Both proposals include a process of community assessment, engagement, analysis, visioning, goals, community branding, and plan preparation. However, one proposal is \$33,000 less expensive than the other and therefore Staff is recommending Teska Associates as the selected consultant to lead this process.

The FY 2023 budget currently includes \$50,000 in the General Fund for an update to the Comprehensive Plan. The Teska proposal is \$119,555, necessitating additional funding of approximately \$70,000 in the FY 2023 budget. Staff will include the additional \$70,000 in a future budget amendment ordinance for Board consideration.

Recommended Action: A motion to approve an agreement with Teska Associates for Comprehensive Plan update in the Amount Not-to-Exceed \$119,555 and to direct Staff to include the additional \$70,000 needed in a future budget amendment.

Attachment: [7b.pdf](#)

8. TRUSTEE REPORTS

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

9. VILLAGE STAFF REPORTS

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

A. Monthly Data Metric Reports

Attachment: [Village Managers Office.pdf](#)

Attachment: [Fire.pdf](#)

Attachment: [Police.pdf](#)

Attachment: [Community Development.pdf](#)

Attachment: [Public Works.pdf](#)

Attachment: [Parks.pdf](#)

Attachment: [Finance.pdf](#)

10. TRUSTEE APPRECIATIONS

- o Janice Gannon -- 4 Years of Public Service
- o Jonathan Sprawka -- 14 Years of Public Service

11. ADJOURNMENT

Next regularly scheduled Village Board meeting is on Monday, May 1, 2023.

UNAPPROVED MINUTES
VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



APPENDIX ITEM
6A

Monday, April 3, 2023 7:00 p.m.

1. CALL TO ORDER by Mayor Thomas M. Poynton at 7 pm.
2. ROLL CALL: Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider.
Also in attendance: Village Manager Keller, Fire Chief David Pilgard, Deputy Police Chief David Anderson, Management Services Director Michael Duebner, Public Works Director Mike Brown, Finance Director Amy Sparkowski.
3. PLEDGE OF ALLEGIANCE
4. PRESIDENT'S REPORT / COMMUNITY UPDATE
 - A. Fire Department Promotions
 - Captain David Santoyo
 - Lieutenant Doug Erb
 - B. Proclamation Declaring April 9 – 15, 2023 as Telecommunicator Week
5. PUBLIC COMMENT
 - *Stephanie Halen, 154 South Pleasant Road* spoke about the proposed pier extension at the Sanctuary development and the proposed read yard setbacks at the Honey Lake Road Wildwood development. She opposed the development variances that appeared on the March 2023 Planning and Zoning Commission agenda and are being readied for a future Village Board agenda.
 - *Eric Dubiel, 25 North Pleasant Road* spoke about a number of wide ranging issues from playgrounds to public water supply to development and how he feels about those issues.
6. CONSENT AGENDA
 - A. Approval of Minutes from Village Board Meeting of March 20, 2023
 - B. Approval of Semi-Monthly Warrant Register Dated April 3, 2023 Totaling \$890,107.78
 - C. Agreement with Patriot Pavement Maintenance for the 2023 Seal Coating Program in the Amount Not-to-Exceed \$47,077
Summary: The FY 2023 budget includes \$35,000 in the Capital Projects Fund for maintenance of pavement on municipal property. This year's program includes 24 locations consisting of parking lots and walking paths throughout Lake Zurich. A competitive bid opening occurred on March 16, 2023 with three bids received and Patriot Pavement Maintenance as lowest responsible bidder.

D. **Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase Authorized *Class B- Retail Sales and Delivery* Liquor Licenses to Shree Ganesh21, LLC doing business as Lake Liquors at 103 South Rand Road (Assign Ord. #2023-04-506)**

Summary: Shree Ganesh21, LLC doing business as Lake Liquors is requesting a retail sales and delivery Class-B license. The license will be issued to the business when buildout is near completion and a date of occupancy has been set.

E. **Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase Authorized *Class B-1 – Annual Tasting* Liquor Licenses to Target Corporation at 555 South Rand Road (Assign Ord. #2023-04-507)**

Summary: Target was issued a retail sales Class-B liquor license in 2006 and has renewed annually each year since. They are now requesting an annual tasting Class-B1 license for hosting an unlimited number of tasting events.

F. **Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase Authorized *Class V – Video Gaming* Liquor Licenses to SRM Enterprises LLC doing business as Zin Gastropub at 583 North Rand Road (Assign Ord. #2023-04-508)**

Summary: SRM Enterprises, LLC doing business as Zin Gastropub is requesting a video gaming Class-V liquor license. A recent change in ownership necessitates the re-issuance of gaming licenses from the State and the Village – authorizing the five gaming terminals in the same space that was previously used.

Actions: A motion was made by Trustee Sprawka seconded by Trustee Spacone to approve the Consent Agenda as presented.

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

NAYS: 0

ABSENT: 0

MOTION CARRIED.

7. NEW BUSINESS

A. **Lake Michigan Water Presentation and Discussion (Trustee Spacone)**

Summary: The Village Board approved an agreement with CDM Smith on November 7, 2022 for a study and evaluation to determine improvements that would be necessary for the Central Lake County Joint Action Water Agency to supply Lake Michigan water to the Village of Lake Zurich. As part of the evaluation, CDM Smith is providing recommendations for additional facilities and improvements needed to maintain system pressure, fire flows, and other established system criteria to provide Lake Michigan water as the water source for Lake Zurich. This presentation will provide an overview of the proposed project including phasing, infrastructure improvements and costs associated with the implementation of the project.

Mr. Atassi from CDM Smith presented a summary of the community water demands, improvements, projected costs, funding options, schedule and next steps to get Lake Michigan water.

Executive Director Soucie from CLC JAWA presented a summary of the Capital Buy-in Fee that is required to join the water agency. This buy-in fee is used for capital improvements in the system.

Trustees asked questions about backup wells, the State Revolving Loan Fund applications and interest rates, repayment schedules, and water quality.

Trustee Spacone said the expenses for this are massive but the village has looked at both sides (transition to Lake Michigan water vs. internal system improvements) and the numbers are massive both ways.

Trustee Weider clarified this would not just be a sustainable water supply, but a permanent water supply secured for multiple generations.

Trustee Gannon clarified how the water treatment process at CLC JAWA works, how the blending of the two water sources work, and the escalating costs.

Trustee Bobrowski clarified the Village's timeframe to decide. Director Brown said the IEPA is being patient with the water allocation permit and there is no real date that is an actual deadline. Trustee Bobrowski said he feels strongly that transitioning to Lake Michigan water is the right decision for Lake Zurich.

Trustee Euker asked about the frequency of the testing of the CLC JAWA facility. Executive Director Soucie explained there are multiple internal and external testing that occurs continuously and all safety standards are exceeded.

Trustee Sprawka asked about various financing options and estimated impact to households. Village Manager Keller explained how there is no good answer to that at the moment due to multiple variables but we will have that in the near future as the phases of the CDM Smith study are completed. Various scenarios and bonding options are being calculated.

Village Manager Keller explained the next step is a formal agreement for the Board to vote on to officially join CLC JAWA.

Actions: A motion was made by Trustee Spacone seconded by Trustee Euker, to direct staff to prepare an agreement with CLC JAWA to proceed with the next steps of the Lake Michigan water project, to be brought back to a future meeting for the Boards consideration.

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

NAYS: 0

ABSENT: 0

MOTION CARRIED.

8. TRUSTEE REPORTS

- Trustee Weider thanked the many volunteers that made the 2023 Egg Hunt possible, it was a great event with hundreds of kids having a great time.
- Trustee Euker encouraged the community to support Middle School North students in its upcoming Treasure Island production on April 13, 14, and 15.
- Trustee Spacone said social media is not a good place to ask legitimate questions and encouraged the public to contact Village Hall for official accurate information.

9. VILLAGE STAFF REPORTS

- Village Manager Keller said the Lake Michigan water presentation slides from tonight will be posted to the website tomorrow.

10. ADJOURNMENT

A motion was made by Trustee Weider seconded by Trustee Sprawka to adjourn the meeting.

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

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Meeting adjourned at 8:28 pm.

Respectfully submitted:

Kyle Kordell, Deputy Village Clerk

Approved by:

Mayor Thomas M. Poynton

Date

VILLAGE OF LAKE ZURICH					Page 1 of 11
WARRANT REPORT - 04/17/2023					
<u>\$303,164.39</u>					
GL Number	GL Desc	Vendor	Invoice Description	Amount	
Fund 101 GENERAL					
Dept 00000					
101-00000-21203	RECREATION CREDIT PAYABLE	TEGMAYER, TIM	REF PRG CXL - BALLET & TAP 1	66.00	
101-00000-25201	BUILDING PERMIT DEPOSITS	PADDOCK PUBLICATIONS INC.	BD BOND REF #4597776	126.50	
		Total For Dept 00000		192.50	
Dept 12120 VILLAGE ADMIN HUMAN RESOURCES					
101-12120-51655	EMPLOYEE RECOGNITION	AMAZON.COM SALES, INC	CERTIFICATE PICTURE FRAMES	108.29	
		Total For Dept 12120 VILLAGE ADMIN HUMAN RESOURCES		108.29	
Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT					
101-12180-54308	TAX REBATES	BRADFORD LAKE ZURICH 5 LLC	TAX REBATE - DECEMBER 2022	31,810.26	
101-12180-54308	TAX REBATES	VILLAGE OF HAWTHORN WOODS	TAX REBATE - DECEMBER 2022	10,011.95	
101-12180-54308	TAX REBATES	VILLAGE OF KILDEER	TAX REBATE - DECEMBER 2022	20,023.89	
		Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT		61,846.10	
Dept 13001 FINANCE ADMINISTRATION					
101-13001-52704	MAINT-EQUIPMENT	PITNEY BOWES - LEASE	METER LEASE - JAN 29, 23 - APR 28, 23	173.04	
101-13001-53208	OFFICE SUPPLIES	AMAZON.COM SALES, INC	BANK DEPOSIT BAGS	20.00	
		Total For Dept 13001 FINANCE ADMINISTRATION		193.04	
Dept 17001 TECHNOLOGY ADMINISTRATION					
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE INC	CREATIVE CLOUD - CREDIT '22 DBL ENTRY	(224.14)	
101-17001-52111	OTHER PROFESSIONAL SVCS	GOOGLE	GOOGLE SERVICE - APR 2023	24.00	
101-17001-53203	TELEPHONE & DATA SVCS	AT & T	VH ELEVATOR 540-9255	548.44	
101-17001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE COMMUNICATIONS MGMT	INTERNET - 133 N OLD RAND	114.90	
101-17001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE COMMUNICATIONS MGMT	COMBINED INTERNET - MAR/APR 2023	5,473.19	
101-17001-53203	TELEPHONE & DATA SVCS	GRANITE TELECOMMUNICATIONS LLC	BARN ELEVATOR PHONE	73.72	
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM SALES, INC	HARD DRIVE, SECURITY CAMERA MOUNT, BATTERIES, CABLES	389.98	
101-17001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & PD - COPIER LEASE	164.74	
		Total For Dept 17001 TECHNOLOGY ADMINISTRATION		6,564.83	
Dept 24001 POLICE ADMINISTRATION					
101-24001-50301	SWORN PENSION COSTS	LZ POLICE PENSION FUND #3958-9465	P-TAX PENSION YE TRUE UP 2021 LEVY	486.07	
101-24001-52111	OTHER PROFESSIONAL SVCS	GATSO USA, INC	RED LIGHT CAMERA FEE	4,290.00	
101-24001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE COMMUNICATIONS MGMT	CABLE - PD	63.18	
101-24001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - PD MAR 2023	392.11	

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GL Number	GL Desc	Vendor	Invoice Description	Amount
101-24001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	NOTARY STAMP - STEINER	25.00
		Total For Dept 24001 POLICE ADMINISTRATION		5,256.36
Dept 24210 POLICE OPERATIONS				
101-24210-50301	SWORN PENSION COSTS	LZ POLICE PENSION FUND #3958-9465	P-TAX PENSION YE TRUE UP 2021 LEVY	2,645.49
101-24210-51652	TRAINING AND MEETINGS	GAFFNEY, COLIN	REIMB: ILEAS CONFERENCE - LODGING	396.12
101-24210-51652	TRAINING AND MEETINGS	SUBURBAN LAW ENFORCEMENT ACADEMY	POLICE ACADEMY - PARLBERG	4,696.00
101-24210-51656	MILEAGE REIMBURSEMENT	GAFFNEY, COLIN	REIMB: ILEAS CONFERENCE - GAS	35.61
101-24210-52204	OTHER LEGAL	ALBARRAN, LUIS	LOCAL PROSECUTOR FEES - MAR	6,666.67
101-24210-52703	MAINT-VEHICLES	THE CYCLERY, INC	BIKE REPAIRS	245.51
101-24210-53209	UNIFORMS	ALBER, JENNIE	DUTY BAG, HATS	334.69
101-24210-53209	UNIFORMS	GALL'S PARENT HOLDINGS LLC	TRAUMA SHEARS - MITCH	19.90
101-24210-53209	UNIFORMS	GALL'S PARENT HOLDINGS LLC	PANTS - PANIK	74.32
101-24210-53209	UNIFORMS	GALL'S PARENT HOLDINGS LLC	SHIRT - PANIK	42.70
101-24210-53209	UNIFORMS	LONSKI, ANGELA	GUN BELT, CUFF CASE	87.07
101-24210-53209	UNIFORMS	LONSKI, ANGELA	HOLSTER	142.34
101-24210-53209	UNIFORMS	LONSKI, ANGELA	PANTS	37.95
101-24210-53211	OTHER SUPPLIES	GALL'S PARENT HOLDINGS LLC	TRAUMA DRESSING - TRAINING	115.15
		Total For Dept 24210 POLICE OPERATIONS		15,539.52
Dept 24230 POLICE CRIME PREVENTION				
101-24230-50301	SWORN PENSION COSTS	LZ POLICE PENSION FUND #3958-9465	P-TAX PENSION YE TRUE UP 2021 LEVY	466.83
101-24230-51652	TRAINING AND MEETINGS	NORTHEAST MULTI-REGIONAL TRNG.	TRAINING - WITT BUTLER	100.00
101-24230-51652	TRAINING AND MEETINGS	NORTHEAST MULTI-REGIONAL TRNG.	TRAINING CLASS - BUTLER	325.00
101-24230-52111	OTHER PROFESSIONAL SVCS	TLO LLC	INVESTIGATIVE SEARCH ENGINE	107.80
101-24230-52111	OTHER PROFESSIONAL SVCS	WEST PUBLISHING GROUP	INVESTIGATIVE SEARCH ENGINE	228.75
		Total For Dept 24230 POLICE CRIME PREVENTION		1,228.38
Dept 24240 POLICE INTERGOVERNMENTAL				
101-24240-50301	SWORN PENSION COSTS	LZ POLICE PENSION FUND #3958-9465	P-TAX PENSION YE TRUE UP 2021 LEVY	266.00
		Total For Dept 24240 POLICE INTERGOVERNMENTAL		266.00
Dept 25001 FIRE ADMINISTRATION				
101-25001-50301	SWORN PENSION COSTS	LZ FIRE PENSION FUND #5199-0155	P-TAX PENSION YE TRUE UP 2021 LEVY	472.97
101-25001-52203	LABOR ATTORNEY	CLARK HILL PLC	LEGAL SERVICES - FEB 2023	3,940.50
101-25001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE COMMUNICATIONS MGMT	COMBINED INTERNET - MAR/APR 2023	2,736.60
101-25001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	36.78

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GL Number	GL Desc	Vendor	Invoice Description	Amount
101-25001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER - ST. 1	43.99
101-25001-53209	UNIFORMS	EAGLE ENGRAVING, INC	BADGES	2,878.65
101-25001-53210	SMALL TOOLS & EQUIP	HOME DEPOT CREDIT SERVICES	FLUOR TROFFER REPLACEMENT LENS	59.88
101-25001-53210	SMALL TOOLS & EQUIP	LZ ACE LLC	HITCH PIN CLIP, 3PK	2.03
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER TOWELS	144.95
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER TOWELS	34.98
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	CUSTODIAL SUPPLIES	318.28
101-25001-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	SEMI-GLOSS BLACK, PAINTERS TOUCH CLEAR, SCOTCH TAPE	24.96
101-25001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & PD - COPIER LEASE	<u>164.73</u>
			Total For Dept 25001 FIRE ADMINISTRATION	<u>10,859.30</u>
 Dept 25320 FIRE FIRE SUPPRESSION				
101-25320-50301	SWORN PENSION COSTS	LZ FIRE PENSION FUND #5199-0155	P-TAX PENSION YE TRUE UP 2021 LEVY	4,284.86
101-25320-52704	MAINT-EQUIPMENT	JEFFERSON FIRE & SAFETY INC	HOLMATRO TOOLS EQUIPMENT REPAIR	<u>321.25</u>
			Total For Dept 25320 FIRE FIRE SUPPRESSION	<u>4,606.11</u>
 Dept 25330 FIRE EMS				
101-25330-52111	OTHER PROFESSIONAL SVCS	ANDRES MEDICAL BILLING	AMBULANCE FEES - FEB 2023	3,699.91
101-25330-52118	SOFTWARE MAINTENANCE	NORTHWEST COMMUNITY HOSPITAL	IMAGE TREND: PATIENT CARE RPTS, LICENSE, WEBSITE SUPPORT	2,216.96
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL	145.82
101-25330-53211	OTHER SUPPLIES	STRYKER SALES CORPORATION	AED PADS FOR CR PLUS-STATION 3	<u>129.20</u>
			Total For Dept 25330 FIRE EMS	<u>6,191.89</u>
 Dept 25340 FIRE SPECIAL RESCUE				
101-25340-51652	TRAINING AND MEETINGS	FIRE INVESTIGATOR STRIKE FORCE	STRIKE FORCE SEMINAR - CORRAL	<u>35.00</u>
			Total For Dept 25340 FIRE SPECIAL RESCUE	<u>35.00</u>
 Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
101-28001-51652	TRAINING AND MEETINGS	IACE	IACE 2023 MEMBERSHIP - MEYER, MARY	40.00
101-28001-52113	ENGR/ARCHITECTURAL	CHRISTOPHER B. BURKE ENG., LTD	01/29 - 02/25 SVCS - LZ SCHOOL PROJ	<u>892.50</u>
			Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION	<u>932.50</u>
 Dept 36001 PUBLIC WORKS ADMINISTRATION				
101-36001-51651	LICENSING/CERTIFICATIONS	RENZ, BRYOR	REIMB: CDL	51.13
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 03-30	32.76
101-36001-52701	MAINT-BLDGS & GROUNDS	AMERICAN BACKFLOW & FIRE PREVENTION	BACKFLOW CERTIFICATION	75.00
101-36001-52701	MAINT-BLDGS & GROUNDS	ANDERSON PEST SOLUTIONS	VILLAGE HALL PEST CONTROL - APR	75.00

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101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 03-30	53.33
101-36001-52701	MAINT-BLDGS & GROUNDS	HARMS, DENNIS L	DOWNTOWN FLOWERS	1,980.00
101-36001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	ANNUAL SPRINKLER MAINT FD	236.00
101-36001-52701	MAINT-BLDGS & GROUNDS	METRO DOOR & DOCK, INC	505 WEST DOOR BELT	472.69
101-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	1043 PARTRIDGE LN	81.97
101-36001-53204	CELL PHONES & PAGERS	FORCE AMERICA DISTRIBUTING LLC	PW TRUCK DATA PLAN	280.00
101-36001-53208	OFFICE SUPPLIES	AMAZON.COM SALES, INC	BANK DEPOSIT BAGS	20.00
101-36001-53209	UNIFORMS	ELEGANT EMBROIDERY INC	SHORT SLEEVE SHIRTS	833.25
101-36001-53404	RIGHT OF WAY SUPPLIES	HOME DEPOT CREDIT SERVICES	PERF PIPE	28.34
101-36001-53404	RIGHT OF WAY SUPPLIES	STANDARD EQUIPMENT COMPANY	RODDER HEAD	144.42
101-36001-53405	BLDG & GROUNDS SUPPLIES	FLAGS USA LLC	FLAGS	328.00
101-36001-53405	BLDG & GROUNDS SUPPLIES	LZ ACE LLC	VILLAGE HALL KEYS	15.71
101-36001-55254	MACHINERY & EQUIPMENT	BURRIS EQUIPMENT COMPANY	PUMP STRAINER	31.20
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				4,738.80
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
101-36420-52701	MAINT-BLDGS & GROUNDS	AMERICAN BACKFLOW & FIRE PREVENTION	BACKFLOW CERTIFICATION	600.00
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	7 E MAIN ST	24.48
101-36420-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	MAILBOXES	362.44
101-36420-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	CONCRETE	13.42
101-36420-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	BENCH TIE DOWN	8.61
101-36420-53405	BLDG & GROUND MAINT SUPP	CITY ELECTRIC SUPPLY	SOCKETS	40.99
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	BRICK ADHESIVE	32.00
101-36420-53417	SAND & GRAVEL	THELEN MATERIALS, LLC	BEACH SAND 3/23 - 3/24	5,076.93
101-36420-54306	EQUIPMENT RENTAL	HOME DEPOT CREDIT SERVICES	RODDER RENTAL	100.00
101-36420-54306	EQUIPMENT RENTAL	HOME DEPOT CREDIT SERVICES	RODDER RENTAL RETURN	(42.50)
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	PAULUS PARK PORT-O-POTTY	153.39
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	CHESTNUT PORT-O-POTTY	68.40
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	CHESTNUT PORT-O-POTTY	141.36
101-36420-55254	MACHINERY & EQUIPMENT	MOTZ ENTERPRISES INC	BREEZE FLEX MAT	2,660.00
Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE				9,239.52
Dept 36471 PUBLIC WORKS FLEET SERVICES				
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 03-30	43.26
101-36471-53206	POSTAGE & SHIPPING	TNK SHIPPING, INC	SHIPPING	43.18
101-36471-53211	OTHER SUPPLIES	LAWSON PRODUCTS INC.	HARDWARE	761.34
101-36471-53211	OTHER SUPPLIES	LZ ACE LLC	HARDWARE	3.21

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101-36471-53406	AUTO PARTS & SUPPLIES	ARLINGTON HEIGHTS FORD LLC	COOLANT TANK	129.47
101-36471-53406	AUTO PARTS & SUPPLIES	ARLINGTON HEIGHTS FORD LLC	CREDIT-PARTS RETURN	(35.51)
101-36471-53406	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	BELTS	103.60
101-36471-53406	AUTO PARTS & SUPPLIES	GRAINGER	PRESSURE GAUGE	45.49
101-36471-53406	AUTO PARTS & SUPPLIES	MACQUEEN EQUIPMENT, LLC	AIR FILTERS	634.94
101-36471-53406	AUTO PARTS & SUPPLIES	MACQUEEN EQUIPMENT, LLC	LIGHTS	288.57
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	CREDIT-WARRANTY RETURN	(222.03)
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	WASHER NOZZLE	53.34
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	BRAKE ROTORS	255.60
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	BATTERY 291	222.03
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	SWITCH	24.81
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	FILTERS	196.85
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	FILTERS	100.80
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	MASTER CYLINDER	60.79
101-36471-53406	AUTO PARTS & SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	HOSE CLAMPS	47.40
101-36471-53406	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER	HANDLE	340.64
101-36471-53407	EQUIP MAINT PART&SUPPLIE	BURRIS EQUIPMENT COMPANY	BELTS	60.65
101-36471-53407	EQUIP MAINT PART&SUPPLIE	HOME DEPOT CREDIT SERVICES	NUMBERS	1.52
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	OIL FILTER	16.52
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	AIR FILTER	14.17
101-36471-53407	EQUIP MAINT PART&SUPPLIE	STANDARD EQUIPMENT COMPANY	VACTOR PARTS	1,070.53
101-36471-53407	EQUIP MAINT PART&SUPPLIE	WEST SIDE TRACTOR SALES	FILTERS	541.64
101-36471-53415	FUELS	AL WARREN OIL CO, INC	DIESEL & FUEL #1741463 3/23/23	9,243.23
101-36471-53415	FUELS	AL WARREN OIL CO, INC	DIESEL & FUEL #1741464 3/23/23	5,173.91
101-36471-53418	LUBRICANTS & FLUIDS	KELLER-HEARTT OIL, INC	15W40 OIL	2,890.00
101-36471-53418	LUBRICANTS & FLUIDS	MOTOR PARTS & EQUIPMENT CORP	GEAR OIL	25.98
101-36471-53418	LUBRICANTS & FLUIDS	MOTOR PARTS & EQUIPMENT CORP	DEF	227.88
101-36471-53418	LUBRICANTS & FLUIDS	MOTOR PARTS & EQUIPMENT CORP	BRAKE FLUID	38.99
101-36471-53418	LUBRICANTS & FLUIDS	MOTOR PARTS & EQUIPMENT CORP	OIL	13.98
		Total For Dept 36471 PUBLIC WORKS FLEET SERVICES		22,416.78
Dept 67001 RECREATION ADMINISTRATION				
101-67001-53208	OFFICE SUPPLIES	AMAZON.COM SALES, INC	BANK DEPOSIT BAGS	19.99
		Total For Dept 67001 RECREATION ADMINISTRATION		19.99
		Total For Fund 101 GENERAL		150,234.91

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Fund 202 MOTOR FUEL TAX				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
202-36001-52701	MAINT-BLDGS & GROUNDS	MEADE, INC	MAIN ST SIGNAL MAINT	200.00
202-36001-53201	ELECTRICITY	AEP ENERGY, INC	STREETLIGHT ELECTRIC	13,140.74
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	45 S OLD RAND RD	29.85
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	280 CLAIRVIEW DR	36.16
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				<u>13,406.75</u>
Total For Fund 202 MOTOR FUEL TAX				<u>13,406.75</u>
Fund 214 TIF #2 DOWNTOWN				
Dept 10490 GENERAL GOVERNMENT TIF				
214-10490-55253	INFRASTRUCTURE IMPROVEMT	IL EPA	PERMIT FEE	750.00
Total For Dept 10490 GENERAL GOVERNMENT TIF				<u>750.00</u>
Total For Fund 214 TIF #2 DOWNTOWN				<u>750.00</u>
Fund 227 DISPATCH CENTER				
Dept 24220 POLICE DISPATCH				
227-24220-50301	SWORN PENSION COSTS	LZ POLICE PENSION FUND #3958-9465	P-TAX PENSION YE TRUE UP 2021 LEVY	53.94
227-24220-52111	OTHER PROFESSIONAL SVCS	FRONTLINE PUBLIC SAFETY SOLUTIONS	OVERNIGHT PARKING SOFTWARE ANNUAL FEE	4,617.26
227-24220-52118	SOFTWARE MAINTENANCE	PRIORITY DISPATCH CORP	EMD ANNUAL FEE	4,896.00
Total For Dept 24220 POLICE DISPATCH				<u>9,567.20</u>
Total For Fund 227 DISPATCH CENTER				<u>9,567.20</u>
Fund 401 VILLAGE CAPITAL PROJECTS				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
401-36001-55252	BLDG & BLDG IMPROVEMENTS	HOME DEPOT CREDIT SERVICES	PROMENADE DECK MATERIALS	231.75
401-36001-55252	BLDG & BLDG IMPROVEMENTS	HOME DEPOT CREDIT SERVICES	RETURN PROMENADE DECK MATERIALS	(49.99)
401-36001-55252	BLDG & BLDG IMPROVEMENTS	NEI BROTHERS	DEPOSIT: COMMUNITY/TRAINING ROOM CARPET PD	2,995.00
401-36001-55252	BLDG & BLDG IMPROVEMENTS	RANGE VENTILATION DESIGN INC	GUN RANGE VENTILATION DESIGN	5,685.00
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				<u>8,861.76</u>
Total For Fund 401 VILLAGE CAPITAL PROJECTS				<u>8,861.76</u>

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Fund 405 NHR CAPITAL PROJECTS				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
405-36001-55253	INFRASTRUCTURE IMPROVEMT	MOBOTREX, INC	RRFB - CROSSWALK FOR LIFETIME	18,344.00
405-36001-55253	INFRASTRUCTURE IMPROVEMT	PADDOCK PUBLICATIONS INC.	2023 ROAD PROG BID AD #1908628	128.80
			Total For Dept 36001 PUBLIC WORKS ADMINISTRATION	<u>18,472.80</u>
				<u>18,472.80</u>
Total For Fund 405 NHR CAPITAL PROJECTS				
Fund 501 WATER & SEWER				
Dept 00000				
501-00000-21206	WATER BILLING REFUNDS	FEARDAY, JILL	UB REF - A/C #004630-00 FINAL	73.88
501-00000-21206	WATER BILLING REFUNDS	NVR RYAN HOMES	UB REF - A/C #006940-00 FINAL	5.16
501-00000-21206	WATER BILLING REFUNDS	SHNOL, JACK	UB REF - A/C #006586-03 FINAL	95.69
501-00000-21455	LC CONNECTION FEE PAYABLE	LAKE COUNTY PUBLIC WORKS DEPARTMENT	LC CONNECTION FEE - 127 MILLER RD	4,030.00
			Total For Dept 00000	<u>4,204.73</u>
				<u>4,204.73</u>
Dept 36001 PUBLIC WORKS ADMINISTRATION				
501-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 03-30	39.56
501-36001-53209	UNIFORMS	ELEGANT EMBROIDERY INC	SHORT SLEEVE SHIRTS	833.25
			Total For Dept 36001 PUBLIC WORKS ADMINISTRATION	<u>872.81</u>
				<u>872.81</u>
Dept 36530 PUBLIC WORKS WATER BILLING				
501-36530-52111	OTHER PROFESSIONAL SVCS	DATAPROSE, LLC	WATER BILL PROCESSING - MAR 2023	657.52
501-36530-53206	POSTAGE & SHIPPING	DATAPROSE, LLC	WATER BILL PROCESSING - MAR 2023	2,601.88
			Total For Dept 36530 PUBLIC WORKS WATER BILLING	<u>3,259.40</u>
				<u>3,259.40</u>
Dept 36550 PUBLIC WORKS WATER SERVICE				
501-36550-52607	WATER SAMPLE ANALYSIS	SUBURBAN LABORATORIES, INC.	WATER SAMPLE ANALYSIS	525.40
501-36550-52708	MAINT-PUMPS	LAYNE CHRISTENSEN COMPANY	CHANGE ORDER REQUEST - WELL 11 ABANDONMENT	11,236.61
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #8	7,010.92
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #11	351.96
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #12	760.89
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #7	2,577.86
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #9	4,732.84
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #10	5,751.05
501-36550-53202	NATURAL GAS	NICOR GAS COMPANY	NATURAL GAS - WELL #7	507.56
501-36550-53202	NATURAL GAS	NICOR GAS COMPANY	NATURAL GAS - WELL #8	800.82

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501-36550-53202	NATURAL GAS	NICOR GAS COMPANY	NATURAL GAS - WELL #9	366.70
501-36550-53202	NATURAL GAS	NICOR GAS COMPANY	NATURAL GAS - WELL #12	334.03
501-36550-53210	SMALL TOOLS & EQUIP	BERLAND'S INC	DRILL BITS	51.98
501-36550-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	WELL 9 SUMP PUMP CHECK VALVE & MAINTENANCE SUPPLIES	30.84
501-36550-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	WELL 9 SUMP PUMP CHECK VALVE & MAINTENANCE SUPPLIES	34.98
501-36550-53407	EQUIP MAINT PART&SUPPLIE	GRAINGER	RUN LIGHT BULBS & SOLENOID VALVES FOR WTP'S	320.94
501-36550-53409	PUMP REPAIR SUPPLIES	PUMPBIZ INC.	BRINE PUMP MOTOR/WELL 12	605.70
501-36550-53410	METERS PARTS & SUPPLIES	CORE & MAIN LP	WATER METER RADIOS	7,830.00
501-36550-53413	DISTRIBUTION SYS REPAIR	FASTENAL COMPANY	STAINLESS STEEL HARDWARE/WM VALVES	1,321.75
501-36550-53413	DISTRIBUTION SYS REPAIR	JOSEPH D FOREMAN & COMPANY, INC	B-BOX EXTENSION	52.00
501-36550-53414	CHEMICALS	MIDWEST SALT LLC	BULK WTR COND SALT - WELL #10	2,846.16
501-36550-53414	CHEMICALS	MIDWEST SALT LLC	BULK WTR COND SALT - WELL #8	2,939.96
501-36550-53414	CHEMICALS	VIKING CHEMICAL COMPANY	CHLORINE	2,797.50
501-36550-53417	SAND & GRAVEL	RELIABLE SAND & GRAVEL CO., INC	GRAVEL	3,099.95
501-36550-55254	MACHINERY & EQUIPMENT	BURRIS EQUIPMENT COMPANY	2" TRASH PUMPS	2,698.00
501-36550-55254	MACHINERY & EQUIPMENT	PROSPAN MANUFACTURING CO., INC	SHORING PINS	75.00
Total For Dept 36550 PUBLIC WORKS WATER SERVICE				59,661.40
 Dept 36560 PUBLIC WORKS SEWER SERVICE				
501-36560-52111	OTHER PROFESSIONAL SVCS	BAXTER & WOODMAN, INC	2023 PRETREATMENT ASSISTANCE	1,493.75
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	HYDROGEN SULFIDE REDUCT PRGM QUENTIN/NW PUMP STA	5,149.99
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	ELECTRICITY VACUUM PRIME STRUCTURES	28.38
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	ELECTRICITY/SANITARY FLOW CONTROL	47.51
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 805 CHURCH ST	23.25
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1115 BETTY DR	35.30
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1297 BERKSHIRE LN	314.04
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 719 CYPRESS BRIDGE RD	59.77
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1150 DEERPATH RD	88.11
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 90 S PLEASANT RD	158.82
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1005 MARCH ST	85.53
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 700 OLD MILL GROVE RD	96.13
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 620 CHURCH ST	296.18
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 61 W MAIN ST	96.79
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1100 QUENTIN RD	1,796.90
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1160 THORNDALE LN	323.40
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 750 N RAND RD	2,675.32
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 825 W MAIN ST	634.69

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501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1080 HONEY LAKE RD	55.11
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	PUMP/LIFT STATION - 1160 BRISTOL TRAIL	238.96
501-36560-53210	SMALL TOOLS & EQUIP	HOME DEPOT CREDIT SERVICES	LIFT STATION WET WELL SCRAPER MATERIALS	20.71
501-36560-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	WELL 9 SUMP PUMP CHECK VALVE & MAINTENANCE SUPPLIES	25.96
		Total For Dept 36560 PUBLIC WORKS SEWER SERVICE		<u>13,744.60</u>
			Total For Fund 501 WATER & SEWER	<u>81,742.94</u>
Fund 601 MEDICAL INSURANCE				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
601-10001-54310	WELLNESS PROGRAM	MOBILEAR INC	AUDIOMETRIC TESTING SERVICES	1,430.00
		Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION		<u>1,430.00</u>
			Total For Fund 601 MEDICAL INSURANCE	<u>1,430.00</u>
Fund 603 RISK MANAGEMENT				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
603-10001-52114	LIABILITY INSURANCE CLAIMS	INTERGOVERNMENTAL RISK MGMT AGENCY	IRMA FEBRUARY 2023	2,566.32
		Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION		<u>2,566.32</u>
			Total For Fund 603 RISK MANAGEMENT	<u>2,566.32</u>
Fund 615 EQUIPMENT REPLACEMENT				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
615-10001-55254	MACHINERY & EQUIPMENT	CDW GOVERNMENT LLC	FORTINET FORTIAP DUAL BAND AP	310.44
		Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION		<u>310.44</u>
Dept 24001 POLICE ADMINISTRATION				
615-24001-55254	MACHINERY & EQUIPMENT	NATIONAL BUSINESS FURNITURE	COMMUNITY - EOC ROOM CHAIRS	13,644.83
		Total For Dept 24001 POLICE ADMINISTRATION		<u>13,644.83</u>
			Total For Fund 615 EQUIPMENT REPLACEMENT	<u>13,955.27</u>
Fund 710 PERFORMANCE ESCROW				
Dept 00000				
710-00000-25201	BUILDING PERMIT DEPOSITS	ALL AMERICAN EXTERIOR SOLUTIONS	BD BOND REF - PERMIT #BBD22-0632	105.00
710-00000-25201	BUILDING PERMIT DEPOSITS	BRS FIELD OPS	BD BOND REF - PERMIT #BBD22-0628	105.00

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710-00000-25201	BUILDING PERMIT DEPOSITS	CHIALDIKAS, MIKE & CHRISTINE A	BD BOND REF - PERMIT #BBD22-0653	105.00
710-00000-25201	BUILDING PERMIT DEPOSITS	NEXT DOOR AND WINDOW	BD BOND REF - PERMIT #BBD23-0039	105.00
710-00000-25201	BUILDING PERMIT DEPOSITS	POWER HOME REMODELING GROUP, INC	BD BOND REF - PERMIT #BBD23-0028	105.00
710-00000-25201	BUILDING PERMIT DEPOSITS	SUNRUN INSTALLATION INC	BD BOND REF - PERMIT #BBD22-0530	105.00
710-00000-25502	PEG CABLE FEES	COMCAST CABLE COMMUNICATIONS MGMT	COMBINED INTERNET - MAR/APR 2023	912.21
		Total For Dept 00000		<hr/> 1,542.21
			Total For Fund 710 PERFORMANCE ESCROW	<hr/> 1,542.21
Fund 720 PAYROLL CLEARING				
Dept 00000				
720-00000-22404	SUPPLEMENTAL LIFE INS PAYABLE	NCPERS-IL IMRF - 0157	GROUP LIFE INSURANCE - APR	188.00
720-00000-22502	PAYROLL PAYABLE	ROTSTEIN, PHILIP	PR119762396 REPL CK #01167 09/16/2022	446.23
		Total For Dept 00000		<hr/> 634.23
			Total For Fund 720 PAYROLL CLEARING	<hr/> 634.23

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Fund Totals:				
	Fund 101 GENERAL			150,234.91
	Fund 202 MOTOR FUEL TAX			13,406.75
	Fund 214 TIF #2 DOWNTOWN			750.00
	Fund 227 DISPATCH CENTER			9,567.20
	Fund 401 VILLAGE CAPITAL PROJECTS			8,861.76
	Fund 405 NHR CAPITAL PROJECTS			18,472.80
	Fund 501 WATER & SEWER			81,742.94
	Fund 601 MEDICAL INSURANCE			1,430.00
	Fund 603 RISK MANAGEMENT			2,566.32
	Fund 615 EQUIPMENT REPLACEMENT			13,955.27
	Fund 710 PERFORMANCE ESCROW			1,542.21
	Fund 720 PAYROLL CLEARING			634.23
			<u>\$ 303,164.39</u>	

*At the Heart of Community*

PUBLIC WORKS DEPARTMENT
505 Telsner Road
Lake Zurich, Illinois 60047

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

APR 10 2023
6C

MEMORANDUM

Date: April 10, 2023
To: Ray Keller, Village Manager
From: Michael J. Brown, Public Works Director
Subject: 2023 Asphalt Materials Award Recommendation

Issue: The FY 2023 budget includes \$27,000 in the Non-Home Rule fund for asphalt materials for internal patching repairs by the Public Works Department.

Background: The Village is committed to maintaining safe and drivable roadways. The asphalt materials contract provides Public Works the means to pick up asphalt, as needed, from a local asphalt plant. The materials are crucial for in-house restoration of infrastructure repairs, and roadway patching.

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

- Goal #3 – Infrastructure Investment: Develop and formalize a long-range street maintenance program.
- Goal #4 – Service Sustainability: Identify Methods of Alternate Service Delivery.

Analysis: Public Works enters into an annual contract for asphalt materials. Asphalt is purchased at a unit price per ton. Staff prepared the bidding specifications and administered the bid opening held on March 30, 2023.

The Village received two (2) bids. The bid results are shown below:

Name of Bidder	Base Bid
Geske and Sons Inc. (Crystal Lake, IL)	Surface Mix \$58.50/Ton Binder Mix \$53.00/Ton
Builders Asphalt (Hillside, IL)	Surface Mix \$60.00/Ton Binder Mix \$ 59.00/Ton

The lowest responsible bid was received from Geske and Sons Inc. of Crystal Lake, Illinois. The Geske and Sons Inc. plant is located in Crystal lake, Illinois, approximately 12.5 miles from Lake Zurich. Geske and Sons Inc. was awarded the asphalt materials contract in previous years. Staff was satisfied with the quality of product and level of service provided.

Recommendation: Award a contract for the 2023 Asphalt Materials purchase to Geske and Sons Inc. of Crystal Lake, Illinois. in an amount not-to-exceed \$27,000.00.

W/Attachments:

1. Bid Tabulation
2. Bid Submittal – Geske and Sons Inc. of Crystal Lake, Illinois.

2023 Asphalt Materials Bid

Due: March 30, 2023 by 10:00 a.m.

Company Name	Bond	Submitted	Bid Amount	
Geske and Sons, Inc 400 E. Terra Cotta Ave Crystal Lake, IL 60014-3611	YES	3/29/2023 3:35 p.m.	\$58.50/TON \$53/TON	Surface Binder
Builders Asphalt, LLC 4401 Roosevelt Rd Hillside, IL 60162	YES	3/29/2023 2:57 p.m.	\$60/TON \$59/TON	Surface Binder

Laura Berg, Accounts Payable
Mike Cernock, Gen. Svcs Supt.
Jason Schuler, Gen. Svcs Ops Supv.
Keli Amato, Office Manager

03-30-23 10:02 a.m.
Village Hall 1st Floor Conference Room

Village of Lake Zurich
Asphalt Materials

Exhibit "I"

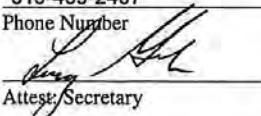
The following ASPHALT MATERIALS shall be bid as F.O.B. our trucks and supplied in accordance with the IDOT Construction and Materials Specifications. **NO PERFORMANCE BOND REQUIRED.**

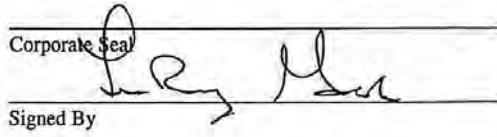
Plant prices:

<u>DESCRIPTION</u>	<u>UNIT</u>	<u>PRICE</u>
HMA Surface Course, Mix C N50	Ton	\$ <u>58.50</u>
HMA Binder Course, IL-19.0 N50	Ton	\$ <u>53.00</u>

Geske and Sons, Inc.
Company Name
815-459-2407
Phone Number
mike@geskeasphalt.com
Email

Plant: 4020 Northwest Hwy, Crystal Lake, IL
Address (City, State, Zip)
Office: 400 E. Terra Cotta Ave., Crystal Lake, IL
Business Address

Submitted
March 30, 2023
Date
Crystal Lake, IL 60014
Business Address
815-459-2407
Phone Number

Attest: Secretary

Bidder
Geske and Sons, Inc.
Corporate Name

Corporate Seal
Signed By
LeRoy Geske
President

Village of Lake Zurich
Asphalt Materials

EXHIBIT A

BID PROPOSAL FORM

To: Office of the Village Manager
Village of Lake Zurich
70 E. Main Street
Lake Zurich, IL 60047

From:
Geske and Sons, Inc.
 Bidder
815-459-2407
 Phone Number
Mike Geske
 Bidder's Contact for Bid

Crystal Lake, IL 60014
 Address (City, State, Zip)
mike@geskeasphalt.com
 Email
Eugenie Geske - A/R
 Additional Contact information

RECEIVED
 MAR 30 2023
 BY: J. SCHWARTZ

Having carefully examined the terms set forth in the Notice to Bidders, Instructions to Bidders, Bid Award, General Conditions, Contract and Description of the Work and Procedures and having thoroughly examined the probable work conditions at the work sites/locations and pertinent areas adjacent thereto, the undersigned Bidder acknowledges the same to be accurate and complete insofar as the Work to be performed and related work details are concerned, the undersigned Bidder agrees to furnish materials as set forth in the 2023 Contract Documents for Asphalt Materials documents referenced above.

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

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

The undersigned Bidder further agrees to execute a Contract for this Work and present the same to the Village within ten (10) calendar days after the date of written notice of the award of the Contract to Bidder.

Upon award of the Contract, the Village will send a Notice of Award to the successful Bidder and the Bidder must then execute the Contract within ten (10) business days.

Included with this bid Proposal is a bank cashier's check, certified check or bid bond in the amount of
Bid Bond, being ten percent (10%) of the total amount bid by Geske and Sons, Inc., the
 Bidder, in favor of the Village of Lake Zurich.

It is hereby agreed that, should Bidder be awarded the Contract for services contemplated under this bid and fail or refuse to execute a Contract for the performance of said Work, or to provide the required payment and performance bonds, or letter of credit, and certificate of insurance, then this security, in the amount stipulated above, shall be forfeited and may be retained by the Village of Lake Zurich as liquidated damages and not as a penalty. All bids to remain firm for a period of ninety (90) days after bid opening date.

Village of Lake Zurich
Asphalt Materials

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

Bidder hereby bids on all items and has provided a price for all requested materials.


AIA® Document A310™ - 2010
Bid Bond
CONTRACTOR:

(Name, legal status and address)
Geske and Sons, Inc.

400 E. Terra Cotta Ave.
Crystal Lake, IL 60014

OWNER:

(Name, legal status and address)
Village of Lake Zurich
70 East Main Street
Lake Zurich, IL 60047

BOND AMOUNT: * TEN PERCENT OF AMOUNT BID *****

SURETY:

(Name, legal status and principal place
of business)

Hudson Insurance Company
100 William Street, 5th Floor
New York, NY 10038

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

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

PROJECT:

(Name, location or address, and Project number, if any)
Village of Lake Zurich Asphalt Materials

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

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

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

Signed and sealed this

30th

day of March

2023

Geske and Sons, Inc.

(Witness)

(Principal)

(Seal)

(Witness)

(Title)

Hudson Insurance Company

(Seal)

(Surety)

Todd Schaap, Attorney-In-Fact

Init.

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At the Heart of Community

PUBLIC WORKS DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

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

RECEIVED
6/21/2023

MEMORANDUM

Date: April 7, 2023
To: Ray Keller, Village Manager
From: Michael J. Brown, Director of Public Works
Subject: 2023 Patching Program (LCML Cooperative Bid
Contract Extension)

Issue: The FY 2023 budget includes \$100,000 in the Non-Home Rule Sales Tax fund for the 2023 Patching Program.

Background: For the Village to preserve the investment made on its annual street resurfacing program, a street maintenance program is necessary. Pavement patching addresses areas of asphalt with significant deterioration that can create potentially hazardous driving conditions. If left untreated, these areas of pavement introduce moisture to the pavement structure which increases speed of deterioration throughout the roadway. A patching program is typically performed to slow deterioration in streets 10+ years old, and improve driving conditions until resurfacing can be performed.

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

- Goal #3 – Infrastructure: *Develop and formalize a long-range street maintenance program.*
- Goal #4 – Service Sustainability: *Identify Methods of Alternate Service Delivery.*

Analysis: The Village has historically participated in a cooperative bid arrangement with other municipalities. Doing so allows the Village to secure a more competitive unit price. In January, 2023, the LCML approved the final extension per the approved April 21, 2020 contract.

Recommendation: Award a contract for the 2023 Patching Program to Chicagoland Paving Contractors of Lake Zurich, IL in a not-to-exceed amount of \$100,000.00.

W/Attachments:

1. Bid Submittal – Chicagoland Paving Contractors Inc.
2. 2023 Extension Letter

CHICAGOLAND PAVING CONTRACTORS, INC.
225 TELSER ROAD
LAKE ZURICH, IL 60047
TEL: 847-550-9681 FAX: 847-550-9684
office@chicagolandpaving.com

January 30, 2023

Ms. Mandi Florip
Lake County Municipal League
1937 N. Municipal Way
Round Lake Beach, IL 600732

VIA EMAIL

mflorip@lakecountyleague.org

RE: LCML Pavement Patching
2023 Extension

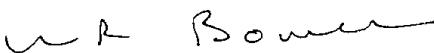
Dear Ms. Florip:

Chicagoland Paving would like to extend the 2022 LCML Pavement Patching program although we would need to revise the pricing.

Local asphalt plants have increased HMA mixes and we will have new labor union contracts in June, with a rate increase.

With this we would like to offer to extend the contract with a 5% rate increase across the board.

Best regards,



William R. Bowes
Vice President

GENERAL INSTRUCTIONS

**LAKE COUNTY MUNICIPAL LEAGUE
COOPERATIVE PURCHASING PROGRAM**



20-12-2
BID DATE: 3-18-20
BID TIME: 11:30
WITH PRINTS: LG SM NO
COMPLETE DATE/DAYS *7-10*

e|m

BID PACKAGE

PART I OF II

Sealed Bid Due: 11:30am MARCH 18, 2020

BIDDER'S SWORN ACKNOWLEDGEMENT**MANDATORY TO RETURN WITH BID****Lake County Municipal League
Cooperative Purchasing Program****BIDDER'S SWORN ACKNOWLEDGEMENT**

William R. Bowes ("Deponent"), being first duly sworn on oath, deposes and states that the undersigned Bidder is organized as indicated below and that all statements herein made are made on behalf of such Bidder in support of its Bidder's Proposal for the above Contract and that Deponent is authorized to make them.

Deponent also deposes and states that Bidder has carefully prepared, reviewed and checked its Bidder's Proposal and that the statements contained in its Bidder's Proposal and in this Acknowledgement are true and correct.

COMPLETE APPLICABLE SECTION ONLY**1. Corporation**

Bidder is a corporation that is organized and existing under the laws of the State of IL, that is qualified to do business in the State of Illinois, and that is operating under the legal name of Chicagoland Paving Contractors

The officers of the corporation are as follows:

<u>TITLE</u>	<u>NAME</u>	<u>ADDRESS</u>
President	<u>Kevin Meertz</u>	<u>4050 Mason, Hoffman Est., IL</u>
Vice President / Sec.	<u>William R. Bowes</u>	<u>20547 Plumwood, Kildeer IL</u>
Secretary		
Treasurer		

BIDDER'S SWORN ACKNOWLEDGEMENT**MANDATORY TO RETURN WITH BID****2. Partnership**

Bidder is a partnership that is organized, existing and registered under the laws of the State of _____ pursuant to that certain Partnership Agreement dated as of _____, that is qualified to do business in the State of Illinois, and that is operating under the legal name of _____.

The general partners of the partnership are as follows:

NAME**ADDRESS**

3. Individual

Bidder is an individual whose full name is _____, whose residence address is _____ and whose business address is _____. If operating under a trade or assumed name, said trade or assumed name is as follows: _____.

4. Joint Venture

Bidder is a joint venture that is organized and existing under the laws of the State of _____ pursuant to that certain Joint Venture Agreement dated as of _____, that is qualified to do business in the State of Illinois, and that is operating under the legal name of _____.

The signatories to the aforesaid Joint Venture Agreement are as follows:

NAME (and ENTITY TYPE)**ADDRESS**

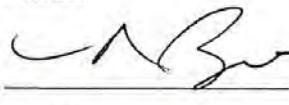
BIDDER'S SWORN ACKNOWLEDGEMENT**MANDATORY TO RETURN WITH BID**

[For each signatory, indicate type of entity (Corporation = "C"; Partnership = "P"; and Individual = "I") and provide, on separate sheets, the information required in Paragraph 1, 2, or 3 above, as applicable]

DATED this 18 day of March, 2020

Attest/Witness:

By:



Title: witness

chicagoland Paving

Bidder

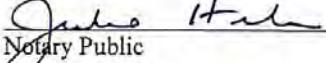
By:



Title: V.P.

Subscribed and Sworn to
before me this _____ day
of _____, 20____.

My Commission Expires: _____


Notary Public

[SEAL]

BIDDER'S SWORN HISTORY and EXPERIENCE STATEMENT**MANDATORY TO RETURN WITH BID****Lake County Municipal League
Cooperative Purchasing Program****HISTORY STATEMENT**

William R. Bowes ("Deponent"), being first duly sworn on oath, deposes and states that all statements made in this Sworn Work History Statement are made on behalf of the undersigned Bidder in support of its Bidder's Proposal for the above Contract and that Deponent is authorized to make them.

Deponent also deposes and states that Bidder has carefully prepared, reviewed and checked this Sworn Work History Statement and that the statements contained in this Sworn Work History Statement are true and correct.

IF NECESSARY FOR FULL DISCLOSURE, ADD SEPARATE SHEETS

**JOINT VENTURES MUST SUBMIT SEPARATE
SWORN WORK HISTORY STATEMENTS FOR THE JOINT VENTURE
AND FOR EACH SIGNATORY TO THE JOINT VENTURE AGREEMENT**

1. Nature of Business

State the nature of Bidder's business: asphalt paving

2. Composition of Work

During the past three years, Bidder's work has consisted of:

<u>15</u> % Federal	<u>95</u> % As Contractor	<u>60</u> % Bidder's Forces
<u>90</u> % Other Public	<u>5</u> % As Subcontractor	<u>30</u> % Subcontractors
<u>10</u> % Private		<u>10</u> % Materials

3. Years in Business

State the number of years that Bidder, under its current name and organization, has been continuously engaged in the aforesaid business: 34 years

BIDDER'S SWORN EXPERIENCE AND WORK HISTORY**MANDATORY TO RETURN WITH BID****4. Predecessor Organizations**

If Bidder has been in business under its current name and organization for less than five years, list any predecessor organizations:

<u>NAME</u>	<u>ADDRESS</u>	<u>YEARS</u>
_____	_____	_____
_____	_____	_____

5. Business Licenses

List all business licenses currently held by Bidder:

<u>ISSUING AGENCY</u>	<u>TYPE</u>	<u>NUMBER</u>	<u>EXPIRATION</u>
as needed	_____	_____	_____
_____	_____	_____	_____

BIDDER'S SWORN EXPERIENCE AND WORK HISTORY**MANDATORY TO RETURN WITH BID****6. Experience and Work History**

List three projects most comparable to the Work completed by Bidder, or its predecessors, in the past five years:

	<u>PROJECT ONE</u>	<u>PROJECT TWO</u>	<u>PROJECT THREE</u>
Owner Name	<u>please see attached</u>		
Owner Address			
Reference			
Telephone Number			
Type of Work			
Contractor (If Bidder was Subcontractor)			
Total Contract Value			
(Sub-Contract Value)			
Date Completed			

SIGNED and DATED this 18 day of March, 2020

Bidder Signature W.R. Bowers

Title and Print Name William R. Bowers

v.p.

ATTEST/WITNESS

Subscribed and Sworn to
before me this 18 day
of May, 2020.

Julie C. H.
Notary Public



Patching References

Village of Hawthorn Woods
2017 Pavement Patching
Contract Amount: \$60,000.00
Erika Frable
847-438-5500

City of Naperville
2017 Street Patching Program
Contract Amount: \$ 144,900.00
Omar Santos
630-305-5204

Village of Lake Villa
2017 Pavement Patching
Contract Amount: \$ 49,970.00
Ryan Horton
847-356-6100

Village of Lindenhurst
2017 Pavement Patching (LCML)
Contract Amount: \$ 75,000.00
Charles Hernandez
847-356-1765

City of Highland Park
2017 Pavement Patching (2015, 2016)
Contract Amount: \$ 288,900.00
Lisa Roberts
847-926-1189

Lake County Public Works
Asphalt Patch & Seal Coating
Contract Amount: \$ 176,000.00
Heather Galan
847-377-7141

BIDDER'S SWORN EXPERIENCE AND WORK HISTORY**MANDATORY TO RETURN WITH BID**LR107-7
Page 1 of 1

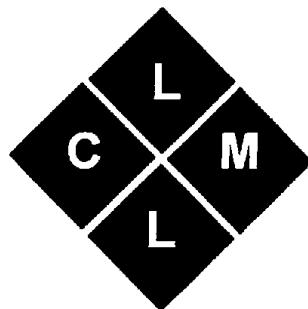
State of Illinois
 DEPARTMENT OF TRANSPORTATION
 Bureau of Local Roads & Streets

SPECIAL PROVISION
 FOR
 WAGES OF EMPLOYEES ON PUBLIC WORKS

Effective: January 1, 1999
 Revised: January 2, 2013

1. **Prevailing Wages.** All wages paid by the Contractor and each subcontractor shall be in compliance with The Prevailing Wage Act (820 ILCS 130), as amended, except where a prevailing wage violates a federal law, order, or ruling, the rate conforming to the federal law, order, or ruling shall govern. The Illinois Department of Labor publishes the prevailing wage rates on its website at www.state.il.us/agency/dol/rates/rates.htm. If the Illinois Department of Labor revises the prevailing wage rates, the revised prevailing wage rates on the Illinois Department of Labor's website shall apply to this contract and the Contractor will not be allowed additional compensation on account of said revisions. The Contractor shall review the wage rates applicable to the work of the contract at regular intervals in order to ensure the timely payment of current wage rates. The Contractor agrees that no additional notice is required. The Contractor shall be responsible to notify each subcontractor of the wage rates set forth in this contract and any revisions thereto.
2. **Payroll Records.** The Contractor and each subcontractor shall make and keep, for a period of not less than three years from the date of the last payment on a contract or subcontract, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each pay period, the number of hours worked each day, and the starting and ending times of work each day. Upon seven business days' notice, the Contractor and each subcontractor shall make available for inspection and copying at a location within this State during reasonable hours, the payroll records to the public body in charge of the project, its officers and agents, the Director of Labor and his deputies and agents, and to federal, State, or local law enforcement agencies and prosecutors.
3. **Submission of Payroll Records.** The Contractor and each subcontractor shall, no later than the tenth day of each calendar month, file a certified payroll for the immediately preceding month with the public body in charge of the project, except that the full social security number and home address shall not be included on weekly transmittals. Instead the payrolls shall include an identification number for each employee (e.g., the last four digits of the employee's social security number). The certified payroll shall consist of a complete copy of the payroll records except starting and ending times of work each day may be omitted. The certified payroll shall be accompanied by a statement signed by the Contractor or subcontractor or an officer, employee, or agent of the contractor or subcontractor which avers that: (i) he or she has examined the certified payroll records required to be submitted by the Act and such records are true and accurate; (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required; and (iii) the Contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class A misdemeanor.
4. **Employees Interviews.** The Contractor and each subcontractor shall permit his/her employees to be interviewed on the job, during working hours, by compliance investigators of the Department or the Department of Labor.

LAKE COUNTY MUNICIPAL LEAGUE COOPERATIVE PURCHASING PROGRAM



BID SUBMITTAL PACKAGE

PART II

PAVEMENT PATCHING

Sealed Bid Due: Defined in PART I

**Lake County Municipal League
Cooperative Purchasing Program**

**CONTRACT FOR
PAVEMENT PATCHING**

TABLE OF CONTENTS

1. Bid Submittal Cover Sheet and Check List
2. Bidder's Proposal
3. Bidder's Security (Bid Bond and Contract Bond)
4. Attachment A - Special Provisions

**Lake County Municipal League
Cooperative Purchasing Program**

TAPE OR STAPLE THIS PAGE TO OUTSIDE OF BID ENVELOPE

**MANDATORY DOCUMENTS TO BE RETURNED WITH BID TO
THE VILLAGE OF ROUND LAKE BEACH
1937 N. Municipal Way
Round Lake Beach, IL 60073**

CHECK LIST

1. PART I DOCUMENTS
 - a. Bidder's Sworn Acknowledgement (Notary Required)
 - b. Bidder's Sworn History and Experience Statement (Notary Required)
2. PART II DOCUMENTS
 - a. All Part II Documents (and Addenda) must be returned

COMMODITY PAVEMENT PATCHING

DUE DATE WEDNESDAY, March 18th, 2020 at 11:30AM

CONTRACTOR

Chicagoland Paving Contractors Inc.
225 Telser Road
Lake Zurich, IL 60047

**Lake County Municipal League
Cooperative Purchasing Program**

BIDDER'S PROPOSAL

PAVEMENT PATCHING

Full Name of Bidder _____ ("Bidder")

Principal Office Address _____
Chicagoland Paving Contractors Inc.
225 Telser Road
Lake Zurich, IL 60047

Local Office Address _____

Contact Person Bill Bowes Telephone 847 550 9681

Contact E-mail Address office@chicagolandpaving.com

TO: Lake County Municipal League ("Owner")
1937 Municipal Way
Round Lake Beach, IL 60073

Attention: **LCML COOP REP**

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. NONE, which are securely stapled to the end of this Bidder's Proposal [if none, write "NONE"] ("Bid Package").

Bidder acknowledges and agrees that all terms capitalized in this Bidder's Proposal shall have the meaning given to them in the documents included in the Bid Package.

1. Work Proposal

A. **Contract and Work.** If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package: (1) to provide, perform and complete at the site or sites described in the Bid Package ("Work Site") and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for pavement patching; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided in Attachment A to the Contract included in the Bid Package; (3) to procure and furnish all Bonds and

all certificates and policies of insurance specified in the Bid Package; (4) to pay all applicable federal, state and local taxes; (5) to do all other things required of Contractor by the Contract; and (6) to provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by or pursuant to, the Contract; all of which is herein referred to as the "Work."

B. Manner and Time of Performance. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will perform the Work in the manner and time prescribed in the Bid Package and according to the requirements of Owner pursuant thereto. OWNER will define START and COMPLETION dates.

C. General. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will do all other things required of Bidder or Contractor, as the case may be, by the Bid Package.

2. Contract Price Proposal

If this Bidder's Proposal is accepted, Bidder will, except as otherwise provided in the Contract, take in full payment for all Work and other matters set forth under Section 1 above, including overhead and profit; taxes, contributions, and premiums; and compensation to all subcontractors and suppliers, the compensation set forth on the following "Schedule of Prices" ("Price Proposal"), which Schedule of Prices Bidder understands and agrees will be made a part of the Contract:

3. Bid Security

Bidder herewith tenders a Cashier's Check, Certified Check, Bid Bond or cash as specified in Section 9 of the Invitation for Bidder's Proposals for the sum of _____ dollars (\$_____), which is equal to at least five percent (5%) of Bidder's Price Proposal ("Bid Security"). If in the form of Bid Bond, utilize attached BLR 12230.

4. Bidder's Obligations

In submitting this Bidder's Proposal, Bidder understands and agrees that it shall be bound by each and every term, condition or provision contained in the Bid Package, which are by this reference incorporated herein and made a part hereof.

DATED this 18 day of March, 2000.

Attest/Witness:

Chicagoland Pawns
Bidder

By: Jules Hulman

By: Mr. Baum

Title: Witness

Title: V.P. William R. Bowes

**Lake County Municipal League
Cooperative Purchasing Program
Pavement Patching**

**ATTACHMENT A
SPECIAL PROVISIONS**

These Special Provisions supplement the Contract and describe specific requirements singular to the Work under consideration. The following Special Provisions supplement the "Standard Specifications for Road and Bridge Construction", adopted April 1, 2016 or latest addition, (hereinafter referred to as the Standard Specifications) and latest edition of the "Illinois Manual on Uniform Traffic Control Devices for Street and Highways" in effect on the date of invitations for bid. In case of conflict with any part or parts of said specifications, the said Special Provisions shall take precedence and shall govern.

I. AWARD OF CONTRACT

Each participating municipality will award its own individual contract with the successful bidder.

The Contract shall be awarded to the lowest, responsible bidder for performance of the Work as listed in the Schedule of Prices.

II. CONTRACT TIME and START DATE

Contractor shall complete the Work between April 1, 2020 through September 1, 2020, and may be extended for up to two additional consecutive years at the Owner's discretion.

Upon receiving the Notice To Proceed, the contractor shall coordinate work with the OWNER to complete the project.

III. DESCRIPTION OF WORK

The Work described in these specifications consists of performing Hot Mix Asphalt Pavement Patching following the requirements of Section 442 of the Standard Specifications for the municipalities defined within the SCHEDULE OF QUANTITIES.

IV. FUNDING SOURCE

CONTRACTOR'S 2020 SCHEDULE OF PRICES**COMPLETE TABLE AS INDICATED
SCHEDULE OF PRICES**

Item No.	Items	Unit	Quantity	Unit Price	Total
1	Class D Patches, Type II, 4 Inch	SY	642	40 -	25,680 -
2	Class D Patches, Type III, 4 Inch	SY	632	40 -	25,680 -
3	Class D Patches, Type IV, 4 Inch	SY	15,498	36.25	561,802.50
4	Class D Patches, Type II, 6 Inch	SY	0	-	-
5	Class D Patches, Type III, 6 Inch	SY	0	-	-
6	Class D Patches, Type IV, 6 Inch	SY	2,500	53 -	132,500 -
7	Repair and Preparation of Base Course	SY	0	-	-
8	Aggregate Base Repair	TON	0	-	-
Bidder's Proposal for Making Entire Improvements					745,262.50



AIA® Document A310™ – 2010

Bond Number: 2432161

Bid Bond

CONTRACTOR:

(Name, legal status and address)
 Chicagoland Paving Contractors Inc
 225 Telser Rd
 Lake Zurich, IL 60047-1582
 OWNER:
 (Name, legal status and address)
 Lake County Municipal League
 1937 N Municipal Way
 Round Lake Beach, IL 60073-4915

BOND AMOUNT:

\$ Five Percent of the Amount Bid

PROJECT:

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

SURETY:

(Name, legal status and principal place of business)
 West Bend Mutual Insurance Company
 PO Box 620976
 Middleton, WI 53562

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

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

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

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

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

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

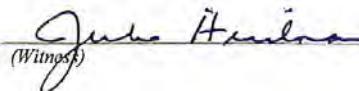
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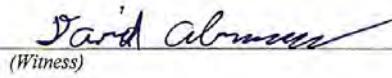
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(1495601206)

Signed and sealed this 18 day of March , 2020

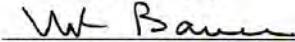

(Witness)


(Witness)

Chicagoland Paving Contractors Inc

(Contractor as Principal)

(Seal)



V.P.

(Title) WILLIAM R. BOWES

West Bend Mutual Insurance Company

(Surety)

(Seal)

(Title)

 PAUL F. PRAXMARER, Attorney-In-Fact

Init.

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User Notes:

(1495601208)

2



THE SILVER LINING®

Bond No. 2432161

POWER OF ATTORNEY

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

PAUL F PRAXMARER

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of:

Ten Million Dollars (\$10,000,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating thereto and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 22nd day of September, 2017.

Attest: Christopher C. Zwygart

Christopher C. Zwygart
Secretary



Kevin A. Steiner
Kevin A. Steiner
Chief Executive Officer/President

State of Wisconsin
County of Washington

On the 22nd day of September, 2017, before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Juli A. Benedum
Juli A. Benedum
Senior Corporate Attorney
Notary Public, Washington Co., WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Herby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 18th day of March, 2020.



Heather Dunn
Heather Dunn
Vice President – Chief Financial Officer

Notice: Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.

1900 S. 18th Ave. West Bend, WI 53095 | ph (262) 334-6430 | 1-800-236-5004 | fax (262) 338-5058 | www.thesilverlining.com



ACKNOWLEDGMENT OF CORPORATE SURETY

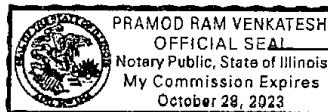
STATE OF Illinois)

ss

County of Will)

On this 18th day of March, 2020, before me appeared
 Paul F. Praxmarer to me personally known, who being by me duly sworn,
 did say that he/she is the aforesaid officer or attorney in fact of the WEST BEND MUTUAL INSURANCE COMPANY, a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by the aforesaid officer (or Attorney-in-Fact), by authority of its Board of Directors; and the aforesaid officer (or Attorney-in-Fact) acknowledged said instrument to be the free act and deed of said corporation.

My Commission Expires



Notary Public

October 28, 2023 County of Will, State of Illinois

MICHIGAN ONLY: This policy is exempt from the filing requirements of Section 2236 of the Insurance Code of 1956, 1956 PA 218 and MCL 500.2236.

NB 0017 10 03

Page 1 of 1



At the Heart of Community

OFFICE OF THE VILLAGE MANAGER

70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

6E

MEMORANDUM

Date: April 11, 2023

To: Ray Keller, Village Manager

From: Kyle Kordell, Assistant to the Village Manager

Subject: Disposal of Surplus Property

Issue: Staff has identified various pieces of equipment that are not in working order, would require repairs in excess of present market value, or are obsolete. This equipment is therefore no longer useful and should be disposed of in accordance with Illinois Municipal Code 65 ILCS 5/11-76.4

Analysis: The surplus equipment listed in Exhibit A has been stripped of any useful value, is of no further use to the Village and will be disposed of as indicated.

Recommendation: Staff recommends that the Village Board approve the Ordinance declaring the listed equipment no longer necessary.

w/Attachments: Ordinance Authorizing Disposal of Village Property

VILLAGE OF LAKE ZURICH
ORDINANCE NO. 2023-04-509



AN ORDINANCE AUTHORIZING DISPOSAL OF SURPLUS PROPERTY OWNED BY
THE VILLAGE OF LAKE ZURICH

WHEREAS, pursuant to 65 ILCS 5/11-76.4 and in the opinion of a simple majority of the corporate authorities holding office in the Village of Lake Zurich Lake County, Illinois, ("Village") it is no longer necessary, useful, or for the best interests of the Village to retain ownership of the personal property hereinafter described; and

WHEREAS, it has been determined by the President and the Board of Trustees of the Village of Lake Zurich to dispose of said personal property in the manner described in this Ordinance.

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

Section 1. Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings of the President and Board of Trustees.

Section 2. Disposal of Surplus Property. The President and Board of Trustees find that the personal property described as follows in Exhibit A by this reference incorporated into this Ordinance (the "Property") is no longer necessary or useful to the Village, and thus the Village Manager for the Village of Lake Zurich is hereby authorized to direct the sale or disposal of the property in the manner most appropriate to the Village consistent with 65 ILCS 5/11-76.4. The property shall be sold "as is."

Section 3. Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this 17th day of April, 2023.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of April, 2023.

By: _____

Thomas Poynton, Village President

ATTEST:

Kathleen Johnson, Village Clerk



EXHIBIT A
Disposal of Surplus Equipment
April 17, 2023

<u>Quantity</u>	<u>Description</u>	<u>Estimated Value</u>
-----------------	--------------------	------------------------

Police Department:

18	Conference tables 24 by 72 inches	\$1,000
35	Conference chairs for the above tables	\$350
10	Plastic chairs	\$50

Public Works Department:

1	2008 Koshin SEH50T 2" Pump 70901007, (080P1)	\$50
1	2001 Echo TP-3001 3" Pump 0907699 (02PUMP12)	\$0
1	Ariens ST1236 Snowblower 003508 (000SB)	\$0

#####



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

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

MEMORANDUM

Date: April 17, 2023

To: Ray Keller, Village Manager

From: Sarosh Saher, Community Development Director

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

Re: Wildwood Estates of Lake Zurich - Adjustment to Final Plan Encroachment of Accessory Structures into Rear Yard

Issue: Mr. Gregory Schmitt representing Wildwood of Lake Zurich, LLC (the “Applicant” and “Owner”) is a partner in the development of Wildwood Estates of Lake Zurich, has filed an Adjustment to the Final Plan for Wildwood Estates of Lake Zurich (“Subject Property”) to allow for decks and other enclosed structures to encroach into the rear yard setback of all lots within the Subdivision. Specifically, the Applicant is seeking approval of the following:

- Adjustment to the Final Plan approved by Ordinance 2020-09-384 to allow for decks and other attached enclosed structures to encroach no more than 10 feet into the rear yard setback of all duplex lots.

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

- Development: Become more business friendly and customer oriented.

Background: Development is currently under way at the Subject Property. A PUD was approved for the construction of 24 duplex residential homes on 12 lots at the Subject Property. Approval was granted through Village Ordinance No. 2020-09-384 on September 21, 2020.

Ordinance No. 2020-09-384 provided for three residential duplex home models to be constructed in various combinations of duplex pairs located on the 12 lots of the subdivision. Due to the lower number (3) of proposed models, the developer had proposed to stagger the front elevations of the buildings from the street so as not to create a monotonous look along Honey Lake Road. However, the staggered configuration did not leave much room for decks and other attached enclosed structures to be constructed at the rear of the homes.

Wildwood Estates of Lake Zurich - Adjustment to Final Plan for Rear Yard Setback Relief
April 17, 2023

The Applicant is therefore requesting additional relief to allow for attached decks and other covered structures at the rear of the buildings to encroach into the rear yard setback. The requested encroachment is no greater than 10 feet. The modification is proposed at the rear of all lots that back up to the approximately 28 acres of open space that contains the detention areas, wetlands and unimproved open space and will therefore have no impact on surrounding residential properties in the area.

Analysis: All covered structures are currently required to be constructed outside of the 30-foot rear yard setback. This includes the primary residential buildings and any attached covered accessory structures such as covered decks (including decks covered with trellises and pergolas), three-season porches, sunrooms, room additions, etc. While the residential district zoning code provides exceptions for a number of specified structures and uses to be located within setback, it does not permit the encroachment of the requested covered structures.

The Applicant was previously granted zoning relief from the requirements of side yard setbacks through Ordinance No. 2020-09-384. The Applicant is now requesting additional relief on the rear yard setback as follows:

1. Rear Yards
 - a. Zoning Code Section 9-3-11.C.3 requires a minimum rear yard setback of 30 feet for residential buildings and structures in the R-6 multiple-family residential district.

The Applicant is requesting that certain structures including covered decks (including decks covered with trellises and pergolas), three-season porches, and sunrooms be allowed to encroach no more than 10 feet into the rear yard setback.

The Planning and Zoning Commission (PZC) considered the application at a public hearing on March 15, 2023. There were no objections to the proposal from any adjacent property owners. At the close of the hearing, the PZC voted 7-0 to recommend approval of the proposal without any further conditions for approval:

The video from the PZC meeting can be accessed via the link:
<https://play.champds.com/lakezurich1/event/81>

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

Recommendation: At their meeting on March 15, 2023, the PZC recommended approval of the Final Plan Adjustment incorporating the conditions for approval provided by staff in its report.

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

- Page 2

Wildwood Estates of Lake Zurich - Adjustment to Final Plan for Rear Yard Setback Relief
 April 17, 2023

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:
 - a. Cover letter and Zoning Application dated February 21, 2023, prepared and submitted by Mr. Gregory Schmitt of Wildwood of Lake Zurich, LLC.
 - b. Exhibit A: Legal Description of the Subject Property.
 - c. Site Plans of typical lots, for the purpose of depicting the proposed rear yard setback modifications, Sheets A0.1, A0.2 and A0.3, prepared by Purohit Architects dated March 1, 2023.
2. In order to achieve an enhanced street appeal along Honey Lake Road, the buildings on each duplex lot shall be staggered using one of the following three setback configurations:
 - a. Lots selected to be constructed with the largest setback configuration shall have a setback of no less than 38 feet from the street lot line;
 - b. Lots selected to be constructed with the middle setback configuration shall have setbacks of no less than 32 feet and no greater than 34 feet from the street lot line; and
 - c. Lots selected to be constructed with the smallest setback configuration shall have setbacks of no greater than 28 feet from the street lot line.
3. The staggered duplex lots shall meet both the following conditions:
 - a. No two adjacent duplex lots shall be constructed at the same setback configuration from the front lot line;
 And
 - b. No less than 4 duplex lots shall be developed with the largest setback configuration (2.a), and no less than 4 duplex lots shall be developed with the smallest setback configuration (2.c). Modifications to these staggered setback configurations shall only be approved by action of the Lake Zurich Village Board of Trustees.
4. This adjustment to the previously approved Final Plan shall only grant amendments to the rear yard setback as provided for in Ordinance No. 2020-09-384 and pursuant to Section 9-3-11.C.3. "Minimum Yards, Rear" of the Lake Zurich Municipal Code. All remaining provisions, terms and conditions provided for within Ordinance No. 2020-09-384 shall remain in full force and effect.
5. No increase in the amount of encroachment into the rear yard shall be permitted without further adjustment of the Final Plan. Such further adjustment to the Final Plan shall require consideration of the request by the Planning and Zoning Commission through the public hearing process with final approval by the Lake Zurich Village Board.
6. No variations in the rear yard setback requirements shall be granted to individual fee simple lots owned by individual property owners. Such condition shall be memorialized in the Home Owners Associations Declarations of Covenants, Rights and Restrictions.

Wildwood Estates of Lake Zurich - Adjustment to Final Plan for Rear Yard Setback Relief
April 17, 2023

7. The construction of the buildings, structures and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Attachments:

- Approval Ordinance including the following exhibits:
 - Exhibit A – legal description of the Subject Property
 - Exhibit B –Findings and Recommendations of the Planning and Zoning Commission (PZC) and accompanying Exhibits

- Page 4

VILLAGE OF LAKE ZURICH
ORDINANCE NO. 2023-04-510



**AN ORDINANCE APPROVING AN ADJUSTMENT TO FINAL PLAN
THROUGH AMENDMENT OF ORDINANCE No. 2020-09-384
*Wildwood Estates of Lake Zurich – Rear Yard Setback
Encroachment***

WHEREAS, Wildwood of Lake Zurich, LLC ("Owner") of the property at 1121-1235 Honey Lake Road, said property collectively referred to as Wildwood Estates of Lake Zurich (the "Subject Property"), and legally described in Exhibit A attached hereto; and

WHEREAS, Mr. Gregory Schmitt is the Applicant (the "Applicant") for an adjustment to the final plan previously approved by Ordinance 2020-09-384 to represent the Owner; and

WHEREAS, the Subject Property was granted approval of a Planned Unit Development (PUD) through Ordinance No. 2020-09-384 entitled "An Ordinance Rezoning Newly Annexed Property within an R-6 Multiple-Family Residential District, and OS Open Space District, and Granting Approval of a Planned Unit Development, Development Concept and Final Plan and Modifications to the Zoning and Land Development Code for a Residential Subdivision. (*Wildwood Estates of Lake Zurich at 24909 Signal Hill Road (Hummel Property)* on the 21st day of September, 2020(the "Ordinance"); and

WHEREAS, the Ordinance provided for the development of the property with 24 new duplex homes on 12 lots and approximately 28 acres of open land that contains the detention areas, wetlands and unimproved open space; and

WHEREAS, said Ordinance provided for lots to be developed on the Subject Property with rear yard setbacks that are thirty (30) feet in depth; and

WHEREAS, due to the lower number (3) of proposed residential models, the Applicant seeks to stagger the front elevations of the residences from the street enhance the street appeal along Honey Lake Road; and

WHEREAS, this proposed staggered configuration will require the encroachment of decks and other attached enclosed structures within the rear yard setback at the rear of the homes; and

WHEREAS, Applicant wishes to construct accessory attached covered decks and other covered structures at the rear of the buildings which will encroach into the rear yard setback, said encroachment being no greater than ten (10) feet; and

WHEREAS, the encroachment is proposed at the rear of all lots that back up to the approximately 28 acres of open land and will therefore have no impact on surrounding residential properties in the area; and

WHEREAS, Section 9-22-11 entitled "Adjustments to Final Plan During Development" provides for changes to a final plan authorized by an approved PUD, for either "Minor Adjustments", as defined at Section A of Subsection 9-22-11 or "Major Adjustments", as defined at Subsection B of Section 9-22-11; and

WHEREAS, the Applicant has filed zoning application PZC 2022-07, dated February 21, 2023, (the "Application") seeking the approval of the following for the Subject Property:

- Adjustment to the Final Plan approved by Ordinance 2020-09-384 to allow for decks and other attached enclosed structures to encroach no more than 10 feet into the rear yard setback of all duplex lots.

And

WHEREAS, any request for an adjustment to a final plan during development which does not meet the specific criteria for a Minor Adjustment set forth at Subsection A of Section 9-22-11 must be processed as a Major Adjustment pursuant to Section B of Section 9-22-11 of the Zoning Code; and

WHEREAS, this request by Applicant for this Adjustment to the Final Plan does not meet the criteria for a Minor Adjustment at Subsection A of Section 9-22-11 and has therefore been processed as a Major Adjustment pursuant to Section B or Section 9-22-11 of the Zoning Code; and

WHEREAS, in compliance with the law, and the requirements of the Zoning Code, notice was published on February 27, 2023, in The Daily Herald, and the Village of Lake Zurich ("Village) posted a public hearing sign on the Subject Property on February 27, 2023, both the newspaper and sign notices informing the public of a public hearing to be held before the Lake Zurich Planning and Zoning Commission (the "PZC") on March 15, 2023, to consider the Application for this requested zoning authority and approval; and

WHEREAS, the PZC received and considered the STAFF REPORT dated March 15, 2023, which was provided to the PZC for the meeting, addressing the request for approval of said Adjustment to the Final Plan, to allow for the encroachment of accessory attached covered decks and other covered structures at the rear of the buildings by no greater than ten (10) feet; and considered all information presented by the Applicant, and the applicable standards and factors required under the Zoning Code; and, after the conclusion of the public hearing, the PZC recommended that the Board of Trustees

approve the zoning approvals requested in this Application, subject to those changes or conditions of approval recommended by Village staff in said STAFF REPORT; and

WHEREAS, the Mayor and Board of Trustees of the Village of Lake Zurich met on April 17, 2023, and considered the findings and recommendations of the PZC, including the STAFF REPORT dated March 15, 2023, all consisting of 7 pages, the findings and recommendations attached hereto as Exhibit B and having considered all of the facts and circumstances affecting the Application and these recommended approvals, the Mayor and Board of Trustees have determined that the applicable standards under the zoning code related to this zoning approval have been met.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: ADOPTION AND INCORPORATION OF RECITALS. The foregoing recitals, findings, recommendations, exhibits and plans are incorporated herein as findings and requirements of the President and Board of Trustees as Exhibit B referenced herein and made a part of and incorporated into this Ordinance and related approval, except as otherwise provided below.

SECTION 2: GRANT OF ADJUSTMENT OF FINAL PLAN. The Mayor and Board of Trustees, pursuant to the authority vested in them under the laws of the State of Illinois and Chapter 22 of the Lake Zurich Zoning Code, hereby grant the following approvals, as shown and provided in the STAFF REPORT dated March 15, 2023, and final findings and recommendations of the PZC, all consisting of 7 pages:

- Adjustment to the Final Plan approved by Ordinance 2020-09-384 to allow for decks and other attached enclosed structures to encroach no more than 10 feet into the rear yard setback of all duplex lots.

And subject to the following conditions for approval:

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:
 - a. Cover letter and Zoning Application dated February 21, 2023, prepared and submitted by Mr. Gregory Schmitt of Wildwood of Lake Zurich, LLC.
 - b. Exhibit A: Legal Description of the Subject Property.
 - c. Site Plans of typical lots, for the purpose of depicting the proposed rear yard setback modifications, Sheets A0.1, A0.2 and A0.3, prepared by Purohit Architects dated March 1, 2023.
2. In order to achieve an enhanced street appeal along Honey Lake Road, the buildings on each duplex lot shall be staggered using one of the following three setback configurations:
 - a. Lots selected to be constructed with the largest setback configuration shall have a setback of no less than 38 feet from the street lot line;

- b. Lots selected to be constructed with the middle setback configuration shall have setbacks of no less than 32 feet and no greater than 34 feet from the street lot line; and
- c. Lots selected to be constructed with the smallest setback configuration shall have setbacks of no greater than 28 feet from the street lot line.

3. The staggered duplex lots shall meet both the following conditions:

- a. No two adjacent duplex lots shall be constructed at the same setback configuration from the front lot line;
And
- b. No less than 4 duplex lots shall be developed with the largest setback configuration (2.a), and no less than 4 duplex lots shall be developed with the smallest setback configuration (2.c). Modifications to these staggered setback configurations shall only be approved by action of the Lake Zurich Village Board of Trustees.

4. This adjustment to the previously approved Final Plan shall only grant amendments to the rear yard setback as provided for in Ordinance No. 2020-09-384 and pursuant to Section 9-3-11.C.3. "Minimum Yards, Rear" of the Lake Zurich Municipal Code. All remaining provisions, terms and conditions provided for within Ordinance No. 2020-09-384 shall remain in full force and effect.

5. No increase in the amount of encroachment into the rear yard shall be permitted without further adjustment of the Final Plan. Such further adjustment to the Final Plan shall require consideration of the request by the Planning and Zoning Commission through the public hearing process with final approval by the Lake Zurich Village Board.

6. No variations in the rear yard setback requirements shall be granted to individual fee simple lots owned by individual property owners. Such condition shall be memorialized in the Home Owners Associations Declarations of Covenants, Rights and Restrictions.

7. The construction of the buildings, structures and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

SECTION 3: FINDINGS IN SUPPORT OF APPROVAL OF GRANT OF ADJUSTMENT TO FINAL PLAN. The findings, conditions and recommendations as set forth in the STAFF REPORT dated March 15, 2023, and the PZC findings and recommendations, all consisting of 7 pages and attached hereto as Exhibit B, are hereby accepted as the Board's own, are incorporated herein by this reference and shall be made a part of the official record for the Application.

SECTION 4: COMPLIANCE WITH ORDINANCE AND ALL CODES. Except as otherwise specifically provided in writing in advance by the Village, no work may be commenced on the Subject Property pursuant to the approvals granted in this Ordinance

until all conditions precedent of this Ordinance to such work have been fulfilled and after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law. As well, Applicant shall have no right to final approvals or permits for use and occupancy of the Subject Property until all work and requirements provided for hereinabove are properly completed. Ongoing maintenance in good repair, consistent with these approvals, shall be required at all times. Any failure or delay in the Village enforcing the above provisions of this Ordinance shall not act as a waiver of the right to enforce, nor affect the enforcement of any other requirement, condition or provision herein.

SECTION 5: SEVERABILITY. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 6: CONFLICTS. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval, as provided by law.

SECTION 8: BINDING EFFECT; SUCCESSION IN INTEREST. This Ordinance shall constitute a covenant running with the land and be binding upon and inure to the benefit of the parties hereto, their successors in interest, assignees, lessees, and upon any successor municipal authorities of the Village and successor municipalities. Except as otherwise expressly provided herein, upon the conveyance or assignment by Applicant of its interest in the Subject Property to any successor, assign or nominee, Applicant shall be released from any and all further liability or responsibility under this Ordinance except to the extent previously undertaken by Applicant, or for which Applicant has posted security to perform an obligation in which case Applicant shall be bound to continue to complete its performance unless a replacement bond or letter of credit is posted by the new owner or Applicant, and accepted by the Village, which shall not be unreasonably withheld. In such event, the Applicant shall be released from the underlying obligation to perform. The Village shall thereafter look only to the successor, assign, or nominee of duties and obligations of Applicant hereby undertaken.

PASSED THIS _____ day of April, 2023.

Ayes:

Nays:

Absent:

Abstain:

APPROVED this _____ day of April, 2023.

Mayor Tom Poynton

ATTEST:

Village Clerk
Kathleen Johnson

EXHIBIT A

Legal description of the Subject Property

THE NORTH 1/2 OF GOVERNMENT LOT 2 OF THE NORTHWEST 1/4 OF SECTION 19 TOWNSHIP 43 RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN IN LAKE COUNTY, ILLINOIS.

Parcel Involved: 14-19-100-001

EXHIBIT B

March 15, 2023 Staff Report and PZC final recommendation/conditions and
accompanying exhibits including zoning application PZC 2022-07,
dated February 21, 2023 as filed by the Applicant



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Zoning Division

505 Telsner Road
Lake Zurich, Illinois 60047

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

**APPLICATION PZC 2023-07
Public Hearing: March 15, 2023**

AGENDA ITEM 4.C

STAFF REPORT

To: Chairperson Stratman and Members of the Planning & Zoning Commission

From: Sarosh Saher, Community Development Director

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

Date: March 15, 2023

Re: PZC 2023-07 Wildwood Estates of Lake Zurich PUD Amendment
Planned Unit Development (PUD) – Adjustment to Final Plan approved by
Ordinance 2020-09-384

SUBJECT

Mr. Gregory Schmitt representing Wildwood of Lake Zurich, LLC (the “Applicant” and “Owner”) requests an Adjustment to the Final Plan for Wildwood Estates of Lake Zurich to allow for decks and other enclosed structures to encroach into the rear yard setback of all lots at the Subject Property. The property was annexed to the Village in 2020 and the project for the construction of 24 new duplex homes on 12 lots was approved through PUD Ordinance No. 2020-09-384.

GENERAL INFORMATION

Requested Action: Adjustment to Final Plan through
Amendment of Ordinance 2020-09-384

Current Zoning R-6 Multiple-Family Residential District
OS Open Space District

Current Use: Property under development for 24 Duplex Residences

Property Location: 1121-1235 Honey Lake Road

Applicant and Owner: Wildwood of Lake Zurich, LLC

Staff Coordinator(s): Tim Verbeke, Planner
Sarosh Saher, Community Development Director

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

LIST OF EXHIBITS

- A. Legal Description
- B. Public Hearing Sign
- C. Site Photos
- D. Aerial Map
- E. Zoning Map
- F. Parcel Map
- G. Development Application and Attachments
- H. Development Review Comments

BACKGROUND

Mr. Gregory Schmitt representing Wildwood of Lake Zurich, LLC (the “Applicant” and “Owner”) is a partner in the development of Wildwood Estates of Lake Zurich located on the south side of Honey Lake Road, and legally described in Exhibit A attached hereto (“Subject Property”).

Specifically, the Applicant is requesting the following:

- Adjustment to the Final Plan approved by Ordinance 2020-09-384 to allow for decks and other attached enclosed structures to encroach no more than 10 feet into the rear yard setback of all duplex lots.

Development is currently under way at the Subject Property. A PUD was approved for the construction of 24 duplex residential homes on 12 lots at the Subject Property. Approval was granted through Village Ordinance No. 2020-09-384 entitled “An Ordinance Rezoning Newly Annexed Property within an R-6 Multiple-Family Residential District, and OS Open Space District, and Granting Approval of a Planned Unit Development, Development Concept and Final Plan and Modifications to the Zoning and Land Development Code for a Residential Subdivision. (*Wildwood Estates of Lake Zurich at 24909 Signal Hill Road (Hummel Property)*).

The developer had proposed three models in various combinations of duplex pairs to be located on the 12 lots of the subdivision. Due to the lower number (3) of proposed models, the developer had proposed to stagger the front elevations of the buildings from the street so as not to create a monotonous look along Honey Lake Road. However, the staggered configuration did not leave much room for decks and other attached enclosed structures to be constructed at the rear of the homes.

As it relates to setbacks approved for the project, Ordinance No. 2020-09-384 provided for the following conditions and relief from the required zoning code:

Section 4: Modifications from the provisions of the zoning and land development code:

A. The Applicant shall be granted a modification to develop lots with a minimum side yard setback of 6 feet throughout the proposed subdivision; whereas Section 9-3-11.C.2.A requires principal structures in the R-6 Multiple-Family Residential zoning district to have a minimum side yard

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

setback of 7 feet. (Relief on the side yard setbacks).

No relief from the rear yard setback was requested or granted by the PUD ordinance. The rear yard setback remained at the required 30 feet.

Pursuant to public notice published on February 27, 2023, in the Daily Herald, a public hearing has been scheduled with the Lake Zurich Planning & Zoning Commission for March 15, 2023, to consider the Application. On February 27, 2023, the Village posted a public hearing sign on the Subject Property (Exhibit B).

Proposal

The duplex homes are proposed to be staggered at distances of 11'-9", 7'-9" and 4'-9" from the front setback line of 25 feet. These staggered distances are equivalent to 36'-9", 32'-9" and 29'-9" from the front lot line extending along Honey Lake Road.

The Applicant is requesting additional setback relief to allow for attached decks and other covered structures at the rear of the buildings to encroach into the rear yard setback. The requested encroachment is no greater than 10 feet. The modification is proposed at the rear of all lots that back up to the approximately 28 acres of open space that contains the detention areas, wetlands and unimproved open space and will therefore have no impact on surrounding residential properties in the area.

Analysis

All covered structures are currently required to be constructed outside of the 30-foot rear yard setback. This includes the primary residential buildings and any attached covered accessory structures such as covered decks (including decks covered with trellises and pergolas), three-season porches, sunrooms, room additions, etc.

The residential district zoning code provides exceptions for a number of specified structures and uses to be located within setback. These are listed in Section 9-3-11.E: "Exceptions and Explanatory Notes" of the Lake Zurich Zoning Code. The following listed exceptions are pertinent to the Applicant's request:

- Chimneys, flues, belt courses, leaders, sills, pilasters, lintels, ornamental features, cornices, and the like projecting not more than 2 feet from an exterior wall, but not in any side yard in the LP district; and
- Outside stairways that extend from an exterior wall, but not more than 3 feet into the required yard, not greater than a height of 4 feet or less, and not in any side yard in the LP district, and provided that such exterior wall shall be located outside of the required yard; and
- Terraces (patios), but not within 20 feet of any front, corner side, or rear lot line, and not within 5 feet of any interior side lot line; and

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

- Decks, swimming pools, swimming pool equipment, and gazebos in any residential district, but not in any front, corner side, or interior side yard and not within 23 feet of any rear lot line.

Based on the proposed configurations presented by the Applicant, no principal building will encroach into the 30-foot rear yard setback. Further, no changes to the approved building characteristics are requested.

The open space to the south will not be modified in any way other than what was approved through the PUD ordinance and site engineering plans. No changes or modification to the overall land development that is currently in progress are being requested.

Requested amendment to zoning relief for the planned unit development (PUD) to allow the rear-yard encroachment:

The Applicant was previously granted zoning relief from the requirements of side yard setbacks through Ordinance No. 2020-09-384. The Applicant is requesting relief on the rear yard setback as follows:

1. Rear Yards
 - a. Zoning Code Section 9-3-11.C.3 requires a minimum rear yard setback of 30 feet for residential buildings and structures in the R-6 multiple-family residential district. The Applicant is requesting that certain structures including covered decks (including decks covered with trellises and pergolas), three-season porches, and sunrooms be allowed to encroach no more than 10 feet into the rear yard setback.

RECOMMENDATION

The recommendation of the Planning and Zoning Commission should be based on the standards included in the following Sections of the Lake Zurich Municipal Code:

- Section 9-22-5: Standards for Planned Unit Developments; and
- Section 9-22-11: Adjustments to Final Plan During Development

Staff has determined that all standards for approval under Ordinance No. 2020-09-384 will continue to be met and recommends that the Planning and Zoning Commission make these standards a part of the official record of the Application.

Staff of the Community Development Department therefore recommends the approval of Application PZC 2023-07, subject to the following conditions:

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:
 - a. Cover letter and Zoning Application dated February 21, 2023, prepared and submitted by Mr. Gregory Schmitt of Wildwood of Lake Zurich, LLC.
 - b. Exhibit A: Legal Description of the Subject Property.
 - c. Site Plans of typical lots, for the purpose of depicting the proposed rear yard setback modifications, Sheets A0.1, A0.2 and A0.3, prepared by Purohit Architects dated March 1, 2023.
2. The duplex units shall be staggered at distances of 11'-9", 7'-9" and 4'-9" from the front setback line of 25 feet, and no other dimensions without the review and approval of the Village. These staggered distances shall be equivalent to 36'-9", 32'-9" and 29'-9" from the front lot line extending along Honey Lake Road. No two adjacent lots shall be constructed at the same staggered setback distance from the front lot line. No less than 4 duplex lots consisting of two units each shall be developed with a 36'-9" setback, and no less than 4 duplex lots consisting of two units each shall be developed with a 29'-9" setback from the front lot line. Modifications to these staggered setback lines shall only be approved by action of the Lake Zurich Village Board of Trustees.
3. This adjustment to Final Plan shall only grant amendments to the rear yard setback as provided for in Ordinance No. 2020-09-384 and pursuant to Section 9-3-11.C.3. "Minimum Yards, Rear" of the Lake Zurich Municipal Code. All remaining provisions, terms and conditions provided for within Ordinance No. 2020-09-384 shall remain in full force and effect.
4. No increase in the amount of encroachment into the rear yard shall be permitted without further adjustment of the Final Plan approved through Ordinance No. 2020-09-384. Such adjustment shall require consideration of the request by the Planning and Zoning Commission through the public hearing process with final approval by the Lake Zurich Village Board.
5. No individual variations in the rear yard setback requirements shall be granted. Such condition shall be memorialized in the Home Owners Associations Declarations of Covenants, Rights and Restrictions.
6. The construction of the buildings, structures and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Respectfully Submitted,

Tim Verbeke, Planner
 Sarosh Saher, Community Development Director

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

LAKE ZURICH PLANNING & ZONING COMMISSION
FINAL FINDINGS & RECOMMENDATIONS

Wildwood Estates Lake Zurich
March 15, 2023

The Planning & Zoning Commission recommends approval of Application [PZC 2023-07](#), and the Planning & Zoning Commission adopts the findings as contained within the Staff Report dated March 15, 2023 for this Application & subject to any changes or approval conditions as listed below:

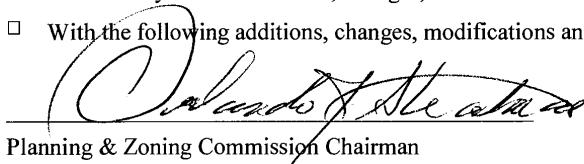
1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:
 - a. Cover letter and Zoning Application dated February 21, 2023, prepared and submitted by Mr. Gregory Schmitt of Wildwood of Lake Zurich, LLC.
 - b. Exhibit A: Legal Description of the Subject Property.
 - c. Site Plans of typical lots, for the purpose of depicting the proposed rear yard setback modifications, Sheets A0.1, A0.2 and A0.3, prepared by Purohit Architects dated March 1, 2023.
2. The duplex units shall be staggered at distances of 11'-9", 7'-9" and 4'-9" from the front setback line of 25 feet, and no other dimensions without the review and approval of the Village. These staggered distances shall be equivalent to 36'-9", 32'-9" and 29'-9" from the front lot line extending along Honey Lake Road. No two adjacent lots shall be constructed at the same staggered setback distance from the front lot line. No less than 4 duplex lots consisting of two units each shall be developed with a 36'-9" setback, and no less than 4 duplex lots consisting of two units each shall be developed with a 29'-9" setback from the front lot line. Modifications to these staggered setback lines shall only be approved by action of the Lake Zurich Village Board of Trustees.
3. This adjustment to Final Plan shall only grant amendments to the rear yard setback as provided for in Ordinance No. 2020-09-384 and pursuant to Section 9-3-11.C.3. "Minimum Yards, Rear" of the Lake Zurich Municipal Code. All remaining provisions, terms and conditions provided for within Ordinance No. 2020-09-384 shall remain in full force and effect.
4. No increase in the amount of encroachment into the rear yard shall be permitted without further adjustment of the Final Plan approved through Ordinance No. 2020-09-384. Such adjustment shall require consideration of the request by the Planning and Zoning Commission through the public hearing process with final approval by the Lake Zurich Village Board.

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

5. No individual variations in the rear yard setback requirements shall be granted. Such condition shall be memorialized in the Home Owners Associations Declarations of Covenants, Rights and Restrictions.
6. The construction of the buildings, structures and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Without any further additions, changes, modifications and/or approval conditions.
 With the following additions, changes, modifications and/or approval conditions:



Planning & Zoning Commission Chairman

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

THE NORTH 1/2 OF GOVERNMENT LOT 2 OF THE NORTHWEST 1/4 OF SECTION 19
TOWNSHIP 43 RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN IN LAKE
COUNTY, ILLINOIS.

Parcel Involved: 14-19-100-001

Staff Report
APPLICATION PZC 2023-07

Community Development Department
PZC Hearing Date: March 15, 2023

EXHIBIT B

PUBLIC HEARING NOTIFICATION SIGNS ON PROPERTY



February 21, 2023

Mr. Sarosh Saher
Community Development Director
Village of Lake Zurich
505 Telser Road
Lake Zurich, IL 60047

Dear Mr. Saher:

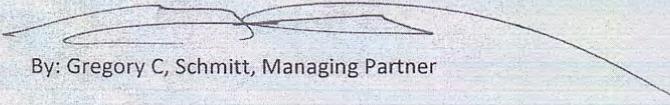
The developer of The Wildwood of lake Zurich project located on Honey Lake Road, Lake Zurich, Illinois kindly requests an amendment to our previously approved and existing R-6 PUD zoning relative to the property. In our meetings with the Plan Commission and Village Board we agreed to stagger the front elevations of our buildings so as not to have a long linear look along Honey Lake Road. We failed to realize in doing so that the present 30' rear setbacks in the R-6 zoning would impede us. By staggering the buildings our rear decks now encroach on the setbacks.

We would like to amend our presently approved R-6 PUD to allow for 20' setbacks, thus, allowing room needed for our buildings with attached decks. We do not believe this presents a hardship as the property to the rear is owned by us and is a designated wetlands with nothing ever to be built on it, thus, not harming any residences backing to us.

We would appreciate a timely action on this matter as the construction season is quickly approaching.

Respectfully,

Wildwood of Lake Zurich, LLC



By: Gregory C. Schmitt, Managing Partner

Please indicate what zoning relief your application requires. For assistance, please contact Staff.

Zoning Code **Map** Amendment to change zoning of Subject Property from _____ to *ALREADY IN PLACE*
 Zoning Code **Text** Amendment to amend the following section(s) of the Zoning Code *R6 - RUS*

(See Section 18-103 of the Lake Zurich Zoning Code for specific standards. If a specific parcel is the subject of this amendment, then provide the additional information listed in Section 18-103C.)

Special Use Permit/Amendment for *ALREADY GRANTED*
(See Section 19-103 of the Lake Zurich Zoning Code for specific standards.)

Planned Unit Development/Major Adjustment/Amendment *ALREADY IN PLACE*

(Planned Unit Developments are a distinct category of special use and are intended to create a more desirable environment than through strict application of the zoning and subdivision regulations. See Section 22-105 of the Lake Zurich Zoning Code for specific standards. Please list all the 'modifications' requested in the cover letter.)

Variation for *TO Amend Existing R-1 RD of 30' SETBACKS TO 20'*

(See Section 17-104 of the Lake Zurich Zoning Code for specific standards. Please indicate what your specific hardships are in the cover letter.)

Modification to the Land Development Code (includes retaining walls more than 2 feet in height)
(See Section 10-6-18 of the Land Development Code for specific standards.) *ALREADY ON FILE*

Preliminary Plat of Subdivision *ALREADY ON FILE*

Final Plat of Subdivision or Amendment to Plat of Subdivision *ALREADY ON FILE*
(See Sections 10-5-2 and 10-5-9 of the Land Development Code for specific standards.)

Site Plan Approval/Major Adjustment/Amendment *ALREADY ON FILE*
(See Section 20-103 of the Lake Zurich Zoning Code for specific standards.)

Exterior Appearance Approval or Amendment *ALREADY ON FILE*
(See Section 21-103 of the Lake Zurich Zoning Code for specific standards.)

APPLICATION TO ANNEX CERTAIN TERRITORY

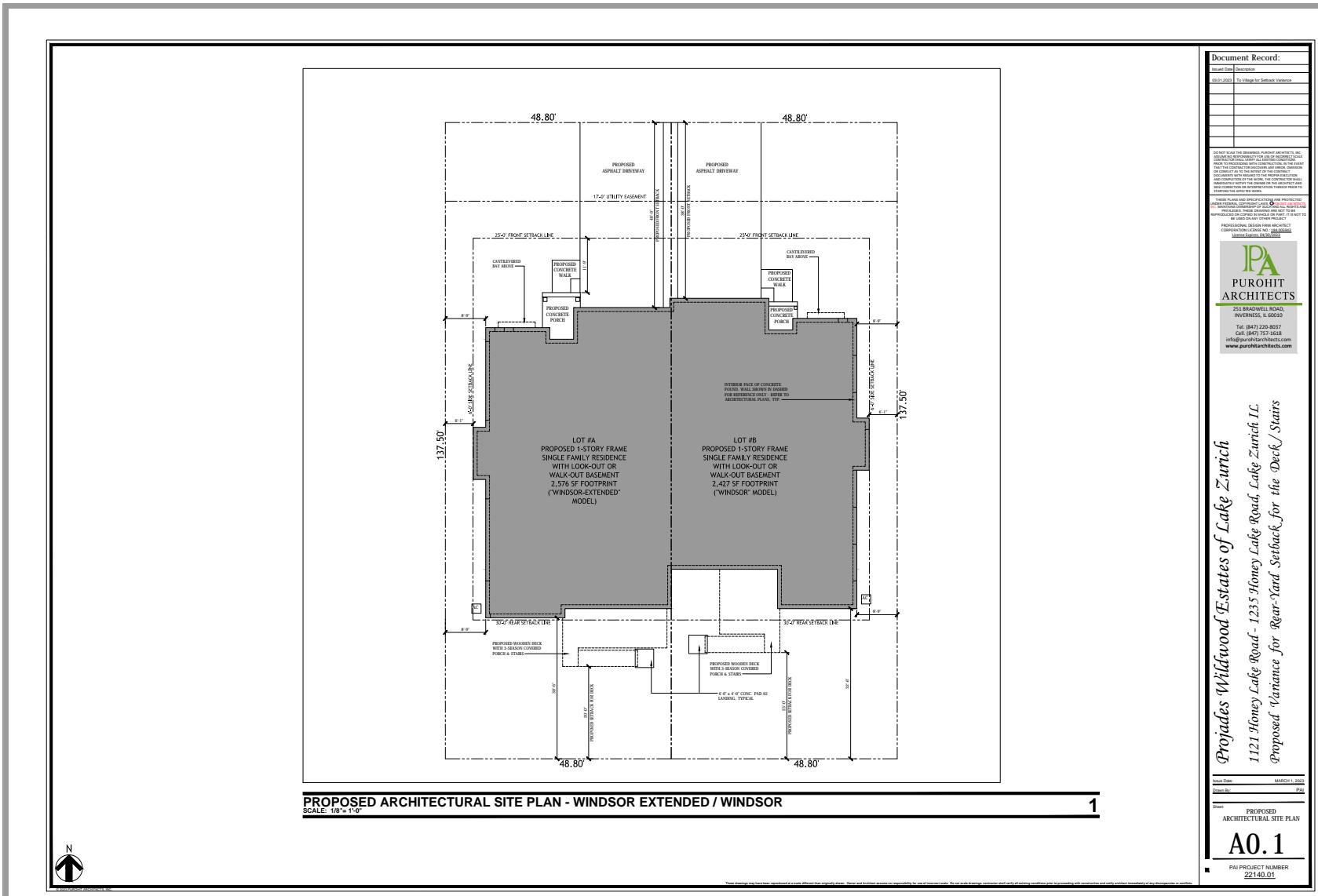
All land annexed to the Village is classified automatically after such annexation in the R-1\2 Single Family Residential District. The owner must file an application for a Zoning Map amendment if he or she desires a different zoning classification for the Subject Property.

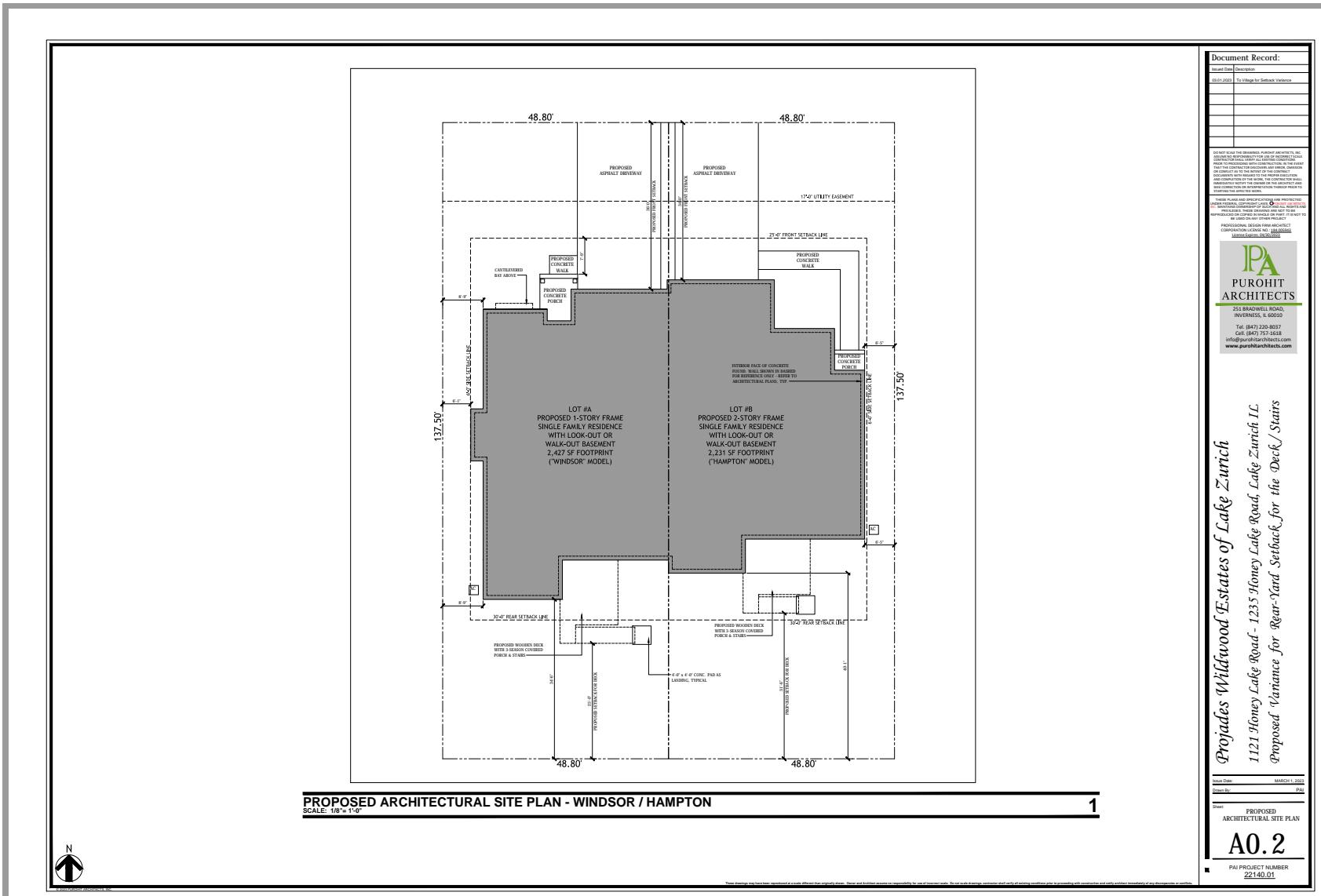
Petition to Annex Certain Territory (Please complete attached petition) *ALREADY ON FILE*
 Application to Annex Certain Territory *ALREADY ON FILE*

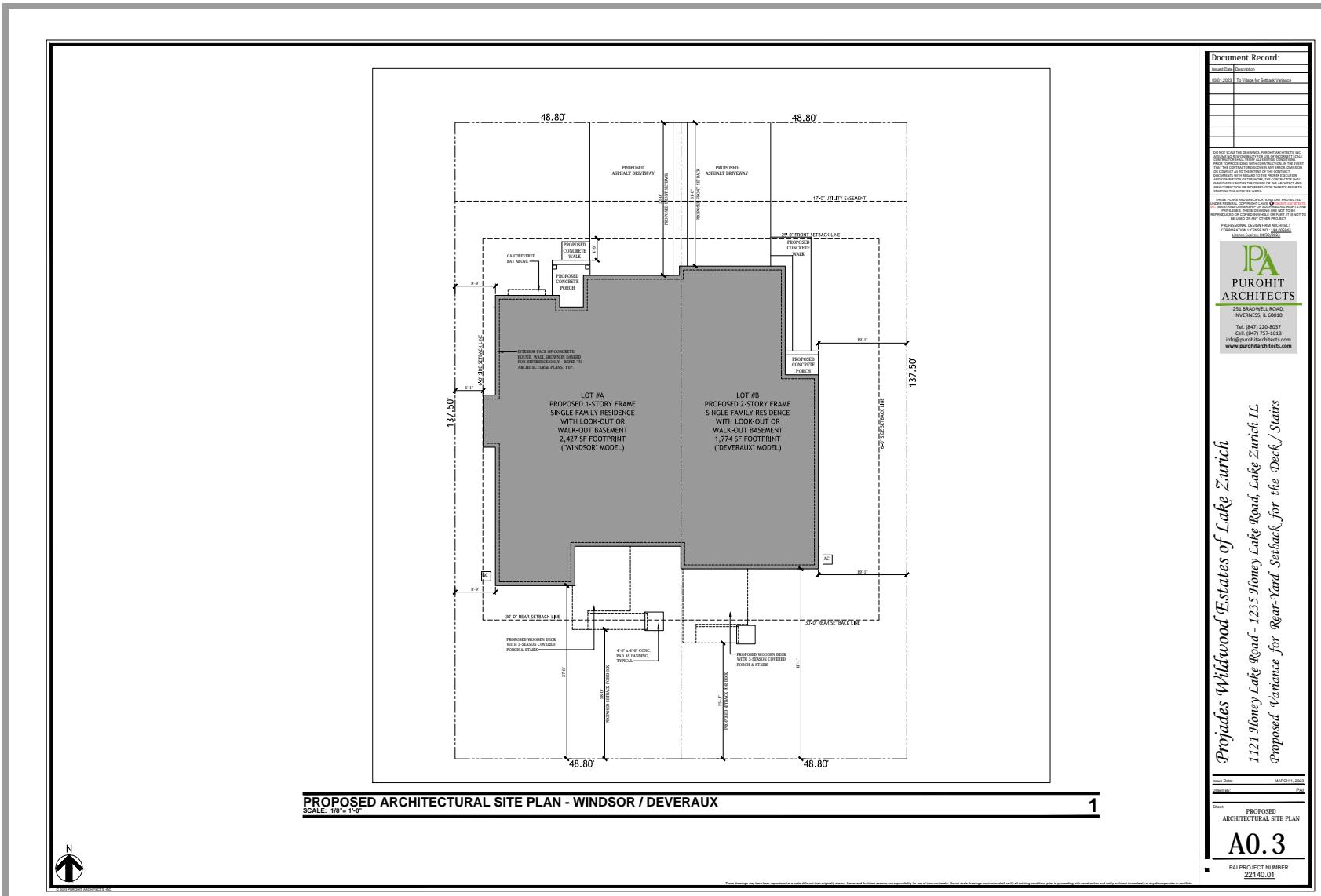
COMPREHENSIVE PLAN APPLICATION

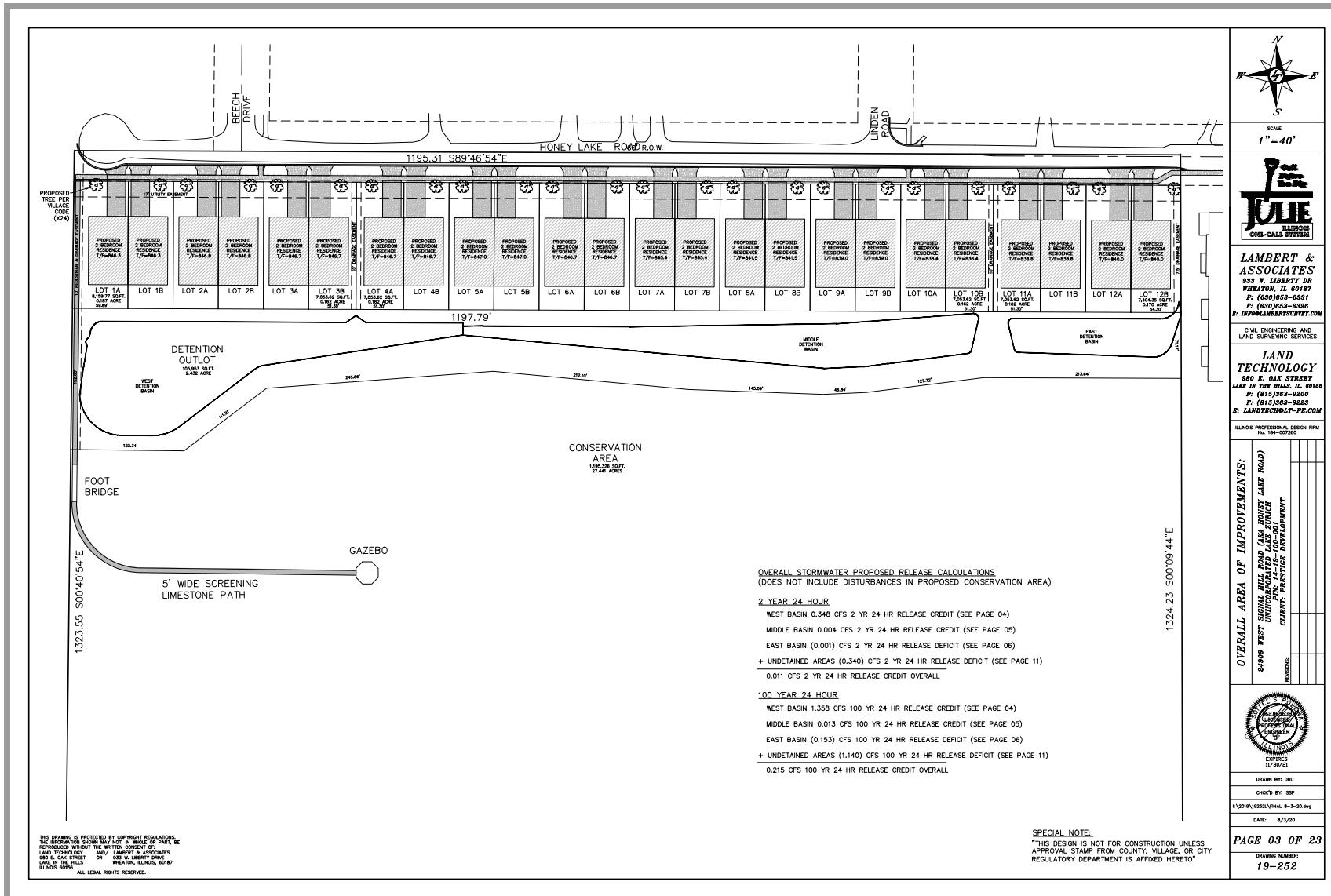
Comprehensive Plan **Map** Amendment for *ALREADY ON FILE*

Comprehensive Plan **Text** Amendment for *ALREADY ON FILE*











At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Zoning Division

505 Telser Road
Lake Zurich, Illinois 60047

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

ZONING REVIEW

PROJECT: Wildwood Estates Decks / Sun Rooms
LOCATION: 1199 Honey Lake Road
REVIEWED BY: Tim Verbeke
DATE: March 15, 2023

Zoning: OS – Open Space
 R-6 Multiple Family Residential

The Applicant was previously granted typical rear yard setbacks in the R-6 District of 30 feet. Due to an error in calculations by not accounting for the building staggering and rear sun room/deck construction, the rear setback will have to be less than the allowable 30 feet. Staff has yet to receive a full site plan; therefore, we are unable to make final determination of the requested setback. Per the developer, the setback variation will vary based on building setback and if the homeowner requests a deck or sun room.

Minimum Yards Per Code for R-6:

- Front and corner side (feet): 25 Feet
- Side (feet): 7 Feet
- Rear (feet): 30 Feet

Minimum Yards requested

- Front and corner side (feet): 25 Feet
- Side (feet): 7 Feet
- Rear (feet): Varies

Lighting

No additional lighting planned.

Landscaping

No additional landscape planned.

Signage

No additional signage planned.



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COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

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

MEMORANDUM

Date: April 17, 2023

To: Ray Keller, Village Manager

From: Sarosh Saher, Community Development Director

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

Re: Sanctuary of Lake Zurich - Adjustment to Final Plan Expansion of Piers

Issue: Mr. Romeo Kapudija representing LZ Development Group LLC (the "Applicant" and "Owner") has filed an Adjustment to the Final Plan for the Sanctuary of Lake Zurich to enlarge the approved pier size of the three approved boat piers containing a total of 30 boat slips at the property commonly referred to as the Sanctuary of Lake Zurich ("Subject Property"). Specifically, the Applicant is seeking approval of the following:

- Adjustment to the Final Plan approved by Ordinance 2021-07-421 to allow for an increase in the deck area and extension of the piers into the waterway.

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

- Expand the Village's role as a major regional economic hub in Lake County
- Continue Route 12 (Rand Road) Corridor Development
- Become more business friendly and customer oriented.

Background: Development is currently under way at the Subject Property. A PUD was approved for the construction of a commercial restaurant building and 23 new townhouse buildings at the Subject Property. Approval was granted through Village Ordinance No. 2021-07-421 approved on the 19th day of July, 2021.

Ordinance No. 2021-07-421 allowed the development to construct three (3) piers providing for thirty (30) boat slips shall be used for the purpose of providing private lake access for individual homeowners residing within the residential townhouses. Each pier was allowed a maximum deck

Sanctuary of Lake Zurich - Adjustment to Final Plan to Enlarge Piers
April 17, 2023

area of 400 feet and allowed to project into the waterway for a maximum length of 75 feet through modifications to the provisions of the zoning code.

The Applicant is requesting the following modifications to the design dimensions of the piers proposed for the development:

1. Increase the projection from the shoreline from a maximum approved distance of 75 feet to 84 feet. The Applicant has attributed this increase due to shallow water near the shore that prevents the piers from being constructed closer to the shoreline and that the depth of water needs to be at least 3 feet deep at a boat slip. This depth is available at a distance of 30 feet or more from the shoreline.
2. Increase in the pier deck area from a maximum approved area of 400 square feet to 702 square feet. The Applicant has requested the increase to allow for 10 boat slips that would be reasonably accommodated at each pier. The piers will be set at a distance apart of 49'-4" from each other, and a distance of 26 feet from the nearest common lot lines with adjacent properties. The piers will be located entirely on property owned and controlled by LZ Development Group LLC. This includes lake-bottom property.

No additional changes to the pier characteristics are requested. The proposed piers will meet the remaining requirements of separation, deck height above mean high water level, structure height above water level, maximum deck width, material requirements, projection into the middle 12 feet of the waterway, and distance (setback) from any property line (including lake bottom property lines). The shoreline will not be modified in any way other than to accommodate the construction of the three piers and as approved through the PUD ordinance. No changes or modification to the overall land development are being requested.

The piers are proposed to be owned and maintained by the Home Owners Association (HOA) and for the exclusive use and enjoyment of townhome owners and occupants of the 23 units.

Analysis: To accommodate the requested changes to the pier deck area and dimensions, the following adjustments will need to be made to the previously granted modifications to the provisions of the zoning code:

1. Pier Design
 - a. Zoning Code Section 9-7-C-3.A.1.d. requires that total deck area of a pier not exceed two hundred (200) square feet.
Approved PUD Ordinance No. 2021-07-42 provided for three piers each of which was approximately 400 square feet in deck area.
The Applicant is requesting a maximum deck area of each pier at 702 square feet.

Sanctuary of Lake Zurich - Adjustment to Final Plan to Enlarge Piers
April 17, 2023

- b. Zoning Code Section 9-7-C-3.A.1.h requires that no pier shall project into any waterway more than fifty feet (50') from the mean high-water elevation at the bank of such waterway.

Approved PUD Ordinance No. 2021-07-42 allowed for the three piers to extend between 60 and 75 feet into the lake from the water's edge.

The Applicant is requesting the piers to extend/project into the waterway to a maximum of 84 feet.

The Planning and Zoning Commission (PZC) considered the application at a public hearing on March 15, 2023. Representatives from the Sandy Point HOA and the LPOA were present and voiced their support for the application. Prior correspondence received by staff was read into the record and clarified by the developer and staff. There were no objections to the proposal from any adjacent property owners.

At the close of the hearing, the PZC voted 7-0 to recommend approval of the proposal without any further conditions for approval:

The video from the PZC meeting can be accessed via the link:
<https://play.champds.com/lakezurichil/event/81>

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

Recommendation: At their meeting on March 15, 2023, the PZC recommended approval of the Final Plan Adjustment incorporating the conditions for approval provided by staff in its report.

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

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:
 - a. Cover letter and Zoning Application dated February 13, 2023, prepared and submitted by Mr. Romeo Kapudija of LZ Development Group, LLC.
 - b. Exhibit A: Legal Description of the Subject Property.
 - c. Site Plan prepared by Haeger Engineering showing proposed pier locations dated January 31, 2023.
 - d. Starter Pole Details and Pole point of refusal details prepared by Captain Rods & Unlimited Shrink-wrap (contractor for the piers) submitted along with the application dated February 13, 2023.
 - e. Views of the piers in conjunction with the residential townhome buildings prepared by Funke Architects, including Aerial Northwest (page 52), Aerial Southwest

Sanctuary of Lake Zurich - Adjustment to Final Plan to Enlarge Piers
April 17, 2023

(page 53), View from the Lake (01) (page 57) and View from the Lake (02) (page 58) submitted along with the application dated February 13, 2023.

2. The construction of all proposed piers shall conform to the requirements of Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code unless allowed through modifications to the Zoning Code.
3. The construction of all piers and associated shoreline work shall be in compliance with the U.S. Army Corps of Engineers (USACE) "Shoreline Activities Regional General Permit (Shoreline RGP)" requirements. In the event of a conflict between the regulations of the USACE and the Lake Zurich Municipal Code, the more restrictive of the two regulations shall prevail.
4. No increase in the number of piers or boat slips shall be permitted. The maximum number of piers allowed shall be 3 for a maximum of 30 boat slips.
5. This adjustment will allow for a maximum 10 boat slips to be accommodated at each pier. The piers will be set at a distance of 49'-4" from each other, and a distance of 26 feet from the nearest common lot lines with adjacent properties. The piers will be located entirely on property owned and controlled by LZ Development Group LLC., including lake-bottom property.
6. The three (3) piers providing for thirty (30) boat slips shall be used for the purpose of providing private lake access for individual homeowners residing within the residential townhouses. Such piers shall be prohibited from being used as and by a commercial marina. If a boat launch ramp is proposed, it shall be used solely for the private use of the residential property owners for private watercraft and constructed in conformance with the provisions of Section 9-7C-3.B.2 "Boat Launch Ramps" of the Lake Zurich Municipal Code.
7. This adjustment to Final Plan shall only grant amendments to the requirements of deck area and projection into the waterway as provided for in Ordinance No. 2021-07-421 and pursuant to Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code. All remaining terms and conditions provided for within Ordinance No. 2021-07-421 shall remain in full force and effect.
8. The construction of the piers and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Attachments:

- Approval Ordinance including the following exhibits:
 - Exhibit A – legal description of the Subject Property
 - Exhibit B –Findings and Recommendations of the Planning and Zoning Commission (PZC) and accompanying Exhibits

• Page 4

VILLAGE OF LAKE ZURICH
ORDINANCE NO. 2023-04-511



**AN ORDINANCE APPROVING AN ADJUSTMENT TO FINAL PLAN
 THROUGH AMENDMENT OF ORDINANCE No. 2021-07-421**
Sanctuary of Lake Zurich – Enlargement of Piers

WHEREAS, LZ Development Group LLC ("Owner") is the owner of the property at 350 North Rand Road, 20-54 Natalie Lane; 2-14 Golden Sunset Drive; and common open space including lakeshore and lakebottom property at 60 Natalie Lane, as shown on the PUD, said property collectively referred to as the Sanctuary of Lake Zurich (the "Subject Property"), and legally described in Exhibit A attached hereto; and

WHEREAS, Mr. Romeo Kapudija is the Applicant (the "Applicant") and represents the Owner seeking approval of an adjustment to the Final Plan approved by prior Lake Zurich ordinance; and

WHEREAS, the Subject Property was granted approval of a Planned Unit Development (PUD) through Ordinance No. 2021-07-421 entitled "An Ordinance Granting Approval of a Planned Unit Development (PUD), Amendment to the Official Zoning Map, Subdivision Plat, Development Concept and Final Plan, Special Use Permits and Modifications to the Zoning and Land Development Code for a Mixed-Use Subdivision (*300 North Rand Road/881 North Old Rand Road and 320 North Rand Road*) approved on the 19th day of July, 2021 (the "Ordinance"); and

WHEREAS, said Ordinance provided for the development of the Subject Property with a commercial restaurant building and 23 new townhouse buildings, common areas, and access to the lake by means of three (3) piers; and

WHEREAS, said Ordinance provided for three (3) piers containing a maximum of thirty (30) boat slips to be used for the purpose of providing private lake access for individual homeowners residing within the residential townhouses, such piers prohibited from being used as and by a commercial marina; and

WHEREAS, said Ordinance provides that if a boat launch ramp is proposed, it shall be used solely for the private use of the residential property owners for private watercraft and constructed in conformance with the provisions of Section 9-7C-3.B.2 "Boat Launch Ramps" of the Lake Zurich Municipal Code; and

WHEREAS, said Ordinance provided for modifications to the provisions of the Lake Zurich Zoning Code (the "Zoning Code") to allow each pier to be constructed with a deck area of no more than 400 square feet, and for each pier to project into any waterway for a distance of no more than 75 feet; and

WHEREAS, Applicant wishes to enlarge the piers through an increase in the projection from the shoreline and an increase in the maximum allowed deck area; and

WHEREAS, Section 9-22-11 of the Zoning Code entitled "Adjustments to Final Plan During Development" provides for changes to a final plan authorized by an approved PUD, for either "Minor Adjustments", as defined at Section A of Subsection 9-22-11 or "Major Adjustments," as defined at Subsection B of Section 9-22-11; and

WHEREAS, any request for an adjustment to a final plan during development which does not meet the specific criteria for a Minor Adjustment set forth at Subsection A of Section 9-22-11 must be processed as a Major Adjustment pursuant to Section B of Section 9-22-11 of the Zoning Code; and

WHEREAS, the Applicant has filed zoning application PZC 2022-06, dated February 13, 2023, (the "Application") seeking the approval of the following for the Subject Property:

- Adjustment to the Final Plan approved by Ordinance 2021-07-421 to allow for an increase in the deck area and extension of the piers into the waterway.

and

WHEREAS, this request by Applicant for this Adjustment to the Final Plan does not meet the criteria for a Minor Adjustment at Subsection A of Section 9-22-11 and has been processed as a Major Adjustment pursuant to Section B or Section 9-22-11 of the Zoning Code; and

WHEREAS, in compliance with the law, and the requirements of the Zoning Code, notice was published on February 27, 2023, in The Daily Herald, and the Village of Lake Zurich (the "Village) posted a public hearing sign on the Subject Property on February 27, 2023, both the newspaper and sign notices informing the public of a public hearing to be held before the Lake Zurich Planning and Zoning Commission (the "PZC") on March 15, 2023, to consider the Application for this requested zoning authority and approval; and

WHEREAS, the PZC received and considered the STAFF REPORT dated March 15, 2023, which was provided to the PZC for the meeting, addressing the request for approval of said Final Plan Adjustment, to allow for the enlargement of the piers; and considered all information presented by the Applicant, and the applicable standards and factors required under the Zoning Code; and, after the conclusion of the public hearing, the PZC recommended that the Board of Trustees approve the zoning approvals requested in this Application, subject to those changes or conditions of approval recommended by Village staff in said STAFF REPORT; and

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich met on April 17, 2023, and considered the findings and recommendations of the PZC, including the STAFF REPORT dated March 15, 2023, all consisting of 7 pages, the findings and recommendations attached hereto as Exhibit B and having considered all of the facts and circumstances affecting the Application and these recommended approvals, the President and Board of Trustees have determined that the applicable standards under the zoning code related to this zoning approval have been met.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: ADOPTION AND INCORPORATION OF RECITALS. The foregoing recitals, findings, recommendations, exhibits and plans are incorporated herein as findings and requirements of the Mayor and Board of Trustees as Exhibit B referenced herein and made a part of and incorporated into this Ordinance and related approval, except as otherwise provided below.

SECTION 2: GRANT OF ADJUSTMENT OF FINAL PLAN. The Mayor and Board of Trustees, pursuant to the authority vested in them under the laws of the State of Illinois and Chapter 22 of the Lake Zurich Zoning Code, hereby grant the following approvals, as shown and provided in the STAFF REPORT dated March 15, 2023, and final findings and recommendations of the PZC, all consisting of 7 pages:

- Adjustment to the Final Plan, previously approved by Ordinance 2021-07-421, to allow for an increase in the deck area and extension of the piers into the waterway as follows:
 - Increase the projection from the shoreline from the current maximum distance of 75 feet, approved by Ordinance 2021-07-421, to 84 feet.
 - Increase in the pier deck area from the current maximum area of 400 square feet, approved by Ordinance 2021-07-421, to 702 square feet.

And subject to the following conditions for approval:

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:
 - a. Cover letter and Zoning Application dated February 13, 2023, prepared and submitted by Mr. Romeo Kapudija of LZ Development Group, LLC.
 - b. Exhibit A: Legal Description of the Subject Property.
 - c. Site Plan prepared by Haeger Engineering showing proposed pier locations dated January 31, 2023.
 - d. Starter Pole Details and Pole point of refusal details prepared by Captain Rods & Unlimited Shrink-wrap (contractor for the piers) submitted along with the application dated February 13, 2023.
 - e. Views of the piers in conjunction with the residential townhome buildings prepared by Funke Architects, including Aerial Northwest (page 52), Aerial Southwest (page 53), View from the Lake (01) (page 57) and View from the

Lake (02) (page 58) submitted along with the application dated February 13, 2023.

2. The construction of all proposed piers shall conform to the requirements of Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code unless allowed through modifications to the Zoning Code.
3. The construction of all piers and associated shoreline work shall be in compliance with the U.S. Army Corps of Engineers (USACE) "Shoreline Activities Regional General Permit (Shoreline RGP)" requirements. In the event of a conflict between the regulations of the USACE and the Lake Zurich Municipal Code, the more restrictive of the two regulations shall prevail.
4. No increase in the number of piers or boat slips shall be permitted. The maximum number of piers allowed shall be 3 for a maximum of 30 boat slips.
5. This adjustment will allow for a maximum 10 boat slips to be accommodated at each pier. The piers will be set at a distance of 49'-4" from each other, and a distance of 26 feet from the nearest common lot lines with adjacent properties. The piers will be located entirely on property owned and controlled by LZ Development Group LLC., including lake-bottom property.
6. The three (3) piers providing for thirty (30) boat slips shall be used for the purpose of providing private lake access for individual homeowners residing within the residential townhouses. Such piers shall be prohibited from being used as and by a commercial marina. If a boat launch ramp is proposed, it shall be used solely for the private use of the residential property owners for private watercraft and constructed in conformance with the provisions of Section 9-7C-3.B.2 "Boat Launch Ramps" of the Lake Zurich Municipal Code.
7. This adjustment to Final Plan shall only grant amendments to the requirements of deck area and projection into the waterway as provided for in Ordinance No. 2021-07-421 and pursuant to Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code. All remaining terms and conditions provided for within Ordinance No. 2021-07-421 shall remain in full force and effect.
8. The construction of the piers and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

SECTION 3: FINDINGS IN SUPPORT OF APPROVAL OF GRANT OF ADJUSTMENT OF FINAL PLAN. The findings, conditions and recommendations as set forth in the STAFF REPORT dated March 15, 2023, and the PZC findings and recommendations, all consisting of 7 pages and attached hereto as Exhibit B, are hereby accepted as the Board's own, are incorporated herein by this reference and shall be made a part of the official record for the Application.

SECTION 4: COMPLIANCE WITH ORDINANCE AND ALL CODES. Except as otherwise specifically provided in writing in advance by the Village, no work may be commenced on the Subject Property pursuant to the approvals granted in this Ordinance until all conditions precedent of this Ordinance to such work have been fulfilled and after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law. As well, Applicant shall have no right to final approvals or permits for use and occupancy of the Subject Property until all work and requirements provided for hereinabove are properly completed. Ongoing maintenance in good repair, consistent with these approvals, shall be required at all times. Any failure or delay in the Village enforcing the above provisions of this Ordinance shall not act as a waiver of the right to enforce, nor affect the enforcement of any other requirement, condition or provision herein.

SECTION 5: SEVERABILITY. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 6: CONFLICTS. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and approval, as provided by law.

SECTION 8: BINDING EFFECT; SUCCESSION IN INTEREST. This Ordinance shall constitute a covenant running with the land and be binding upon and inure to the benefit of the parties hereto, their successors in interest, assignees, lessees, and upon any successor municipal authorities of the Village and successor municipalities. Except as otherwise expressly provided herein, upon the conveyance or assignment by Applicant of its interest in the Subject Property to any successor, assign or nominee, Applicant shall be released from any and all further liability or responsibility under this Ordinance except to the extent previously undertaken by Applicant, or for which Applicant has posted security to perform an obligation in which case Applicant shall be bound to continue to complete its performance unless a replacement bond or letter of credit is posted by the new owner or Applicant, and accepted by the Village, which shall not be unreasonably withheld. In such event, the Applicant shall be released from the underlying obligation to perform. The Village shall thereafter look only to the successor, assign, or nominee of duties and obligations of Applicant hereby undertaken.

PASSED THIS _____ day of April, 2023.

Ayes:

Nays:

Absent:

Abstain:

APPROVED this _____ day of April, 2023.

Mayor Tom Poynton

ATTEST:

Village Clerk
Kathleen Johnson

EXHIBIT A

Legal description of the Subject Property

LOT 1 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

LOT 2 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

LOT 3 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

LOT 4 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

OUTLOT A OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

OUTLOT B OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

LAKEBOTTOM PROPERTY:

THAT PART OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18 TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT A POINT 732.4 FEET SOUTH AND 54.5 FEET EAST OF THE NORTHWEST CORNER,; THENCE NORTH 88 DEGREES, 57 MINUTES EAST 136.9 FEET; THENCE SOUTH 45 DEGREES 20 MINUTES EAST, 165 FEET TO THE POINT OF BEGINNING; THENCE SOUTH ALONG A LINE PARALLEL WITH THE WEST LINE OF BLOCK 22 TO THE NORTH LINE OF BLOCK 23; THENCE EAST ALONG SAID NORTH LINE TO THE WEST LINE OF BLOCK 22; THENCE NORTH ALONG THE SAID WEST LINE TO A POINT 244.6 FEET SOUTH OF THE SOUTH LINE OF OLD RAND ROAD; THENCE WEST TO THE POINT OF BEGINNING, SITUATED IN THE COUNTY OF LAKE, STATE OF ILLINOIS.

Parcels Involved: 14-18-400-006, 14-18-400-005, 14-18-400-007 and 14-18-400-008

EXHIBIT B

March 15, 2023 Staff Report and PZC final recommendation/conditions and
accompanying exhibits including zoning application PZC 2022-06,
dated February 13, 2023 as filed by the Applicant



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Zoning Division

505 Telsner Road
Lake Zurich, Illinois 60047

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

**APPLICATION PZC 2023-06
Public Hearing: March 15, 2023**

AGENDA ITEM 4.B

STAFF REPORT

To: Chairperson Stratman and Members of the Planning & Zoning Commission
From: Sarosh Saher, Community Development Director
CC: Mary Meyer, Building Services Supervisor
Tim Verbeke, Planner
Date: March 15, 2023
Re: PZC 2023-06 Sanctuary Development PUD Amendment
Planned Unit Development (PUD) – Adjustment to Final Plan approved by
Ordinance 2021-07-421

SUBJECT

Mr. Romeo Kapudija representing LZ Development Group LLC (the “Applicant” and “Owner”) requests an Adjustment to the Final Plan for the Sanctuary of Lake Zurich to enlarge the approved pier size of the three approved boat piers containing a total of 30 boat slips. The piers were approved as part PUD Ordinance No. 2021-07-421 through modification to the zoning code and subject to specific conditions for approval.

GENERAL INFORMATION

Requested Action:	<u>Adjustment to Final Plan through Amendment of Ordinance 2021-07-421</u>
Current Zoning	<u>B-1 Local and Community Business District R-6 Multiple-Family Residential District</u>
Current Use:	<u>Under development for a Restaurant and 23 Residential Townhouses</u>
Property Location:	<u>Commercial Restaurant property at 350 North Rand Road Residences at 20-54 Natalie Lane; 2-14 Golden Sunset Drive; and Common Open Space including Lakeshore and Lakebottom Property at 60 Natalie Lane</u>
Applicant and Owner:	<u>LZ Development Group LLC</u>
Staff Coordinator(s):	<u>Tim Verbeke, Planner Sarosh Saher, Community Development Director</u>

Staff Report
APPLICATION PZC 2023-06
LIST OF EXHIBITS

Community Development Department
PZC Hearing Date: March 15, 2023

- A. Legal Description
- B. Public Hearing Sign
- C. Site Photos
- D. Aerial Map
- E. Zoning Map
- F. Parcel Map
- G. Development Application and Attachments
- H. Development Review Comments

BACKGROUND

Mr. Romeo Kapudija representing LZ Development Group LLC (the “Applicant” and “Owner”) is the developer of the Sanctuary of Lake Zurich located on the southeast corner of U.S. Route 12 (Rand Road) and Old Rand Road, and legally described in Exhibit A attached hereto (“Subject Property”).

Specifically, the Applicant is requesting the following:

- Adjustment to the Final Plan approved by Ordinance 2021-07-421 to allow for an increase in the deck area and extension of the piers into the waterway.

Development is currently under way at the Subject Property. A PUD was approved for the construction of a commercial restaurant building and 23 new townhouse buildings at the Subject Property. Approval was granted through Village Ordinance No. 2021-07-421 Granting Approval of a Planned Unit Development (PUD), Amendment to the Official Zoning Map, Subdivision Plat, Development Concept and Final Plan, Special Use Permits and Modifications to the Zoning and Land Development Code for a Mixed-Use Subdivision (*300 North Rand Road/881 North Old Rand Road and 320 North Rand Road*) approved on the 19th day of July, 2021.

As it relates to the piers approved for the project, Ordinance No. 2021-07-42 provided for the following conditions and relief from the required zoning code:

Section 2.D. Conditions for Approval of Final Plan for the PUD.

- 5.a. The construction of all proposed piers shall conform to the requirements of Section 9-7C-3.A.1. “Piers” of the Lake Zurich Municipal Code unless allowed through modifications to the code.
- 8. The three (3) piers providing for thirty (30) boat slips shall be used for the purpose of providing private lake access for individual homeowners residing within the residential townhouses. Such piers shall be prohibited from being used as and by a commercial marina. If a boat launch ramp is proposed, it shall be used solely for the private use of the residential property owners for private watercraft and constructed in conformance with the provisions of Section 9-7C-3.B.2 “Boat Launch Ramps” of the Lake Zurich Municipal Code.

Section 4: Modifications from the provisions of the zoning and land development code:

Staff Report
APPLICATION PZC 2023-06

Community Development Department
PZC Hearing Date: March 15, 2023

- E. The Applicant shall be granted a modification to construct three boat piers, each of which is approximately 400 square feet; whereas Section 9-7-C-3.A.1.d. requires that total deck area of a pier not exceed two hundred (200) square feet.
- F. The Applicant shall be granted a modification to construct three boat piers to extend between 60 and 75 feet into the lake from the water's edge; whereas Section 9-7-C-3.A.1.h requires that no pier shall project into any waterway more than fifty feet (50') from the mean high-water elevation at the bank of such waterway.

Pursuant to public notice published on February 27, 2023, in the Daily Herald, a public hearing has been scheduled with the Lake Zurich Planning & Zoning Commission for March 15, 2023, to consider the Application. On February 27, 2023, the Village posted a public hearing sign on the Subject Property (Exhibit B).

Proposal

The Applicant is requesting the following modifications to the design dimensions of the piers proposed for the development:

1. Increase the projection from the shoreline from a maximum approved distance of 75 feet to 84 feet. The Applicant has attributed this increase due to shallow water near the shore that prevents the piers from being constructed closer to the shoreline and that the depth of water needs to be at least 3 feet deep at a boat slip. This depth is available at a distance of 30 feet or more from the shoreline.
2. Increase in the pier deck area from a maximum approved area of 400 square feet to 702 square feet. The Applicant has requested the increase to allow for 10 boat slips that would be reasonably accommodated at each pier. The piers will be set at a distance apart of 49'-4" from each other, and a distance of 26 feet from the nearest common lot lines with adjacent properties. The piers will be located entirely on property owned and controlled by LZ Development Group LLC. This includes lake-bottom property.

No additional changes to the pier characteristics are requested. The proposed piers will meet the remaining requirements of separation, deck height above mean high water level, structure height above water level, maximum deck width, material requirements, projection into the middle 12 feet of the waterway, and distance (setback) from any property line (including lake bottom property lines).

The shoreline will not be modified in any way other than to accommodate the construction of the three piers and as approved through the PUD ordinance. No changes or modification to the overall land development are being requested.

The piers are proposed to be owned and maintained by the Home Owners Association (HOA) and for the exclusive use and enjoyment of townhome owners and occupants of the 23 units.

Staff Report**APPLICATION PZC 2023-06****Community Development Department****PZC Hearing Date: March 15, 2023**

The PUD ordinance and zoning code (Section 9-7-C. Lake Protection District) do not draw any correlation (a ratio) between number of boat slips and residential units, or distinguish between motorized and non-motorized watercraft on the lake. The codes do not set limits on the extent to which the provisions of Section 9-7C could be varied or modified.

Requested amendment to zoning relief for the planned unit development (PUD) to allow the piers as proposed.

The Applicant was granted zoning relief from the requirements of deck area and projection into the waterway through Ordinance No. 2021-07-42. The Applicant is now requesting further relief to these two requirements as follows:

1. Pier Design

- a. Zoning Code Section 9-7-C-3.A.1.d. requires that total deck area of a pier not exceed two hundred (200) square feet.

Approved PUD Ordinance No. 2021-07-42 provided for three piers each of which was approximately 400 square feet in deck area.

The Applicant is requesting a maximum deck area of each pier at 702 square feet.

- b. Zoning Code Section 9-7-C-3.A.1.h requires that no pier shall project into any waterway more than fifty feet (50') from the mean high-water elevation at the bank of such waterway.

Approved PUD Ordinance No. 2021-07-42 allowed for the three piers to extend between 60 and 75 feet into the lake from the water's edge.

The Applicant is requesting the piers to extend/project into the waterway to a maximum of 84 feet.

RECOMMENDATION

The recommendation of the Planning and Zoning Commission should be based on the standards included in the following Sections of the Lake Zurich Municipal Code:

- Section 9-22-5: Standards for Planned Unit Developments; and
- Section 9-22-11: Adjustments to Final Plan During Development

Staff has determined that all standards for approval under Ordinance No. 2021-07-42 will continue to be met and recommends that the Planning and Zoning Commission make these standards a part of the official record of the Application.

Staff of the Community Development Department therefore recommends the approval of Application PZC 2023-06, subject to the following conditions:

- 1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:

Staff Report
APPLICATION PZC 2023-06

Community Development Department
PZC Hearing Date: March 15, 2023

- a. Cover letter and Zoning Application dated February 13, 2023, prepared and submitted by Mr. Romeo Kapudija of LZ Development Group, LLC.
- b. Exhibit A: Legal Description of the Subject Property.
- c. Site Plan prepared by Haeger Engineering showing proposed pier locations dated January 31, 2023.
- d. Starter Pole Details and Pole point of refusal details prepared by Captain Rods & Unlimited Shrink-wrap (contractor for the piers) submitted along with the application dated February 13, 2023.
- e. Views of the piers in conjunction with the residential townhome buildings prepared by Funke Architects, including Aerial Northwest (page 52), Aerial Southwest (page 53), View from the Lake (01) (page 57) and View from the Lake (02) (page 58) submitted along with the application dated February 13, 2023.
- 2. The construction of all proposed piers shall conform to the requirements of Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code unless allowed through modifications to the code.
- 3. The construction of all piers and associated shoreline work shall be in compliance with the U.S. Army Corps of Engineers (USACE) "Shoreline Activities Regional General Permit (Shoreline RGP)" requirements. In the event of a conflict between the regulations of the USACE and the Lake Zurich Municipal Code, the more restrictive of the two regulations shall prevail.
- 4. No increase in the number of piers or boat slips shall be permitted. The maximum number of piers allowed shall be 3 for a maximum of 30 boat slips.
- 5. The three (3) piers providing for thirty (30) boat slips shall be used for the purpose of providing private lake access for individual homeowners residing within the residential townhouses. Such piers shall be prohibited from being used as and by a commercial marina. If a boat launch ramp is proposed, it shall be used solely for the private use of the residential property owners for private watercraft and constructed in conformance with the provisions of Section 9-7C-3.B.2 "Boat Launch Ramps" of the Lake Zurich Municipal Code.
- 6. This adjustment to Final Plan shall only grant amendments to the requirements of deck area and projection into the waterway as provided for in Ordinance No. 2021-07-42 and pursuant to Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code. All remaining terms and conditions provided for within Ordinance No. 2021-07-42 shall remain in full force and effect.
- 7. The construction of the piers and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Respectfully Submitted,

Tim Verbeke, Planner
 Sarosh Saher, Community Development Director

Staff Report
APPLICATION PZC 2023-06

Community Development Department
PZC Hearing Date: March 15, 2023

LAKE ZURICH PLANNING & ZONING COMMISSION
FINAL FINDINGS & RECOMMENDATIONS

The Sanctuary of Lake Zurich
March 15, 2023

The Planning & Zoning Commission recommends approval of Application [PZC 2023-06](#), and the Planning & Zoning Commission adopts the findings as contained within the Staff Report dated March 15, 2023 for this Application & subject to any changes or approval conditions as listed below:

1. Substantial conformance with the following documentation submitted as part of the application subject to revisions and updates required by Village Staff and applicable governmental agencies:
 - a. Cover letter and Zoning Application dated February 13, 2023, prepared and submitted by Mr. Romeo Kapudija of LZ Development Group, LLC.
 - b. Exhibit A: Legal Description of the Subject Property.
 - c. Site Plan prepared by Haeger Engineering showing proposed pier locations dated January 31, 2023.
 - d. Starter Pole Details and Pole point of refusal details prepared by Captain Rods & Unlimited Shrink-wrap (contractor for the piers) submitted along with the application dated February 13, 2023.
 - e. Views of the piers in conjunction with the residential townhome buildings prepared by Funke Architects, including Aerial Northwest (page 52), Aerial Southwest (page 53), View from the Lake (01) (page 57) and View from the Lake (02) (page 58) submitted along with the application dated February 13, 2023.
2. The construction of all proposed piers shall conform to the requirements of Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code unless allowed through modifications to the code.
3. The construction of all piers and associated shoreline work shall be in compliance with the U.S. Army Corps of Engineers (USACE) "Shoreline Activities Regional General Permit (Shoreline RGP)" requirements. In the event of a conflict between the regulations of the USACE and the Lake Zurich Municipal Code, the more restrictive of the two regulations shall prevail.
4. No increase in the number of piers or boat slips shall be permitted. The maximum number of piers allowed shall be 3 for a maximum of 30 boat slips.
5. The three (3) piers providing for thirty (30) boat slips shall be used for the purpose of providing private lake access for individual homeowners residing within the residential townhouses. Such piers shall be prohibited from being used as and by a commercial marina. If a boat launch ramp is proposed, it shall be used solely for the private use of the residential property owners for private watercraft and constructed in conformance with the provisions of Section 9-7C-3.B.2 "Boat Launch Ramps" of the Lake Zurich Municipal Code.

Staff Report
APPLICATION PZC 2023-06

Community Development Department
PZC Hearing Date: March 15, 2023

6. This adjustment to Final Plan shall only grant amendments to the requirements of deck area and projection into the waterway as provided for in Ordinance No. 2021-07-42 and pursuant to Section 9-7C-3.A.1. "Piers" of the Lake Zurich Municipal Code. All remaining terms and conditions provided for within Ordinance No. 2021-07-42 shall remain in full force and effect.
7. The construction of the piers and remaining development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Without any further additions, changes, modifications and/or approval conditions.
 With the following additions, changes, modifications and/or approval conditions:



Planning & Zoning Commission Chairman

Staff Report
APPLICATION PZC 2023-06

Community Development Department
PZC Hearing Date: March 15, 2023

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

LOT 1 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

LOT 2 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

LOT 3 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

LOT 4 OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

OUTLOT A OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

OUTLOT B OF SANTUARY OF LAKE ZURICH, BEING A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS.

Parcels Involved: 14-18-400-006, 14-18-400-005, 14-18-400-007

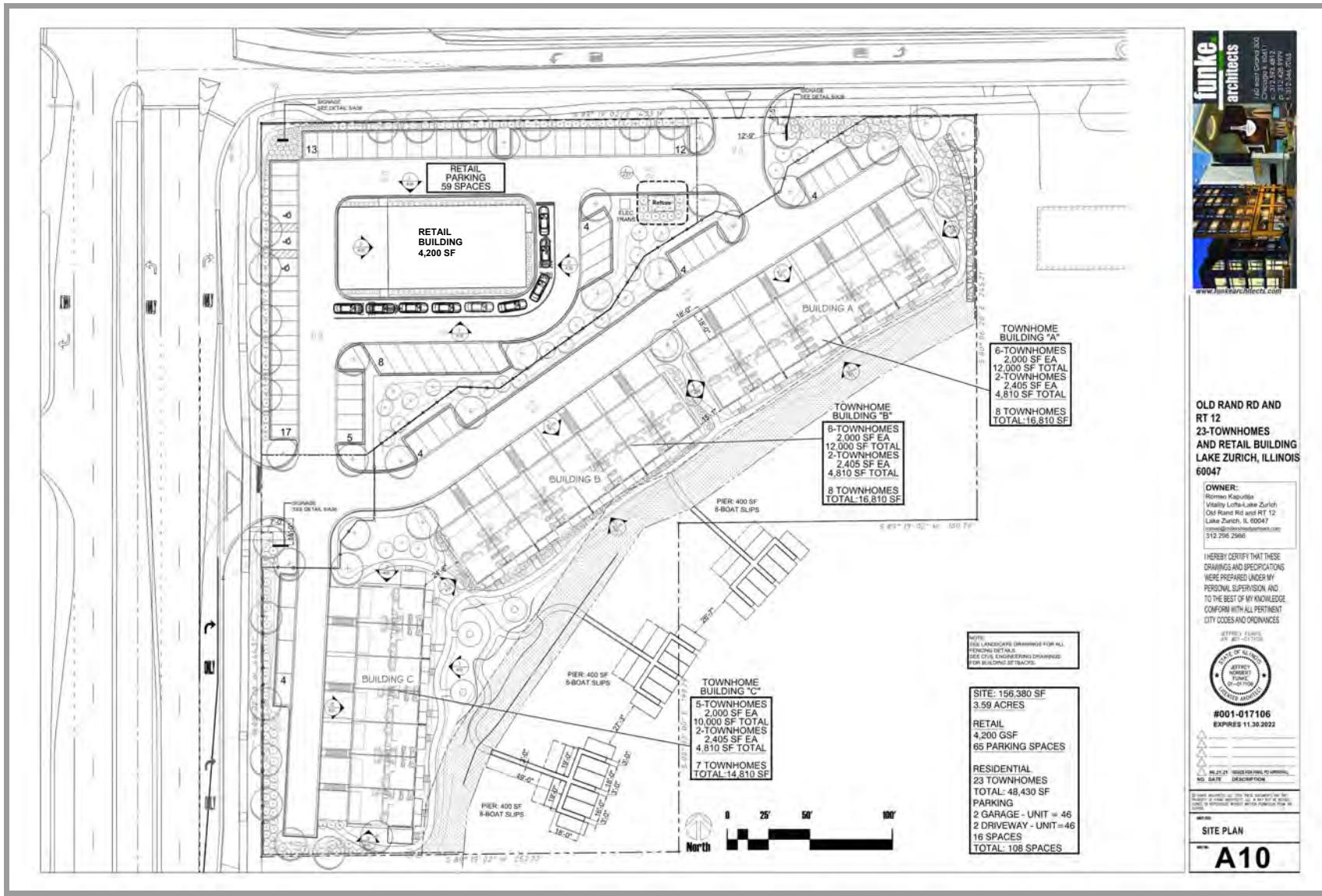
Staff Report
APPLICATION PZC 2023-06

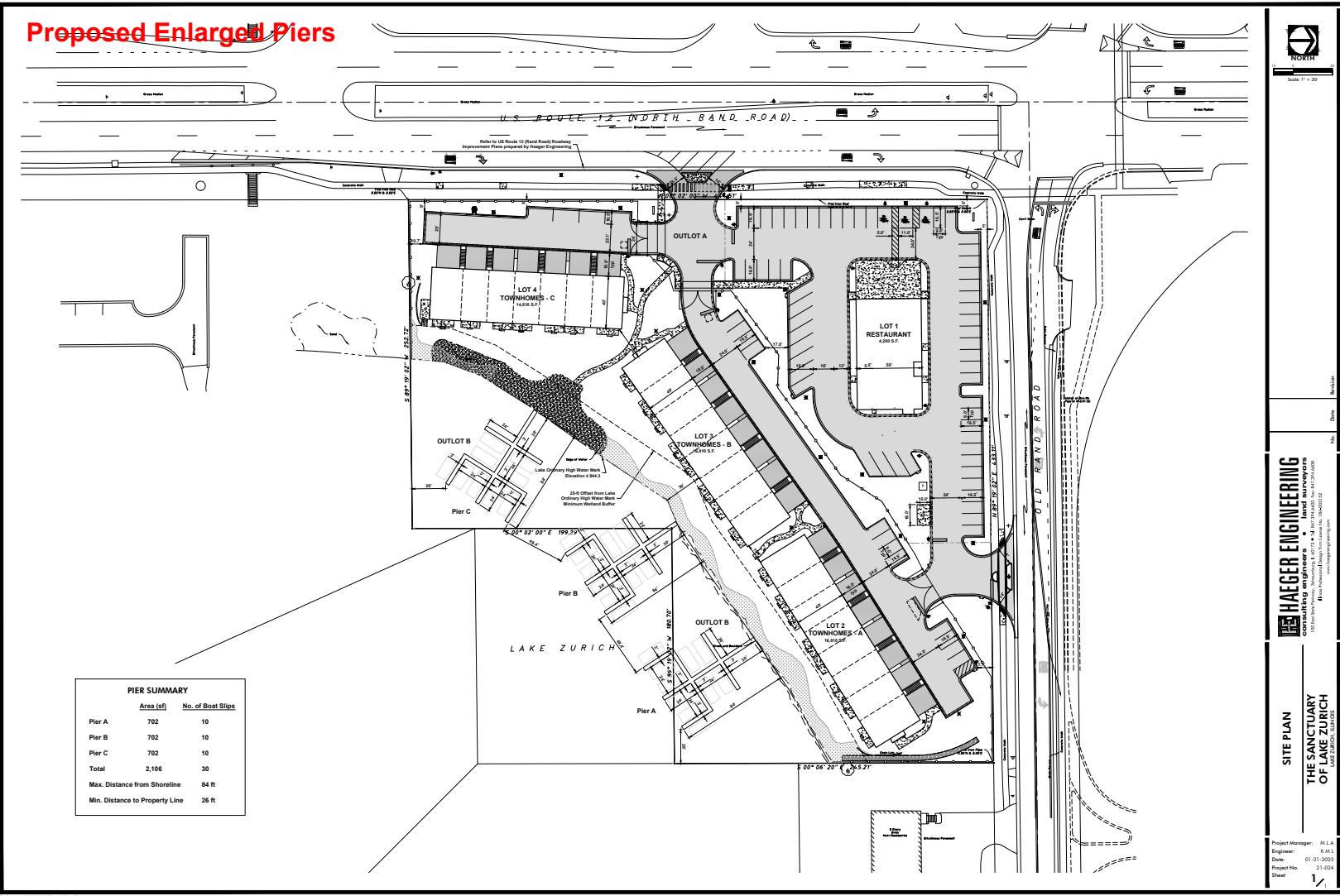
Community Development Department
PZC Hearing Date: March 15, 2023

EXHIBIT B

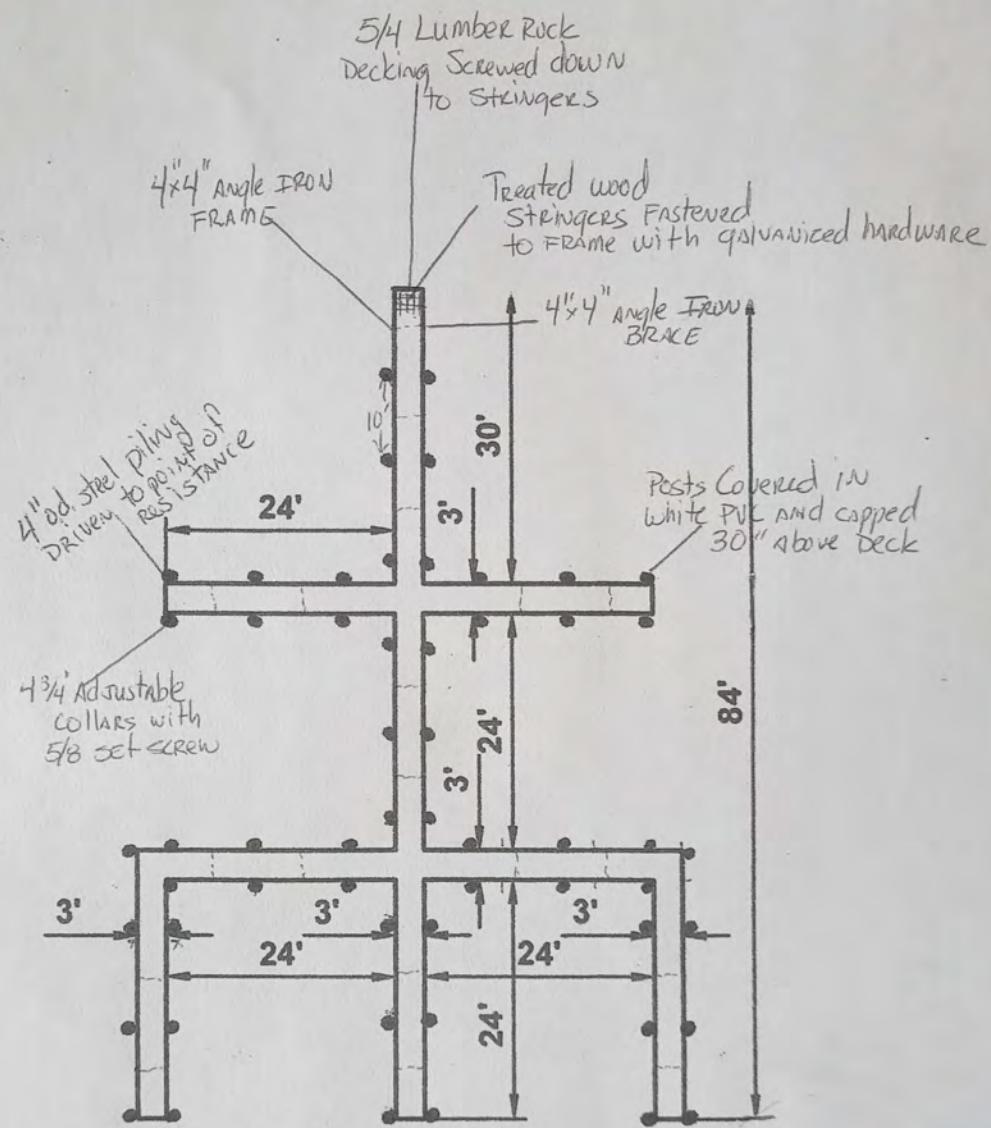
PUBLIC HEARING NOTIFICATION SIGNS ON PROPERTY







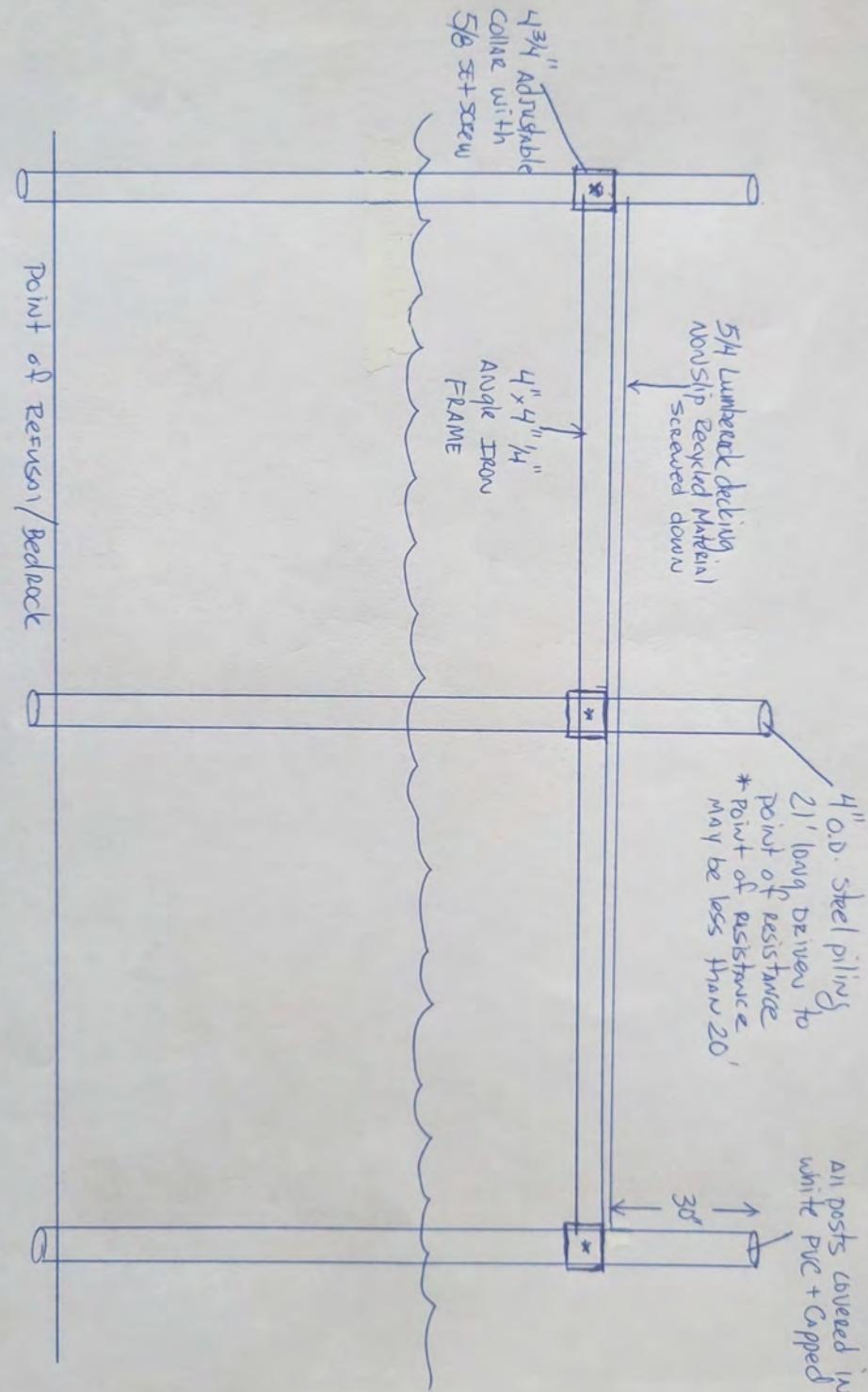
Job: SANCTUARY of LAKE ZURICH

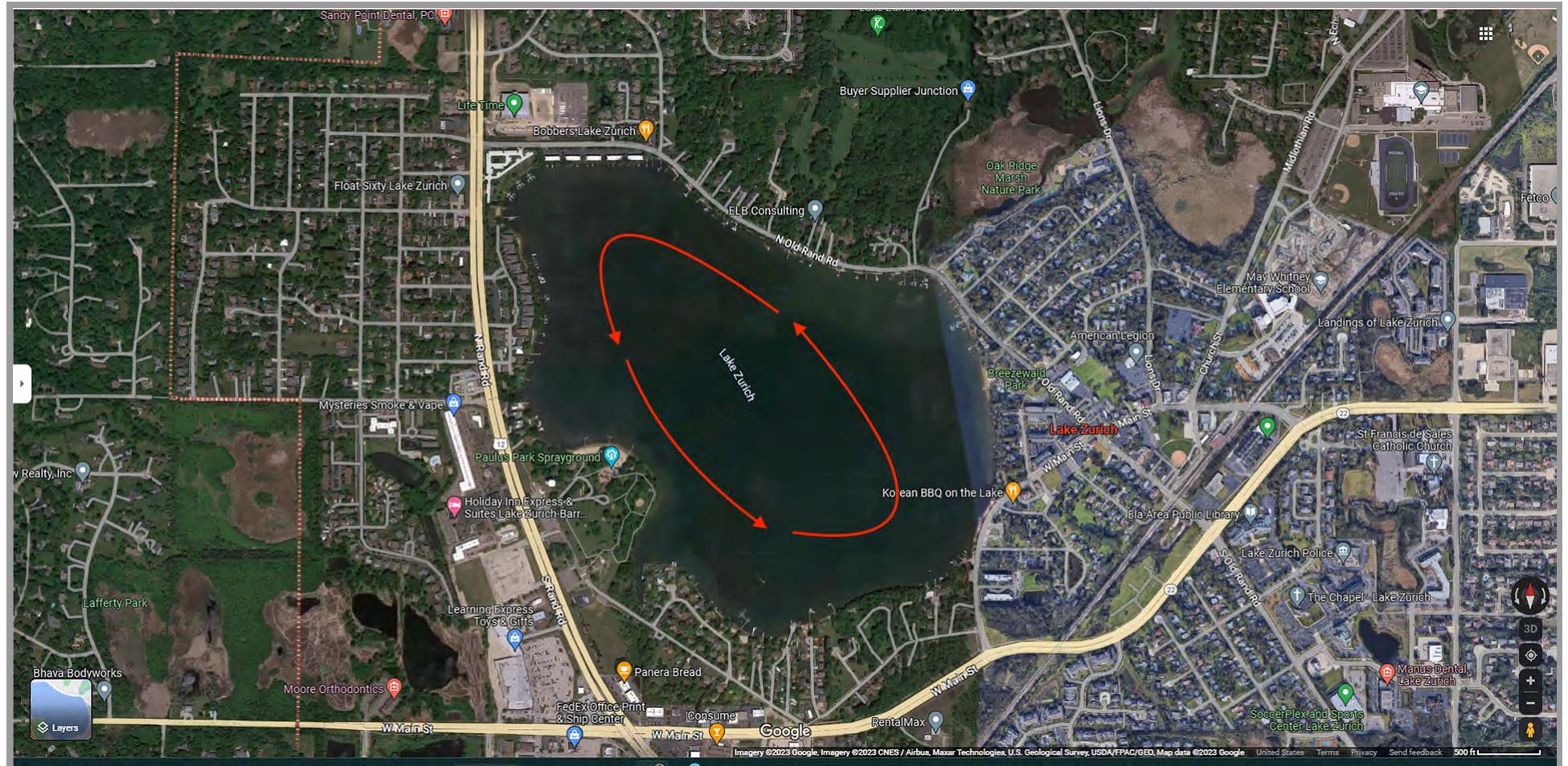


**BRUCESKI'S
MARINE CONSTRUCTION
847-366-4540**

Job: Sanctuary at Lake Zurich

BRUCESKI'S
MARINE CONSTRUCTION
847-366-4540







General Attachment: 4A.pdf

PLAN APPROVAL 5.19.2021



Aerial Northwest



VILLAGE OF
Lake Zurich
Romeo Kapudija
MILLER STREET PARTNERS
601 Dundee Ave.
East Dundee IL 60118
Millerstreetpartners.com

The Sanctuary of Lake Zurich
RT 12 and Old Rand Road- Lake Zurich Illinois

funkarchitects.com

General Attachment: 4A.pdf

PLAN APPROVAL 5.19.2021



Aerial Southwest



VILLAGE OF
Lake Zurich
Romeo Kapudija
MILLER STREET PARTNERS
601 Dundee Ave.
East Dundee IL 60118
Millerstreetpartners.com

The Sanctuary of Lake Zurich
RT 12 and Old Rand Road- Lake Zurich Illinois

funkarchitects.com

General Attachment: 4A.pdf

PLAN APPROVAL 5.19.2021



View from Lake



Romeo Kapudija
MILLER STREET PARTNERS
601 Dundee Ave.
East Dundee IL 60118
Millerstreetpartners.com

The Sanctuary of Lake Zurich

RT 12 and Old Rand Road- Lake Zurich Illinois

funkarchitects.com

General Attachment: 4A.pdf

PLAN APPROVAL 5.19.2021



View from Lake



Romeo Kapudija
MILLER STREET PARTNERS
601 Dundee Ave.
East Dundee IL 60118
Millerstreetpartners.com

The Sanctuary of Lake Zurich
RT 12 and Old Rand Road- Lake Zurich Illinois

funkarchitects.com



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT
Building and Zoning Division

505 Telser Road
Lake Zurich, Illinois 60047

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

ZONING REVIEW

PROJECT: Sanctuary Piers

LOCATION: 60 Natalie Lane

REVIEWED BY: Tim Verbeke

DATE: March 15, 2023

Zoning: B-1 Local and Community Business District
R-6 Multiple Family Residential

The Applicant was previously granted 30 boat piers in the original approval PUD. Due to an error in calculations, the piers need to be larger than previously submitted. The piers are now drawn to scale on the plat of survey and will provide one pier for each unit. They will not encroach into any setback or impact lot coverage. The final construction of the piers will be approved by staff at a later date.

Minimum Yards Per Code for B-1:

- Front and corner side (feet): 25 Feet
- Side (feet): 10 Feet
- Rear (feet): 25 Feet

Minimum Yards requested

- Not relevant

Lighting

Solar lighting and nautical warning lighting planned for the piers.

Landscaping

No additional landscape planned.

Signage

No additional signage planned.

*At the Heart of Community*

PARKS AND RECREATION DEPARTMENT

200 South Rand Road
Lake Zurich, Illinois 60047(847) 438-5146
LakeZurich.org69
H

MEMORANDUM

Date: April 7, 2023

To: Ray Keller, Village Manager

From: Bonnie Caputo, Recreation Director

Subject: External Special Event Request- Stephen Siller Tunnel to Towers 5K

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

Analysis: Below are additional external special event requests the Park and Recreation Department is requesting approval for in FY23:

Event	Date(s) and Time(s)	Location	Estimated Attendance
Stephen Siller Tunnel To Towers 5K	Sunday, June 11, 2023 9am-12pm	Breezewald Park	600+

Due to the Main Street infrastructure projects, the race will not be able to utilize the 5k route around the lake. Sergeant Colin Gaffney of the Lake Zurich Police Department recommended a route to and from Breezewald Park requiring no full street closures nor use of IDOT/County roads. Sunset Pavilion operators have been notified of the event operations as well.

Recommendation: Staff recommends accepting the Stephen Siller Tunnel to Towers external special event request for FY23 with all applicable park usage fees to be collected.

w/Attachments: Special Events Applications

SPECIAL EVENT APPLICATION & AGREEMENT

EVENT SUMMARY

Event Name Tunnel to Towers Lake Zurich 5K Run & Walk
 Event Type/Purpose 5k fundraiser - police / fire / military
 Event Date(s) June 11, 2023 Event Start/End Time 9 AM - 12:00 pm
 Event Location Breezewood Park

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

APPLICANT INFORMATION

Organization Name Tunnel to Towers Foundation
 Applicant's Name/Responsible Party Jeanna DellaRagione
 Organization/Applicant/Address/City/State/Zip 2361 Hylan Blvd
Staten Island, N.Y. 10206
 Applicant Phone Numbers 718-987-1931
 Applicant E-Mail Address jeanna.dellaragione@zt.org
 Contact Name & Phone Number During Event Jennifer Pascoe - director 630-779-5729
 *Representative must be on site and available during event hours - Yes

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 Right on Pinetree Row, left on golfview
Right on manor, right on rugby, right on northcrest, right
on Aldine, left on golfview, Right on Lions, Right on Oak,
End at Breezewood pk.



Approximate number of people expected at event 600

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? 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 # 4 Location: Breezewald Pk

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

Will you be selling items or raffling items? No

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

N, 612 Rand partial + any needed per Sgt. Gaffney

(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) electricity, 5-6 pop up tents

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

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

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

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

Signature Jeanne Dold Ferguson Date 4/5/23



■ 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.

Jeannie Delle Kayson

Signature

4/5/23

Date

■ FOR OFFICE USE ONLY

Date application received 4/5/23

Application approved or denied by _____

Date paid _____ Amount _____ Check/Cash/Credit _____

Certificate of Insurance received by _____

Raffle Permit received by N/A

Liquor License received by N/A

Tent Permit received by N/A

JULIE contacted _____





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

Organization		Name of Organization or Group <i>Turned to Towers Foundation</i>		Type of Organization <i>non-profit</i>	In this a "Not For Profit" Organization <input checked="" type="radio"/> Yes <input type="radio"/> No	
		Address for Organization or Group <i>2361 Hylan Blvd. Staten Island NY</i>		Home Telephone Number	Business Telephone Number	
Contact Person		Name <i>Jennifer Pascoe - race director</i>		Home Telephone Number	Business Telephone Number <i>630-779-5729</i>	
		Chairman or Presidents Name <i>Jeanna Della Ragione - President</i>		Home Telephone Number	Business Telephone Number <i>718-987-1931</i>	
		Is your Organization willing to reimburse the Village for costs of services rendered? If not, indicate why? <input checked="" type="radio"/> Yes <input type="radio"/> No				
Event		Date(s) of Event <i>June 11, 2023</i>	Day(s) of the week <i>Sunday</i>	Time(s) of Event <i>9:00AM - 12 noon</i>	Request for pre-event meeting with Village Staff? When? <i>Breezewood Park</i>	
		Describe the Type of Event you wish to hold <i>5K Run & Walk</i>		Location(s) of event <i>Breezewood Park</i>		
Police Department		Will your event require the assistance of the Police Department? <input checked="" type="radio"/> Yes <input type="radio"/> No	Will the event require the closing of any roadways? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name(s) of roads to be closed <i>N. Old Ranch</i>		
		Type of assistance needed from the Police Department <i>Road Closure, Traffic Control, Pedestrian Control</i>		Security	Parking Control	Crowd Control
Fire Department		Other assistance Police would be providing:		Type of Police Department Equipment Needed <i>Squad Cars, No Parking Signs, Traffic Cones</i>	Other:	
		Has contact been made with Police Dept? <input checked="" type="radio"/> Yes		Name of Official Contacted <i>Sgt. [redacted] Colin Condithey</i>		Road closure dates and times: <i>N/A</i>
Type of Equipment Ambulance Engine Tanker Other (Please Describe)		Will your event require the use of Fire Department Personnel? <input checked="" type="radio"/> Yes <input type="radio"/> No		Will any equipment belonging to the Fire Department be used? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Uncertain		
		Describe the type of assistance required from the Fire Department <i>N/A</i>				
Park Department		Has contact been made with a representative of the Fire Department? <input checked="" type="radio"/> Yes <input type="radio"/> No		Name of Fire Department Official Contacted	Rank	When Contacted:
		Will your event require the assistance of the Park Department? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Certain		Will the event require the use of any Village Parks or Park Property <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Certain		Address of Park Property to be used (if applicable) <i>125 N. Old Ranch Rd</i>
Public Works		Will the event require the use of Park Department Personnel <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Uncertain		Describe the type of personnel assistance required <i>N/A</i>		
		Will any equipment belonging to the Park Department be used? <input checked="" type="radio"/> Yes <input type="radio"/> No		Type of Equipment <i>Stage, Beaches, Playground Equip., Picnic Tables, Tents</i>		
Building		Describe any other Park Department Equipment Needed <i>5-6 pop up tents</i>				
		Has contact been made with a representative of the Park Department <input checked="" type="radio"/> Yes <input type="radio"/> No		Name of Park Department Official Contacted <i>Bonnie Caputo</i>		Title <i>Director</i>
Public Works		Will the event require the assistance of the Public Works Department <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Certain		Will the event require the use of Public Works Personnel <input checked="" type="radio"/> Yes <input type="radio"/> No	Will the Event require the use of Public Works Equipment <input checked="" type="radio"/> Yes <input type="radio"/> No	
		Describe the type of assistance required from the Public Works Department <i>Barricades, no parking signs - (placement)</i>		Type of equipment needed <i>Barricades, Signs, Clean up Crew, Trucks, Street Sweeper</i>		Other: Street Sweeper Times: _____
Building		Will the event require the use of any Public Works Property <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Certain		Location of Public works property		
		Has contact been made with a representative of the Public Works Department <input checked="" type="radio"/> Yes <input type="radio"/> No		Name of Public Works Department Official Contacted		Title
Building		Will the event require the assistance of the Building Department <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Certain		Will the event involve the use of electrical equipment <input checked="" type="radio"/> Yes <input type="radio"/> No	Will any electrical equipment be used outdoors <input checked="" type="radio"/> Yes <input type="radio"/> No	
		Will the event involve the modification of any structures <input checked="" type="radio"/> Yes <input type="radio"/> No		Will the event involve the building of any structures <input checked="" type="radio"/> Yes <input type="radio"/> No	Will the event require the assistance of any Building Department Personnel <input checked="" type="radio"/> Yes <input type="radio"/> No	
Building		Has contact been made with a representative of the Building Department <input checked="" type="radio"/> Yes <input type="radio"/> No		Name of Building Department Official Contacted		Title
						When Contacted:

*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047(847) 540-1696
Fax (847) 726-2182
LakeZurich.org

MEMORANDUM

Date: April 10, 2023

To: Ray Keller, Village Manager

From: Michael J. Brown, Public Works Director

Subject: **Natural Area Maintenance Program Award Recommendation**

Issue: The FY 2023 budget includes \$50,000 for the maintenance of Village owned natural areas. In addition, the Village collects annual revenue from special service areas (SSA) for maintenance to designated areas throughout each specific subdivision associated with an SSA.

Background: The Village of Lake Zurich is proactively assessing and planning for the short term and long term needs of our many natural areas. Natural areas located within Village limits are inspected and evaluated during the fall season. Village staff partnered with Integrated Lakes Management to formulate a comprehensive five (5) year plan for maintenance and restoration of natural areas throughout the Village of Lake Zurich.

The 2023 program includes maintenance to the following areas:

<i>Job Name</i>	<i>Location</i>
Braemar Unit 2	Berkshire Lane
Breezewald	North Old Rand
Lions Ct	Lions Court
Lot 42	Partridge Drive
Oak Ridge Marsh	Lions Drive
Zurich Estates	Butterfield Road

SSA 8 (711-10099 52603)	Prairie Lane
SSA 9 (732-10099-52603)	Pleasant Road
SSA 11 (734-10099-52603)	Lake Zurich Pines
SSA 13 (735-10-099-52603)	Coventry Creek

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

- Goal #3 – Infrastructure Investment:
 - Address storm water management issue.
 - Identify means to enhance pedestrian mobility (paths and trails)

Analysis: Staff solicited a request for proposals in February for the 2023 Natural Area Maintenance Program. The opening was on March 23, 2023. The Village received two (2) submittals in response to the request for proposals.

Staff review of each individual proposal concentrated on the tasks performed at each location, pricing for tasks, and the ability to maximize allocated funding. Review of all documents has provided staff the ability to choose a program, which maximizes the Villages available funding while continuing towards long term goals of each site.

The proposal submitted by Davey Resource Group Inc. has been determined to address each location's current needs most comprehensively, balancing possible future maintenance of each natural area, and maximizing available funding.

<i>Vendor</i>	<i>VLZ</i>	<i>SSA</i>	<i>Total</i>
Davey Resources Group Inc.	\$29,284.00	\$60,150.00	\$89,434.00
Bluestem Ecological Services	\$46,800.00	\$62,400.00	\$109,200.00

Recommendation: Award a contract for the 2023 Natural Area Maintenance Program to Davey Resource Group Inc. in an amount not-to-exceed \$89,434.00, in which \$29,284.00 would be allocated from the Village's general fund, and \$60,150.00 would be from Special Service Areas.

W/Attachments:

1. Proposal Tabulation Summary
2. Proposal Submittal – Davey Resource Group, Inc.

BID: NATURAL AREAS MAINT

Due: March 23, 2023 10:00 a.m.

BIDDER	BID AMOUNT	BOND
Davey Resource Group Inc 910 s Riverside Dr, Ste 5 Elmhurst, IL 60126	\$89,434.00	Yes 3/21/2023 12:02 p.m.
Bluestem Ecological Services 19812 w Coral Rd Marengo, IL 60152	\$109,200.00	Yes 3/23/2023 9:15 a.m.

03-23-23 10:02 a.m.

Village Hall 1st Floor Conference Room

Laura Berg, Accounts Payable
 Mike Cernock, Gen. Svcs Supt.
 Jason Schuler, Gen. Svcs Ops Supv.
 Keli Amato, Office Manager

Village of Lake Zurich
Natural Area Management

EXHIBIT B
BID PROPOSAL FORM



To: Office of the Village Manager
Village of Lake Zurich
70 E. Main Street
Lake Zurich, IL 60047

From:

Davey Resource Group, Inc.	910 S. Riverside Dr., Ste 5, Elmhurst, IL 60126
Bidder 630.559.2039	Address (City, State, Zip) ken.willis@davey.com
Phone Number Ken Willis	Email
Bidder's Contact for Bid	Additional Contact information

Having carefully examined the terms set forth in the Notice to Bidders, Instructions to Bidders, Bid Award, General Conditions, Contract and Description of the Work and Procedures and having thoroughly examined the probable work conditions at the work sites/locations and pertinent areas adjacent thereto, the undersigned Bidder acknowledges the same to be accurate and complete insofar as the Work to be performed and related work details are concerned, the undersigned Bidder agrees to furnish all labor, materials, equipment, tools and services or whatever else is required for the Work as set forth in the 2023 Contract Documents for Natural Areas Maintenance documents referenced above.

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

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

The undersigned Bidder further agrees to execute a Contract for this Work and present the same to the Village within ten (10) calendar days after the date of written notice of the award of the Contract to Bidder.

Upon award of the Contract, the Village will send a Notice of Award to the successful Bidder and the Bidder must then execute the Contract and provide the required bonds or letter of credit and certificate of insurance to the Village within ten (10) business days. The Village will then issue a written Notice to Proceed and Bidder will thereafter shall commence Work not later than ten (10) calendar days thereafter and, unless otherwise provided,

will diligently prosecute the Work in such manner and with such materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract. In case of failure to complete the Work within the time stated herein, the undersigned agrees that the Village shall withhold from such sums as may be due him under the terms of this Contract the costs of additional engineering and observation, maintenance of detours, interest, and other items incurred by the Village resulting from the failure of the Bidder to complete the Work within the time specified in the Contract.

Village of Lake Zurich
Natural Area Management

The undersigned Bidder agrees to complete the Work by **Friday, December 29, 2023** unless granted additional time in writing by the Village.

Included with this bid Proposal is a bank cashier's check, certified check or bid bond in the amount of 10%, being ten percent (10%) of the total amount bid by Davey Resource Group, Inc., the Bidder, in favor of the Village of Lake Zurich.

It is hereby agreed that, should Bidder be awarded the Contract for services contemplated under this bid and fail or refuse to execute a Contract for the performance of said Work, or to provide the required payment and performance bonds, or letter of credit, and certificate of insurance, then this security, in the amount stipulated above, shall be forfeited and may be retained by the Village of Lake Zurich as liquidated damages and not as a penalty. All bids to remain firm for a period of ninety (60) days after bid opening date.

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

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

Bidder hereby bids on all items and has provided a price for all requested services. The Bidder acknowledges it understands all the requested services for which it has submitted a bid. The undersigned proposes to furnish all labor, materials, tools, equipment and perform all necessary requirements for the Work for the natural areas maintenance with the attached conditions and specifications, and at the terms and schedule prices herein given:

Village of Lake Zurich
Natural Area Management

EXHIBIT "1"

The Bid Proposal sheet shall be used as a summary to accompany individual proposals for each location. *The yellow highlighted cells denote where an amount is required.*

	<u>Survey/Summary</u>	<u>Stewardship</u>	<u>Burn</u>	<u>Native Seeding</u>	<u>Emergent Species</u>	<u>Woody Resprout</u>	<u>Woody Removal</u>	<u>Totals</u>
Bramar Unit 2	\$ 390.00	\$ 3,274.00	\$1,812.50	\$1,200.00				\$ 6,676.50
Breezewald	\$ 390.00	\$ 875.00						\$ 1,265.00
Lions Ct	\$ 390.00	\$ 1,175.00						\$ 1,565.00
Lot 42	\$ 390.00	\$ 3,274.00	\$1,602.50	\$1,200.00				\$ 6,466.50
Oak Ridge Marsh	\$ 910.00	\$ 9,636.00						\$10,546.00
Zurich Estates	\$ 390.00	\$ 1,175.00		\$1,200.00				\$ 2,765.00
								Total \$29,284.00
SSA 8 (711-10099-52603)	\$1,040.00	\$ 8,796.00					\$5,238.00	\$15,074.00
SSA 9 (732-10099-52603)	\$ 390.00	\$11,915.00		\$5,290.00			\$2,445.00	\$20,040.00
SSA 11 (734-10099-52603)	\$ 390.00	\$ 1,175.00		\$1,175.00				\$ 2,740.00
SSA 13 (735-10-099-52603)	\$1,040.00	\$ 9,636.00			\$6,382.00		\$5,238.00	\$22,296.00
								Total \$60,150.00

Survey and Summary Report:

Grand Total: \$89,434.00

Conduct a survey of the species (native and non-native) present at various points throughout the growing season to establish a baseline for measuring site progress. Minimum of 3 visits including end of year report, utilizing the Universal FQA calculator.

Stewardship:

Regular maintenance visits to manage invasive, non-invasive vegetation. 4 visits annually.

Removal of Woody Vegetation:

Remove woody species throughout the unit and apply stump herbicide. Removal to be completed primarily by hand cutting. Forestry mulching may be utilized in approved locations under frozen ground conditions.

Prescribed Burn:

Perform a prescribed burn to reduce competition from invasive species, assist with nutrient recycling and stimulate the growth of native plants.

Native Seeding:

Install native seed throughout the unit to promote native vegetation establishment. Seeding recommended post burn.

Treatment of Woody Resprouts:

Maintenance visit to apply herbicide to woody resprouts. Use of amphibious equipment required to access all resprout areas. 2 Visits.

Treatment of Emergent Species:

Maintenance visit to apply herbicide to emergent vegetation (Cattails, Phragmites, Reed Canary Grass). Use of amphibious equipment required to access areas where vegetation is present. 2 Visits.

Village of Lake Zurich
Natural Area Management

SIGNED BID PROPOSAL

Davey Resource Group, Inc.

Company Name

630.559.2039

Phone Number

ken.willis@davey.com

Email

Elmhurst, IL 60126

Address (City, State, Zip)

910 S. Riverside Drive, Suite 5

Business Address

Submitted

03/02/2023

Date

295 S Water Street, Suite 300,
Kent, OH 44240

Business Address

630.559.2035

Phone Number

Erika J. Schoenberger

Attest. Secretary
Erika J. Schoenberger

Bidder

Davey Resource Group, Inc.

Corporate Name

Corporate Seal

Karen M. Wise

Signed By

Karen M. Wise

Vice President, Environmental Consulting

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bond Number: 02253-CHU-23-27

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Davey Resource Group, Inc.

910 S. Riverside Drive, Suite 5

Elmhurst, IL 60126

OWNER:

(Name, legal status and address)

Village of Lake Zurich

70 E. Main Street

Lake Zurich, IL 60047

SURETY:

(Name, legal status and principal place of business)

Federal Insurance Company

202B Halls Mill Road

Whitehouse Station, NJ 08889-3454

State of Inc: IN

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

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

BOND AMOUNT: Ten Percent of Amount Bid (10%)

PROJECT:

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

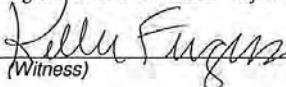
2023 Natural Area Management

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

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

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

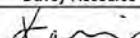
Signed and sealed this 27th day of February, 2023

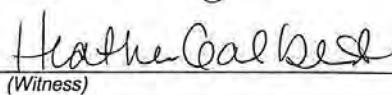

(Witness)

Davey Resource Group, Inc.

(Seal)

(Principal)




(Witness)

(Title)

Karen M. Wise, VP, Environmental Consulting
Federal Insurance Company

(Surety)



(Seal)

Rachael R. King, Attorney-in-Fact

CHUBB'

Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company
 Westchester Fire Insurance Company | ACE American Insurance Company

Know All by These Presents, that FEDERAL INSURANCE COMPANY, an Indiana corporation, VIGILANT INSURANCE COMPANY, a New York corporation, PACIFIC INDEMNITY COMPANY, a Wisconsin corporation, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY corporations of the Commonwealth of Pennsylvania, do each hereby constitute and appoint Teresa M. Cole, Rachael Renea King, Alexandra Kluczarczuk, Marc Owens and Rachel W. Slippy of Kent, Ohio -----

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in nature thereof (other than bail bonds), not to exceed Five Million and 00/100 Dollars (\$5,000,000.00), given or executed in the course of business on behalf of THE DAVEY TREE EXPERT COMPANY and all Subsidiaries alone or in Joint venture as principal. And the execution of such bond or obligation by such Attorney-in-Fact in the Company's name and on its behalf as surety thereon or otherwise, under its corporate seal, in pursuance of the authority hereby conferred shall, upon delivery thereof, be valid and binding upon the Company.

In Witness Whereof, said FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY have each executed and attested these presents and affixed their corporate seals on this 13th day of September, 2022.



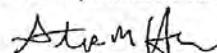
Dawn M. Chloros, Assistant Secretary



STATE OF NEW JERSEY

County of Hunterdon

SS.



Stephen M. Haney, Vice President



On this 13th day of September, 2022 before me, a Notary Public of New Jersey, personally came Dawn M. Chloros and Stephen M. Haney, to me known to be Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY, the companies which executed the foregoing Power of Attorney, and the said Dawn M. Chloros and Stephen M. Haney, being by me duly sworn, severally and each for herself and himself did depose and say that they are Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY and know the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that their signatures as such officers were duly affixed and subscribed by like authority.

Notarial Seal



KATHERINE J.ADELAAR
 NOTARY PUBLIC OF NEW JERSEY
 No. 2318685
 Commission Expires July 18, 2024



Notary Public

CERTIFICATION

Resolutions adopted by the Boards of Directors of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY on August 30, 2016; WESTCHESTER FIRE INSURANCE COMPANY on December 11, 2006; and ACE AMERICAN INSURANCE COMPANY on March 20, 2009:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.
- (3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

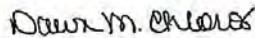
FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested."

I, Dawn M. Chloros, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY (the "Companies") do hereby certify that

- (I) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect.
- (II) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this





Dawn M. Chloros, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:
 Telephone (908) 903-3493 Fax (908) 903-3656 e-mail: surety@chubb.com

Combined: ACCOUNT-ALL BONDS (rev. 03-20) THIS POWER OF ATTORNEY MAY NOT BE USED TO EXECUTE ANY BOND WITH AN INCEPTION DATE AFTER September 13, 2024



At the Heart of Community

OFFICE OF THE VILLAGE MANAGER

70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

MEMORANDUM

Date: April 12, 2023

To: Ray Keller, Village Manager

From: Kyle Kordell, Assistant to the Village Manager

Subject: **Industrial TIF Redevelopment Agreement – JGS Lake Zurich West, LLC
550 Enterprise Parkway**

4/12/2023
JK

Issue: The Illinois Tax Increment Allocation Redevelopment Act allows for the Village of Lake Zurich to support the redevelopment of certain projects within the area designated as a TIF District Conservation Area by the Village's adoption of the TIF Redevelopment Project Area in January 2023. The proposed redevelopment agreement is intended to allow a well-established Lake Zurich industrial company to incur all upfront costs related to the development, which will be considered *Redevelopment Project Costs* under the TIF Act and eligible for future reimbursement under the terms of the Redevelopment Agreement.

JGS Lake Zurich West, LLC is requesting TIF assistance related to the implementation of a new manufacturing line at 550 Enterprise Parkway. JGS Lake Zurich West, LLC is considering this location for upgrades and manufacturing equipment which would increase the overall investment in the community and create 8 – 10 full time positions.

The Developer has advised the Village that in order to proceed with this project and complete the development of a new manufacturing facility, financial assistance from the Village is necessary to proceed.

JGS Lake Zurich West's total project costs for the new development at 550 Enterprise Parkway is no less than **\$8,500,000**, including the cost of the land, site work, engineering and construction, permit fees, the installation of manufacturing line equipment, and electric/gas utility connections.

The TIF redevelopment proposal presented here is to help offset this significant investment cost with a rebate of **\$626,000** of future property taxes over several years through the Tax Increment Finance District #4 (Industrial TIF), which equates to approximately **7.4%** of the overall costs of this manufacturing company expansion project.

Village Strategic Plan: This agenda item advances the following objectives in the Lake Zurich Strategic Plan:

- Financial Sustainability
 - Maximize existing and identify new revenue sources
- Economic Development
 - Develop proactive policies to promote economic development
 - Partner with the business community to determine how needs can be met
 - Expand the Village's role as a major regional economic hub
- Infrastructure Investment
 - Ensure long-range funding is available for infrastructure improvements such as stormwater management and sanitary/water services.

Background: The Lake Zurich Industrial TIF District was created in January 2023 by the Village Board for the purpose of providing a long-term funding mechanism for infrastructure improvements and supporting industrial business expansion and modernization efforts.

JGS Lake Zurich West, LLC is a component of Geremarie, a company that has been operating in the Lake Zurich Industrial Park at 1275 Ensell Road manufacturing aluminum components for over 20 years. Since its initial decision over two decades ago to reside in Lake Zurich, Geremarie has built several additions to the building as it has seen increased demand for its product. Both companies (*Geremarie and JGS Lake Zurich West*) are owned by Mr. Jim Schultz.

For over 20 years, Geremarie / JGS Lake Zurich West, has been manufacturing high-precision aluminum components for the boat industry but more recently also become a supplier for the medical industry. They currently have over 1 ½ miles of manufacturing conveyor lines located in Lake Zurich with automated multi-tasking machining centers, complemented by laser cutting, laser marking, fabrication, assembly and a full metrology lab with industry leading coordinate measuring machines with scanning technology.

As of April 2023, current employment at Geremarie includes 247 full-time employees. This total is expected to grow by 8-10 full-time employees that would be hired to operate and maintain the new manufacturing line with JGS Lake Zurich West. If this manufacturing line is implemented at this facility, over time there is potential for growth and the need for additional employees. New jobs created would be clean manufacturing positions, as well as office support staff. This project will see an additional **33,000+/-** square feet of manufacturing and warehousing space added to the west side of the industrial park.

The industrial park vacancy rate has remained low for years (*averaging less than 4% vacant since 2015 and as low as 1 - 2% vacant throughout 2022*), highlighting the need for more industrial square footage not just in Lake Zurich, but the Chicago metro area as a region.

Geremarie's existing facility at 1275 Ensell would remain in full production as it is today, which also serves as the company headquarters.

Analysis: Tax Increment Financing allows for flexibility in the use of property taxes attributable to the new investment (the tax increment), while the existing tax base will continue to be allocated among existing community taxing bodies. All community taxing bodies unanimously approved this Industrial TIF District.

The proposed TIF redevelopment agreement allows for a multi-year reimbursement of 75% of the increased property taxes (the increment) attributable to this expansion project. The proposed TIF reimbursement is **\$626,000**, representing approximately 7.4% of the total **\$8,500,000** million investment.

Once the project is completed and a Certificate of Occupancy has been issued by the Village, the expected annual property tax increment to be generated is approximately **\$100,000** per year. Structured to provide 75% reimbursements, the Village is expected to provide JGS Lake Zurich West approximately **\$75,000 to \$80,000 per year**.

It will take approximately seven to eight years for annual increment reimbursements to close the requested financing gap of **\$620,000**. The proposed redevelopment agreement includes provisions that the total reimbursement amount may not exceed a total of **\$620,000**.

The proposed agreement is performance based, or based on the real-life performance of the property tax increment that is actually generated from the proposed project. This performance is influenced by local taxing rates as well as larger economic issues. Property values that increase more quickly would see the Village's annual reimbursement grow larger, thus reaching the total TIF reimbursement sooner. Conversely, property values that increase slowly (or even decrease in some years) would see the Village's annual reimbursement shrink, thus reaching the overall TIF reimbursement amount later.

The remaining 25% TIF increment generated each year from this new industrial building would go into the fund balance of the Industrial TIF District to be used for future funding of industrial infrastructure, such as stormwater management, water and sanitary sewer main replacements, and road resurfacing. Once the total **\$620,000** is reimbursed, 100% of all remaining property tax increment will go into the TIF Fund for future infrastructure improvements or TIF assistance. Over the life of the TIF (expires in December 2046), the Village can expect more than **\$1,400,000** of property tax increment attributable to this project.

Village fees associated with this development for permits, reviews, and inspections are approximately \$78,540.

Project Goals and “But For” Test: This project fits well within the goals identified in the Village's Strategic Plan, Comprehensive Plan, and Industrial TIF District Redevelopment Plan, including the emphasis to promote the economic well-being of the industrial park, enhance the property tax base of the Village as a whole, and partnering with the business community to identify its needs and how they can be achieved here in Lake Zurich. The developer has certified that this project would not be able to be accomplished without Village TIF assistance.

The property is located in the I – Industrial Zoning District. There was no need for review by the Planning and Zoning Commission. All of the uses proposed for this development are allowed uses within the current zoning. These include: “Manufacture, fabrication, or assembly of: Equipment or furnishings, Mechanical products, electrical or electronic components.”

Project Budget: The total budget for the proposed project is **\$8,500,000** including the cost of the land, site work, engineering and construction, permit fees, the installation of manufacturing line equipment, and electric/gas utility connections.

Approximately **7.4%** of the total budget, or **\$626,000** is proposed to be supported by TIF financing. The TIF increment is the difference between the base value and the current value in any given year, times the local tax rate.

The agreement is performance based, so the number of years it takes to reach the requested reimbursement amount depends on the actual increment generated each year.

In this case, the proposed agreement has two financial goals:

- A specific dollar amount for reimbursement of **\$626,000** or approximately **7.4%** of the total project investment.
- Use the TIF District to eliminate one element of uncertainty for the developer as they begin this expanded venture in Lake Zurich. Namely to reduce the immediate impact of the resulting property tax bill.

The TIF increment reimbursement would begin only after the project has been completed and the Certificate of Occupancy has been issued by the Village of Lake Zurich. Over the approximately 22 ½ years remaining in the TIF, the total reimbursement amount may not exceed a total of **\$626,000**.

Recommendation:

Attachment:

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2023-04-____

**AN ORDINANCE APPROVING A TAX INCREMENT FINANCE DEVELOPMENT
AGREEMENT BETWEEN THE VILLAGE OF LAKE ZURICH AND JGS LAKE ZURICH
WEST, LLC.**

WHEREAS, the Village of Lake Zurich, Illinois (the "*Village*") is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, pursuant to the Tax Increment Allocation Redevelopment Act of the State of Illinois, 65 ILCS 5/11-74.4-1, *et seq.*, as from time to time amended (the "*TIF Act*"), the President and Board of Trustees of the Village (collectively, the "*Corporate Authorities*") are empowered to undertake the redevelopment of a designated area within its municipal limits in which existing conditions permit such area to be classified as a "blighted area" or a "conservation area" as such terms are defined in the TIF Act; and,

WHEREAS, pursuant to its powers and in accordance with the requirements of the TIF Act, the Corporate Authorities, pursuant to Ordinance Nos. 2023-01-491, 2023-01-492 and 2023-01-493, adopted on January 4, 2023, approved a redevelopment plan and program (the "*Redevelopment Plan*") setting forth a plan for the development, redevelopment and revitalization of a redevelopment project area; designated a redevelopment project area known as the Lake Zurich Industrial Center Redevelopment Project Area (the "*Project Area*"); and adopted tax increment allocation financing for the Project Area; and,

WHEREAS, JGS Lake Zurich West, LLC, an Illinois limited liability company (the "*Developer*") has advised the Village that the Developer intends to renovate the property commonly known as 550 Enterprise Parkway, Lake Zurich, Illinois, and identified by parcel numbers 14-16-104-001 and 14-16-104-002 (the "*Subject Property*") by constructing a facility at the Subject Property to provide an upgraded manufacturing line (the "*Project*") in addition to its manufacturing facility of boat components at 1275 Ensell Road in the Village which it is currently expanding from 130,000 square feet to 172,119 square feet (the "*Business*"); and,

WHEREAS, the Developer has advised the Village that in order to proceed with this Project and complete the development of 33,000 square feet of a new manufacturing facility, financial assistance from the Village is necessary to proceed; and,

WHEREAS, the Corporate Authorities have determined that in order to induce the Developer to undertake the Project and operate the Business at the Subject Property it is in the best interests of the Village, and the health, safety, morals, and welfare of the residents of the Village, for the Village to provide financial

assistance pursuant to the terms of a development agreement between the Village and the Developer thereby eliminating blight factors found within the Project Area; increasing the tax base of the Village and taxing districts authorized to levy taxes upon the Subject Property; and providing job opportunities for its citizens.

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

Section 1: That the Development Agreement by and between the Village and the Developer, attached hereto and made a part hereof, is hereby approved and the Village President and Clerk are hereby authorized to execute and deliver said Agreement and undertake any and all actions as may be required to implement its terms on behalf of the Village.

Section 2: This Ordinance shall be in full force and effect immediately upon its passage by the President and Board of Trustees of the Village and approval as provided by law.

ADOPTED this 17th day of April 2023, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this _____ day of April, 2023

Village President

Attest:

Village Clerk

**DEVELOPMENT AGREEMENT BY AND BETWEEN THE
VILLAGE OF LAKE ZURICH, LAKE COUNTY, ILLINOIS AND
JGS LAKE ZURICH WEST, LLC**

THIS DEVELOPMENT AGREEMENT (the “*Agreement*”) is entered into as of the _____ day of April, 2023, by and between the Village of Lake Zurich, Lake County, Illinois, an Illinois municipal corporation (“*Village*”), and JGS Lake Zurich West, LLC, an Illinois limited liability company (“*Developer*”).

In consideration of the mutual covenants and agreements set forth in this Agreement, the Village and the Developer hereby agree as follows:

ARTICLE 1: RECITALS

1.1 The Village is engaged in the revitalization of its industrial properties within the industrial park of the Village which includes the property commonly known as 550 Enterprise Parkway, Lake Zurich, Illinois, and identified by parcel numbers 14-16-104-001 and 14-16-104-002 (“*Subject Property*”).

1.2 The Village has the authority pursuant to the laws of the State of Illinois, to promote the health, safety, and welfare of its inhabitants, to prevent the spread of blight, to encourage private development in order to enhance the local tax base, to increase job opportunities, and to enter into contractual agreements with third parties for the purpose of achieving these purposes.

1.3 Pursuant to the Tax Increment Allocation Redevelopment Act of the State of Illinois, 65 ILCS 5/11-74.4-1, *et seq.*, as from time to time amended (the “*TIF Act*”), the President and Board of Trustees of the Village (collectively, the “*Corporate Authorities*”) are empowered to undertake the redevelopment of a designated area within its municipal limits in which existing conditions permit such area to be classified as a “blighted area” or a “conservation area” as such terms are defined in the TIF Act.

1.4 To stimulate and induce redevelopment pursuant to the TIF Act, the Village, after giving all required notices, conducting a public hearing and making all findings required by law, on the 4th day of January, 2023, pursuant to Ordinance Nos. 2023-01-491, 2023-01-492 and 2023-01-493 approved a Redevelopment Plan and Program (the “*Redevelopment Plan*”) for an area designated as the Lake Zurich Industrial Center Redevelopment Project Area (the “*Project Area*”) which Project Area includes the Subject Property, and adopted tax increment financing for the payment and financing of “redevelopment project costs” incurred within the Project Area as authorized by the TIF Act.

1.5 The Developer has submitted a proposal to the Village to construct a facility at the Subject Property to provide an upgraded manufacturing line (the “*Project*”) in addition to its manufacturing facility of boat components at 1275 Ensel Road in the Village which it is currently expanding from 130,000 square feet to 172,119 square feet.

1.6 The Developer has advised the Village that in order to proceed with this Project and complete the development of 33,000 square feet of a new manufacturing facility, financial assistance from the Village is necessary to proceed.

1.7 After a review of all of the goals and objectives of the Redevelopment Plan and concluding that the Project, as presented by the Developer, is in furtherance of the Redevelopment Plan and the Village's future plan for its industrial park, the Village is prepared to provide the financial assistance to the Developer in accordance with the terms and conditions as hereinafter provided.

1.8 The Village believes that the Developer's investment in the Village to be increased with the development of the Subject Property as proposed, shall eliminate blight factors found within the Project Area; increase the tax base of the Village and taxing districts authorized to levy taxes upon the Subject Property; provide job opportunities for its citizens; and, improve the general welfare of the community and is therefore willing to provide the Developer with the financial assistance as hereinafter set forth.

ARTICLE 2: CONDITIONS PRECEDENT TO THE CONVEYANCE OF THE SUBJECT PROPERTY

2.1 Within thirty (30) days of the execution of this Agreement, the Developer shall submit to the Village an estimated budget listing all costs to be incurred (other than the cost of acquisition) to develop the Subject Property into a manufacturing facility, including all legal fees, architectural and design fees, engineering and site preparations and any other cost as may be required to complete the Project (the "*Project Budget*").

2.2 Within thirty (30) days after the submission of the Project Budget, the Developer shall submit to the Village proof of financing in an amount equal to the Project Budget.

ARTICLE 3: DEVELOPER OBLIGATIONS

3.1 On or before July 31, 2023, the Developer shall have obtained all approvals, consents, building permits as required by all applicable Village ordinances to construct the Project, and shall have paid all fees in connection therewith.

3.2 The Developer covenants and agrees to commence construction of the Project on or before August 31, 2023, in accordance with all permits and approvals.

3.3 On or before March 31, 2024, the Developer shall have completed construction of the Project and have been issued a certificate of occupancy for the Subject Property.

3.4 Upon completion of the Project, the Developer shall deliver to the Village copies of all paid bills, receipts and all other documentation evidencing an investment in the Subject Property to complete the construction of the Project of no less than \$8,500,000. In addition, the Village shall review all documentation submitted by the Developer to confirm no less than six hundred twenty six thousand dollars (\$626,000) has been expended for the Redevelopment Project Costs as listed on *Exhibit A*.

3.5 The Developer further covenants and agrees during the term of this Agreement:

- (a) Not to sell, transfer, gift or convey the Subject Property for the term of this Agreement without the consent of the Village.

- (b) To maintain the Subject Property in accordance with all applicable Village Codes throughout the term of this Agreement.
- (c) To pay all fees, licenses, taxes of any kind assessed upon the Subject Property, including real estate taxes throughout the term of this Agreement.

ARTICLE 4: VILLAGE OBLIGATIONS

4.1 The Village has established a special tax allocation fund solely for the Project Area (the “STAF”) into which the Village shall deposit all Incremental Taxes, as defined below, generated from the Project Area.

4.2 Following the date of the issuance of a Certificate of Occupancy for the Subject Property, on December 1 thereafter or ten (10) days following the date the Village receives Incremental Taxes from the final installment of real estate taxes and each December 1 thereafter during the term of this Agreement, seventy-five percent (75%) of the Incremental Taxes with respect to the Subject Property shall be transferred from the STAF and deposited into the JGS Lake Zurich West Subaccount of the STAF (which Subaccount shall be automatically created by the ordinance approving this Agreement) and used to reimburse the Developer for eligible “Redevelopment Project Costs”, as defined below, in an amount not to exceed \$626,000 in accordance with the procedures set forth in Article 5.

4.3 As used in this Agreement, “Incremental Taxes” shall mean the amount in the STAF equal to the amount of ad valorem taxes, if any, paid in respect of the Project Area and its improvements which is attributable to the increase in the equalized assessed value of all the parcels of property located herein over the initial equalized assessed value of said parcels.

4.4 As used in this Agreement, “Redevelopment Project Costs” shall mean and include all costs and expenses defined as “redevelopment project costs” in Section 11-74.4-3(q) of the TIF Act.

ARTICLE 5. PROCEDURES TO REIMBURSE THE DEVELOPER

5.1 So long as no notice of default has been issued and remains outstanding as provided in Article 7 hereof, on December 1 of each year commencing the year following the issuance of a Certificate of Occupancy for the Subject Property, the City shall use the funds in the JGS Lake Zurich West Subaccount to reimburse the Developer for Redevelopment Project Costs as listed on *Exhibit A* attached hereto and continue on December 1 each year thereafter during the term of this Agreement until the Developer has received a total of six hundred twenty-six thousand dollars (\$626,000).

5.2 THE VILLAGE’S OBLIGATION TO REIMBURSE THE DEVELOPER UNDER THIS AGREEMENT IS A LIMITED OBLIGATION PAYABLE SOLELY FROM INCREMENTAL TAXES DEPOSITED INTO THE JGS LAKE ZURICH WEST SUBACCOUNT OF THE STAF FROM TIME TO TIME AND SHALL NOT BE SECURED BY THE FULL FAITH AND CREDIT OF THE VILLAGE.

ARTICLE 6. REPRESENTATIONS, WARRANTIES, AND COVENANTS

6.1 To induce the Village to enter into this Agreement and to adopt the ordinances and resolutions and grant the rights herein provided to the Developer, the Developer represents, covenants, warrants, and agrees, as the basis for the undertakings on the Developer's part herein contained, that:

- (a) All representations and agreements made by the Developer in the Agreement are true, complete, and accurate in all respects.
- (b) The Developer is an Illinois limited liability company duly formed and existing under the laws of the State of Illinois authorized to do business in Illinois, and the Developer has the power to enter into, and by proper action has been duly authorized to execute, deliver, and perform, this Agreement. The Developer will do, or cause to be done, all things necessary to preserve and keep in full force and effect its existence and standing as a limited liability company authorized to do business in the State of Illinois for so long as the Developer is developing and constructing the Development Plans.
- (c) The execution, delivery, and performance of this Agreement by the Developer, the consummation of the transactions contemplated hereby, and the fulfillment of or compliance with the terms and conditions of this Agreement shall not conflict with or result in a violation or breach of any of the terms, conditions, or provisions of any offering or disclosure statement made, or to be made, on behalf of the Developer, or any restriction, organizational document, agreement, or instrument to which the Developer, or any of its partners or venturers, is now a party or by which the Developer, or any of its partners or venturers, is bound, or constitute a default under any of the foregoing.

6.2 The Developer further warrants there are no actions at law or similar proceedings either pending or, to the best of the Developer's knowledge, threatened against the Developer that would materially or adversely affect:

- (i) The ability of the Developer to proceed with the development of the Subject Property;
- (ii) The Developer's financial condition;
- (iii) The level or condition of the Developer's assets as of the date of this Agreement; or,
- (iv) The Developer's reputation.

6.3 To induce the Developer to enter into this Agreement and to undertake the performance of its obligations under this Agreement, the Village represents, covenants, warrants and agrees as follows:

- (a) All representations and agreements made by the Village in this Agreement are true, complete, and accurate in all respects.

- (b) The Village has the power to enter into and perform its obligations under this Agreement and by proper action has duly authorized the Village President and Village Clerk to execute and deliver this Agreement.
- (c) The execution, delivery, and performance of this Agreement by the Village, the consummation of the transactions contemplated hereby and the fulfillment of or compliance with the terms and conditions of this Agreement shall not conflict with or result in a violation or breach of the terms of any order, agreement, or other instrument to which the Village is a party or by which the Village is now bound.

ARTICLE 7: ENFORCEMENT AND REMEDIES

7.1 Enforcement: Remedies. The Village may enforce or compel the performance by the Developer of this Agreement, in law or in equity, by suit, action, mandamus, or any other proceeding, including specific performance. Notwithstanding the foregoing, the Developer agrees that it will not seek, and does not have the right to seek, to recover a judgment for monetary damages against the Village or any elected or appointed officials, officers, employees, agents, representatives, engineers, consultants, or attorneys thereof, on account of the negotiation, execution, or breach of any of the terms and conditions of this Agreement.

7.2 Notice; Cure; Self-Help. In the event of a breach of this Agreement by the Developer, the Village agrees that, unless specifically provided otherwise by any other provision of this Article 5, the Developer shall have thirty (30) days after notice of any breach delivered in accordance with Article 8 to correct the same prior to the pursuit of any remedy provided for in Section 5; provided, however, that the 30-day period shall be extended, but only (i) if the alleged breach is not reasonably susceptible to being cured within the 30-day period, and (ii) if the Developer has promptly initiated the cure of the breach, and (iii) if the Developer diligently and continuously pursues the cure of the breach until its completion. If the Developer shall fail to perform any of its obligations under this Agreement, and if the Village shall have given written notice of the default to the Developer, and if the Developer shall have failed to cure the default as provided in this Section 5.2, then, except as specifically provided otherwise in the following sections of this Article 5 and in addition to any and all other remedies that may be available either in law or equity, the Village shall have the right (but not the obligation) to take any action as in its discretion and judgment shall be necessary to cure the default. In any event, the Developer hereby agrees to pay and reimburse the Village for all costs and expenses reasonably incurred by it in connection with action taken to cure the default, including attorney's fees and court costs.

7.3 Any of the following events or circumstances shall be an event of default by Developer with respect to this Agreement:

- (a) If any material representation made by the Developer in this Agreement, or in any certificate; notice, demand to the Village; or request made by the Village in connection with any of documents, shall prove to be untrue or incorrect in any material respect as of the date made.

- (b) Default by the Developer in the performance or breach of any material covenant contained in this Agreement concerning the existence, structure, or financial condition of the Developer.
- (c) The Developer's default in the performance or breach of any material covenant, warranty, or obligation contained in this Agreement.
- (d) The Developer's breach of the covenants and warranties as set forth in Section 4.3.
- (e) The entry of a decree or order for relief by a court having jurisdiction in the premises in respect of the Developer in an involuntary case under the federal bankruptcy laws, as now or hereafter constituted, or any other applicable federal or state bankruptcy, insolvency, or other similar law, or appointing a receiver, liquidator, assignee, custodian, trustee, sequestrator, or similar official of the Developer for any substantial part of its property, or ordering the winding-up or liquidation of its affairs and the continuance of any such decree or order un-stayed and in effect for a period of 60 consecutive days. There shall be no cure period for this event of default.
- (f) The commencement by the Developer of a voluntary case under the federal bankruptcy laws, as now or hereafter constituted, or any other applicable federal or state bankruptcy, insolvency, or other similar law, or the consent by the Developer to the appointment of or taking possession, by a receiver, liquidator, assignee, trustee, custodian, sequestrator, or similar official of the Developer or of any substantial part of the Developer's property, or the making by any such entity of any assignment for the benefit of creditors or the failure of the Developer generally to pay such entity's debts as such debts become due or the taking of action by the Developer in furtherance of any of the foregoing. There shall be no cure period for this event of default.

7.4 The Village shall have the following remedies in the event of default by the Developer:

- (a) In the case of an event of default by the Developer, the Village may institute such legal proceedings as may be necessary to enforce the obligations of the Developer hereunder and no further reimbursements shall be made to the Developer.
- (b) In case the Village shall have proceeded to enforce its rights under this Agreement and such proceedings shall have been discontinued or abandoned for any reason or shall have been determined adversely to the Village, then, and in every such case, the Developer and the Village shall be restored respectively to their several positions and rights hereunder, and all rights, remedies and powers of the Developer and the Village shall continue as though no such proceedings had been taken.

7.5 The Developer agrees to indemnify the Village, and all of its elected and appointed officials, officers, employees, agents, representatives, engineers, consultants, and attorneys, against any and all claims that may be asserted at any time against any of such parties in connection

with or as a result of (i) the Developer's development, construction, maintenance, or use of any property; or, (ii) the Developer's default under the provisions of this Agreement.

ARTICLE 8: GENERAL PROVISIONS

8.1 The Developer acknowledges and agrees that (i) the Village is not, and shall not be, in any way liable for any damages or injuries that may be sustained as the result of the Village's review and approval of any plans or improvements or as a result of the issuance of any approvals, permits, certificates, or acceptances for the development or use of any portion of the Subject Property or the improvements and (ii) the Village's review and approval of any plans and the issuance of any approvals, permits, certificates, or acceptances does not, and shall not, in any way be deemed to insure the Developer, or any of its successors, assigns, tenants, or licensees, or any third party, against violations or damage or injury of any kind at any time.

8.2 The Developer shall hold harmless the Village, and all of its elected and appointed officials, employees, agents, representatives, engineers, consultants, and attorneys from any and all claims that may be asserted at any time against any of such parties in connection with (i) the Village's review and approval of any plans or improvements or (ii) the Village's issuance of any approval, permit or certificate. The foregoing provision, however, shall not apply to claims made against the Village as a result of a Village event of default under this Agreement, claims that are made against the Village that relate to one or more of the Village's representations, warranties, or covenants under Section 6.3 and claims that the Village, either pursuant to the terms of this Agreement or otherwise explicitly has agreed to assume.

8.3 The Village shall be under no obligation to exercise rights granted to it in this Agreement except as it shall determine to be in its best interest from time to time. Except to the extent embodied in a duly authorized and written waiver of the Village, no failure to exercise at any time any right granted herein to the Village shall be construed as a waiver of that or any other right.

8.4 Time is of the essence of this Agreement, provided, however, a party shall not be deemed in material breach of this Agreement with respect to any of its obligations under this Agreement on such party's part to be performed if such party fails to timely perform the same and such failure is due in whole or in part to any strike, lock-out, labor trouble (whether legal or illegal), civil disorder, weather conditions, failure or interruptions of power, restrictive governmental laws and regulations, condemnations, riots, insurrections, acts of terrorism, war, fuel shortages, accidents, casualties, floods, earthquakes, fires, acts of God, epidemics, quarantine restrictions, freight embargoes, acts caused directly or indirectly by the other party (or the other party's agents, employees or invitees) or similar causes beyond the reasonable control of such party ("Force Majeure"). If one of the foregoing events shall occur or either party shall claim that such an event shall have occurred, the party to whom such claim is made shall investigate same and consult with the party making such claim regarding the same and the party to whom such claim is made shall grant any extension for the performance of the unsatisfied obligation equal to the period of the delay, which period shall commence to run from the time of the commencement of the Force Majeure; provided that the failure of performance was reasonably caused by such Force Majeure.

8.5 This Agreement may not be assigned by the Developer without the prior written consent of the Village, which consent shall not be unreasonably withheld.

ARTICLE 9. TERM

9.1 This Agreement shall be in full force and effect upon its execution by the parties and terminate upon the first to occur: (i) payment to the Developer six hundred twenty-six thousand dollars (\$626,000) in full of the Initial Payment and the Note; or, (ii) December 31, 2046.

ARTICLE 10. NOTICES

10.1 All notices and other communications in connection with this Agreement shall be in writing and shall be deemed delivered to the addressee thereof (a) when delivered in person on a business day at the address set forth below, or (b) on the third business day after being deposited in any main or branch United States post office, for delivery by properly addressed, postage prepaid, certified or registered mail, return receipt requested, at the address set forth below, or (c) by facsimile or email transmission, when transmitted to either the facsimile telephone number or email address set forth below, when actually received.

Notices and communications to Developer shall be addressed to, and delivered at, the following addresses:

with a copy to:

JGS Lake Zurich West, LLC
550 Enterprise Parkway
Lake Zurich, Illinois 60047

Notices and communications to the Village shall be addressed to and delivered at these addresses:

with a copy to:

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

Kathleen Field Orr
2024 Hickory Road, Suite 205
Homewood, Illinois 60430

By notice complying with the requirements of this Article, each party shall have the right to change the address or addressee, or both, for all future notices and communications to such party, but no notice of a change of address or addressee shall be effective until actually received.

ARTICLE 11. IN GENERAL

11.1 No modification, addition, deletion, revision, alteration, or other change to this Agreement shall be effective unless and until the change is reduced to writing and executed and delivered by the Village and the Developer. No term or condition of this Agreement shall be deemed waived by any party unless the term or condition to be waived, the circumstances giving rise to the waiver and, where applicable, the conditions and limitations on the waiver are set forth specifically in a duly authorized and written waiver of such party. No waiver by any party of any term or condition of this Agreement shall be deemed or construed as a waiver of any other term or

condition of this Agreement, nor shall waiver of any breach be deemed to constitute a waiver of any subsequent breach whether of the same or different provisions of this Agreement.

11.2 No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made, or be valid, against the Village or the Developer.

11.3 This Agreement shall constitute the entire agreement of the Parties; all prior agreements between the Parties, whether written or oral, are merged into this Agreement and shall be of no force and effect.

11.4 This Agreement is to be executed in two or more counterparts, each of which shall be deemed an original but all of which shall constitute the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below their respective signatures, to be effective as of the date first written above.

VILLAGE OF LAKE ZURICH

Attest:

By: _____
Village President

By: _____
Village Clerk

Date: _____, 2023

JGS Lake Zurich West, LLC, an Illinois
Limited liability company

By: _____

Date: _____, 2023

Exhibit A

Redevelopment Project Costs

Sale Preparation

Engineering

Architectural

Legal Fees



At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

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

MEMORANDUM

Date: April 17, 2023

To: Ray Keller, Village Manager

From: Sarosh Saher, Community Development Director
Kyle Kordell, Assistant to the Village Manager

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

Re: Comprehensive Plan Update Award of Contract to Teska Associates

Issue: Consideration to award a contract to Teska Associates for the preparation of the Village's Comprehensive Plan Update. The purpose of the update is to identify recent and forthcoming economic development trends and land use patterns to chart a path forward for continued economic growth in Lake Zurich over the next 10-20 years. The FY-2023 Budget currently includes \$50,000 in funding for the update to the Comprehensive Plan.

The Village has received two proposals for a comprehensive plan update – from Teska Associates and The Lakota Group.

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

- Update Regulations and Develop Proactive Policies which will include Revisions of the Comprehensive Plan

Background: The Comprehensive Plan was last updated in 2003. In 2018, Village staff began working on an update, but placed it on hold due to the significant economic, social and behavioral changes that resulted from the Pandemic beginning in 2020.

The Village had budgeted \$50,000 though an amendment in FY2022, following which a Request for Proposals (RFP) was sent out to consultants. However, the RFP did not yield any interest from Chicago area planning consulting firms. The reasons cited were that the \$50,000 set aside for the project was not sufficient enough to address the requested scope of work.

Comprehensive Plan Update – Award of Contract
April 17, 2023

Village Staff subsequently re-issued an RFP in January 2023, but with a revision to remove any indication of a cap on the costs and expenses to determine what interested consulting firms believed would be an appropriate market cost to complete the project.

Analysis: The Village received two proposals based on the revised RFP that was sent out in January – from Teska Associates and from The Lakota Group. Both proposals included additional consultants to perform specific specialty tasks.

Following is a summary on both proposals.

- Both teams were full responsive to the requirements of the RFP;
- Both teams proposed a conventional process including community assessment, engagement, analysis, visioning, goals, branding, plan preparation including preliminary and final plan documents;
- Neither team focused heavily on the preparation of sub-area plans other than mentioning them;
- Both teams proposed formation of a steering committee with meetings, public input meetings, pop-up events, web-pages for the process, and draft documents that were relatively similar;
- Both teams proposed a cost and timeline for their projects; and
- Both teams have had substantial experience in having prepared comprehensive plans in the past, many of which were in the vicinity and the region of Lake Zurich including Lake County and Northeast Illinois.

Following is a brief comparative analysis of both team, their proposals and experience:

<u>Team Teska</u>	<u>Team Lakota</u>
Total Cost - \$119,555	Total Cost – \$153,037
Timeline: April 2023-August 2024 – 16 months	Timeline: April 2023-April 2024 – 12 months
<u>Personnel:</u> Teska Associates, Inc. – 6 personnel – project lead and planning, zoning analysis, market, housing analysis Epstein – 3 personnel – transportation, bike and pedestrian analysis Egret + Ox – 1 person – planning and existing conditions analysis	<u>Personnel:</u> The Lakota Group – 3 personnel – project lead and planning Manhard Consulting – 4 personnel – civil engineering and planning SB Friedman – 2 personnel – demographics, market analysis, housing Sam Schwartz Associates – 3 personnel – transportation, bike and pedestrian analysis Duncan Associates – 1 person – Zoning code analysis Total personnel – 13
Total personnel – 10	
Highlighted past projects <i>Pertinent local area Comprehensive Plans:</i>	Highlighted past projects <i>Pertinent local area Comprehensive Plans:</i>

Comprehensive Plan Update – Award of Contract
April 17, 2023

<ul style="list-style-type: none"> - Frankfort - Rolling Meadows - Carpentersville - Deer Park (strategic plan) <p><i>Other:</i></p> <ul style="list-style-type: none"> - Lake Zurich D95 May Whitney – landscape plan - Libertyville – TOD Plan - Lockport – Zoning ordinance update - Glenview Bike & Pedestrian Plan - Northbrook Bike & Pedestrian Plan - Beach Park – Northshore trail plan 	<ul style="list-style-type: none"> - Libertyville - Yorkville - Round Lake Beach <p><i>Other</i></p> <ul style="list-style-type: none"> - Winnetka – Market Analysis - Libertyville – Market Analysis - Waukegan – Market Analysis - Bartlett & Streamwood – Bike and Pedestrian Plan - Lemont – Downtown Parking and Civic Space Study
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Recommendation: Based on the review of the two proposals staff recommends the following:

- Enter into a contract with Teska Associates and their team based on their proposal to complete the update to the Comprehensive Plan at a lower cost, a reasonable timeline, local experience, and focus of personnel within the project lead company performing most tasks.
- Allocate additional funding in the amount of \$70,000 in a future budget amendment ordinance for Board action.

Attachments:

A. Proposal from Teska Associates

● Page 3

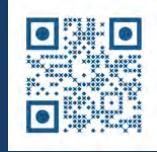


TEAM TESKA SUBMITTAL
FEBRUARY 10, 2023



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***Scan the QR code to
go on a virtual joyride
through Lake Zurich!***





Dear Mr. Saher and Mr. Kordell,

February 10, 2023

Teska has had the pleasure of getting to know Lake Zurich through a longstanding relationship and many past projects. It would be a privilege to partner with the Village again to prepare its comprehensive plan update. Our team's experience and local expertise provide the foundation for creating a plan with lasting value, community-rooted visions, and actionable successes for the now, near and next.

These are challenging, yet exciting, times for municipalities: questions related to the economy, direction of office and retail markets, the surge in industrial development and housing prices, and now rising interest rates create a perfect storm of uncertain and shifting opportunities. Lake Zurich has taken measures to meet these challenges and updating the comprehensive plan is an important and timely next step.

Lake Zurich residents clearly cherish their wonderful schools, facilities, safe neighborhoods and natural assets. They also crave a more vibrant, connected downtown with opportunities for connection, arts and culture. We proposed a planning process that is steeped in community engagement techniques that nourishes residents and business operators to buy into the plan. It's an opportunity to untap potential, refine and give vision to focus areas, and strengthen Lake Zurich's sense of place and sense of community. The Village is at the perfect point in history to connect with residents, new and long-standing, and let them know Lake Zurich is committed to achieving their hopes for the future.

Our proposal includes qualifications and background materials for Teska and our two team partners: Epstein and Egret + Ox. Our team's approach to preparing the Lake Zurich Comprehensive Plan Update will look at local issues and opportunities in the context of national and regional market realities, land use, and character districts. We will identify the special and specific needs of Lake Zurich and set a course for how objectives can be addressed over the near and long term. That process includes meaningful and fun public engagement, expert assessment of markets and community issues, and thoughtful discussions between Village officials, staff, and our team. The final product will provide a critical tool in defining and pursuing community goals and objectives.

We very much appreciate the opportunity to provide this proposal and look forward to discussing it with you further. All members of our project team are committed to performing the scope of work described.

Sincerely,

Lee M. Brown, FAICP
President & Principal
Principal-in-Charge

Erin Cigliano, AICP
Principal & Designer
Community Engagement Lead

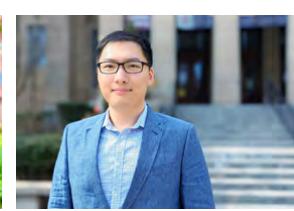
Francesca S. Lawrence, AICP
Senior Planner
Project Manager

teska associates inc

627 Grove Street, Evanston, IL 60201 office 847 869-2015 www.TeskaAssociates.com

1 | Meet the Team

It's our pleasure to introduce you to Team Teska aka Team Lake Zurich!
Teska, Epstein and Egret + Ox have come together to respond to the
custom needs and opportunities presented by the Village of Lake Zurich's
Comprehensive Plan Update.

	<p>Teska Associates, Inc. will serve as lead consultant: facilitating the process, coordinating with the Village, and ensuring all aspects of the team's progress matches Village goals. We will lead engagement efforts and all plan elements, with the exception of those covered by our subconsultants' areas of expertise.</p>			
<p>Epstein will lead multi-modal transportation analysis and recommendations with a keen focus on bike and pedestrian recommendations, utility infrastructure, special areas, corridors, and related conditions analysis will also be a focus.</p>				
				
		<p>Teska, Epstein, and Egret + Ox Planning have teamed and collaborated on many past projects. We have a great working relationship, history and synergy of skillsets. We look forward to the opportunity to apply such in Lake Zurich.</p>	2	

1 | Meet the Team · Firm Profiles



Teska LEAD CONSULTANT

- Planning
- Engagement
- Economics
- Design
- Zoning
- Placemaking
- Project Management

EVANSTON OFFICE
627 Grove St.
Evanston, IL 60261
847.869.2015



Teska Associates, Inc., founded in 1975, is a planning and landscape architecture firm with a twenty-two person professional staff based in Evanston and Plainfield, Illinois. The firm specializes in community planning, creative engagement, economic development, landscape architecture, and site design. Teska has completed hundreds of comprehensive plans, corridor/sub-corridor plans, special area, neighborhood and downtown plans, and transit-oriented/urban redevelopment projects - all of which incorporate cutting edge designs, new media, outreach tools, and visualization graphics to enhance the clarity and usability of plans.

BUILDING RELATIONSHIPS

We cherish long-term client-consultant relationships, built by listening intently to client needs, maintaining clear and frequent contact, providing timely and responsive service, and exceeding expectations.

CREATING LIVABLE COMMUNITIES

We are passionate about creating livable communities; places with a strong economy, walkable and safe streets, and great venues to play and interact with neighbors.

GOING THE EXTRA MILE

We know that our success is based on the quality of our service. At Teska, quality service is based on responsiveness, anticipation of needs, maintaining flexibility, and creative and efficient problem solving.

HONEST ANSWERS TO TOUGH QUESTIONS

We provide solutions that are creative and realistic. Based on our experience and analysis, we sometimes have to tell a client that in our opinion an idea won't work - but that rejection is quickly followed by a solution that works.

1 | Meet the Team · Firm Profiles



EPSTEIN is a Chicago-based transportation, engineering, architecture and construction company that specializes in developing sustainable solutions for clients in the transportation, commercial, and industrial sectors. As an employee-owned firm with over 200 employees worldwide, the firm provides clients with full-service planning, engineering and design services.

Founded in 1921, Epstein has been involved in the delivery of numerous significant infrastructure projects for the greater Chicagoland region. These projects include the \$11M Addison Underbridge Trail Connection, \$3.4B Illinois Tollway Elgin O'Hare Western Access, \$30M Illinois Tollway Open Road Tolling Plaza 52 on I-88 at Highland Avenue, as well as two new runways at O'Hare International Airport.

Epstein's Civil Engineering group is experienced in all aspects of transportation, infrastructure planning and design including feasibility studies, master plans, grant writing assistance, cost estimating, and public involvement.

- Access/Circulation Planning & Design
- Bike Trails/Shared Use Paths
- 3D Modeling and Rendering
- Conceptual Design
- Location Analysis & Site Selection Studies
- Intersection Design Studies & Traffic Analyses
- Stormwater and Sewer Improvements

Egret & Ox Planning, LLC is a minority-owned small business providing a range of community planning services. Serving as Principal Planner, Todd Vanadilok, AICP, started Egret & Ox Planning in 2017 to provide planning services that meet the varying needs of clients and strengthen our communities. Todd works with municipalities, community organizations, academic institutions, and community members to meet their goals and create just, equitable spaces.

Advocating for diversity, equity, and inclusion in our communities is a core value both personally and professionally. Todd engages stakeholders in the planning process and creates graphically rich maps, exhibits, and documents to communicate information clearly and efficiently.



Greg Osborne, PEVP
Director of Civil Engineering
600 West Fulton Street
Chicago, IL 60661
p: 312 429 8272
e: gosborne@epsteinglobal.com



Todd Vanadilok, AICP
Principal Planner
c: (847) 971-5131
e: todd@egretandox.com
Founded in Fort Collins
Based in Chicago

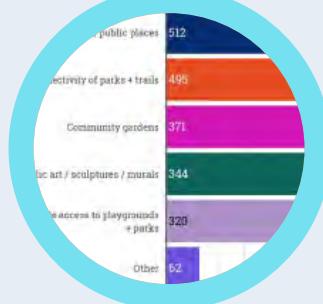
2 | Approach

Our team's understanding of the project and overall approach to preparing the Lake Zurich Comprehensive Plan is outlined in this section. The creative and proven techniques described here are general examples that are always customized to reflect local experiences, needs, and capacities.

Teska's Planning Process

1 BUILD AWARENESS + BUZZ

How do you get the word out about the planning process, engage the community, and raise awareness? Creative marketing and project promotion, of course. Print and digital avenues as well as community events and interactive installations will come into play to kick-off Lake Zurich's planning process.



2 ASK + LEARN

Through stakeholder interviews, polls, virtual and in-person community events we will focus on specific topics, questions, needs and opportunities. The findings of this collective feedback will be merged with data and research to develop future strategies.

3 PRIORITY + VISUALIZE

With data, future projects, and consensus outlined, the next step is developing a clear direction with regards to policies, goals, and recommendations. Project themes, strategies and priorities are developed for review.



4 DESIGN + REFINE

Behind every good plan is sound implementation. Teska works with local leaders, developers, property owners, and others to prepare near-term projects and phased actions to ensure steady progress towards goals.

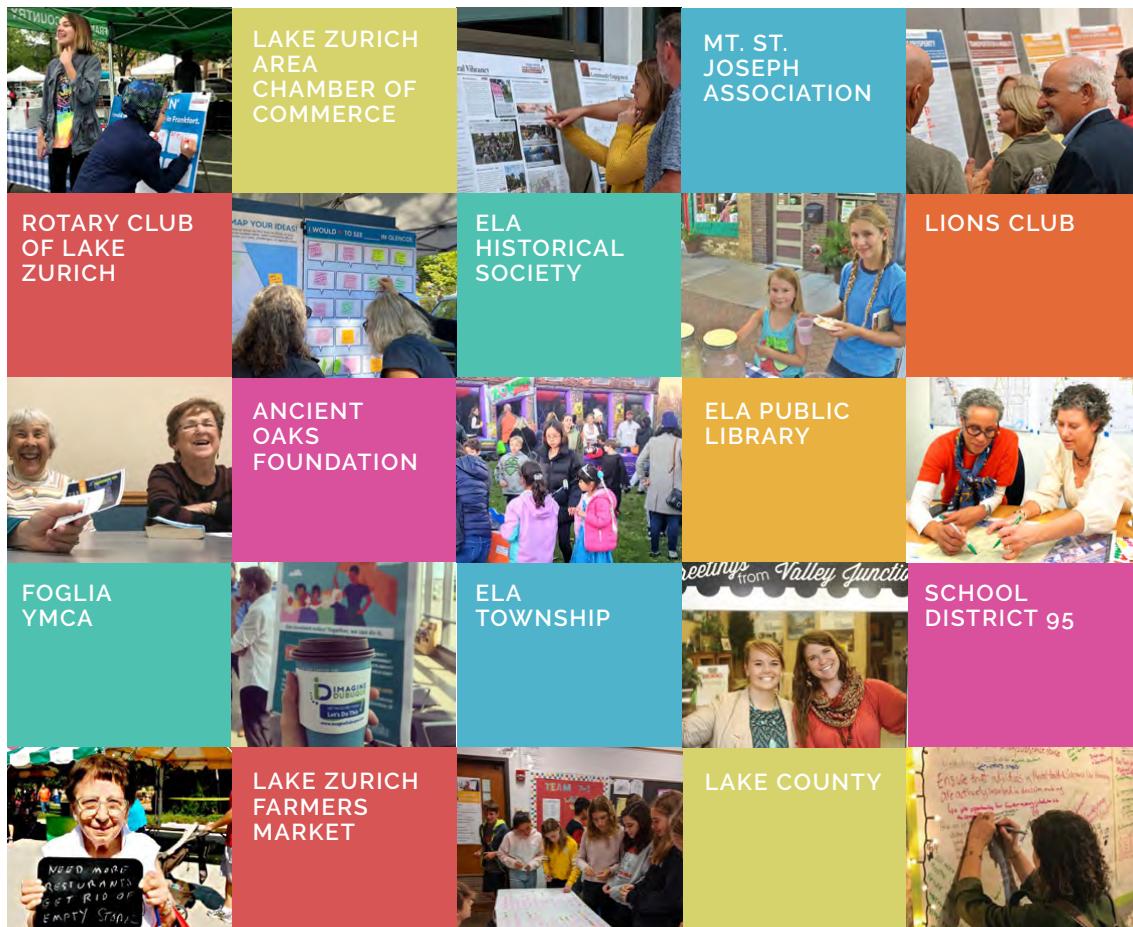
2 | Approach · Community Engagement Overview

BUILDING UNITY + SENSE OF COMMUNITY

Our Team's community engagement efforts are recognized for their meaningful, transparent, and creative approaches, having earned multiple APA awards across different states. Our outreach process leads to clear priorities, stronger partnerships, and a foundation for successful implementation. We not only understand the importance of engagement as a cornerstone to planning, our Team's experience in Lake County and Lake Zurich provides familiarity and depth.

Teska's approach to planning centers around building community connections. Engagement as part of the Comprehensive Plan is an opportunity to understand and strengthen those connections and Lake Zurich's sense of community. Below is a sampling of some of the local organizations and institutions we may seek to engage with.

The Village is at the perfect point in history to connect with residents, new and long-standing, and let them know Lake Zurich is committed to achieving their hopes for the future.

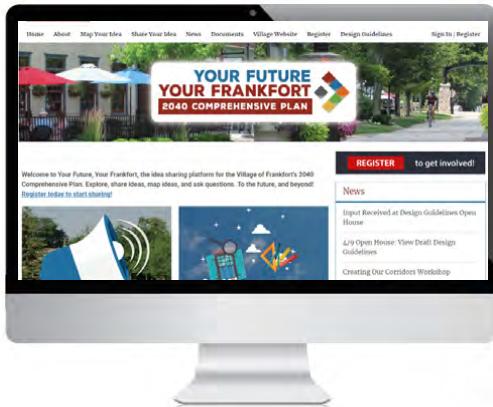


COMMUNITY ENGAGEMENT PHOTOS FROM TESKA-LED PLANNING & OUTREACH EVENTS

2 | Approach · The Power of Visuals & Interactive Media

INTERACTIVE WEBSITE

A custom-designed and branded project website with interactive community mapping and tools will grow and evolve over the course of the project. The website serves as a virtual hub for folks to learn, share, ask questions and subscribe for updates.



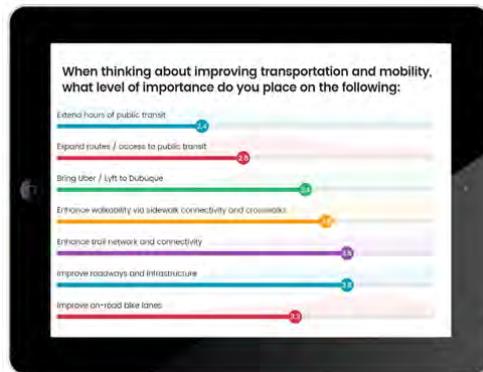
INFOGRAPHICS

Creative and compelling visuals help communicate information and complex topics clearly. In addition to guiding the reader's eye, infographics improve cognition and memory retention! Teska is a big proponent of the use of visual data in our projects.



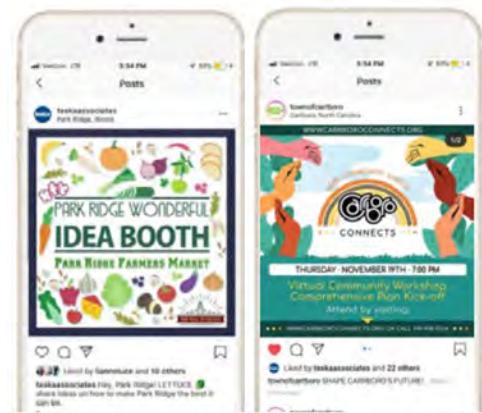
COMMUNITY POLLS

During the project we will develop polls to engage, build consensus, and showcase transparency. These help us get "pulse-checks" from the community on visions and priorities, which we report-back and use to guide next steps and recommendations.

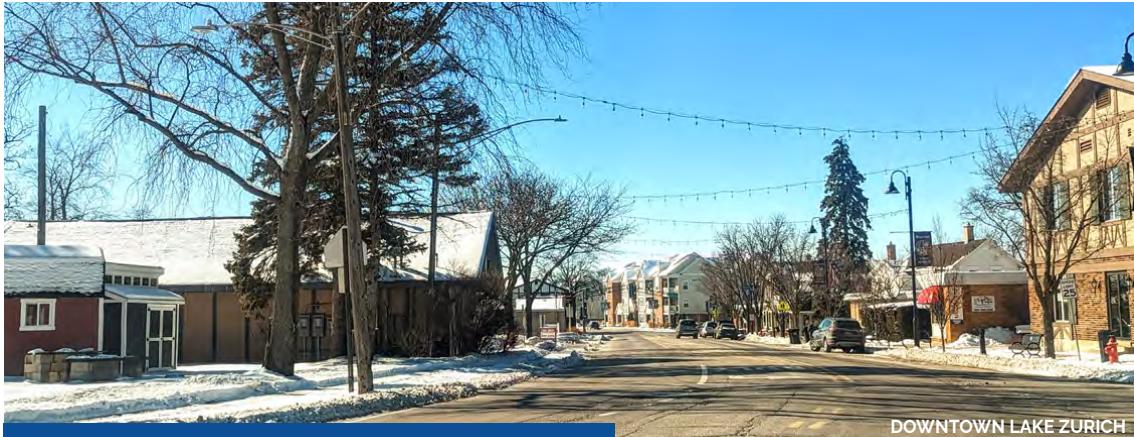


MARKETING

Effective plan marketing starts with a strong brand, great graphics, and on-point messaging. Graphically rich marketing materials are utilized throughout the project and provided to staff to maximize awareness and public engagement.



2 | Approach · Shaping a Vibrant, Resilient Lake Zurich



Future Proofing & Placemaking

Ahead of the Curve: Planning for the Now, Near & Next

While comprehensive planning is a significant undertaking... the end-goal is refreshingly simple: Develop a clear set of policies and actionable objectives that will guide Lake Zurich to become (and continue to be) its best self. Now how do we get there...

Planning a more vibrant, connected and resilient Lake Zurich requires understanding the Village's past and present forces. What is working, what has been done, what do market conditions point to, and what do folks need and want improved. Detailed analysis and thoughtful community engagement, paired with our team's local knowledge and expertise, provide the foundation for creating a plan with lasting value and actionable success in Lake Zurich.

Together we will unpack the issues and constraints to arrive at meaningful, achievable opportunities and visions for Lake Zurich.

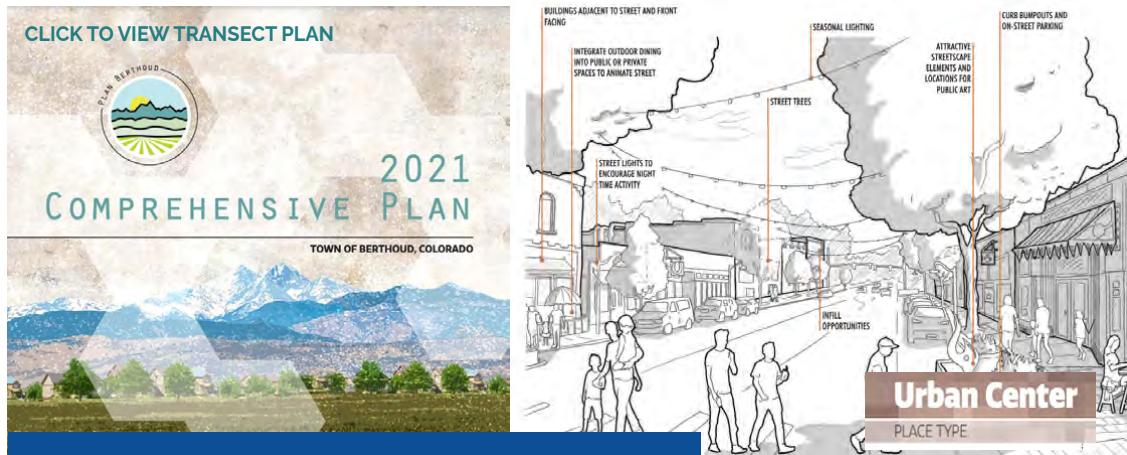
Re-Evaluating & Re-Inventing: Form, Function and Placemaking

It was inspiring to read that nearly all Lake Zurich residents polled as part of the 2021 National Community Survey were, *"supportive of using sections of parking lots or vacant lots for outdoor dining or retail, converting large vacant buildings to smaller retail/office spaces, allowing underdeveloped lots to be used for overflow parking, changing zoning requirements to accommodate food trucks, and creating small areas on streets for retail."*

Despite the hardships of covid, the pandemic did share a few silver linings. One of our favorite lasting elements is the innovative ways communities and residents rallied to support their local businesses and came together in non-traditional settings to create "place" and memories.

People crave connection. Social health is a form of mental health. Providing places, spaces, events and reasons for residents, neighbors and friends to come together is essential to super-charging quality of life in Lake Zurich and activating underutilized sites and areas in town.

2 | Approach · Shaping a Vibrant, Resilient Lake Zurich



Transect Approach & Transportation

Transect Approach: Land Use & Character Districts

Inspired by New Urbanist smart growth principles, the transect approach analyzes the character, form and transition of varying community districts to enhance placemaking, balanced growth and sustainable development. Transect planning is particularly useful for communities like Lake Zurich that have delineations in development scales ranging from low intensity (e.g., single-family residential, parks, open space, etc.) to moderate/high intensity (e.g., downtown, commercial corridors, industrial areas). Transect planning generates an inspired and informed Future Land Use Plan by:

- Acknowledging Lake Zurich's distinct neighborhoods, corridors, and districts
- Protecting critical natural resources; and
- Planning & designing spaces through the lens of how people experience them

If the Village sees value here, the transect approach would be explored as part of the project kick-off and discussions with staff. Exploration of place types and character districts would continue via early engagement with the project steering committee and be integrated throughout the planning process.

Community Connections: Transportation & Infrastructure

A connected community with a strong local core creates a ripple effect that radiates activity in all directions. Supporting and strengthening community access and cohesion through land use planning, transportation, ped/bike improvements and infrastructure investments will be assessed from multiple perspectives to understand conditions, community objectives, and to provide a clear vision for focus areas. Lake Zurich's bicycle and pedestrian network will be reviewed for update and inclusion in the Plan Update. Work will focus on improvements within the existing rights-of-way, opportunity for new trails, and adding walking and bicycling infrastructure to roadway widening or extensions. Our team can offer guidance on the development of a Complete Streets policy, ordinance, or resolution to pursue grants and position the Village to be recognized as a Bicycle Friendly Community (BFC) by the League of American Bicyclists.

To see an example of a Transect Land Use Approach in action, [click here](#) to view the 2021 Comprehensive Plan for the Town of Berthoud, Colorado.

- Project Team Member: Egret + Ox Planning

2 | Approach · Shaping a Vibrant, Resilient Lake Zurich



Focus Areas & Team Work

Focus Areas + Supplemental Plans: Annexation, Infill, Corridors, & Redevelopment

Planning for sites and corridors must understand the area's history, current role in the community, design character, and how it can best serve the needs of the Village. We will work to identify the core purpose these areas serve in Lake Zurich, evaluate (with the Village) the extent to which those functions remain or have evolved, and look at how they relate to the current real estate market. We find that only by establishing this degree of understanding can our team help define the areas' best possible future. This understanding also focuses the technical aspects of analysis in defining where opportunities for annexation, infill, renovation, redevelopment, revitalization can be most impactful.

Team Players: Working with Village Staff & Officials

Preparing plans by working closely with Village staff and local officials is an approach our team supports and enjoys. This ensures that best practices and recommendations developed for the plan are specifically suited for Lake Zurich because they combine the local officials' unique insights with the consultant's objective perspective and breadth of experience. The firms on our team understand well the power and value of this strong working relationship. Comprehensive plans are typically prepared under the auspices of a Steering Committee. Who that group is depends on the community. We have worked under many scenarios and will work with the group determined by the Village to help the team and planning process best reflect the goals and expectations of Lake Zurich.

"The strategic planning process from beginning to end was a pleasure and we are thrilled with the final products! Thanks for everything!"



BETH MCANDREWS

Village Administrator, Village of Deer Park

2 | Approach · Shaping a Vibrant, Resilient Lake Zurich



Budgeting & Action Plans

Staying On Budget & On Schedule

Teska has a proven record of completing projects on time and on budget. Our client-communities range from small to large; our projects range from simple to complex. This experience helps us ensure thoughtful use of Village resources. Teska recently celebrated 45 years of service to clients, primarily in and around Illinois. Many of those clients are repeat customers, some dating back decades. These relationships are built on providing quality work, reasonable costing, and a commitment to meet clients' needs. This approach would be foremost in our work on the Lake Zurich Plan Update.

Implementation Oriented

The course for a community to follow in reaching its goal must be more than a "to do" list chart at the end of a plan. While the items may be structured as a matrix, the implementation tasks must be focused on accomplishing the outcomes established in the plan. Further, they must be within the bounds of the local and regional real estate markets, and the capacity of the community to manage to completion. A laundry list of too many actions, spread over too many actors, and on a short time frame will not succeed. The plan must realistically set short, middle, and long-range implementation actions; establish priorities and reflect the true cost and effort to bring them about.

"I want to extend my sincere thanks for helping us through the Zoning Ordinance Update and process. You all really went above and beyond answering our questions, responding to our changes, and keeping our eye on the prize to the finish line. It truly has been a great experience...despite all the challenges that 2020 threw our way!"



JO ELLEN CHARLTON

Public Works Director, City of Rolling Meadows

3 | Project Scope

Based on our understanding of the RFP and Village of Lake Zurich, we propose the following Scope of Services for the Lake Zurich Comprehensive Plan Update. We are open to working with the Village to refine this scope to best meet the Village's needs.

PHASE 1

KICK OFF & CURRENT CONDITIONS

The first phase of the Comprehensive Plan process focuses on data gathering and analysis of the planning area in terms current markets, regional land use trends, Village policies from past plans, etc. Much of this is achieved through quantitative analysis, but we also rely on qualitative data collected through engagement activities, meetings, and interviews.

TASK 1.1 KICK OFF MEETINGS

- **Meeting with Staff & Community Tour**

We will hold an in-person kick off meeting with Village staff and the consultant team to review the scope of work and key deliverables, establish a schedule for regular communications, and determine organizational logistics and processes. We will also discuss staff goals and expectations and learn about the status of recent development proposals and community improvements.

We will set the stage for development of the Engagement Plan by asking staff about past community efforts and lessons learned. Teska brings a portfolio of best practices, but our outreach is not one-size-fits-all – we will create a custom plan that suits Lake Zurich audiences and preferences. As part of the engagement discussion, we will work with Village staff to determine composition of the Steering Committee based on our experience working with committees of all formats in previous comprehensive plan assignments.

Finally, one of the most informative—and fun—parts of the kick off is the community tour with staff and stakeholders. We come prepared with base maps and questions to discuss, and look forward to learning from local experts about Lake Zurich's built environment, projects, focus areas, issues and opportunities that will inform the project.

- **Meeting with Steering Committee:**

The consultant team will lead a project kick-off meeting with the Steering Committee, after finalizing the composition with Village staff. The scope of services, anticipated schedule, and plan objectives will be reviewed with the group. At this meeting, we will get the committee grounded and familiar with the purpose and intent of a comprehensive plan, their role in shaping it, and will lead an interactive visioning exercise to get a sense of Lake Zurich's strengths as well as challenges.

3 | Project Scope

TASK 1.2 COMMUNITY CONDITIONS ANALYSIS

Base information on community conditions will be compiled from the latest available data and will build upon the foundation of planning and policy guidance in Lake Zurich. We will cover a range of community characteristics, including:

- **Community Character**

This analysis will note existing Village elements that define community character and sense of place and consider the ways in which these elements do or do not contribute to the Village's identity.

- **Housing**

We will inventory the Village's existing housing mix and determine how well it meets the existing and projected future housing needs of the Village.

- **Markets & Economic Development**

Teska's market experts will prepare an analysis of the residential, retail, office and industrial market in Lake Zurich's submarket, with a focus on future trends in a post-pandemic environment. This will provide a quantitative and qualitative background for the plan and enable our team to develop market-based recommendations. As part of Phase 2, we will conduct interviews and/or focus groups with economic development representatives, residential, retail, commercial, and industrial brokers, property owners and developers active in Lake Zurich and nearby communities to gain insights into market conditions, trends and issues. We will explore the opportunities and constraints to filling retail and industrial vacancies, and look at the Village's competitive positioning, paying particular attention to the focus areas identified in the RFP.

- **Land Use Patterns**

This step will take stock of potential growth areas in and around the Village, as well as areas to preserve and protect. Future land uses will be explored in the context of existing land use, the community's vision, infrastructure needs, community facilities and assets, market realities, and the transect approach. The transect approach (further detailed in the Approach and Phase 4), has four components: (1) Place Types, (2) Character Districts, (3) Development Concepts and (4) Future Land Use. The first two of these components would occur during the existing conditions phase to establish a framework and help guide other aspects of planning. The latter two occur in Phase 4.

- **Zoning**

Teska's zoning experts will assess the Village's zoning code and identify sections that may need to be updated to modernize the code and advance Village goals around development, sustainability, and streamlined review processes.

- **Conservation & Environmental Sustainability**

We will examine Lake Zurich's current sustainability measures and identify areas for improvement to align with current best practices.

3 | Project Scope

● Transportation

We will review existing conditions with respect to the Village's transportation network, including roadways and traffic control infrastructure under local jurisdiction, LCDOT, and IDOT. While Lake Zurich does not have Metra or Pace transit service, the consultant will document the current state of Pace dial-a-ride service offered in Lake County along sections of Route 12, Route 22, and Ela Road (as identified by Pace). Preliminary data review and analysis will investigate current trends with regard to transportation behavior in Lake Zurich, including American Community Survey data and work trip flows from the U.S. Census. This will help establish an understanding of transportation needs and potential growth patterns.

● Utility Infrastructure

Public facility and utility data will be reviewed to determine the current condition of utility services provided by the Village and to identify areas of need and/or growth trends. A meeting will be held with the Public Works Department to discuss needs and priorities for the Village, and review public facilities and ordinances. These collective efforts will help identify the methods whereby utilities need to be improved and/or expanded as part of the development process.

● Implementation Plan

Our team's approach keeps implementation front and center from start to finish. Through the data gathering stages, we ask questions and seek to understand Village operations and practices in a way that helps us develop achievable implementation strategies.

TASK 1.3 COMMUNITY CONDITIONS PRESENTATION

Findings of the community conditions analysis plus engagement learnings to date will be summarized in a Community Conditions presentation, emphasizing visuals, photos, and infographics to ensure it is interesting, concise and informative. The assessment will view Lake Zurich through a local and regional lens, and will distill findings into a SWOT analysis (Strengths, Weakness, Opportunities, and Threats) that serves as the foundation for later plan recommendations.

Community Conditions will be presented to the project Steering Committee to share a "snapshot" of the community developed during the data collection and initial public engagement tasks. The Committee will be asked to provide their insights regarding the extent to which the summary clearly defines the Village today. This discussion and the public input tasks will ensure that the plan is built not just on technical information, but a true local understanding of the community, its assets, and opportunities.

PHASE 1 DELIVERABLES

- Public Engagement Plan
- Community Conditions Presentation; electronic copy posted to website

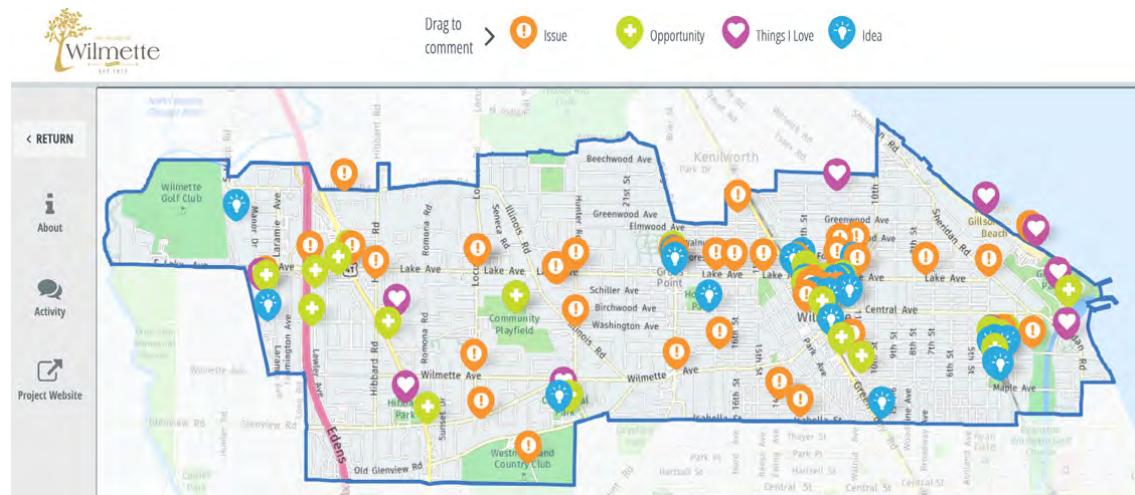
3 | Project Scope

PHASE 2 COMMUNITY ENGAGEMENT

The Engagement Plan will define how community input tasks are customized for Lake Zurich and when in the planning process they will be applied. Highlights on engagement tools and approaches are included throughout this proposal and as part of the approach section earlier in the document. Custom designs and details of how to apply these activities for Lake Zurich will be determined jointly with Village staff.

Teska's Outreach Toolbox includes:

- Project branding and logo design
- Custom-designed project website
- Interactive online comment map and ideas wall
- Promotional materials (postcards, posters, etc.)
- Quick polls
- Content for Village newsletters / e-news
- Pop-up events and materials
- Interactive, Educational Project Installations
- In-person and virtual community open houses



As part of the project website, Teska embeds interactive, user-friendly comment maps to collect meaningful place-based information. The maps give residents an easy way to share ideas about places important to them and identify issues/desires.

3 | Project Scope

TASK 2.1 PROJECT BRAND + LOGO

Developing a unique project title, brand, and logo for the planning process helps to generate excitement within the community. We will design two to three options for staff to review and select one as the comprehensive plan brand identity to be used across all project materials.

TASK 2.2 WEBSITE + COMMENT MAP

Successful and accessible engagement requires an online presence. Teska will set up and maintain a dynamic and custom project website at the onset of the planning process, providing the community with an online forum to share ideas via an interactive comment map, submit comments and questions, participate in online quick polls, and monitor the overall progress of the project (via news updates, meeting summaries, project documents, etc.). The website will integrate an e-mail subscribe feature so that residents and stakeholders can opt-in to receive email alerts when new items—such as workshop highlights, event announcements, and review drafts—have been posted. The website will be optimized for desktop, tablets, and mobile devices. We also recommend tapping into and coordinating with existing Village social media networks with established followings to spread awareness of the plan and drive traffic back to the project website.



Photos from various Teska-led community pop-ups and workshops

3 | Project Scope

TASK 2.3 FOCUS GROUPS AND INTERVIEWS

Our team will hold a series of stakeholder interviews to gather perspectives on the Village, future desired outcomes, and perceived challenges. Stakeholders will be determined jointly and may include residents, elected and appointed officials, community leaders, organizations, property and business owners, representatives of neighboring communities and taxing jurisdictions. A meeting with Village department heads will also be held to understand issues related to public services and facilities. Some of these discussions may be best facilitated in small groups, while others may be one-on-one interviews. We propose conducting approximately 10-12 sessions via a combination of in-person and virtual meetings.

TASK 2.4 QUICK POLLS (2)

Two online community pollswilladdressquestionsofvision,goals, and expectations (Poll #1, early in the project), and priorities related to draft recommendations (Poll #2, as part of plan development). Our team will draft questions for review by Village staff; Teska will host the polls and summarize results.

TASK 2.5 COMMUNITY POP-UP (1)

One of our favorite forms of outreach is attending outdoor community events with our pop-up idea tent. We've attended community picnics, music and cultural festivals, Food Truck Socials, and Farmers Markets!

TASK 2.6 COMMUNITY OPEN HOUSES (2)

Designed to be fun, interactive events, community open houses invite the community to get involved with the visioning process. Open Houses are organized around a series of activities that help people consider and share ideas. The first open house typically includes a short presentation of key findings from the community conditions analysis that offers food for thought and interactive stations; the second showcases plan themes and emerging priorities and invites feedback to help shape recommendations of the plan. The event setting and activities will be programmed and coordinated with staff.

TASK 2.7 INSTALLATIONS (3)

Ensuring the project branding extends throughout the community, schools, downtown, and across anchor institutions is a must to engage and build awareness in all parts of Lake Zurich. High traffic spaces and much-loved local establishments will be invited to host a project "installation." These installations can serve a variety of purposes, from interactive asset mapping and topic-themed poetry prompts, to educational exhibits and scan-to-plan info kiosks.

PHASE 2 DELIVERABLES:

- Project Website / Outreach Tools
- Key Person Interviews
- Community Polls
- In-Person Workshop/Virtual Open House
- Public Engagement Summary Report

3 | Project Scope

PHASE 3 VISION AND GOALS

TASK 3.1 DRAFT GOALS, OBJECTIVES AND VISION

Based on engagement learnings to date, analysis of data and findings, and the experience and expertise of our consultant team, we will develop a set of draft vision and goal statements to address Lake Zurich's unique issues, opportunities, and challenges for each planning theme. We will share this draft with Village staff for review and comment.

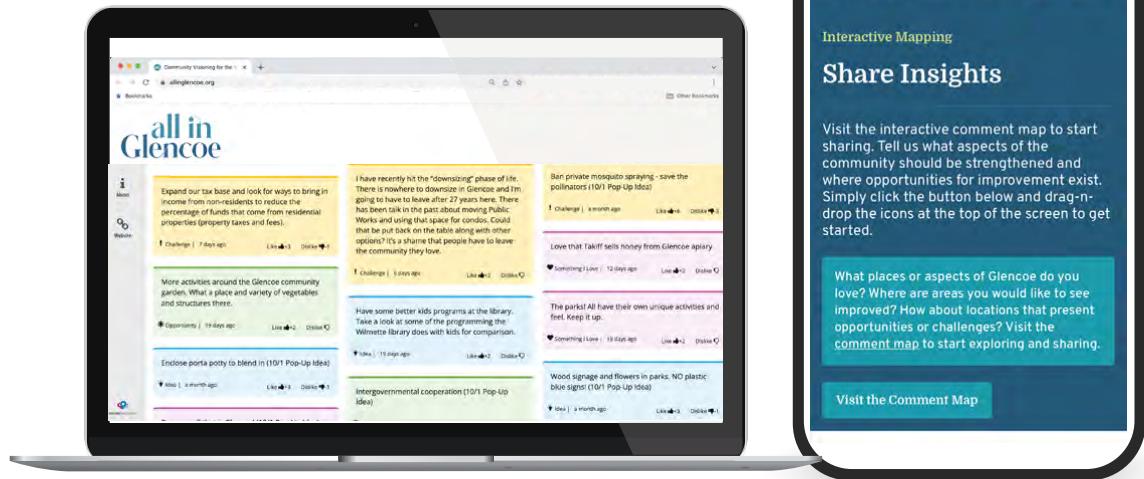
TASK 3.2 STEERING COMMITTEE REVIEW

The Teska team will facilitate a Steering Committee meeting to review, ask questions, and establish consensus on the draft vision and goals. The results of this meeting will be useful in considering policy and program questions that come up and a valuable way to focus recommendations for implementation.

PHASE 3 DELIVERABLES

- Draft Vision, Goals, and Objectives
- Refined by Steering Committee and provided to Village staff
- Electronic version posted to website

► *Teska websites are custom-designed for each client and project. They are mobile-optimized and feature a variety of engagement tools and learning opportunities.*



3 | Project Scope

PHASE 4 LAND USE, FOCUS AREAS, & SUPPLEMENTARY PLANS

This phase will develop study and assess the focus areas and supplementary plans identified (subject to refinement with the Village). A draft Future Land Use Map, and additional plans, maps, and graphics will depict preliminary Plan recommendations related to these geographies and community at large. The findings will be drafted into an Initial Recommendations Report and evaluated with the Village in light of the shared vision developed in Phase 3.

TASK 4.1: FUTURE TRENDS FOR DEVELOPMENT

A draft chapter entitled "Future Trends for Development" will be prepared with information, insights and findings on topics considered throughout the plan process in reference to the post-pandemic environment. Graphics, tabular data, and sources will be highlighted to present the findings. Particular attention will be paid to economic development, market trends, community character, placemaking, ped/bike/transportation, critical/sensitive areas, and housing.

TASK 4.2: FOCUS AREAS & CORRIDOR OPPORTUNITIES

Opportunities and conditions for Village focus areas and corridors will be assessed and recommendations developed pertaining to land use scenarios, annexation, access, infill, potential amenities, cost and investment considerations. Assessment questions may include:

- What are the strengths, weaknesses, opportunities, and threats in this area?
- Could this area be better served if annexed into the Village?
- Are land uses and structures in this area active or serving a current community purpose?
- Are properties zoned correctly?
- What is the future land use identified in the 2003 Comprehensive Plan and is it still relevant?
- How does this area impact climate, stormwater, natural resources, utilities and services?
- What is the context of the surrounding built environment? Is there a way to work towards a design framework?
- What economic development tools might be used to strengthen and encourage specific types of development?

- North Randall Road Properties
- IL Route 22 Corridor
- Main Street Area Plan
- Infill Development



3 | Project Scope

TASK 4.3: PROGRAM & POLICY OPPORTUNITIES

As the comprehensive plan develops, other substantive program and policy questions will arise, and will be addressed here as preliminary recommendations. These may relate to housing, open space, economic development, or community facilities.

TASK 4.4: BICYCLE AND PEDESTRIAN PLANS

Lake Zurich's bicycle and pedestrian network will be reviewed for update and inclusion in the Plan Update. Improvements to existing rights-of-way, new trails, walking and bicycling infrastructure, roadway widening and extensions, and Complete Streets policies will be assessed.

TASK 4.5: FUTURE LAND USE PLAN

A review draft of the Future Land Use Plan will be prepared that provides recommendations using the transect approach (for example, identifying Place Types: (1) Natural Areas; (2) Neighborhoods; (3) Corridors; and (4) Special Districts) or traditional land use method, pending Village preference. Graphics and tabular data will be highlighted as tools to present the findings and info.

PHASE 4 DELIVERABLES

- Draft Chapter: "Future Trends for Development"
- Draft Land Use Plan / Transect Future Land Use, Supporting Graphics
- Draft Supplementary Plans

PHASE 5

DRAFT PLAN

Based on work conducted and feedback collected in the previous phases, the consultant team will prepare a draft comprehensive plan.

TASK 5.1 IMPLEMENTATION STRATEGIES

We start by preparing strategies that advance the community vision through specific action items for each of the plan's goals. Based on discussion with staff and insights from public engagement and the Steering Committee, our team will develop an implementation framework that sets out high priority projects for the first five years of plan implementation, with interim action steps. Both near-term and longer-term projects will be detailed with expected outcomes, project leads and partners, potential funding sources, and measures for progress and success.

3 | Project Scope

Teska plans produce realistic implementation strategies because we ensure that every recommendation or project has a lead/champion committed to bringing that project to fruition. Rather than a lengthy to-do list, we will provide a realistic, intentional set of priorities for the short-, medium-, and long-term that serves as a practical guide for decision-making. As part of implementation strategies, recommendations and best practices specifically focused on zoning and code modernization will be a focus.

TASK 5.2 PREPARE REVIEW DRAFT OF THE COMPREHENSIVE PLAN

A review draft of the Lake Zurich Comprehensive Plan will be prepared with recommendations on topics considered throughout the plan process. Graphics, illustrative concepts, and data will be paired with narrative text to present the plan's findings and recommendations.

Draft chapters will be provided for staff to review, no more than two chapters at one time, to allow for a sufficient review period and coordination with relevant departments and other stakeholders.

PHASE 5 DELIVERABLES

- Draft Plan Chapters provided for staff review

PHASE 6

FINAL PLAN

After confirming the approach, content, and policy direction for each of the plan chapters with Village staff, our team will prepare to refine and design a graphically rich, user-friendly, and customized plan document that embodies the Lake Zurich identity and the community vision expressed throughout the planning process.

TASK 6.1 STEERING COMMITTEE REVIEW DRAFT

A review draft of the full Comprehensive Plan will be presented to the Steering Committee for their final review and discussion.

To get substantive input on each plan chapter, we sometimes like to divide the draft plan among the Committee, assigning specific chapters to a handful of members. At the meeting, members would discuss the section they reviewed in small groups. We find this to be a productive way to gain constructive feedback on the draft. We then ask the Committee subgroups to select their top priorities from each chapter for implementation. This exercise informs and strengthens the implementation chapter.

After discussion, the group will be asked to provide a consensus recommendation on the plan. Based on their input, the document will be revised and prepared for community review and public hearing.

3 | Project Scope

TASK 6.2 COMMUNITY OPEN HOUSE #2

After refinement based on Steering Committee Review, we will host a second community open house to present and celebrate the draft plan and seek meaningful feedback on the recommendations. Teska will design graphic-rich summaries of the plan elements and recommendations. A variety of engagement opportunities and exhibits will allow the community to understand and provide comments on the draft, including activities that get to core questions in the plan and identify priorities for implementation.

TASK 6.3 PLANNING & ZONING COMMISSION PUBLIC HEARING

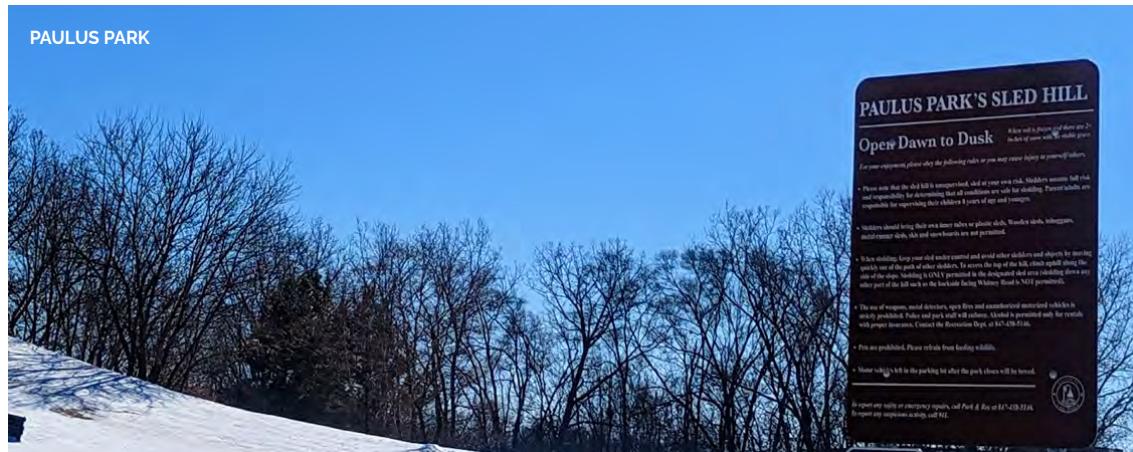
After getting community feedback, we will publish a third version of the draft plan which incorporates the community's input. Our team will present this document as the Public Hearing draft for the Planning & Zoning Commission.

TASK 6.4 VILLAGE BOARD REVIEW

Following a recommendation from the Planning and Zoning Commission, the final draft of the plan will be prepared and presented to the Village Board. In recommending adoption of the plan, the Board may accept it as drafted or specify changes. The plan would be amended as needed based on Village Board direction and then prepared for final Village adoption.

PHASE 6 DELIVERABLES

- Draft Plans posted to project website.
- Final Comprehensive Plan: Fifteen (15) printed and bound color copies, one (1) printed unbound copy, and an electronic copy in Adobe PDF.



4 | Team Experience & Resumes

This section highlights examples of our team's abilities and experience with similar projects, as well as specific areas of technical competence. Resumes of team members are included following project sheets.

TESKA COMPREHENSIVE PLANNING OVERVIEW

Teska specializes in comprehensive planning, adapting the process to meet the needs and priorities of each community. We have completed dozens of comprehensive plans for communities, both small and large. Below is a partial list of Teska's completed and ongoing comprehensive plans, a number of which are award-winning, listed alphabetically by community. Follow-up projects noted in italics.

- Algonquin, IL
Park Master Plan, Business Park, Development Review
- Beecher, IL
TIF, Continuing Services
- Broadview, IL
Zoning Ordinance, TIF Districts, Development Review
- Calumet City, IL
TIF, Housing Study
- Carlinville, IL
- Carpentersville, IL
- Coal City, IL
- Canton, IL
Master Streetscape + Facade Enhancement Plan, Parking Murals
- Cape Girardeau, MO
- Carrboro, NC
- Deer Park, IL
Village Center Plan, PD District, Development Review, Sign Ordinance, Continuing Services
- Diamond, IL
TIF District, Zoning Ordinance
- Dolton, IL
Parks and Recreation Plan
- Dubuque, IA
- Elkhorn, WI
Corridor Design Plan, Downtown Plan, Continuing Service
- Forsyth, IL
Unified Development Ordinance
- Frankfort, IL
Zoning Ordinance
- Gilberts, IL
- Glencoe, IL
Downtown Tuneup, Landscape Plan, Parking, Continuing Services
- Glenwood, IL
Village Center, TOD Plan, Unified Development Ordinance
- Hanover Park, IL
Village Center, TOD Plan, Unified Development Ordinance
- Johnsburg, IL
- Kendall County, IL
- Lake Villa, IL
- Macomb, IL
Corridor Plan
- Markham, IL
- Matteson, IL
- Mettawa, IL
- Mokena, IL
- Morris, IL
Development Review, Ordinance Amendments
- Ottawa, IL
- Palos Heights, IL
- Plainfield, IL
TOD Plan, Transportation Plan, Zoning Ordinance, Complete Streets
- Pontiac, IL
Zoning Ordinance
- Rochelle, IL
Rt 251 Corridor Plan, TIF Study
- Rolling Meadows, IL
Zoning Ordinance
- Sauk Village, IL
- Shorewood, IL
- University Park, IL
- Villa Park, IL
- Wilmette, IL
- Winfield, IL
Village Center Plan, Development Sites Marketing Brochure, Design Guidelines, PD Districts
- Wood Dale, IL



"Your Future, Your Frankfort" 2040 Comprehensive Plan VILLAGE OF FRANKFORT, IL

Your Future, Your Frankfort: A plan by the community, for the community.

PROJECT HIGHLIGHTS

- A robust community engagement program included public surveys, focus groups, workshops, pop up events, and interactive project website.
- Recommendations on social vibrancy, sustainability, infrastructure, mobility, economic prosperity, overall quality-of-life, land use and more
- Emphasis on planning for five key subareas: Downtown Commercial and Residential, Route 30 Central and East, Laraway Road Business Corridor, and I-57 Industrial Corridor
- Includes Design Guidelines appendix for the Downtown Residential core.
- 2019 APA-IL Daniel Burnham Award Winner

The Your Future Your Frankfort 2040 Comprehensive Plan is designed to guide community leaders and decisionmakers on matters related to growth, development, and quality of life over the next 20 years. It is meant to assist with coordinated, long-range growth and development, helping to prepare the Village for changes in and around the community.

"Planning the future with citizen input is critical for the well-being of our community. Teska Associates, Inc. did an excellent job engaging our residents through a dynamic and inclusive process. The residents and I are very pleased with the results."

Jim Holland | Mayor, Village of Frankfort



Residents participated in three community workshops that allowed them to engage in the planning process and share their input | Image Credit: Teska



The "Your Future, Your Frankfort" interactive project website used to share information and collect input from the community | Image Credit: Teska



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APA-IL Daniel Burnham Award
for the Comprehensive Plan



Comprehensive Plan | Plan Integral **CITY OF ROLLING MEADOWS, IL**

Enhancing subareas and embracing diversity to enhance sense of place

PROJECT HIGHLIGHTS

- Four subarea plans focused redevelopment efforts.
- As part of implementation actions, the City engaged Teska to update the Zoning Ordinance.
- Teska translated the adopted plan into Spanish in 2019.
- Plan outreach activities included a community survey, focus groups, a pop-up idea booth at an outdoor concert, and two community open houses.

The City of Rolling Meadows focused its 2019 Comprehensive Plan Update on four subareas, each with distinct characteristics serving the wider community, such as the Kirchoff Road Corridor. Rolling Meadows has several advantages given its location, making it a highly desirable place to live and work. The Plan focuses on a range of community aspects, including sense of place, growth and development, transportation, and environment & infrastructure.

The Adopted Plan highlights strategies for enhancing subareas, with actions ranging from streetscape enhancements to redevelopment opportunities.

The subarea plan for Kirchoff Road Corridor, the "center of town" focused on activating an 11-acre vacant former Dominick's site.

Teska focuses the comprehensive planning process on the unique needs of the community, creating a tailored guide for the future.



Teska translated the Plan in-house and supplemented references materials by providing translated graphics and resources to create a seamless experience for both English and Spanish readers of the Plan. | Teska Associates, Inc.

Apéndice A. Glosario de términos 1407995

The Spanish version of the Plan also includes a Spanish/English Glossary to help residents become more familiar with common terms in both languages.
| Teska Associates, Inc.





Re-imagine Carpentersville Comprehensive Plan CARPENTERSVILLE, IL

Working together to unite people and celebrate diversity, culture, and economic opportunities

PROJECT HIGHLIGHTS

- Created a long-term development plan for the Village
- Bike trails and sidewalk connections were mapped to enhance mobility, safety, and recreation
- Plan included designs for a new riverfront park along the Fox River as a focal point for the Village
- Reached out to the diverse community through bilingual activities, both in-person and online

Re-imagine Carpentersville invited residents to share their ideas and insights to form a common vision for the future growth of the Village. The plan enhances connectivity for all modes, proposes redeveloping community destinations such as Spring Hill Mall as a vibrant, mixed-use district, and recommends ways to activate the Fox River as a key recreational gathering place for locals and visitors.

The plan focused on expanding economic opportunities, increasing housing options, and revitalizing commercial areas. Four subareas were identified to guide future growth of the Village. Carpentersville is working on major plan implementation items such as a new riverfront park at the former M & M Patio Stone site in Old Town and a new Village-wide wayfinding and signage program.

"Hardworking, motivated people with a great culture and strong Village leadership...that is Carpentersville."

Community Residents | Public Engagement feedback



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The Fox River in Old Town | Image Credit: Teska



Teska engaged the community with a pop-up booth at Carpentersville's Fall Fest | Image Credit: Teska



Residents provided feedback & ideas at a bilingual community workshop | Image Credit: Teska



Deer Park Strategic Plan VILLAGE OF DEER PARK, IL

Purposeful and constantly evolving, Deer Park confirms focus on sustainable, experiential future.

PROJECT HIGHLIGHTS

- SWOT Evaluation and Demographic Analysis
- Interactive Retreat with Village Board, Staff and Plan Commission Chair
- Facilitated Discussion on Core Values and Initiatives
- Visioning Mind Map with Board of Trustees

"How can the Village prioritize economic development? Are there tools to address undeveloped properties? What can the Village do to stay competitive and solution-oriented?"

These are some of the questions that served as the foundation on which Deer Park's Strategic Plan was built. Interactive, educational discussion and facilitated mind mapping focused stakeholder input on key organizational objectives, fundamental issues and opportunities, and a priority list of actions. Thanks to a process rooted in consensus building and a shared understanding of past, present, and future forces, implementation of the Plan is well underway. A new Sustainability Plan has been adopted, TIF eligibility is underway, and site specific improvements realized.

"The strategic planning process from beginning to end was a pleasure and we are thrilled with the final product! Thanks for everything!"

Beth McAndrews, Village Administrator, Village of Deer Park



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Teska engages Village stakeholders in an interactive retreat focused on past, present, and future thinking.
Image Credit: Teska



An illustrative mind map documented real-time input and discussion focused on community priorities and core values. The mind map is now framed in Village Hall.
Image Credit: Teska



Lake Zurich School District - May Whitney School

LAKE ZURICH, IL

Elementary Education Expresses Interactive Learning and Connections to the Outdoors

PROJECT HIGHLIGHTS

- Entry landscape areas
- Courtyard landscape spaces for outdoor classrooms and student STEM activities
- Landscape restoration

One of the oldest structures in Lake Zurich, the original May Whitney School served as the community's high school, followed by a middle school, followed by an elementary school. When building maintenance became unsustainable, the Village passed a referendum to construct a new elementary school.

The new school is designed with a focus on communal spaces and short, radiating wings. Direct lines of sight extend from common areas, through academic wings, and concluding with views to outdoor spaces.

The May Whitney School landscape is designed to extend the student curriculum into the landscape via multiple outdoor classroom areas. Outdoor classrooms include specialty concrete furnishings and native landscape plantings. The landscape spaces invite discovery and learning in coordination with class instruction.

"The design provokes spatial thinking by keying the exterior facades to the wayfinding cues inside the building."

DLA Architects



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Linear benches reference tree branching patterns, and provide flexible seating | Image credit: Teska



Pebble seats and pollinator plantings frame an outdoor classroom area | Image credit: Teska



The entry area offers a variety of traditional and sculptural seating areas | Image credit: Teska



Libertyville Transit Oriented Development Plan LIBERTYVILLE, IL

A Plan to Build on Libertyville's Strategic Transportation Location

PROJECT HIGHLIGHTS

- Redevelopment scenarios for 3 different sites
- Pedestrian safety enhancements
- Ideas for continued market strength

The Village of Libertyville Transit Oriented Development (TOD) / Downtown Plan built on the Village's history of planning for the business district, with a specific focus on the commuter rail station area (Metra). The plan, partially funded by the Regional Transportation Authority (RTA), focused on the TOD area that extends one-quarter mile around the downtown Libertyville Metra Station (considered an easily walkable distance) and includes a mix of uses. The plan evaluated existing land use, zoning, transportation and real estate market factors to consider how a history of cooperation and creative plan implementation could best be continued for potential new developments and overall district enhancement.

Downtown Libertyville is a thriving destination for shopping, restaurants, entertainment and public spaces.



Cook Park provides a comfortable community green in the middle of downtown.



New Transit Oriented Development Housing on School Street near the Metra Station.



Many downtown shops and restaurants are in historic buildings along Milwaukee Ave., a major State road.



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Addressing unique needs to preserve community history and manage modern development

PROJECT HIGHLIGHTS

- Update addressed preservation of historic structures, signage and non-conforming standards for small residential lots
- Signage regulations were refined to preserve historic wall signs but avoid unintended consequences of allowing more signage than would be appropriate
- Clarified use of design guidelines, specified what types of minor variations could be authorized administratively, coordinated zoning and subdivision review, and eliminated regulations and review steps that did not add value to the process

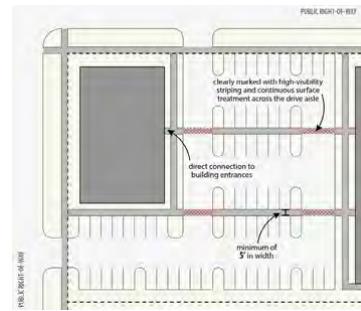
The zoning update was conducted concurrently with City work updating the Development Code to create a more effective set of development standards and review processes. The code had a sound development review process, but it was not reflective of modern best practices. The update clarified use of design guidelines, specified what types of minor variations could be authorized administratively, coordinated zoning and subdivision review, and eliminated regulations and review steps that did not advance the process.

"Much effort in the update addressed nonconforming standards to ensure they supported needs of homeowners in olde parts of the City."

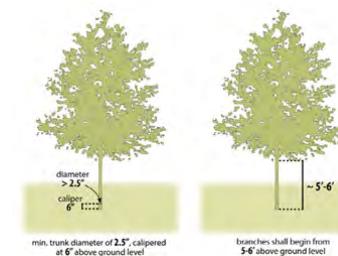
Michael Blue | Project Manager



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Graphics help to explain parking lot design requirements, from landscaping to pedestrian pathways. | Image Credit: Teska



Landscape requirements are shown visually with graphics. | Image Credit: Teska

VILLAGE OF GLENVIEW BICYCLE & PEDESTRIAN PLAN
GLENVIEW, ILLINOIS

Epstein
EPSTEIN

Epstein was selected to prepare a Bicycle and Pedestrian Master Plan and an ADA Transition Plan for the Village of Glenview. Epstein reviewed the Village's Capital Improvement Plan and existing conditions during the project to help inform recommendations for the pedestrian and bicycling network. The ADA Transition Plan helped ensure the Village is not only compliant with all federal laws relating to accessibility, but recommended strategies for improved mobility for all residents, regardless of their ability levels. As part of the ADA Transition Plan, staff from Epstein and Sam Schwartz provided a hands-on training session to educate Village staff and consultants on the technical procedures of PROWAG.

Epstein recommended funding opportunities for future Bike/Ped Capital Improvement Projects as part of the project. The public engagement activities included engaging residents at Village events, hosting bicycling and walking tours, attending Village meetings, and conducting online surveys.

Client:
Village of Glenview
Adriana Webb
Project Manager
2500 East Lake Ave
Glenview, Illinois 60026
T (847) 724-1700
E awebb@glenview.il.us



NORTHERN LAKESHORE TRAIL CONNECTIVITY PLAN

VILLAGE OF BEACH PARK


EPSTEIN

Epstein was selected by the Chicago Metropolitan Agency for Planning (CMAP) to prepare the Northern Lakeshore Trail Connectivity Plan. The objective of the project is to improve walking, bicycling, and access to transit between and among the five northern lakeshore communities of Winthrop Harbor, Zion, Beach Park, Waukegan, and North Chicago along Lake Michigan.

Additionally, these five communities worked to improve connections between commuter rail stations and Illinois Beach State Park, a key regional destination managed by the Illinois Department of Natural Resources.

The project included network planning, conceptual plan and design guidelines, cost estimates, stakeholder engagement, funding and an implementation strategy to include key stakeholders such as residents, economic development agencies, and departments of transportation. The recommended network totaled more than \$100 million in proposed trail improvements, pedestrian infrastructure, and traffic signal improvements.

Client:

Marc Huber
 Village Administrator
 Village of Beach Park
 11270 W. Wadsworth Road,
 Rosemont, Illinois 60018
 T 847-746-1770
 E marc.huber@villageofbeachpark.com



VILLAGE OF NORTHBROOK
ON CALL BIKE AND PEDESTRIAN ENGINEERING
 NORTHBROOK, ILLINOIS

Epstein
EPSTEIN

Epstein is providing the Village of Northbrook with professional engineering, stakeholder engagement and grant writing services to implement the Village's Master Bicycle and Pedestrian Plan.

Engineering services have included preparation of pavement marking and improvement plans, cost estimates, and construction details. Farnsworth Avenue Bike boulevard from Pfingsten Road to Shermer Road.

Project includes a mini traffic circle, pavement markings, and wayfinding signs to connect the bicycle generators of West Park and Northbrook Metra Station. Construction documents for the installation of over half a mile of marked shared lanes on the residential streets of Church Street and Illinois Street Preparation of an RTA Access to Transit Grant for the installation of a new bike parking shelter, shared lane markings, wayfinding and improved transit signage in the vicinity of the Northbrook Metra station

Client:

Matt Farmer
 Village Engineer
 Village of Northbrook
 1225 Cedar Lane
 Northbrook, Illinois 60062
 T (847) 272-5050
 E Matt.Farmer@northbrook.il.us



RELEVANT PROJECT EXPERIENCE

COMPREHENSIVE PLANNING



With a solid understanding that the comprehensive plan is one of the fundamental bases for planning, I have completed several comprehensive plans over my planning career. My experience spans from small towns and emerging communities to well established cities and growing counties.

Whether updating an existing plan or creating a new plan from scratch, my typical approach ensures that the comprehensive plan understands existing conditions, integrates modern planning practices, honors core community values, and reflects market realities.

Implementation and adherence to a community's comprehensive plan is just as important, if not more, as the creation of the plan. My project experience also includes continuing service support such as development review, site plan review, and follow-up work.

RECENT COMPREHENSIVE PLANS

Bannockburn Strategic & Comprehensive Plan | BANNOCKBURN, IL

Berthoud Comprehensive Plan Overhaul | BERTHOUD, CO

Cortland Comprehensive Plan | CORTLAND, IL

Dwight Comprehensive Plan | DWIGHT, IL

Genoa Comprehensive Plan & Housing Study | GENOA, IL

Highland Park Comprehensive Master Plan Update | HIGHLAND PARK, IL

Homer Glen Comprehensive Plan Update | HOMER GLEN, IL

Monticello Comprehensive Plan & Housing Study | MONTICELLO, IL

Oregon Comprehensive Plan | OREGON, IL

Sycamore Comprehensive Plan Update | SYCAMORE, IL

PAST COMPREHENSIVE PLANS

Canton Comprehensive Plan | CANTON, IL

Canton Comprehensive Plan Implementation Support | CANTON, IL

Carlinville Comprehensive Plan | CARLINVILLE, IL

Forsyth Comprehensive Plan | FORSYTH, IL

Gardner Comprehensive Plan | GARDNER, IL

Glenwood Comprehensive Plan | GLENWOOD, IL

Kendall County Land Resource Management Plan | KENDALL COUNTY, IL

Long Grove Comprehensive Plan | LONG GROVE, IL

Princeton Comprehensive Plan | PRINCETON, IL

Romeoville Comprehensive Plan | ROMEOVILLE, IL

CONTINUING SERVICES

Development & Site Plan Review | ALGONQUIN, IL

Development & Site Plan Review | HIGHWOOD, IL

Development Review & Planning Services | KENDALL COUNTY, IL

Expert Testimony (Mining Land Use Case) | KENDALL COUNTY, IL

Expert Testimony (Property Acquisition Zoning Case) | STREATOR, IL

NOTE: Unless noted otherwise, all projects were completed by Todd Vanadilok while with his previous employer, Teska Associates, Inc. All graphics and text shown below were created and written by Todd. Projects completed by Todd via Egret & Ox Planning, LLC are denoted with a blue tag .



EGRET & OX PLANNING, LLC IS A MINORITY-OWNED SMALL BUSINESS
CERTIFICATIONS: DBE, MBE, ESB, EBE, SBE

Todd Vanadilok AICP
PRINCIPAL PLANNER

Chicago | Fort Collins
(847) 971-5131
todd@egretandox.com
www.egretandox.com

TESKA ASSOCIATES, INC. | LEE M. BROWN, FAICP, PRESIDENT

SELECTED EXPERIENCE

Lee Brown has more than 40 years of experience as an urban planner, working for municipalities in the Chicago metro area and a variety of communities throughout the country. As President of Teska Associates, Inc., Mr. Brown leads a diverse team of skilled professionals to identify and solve the complex problems that accompany community growth and change. In the Midwest, he has led planning efforts in small towns, mature suburbs, and urban neighborhoods building partnerships and forging consensus for change. With support from Teska's team of urban designers, Mr. Brown has been innovative in his application of technology to community participation in the planning, design, and implementation processes.

In addition to strategic, long range, comprehensive planning for neighborhoods and communities, Mr. Brown's primary focus has been on business district revitalization, including the preparation and implementation of target economic development strategies, site specific private developer recruitment, tax increment financing, and public-private partnerships.

Mr. Brown has been a leader in developing strategies for community development in small, mid-sized, and large cities and regions. His work in Greensboro, North Carolina has led to award-winning community development projects, including the conversion of a former brownfield site in a disinvested area near downtown into a vibrant, mixed use neighborhood now known as Southside. He has led sustainable and strategic planning efforts which include the reuse of aging shopping centers, has crafted a strategy that addresses development and planning issues for community-based organizations, and has prepared corridor plans that have sparked redevelopment and reinvestment around the University of North Carolina Greensboro campus.

He is a certified planner and a Fellow of the American Institute of Certified Planners (FAICP). He served on the Board of Directors of the American Planning Association, and as President of the American Institute of Certified Planners from 2013-2015. He previously served as the APA Illinois Chapter president, and helped establish APA's Planning Officials Development Officers program. Mr. Brown is a member of the Board of Director of Landmarks Illinois, the nonprofit organization dedicated to protecting the great architectural heritage of the State of Illinois.



LEE M. BROWN, FAICP
PRESIDENT

EDUCATION

B.U.P. Urban Planning
University of Illinois (Urbana)

M.S. Urban Planning
University of Wisconsin

PROFESSIONAL AWARDS + AFFILIATIONS

- 2016 AICP President's Award for Achievements in Advancing the Art and Science of Planning
- Member, Board of Directors of Landmarks Illinois
- Former President, American Institute of Certified Planners (2013-2015)
- College of Fellows of the American Institute of Certified Planners
- American Planning Association
- Former President of the Illinois Chapter of the American Planning Association
- Lamda Alpha International, Honorary Land Economics Society
- Co-recipient of the 1999 Distinguished Contribution Award of the American Planning Association
- Co-recipient of the 2003 Outstanding Planning Award for Implementation of the American Planning Association
- 2 time recipient of the Distinguished Service Recognition from the Illinois Chapter of the American Planning Association



TESKA ASSOCIATES, INC. | LEE M. BROWN, FAICP, PRESIDENT

REPRESENTATIVE PROJECTS

Comprehensive Plans

Algonquin, Barrington Hills, Bartlett, Cicero, Mettawa, Park Ridge, Pontiac, Richton Park, River Forest, Wheaton, Will County, DeKalb County IL, and Elkhorn WI; City of Brooklyn Park MN; City of Chesapeake VA. Comprehensive Park and Recreation plans in Monona WI and Batavia IL.

Strategic Plans and Master Plans

Elgin City Center, City of Jacksonville Urban Enterprise Zone, Highland Park Hospital, City of West Chicago, and Downtown Waukegan IL; Madison IN; DeForest WI; South Bend, IN., Greensboro, NC.

Zoning and Land Use Testimony

Arlington Heights, Bloomingdale, Bensenville, Evanston, Glendale, Highland Park, Hoffman Estates, Joliet, Lake Forest, Lincolnshire, Niles, Oak Brook Terrace, Park Ridge, Riverwoods, Rockford, Roselle and Schaumburg IL.

Market and Fiscal Impact Analysis

Two-million square feet of office for Homart Development Company; 3.7 million square foot corporate office center for Ameritech Services, Inc.; village-wide fiscal impact models for Bartlett and Hoffman Estates IL, and Elkhorn and Mequon WI.; 6 square mile mixed use development area for the Village of Lake Bluff IL; 900 acre mixed use development near Aurora IL; 40 acre mixed use redevelopment in Glenview, IL., hotel and conference center feasibilities for Brookfield Zoo, Brookfield IL; public and private development projects throughout metropolitan Chicago.

Tax Increment Finance District Development

Arlington Heights, Aurora, Bartlett, Bedford Park, Bensenville, Bridgeview, Chicago, Crystal Lake, Galena, Hoffman Estates, La Grange, Lake Forest, Lansing, Libertyville, North Aurora, Quincy, River Forest, Rockford, Waukegan, Wheaton and Wheeling; Woodstock, IL; Monona, WI.

Residential Development Design

900 acre Waterfront Development in Portage IN; 140 acre Villa Olivia golf course/residential PUD.

Site Planning

Melvin Simon and Associates; Pathway Financial Corporation; McDonald's Corporation; North Shore Gas Company; The Goldman Companies; The Taubman Company; Illinois Department of Transportation.

Computer Modeling

Financial/Econometric Tax Increment Finance models; shared parking optimization; real estate and project feasibility studies; capital improvement scheduling; life cycle costing; debt and fiscal impact forecasting; FAR and density models, 3D interactive business district models; and geographic data base systems.

Development Regulation

Traditional Neighborhood Design District Regulations and Pedestrian Overlay District Regulations in Greensboro, NC, City of Kenosha WI, Unified Appearance and Design Ordinance; City of Monona WI Performance Zoning Ordinance; City of DeForest, WI, Zoning and Subdivision Codes; City of Braidwood IL Zoning Ordinance; City of Chesapeake VA Zoning Ordinance; Loudoun County VA Zoning Ordinance; City of Elkhorn, WI Zoning Update; City of Evanston IL Signs and Graphic Control Ordinance; City of Brooklyn Park MN Building Maintenance Code; River Forest IL Zoning and Subdivision Ordinances; Park Ridge IL Urban Design Guidelines; Bartlett IL Landscape Standards and Tree Preservation Ordinance; Traverse City MI, Master Planned Unit Development Ordinance.

Continuing and Current Planning

Review of private development projects including annexations, site plans, subdivisions, rezonings, variations, special use permits, fiscal impacts, and signs for the municipalities of Algonquin, Bloomingdale, Barrington, Bartlett, Barrington Hills, Bensenville, Galena, Gilberts, Glencoe, Highland Park, Kenilworth, Mettawa, Park Ridge, River Forest, Riverwoods, and Winfield IL.

Neighborhood and Community Planning

Strategic plans for neighborhood revitalization in Aurora, IL, Chicago, IL, South Bend, IN, Greensboro, NC, and Rockford, IL.



TESKA ASSOCIATES, INC. | ERIN CIGLIANO, AICP, PRINCIPAL**SELECTED EXPERIENCE**

People Place Planner + Creative Strategist · Erin creatively engages communities using her experience in planning, communication and interactive design. Grounded in the basics of solid planning and community engagement, and brought to life via dynamic visuals and storytelling, her specialties include innovative workshop planning and facilitation, youth ideation, mind mapping, data visualization, web development, graphic design, and virtual outreach. By merging the application of engagement mediums with creative thinking, Erin builds project momentum and ensures processes and plans are inviting, inclusive, and inspired.

Relevant projects include Deer Park Strategic Plan, Deer Park Development Review Services, Frankfort Comprehensive Plan (APA-IL Daniel Burnham Award for Comprehensive Plan), Imagine Dubuque Comprehensive Plan (APA-IA Outreach Award Winner), Wilmette Comprehensive Plan, Carrboro Comprehensive Plan, Wicker Park Bucktown Master Plan (APA-IL Outreach Award Winner), Historic West Des Moines Master Plan Update, and Lincoln Square Master Plan.

Erin graduated from the University of Illinois, Urbana-Champaign, with a Bachelors in Urban Planning. She is an active member of the American Planning Association Illinois Chapter and serves as the Advisory Board Co-Chair for The Wabash Lights, a non-profit public arts initiative on the Wabash Avenue elevated train tracks in Chicago's loop.



ERIN CIGLIANO, AICP
PRINCIPAL

EDUCATION

B.U.P. Urban Planning
University of Illinois (Urbana)

Edward Tufte Design Training:
Presenting Data and Information

PROFESSIONAL AFFILIATIONS

AICP | American Institute of Certified Planners
APA | American Planning Association

SELECTED SPEAKING ENGAGEMENTS

Creative Community Revitalization + Strategic Financing | APA National Conference
Design + Layout Training | Champaign County Regional Plan Commission
APA-Chicago Metro Section | Beyond the Meeting Panelist
UIUC Wetmore Visiting Practitioner | Art + Zen of Creative Engagement
New Voices, New Ideas | APA Upper Midwest Conference Session
Information Architecture: Moving Beyond the Template | APA-IL
Zoning 101 - Making Documents User Friendly | IML
Using Video + Visuals to Tell Your Story | IML and APA-IL

SKILLS + PROGRAMS

- + Adobe Creative Suite: Illustrator, Photoshop, InDesign, AfterEffects
- + Mindmapping | Graphic + Verbal Facilitation | Photography | SketchUp | Print Production
- + Video: Stop Motion Animation | AfterEffects | Windows Movie Maker | iMovie

CIVIC ACTIVITIES

The Wabash Lights | Advisory Board Co-Chair
Marketing Chair/Designer for the APA-IL State Conferences
University of Illinois at Urbana-Champaign Student Mentor Program



TESKA ASSOCIATES, INC. | ERIN CIGLIANO, AICP, PRINCIPAL

REPRESENTATIVE PROJECTS

Outreach + Engagement

Develop activities and materials for community workshops, idea booths, and pop-up events; build and maintain project websites and/or tech-tools for: Frankfort Comprehensive Plan (Frankfort, IL), Park Ridge Comprehensive Plan (Park Ridge, IL), West Des Moines Comprehensive Plan (West Des Moines, IA), Lincoln Square Master Plan (Chicago, IL), Central Street SSA Feasibility Study (Evanston, IL), Neighborhood Housing Services Strategic Plan (Chicago, IL), Dubuque Implementation Plan (Dubuque, IA), Imagine Dubuque Comprehensive Plan (APA-IA Outreach Award), Wicker Park Bucktown SSA #33 Master Plan (APA-IL Outreach Award), Park Ridge Uptown Parking Study (Park Ridge, IL), Winnetka Downtown Streetscape + Signage Master Plan (Winnetka, IL), Cape Girardeau Comprehensive Plan (Cape Girardeau, MO), Glencoe Downtown TuneUp (Glencoe, IL)

Mindmapping

Frankfort Comprehensive Plan (Frankfort, IL), Deer Park Board of Trustees Strategic Plan (Deer Park, IL), West Des Moines Comprehensive Plan (West Des Moines, IA), Lincoln Square Master Plan (Chicago, IL), DuPage County Route 83 Corridor Plan (DuPage County, IL), Neighborhood Housing Services Strategic Plan (Chicago, IL), Imagine Dubuque Comprehensive Plan (Dubuque, IA), Historic West Des Moines Master Plan (West Des Moines, IA) Orland Park Wayfinding and Branding (Orland Park, IL), Palos Park Blkeway + Trails Plan (Palos Park, IL), Crown Point Comprehensive Plan (Crown Point, IN)

Youth Engagement

Frankfort Comprehensive Plan (Frankfort, IL), Park Ridge Comprehensive Plan (Park Ridge, IL), West Des Moines Comprehensive Plan (West Des Moines, IA), Imagine Dubuque Comprehensive Plan (Dubuque, IA), Beecher Comprehensive Plan (Beecher, IL), Austin By The Hand Club (Chicago, IL)

Lead Planner + Designer

Served as lead planner and plan designer for Deer Park Comprehensive Plan / On-Going Continuing Services and Development Review (Deer Park, IL), Central Street SSA Feasibility Study (Evanston, IL), Neighborhood Housing Services Strategic Plan (Chicago, IL), Frankfort Comprehensive Plan (Frankfort, IL), Dubuque Implementation Plan (Dubuque, IA), Cape Girardeau Comprehensive Plan (Cape Girardeau, MO), Historic West Des Moines Master Plan (West Des Moines, IA), Dubuque Comprehensive Plan (Dubuque, IA), Villa Park Comprehensive Plan (Villa Park, IL), Winnetka Downtown Master Plan (Winnetka, IL), Wicker Park Bucktown SSA #33 Master Plan

Graphic Design

Cape Girardeau Comprehensive Plan (Cape Girardeau, MO), Frankfort Comprehensive Plan (Frankfort, IL), West Des Moines Comprehensive Plan (West Des Moines, IA), Wicker Park Bucktown Annual Reports 2016, 2017, 2018, 2019 (Chicago, IL), Wicker Park Bucktown Marketing Brochure (Chicago, IL), Lake Villa Marketing Brochures (Lake Villa, IL), Olympia Fields Developer Recruitment (Olympia Fields, IL), Glenview Development Review Brochure, Glenview Zoning Checklist Guide (Glenview, IL), Glencoe Historic Preservation Award Banners (Glencoe, IL)

Video Work

Austin By The Hand Youth Engagement (Chicago, IL), Glenview Development Review YouTube Chapter Series (Glenview, IL); Historic West Des Moines Master Plan Outreach Video and Executive Summary Video (West Des Moines, IA), Imagine Dubuque Comprehensive Plan Outreach Video (Dubuque, IA); Englewood Elevated Trail Line Outreach Video (Chicago, IL); Mindmapping Timelapse Videos (various); Teska Holiday / Promotional Videos



TESKA ASSOCIATES, INC. | FRANCESCA SALLINGER LAWRENCE, AICP, SENIOR ASSOCIATE

SELECTED EXPERIENCE

Francie joined Teska in 2017 after earning her Master's in Urban Planning from the University of Illinois at Urbana-Champaign. Her interests and experience span from community and economic development to neighborhood planning and transportation. She enjoys combining data analysis, mapping, and research to understand communities and collaboratively plan for their futures.

Francie has worked in the non-profit, public, and private sectors and with communities of all sizes, from rural towns to large cities. In all places, she has seen the importance of authentic and wide-reaching engagement. She pursues this goal with the rest of the Teska team through the firm's commitment to creative and meaningful outreach.

Prior to joining Teska, Francie worked on transit-oriented development initiatives at the Center for Neighborhood Technology (CNT), at Alta Planning + Design as a bike + pedestrian planner, and in Washington D.C. as a Transportation Policy and Finance Fellow at the Eno Center for Transportation. While pursuing her masters degree, she also worked as a Community + Economic Development Graduate Assistant with the University of Illinois Extension.

Francie is an experienced user of the Adobe Creative Suite, including InDesign, Illustrator, and Photoshop. Additionally, she interprets and effectively communicates complex data by creating compelling maps in ArcMap or in an interactive, web-based format using ArcGIS Online. She is currently working on comprehensive plans for Wilmette, Shorewood, and Glencoe.



FRANCESCA LAWRENCE, AICP
SENIOR ASSOCIATE

EDUCATION

M.U.P. Urban Planning

University of Illinois at Urbana-Champaign

B.A. Urban Planning

University of Illinois at Urbana-Champaign

PROFESSIONAL AFFILIATIONS

AICP | American Institute of Certified Planners
APA | American Planning Association
WPD | Women in Planning + Development

REPRESENTATIVE PROJECTS

Rolling Meadows Comprehensive Plan & Zoning Update Rolling Meadows, IL

Role: Lead Planner
Project Tasks: Project Branding, Zoning Rewrite, Engagement, Data and Existing Conditions Analysis, Mapping, Plan-Writing and Design

Municipal Planning Services

Algonquin, IL

Role: Village Planner
Project Tasks: Zoning and Permits Review, Zoning Amendments, Special Events, Economic Development, Procedural Review

Carrollboro Connects Comprehensive Plan Carrollboro, NC

Role: Lead Planner
Project Tasks: Outreach and Facilitation, Project Website, Recreation and Parks Planning, Plan-Writing and Design

Wood Dale Comprehensive Plan & Zoning Update

Wood Dale, IL

Role: Lead Planner
Project Tasks: Project Branding and Website, Zoning Rewrite, Existing Conditions Analysis, Mapping, Plan-Writing + Design

Jefferson Park Station Area Master Plan Chicago, IL

Role: Planner
Project Tasks: Engagement, Project Website, Data and Existing Conditions Analysis, Mapping, Plan-Writing and Design

Belmont Cragin Avenues for Growth Corridor Plan

Chicago, IL

Role: Planner
Project Tasks: Engagement, Data and Existing Conditions Analysis, Mapping, Plan-Writing and Design



TESKA ASSOCIATES, INC. | PETE IOSUE, AICP, ASSOCIATE PRINCIPAL

SELECTED EXPERIENCE

Mr. Iosue's focus has been on helping small to medium sized communities with review of current development proposals, development of appropriate zoning regulations, development of comprehensive plans, and the creation and maintenance of Tax Increment Financing (TIF) districts.

Mr. Iosue is currently working on a wide variety of projects including: Tax Increment Financing projects for the City of Calumet City, Village of Crestwood, Village of Hillside, and Village of Lyons, as well as developer recruitment for the Village of River Grove, a comprehensive plan for the Village of Bedford Park, and a review of the City of Rochelle's zoning ordinance.

Prior to joining Teska Associates, Inc., Mr. Iosue spent over four years serving as the Assistant City Planner for the City of Hammond, IN. He provided staff support for the Hammond City Plan Commission, Board of Zoning Appeals and Historic Preservation Commission, and was responsible for compiling and maintaining census information for the City.



PETE IOSUE, AICP
ASSOCIATE PRINCIPAL

EDUCATION

B.A. Urban + Regional Planning
University of Illinois (Urbana-Champaign)

PROFESSIONAL AFFILIATIONS

American Institute of Certified Planners (AICP)
American Planning Association (APA)

REPRESENTATIVE PROJECTS

Tax Increment Financing

- Village of Arthur
- Village of Bedford Park
- Village of Beecher
- Village of Berkeley
- Village of Broadview
- City of Crystal Lake
- Village of Diamond
- Village of Fox River Grove
- Village of Hodgkins
- Village of Lake Villa
- Village of Monee
- Village of North Aurora
- Village of Oak Lawn
- Village of Olympia Fields
- City of Peoria
- City of Rochelle
- Village of Schaumburg
- City of Warrenville
- Village of Western Springs
- City of Woodstock

Comprehensive Plan Updates

- Village of Beecher
- Village of Broadview
- Village of Braceville
- City of Coal City (mapping)
- DeWitt County
- Village of Matteson (mapping)
- City of Morris
- Village of North Aurora
- City of Palos Heights

Zoning Regulations

- Village of Itasca (historic downtown)
- Village of North Aurora (sign ordinance, lighting ordinance, etc.)
- Village of Elburn (sign ordinance)

Continuing Services/Development Review

- Village of Bedford Park
- Village of Beecher
- Village of Broadview
- City of Kankakee
- Kendall County
- City of Morris
- Village of North Aurora
- Village of Olympia Fields

Business Development Districts

- Village of Fox River Grove
- Village of Lake Villa



TESKA ASSOCIATES, INC. | SCOTT GOLDSTEIN, FAICP LEED AP, PRINCIPAL

SELECTED EXPERIENCE

Mr. Goldstein brings over twenty-five years of experience in community planning, economic development and community building. His approach is to combine community engagement with data analytics to develop plans, designs and programs that will advance community goals.

He has led community-driven plans throughout Northeastern Illinois including comprehensive plans for the Villages of Carpentersville, Lake Villa and Sauk Village, and subarea plans in Des Plaines, Northbrook and Lake Forest. He also serves as the planner for the Village of Lake Villa, leading development reviews, zoning requests, and establishing two TIF Districts. His experience as a past chair of a plan commission provides a unique perspective to advising both municipalities and the development community.

His real estate analysis work includes numerous fiscal studies for residential and mixed-use developments throughout the region by Centennial, Trammel Crow, Pulte and Edward R. James Partners. He also developed a county-wide fiscal analysis for all local governments in Peoria County that was later expanded to Woodford and Tazewell Counties.

He has specialized in the intersection of community and economic development and planning, having successfully led efforts that resulted in new community development corporations being created in Bloomington, Illinois and Dubuque, Iowa. He has also led extensive community engagement efforts including quality-of-life plans in several Chicago neighborhoods including Belmont Cragin, Logan Square, Near North, Austin, Chicago Lawn and Washington Park.

Scott has worked as a technical assistance provider for the Illinois Housing Development Authority (IHDA) Land Bank Capacity Program which has led to seven land banks being created throughout Illinois. He has also led the establishment and renewal of eight Special Service Areas (SSAs) in Chicago and Evanston.

He serves as the Chair of the Urban Land Institute (ULI) Chicago where he is leading a focus on the mission and priorities for growing a diverse real estate industry, promoting sustainable development and affordable housing.

Prior to joining Teska, Mr. Goldstein served as vice president of policy and planning at the Metropolitan Planning Council (MPC) where he oversaw policy development and technical assistance for the organization. He designed MPC's community building initiative, which provided assistance to over two dozen communities throughout the greater Chicago region and led stormwater and water supply initiatives.

AWARDS

- Carrboro Comprehensive Plan, APA NC 2022
- Austin Quality-of-Life Plan, APA IL 2020
- Belmont Cragin Quality-of-Life Plan, APA IL 2016, Chicago Neighborhood Development Award 2019
- City of Greensboro Sustainability Plan, APA NC 2012
- Near North Neighborhood Plan, Chicago Neighborhood Development Award 2017
- ULI Chicago Community Vision Award 2016, APA IL 2015
- West Bloomington Quality-of-Life Plan, APA IL 2009
- Wicker Park Bucktown Master Plan, APA IL 2017



SCOTT GOLDSTEIN, FAICP
PRINCIPAL

EDUCATION

B.A. Political Science
History of Art & Architecture
Tufts University, Medford, MA

M.S.U.P. Urban Planning
Columbia University, New York, NY

Adjunct Instructor
Master's in Public Policy and Administration, 2009-Present
Northwestern University
Evanston, IL

PROFESSIONAL AFFILIATIONS
Fellow, American Institute of Certified Planners (FAICP)
Chair, Urban Land Institute (ULI) Chicago, 2023-2024

LEED Accredited Professional

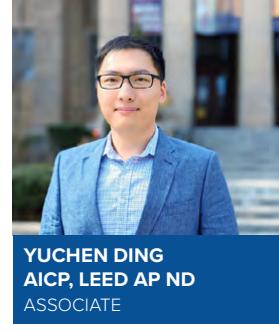


TESKA ASSOCIATES, INC. | YUCHEN DING, AICP, LEED AP ND, ASSOCIATE

SELECTED EXPERIENCE

Yuchen is known for pairing his creativity in urban planning and design with his technical background. He joined Teska in February 2022, after having served as Associate Planner for the Village of Plainfield for four and a half years. Working in the heart of a growing community allowed Yuchen to manage a full array of planning cases—from those involving large national developers to others involving longtime residents and businesses. He regularly served as staff liaison to the Village's Plan Commission, Zoning Board of Appeals, Historic Preservation Commission, and Board of Trustees. In addition, he conducted municipal planning affairs such as amending zoning ordinances, reviewing and processing all types of planning applications, facilitating historic preservation requests and landmark identifications, and responding to planning inquiries. Yuchen drew upon his technical experience to design numerous publications for the Village's presentations, community events, media posts, and economic development outreach. Prior to Plainfield, Yuchen interned with the Cities of Ferndale and Dexter in Michigan as a Planning intern while pursuing a master's degree in Urban Planning with a concentration of Physical Planning and Design at the University of Michigan in Ann Arbor, which he completed in 2017. Prior to his time in Michigan, he graduated from the University of Illinois at Urbana-Champaign in 2015, with a Bachelor of Arts in Urban Planning and a minor in Landscape Studies.

Yuchen has a wide interest in Urban Planning and Design projects and a persistent passion to remain on the cutting-edge of new practices in the field. His life experiences have particularly drawn him toward transit-oriented development, complete street design, and mixed-use development, among many other pursuits. His academic background and professional experience feature sophisticated technical skills, including Adobe Create Suite, SketchUp, V-Ray, Lumion, AutoCAD, and ArcGIS. Yuchen is certified by the AICP and is a LEED Accredited Professional for Neighborhood Development.



YUCHEN DING
AICP, LEED AP ND
ASSOCIATE

EDUCATION

M.U.P. Urban Planning
Physical Planning and Design
Concentration
University of Michigan

B.A. Urban Planning
Minor in Landscape Studies
University of Illinois at Urbana-Champaign

PROFESSIONAL AFFILIATIONS

American Planning Association
American Institute of Certified Planners
U.S. Green Building Council

REPRESENTATIVE PROJECTS

First Street Park Plan | Dexter, MI

Role: Planner
Project Tasks: Interviewed community residents for feedback, researched and reviewed the City's zoning ordinance, engineering specifications, and site plans; Hosted open house event to engage the community by creating flyers and posters, designing survey questions, answering attendees' questions, and analyzing survey results; Connected with Dexter Parks and Recreation Commission and City Council by attending general meetings for progress reporting and final presentation; Conducted graphic work through designing presentation slides and final report layout, rendering visioning of the Park, creating maps and infographics, and proofreading the final report using Adobe Illustrator, InDesign, and SketchUp.

Sign and Mobile Food Truck Code Update | Plainfield, IL

Role: Planner
Project Tasks: Conducted research, coordinated discussions with the Village Planning Department, Building Department, Police Department, and Community Relations Director, prepared staff report and code amendments, presented proposals to the Plan Commission and the Board of Trustees to receive feedback and final approval.



**Tim Gustafson, AICP**

Project Role: Senior Planner

Mr. Gustafson joined Epstein in 2018, and has 18 years of experience in bicycle and pedestrian planning and complete streets technical assistance services. His planning and design experience includes feasibility and traffic impact studies, long-range, corridor and master planning, comprehensive planning, and Phase I and Phase II design. Tim is a certified trainer for the National Association of City Transportation Officials (NACTO).

Education

Ball State University, Bachelor of Urban Planning and Development, 2004

University of Illinois at Chicago, Master of Urban Planning and Policy, 2006

Certifications

American Planning Association
American Institute of Certified Planners, #023030

EPSTEIN EXPERIENCE

Niles Bicycle and Pedestrian Plan Update

Project Manager to provide bicycle and pedestrian planning services for the Village of Niles to complete the Bicycle and Pedestrian Plan 2022 Update. The scope included an update to the previous plan completed in 2014, as well as stakeholder and agency engagement.

EPSTEIN EXPERIENCE

Epstein completed an Existing Conditions Report which included information on existing roadway, bicycle, and pedestrian infrastructure, transportation and crash data, and a review of Niles programs and policies. Epstein prepared bicycle and pedestrian design guidelines and infrastructure recommendations including conceptual design of one corridor, program and policy recommendations, cost estimates, and phasing and funding recommendations.

Northern Lakeshore Trail Connectivity Plan

BEACH PARK, ILLINOIS

Project Manager to prepare a regional plan to prepare a plan for improved walking, bicycling, and access to transit and open space in throughout five municipalities of Beach Park, Zion, Winthrop Harbor, Waukegan, and North Chicago. Managed the engagement strategy including creation and management of the project website, interactive map, and a series of stakeholder interviews, public workshops, and the creation of a mobile kiosk for use at libraries, village halls, and several community events. The technical scope of work included GIS analysis of existing, planned, and programmed improvements, development of a proposed network plan and cost estimates for corridor and intersection improvements. Epstein worked with each of the communities to engage residents throughout the project to identify potential improvements along and across roadways, through utility corridors, and improve connections between the Robert McClory Bike Path, Illinois Beach State Park, and Lake Michigan.

Decatur Bike Plan ("Bike Decatur")

DECATUR, ILLINOIS

Senior planner and deputy project manager as subconsultant to Lochmueller Group for the City of Decatur and Decatur Urbanized Area Transportation Study (DUATS). Preparation of this plan involved extensive stakeholder engagement interviews with the Decatur School District, IDOT, Decatur Park District, residents, and the Decatur Boys and Girls Club.



Epstein reviewed existing conditions, prepared maps of the existing and proposed bicycling network, developed design guidelines, participated in stakeholder interviews, and developed a bicycle design training course as part of the stakeholder engagement process. Epstein developed typical sections showing recommended bicycle facilities by type, and prepared cost estimates for the recommended bicycle network, bridge retrofits, and new bridge structures for a recommended network valued at more than \$176M.

Village of Northbrook On-Call Bicycle and Pedestrian Engineering

NORTHBROOK, ILLINOIS

Project Manager to provide the Village of Northbrook with professional engineering services to implement the Master Bicycle and Pedestrian Plan. Managed stakeholder engagement and the preparation of pavement marking and improvement plans, cost estimates, and construction details for the implementation of more than 5 miles of on-street facilities.

DuPage County Trails Plan

DUPAGE COUNTY, ILLINOIS

Project Manager for the DuPage County Trails Plan oversaw the development of the project goals and objectives, led agency coordination efforts for the planning process, development of standards, concepts for innovation of uses within the trail right of way, and development of the draft and final plan. The DuPage Trails Plan is intended to be both a planning document and a management framework. The scope of services includes the development of a comprehensive framework for the development, maintenance, and landscaping of DuPage County-owned trails. The plan document shall establish guidelines pertaining to path maintenance, flora, signage and wayfinding, engineering improvements, landscaping, monumentation, trail access, and volunteerism.

Village of Glenview Bicycle & Pedestrian Plan and & ADA Transition Plan

GLENVIEW, ILLINOIS

Senior Planner for the Village of Glenview Bicycle and Pedestrian Plan, and ADA Transition Plan. The scope of work included development of existing conditions, proposed capital improvements, policies, cost estimate, and stakeholder engagement strategy which included walking tours, bike rides, and a community open house.

Kane County Bike and Pedestrian Plan

Project Manager to prepare the 2023 Kane County Bicycle and Pedestrian Plan. The vision for the plan was to create a regional vision for a connected walking and bicycling network that connects to key destinations. The plan proposed a capital program to assist KDOT in applying for federal funding for improvements over a 20-year period. Epstein developed a project brand and website for the project, created an online survey, led the existing conditions and data analysis tasks, and managed the public involvement and stakeholder engagement strategy. Epstein developed a capital program for bicycle and pedestrian improvements and updated design guidelines for use by the County.

Chicago Department of Transportation Streets for Cycling VIII

CHICAGO, ILLINOIS

Project Manager for a feasibility study, concept designs, Phase I reports, plans, specifications, and estimates (PS&E) for the Chicago Department of Transportation Streets for Cycling Program. As part of the City's commitment to build "better bike lanes," Epstein is responsible for the design of approximately 25 miles of buffered and protected bike lanes throughout Chicago. The scope of work includes planning, design and public involvement for preparation of pavement marking, intersection improvements, sign placement, ADA ramps, and details for the construction of bike lanes as part of the City's resurfacing program.



**Ryan Peterson**

Project Role: Planner

Ryan joined Epstein in 2022 as a transportation planner with an emphasis in bicycle, pedestrian, and transit planning and policy, and sustainable design. Ryan has significant civic sector experience having previously served as the Bike & Pedestrian Coordinator for Kane County Division of Transportation from 2018 through 2020 & as a Senior Transportation Planner for McHenry County Division of Transportation from 2020 through April 2022.

Education

University of Wisconsin-Milwaukee, Bachelor's in Urban Studies, Minor in Architecture, 2015

University of Wisconsin-Milwaukee, Masters in Urban Planning, 2017

EPSTEIN EXPERIENCE

DuPage County Trails Plan

DUPAGE COUNTY, ILLINOIS

Planner for the DuPage County Trails Plan for the planning process, development of standards, concepts for innovation of uses within the trail right of way, and development of the draft and final plan. The DuPage Trails Plan is intended to be both a planning document and a management framework. The scope of services includes the development of a comprehensive framework for the development, maintenance, and landscaping of DuPage County-owned trails. The plan

document established guidelines pertaining to path maintenance, flora, signage and wayfinding, engineering improvements, landscaping, monumentation, trail access, and volunteerism. Used GIS software to create a geodatabase of existing trail assets, identify preferred locations for trail user survey advertisements, and display survey respondents by zip code.

Glenview ADA Transition Plan and Bicycle & Pedestrian Plan Update

GLENVIEW, ILLINOIS

Planner for an update to the Village of Glenview's ADA Plan. This update has two objectives - Updating the Village's 2007 Bicycle and Sidewalk Master Plan & Developing a plan to bring the Village into ADA compliance for all public rights-of-way.

Kane County Bike and Pedestrian Plan

KANE COUNTY, ILLINOIS

Planner for the 2023 Kane County Bicycle and Pedestrian Plan. The vision for the plan was to create a regional vision for a connected walking and bicycling network that connects to key destinations. The plan proposed a capital program to assist KDOT in applying for federal funding for improvements over a 20-year period. Epstein developed a project brand and website for the project, created an online survey, led the existing conditions and data analysis tasks, and managed the public involvement and stakeholder engagement strategy. Epstein developed a capital program for bicycle and pedestrian improvements and updated design guidelines for use by the County.

Niles Bicycle and Pedestrian Plan Update

Planner to provide bicycle and pedestrian planning services for the Village of Niles to complete the Bicycle and Pedestrian Plan 2022 Update. The scope included an update to the previous plan completed in 2014, as well as stakeholder and agency engagement.

Epstein completed an Existing Conditions Report which included information on existing roadway, bicycle, and pedestrian infrastructure,



transportation and crash data, and a review of Niles programs and policies. Epstein prepared bicycle and pedestrian design guidelines and infrastructure recommendations including conceptual design of one corridor, program and policy recommendations, cost estimates, and phasing and funding recommendations.

**Empire State Development Corporation
Downtown Revitalization Initiative**

SYRACUSE, NEW YORK

Planner for the Downtown Revitalization Program for the Syracuse, New York Southwest Gateway initiative. The Southwest Gateway will be a growing downtown community more seamlessly connected with Armory Square—extending vibrant density to the south and west—by improving real estate utilization, adding affordable housing, and enhancing public infrastructure / green spaces.

**Illinois Department of Transportation, PTB
193/14, District 1, US 14 & Hartland/Hughes Road**

MCHENRY COUNTY, ILLINOIS

Public Involvement Support for Phase I to study safety improvements at the intersection. Scope includes traffic study, alternatives analysis, crash analysis, drainage studies, public engagement and Phase I engineering for intersection improvements. Alternatives considered include R-Cut, Right in Right Out and Roundabout to improve safety. Public involvement includes two public meetings, two Working Group meetings, newsletters, and a project website.

PREVIOUS EXPERIENCE

Kane County Division of Transportation

ST. CHARLES, ILLINOIS

Bike and Pedestrian Coordinator for regional transportation planning and programming activities related to highway, transit and bicycle/ pedestrian facilities and projects. Led the launch of the Kane County Bike Share Program. Staffed the Kane Kendall Council of Mayors (KKCOM) and provided technical assistance to its member municipalities.

McHenry County Division of Transportation

WOODSTOCK, ILLINOIS

Senior Transportation Planner for MCDOT. Primary responsibility was overseeing the MCRide program, the paratransit and dial-a-ride service for McHenry County. Partook in designing and reimagining roadway configurations to increase bicycle and pedestrian accommodations. Responsible for various bicycle and pedestrian projects /initiatives, as well as providing support for the McHenry County Council of Mayors organization.





John Karlovitz, PE
Project Role: Project Manager

Mr. Karlovitz joined Epstein in 2013, bringing with him more than 31 years of civil engineering design and management experience. Mr. Karlovitz is skilled in engineering studies including traffic, crash analyses, signal warrants, geometric alternatives analysis, innovative intersection studies, bicycle and pedestrian accommodations. Mr. Karlovitz also has extensive experience working with a wide variety of federal, state and local agencies, including, among others, the EPA, MWRD, DNR, Illinois Tollway and IDOT.

Education

DePaul University, Master of Business Administration, 1991

Bradley University, Bachelor of Science, Civil Engineering, 1981

Registration

Professional Engineer: Illinois, 062046563, Exp. 11/30/2023, Issued 02/13/1991

REPRESENTATIVE EXPERIENCE

Northbrook Shermer Phase I

VILLAGE OF NORTHBROOK, ILLINOIS
Civil design engineer for alternatives analysis and Phase I engineering for the construction of a 10' wide shared use path along Shermer Road from Willow Road to Walters Avenue. Project scope for this federally funded project consists of public

involvement, alternatives analysis, 30% design, environmental documentation, grant application assistance, and Project Development Report to be approved through the IDOT Bureau of Local Roads.

Skokie Valley Trail Phase II Engineering

SKOKIE, ILLINOIS

Senior Civil Engineer for Phase II design for 1 mile of shared use path connecting existing trails from Dempster Street to Golf Road and closing a critical gap in this regional trail. Responsible for construction documents including three roadway crossings, ADA ramp design, intersection design, traffic signal design for new signalized intersections at Gross Point Road and Golf Road. This federally funded project was unique in that it is constructed on former Union Pacific property and leased property from ComEd. The geometry of the trail was designed in a way to minimize impacts to adjacent private property.

Village of Northbrook Waukegan Road and Dundee Road Sidepath Feasibility Study

NORTHBROOK, ILLINOIS

Project Engineer for transportation planning and concept design for a feasibility study to construct a sidepath along Dundee Road (IL 68) and Waukegan Road (IL 43). Final deliverable to the Village of Northbrook is a report with analysis of existing conditions, right of way, utilities, jurisdiction, environmental constraints, structure modifications, user comfort, two alternatives, implementation plan, potential funding sources and cost estimates.

Will County Division of Transportation CH 16 (Bell Road) & CH 37 (143rd Street)

HOMER GLEN, ILLINOIS

Project Manager for the Phase II design of the \$20M improvement to Bell Road and 143rd Street including three signalized intersections and nearly two miles of roadway widening. The project will provide three through lanes on Bell Road, two through lanes on 143rd Street, dual left turn lanes, dedicated right turn lanes, raised medians, ADA ramps, shared use path, drainage with oversized pipes for detention and maintenance of traffic. Four existing segmental block retaining walls are



impacted by the construction and replacements are proposed with a maximum height of 8 feet. Early coordination with the adjacent projects and the many affected utilities is part of the success of the project to avoid redesign and minimize major impacts to utilities. Over 6 acres of property acquisition from approximately 60 parcels is required to meet the needs of this project. Improvements will be in accordance with the Project Development Report for Group II Categorical Exclusion of Bell Road - 131st Street to 159th Street. The project involves federal funds and will be let through the Illinois Department of Transportation Bureau of Local Roads.

City of Evanston Chicago Avenue Corridor Improvement

EVANSTON, ILLINOIS

Senior Project Engineer for the Phase I engineering services for the improvement of Chicago Avenue from Howard Street to Davis Street. The Chicago Avenue Corridor Improvement Project will improve walking, bicycling, transit, and streetscape infrastructure and help implement key objectives in the City's bicycle plan, streetlight master plan, and sustainability plans. Epstein's scope of work includes data collection and an existing conditions assessment, stakeholder engagement and agency coordination, alternatives analysis, as well as preparation of preliminary engineering plans and cost estimates. A key component of this project was to engage business owners along the corridor to seek guidance and input on proposed corridor improvements, streetscape and public space enhancements. The proposed scope of improvements included pavement resurfacing, separated bike lanes, bus stop and shelter enhancements, ADA ramp and crosswalk improvements, water main replacement, roadway lighting improvements, and traffic signal modernization.

Chicago Department of Transportation, 71st Street Bike Lane

CHICAGO, ILLINOIS

Project Engineer for Phase I/II engineering for the federally funded streetscape from Jeffery Boulevard to South Shore Drive. Scope includes a

reconfiguration of the travel lanes to add a median barrier wall and bike lane. A Phase I Project Development Report is being written to be approved by the IDOT Bureau of Local Roads.

Chicago Department of Transportation Grand Avenue Protected Bike Lane

CHICAGO, ILLINOIS

Project Engineer for the design of protected bike lane on Grand Avenue from Milwaukee Avenue/Halsted Street (800 West) to Wells Street (200 West) and on Illinois Street from Kingsbury Street to Wells Street. One lane was reduced in each direction on Grand Avenue to accommodate the lane. A traffic analysis performed by others recommended modifications to turn lane storage lengths and signal timing. Curb to curb dimension was 56' throughout. The design complies with the CDOT Bike Program and guidelines, results of the traffic analysis, and the needs of the community. Project included signing, striping, raised concrete median removal, structural concrete median removal, bus stop relocation, traffic analysis, parking and loading zone studies, public involvement and installation of bridge plates on the open grid deck of Grand Avenue over the Chicago River.



RESUME

Todd Vanadilok AICP [he/him/his]

PRINCIPAL PLANNER

Todd has built his career on the foundation of extensive urban planning experience that spans the entire spectrum of community types, ranging from counties, municipalities, and corridors to downtowns, neighborhoods, and single blocks. His leadership roles with various executive boards and working committees have built up his capacity to collaborate with a broad network of partners, agencies, community organizations, and other professionals across a large metropolitan region. He is also an advocate for creating appropriate planning and design graphics to clearly communicate ideas and ensure sound decision making by communities and organizations.

**EDUCATION**

Master of Urban Planning
1999-2001
University of Michigan
Ann Arbor, MI

Bachelor of Science, Civil Engineering
1995-1999
Northwestern University
Evanston, IL

Urban Planning & Design
1998
Harvard University
Cambridge, MA

WORK EXPERIENCE

Egret+Ox Planning LLC
Principal Planner
2017-present
Chicago, IL

Teska Associates, Inc.
Community Planner
2001-2017
Evanston, IL

AFFILIATIONS

American Planning Association (APA)
Member, 2001-present

APA Illinois Chapter
Member, 2001-present

APA Colorado Chapter
Member, 2017-present

CERTIFICATIONS

American Institute of Certified Planners (AICP)
2012-present

SERVICE

AICP National Membership Standards Committee
Member, 2015-2019

APA-IL Chicago Metro Section (APA-CMS)
Member, 2001-present
Director/Assistant Director, 2008-2017

APA-IL Diversity Committee
Chair, 2016-2017

CMAP Land Use Committee
Member, 2008-2017

APA Asian & Pacific Islander Interest Group
Programs Director, 2021-present

We Will Chicago Citywide Plan Advisory Council
Member, 2021-present

ADVANCING SOCIAL JUSTICE PLANNING RESPONSIBLY

As an Asian American who started his own small business, diversity and inclusion are central to Todd's personal and professional values. He helps to advance social justice through his work in affordable housing, eTOD, and placekeeping for communities facing displacement.

One of Todd's core beliefs as an urban planner and a person of color is to raise up the voices of those who are marginalized or withhold from speaking up. People have concerns to raise, ideas to share, and stories to tell. That requires a variety of platforms to elevate and advocate for these voices. Also, to truly be heard, feedback needs to be summarized, shared with the community, and integrated into data-driven strategies and action-driven policies.

The built environment and its socioeconomic support system should be equitable and inclusive for all. That way all people have the means and opportunities to access healthy food, affordable living spaces, strong schools, stable employment, upwardly mobile business and entrepreneurial development, transportation choice, and safe neighborhoods.



EGRET & OX PLANNING, LLC
IS A MINORITY-OWNED
SMALL BUSINESS

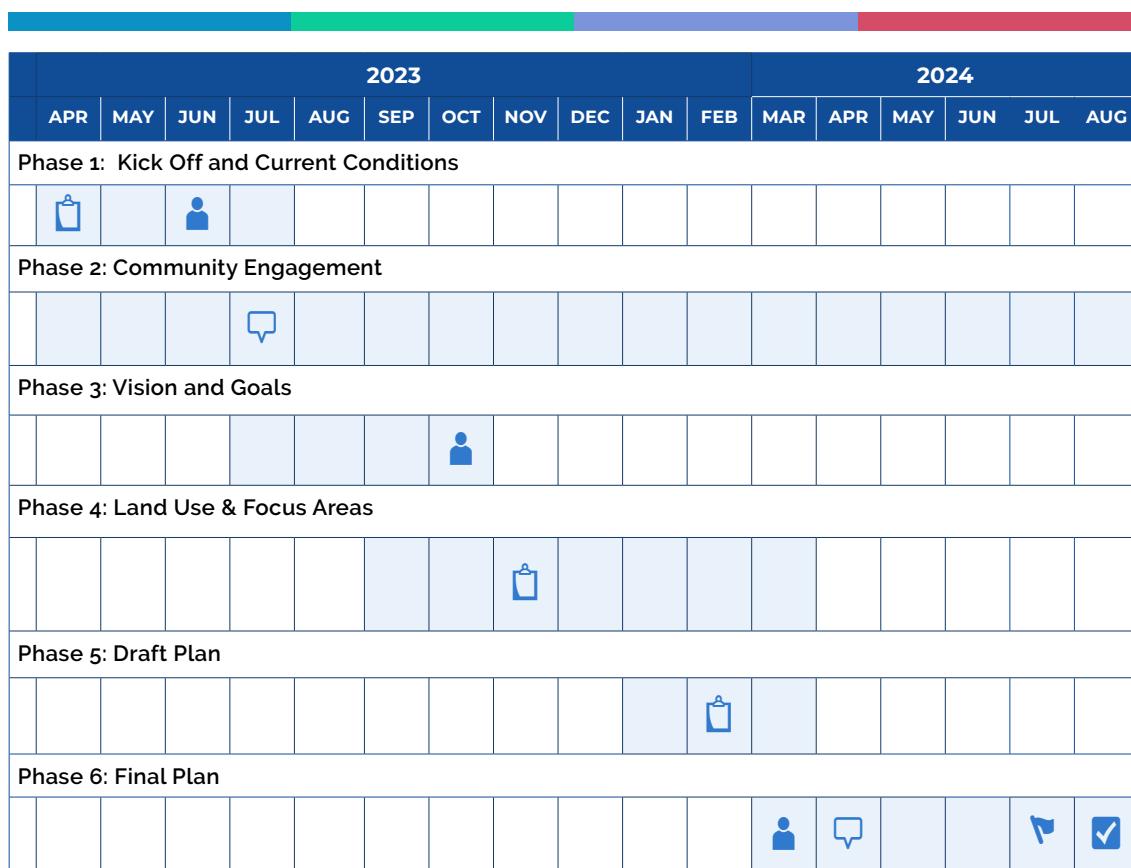
DBE, MBE, ESB, EBE, SBE

 Todd Vanadilok AICP
PRINCIPAL PLANNER

 Chicago | Fort Collins
(847) 971-5131
 todd@egretandox.com
 www.egretandox.com

5 | Timeline

The chart below outlines a proposed timeline for completion of the Lake Zurich Comprehensive Plan Update. Our team is open to adapting this schedule based on discussions with Village staff.



Legend

- Steering Committee Meeting
- Community Open House
- Team Workshop
- Public Hearing
- Village Board Meeting

6 | Cost Proposal

Our Team proposes to conduct the scope of services outlined for a total all-inclusive fee of **\$119,555**. We are happy to discuss modifications to the scope and cost in more detail with Village staff. A breakdown of hourly rates and number of work hours proposed by staff level are listed below.

FIRM & STAFF LEVEL	HOURLY RATE	# OF HOURS PROPOSED
Teska Associates, Inc.		
Principal	\$170	170
Senior Associate	\$125	184
Associate	\$110	289
Epstein		
Project Manager	\$180	32
Senior Planner	\$150	38
Planner	\$120	84
Senior Engineer	\$110	8
Senior Project Engineer	\$225	2
Egret & Ox		
Principal	\$125	91
TOTAL PROPOSED HOURS		898
EXPENSES		\$1,000
PROPOSED BUDGET		\$119,555.00

- Reimbursable expenses (i.e. travel, document production, project supplies, etc.) are billed at actual cost without markup.
- Mileage reimbursement is billed at the current IRS-approved rates.
- Additional services are not billed until and unless the client agrees in advance to the performance of those services.

7 | References

The references below are clients from Teska-led comprehensive plans, all completed within the last five years and comparable in scope to our proposal for the Lake Zurich Comprehensive Plan.

■ **Village of Deer Park Continuing Services**

Beth McAndrews

Village Administrator

Village of Deer Park, IL

bmcandrews@vodp.net

847-726-1648 Ext. 102

■ **Rolling Meadows Comprehensive Plan**

Elizabeth (Payne) Kwandras

Interim Superintendent

City of Rolling Meadows, IL

KwandrasE@cityrm.org

847-560-6030

■ **Frankfort 2040 Comprehensive Plan**

Jeff Cook

Village Administrator

Village of Pingree Grove, IL

(Formerly Assistant Village Administrator,

Village of Frankfort)

jcook@pingreegrove.org

847-464-5533 x 1501

■ **Carrboro Connects Comprehensive Plan**

Trish McGuire

Planning Director

Town of Carrboro, NC

pmcguire@carrboronc.gov

919-918-7327





VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

MARCH 2023

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

A Look Back at March 2023...

Main Street Infrastructure and Streetscape Improvements

In March, the Village Board approved \$5.1 million to fund multi-phase public improvements within Lake Zurich's Main Street District, advancing the Village's strategic goal of infrastructure investment.

- The first phase consists of replacing 2,500 feet of 8-inch watermain, 1,460 feet of 8-inch sanitary sewer, 1,050 feet of storm sewer, and 240 feet sanitary force main on Main Street, Mionske Drive, and Lake Street, which includes full pavement resurfacing.
- The second phase consists of installing 1,015 feet of 12-inch watermain, which includes a 100-foot section of 20-inch steel casing pipe to be augured under the limits of the rail crossing on South Old Rand.
- The third phase consists of streetscape improvements and the relocation of the overhead utilities on South Old Rand.

The existing aged underground infrastructure (*often 70-90 years old in this project!*) will be replaced to improve the overall integrity of the water and sewer system while also improving water quality for residential and commercial properties. Construction is anticipated to start in early May, with substantial completion to be expected by late fall / early winter 2023.

2023 Parade Cancellations

Due to the pending infrastructure enhancements this summer in the Main Street District and the dangers of active construction zones, the Lions Club has cancelled its alpine parade and the American Legion has cancelled its Memorial Day parade for this year.

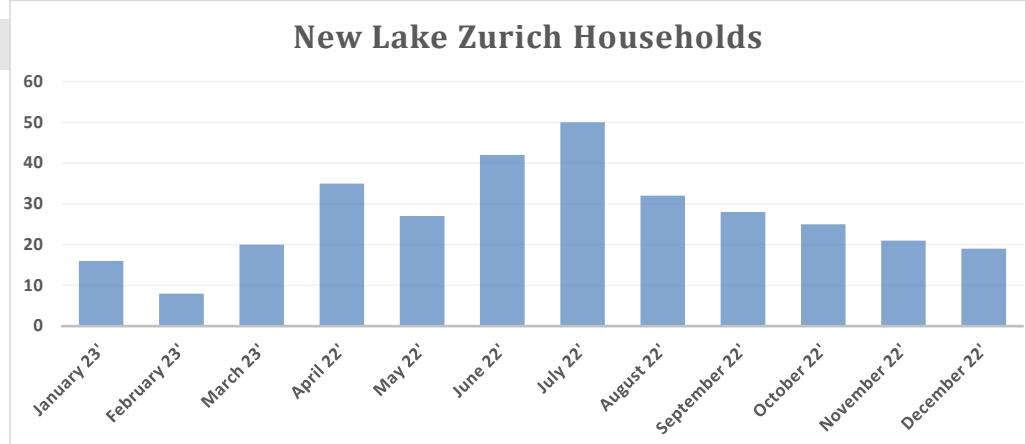
Annexation Application for Midlothian Manor Expected

The Village was informed by the Housing Opportunity Development Corporation (HODC) that it plans to submit application for annexation and zoning for the property located at 22843 Lakewood Lane for consideration by the Planning and Zoning Commission in May 2023.

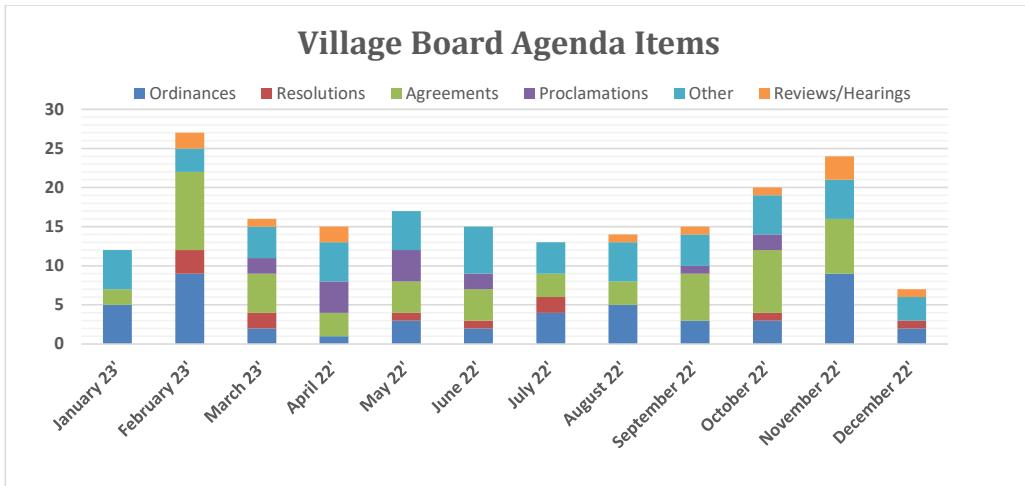
The Lake County Housing Authority-owned property is currently configured for low-income shared-living facilities with a common kitchen, and has been vacant for a number of years. HODC proposes to construct a new two-story building with 24 affordable rental units including a mix of one-, two- and three-bedroom apartments accompanied by a parking lot, stormwater detention areas and landscape buffers. HODC recently conducted two informational community meetings on January 28, 2023 and March 6, 2023 to present its proposal to the neighbors and answer questions.

New Chase Bank at 455 South Rand Road

In March, members of the Village's Development Review Team met in a pre-construction meeting with the general contractor for the new Chase Bank building project along with their sub-contractors and trade-persons. The construction is scheduled to begin the first week of April 2023. Chase has indicated they are planning to complete the construction by October 2023 with operations commencing shortly after that.



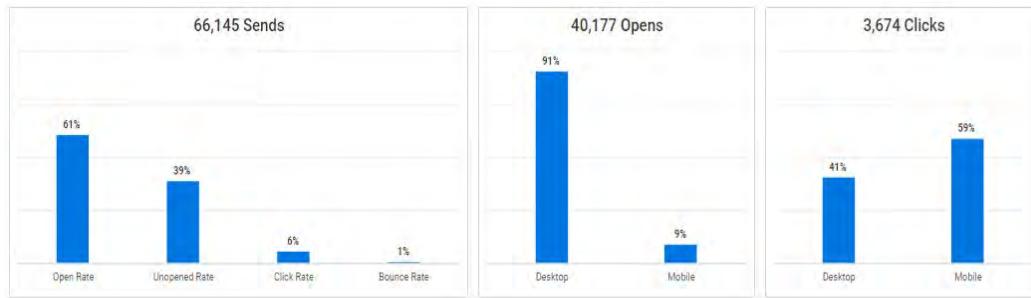
This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not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



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

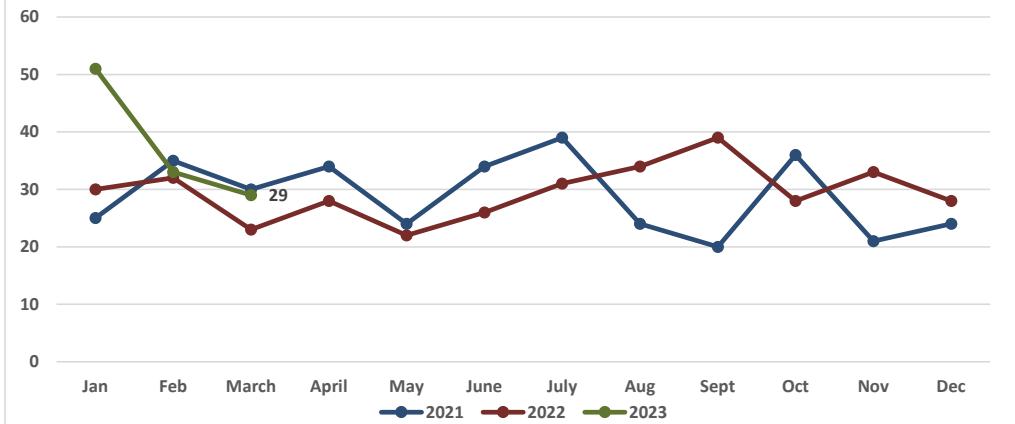
Average length of regular March Village Board meetings: 39 minutes

Benchmarks Engagement

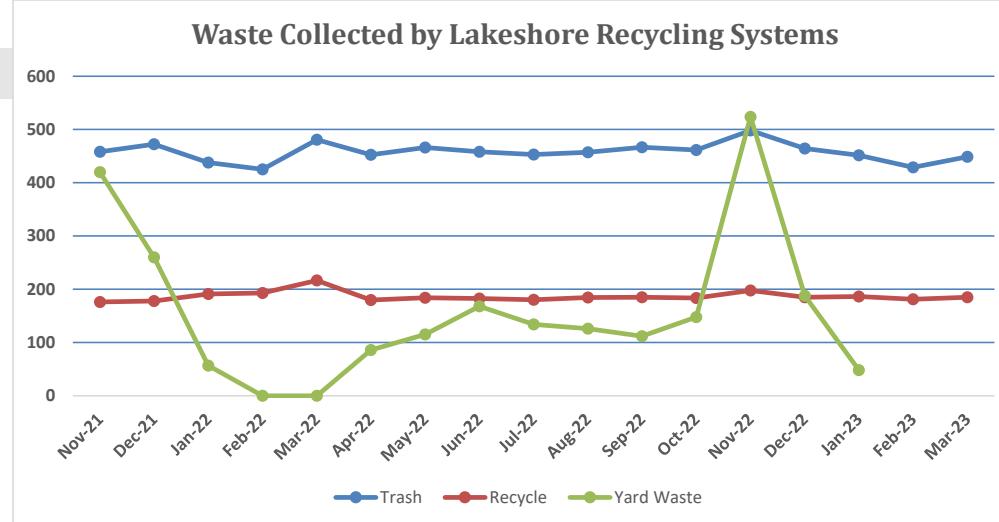


Benchmarks is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 6,000 subscribers.

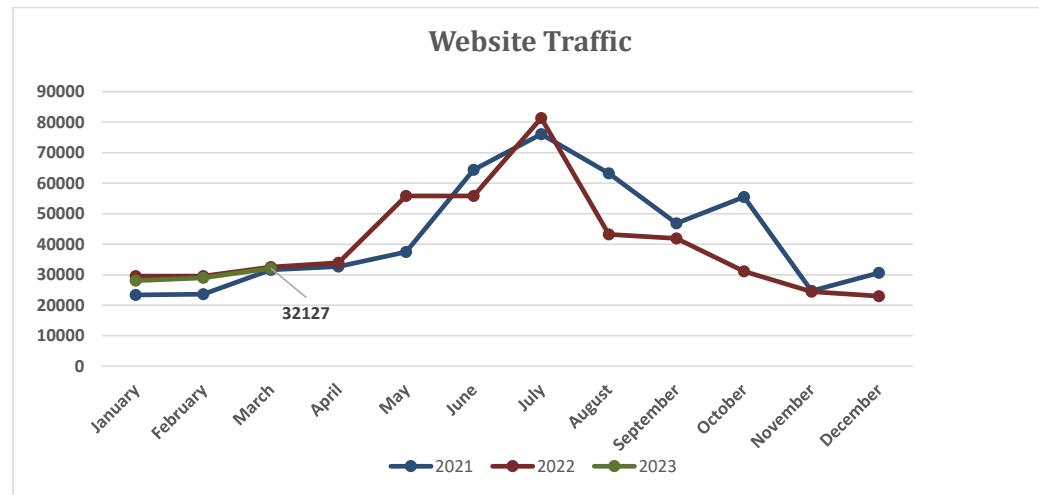
FOIA Requests Village-Wide



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



Prairieland Disposal began service to Lake Zurich in September 2020. Lakeshore Recycling Systems (LRS) took over service in October 2021. The above metric reports the volume of waste collected each month including trash, recycling, and yard waste. This metric is updated once per quarter. *Trash* and *Recycling* is reported in tons while *Yard Waste* is reported in cubic yards.



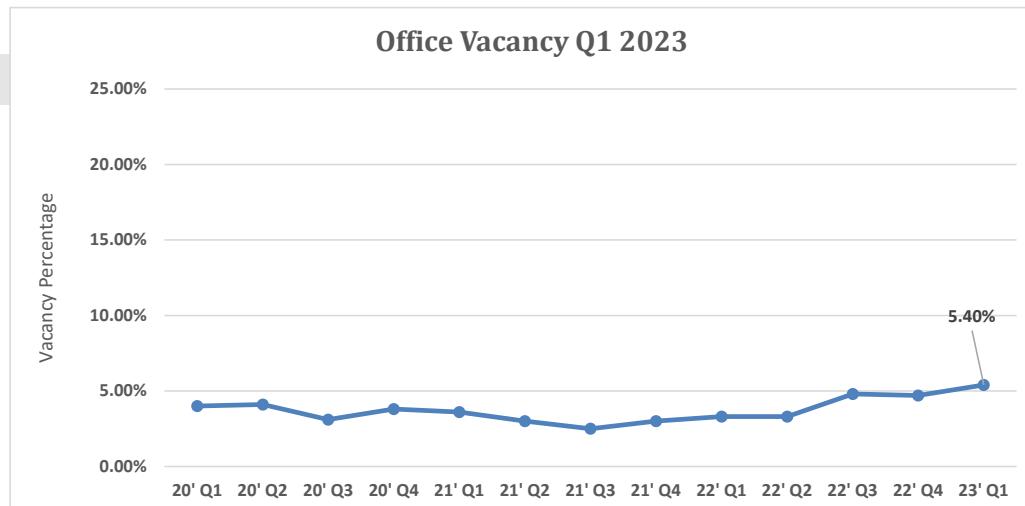
This data represents the number of visits to LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing resident-oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision-making.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



The Lake Zurich retail vacancy rate increased in the first quarter of 2023 from 3.2% to 3.4% vacant compared to the fourth quarter (*based on Lake County Partners data*). As of March 31, 2023, there was 89,193 square feet of retail space reported vacant in Lake Zurich, with average rates at \$17.19 per square foot (nnn).

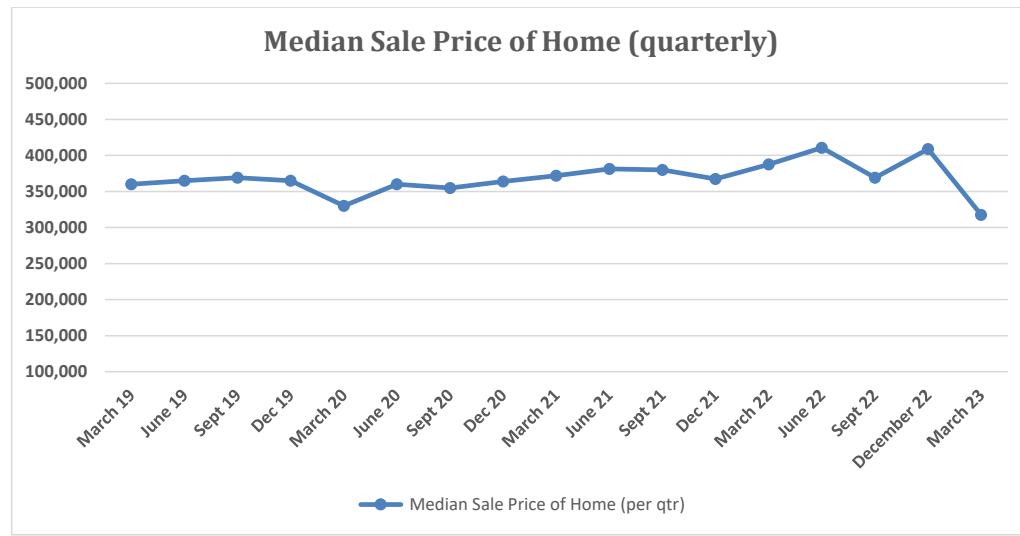


The Lake Zurich industrial vacancy rate increased to 0.8% in Quarter 1 of 2023 compared to Quarter 4 when 0.4% was reported vacant (*based on Lake County Partners data*). As of March 31, 2023, there was 45,991 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$6.95 per square foot (nnn).



The Lake Zurich office vacancy rate increased to 5.4% in Quarter 1 of this year compared to Quarter 4 at 4.7% vacant (*based on Lake County Partners data*). As of March 31, 2023, there was 21,416 square feet of office space reported vacant in Lake Zurich, with average rates at \$26.59 per square foot (full service).

Real Estate Housing Trends – Residential Inventory



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

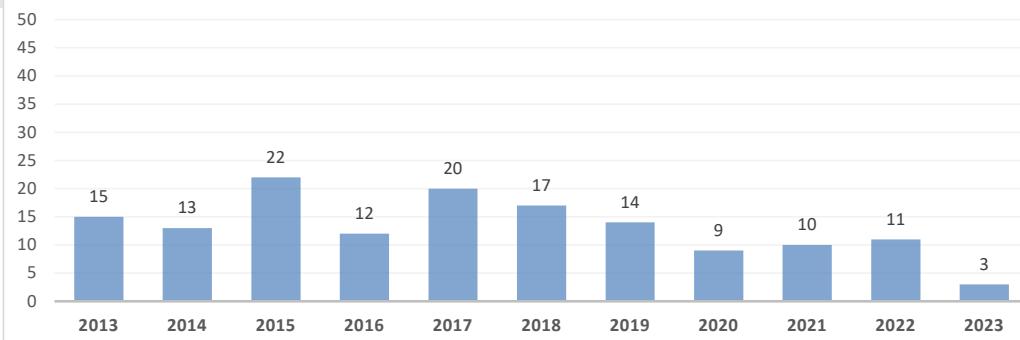
The monthly snapshot *below* reports more details about the residential real estate market for the most recent month.

March Snapshot of Real Estate Trends

Homes Reported for Sale:	36
Median Sale Price:	\$317,500
Median Days on Market:	61
Number of Homes Sold:	14

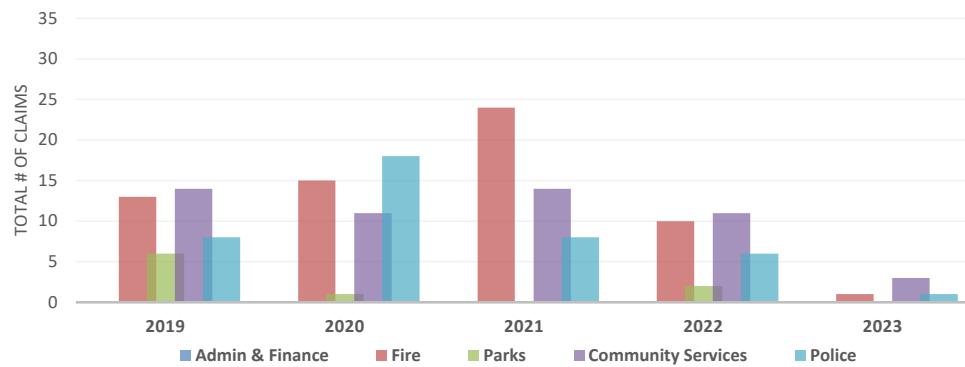
*Source: Redfin Corporation

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

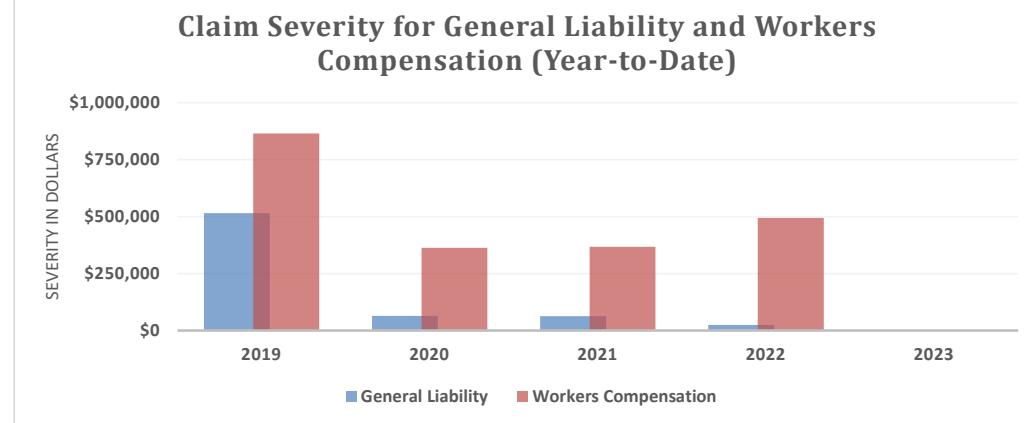


Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of approximately 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports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

Claim Frequency By Department (Year-to-Date)



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



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



This metric shows the number of new hires over the past 12 months. Includes full-time, part-time, and seasonal employees. A large number of seasonal staff are hired each spring to accommodate parks and recreation programs and lifeguards for the beaches.



FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

March 2023

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

OUR MISSION: To care for and protect our community.

OUR VISION: The Lake Zurich Fire Department is dedicated to meeting the ever-changing needs of our community, while ensuring a safe and secure environment for all, through professional development, unity, and teamwork.

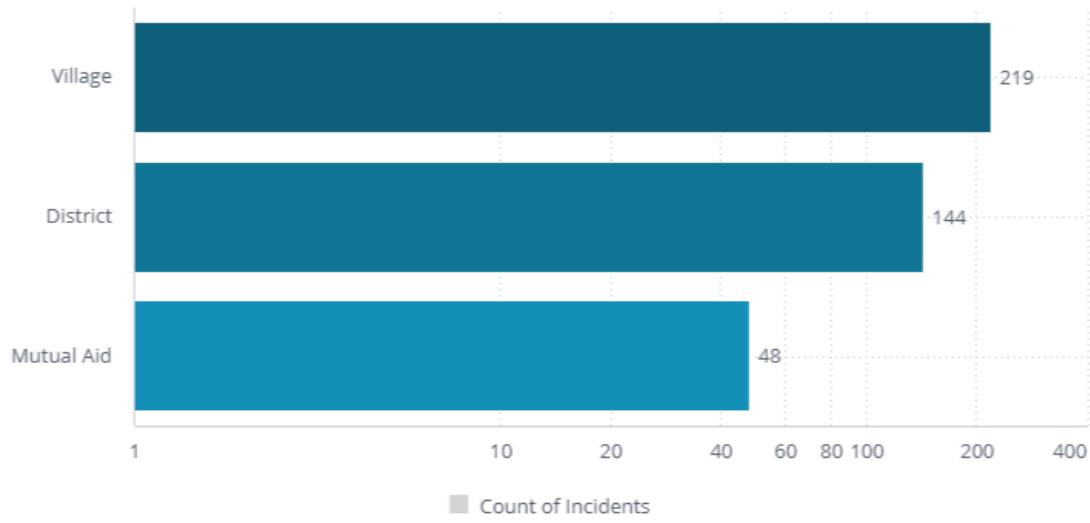
OUR VALUES: Professionalism, Responsibility, Integrity, Dedication, Honor

EXECUTIVE SUMMARY – MARCH 2023

The Lake Zurich Fire Department provides a full range of professional and high-quality services to the Village of Lake Zurich and the Lake Zurich Rural Fire Protection District. We protect approximately 37,000 residents, many local businesses, and visitors across the twenty-five square mile combined service area. The Villages covered in the fire district include Hawthorn Woods, Kildeer, Deer Park, North Barrington, and Lake Barrington.

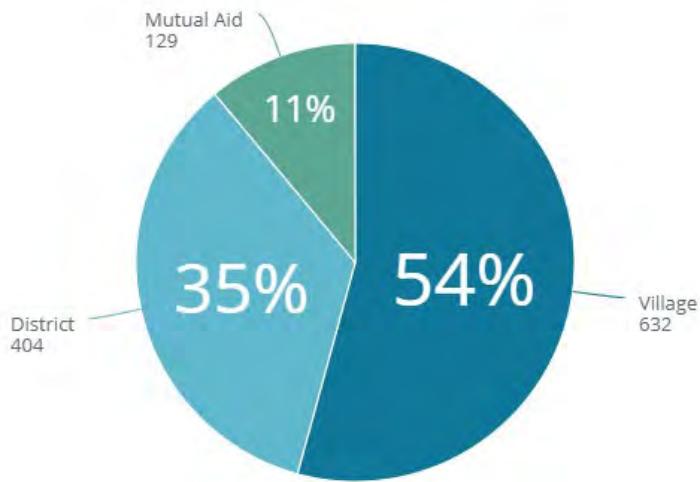
411 Incidents – March 2023

Responses – March 2023



1,165 Incidents – Year to Date

Responses – Year-to-Date 2023



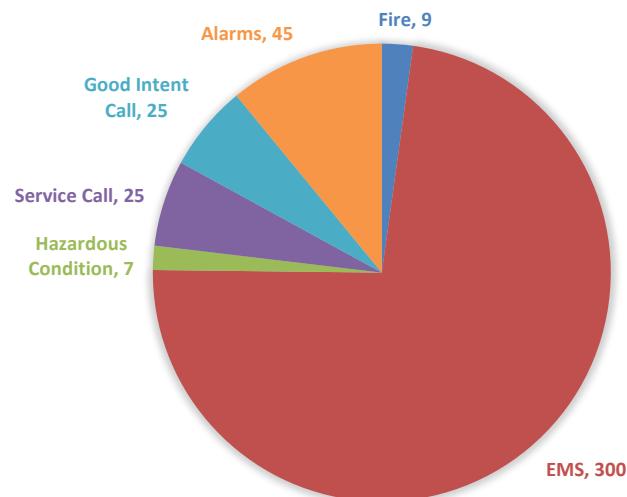
Incident Types

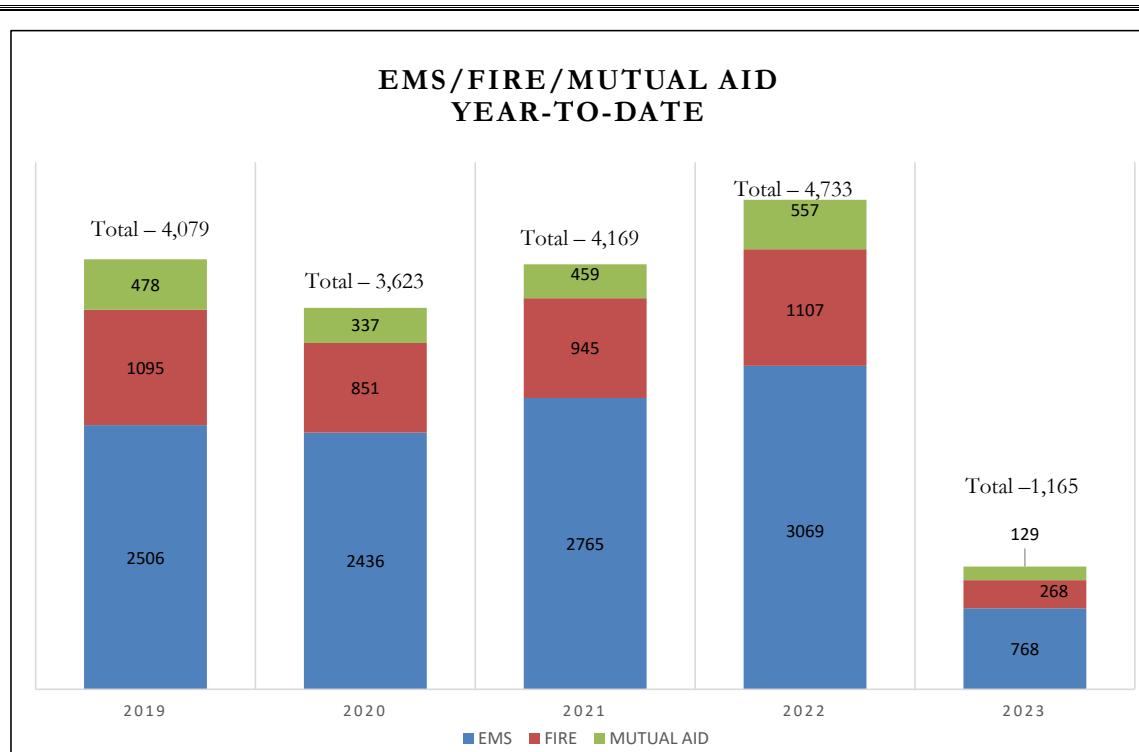
The Department codes all incidents within the National Fire Incident Reporting System (NFIRS).

The codes all relate to the text categories noted in the chart to the right. Rescue and EMS incidents account for the majority of incidents we respond to.

In March, **300** incidents were Rescue and EMS incidents.

INCIDENT TYPES - MARCH 2023





Fire Incidents (Year-to-Date)

Working Fires

Total Count of Working Fires

19

Incidents with Property Value Change

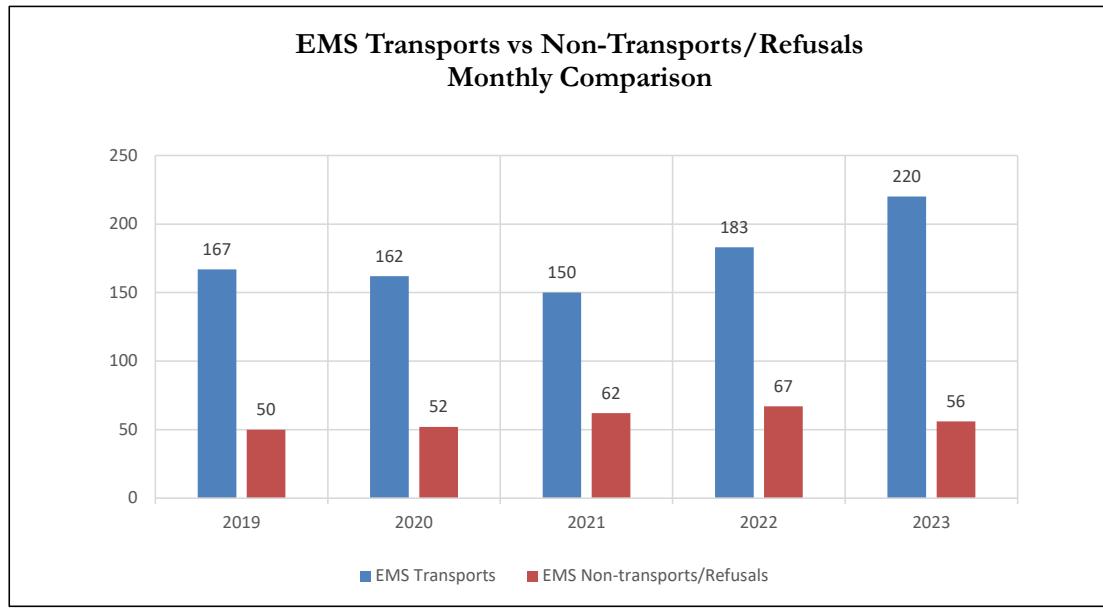




Structure fire in the 1000 block of Midlothian Road. *(Pictured above)*

EMS Incidents

The chart shown below reflects EMS Transports vs. Non-Transports/Refusals. It's important to note that not every EMS call will result in a transport to the hospital. However, as you'll see from the data, transports always outpace Non-Transports/Refusals. This chart compares the month of March across 5 years.



ADMINISTRATION DIVISION

Letters of Gratitude



Barrington Countryside Fire Protection District
Headquarters Station
22222 N. Pepper Road
Lake Barrington, IL 60010
(224)848-4800

March 18, 2023

Chief Dave Pilgard
Lake Zurich Fire/Rescue
321 S. Buesching Rd.
Lake Zurich, IL 60047

Dear Chief,

On behalf of the members of the Barrington Countryside Fire Protection District and our community, I want to extend our sincere appreciation to you and your department for the assistance provided on March 18, 2023, for the structure fire at 94 Countyline Rd. in Barrington Hills.

Our department was dispatched to a single-family residence for the report of a structure fire on the back of the residence. Crews arrived on scene to find heavy smoke and fire conditions from the front and right side of the structure. Command requested MABAS Box 38-1 to the second level. Thanks to you and your crews for there participation in this incident.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey Tress".

Battalion Chief Jeffrey Tress
(Incident Command)

A handwritten signature in black ink, appearing to read "James Kreher".

Chief James Kreher



JOANIE'S CLOSET

A non-profit committee helping
under-resourced District 95 students

March 2023

Dear Lake Zurich Fire Department:

On February 11, 2023, Joanie's Closet hosted its 10th Annual Valentine's Day Dance to raise funds to benefit under-resourced students in District 95. The event was a huge success because of generous donors like you.

Thank you so much for donating a Firetruck Ride to School to our raffle. This is such a treat for the kids! Your support of this Joanie's Closet fundraiser is greatly appreciated.

The money raised will help Joanie's Closet continue to help students with immediate needs. We are grateful to have a supportive community to help us continue our mission to help students achieve their full potential.

Sincerely,

Joanie's Closet Committee

Cathleen
Mallory
Dr. thank you!

SDH

Thanks for your
ongoing support!
John Mallory

John

Thank you!
Lisa Wheeler

District 95 Administration Center - 832 South Rand Road - Lake Zurich IL 60047
Phone: (847) 438-2831 FAX: (847) 438-6702

Personnel

Congratulations to Training Chief Mickey Wenzel on his retirement after 31 years of service! (Pictured below)



– Personnel Commendations –

Firefighter/Paramedics **Jeremy Holden** and **Andy Skalski** helped a resident install grab bars in his bathroom/shower after LZFD transported him for a fall. Andy and Jeremy didn't hesitate to offer their assistance. They installed a total of three grab bars in the bathroom and shower as well as picked up some of the materials from Home Depot, so the resident didn't have to make the trip there.

Lake Zurich Fire put on an in-house Rope Operations class, coordinated by Firefighter/Paramedic **Brian Stodola**. Lieutenant **Chris Hedquist** also assisted with the preparation. "It is of my opinion, Brian and Chris went above and beyond by developing this in-house class. The members of the department will benefit from this class by enhancing our capabilities to reduce community risk and enhance operational efficiency and safety. We have started the class which will span over several months. In the fall, members will be able to challenge the State Certification Rope Rescue Operations level 1 test. Big shout out to Brian and Chris!" *Training Captain Lee Kammin*

Community Relations / Public Education

Community focus is an important aspect of the Department. This includes risk reduction through public education. Examples include but are not limited to; school & daycare visits and station tours where fire safety and a safety message, such as stop, drop, and roll is covered.

We also monitor fire and severe weather drills in schools as well as teach exit drills to middle school students. The Department also provides CPR and First-Aid training.

Lake Zurich Fire & Police personnel attended a spaghetti dinner at Peace Lutheran. (Pictured right)



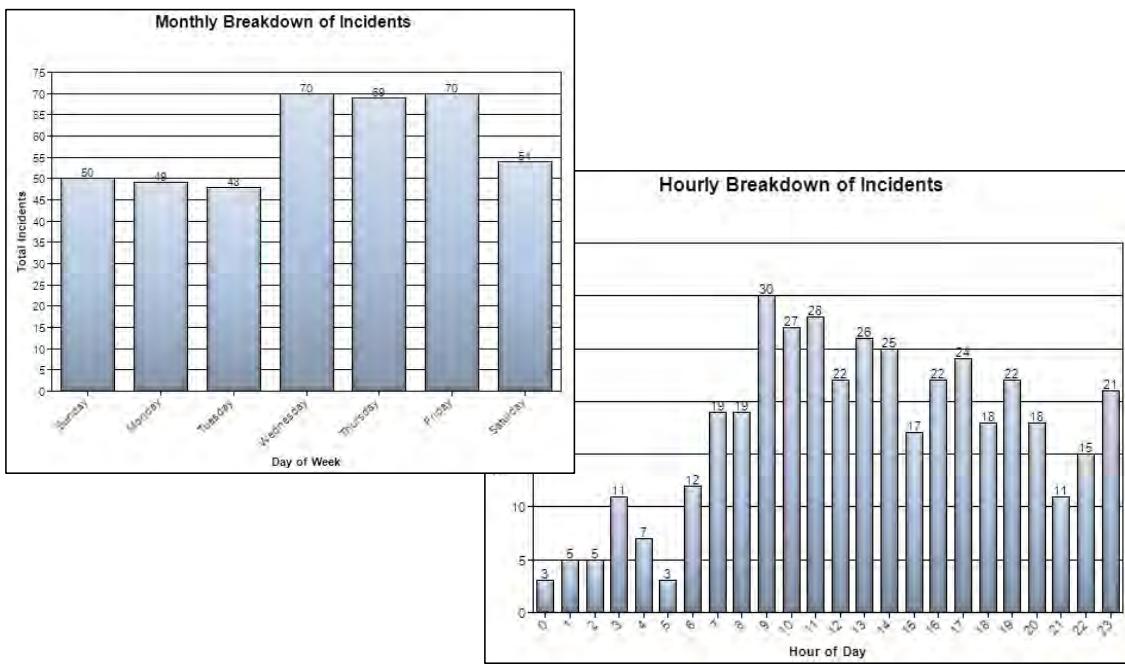
8 | Page

2023 Budget



OPERATIONS DIVISION

The following two charts breakdown incidents by the day of the week and hour of the day.



STATIONS & STAFFING | OFFICER FIREFIGHTER/PARAMEDIC

STATION 1

321 S. Buesching Road
Lake Zurich, IL 60047

APPARATUS & STAFFING BATTALION 32



STATION 2

350 W. Highway 22
North Barrington, IL 60010

APPARATUS & STAFFING

ENGINE 322
AMBULANCE 322



STATION 3

1075 Old McHenry Road
Lake Zurich, IL 60047

APPARATUS & STAFFING

ENGINE 323
AMBULANCE 323



STATION 4

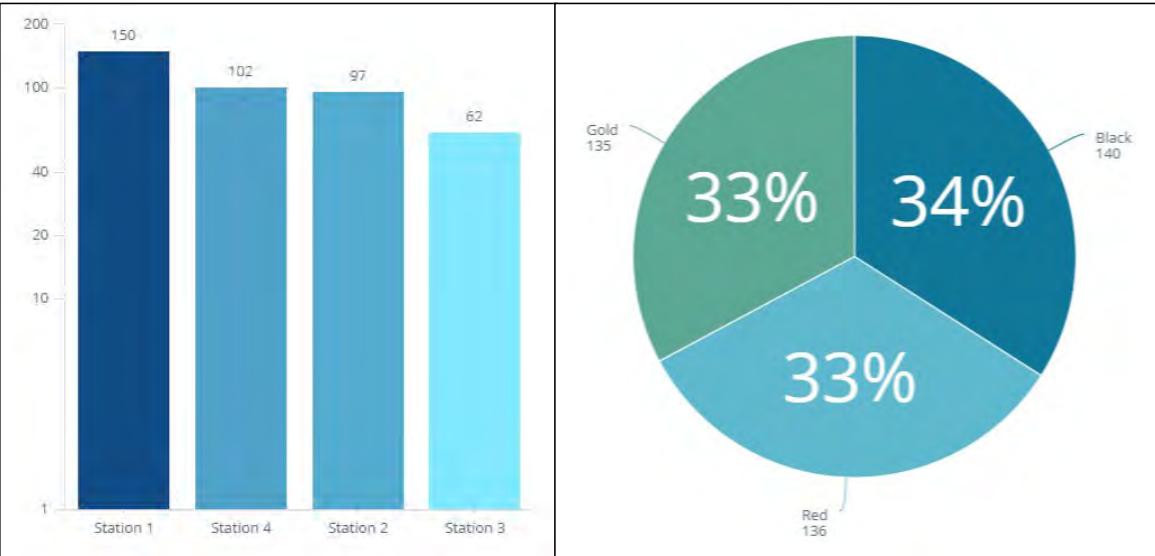
21970 Field Pkwy
Deer Park, IL 60010

APPARATUS & STAFFING

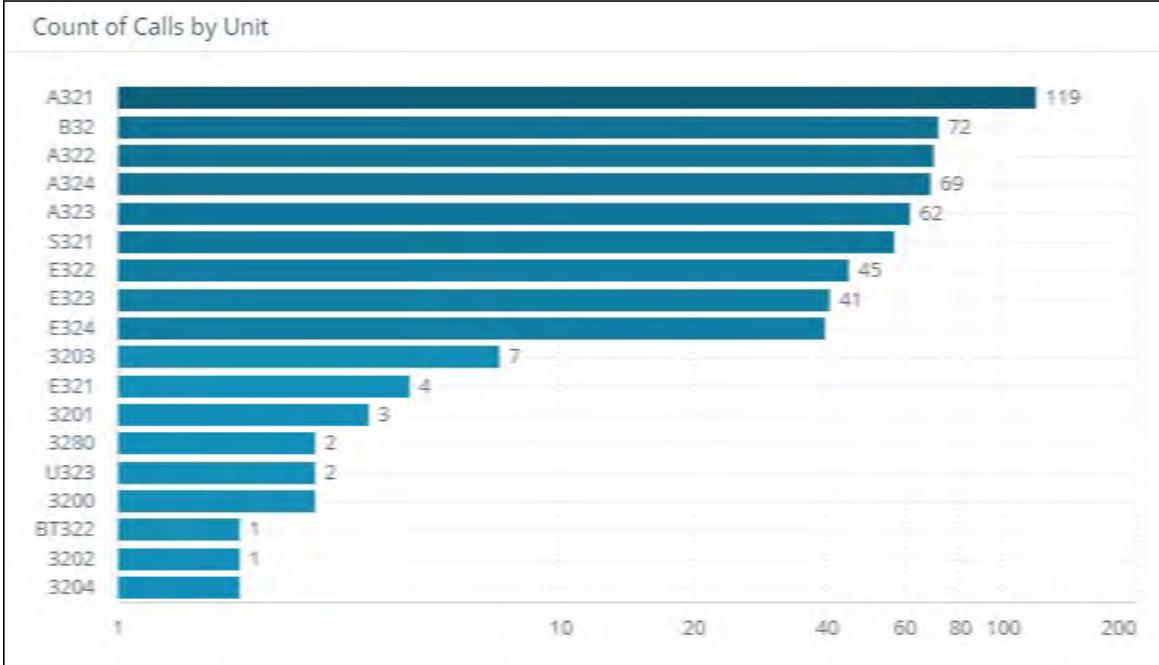
ENGINE 324
AMBULANCE 324



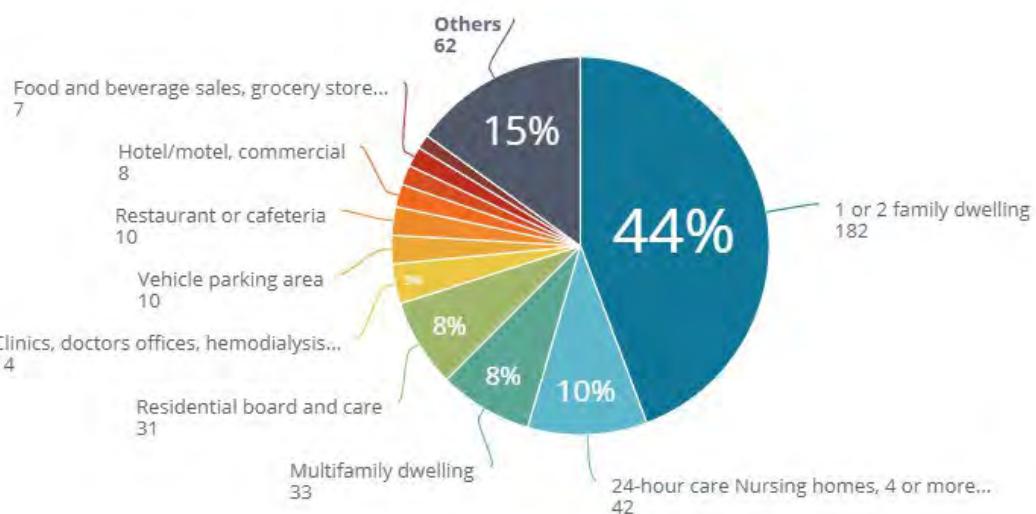
Incident Count by Station | Incident Count by Shift



Incident Count by Unit

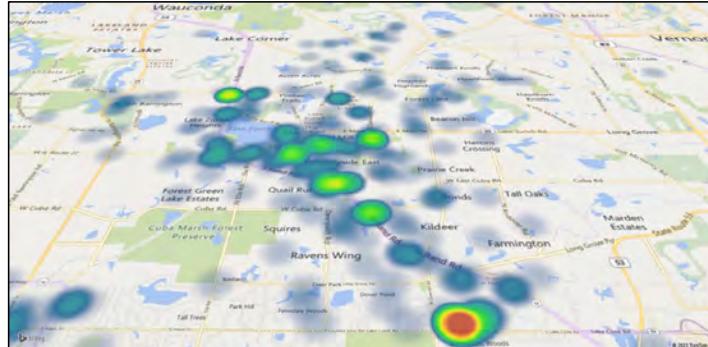


Property Use by Category – March 2023

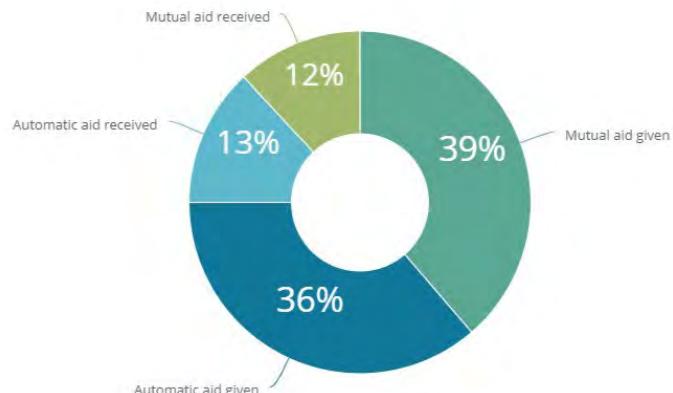


The graphic to the right is a visual representation of call distribution for March. As visually displayed, the assisted living/memory care facilities are a large portion of our department calls and are consistently within the top ten locations responded to each month.

We frequently respond to doctor offices, health clinics, and automobile accidents near the Route 12 corridor.



Breakdown of Aid Given or Received - Year to Date - 2023



Response Times

Response time includes three key factors: dispatch handling, turnout, and travel time.

Dispatch handling time is when dispatch takes in information and then dispatch personnel.

The turnout time is when the crews receive the call to the time they get into the vehicles and hit the enroute button.

Travel time reflects the time from en route to when they arrive at the incident scene. Construction, speed limits, weather, and train traffic can impact response times.

The overall goal for arrival at an emergency fire call is 6 minutes and 20 seconds from the time of notification until the first unit arrives on the scene. For a response to an EMS incident, this time is 6 minutes.

The following shows the average times for all incidents including EMS, Fire, and Mutual Aid in March 2023.



Dispatch Time	Turnout Time
Average Dispatch Time 01m:19s	Average Turnout Time 01m:03s
Travel Time	Response Time
Average Travel Time 04m:26s	Average Total Response Time 06m:28s

TRAINING DIVISION

During March, we completed the following shift training:

Fire Training

- Building Construction
- Size Up/Estimating the Stretch
- Emergency Communications
- Searching for Rescue
- Cancer and PPE

EMS

- Continued Education with Northwest Community Hospital
- EMS SOP Review: Environmental: Submersion/Drowning

Pre-Planning Review

- 95 Hubbard Ln
- 175 Quentin Rd
- 800 Ela Rd
- 23153 W Miller Rd

Special Rescue Training

- Rope Ops Mods 4
- Ice Rescue

The following members attended outside training:

FF/PM Kevin Glasder finished up Rope Rescue Operations Level 1- 40 hours

Captain Kammin attended IS 300 – 24 hours

Captain Yee attending Staff and Command - 40 hours (*Pictured above/ right*)

Captain Kammin attended IS 400 – 16 hours

FF/PM Jeff Hall attended Rope Rescue Operations Level 1 – 40 hours



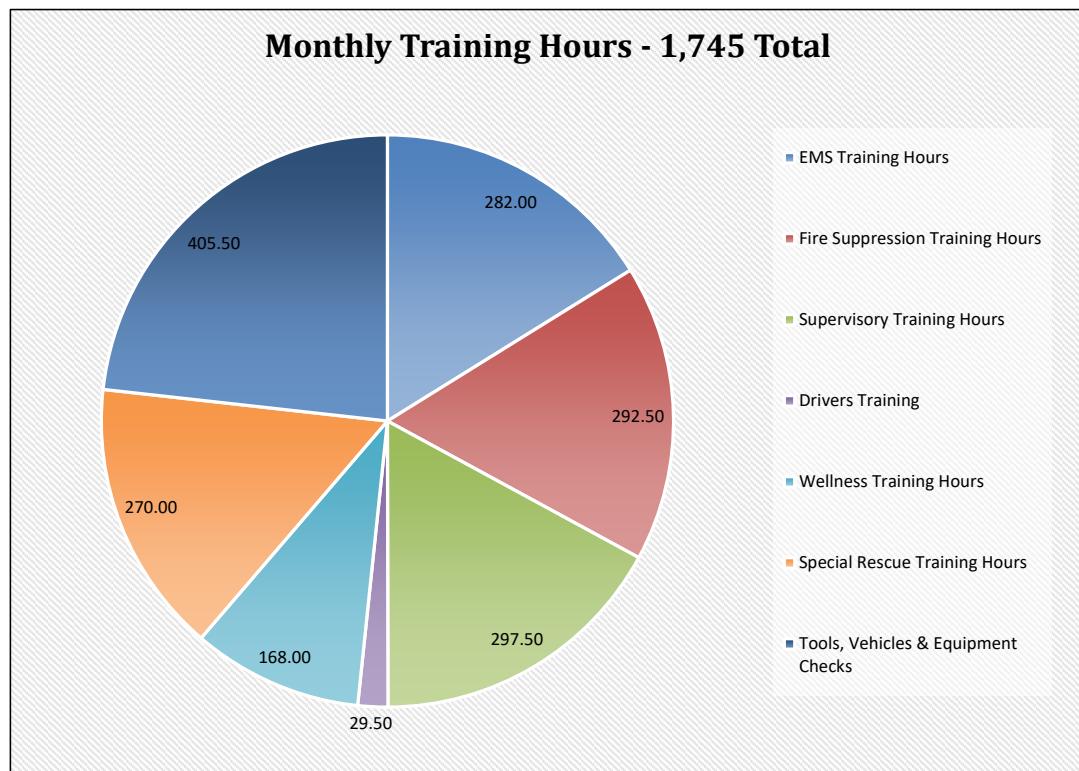
FF/PM Alex Tanner attended Fire College Mac-A-Palooza – 16 hours

FF/PM Jason Kraus attended Leadership Development and Decision Making – 40 hours

Captain Yee Started Instructor III – 40 hours

Captain Santoyo attended Dealing with Problem Employees – 8 Hours

Captain Kammin attended Lithium Battery Symposium – 8 hours



FIRE PREVENTION BUREAU

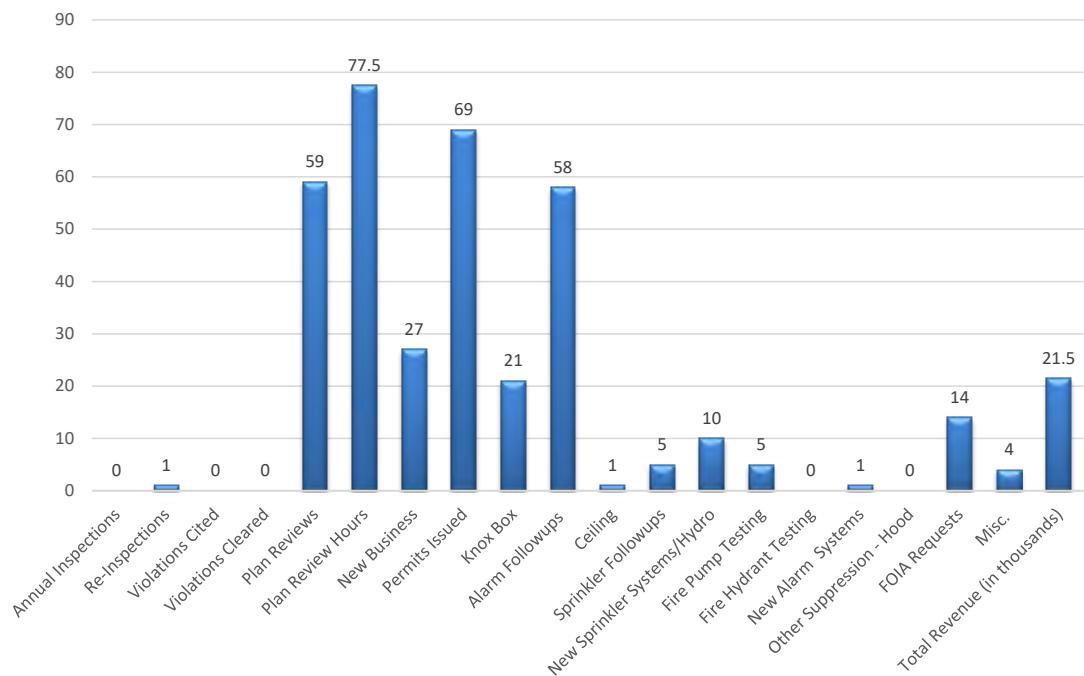
March begins the annual wildland burn permit season. The Fire Prevention Bureau issues burn permits to numerous organizations during the spring. Pictured below is a controlled burn at the Biltmore Country Club on March 31, 2023.



MARCH 2023 ACTIVITIES

- NIFIA Meeting with Lake County Building on sprinklers
- Multiple freeze-up issues at the Sanctuary Townhomes
- Follow up on structure fire 1073 Midlothian Road
- J.J. Twiggs follow up on hood system activation
- Pre-construction meeting at Building Department for Chase Bank
- Tornado safety Ela Library
- Storage complaint at Dollar Tree

**Fire Prevention Activities
Year-To-Date - 2023**





POLICE DEPARTMENT

MONTHLY INFORMATION REPORT

MARCH 2023

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General

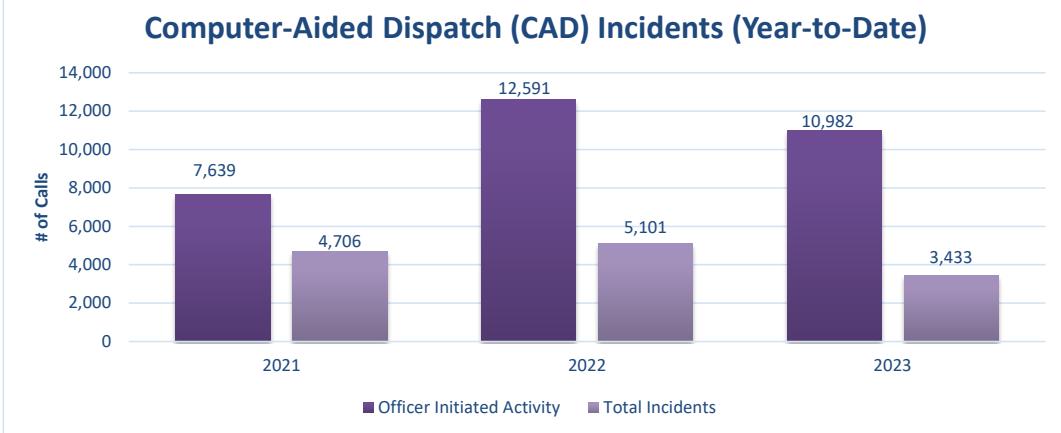
- The Police Department processed 19 Freedom of Information requests this month.
- Our Department received four raffle permit requests this month.
- Deputy Chief Johnson joined police executives from throughout Illinois on March 21 at the annual lobby day at the Illinois State Capital coordinated by the Illinois Association of Chiefs of Police. Association members met with members of the General Assembly to discuss top legislative priorities. Deputy Chief Johnson met with a number of legislators including 26th District Senator Dan McConchie and 51st District Representative Nabeela Syed.
- Our agency participated in the IDOT St. Patrick's Day grant period from March 10th – 19th. 36 grant hours were worked as part of the campaign. The grant hours yielded the following results: 14 seat belt citations, 3 speeding citations, 1 distracted driving citation, 1 DUI arrest, 3 other arrests, and 6 other citations.
- During the week of March 24th – April 1st our Department had its annual web-based Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) assessment. During this assessment our agency must submit an annual status report to document progression of continuous organizational improvement, and a member from CALEA remotely reviews 45-50 CALEA standards to confirm compliance and ensure policies are being practiced. The Compliance Services Member (CSM) also conducted 4 different remote focus interviews with agency personnel, which was new to the review this year. The CSM found no issues during his assessment and advised the department files were some of the best he's seen in quite a while.

Patrol and Communications

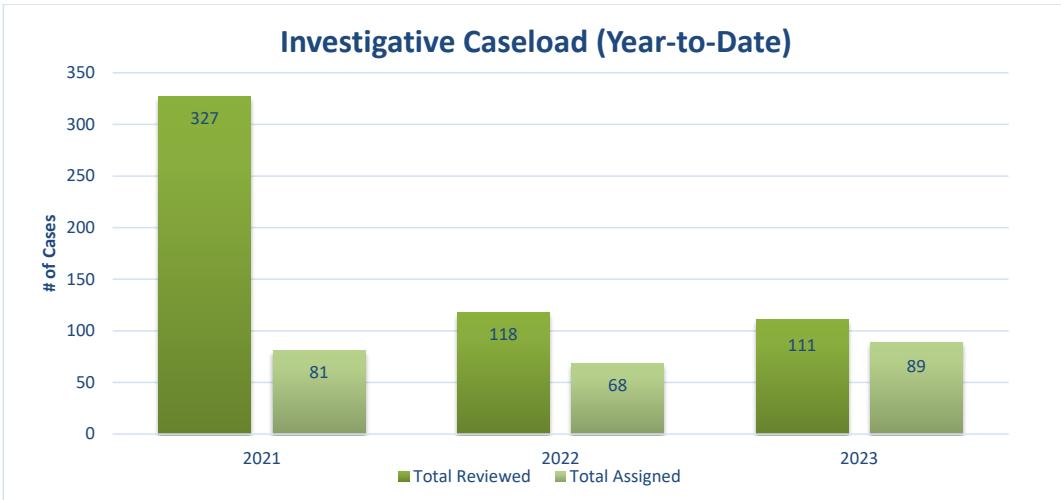
- Year-to-date, officers conducted 1193 traffic stops and issued 548 traffic citations.
- During the month, Dispatch handled 1567 9-1-1 calls and 3702 administrative calls.
- Our agency conducted three child safety seat inspections in March.
- Jalisa Diggs-Taylor started as a telecommunicator on March 9, 2023.
- Six truck permits were approved in March totaling \$675.00 in permit fees.

Investigations

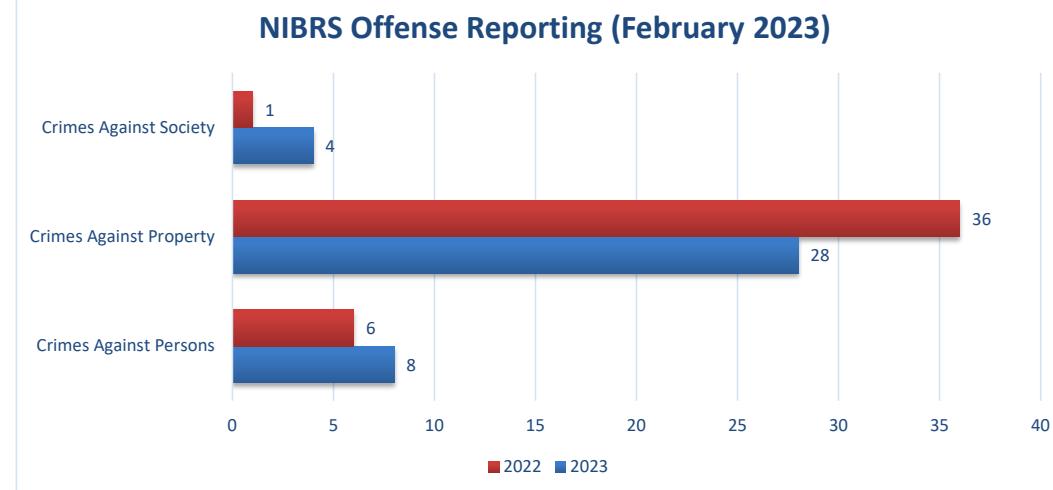
- The Criminal Investigations Division is currently investigating 95 cases, averaging 23 cases per detective. Of the 95 cases, 7 have been sent to the Lake County State's Attorney's Office (LCSAO) to obtain arrest warrants for identified suspects.
- There were no NIPAS or Lake County Major Crimes Task Force callouts this month.



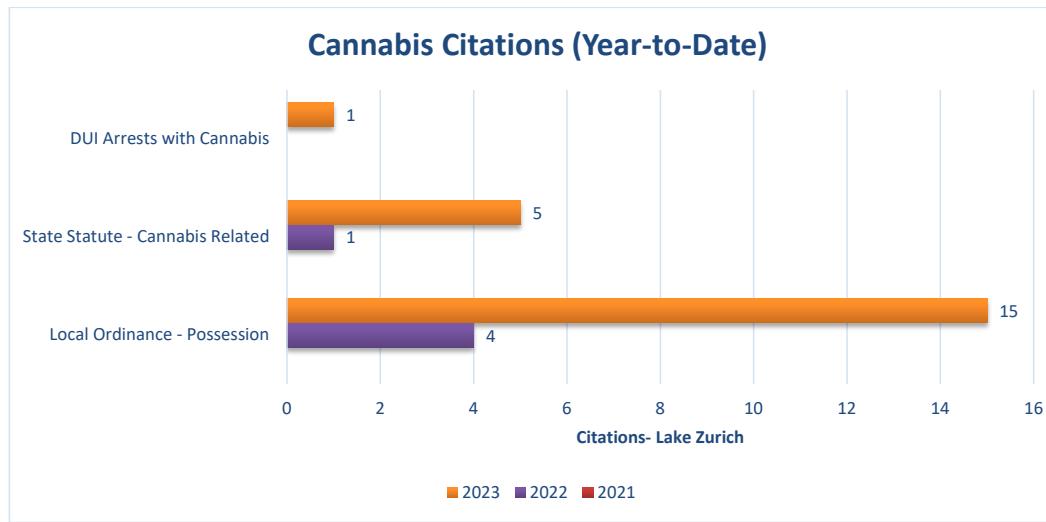
Officer initiated activity includes DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Frontline data, including vacation watches and directed patrols, are now listed under officer-initiated activity and are no longer CAD incidents.



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



The Lake Zurich Police Department has switched over to the FBI's National Incident-Based Reporting System (NIBRS). Data is broken down into the following three categories: Crimes Against Persons, which include crimes such as murder, assault, and sex offenses; Crimes Against Property, which include crimes such as robbery, burglary, theft, fraud, and stolen property; and Crimes Against Society, which includes crimes such as drug/narcotic violations, pornography, and weapon violations. *One month behind



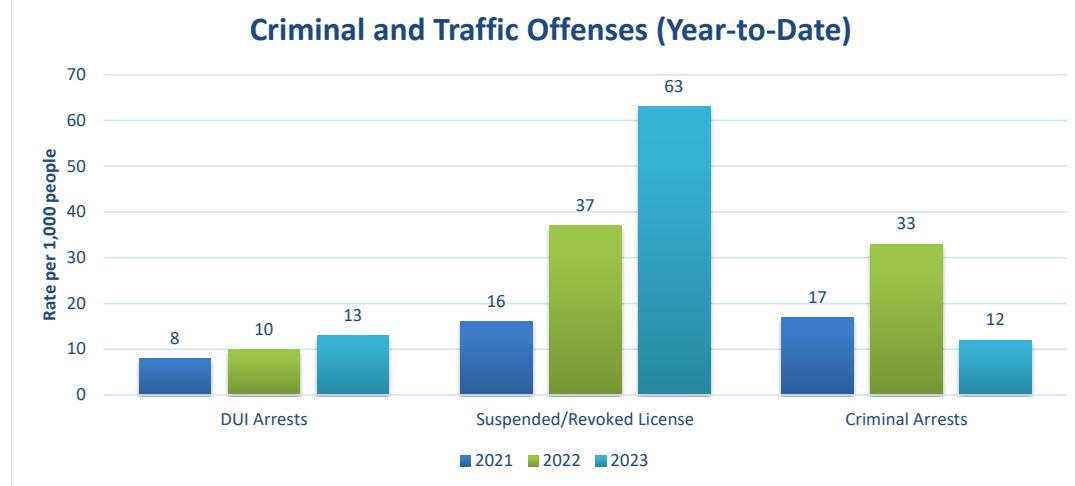
Illinois passed new cannabis rules and regulations that went into effect on January 1, 2020. These citations include local ordinance cannabis possession citations, state statute cannabis related citations (includes possession, delivery, paraphernalia, and DUI), and DUI arrests with cannabis as the primary or contributing factor.



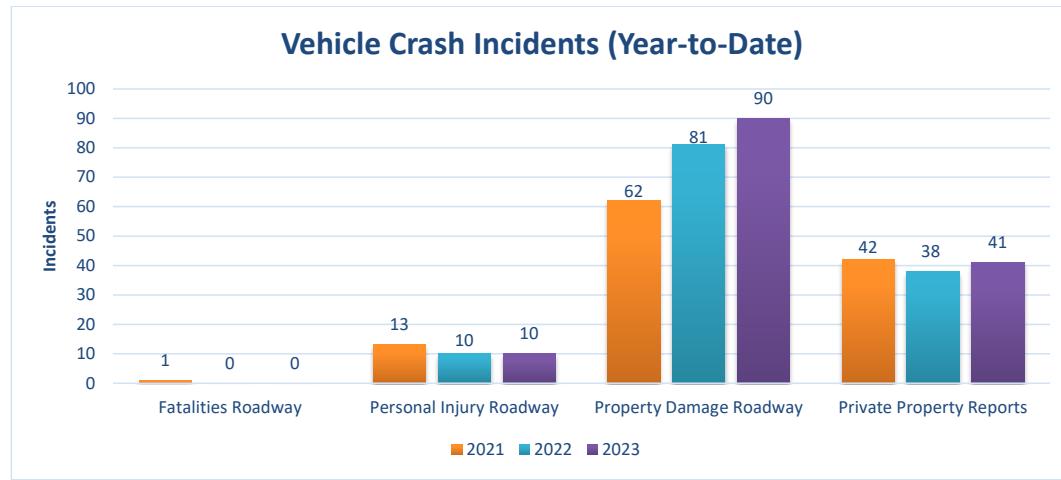
Law enforcement agencies in Illinois are now required to report to the state any incident where a law enforcement officer was dispatched to deal with a person experiencing a mental health crisis or incident. The report shall include the number of incidents, the level of law enforcement response and the outcome of each incident. For purposes of this section, a 'mental health crisis' is when a person's behavior puts them at risk of hurting themselves or others or prevents them from being able to care for themselves.



Information depicted in this graph relates to traffic stops conducted by Department personnel.



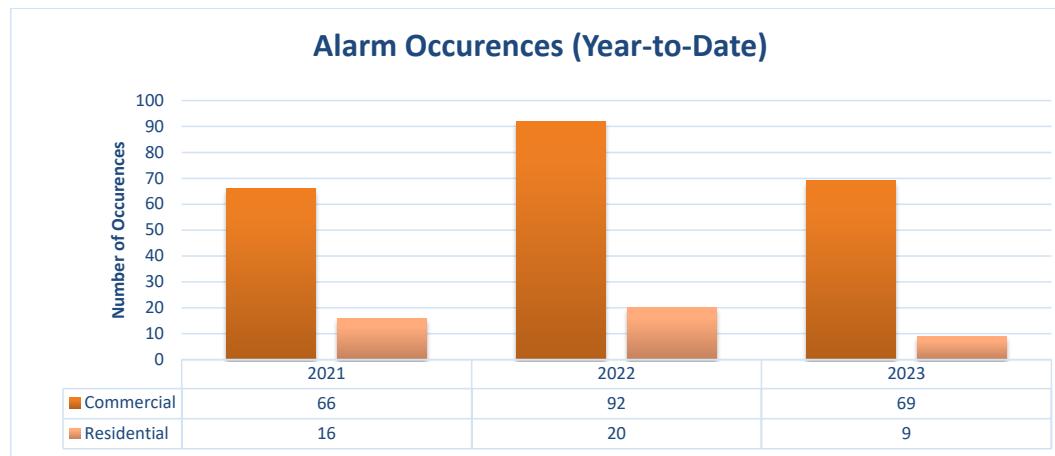
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, and various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.) conducted by Department personnel.



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

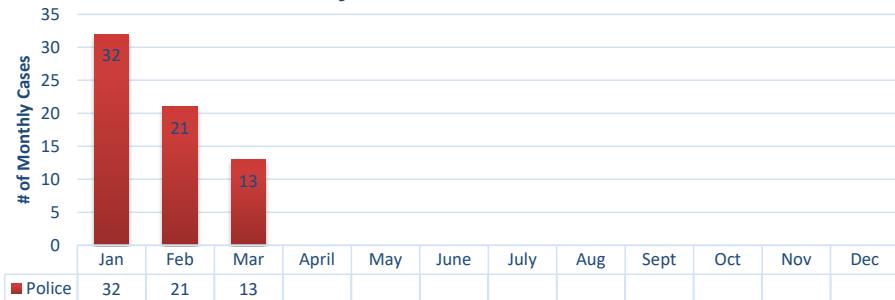


Training is an important element to maintain or improve skills/knowledge/ability. The main categories of training include field training, chief's training, civilian training, firearms training, outside agency training, in-house training, and renewal required training.



The records department monitors the number of alarms to which Patrol personnel respond – many of the alarms are false.

Administrative Adjudication Caseload 2023



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

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

2023	Red Light Violations		Adjudication for Red Light Violations				Accidents at Red Light Intersections		
	Citations	Net Received	Hearings	Liable	Not Liable	Non-Suit	12/ Miller Road	12/ Route 22	12/ June Terrace
January	221	\$12,520	4	3	0	1	2	1	1
February	149	\$12,568	9	6	3	0	4	1	1
March	143	\$10,760	4	3	0	1	0	2	2
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	513	\$35,773	17	12	3	1	6	4	4

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



COMMUNITY DEVELOPMENT DEPARTMENT

MONTHLY INFORMATION REPORT

March 2023

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

505 TELSER ROAD
LAKE ZURICH, IL 60047

DEPARTMENT NARRATIVE

During the month of March 2023, the Community Development Department was engaged in the following activities:

BUILDING & ZONING DIVISION:

Commercial Permits Issued:

- 1275 Ensell: Gere Marie - addition
- 1007 S Rand: T-Mobile - remodel
- 455 S Rand: Chase Bank - new construction

Commercial Occupancies Issued:

- 815 Oakwood, Ste E: JRC Commercial (CNC repair)
- 808 S Rand: Mint Memorabilia - sales of sport memorabilia and collectibles
- 755 Ela, Ste 100: Infinity and Beyond Pediatric Therapy (physical/occupational/speech)
- 78 S Old Rand: Ryn Salon
- 17 S Old Rand: Blooms – Lake Zurich Florist

FOIA Requests: Total number of FOIA requests: 6

PLANNING AND DEVELOPMENT DIVISION:

Planning and Zoning Commission (PZC) Activity:

At the March 15, 2023 meeting of the PZC, the following applications were considered:

1. *Sanctuary of Lake Zurich – Final Plan Adjustment to Enlarge Proposed Piers.* The Application was presented by Mr. Romeo Kapudija of LZ Development Group to enlarge the approved deck area of each pier, and to allow each pier to extend farther into the lake from the shore line. Mr. Kapudija was accompanied by Mr. Rod Schuh, owner of Captain Rod's Boat Lift and Pier Services, who provided technical information on the proposal and answered a number of questions. No change in the previously approved number of piers and slips (3 piers with 30 boat slips) was requested. Representatives from the Sandy Point HOA and the LPOA were present and voiced their support for the application. Prior correspondence received by staff was read into the record and clarified by the developer and staff. There were no objectors present at the meeting. Following the close of the hearing and deliberation, the PZC voted unanimously to recommend approval of the request. The application will likely be presented to the Village Board for approval in April or May.
2. *Wildwood Estates, Honey Lake Road – PUD Amendment to reduce the rear yard setback for decks.* The Application was presented by Mr. Ram Prashantha, of Projades, the developer of the project. Mr. Prashantha provided information and answered questions of the PZC. Staff also provided clarification on the request and the status of the 28-acre open space behind the property. A neighborhood resident who was present asked questions related to the architecture and configuration of the homes and also notified staff of a condition in the road which needed to be fixed. The developer responded to the questions and agreed to address the condition of the road. Following the close of the hearing and deliberation, the PZC voted unanimously to recommend approval of the request. The application will likely be presented to the Village Board for approval in April or May.

3. *405 N Rand Road – BBQ'd Productions Grill* – At the request of the Applicant, consideration of the Application was continued to the April 19, 2023 meeting.

New Zoning Applications received (for PZC consideration).

The following new applications were received for consideration by the PZC at their next meeting on April 19, 2023.

New Applications.

1. *154 Oak Street – SV Estates, LLC - PUD and Plat of Subdivision* – Application for the subdivision of the existing 18,840 square-foot lot into two single-family residential lots to allow for the construction of two new single-family residences. A PUD is being requested to allow for one of the two new lots to be configured with a land area and street frontage that is less than the minimum required by the zoning code.

Continued Consideration.

2. *405 N Rand Road – BBQ'd Productions Grill* – Continued consideration of the Application for the Special Use Permit for live entertainment and exterior lighting at the property. The Application was continued to give the Applicant time to address issues related to the lighting, fence, landscape material removal, music on the rear deck and the odors emanating from the barbecue smoker on the premises.

New and Ongoing Development:

1. *Midlothian Manor Annexation.* Community Development Director Saher was informed by Mr. Richard Koenig of the Housing Opportunity Development Corporation (HODC) that he plans to submit application for annexation and zoning for the property located at 22843 Lakewood Lane by the end of March for consideration by the PZC in May. The Lake County Housing Authority-owned property is currently configured for low-income shared-living facilities with a common kitchen, and has been vacant for a number of years. HODC proposes to construct a new two-story building with 24 affordable rental units including a mix of one-, two- and three-bedroom apartments accompanied by a parking lot, stormwater detention areas and landscape buffers. HODC recently conducted two informational community meetings on January 28 and March 6 to present their proposal to the neighbors and answer any questions. Responses to the questions that were asked at these meetings was later compiled into an FAQ prepared by HODC which is attached.
2. *OSK Townhomes - 670 S Old Rand Road.* Community Development Director Saher was notified by the architect for the OSK Project that the developer continues to remain interested in pursuing development of the property. Earlier this week a revised concept plan was submitted depicting a reduced number of units of 40 through the removal of buildings along the wetland area. Staff has also informed them that in order for a new application to be considered, the proposal would need to be substantially revised and certain engineering issues addressed prior to submission. Staff has also shared numerous examples of suggested architectural design and materials with the architect. Earlier this week, Community Development Director Saher met with the property owner, Mr. Henry Joern and his immediate family to provide a status on the project.
3. *Sanctuary of Lake Zurich.* Projects of Interest at Community Development Department 1. The building permit for the Restaurant at the Sanctuary of Lake Zurich is ready to be issued. The approximately 4,200 square-foot restaurant at 350 N. Rand Road, to be named "Lago," will be operated by Chef Fabio Viviani, who was brought to the project by the developer, Mr. Romeo Kapudija. The restaurant is planning a fall completion.

4. LZF Blooms at 17 S Old Rand Road. The Community Development Department has received requests for final inspections of the new building constructed by the owners Mr. Matthew and Ms. Anping Lovejoy, owner of Lake Zurich Florist. Inspections are anticipated to be conducted over the next few weeks. The building comprises a 2-story mixed use building containing four commercial tenant spaces on the first floor and four residential units on the 2nd floor. The owner's business Lake Zurich Florist intends to occupy two tenant spaces on the first floor and will commence operations upon receipt of an occupancy permit. The project is also the recipient of a TIF incentive that required the work to be completed by May 1, 2023.
5. Chase Bank at 455 S Rand Road. Projects of Interest at Community Development Department 2. The new Chase Bank building construction at 455 S. Rand Road is ready to commence. The building permit was picked up by the developer earlier this week. On Wednesday, members of the Development Review Team met in a pre-construction meeting with the general contractor for the new Chase Bank building project along with their sub-contractors and tradepersons. The construction is scheduled to begin next week. Chase has indicated they are planning to complete the construction by October 1 with operations commencing after that.
6. Tropical Smoothie Café to locate at 927 S. Rand Road. Projects of Interest at Community Development Department 3. Staff of the Community Development Department has received a new occupancy and build-out permit from Tropical Smoothie Café to locate at 927 S. Rand Road within Deerpath Commons Retail Center owned by Fidelity. The tenant space was recently occupied by La Mula Restaurant and previously by Meat & Potatoes Restaurant.
7. Mitul Patel Proposed New Construction at 305 West Main Street. Assistant Manager Witherow and Director Saher met this week with Mitul Patel, CEO of MP Consulting, LLC, an engineering and design firm headquartered in Palatine with a light assembly operation located in the Lake Zurich Industrial Park with international locations in India and South Korea. Mr. Patel, a Lake Zurich native, is currently looking to purchase the 3-acre vacant site at the northeast corner of Route 22 and West Main Street. Mr. Patel is proposing the construction of a two-story building between 16,000 to 30,000 square feet. The building would house the product design component consisting of consumer electronics, medical sensors and equipment, and U.S. military support radios and drones; low volume/clean assembly; a non-profit technology center focusing on women's health with partnerships with UIUC and Northwestern University; and a technology incubator for next generation engineers and entrepreneurs. Approximately 70 professional engineers will be located at the site. Mr. Patel has expressed a desire to be located in the Lake Zurich Main Street District as it will create a positive experience for both national and international clients as well as its employees. A courtesy review before the Village Board is tentatively planned for May 15. A preliminary concept design appears below.
8. New Restaurant "Saludabless" Proposed at the former "Hidden Café" location. A new operator plans on taking over the vacant space that was formerly Hidden Café at 751 W Route 22, within Village Square Shopping Center. The restaurant to be known as "Saludabless" will be fashioned as a "healthy" Mexican restaurant, serving health drinks such as juices made from honey and not sugar. No alcohol, video gaming, or live entertainment is being proposed at this location. The existing outdoor seating that was previously established will continue to be utilized. The owners intend to open within the next month following issuance of their occupancy and other permits.
9. Block A. Village Staff met this week with a potential development group which is considering submitting a proposal for a restaurant and entertainment venue on Block A. The group has previous experience in

this industry and asked to meet to learn how the process is managed with the Village. They noted they have been working with an investment group which had previously requested demographic data for southwest Lake County and believe such a venue would prove successful on Block A. After discussing initial concepts with staff, they will meet again with their investment group to determine the feasibility of moving forward. If it is determined that such a venue could prove successful, they will return with a preliminary concept of the project.

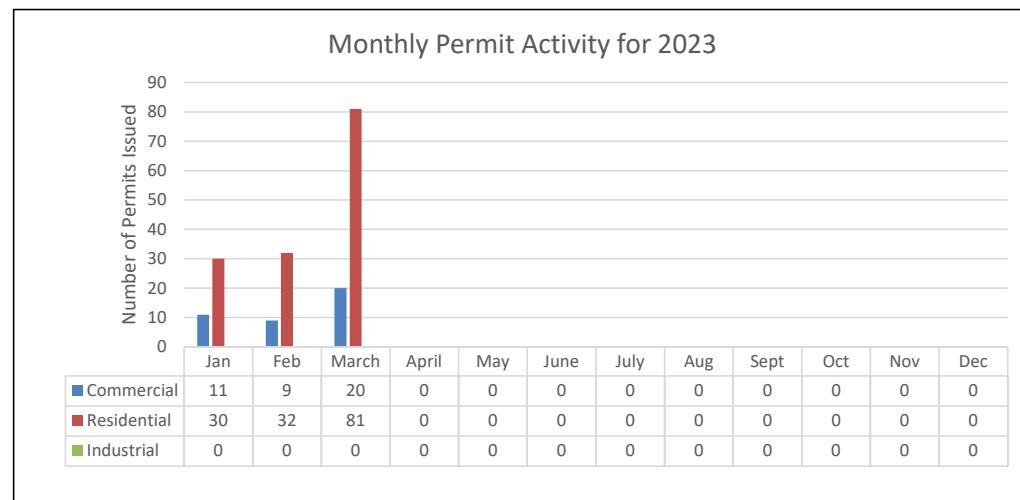
10. Recent Rainfall. With all the recent storms and rain events there has been a significant increase in calls and emails to the Village regarding standing water and flooding on residential properties. Our region has had a wet late winter and the ground is heavily saturated with no capacity to take in more rain. The rain that has fallen has been really intense over very short time periods, resulting in more visible ponding and running channels of water than normal. • The historical average for February was exceeded just during one event, and then followed up by another rainy month in March. In just the first few days of April, we are already close to the average for the month. Area rain-gauge data shows that we have had more rain than normal, and additionally rain for multiple days, with little time to recover in-between. • Another contributing factor to seeing more water standing around is that these rainfall events have been producing significant amounts of rainfall in very short durations, in just a few minutes to maybe an hour. The ground is already saturated from previous snow melts and rainfall, with the existing depressions and receiving ditches full of water and unable to take more from intense dumps of precipitation. • We also are still coming out of winter and don't have the benefit of warm weather and sunshine to help speed up the process of drying out and promoting evapotranspiration, and the vegetation and just newly defrosted soil isn't ready to soak up the excess this time of year. This is not typical for this time of year, as we have had more rain than normal, ground already saturated, depressions and ditches already full, vegetation unable to absorb, the weather not warm enough to dry out, and intense rain coming down so hard it can't soak in and needs to take time to drain away – the combination of which has resulted in the a "perfect storm" for flooding. However, the forecast looks great for next week....dry and warmer, so we should hopefully get a little respite to dry out these areas.

Code Compliance Updates.

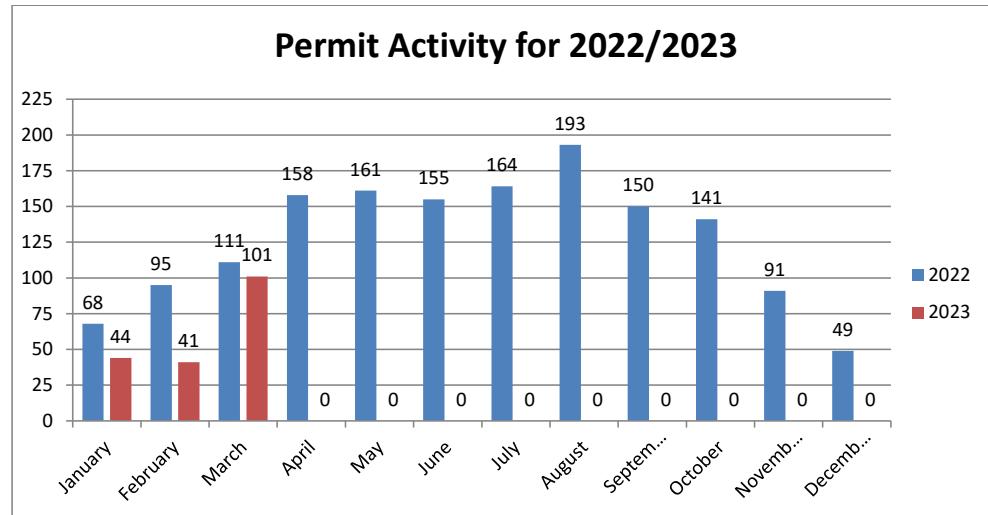
1. Mazeika Vehicle Violations. On Monday, April 3, 2023 at 10:30 am, Attorney Scott Uhler represented the Village at the Mundelein Branch Court for the scheduled hearing of the Mazeika Vehicle violations. Mr. Mazeika was not present, but represented by his attorney, Mr. Joe Morrison. Attorney Morrison identified himself as representing Mr. Mazeika and requested additional time to familiarize himself with the case. Judge John Joanem granted the request and scheduled a status of compliance date on June 2, 2023.

Comprehensive Plan Update.

- The Village has received two proposals for a comprehensive plan update – from Teska Associates and The Lakota Group. The comp plan was last updated in 2003. The purpose of the update is to identify recent – and forthcoming – economic development trends and land use patterns to chart a path forward for continued economic growth in Lake Zurich over the next 10-20 years. Both Teska and Lakota Group teams have proposed a conventional process including community assessment, engagement, analysis, visioning, goals, branding, plan preparation including preliminary and final plan documents. Both teams have had substantial experience in having prepared comprehensive plans in the past, many of which were in the vicinity and the region of Lake Zurich including Lake County and northeast Illinois. However, the total cost proposed by Teska is significantly less than Lakota. Staff will be preparing an agreement to engage with Teska Associates for a comp plan update for the Board's consideration.

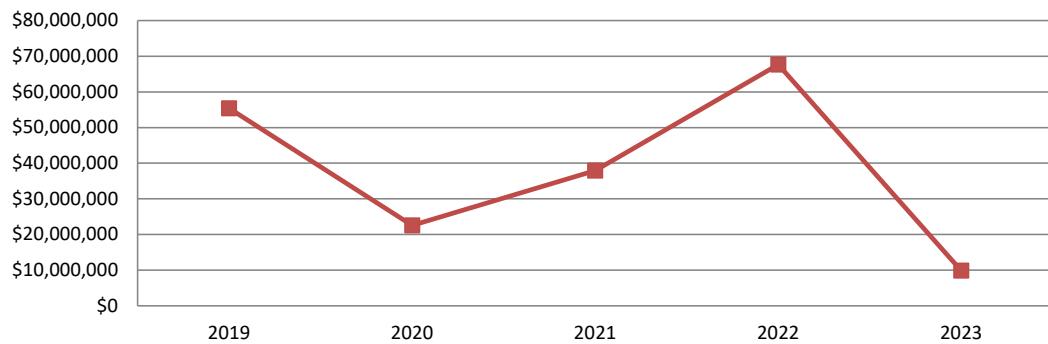


The chart above represents the total of permit activity on a monthly basis for 2023.



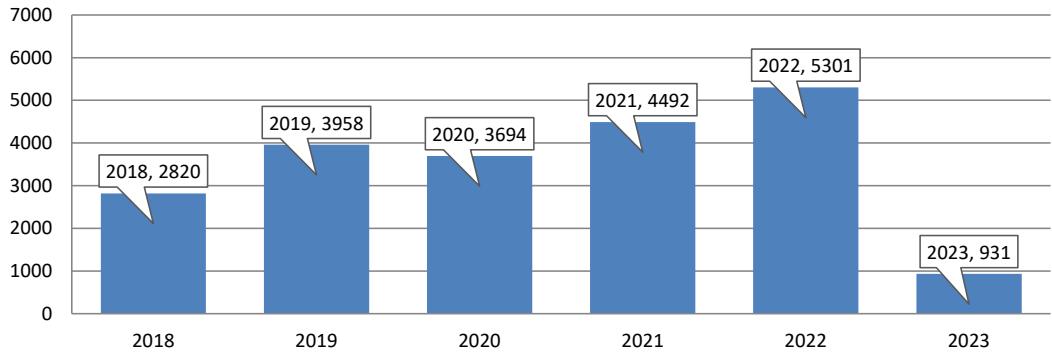
The chart above compares monthly permit activity for 2023 to the previous year 2022.

Construction Value of New Permits: January-December 2019-2023

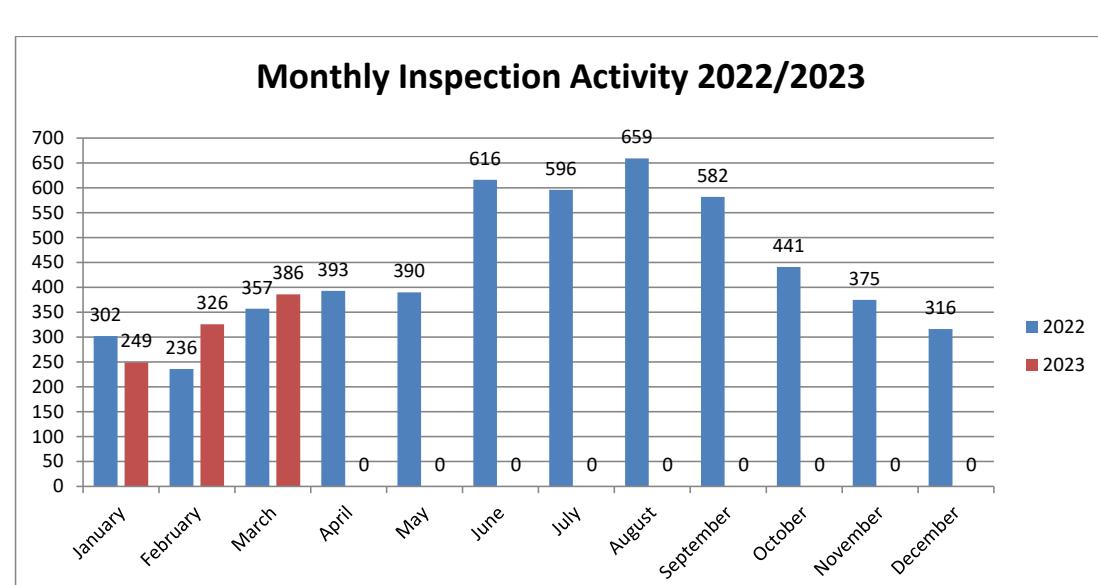


This chart tracks construction value of permit activity by year for 5 years.

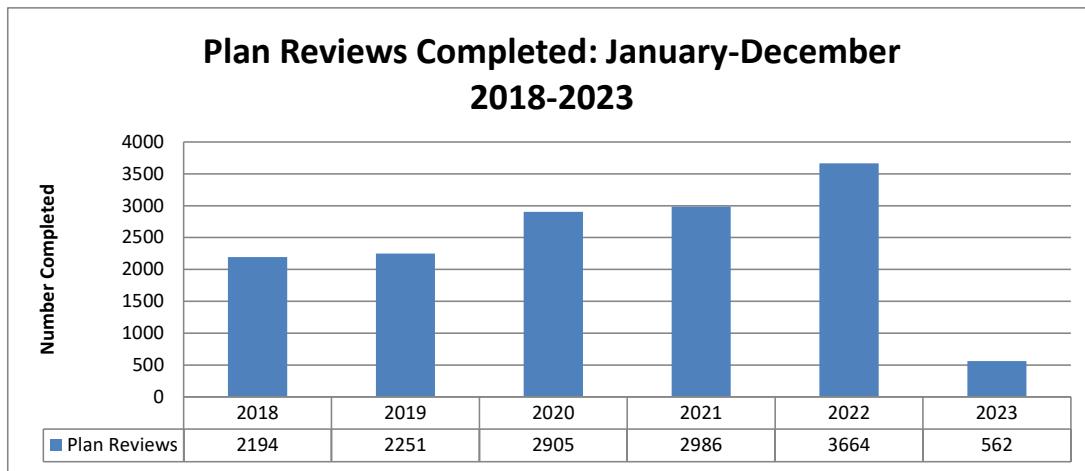
Inspection Activity: January-December 2018-2023



This graph illustrates the number of inspections performed by year.

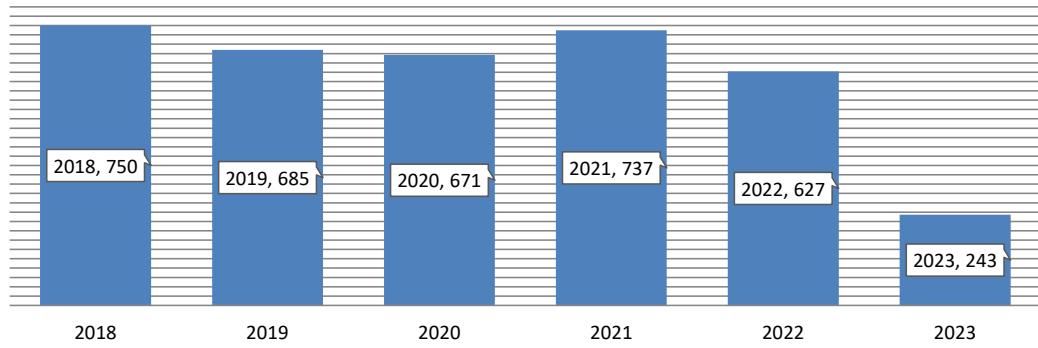


This chart indicates inspection activity on a monthly basis for 2023 compared to the previous year 2022.



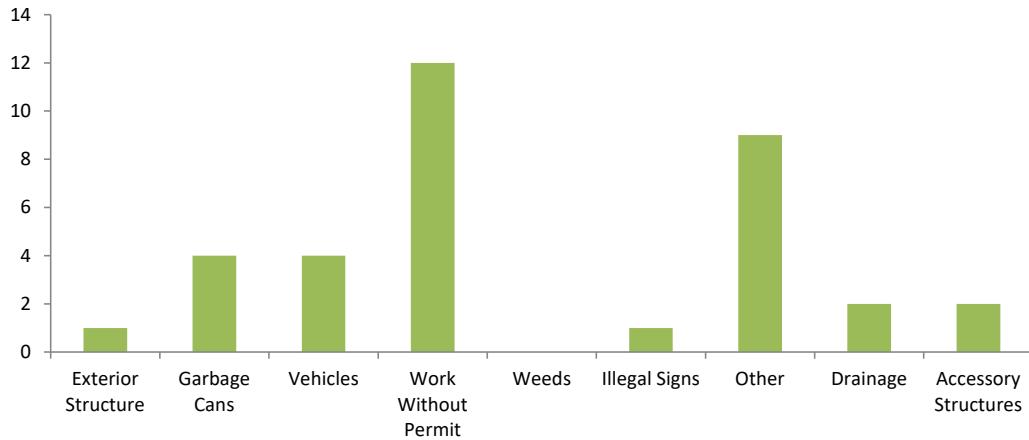
This graph illustrates the number of plan reviews performed by year.

Contractor Registrations January-December (applied for) 2018-2023



The graph represents the number of contractor registrations for the year as compared to prior years. Contractors are required to register on an annual basis to remain current with the village.

Common Code Violations - Details



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



PUBLIC WORKS DEPARTMENT

MONTHLY INFORMATION REPORT

March 2023

HIGHLIGHTING DATA METRICS
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505 TELSER ROAD
LAKE ZURICH, IL 60047

DEPARTMENTAL NARRATIVE

Winter Operations: Crews have prepared all vehicles and equipment associated with winter operations. Initial blending of liquid de-icing products used in anti-icing and pre-wetting of granular material is complete and will continue throughout the season. Crews responded to four (4) events in March with snow totaling 5.6 inches. Detailed resource usage can be found in the graphs in the final section of this report.

Infrastructure Projects: Preparations of bid documents has begun for 2023.

- Emerald Ash Borer Planting has entered its final year. St Aubin Nursery and Landscaping Inc. will be completing the plantings in this final year of a three (3) year agreement which began in 2021. Upgrade letters to residents have been mailed.
- Concrete Replacement program has been awarded to Schroeder and Schroeder Inc. Notice to proceed and resident notices will be sent in early March. This year's program includes Ancient Oaks, portions of Wicklow West, and portions of Countryside East.
- The sealcoating program bid was opened on March 16, and is scheduled to be put before the Village Board at the April 3, 2023 meeting.
- Natural Area Maintenance bid was opened on March 23, and is scheduled to be put before the Village Board at the April 17, 2023 meeting.
- Asphalt Materials (HMA) bid was opened on March 30, and is scheduled to be put before the Village Board at the April 17, 2023 meeting.

February Water Main Break Locations:

1359 Eddy Lane
Deerpath Road between Waterford Drive & W. Cuba Road

Water Main Replacement:

A Bid opening for the Main Street District (S. Old Rand, Main Street, Lake Street & Mionske Drive) water main improvements was held on February 22nd. Pirtano Construction Company of Addison, IL provided the lowest bid and has been awarded the project. A construction schedule has not yet been provided but is anticipated to begin in late March.

A plan for the Rt. 12 water main replacement (between L.A. Fitness and Starbucks) is being reviewed and is anticipated to be part of the 2023 scheduled improvements. This segment will continue to remain out of service until the planned improvements are completed.

Employee Training:

All employees participated in Personal Protective Equipment Training. And Right to Know Training. Manhard Consulting conducted MS4 training for all employees.

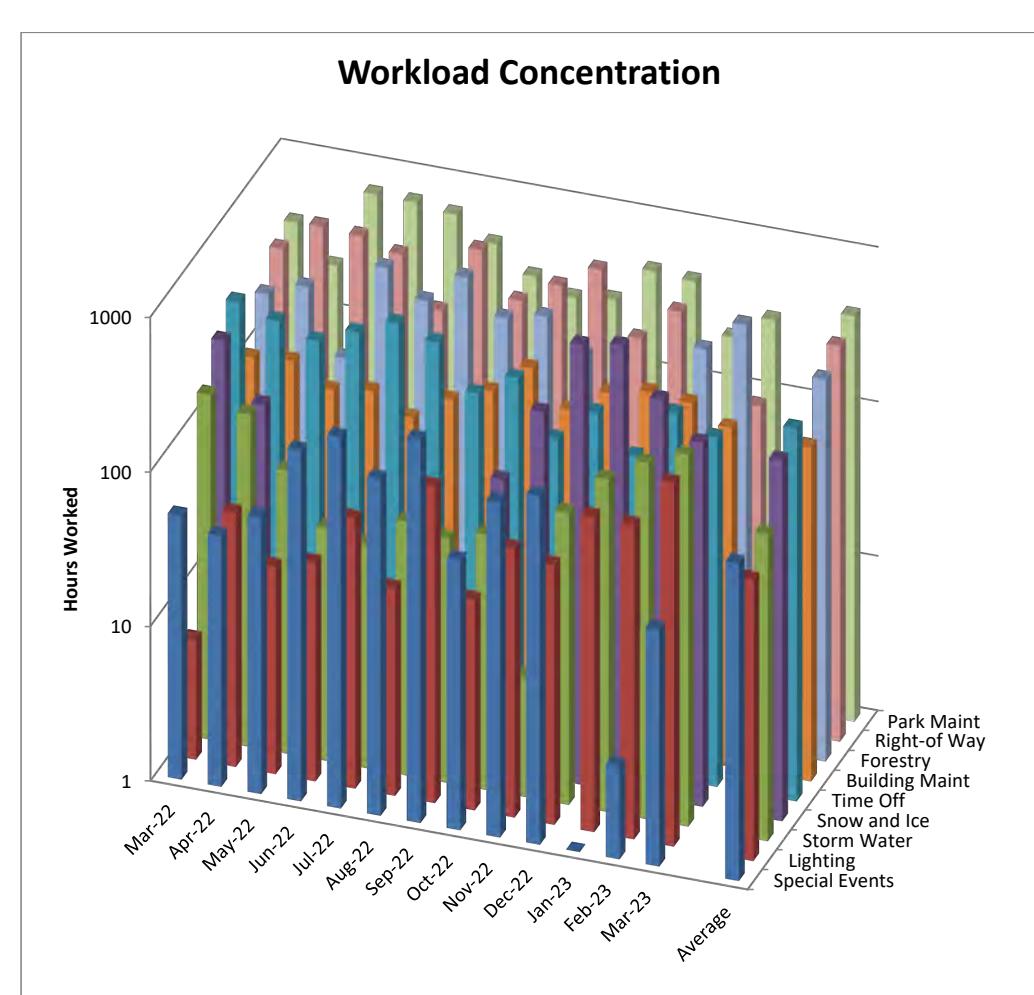
Anniversaries:

William Wierer reached nine years of service.
Jeremy Michaels reached six years of service.

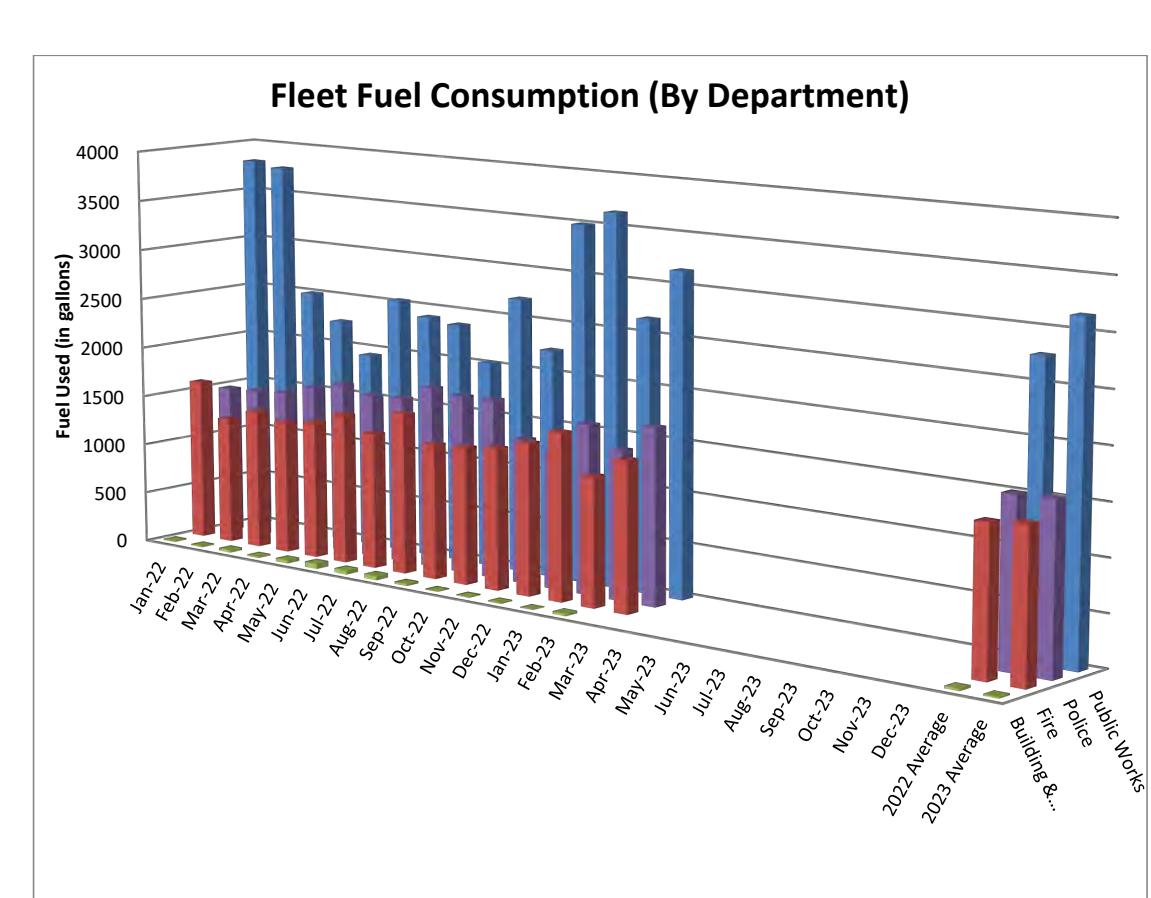
New Employees:

Public Works welcomed a new Maintenance Worker I, Bryor Renz to the Department.

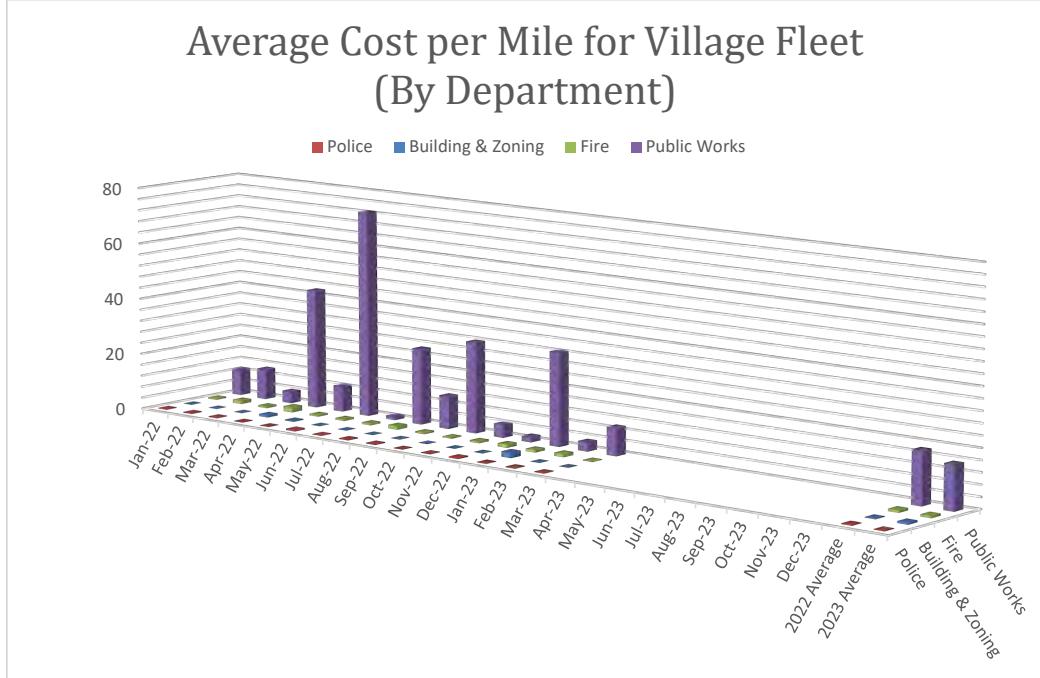
Staff Kudos:



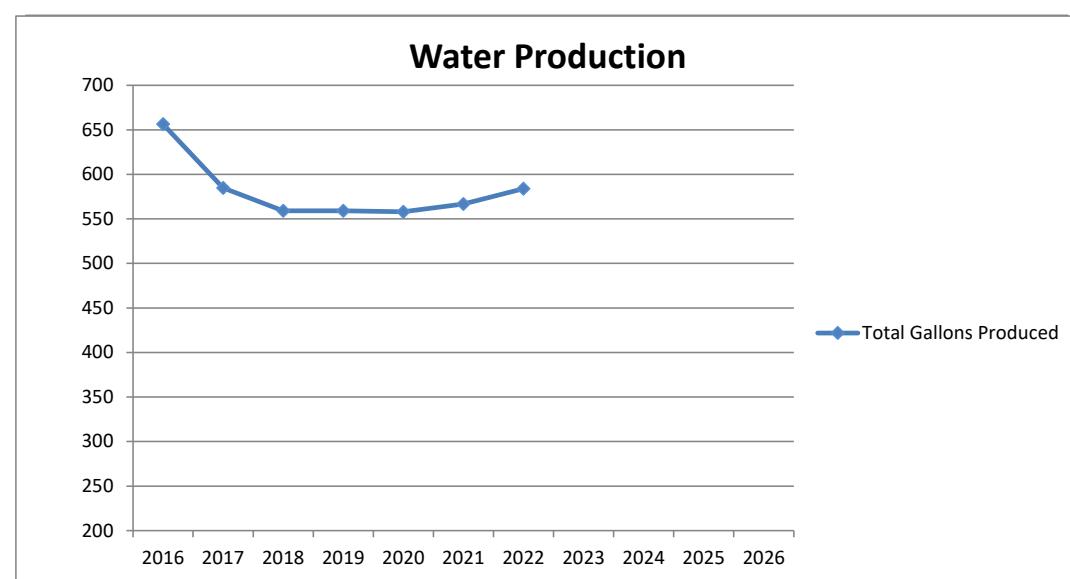
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours worked on major activities.



Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy snowstorms. (Output measure)



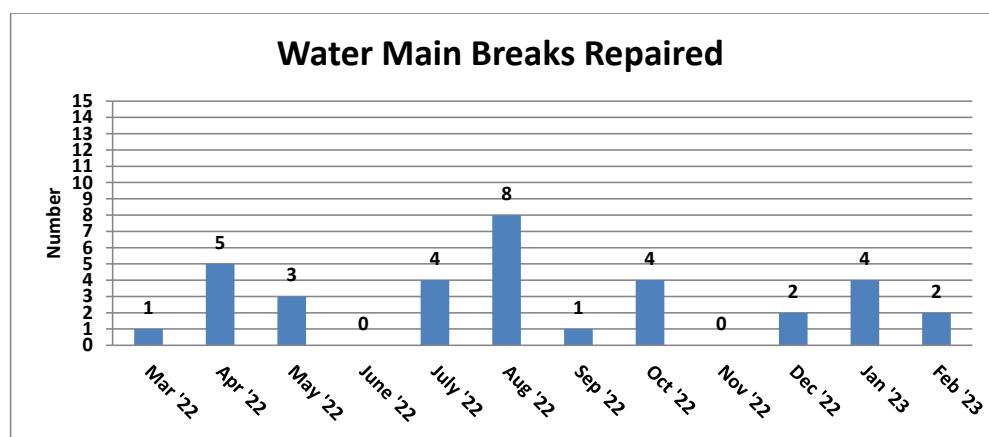
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village' vehicle cost per mile, staff can measure other components such as average vehicle age. When vehicles are replaced within their life cycle, the impact is usually positive.



From 2012 to 2015, there was a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2016 due to dry weather leading to increased watering of lawns and landscaped areas.

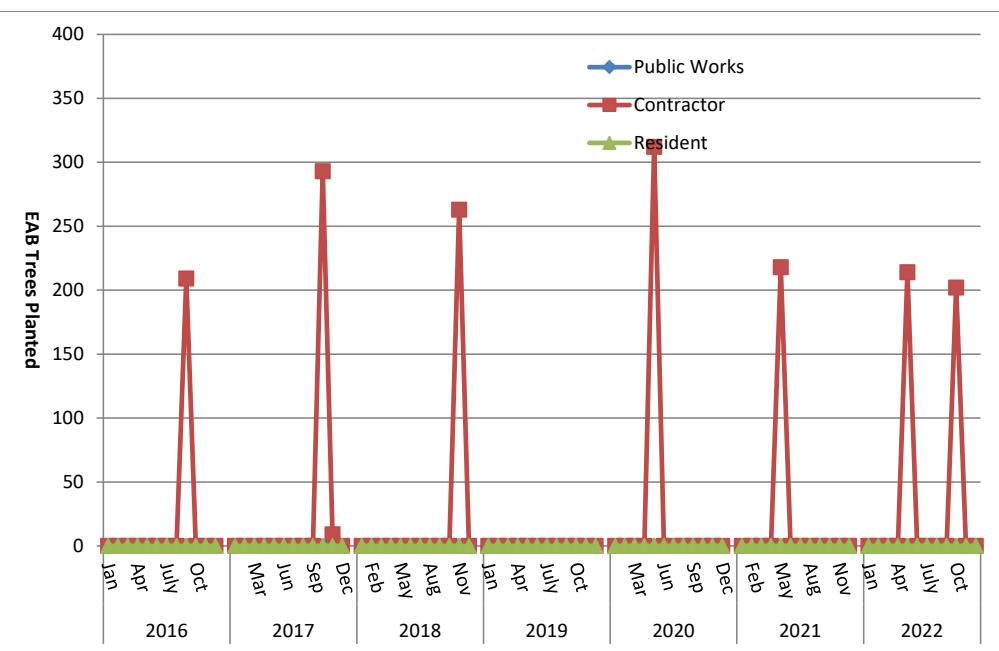
	2016	2017	2018	2019	2020	2021	2022	2023	2024
January	49.301	46.667	45.868	44.227	43.867	42.319	43.414	44.980	
February	45.801	40.952	41.098	41.452	41.645	40.367	39.261	40.767	
March	53.467	44.543	43.155	43.946	43.552	42.924	41.852		
April	55.963	49.974	45.098	43.570	40.662	45.129	43.301		
May	60.273	49.588	48.065	45.339	44.834	51.240	67.048		
June	63.819	56.169	46.114	45.489	51.130	56.763	60.282		
July	68.751	53.755	57.074	59.526	54.529	53.105	55.144		
August	66.229	54.746	54.067	61.419	58.959	54.083	55.279		
September	58.664	53.928	46.809	44.786	51.040	51.058	48.164		
October	45.838	47.169	44.369	43.476	44.443	44.019	44.912		
November	42.120	42.335	42.089	41.475	40.680	42.441	40.581		
December	46.088	44.961	45.305	44.379	42.684	43.222	44.757		
Total	656.314	584.787	559.111	559.084	558.025	566.670	583.995	85.747	
Avg	1.793	1.598	1.532	1.532	1.529	1.553	1.600	1.453	
% incr/decr	11.37%	-12.23%	-4.59%	0%	-0.02%	1.55%	3.06%		

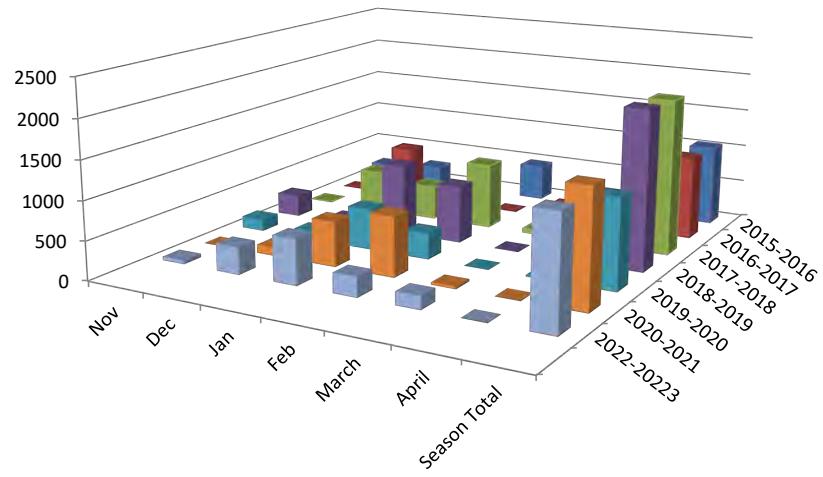
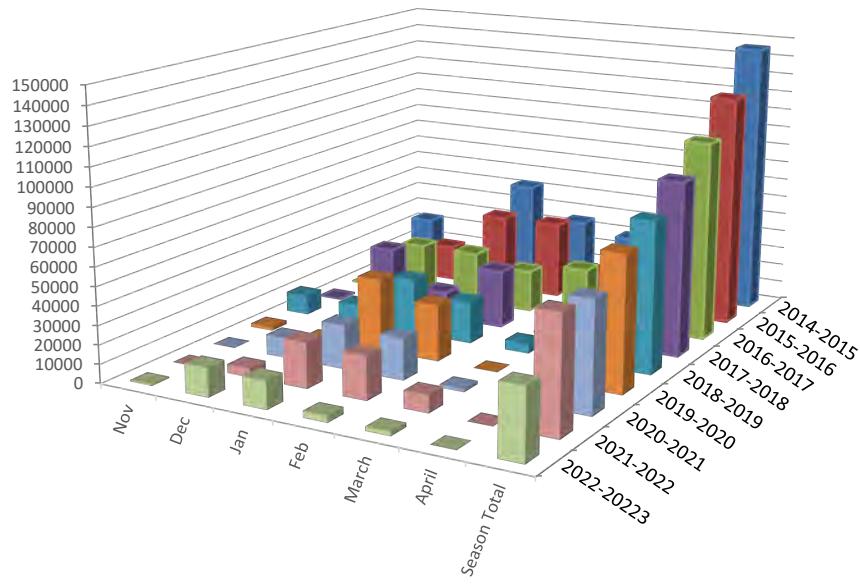
The highlighted months are the lowest for each of these months in the last 6 years. The highest monthly production in the last 6 years occurred in July of 2016. In 2022, our daily average was 1.6 million gallons per day.



A water main break can be a hole or crack in the water main. Common causes of breaks in the water main include: age, pipe material, shifting in the ground attributed to fluctuations in moisture and temperature (below and above the frost line), corrosive soil that causes a thinning of the water main pipe, improper backfill, severe changes in water pressure (hammer) which has several causes and physical contact (damage) by excavating contractors.

Emerald Ash Borer Tree Replacement Program



Tons of Road Salt**Gallons of Liquid Deicer**



PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

March 2023

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70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

The department is working hard to get organized leading up to the busy Summer schedule. We are still looking to hire an afternoon Guest Service Associate (M-F, 12:15-4pm), lifeguards and day camp counselors. Our team has attended the student career EXPO at Stevenson and will attend ones at Lake Zurich, Wauconda and Mundelein in the upcoming month as we have received limited application at this time. All positions can be found <https://lakezurich.org/jobs.aspx> Any assistance in spreading the word about these opportunities is appreciated.

As of the week of 2/27, the summer day camp program for grades entering 1st through 4th, Camp Alpine, including post camp has filled to capacity. Camp Cedar, grades entering 5th – 7th) currently have post camp availability only. There are still limited openings for Kamp Kiddie (ages 3-5) which is currently 85% full and weekly variety camps. The current waitlist is comprised of 75 unique participants. The department is accommodating wait-listed participants as openings arise. As recommended by the PAB, all waitlist participants have received communication (as of 2/16) thanking them for their interest in our program and notifying them that this season we experienced an unprecedented response in the program registration with the majority of camps filling within the first week of registration. Staff candidly informed them that due to maximum facility capacity numbers, the department is not be able to accommodate any additional program participants into the camps this season but that they would be contacted if the department experienced any program cancelations leading up to the start of the program.

All other Spring and Summer program registration is ongoing and proceeding smoothly with the exception of dog obedience and art classes which will no longer be contractual offerings due solely to instructors circumstances. Thank you to Cathy Malloy, Park and Recreation Advisory Board member, for making a connection with Clay Monet as we hope to have them onboarded as a contractual partner and set to get kids art offerings back up and running in the Fall.

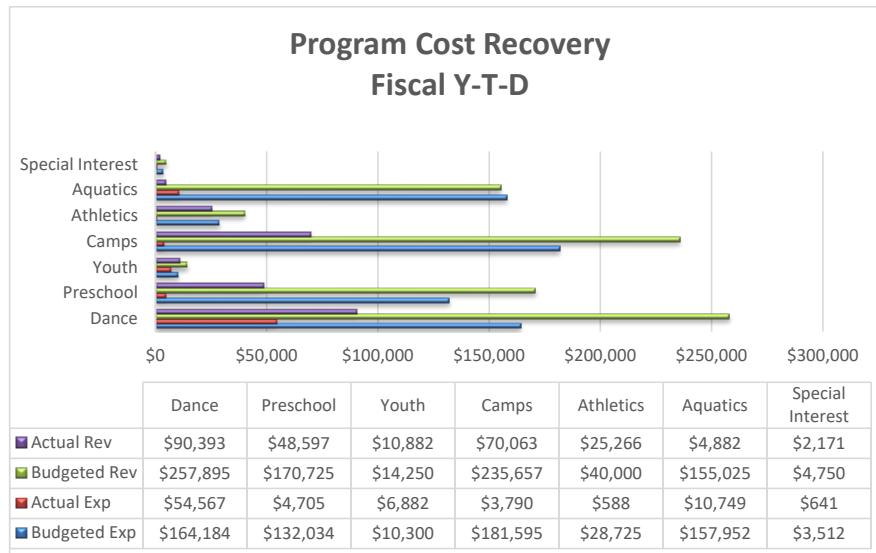
Despite the cold weather, the Annual Egg Hunt thon Saturday, April 1st went well even though we had a lower attendance turn out than years prior. On Friday, April 7th, the department held the annual Tween Egg Dash & Dessert where 80 tweens hunted for eggs in the dark and then enjoyed the DJ and an array of dessert options. We did fill to capacity and are maintained a waitlist in case we experienced cancelations. The next internal event is Arbor Day (4/29) at Paulus Park. Arbor Day will be held at Paulus Park this year featuring a tree planting, sapling giveaway, park scavenger hunt for prizes, Coffee & Cocoa with elected officials followed by community park clean ups. All events are posted for volunteer sign up at <https://lakezurich.org/571/Event-Volunteer-Opportunities> The Village is continuing to work with community volunteer, Cara Marquis, to organize the Food Truck Socials to begin June -August on Wednesdays 4-7pm at Paulus Park featuring

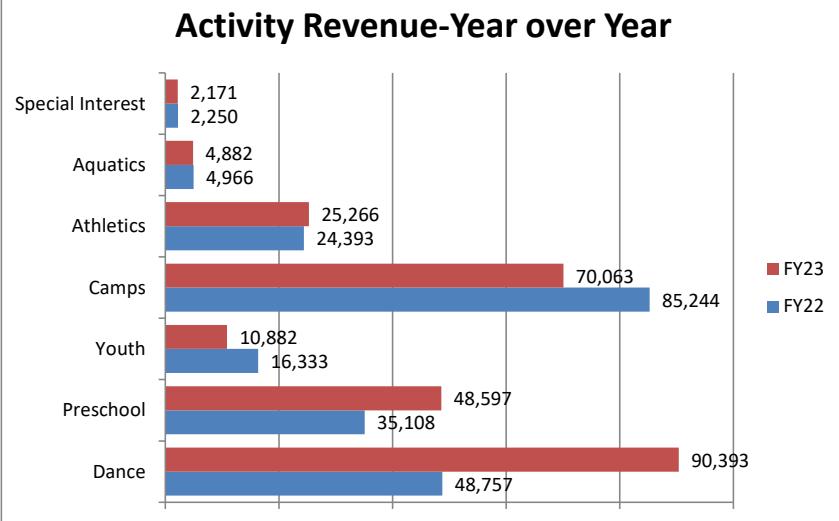


unique eats from around the area. Make sure to check out the FB page weekly to see who we will be featuring at Paulus Park for the week along with their menus.

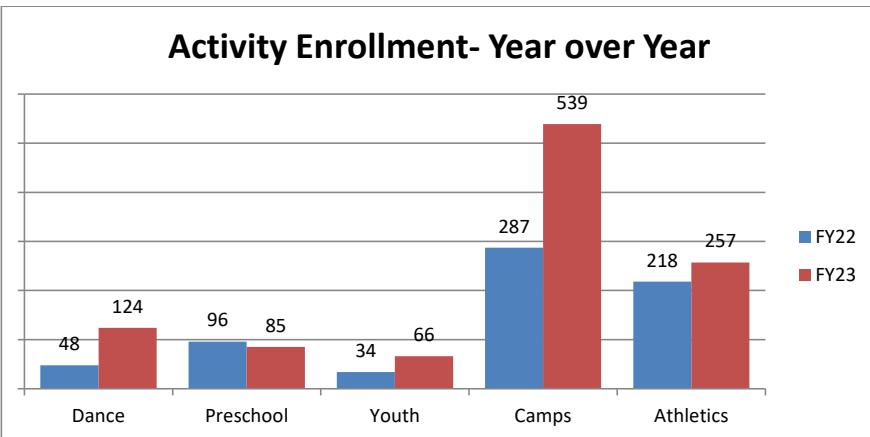
The department is continuing to work with the Public Works team to complete a variety of projects including the Buffalo Creek roof renovations and AC unit replacements (to begin on 4/11 with programs canceled and prorated for the missed week), Paulus Park Bandshell/Electronic Marquee Concept, playground replacement construction at Jonquil Park (to be completed by end of July), and punch list items associated with the OSLAD Paulus Park grant (IDNR walk thru with anticipated to be wrapped up by April 1st).

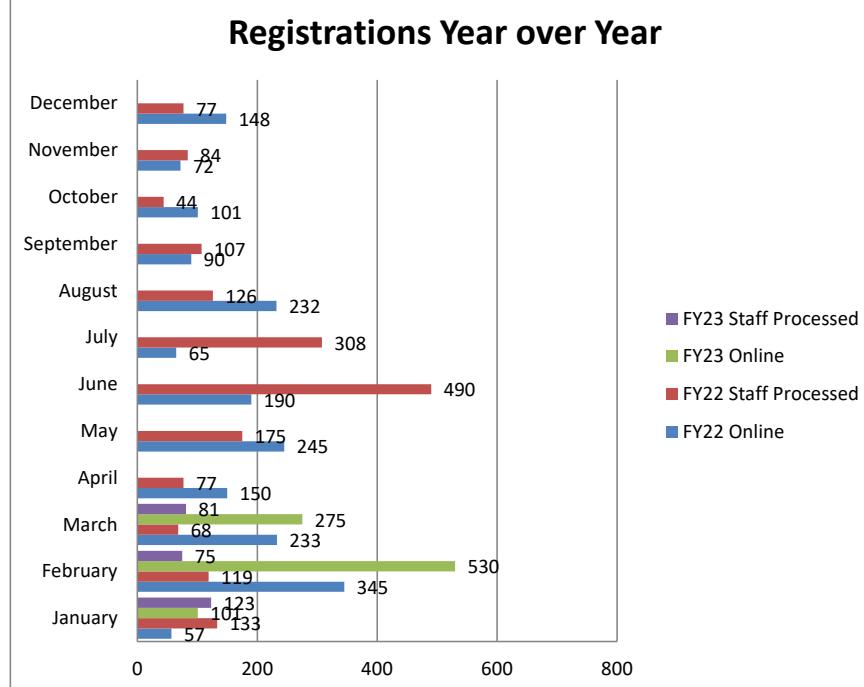
External events approved to hold their events on Village property in 2023 include Purple Plunge (3/4), Unplugged Fest (8/6), Brazilian Festival (8/12), Alpine Races (8/20), My Density Matters (10/15), Bushel of Apples Fest (9/22-9/24) and Jack O Lantern World. The Stephen Siller Tunnel to Towers Walk/Run will be on the next Village Board agenda to potentially return to Lake Zurich on Sunday, June 11th. It will be relocated to Breezewald Park due to the infrastructure projects happening on Block A which interrupts their route from Paulus Park. The department will continue their collaboration with Ancient Oaks Foundation quarterly community events that can be viewed in the brochure. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.





All programs are exceeding revenue year over year with the exception of athletics which is currently down as we had to cancel all winter programs that operate out of the Chalet due to the renovation of the floor and deck. Dance revenue has increased year over year due to an increase in general class enrollment and the Impulse Dance Company program as well as their participation in competitions and conventions in the upcoming 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 Paulus Park Barn. Payments made at the beach are NOT included in these numbers. February registrations reflect the priority resident registration period for camp deposits/payments.



FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

FEBRUARY 2023

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70 E. MAIN STREET
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Finance Monthly Report – February 2023

DEPARTMENT NARRATIVE

During February, preparation for the annual audit and closing the financial records for fiscal year 2022 were the primary activities outside of day-to-day operations. Staff began the work of preparing for the annual audit scheduled to take place in April.

GENERAL FUND OPERATING RESULTS SUMMARY

For the month of February, revenues totaled \$2.17 million and expenditures \$2.06 million, resulting in an operating excess of \$109k. From a budget perspective, we had expected expenditures to exceed revenues by \$63k. Year-to-date figures below represent the second month of activity for the year.

General Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 2,058,141	\$ 2,166,898	\$ 4,251,536	\$ 5,079,989
Expenditures	2,121,535	2,057,733	4,272,095	4,160,909
Excess (Deficiency)	\$ (63,394)	\$ 109,166	\$ (20,559)	\$ 919,080

REVENUES

Following is a summary of revenues by type through February 28, 2023. These figures represent two months of financial activity. A more detailed analysis can be found on page 9.

Finance Monthly Report – February 2023

	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 225,142	\$ 257,939	14.6%	\$ 390,123	\$ 464,734	19.13%	4.3%
Intergovernmental	1,559,647	1,613,424	3.4%	3,149,808	3,331,150	5.76%	17.8%
Licenses & Permits	46,459	22,367	-51.9%	250,552	307,075	22.56%	35.8%
Fines and Forfeits	37,561	34,210	-8.9%	73,727	72,424	-1.77%	16.8%
Charges for Services	175,844	193,977	10.3%	353,366	733,225	107.50%	30.9%
Investment Income	6,893	38,233	454.7%	15,318	113,547	641.26%	56.8%
Miscellaneous	6,595	6,748	2.3%	18,642	57,834	210.24%	35.2%
Operating Transfers	0	0	0.0%	0	0	0.0%	0.0%
Total Revenue	\$ 2,058,141	\$ 2,166,898	5.3%	\$ 4,251,536	\$ 5,079,989	19.49%	15.1%

Taxes:

Revenues from taxes came in at \$258k in February, exceeding budget expectations. While property taxes are received primarily June through September, the remaining revenues in this category contribute a significant amount of revenue each month all year round.

Telecommunications tax receipts were about 5% higher than expected for the month at \$26k. That is 6% less than the amount received in the same month of the prior year. More information regarding Telecommunications tax can be found on page 12.

Utility taxes were mixed for the month. The gas utility tax had \$87k in receipts compared to an expected \$49k. Electric utility tax came in at \$77k versus the expected \$84k. Combined, utility taxes were 23% higher than expected. The payments are based primarily on January activity. More detail on the Utility Taxes can be found on page 13.

Intergovernmental Revenue:

Revenue from other governments totaled \$1.61 million in February, which exceeded budget expectations for the category.

State sales tax receipts were above budget expectations for the month at \$683k. This represents sales from November and was 4% higher than receipts from the same month last year. More information regarding Sales Tax can be found on page 14.

Income Tax receipts came in 5% above expectations with the receipts for February totaling \$291k compared to an expected \$276k. Details on Income Tax are provided on page 15.

Finance Monthly Report – February 2023

Video gaming tax receipts came in 26% above budget expectations at \$27k. Video gaming tax is received two months in arrears. The video gaming tax receipts budgeted for February relate to tax for December activity.

Licenses and Permits:

Revenue from the issuance of licenses and permits came in at \$22k for February, 52% below budget expectations. Overweight truck permits (\$5k), building permits (\$4k), and contractor registration (\$4K) were the biggest contributors. Additional items included in license and permit revenue are business licenses (\$3k), permit plan review (\$3k), and occupancy certificates (\$2k). Due to the variable nature of these types of revenues, fluctuations are expected throughout the year based on activity.

Fines and Forfeits:

Revenue from police fines came in below budget expectations during February, with receipts of \$34k. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations.

Charges for Services:

Revenue from service charges totaled \$194k in February. The main revenue sources in this category are ambulance, engineering fees and park program fees. As ambulance fees are based purely on activity and need, this revenue source can fluctuate considerably during the year. Ambulance receipts for the month were recorded at \$56k. Engineering review receipts for the month were recorded at \$200. For park program fees, this is a combination of timing of receipts and fluctuating activity levels; receipts in February were above budget expectations at \$102k.

Investment Income:

The General Fund investment income in February was \$38k. Currently, the investments are concentrated in certificates of deposit, treasury obligations, and interest-bearing money market accounts. A detailed cash and investment report can be found on page 17.

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Miscellaneous:

The General Fund miscellaneous revenue in February was \$7k. Receipts for this category were rental income (\$5k), and other small items.

EXPENDITURES

For the month of February, expenditures totaled \$2.06 million for the General Fund, which was 3% below projections of \$2.12 million. The table below presents a summary of General Fund expenditures by department as of February 28, 2023. Additional detail can be found on page 9.

Department Or Program	Current Month's Budget	Current Month's Actual	% Variance	YTD Budget	YTD Actual	% Variance	% of Annual Budget
Legislative	\$ 3,942	\$ 3,993	1.3%	\$ 18,689	\$ 14,715	-21.3%	20.8%
Administration	\$ 83,426	\$ 94,803	13.6%	\$ 149,811	\$ 157,665	5.2%	10.3%
Finance	\$ 56,455	\$ 52,347	-7.3%	\$ 95,021	\$ 90,103	-5.2%	15.7%
Technology	\$ 29,697	\$ 31,216	5.1%	\$ 107,071	\$ 70,214	-34.4%	14.6%
Police	\$ 518,868	\$ 510,186	-1.7%	\$ 1,071,404	\$ 1,049,757	-2.0%	11.7%
Fire	\$ 853,357	\$ 744,403	-12.8%	\$ 1,698,762	\$ 1,597,449	-6.0%	12.1%
Community Develop.	\$ 64,348	\$ 49,456	-23.1%	\$ 113,144	\$ 98,222	-13.2%	9.3%
Public Works	\$ 316,085	\$ 322,313	2.0%	\$ 614,566	\$ 602,832	-1.9%	13.7%
Park & Recreation	\$ 69,386	\$ 88,147	27.0%	\$ 151,685	\$ 158,216	4.3%	12.9%
Operating Transfers	\$ 125,970	\$ 160,868	27.7%	\$ 251,941	\$ 321,736	27.7%	16.2%
Total	\$ 2,121,535	\$ 2,057,733	-3.0%	\$ 4,272,095	\$ 4,160,909	-2.6%	12.4%

OPERATING RESULTS OF OTHER FUNDS

Following are some observations regarding the revenues and expenditures of other funds. A financial summary of funds other than General is provided on pages 10-11.

Special Revenue Funds:

Motor fuel tax revenue came in at \$80k in February, which was 43% above the budget of \$56k. Conservative estimates for revenues highly sensitive to the economy, such as this one, allow for fluctuations later in the year. Expenditures from the Motor Fuel Tax Fund were \$42k for road salt (\$41k), and electricity and signal maintenance (\$1k).

February revenues for the Hotel Tax Fund totaled \$8k. The revenue in this fund is a combination of hotel tax receipts and interest income. Per Village Ordinance #2003-10-252, hotel tax receipts are due

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quarterly. Therefore, the village does not receive receipts each month. Expenditures of \$8k were recorded for the month, most of which is a transfer to the Special Events Fund for the funding of special events.

The Special Events Fund allocates resources for special events and their corresponding expenditures. Revenues for February totaled \$33k, which relate to funding transfers in from other funds (\$28k), special event vendor fees and donations (\$4k), and event admission for Easter activities (\$1k). Expenditures for the month totaled \$18k, consisting of normal staff expenses (\$13k), supplies for Winter Festival (\$3k), and miscellaneous events (\$2k).

Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances. Revenues for the debt service fund are from interest and changes in market value of investments at this point in the year. Transfers from other funding sources will occur later in the year. Interest rates continue to be low for the options available for village investment per law. No expenditures were recorded for February.

Capital Projects Funds:

February revenue for the capital projects funds came in at \$346k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from February of \$234k. This was 6% higher than budget expectations and 7% higher than the same month last year. February receipts represent sales from November. More detail on the NHRST revenue can be found on page 16. Remaining revenues for capital project funds include funding transfers (\$85k), the electric aggregation civic contribution (\$6k), as well as interest income and change in market value of investments.

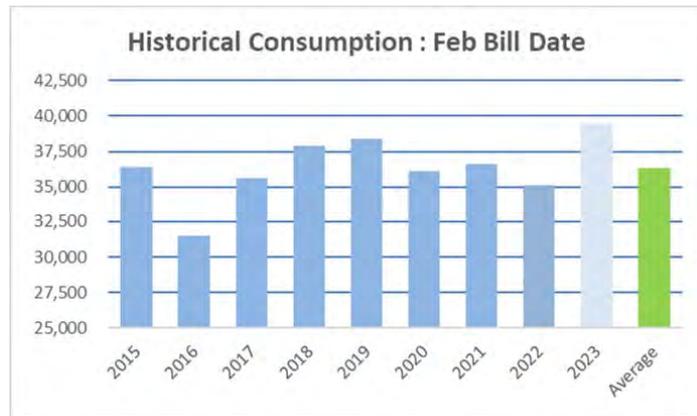
Expenditures for capital projects were recorded in February of \$17k, Police Department Roof (\$11k), OSLAD Park Improvements (\$2k), concrete and asphalt (\$2k), as well as other small items.

Water and Sewer Fund:

February revenue totaled \$637k, which was 6% above the budget estimate of \$604k. Consumption metered in February was 39M gallons, higher than the nine-year average of 36M gallons. The consumption billed in February primarily represents water metered in late January and early February. With about 46M gallons pumped, about 15% of pumped water was lost to main breaks, fire department

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use, or other small issues. A chart comparing February water consumption over the past eight years provided below.



Expenses in the Water Fund were \$419k for the month. Of this amount, \$177k is a non-cash transaction to record depreciation of the infrastructure assets of the fund and \$8k is for interest payments. The remaining expenses are personnel expenses, other operational items and other smaller operating items. Throughout the year, spending is monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus would be used for expenditures later in the year and provide cash flow for improvements to maintain the aging infrastructure.

Internal Service Funds:

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has three active internal service funds: Medical Self Insurance, Risk Management and Equipment Replacement. Revenues are a combination of user charges from other funds as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund.

The Equipment Replacement fund in particular is subject to funding availability from the General Fund. February expenses include a chipper for public works (\$116k), Police Department CCTV updates (\$39k), and non-cash depreciation expenses (\$42k).

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Special Service Areas:

While the village does not budget for Special Service Area (SSA) revenues and expenses, as funds are being collected and spent for village SSA's, the following information can be of value to report. No revenues or expenses were incurred for the month of February.

SSA Activity Feb-23								
SSA #	Location	Beginning Balance		Year-To-Date		Ending Balance 12/31/2023	Annual Expected Revenues	Annual Expected Expenses
		1/1/2023	Revenues	Expenses	YTD %			
SSA #8	Heatherleigh	54,659	-	-	54,659	9,697	0.00%	23,196 0.00%
SSA #9	Willow Ponds	135,274	-	-	135,274	11,851	0.00%	19,300 0.00%
SSA #10	Westberry	17,990	-	-	17,990	1,000	0.00%	- N/A
SSA #11	Lake Zurich Pines	27,075	-	-	27,075	2,999	0.00% ^a	2,163 0.00%
SSA #13	Conventry Creek	223,208	-	-	223,208	29,894	0.00% ^a	16,662 0.00%
SSA #16	Country Club	(282)	-	-	(282)	1,760	N/A	- N/A
		457,923	-	-	457,923	57,202	0.00%	61,321 0.00%

a) Flat amount levied per property.

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

Police and Firefighters' Pension Funds:

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

The Police Pension Fund had total revenue of negative \$632k for the month. For February, the fund recorded an unrealized loss of \$660k from investments. Total municipal and member contributions for the month totaled \$28k. Expenses for the month were \$207k of which \$205k was for pension and benefit payments, and \$2k was for professional services and investment expenses. For the month of February, the fund experienced a loss of \$839k. As of February 28th, the fund had a net position of \$29.4 million. Additional information can be found on page 18.

The Firefighters' Pension Fund had a similar month for investments, with an unrealized loss of \$1.24 million from investments. Total municipal and member contributions for the month totaled \$41k. Total revenues for the month were negative \$1.19 million. Expenses for the month were \$225k, of which \$218k was for pension and benefit payments, \$2k was for professional services, and \$6k was for

Finance Monthly Report – February 2023

investment expenses. For the month of February, the fund experienced a loss of \$1.42 million. As of February 28th, the fund had a net position of \$47.0 million. Additional information can be found on page 18.

Conclusion:

For the one fiscal period covered by this report, no major concerns were identified. Major revenue sources are performing within reason and expenditures have been kept to a minimum. We will continue to monitor revenues and expenditures closely throughout the coming months.

Respectfully Submitted,

Amy Sparkowski

Amy Sparkowski
Director of Finance

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
GENERAL FUND
February 28, 2023

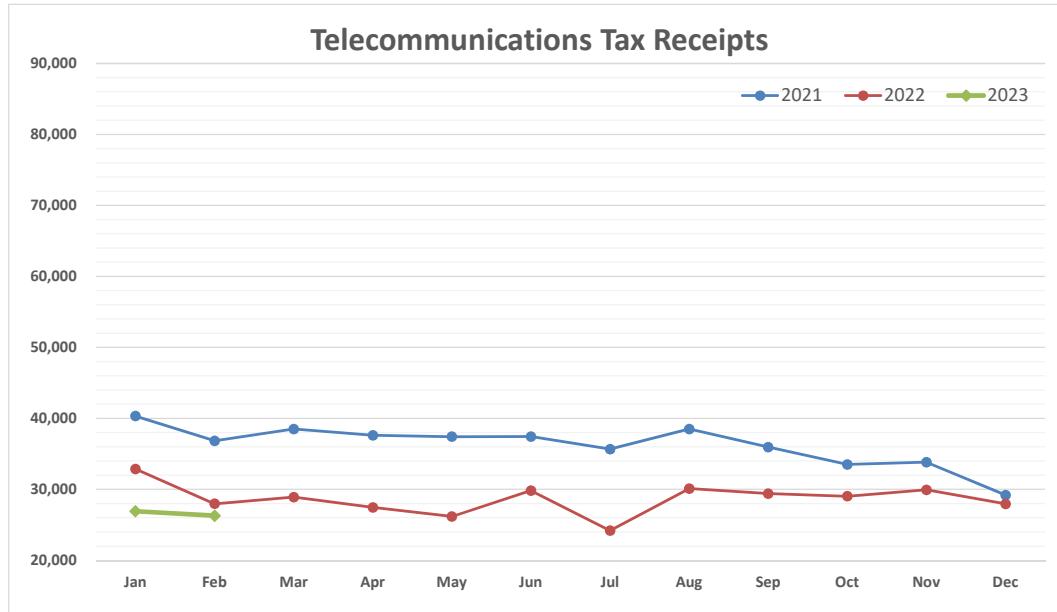
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
REVENUES								
Taxes								
Property Taxes			0.0%			0.0%	8,888,026	0.0%
Utility Tax - Electric	83,792	76,574	(8.6%)	167,405	160,837	(3.9%)	963,006	16.7%
Utility Tax - Gas	48,936	86,974	77.7%	92,715	172,709	86.3%	388,292	44.5%
Cable Tv Franchise	67,341	68,086	1.1%	80,426	77,947	(3.1%)	320,456	24.3%
Telecom Tax	25,074	26,305	4.9%	49,576	53,241	7.4%	262,649	20.3%
Total Taxes	225,142	257,939	14.6%	390,123	464,734	19.1%	10,822,429	4.3%
Intergovernmental								
State Sales Tax	656,509	683,036	4.0%	1,292,256	1,318,626	2.0%	7,847,985	16.8%
State Income Tax	275,713	290,768	5.5%	518,891	584,841	12.7%	2,983,609	19.6%
State Use Tax	68,570	74,864	9.2%	132,485	145,883	10.1%	770,601	18.9%
Video Gaming Tax	21,651	27,195	25.6%	43,605	54,519	25.0%	290,247	18.8%
Fire/Rescue Srvc Contract	528,655	528,655	0.0%	1,057,311	1,057,311	0.0%	6,350,975	16.6%
Other Intergovernmental	8,549	8,905	4.2%	105,260	169,970	61.5%	446,178	38.1%
Total Intergovernmental	1,559,647	1,613,424	3.4%	3,149,808	3,331,150	5.8%	18,689,595	17.8%
Licenses & Permits								
Liquor Licenses	15,351	(2,050)	(113.4%)	122,309	155,000	26.7%	160,000	96.9%
Business Licenses	2,896	2,895	(0.0%)	60,663	99,033	63.3%	95,000	104.2%
Building Permits	8,204	4,012	(51.1%)	14,499	10,940	(24.5%)	204,000	5.4%
Permit Plan Review	3,736	2,593	(30.6%)	9,856	6,080	(38.3%)	85,000	7.2%
Other Permits	16,273	14,917	(8.3%)	43,224	36,022	(16.7%)	313,050	11.5%
Total Licenses & Permits	46,459	22,367	(51.9%)	250,552	307,075	22.6%	857,050	35.8%
Fines and Forfeits	37,561	34,210	(8.9%)	73,727	72,424	(1.8%)	430,300	16.8%
Charges for Services								
Fire/Rescue Ambulance Fee	82,440	56,432	(31.5%)	161,586	434,515	168.9%	1,000,000	43.5%
Park Program Fees	58,802	102,408	74.2%	125,783	165,886	31.9%	686,997	24.1%
Other Charges for Services	34,601	35,137	1.5%	65,997	132,824	101.3%	683,025	19.4%
Total Charges for Services	175,844	193,977	10.3%	353,366	733,225	107.5%	2,370,022	30.9%
Investment Income	6,893	38,233	454.7%	15,318	113,547	641.3%	200,000	56.8%
Miscellaneous	6,595	6,748	2.3%	18,642	57,834	210.2%	164,396	35.2%
Total General Fund Revenues	2,058,141	2,166,898	5.3%	4,251,536	5,079,989	19.5%	33,533,792	15.1%
Operating Transfers In	-	-	0.0%	-	-	0.0%	-	0.0%
EXPENDITURES								
General Government								
Legislative	3,942	3,993	1.3%	18,689	14,715	(21.3%)	70,820	20.8%
Administration	83,426	94,803	13.6%	149,811	157,665	5.2%	1,523,851	10.3%
Finance	56,455	52,347	(7.3%)	95,021	90,103	(5.2%)	572,259	15.7%
Technology	29,697	31,216	5.1%	107,071	70,214	(34.4%)	480,914	14.6%
Total Gen. Govt.	173,520	182,360	5.1%	370,592	332,697	(10.2%)	2,647,844	12.6%
Public Safety								
Police	518,868	510,186	(1.7%)	1,071,404	1,049,757	(2.0%)	8,978,592	11.7%
Fire	853,357	744,403	(12.8%)	1,698,762	1,597,449	(6.0%)	13,232,400	12.1%
Community Development	64,348	49,456	(23.1%)	113,144	98,222	(13.2%)	1,057,254	9.3%
Total Public Safety	1,436,573	1,304,045	(9.2%)	2,883,311	2,745,428	(4.8%)	23,268,246	11.8%
Streets - Public Works	316,085	322,313	2.0%	614,566	602,832	(1.9%)	4,399,699	13.7%
Culture - Park and Recreation	69,386	88,147	27.0%	151,685	158,216	4.3%	1,229,651	12.9%
Total General Fund Expend.	1,995,565	1,896,865	(4.9%)	4,020,154	3,839,173	(4.5%)	31,545,440	12.2%
Operating Transfers Out	125,970	160,868	27.7%	251,941	321,736	27.7%	1,980,413	16.2%
NET INCOME (LOSS) FOR GENERAL	(63,394)	109,166		(20,559)	919,080		7,939	

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
February 28, 2023

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved		
	Budget	Actual	% Variance	Budget	Actual	% Variance				
SPECIAL REVENUE FUNDS										
MOTOR FUEL TAX FUND										
Revenues	55,748	79,867	43.3%	128,530	158,762	23.5%	823,004	19.3%		
Expenditures	45,702	41,766	(8.6%)	82,618	41,766	(49.4%)	3,830,453	1.1%		
Net Activity Gain (Loss)	10,046	38,102		45,911	116,997		(3,007,449)			
HOTEL TAX FUND										
Revenues	6,976	7,544	8.1%	20,776	17,090	(17.7%)	119,230	14.3%		
Expenditures	11,989	8,424	(29.7%)	20,550	16,687	(18.8%)	116,198	14.4%		
Net Activity Gain (Loss)	(5,013)	(881)		226	403		3,032			
SPECIAL EVENTS FUND										
Admin & Miscellaneous										
Revenues	21,414	22,794	6.4%	42,739	44,307	3.7%	259,763	17.1%		
Expenditures	21,761	15,855	(27.1%)	41,963	31,420	(25.1%)	259,523	12.1%		
Net Activity Gain (Loss)	(347)	6,939		776	12,887		240			
Rock the Block										
Revenues	451	325	(27.9%)	571	3,850	574.0%	60,000	6.4%		
Expenditures	2,703	-	(100.0%)	12,990	3,783	(70.9%)	57,547	6.6%		
Net Activity Gain (Loss)	(2,252)	325		(12,419)	67		2,453			
Farmers Market										
Revenues	816	2,540	211.3%	1,032	2,820	173.4%	8,700	32.4%		
Expenditures	277	-	(100.0%)	974	-	(100.0%)	8,773	0.0%		
Net Activity Gain (Loss)	539	2,540		58	2,820		(73)			
Fourth of July										
Revenues	5,724	5,950	4.0%	11,210	11,550	3.0%	80,200	14.4%		
Expenditures	5,950	-	(100.0%)	29,158	-	(100.0%)	77,346	0.0%		
Net Activity Gain (Loss)	(226)	5,950		(17,947)	11,550		2,854			
Winter Festival										
Revenues	1,028	1,146	11.4%	2,057	2,342	13.9%	19,250	12.2%		
Expenditures	542	2,501	361.4%	4,583	6,591	43.8%	20,574	32.0%		
Net Activity Gain (Loss)	486	(1,355)		(2,527)	(4,250)		(1,324)			
Special Events Fund Total	(1,801)	14,398		(32,060)	23,074		4,150			
TIF #1 TAX FUND										
Revenues	95	760	699.3%	212	1,616	664.0%	1,417,500	0.1%		
Expenditures	-	-	0.0%	-	-	0.0%	1,408,494	0.0%		
Net Activity Gain (Loss)	95	760		212	1,616		9,006			
TIF #2 - DOWNTOWN										
Revenues	2,747	4,670	70.0%	9,368	12,516	33.6%	362,900	3.4%		
Expenditures	1,531	209	(86.3%)	2,147	209	(90.3%)	6,451,440	0.0%		
Net Activity Gain (Loss)	1,216	4,461		7,222	12,307		(6,088,540)			
TIF #3 - RAND ROAD										
Revenues	-	4	0.0%	-	7	0.0%	78,000	0.0%		
Expenditures	-	-	0.0%	-	-	0.0%	1,840	0.0%		
Net Activity Gain (Loss)	-	4		-	7		76,160			
DISPATCH CENTER FUND										
Revenues	140,922	149,819	6.3%	312,192	356,754	14.3%	1,648,965	21.6%		
Expenditures	117,264	118,731	1.3%	243,542	247,678	1.7%	1,614,395	15.3%		
Net Activity Gain (Loss)	23,658	31,087		68,649	109,075		34,570			

VILLAGE OF LAKE ZURICH OPERATING REPORT SUMMARY February 28, 2023										
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved		
	Budget	Actual	% Variance	Budget	Actual	% Variance				
DEBT SERVICE FUNDS										
VILLAGE DEBT SERVICE										
Revenues	746	2,510	236.5%	1,776	5,330	200.0%	1,280,000	0.4%		
Expenditures	-	-	0.0%	193,485	-	(100.0%)	1,266,855	0.0%		
Net Activity Gain (Loss)	746	2,510		(191,708)	5,330		13,145			
TIF #1 DEBT SERVICE										
Revenues	133	410	207.5%	287	2,143	646.1%	2,091,500	0.1%		
Expenditures	329	-	(100.0%)	717,951	749,496	4.4%	2,049,978	36.6%		
Net Activity Gain (Loss)	(195)	410		(717,664)	(747,353)		41,522			
CAPITAL PROJECT FUNDS										
CAPITAL IMPROVEMENTS										
Revenues	49,043	98,831	101.5%	98,201	220,212	124.2%	1,113,498	19.8%		
Expenditures	80,289	14,603	(81.8%)	80,924	16,019	(80.2%)	4,580,500	0.3%		
Net Activity Gain (Loss)	(31,246)	84,228		17,277	204,193		(3,467,002)			
NON-HOME RULE SALES TAX										
Revenues	222,444	247,293	11.2%	434,797	486,684	11.9%	2,658,081	18.3%		
Expenditures	13,181	2,055	(84.4%)	13,661	2,055	(85.0%)	388,000	0.5%		
Net Activity Gain (Loss)	209,264	245,238		421,136	484,629		2,270,081			
ENTERPRISE FUND										
WATER AND SEWER										
Revenues	603,639	636,821	5.5%	1,239,602	1,288,579	4.0%	8,159,608	15.8%		
Expenses										
Administration	50,201	48,651	(3.1%)	102,658	108,171	5.4%	677,820	16.0%		
Debt	3,556	7,839	120.4%	18,511	23,943	29.3%	118,850	20.1%		
Depreciation	176,640	176,640	0.0%	353,280	353,280	0.0%	2,119,680	16.7%		
Billing	16,909	17,617	4.2%	29,979	40,005	33.4%	239,740	16.7%		
Water	136,494	101,265	(25.8%)	210,472	168,710	(19.8%)	5,094,382	3.3%		
Sewer	101,808	66,739	(34.4%)	154,245	121,655	(21.1%)	3,794,591	3.2%		
	485,609	418,751		869,145	815,763		12,045,063			
Net Activity Gain (Loss)	118,030	218,070		370,457	472,816		(3,885,455)			
INTERNAL SERVICE FUNDS										
MEDICAL INSURANCE										
Revenues	285,709	283,836	(0.7%)	579,328	576,928	(0.4%)	3,443,819	16.8%		
Expenses	189,749	85,908	(54.7%)	640,156	607,690	(5.1%)	3,402,865	17.9%		
Net Activity Gain (Loss)	95,960	197,927		(60,828)	(30,762)		40,954			
RISK MANAGEMENT										
Revenues	102,176	108,667	6.4%	206,851	234,325	13.3%	1,345,204	17.4%		
Expenses	14,481	28,627	97.7%	851,888	1,049,285	23.2%	1,502,204	69.8%		
Net Activity Gain (Loss)	87,695	80,039		(645,038)	(814,960)		(157,000)			
EQUIPMENT REPLACEMENT										
Revenues	73,997	86,915	17.5%	148,086	175,693	18.6%	1,134,311	15.5%		
Expenses	93,061	196,877	111.6%	178,882	239,044	33.6%	1,370,311	17.4%		
Net Activity Gain (Loss)	(19,064)	(109,962)		(30,796)	(63,351)		(236,000)			
TOTAL ALL VILLAGE FUNDS	425,997	915,559		(767,563)	693,102		(14,340,887)			

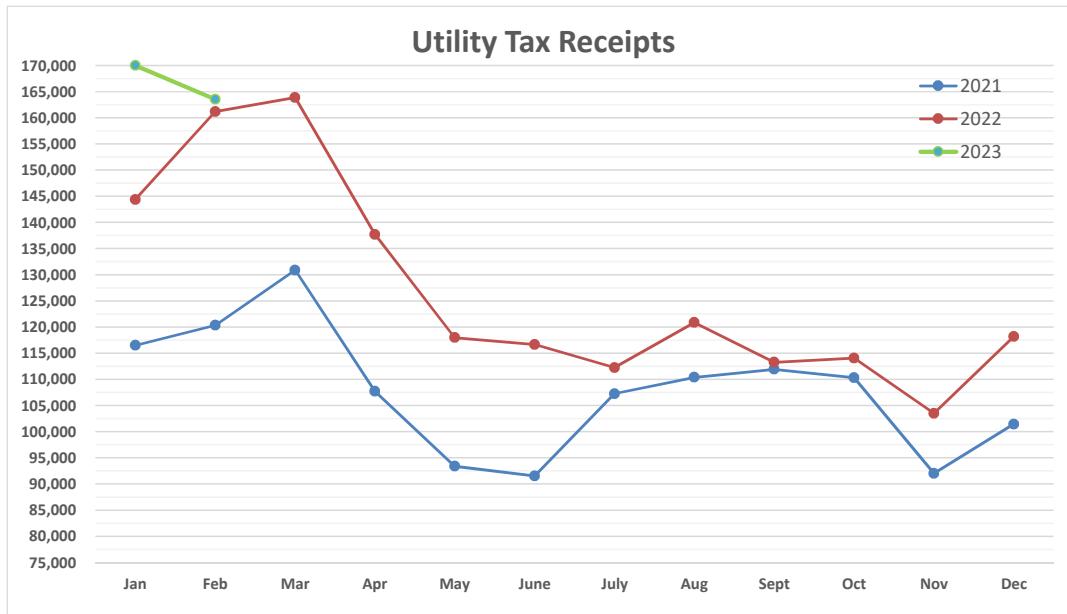
DEPARTMENT OF FINANCE
MONTHLY REPORT
FEBRUARY 2023



Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget			
		FY 2021	FY 2022	% Change	FY 2023	% Change	Budget	Variance \$	Variance %	
January	October	40,329	32,888	-18.45%	26,937	-18.10%	24,502	2,435	9.94%	
February	November	36,855	27,974	-24.10%	26,305	-5.97%	25,074	1,231	4.91%	
March	December	38,514	28,903	-24.95%		-100.00%	22,997	(22,997)	-100.00%	
April	January	37,621	27,467	-26.99%		-100.00%	21,524	(21,524)	-100.00%	
May	February	37,428	26,181	-30.05%		-100.00%	25,786	(25,786)	-100.00%	
June	March	37,438	29,825	-20.33%		-100.00%	22,107	(22,107)	-100.00%	
July	April	35,678	24,202	-32.17%		-100.00%	21,037	(21,037)	-100.00%	
August	May	38,518	30,131	-21.77%		-100.00%	22,085	(22,085)	-100.00%	
September	June	35,963	29,408	-18.23%		-100.00%	21,390	(21,390)	-100.00%	
October	July	33,528	29,037	-13.40%		-100.00%	21,253	(21,253)	-100.00%	
November	August	33,847	29,947	-11.52%		-100.00%	21,237	(21,237)	-100.00%	
December	September	29,210	27,958	-4.28%		-100.00%	13,659	(13,659)	-100.00%	
		434,929	343,921	-20.92%	53,241		262,649	(209,408)		
		Y-T-D	77,184	60,862	-21.15%	53,241	-12.52%	49,576	3,665	7.39%

DEPARTMENT OF FINANCE
MONTHLY REPORT
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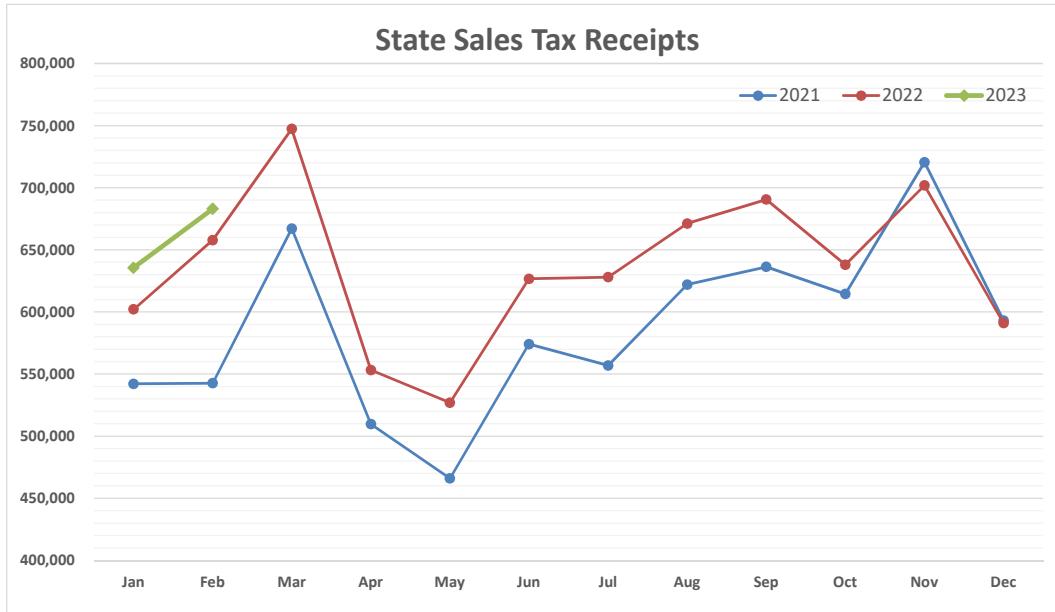


Collection History

COMBINED - ELECTRICITY & GAS

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2021	2022	% Change	2023	% Change	FY 2022	Variance \$	%
Jan	Dec	116,503	144,392	23.9%	169,997	17.7%	127,393	42,604	33.4%
Feb	Jan	120,335	161,197	34.0%	163,549	1.5%	132,728	30,821	23.2%
Mar	Feb	130,883	163,887	25.2%	-	-100.0%	137,878	(137,878)	-100.0%
Apr	Mar	107,700	137,718	27.9%	-	-100.0%	119,627	(119,627)	-100.0%
May	Apr	93,403	117,990	26.3%	-	-100.0%	100,438	(100,438)	-100.0%
June	May	91,526	116,659	27.5%	-	-100.0%	95,911	(95,911)	-100.0%
July	June	107,244	112,246	4.7%	-	-100.0%	100,861	(100,861)	-100.0%
Aug	July	110,403	120,867	9.5%	-	-100.0%	117,546	(117,546)	-100.0%
Sept	Aug	111,936	113,271	1.2%	-	-100.0%	110,679	(110,679)	-100.0%
Oct	Sept	110,319	114,085	3.4%	-	-100.0%	105,600	(105,600)	-100.0%
Nov	Oct	92,037	103,512	12.5%	-	-100.0%	92,199	(92,199)	-100.0%
Dec	Nov	101,437	118,176	16.5%	-	-100.0%	110,439	(110,439)	-100.0%
		1,293,726	1,524,000	17.80%	333,546	-78.1%	1,351,299	(1,017,753)	
Y-T-D		236,838	305,589	29.03%	333,546	9.1%	260,121	73,425	28.2%

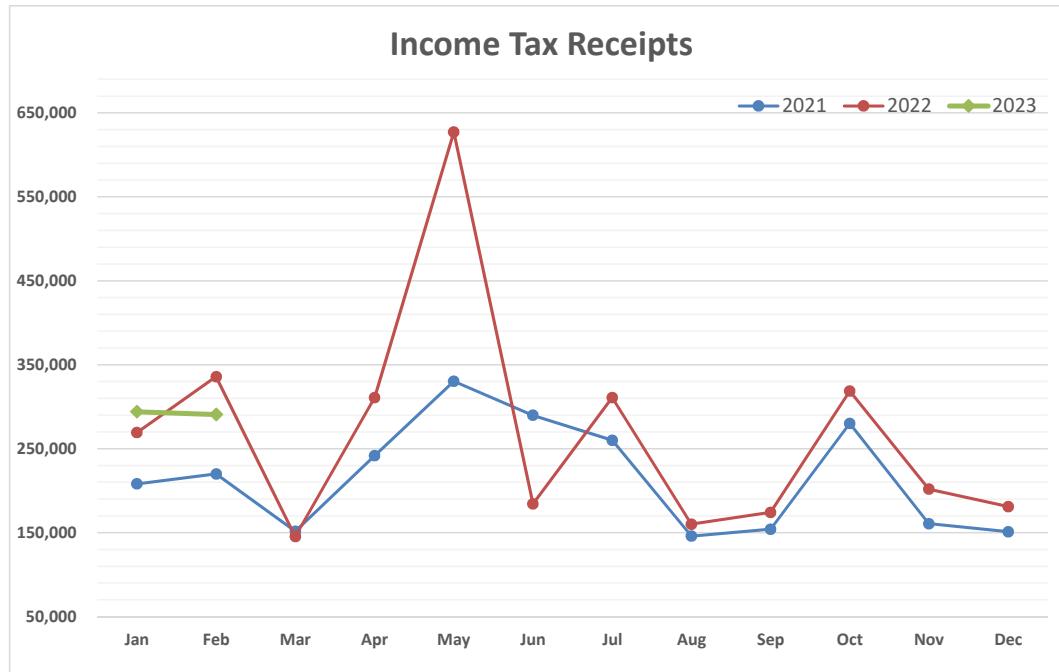
DEPARTMENT OF FINANCE
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Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2021	2022	% Change	2023	% Change	Amended Budget	Variance \$	Variance %
January	October	542,215	602,130	11.05%	635,589	5.56%	635,747	(157)	-0.02%
February	November	542,675	657,819	21.22%	683,036	3.83%	656,509	26,527	4.04%
March	December	667,111	747,307	12.02%		-100.00%	783,197	(783,197)	-100.00%
April	January	509,698	553,226	8.54%		-100.00%	573,852	(573,852)	-100.00%
May	February	466,021	527,013	13.09%		-100.00%	544,793	(544,793)	-100.00%
June	March	574,063	626,731	9.17%		-100.00%	624,656	(624,656)	-100.00%
July	April	556,926	627,982	12.76%		-100.00%	601,555	(601,555)	-100.00%
August	May	622,012	671,146	7.90%		-100.00%	669,770	(669,770)	-100.00%
September	June	636,306	690,544	8.52%		-100.00%	686,538	(686,538)	-100.00%
October	July	614,470	638,060	3.84%		-100.00%	655,769	(655,769)	-100.00%
November	August	720,532	701,860	-2.59%		-100.00%	758,378	(758,378)	-100.00%
December	September	593,038	590,991	-0.35%		-100.00%	657,222	(657,222)	-100.00%
		7,045,068	7,634,808	8.37%	7,847,985		(6,529,369)		
Y-T-D		1,084,890	1,259,950	16.14%	1,318,626	4.66%	1,292,256	26,370	2.04%

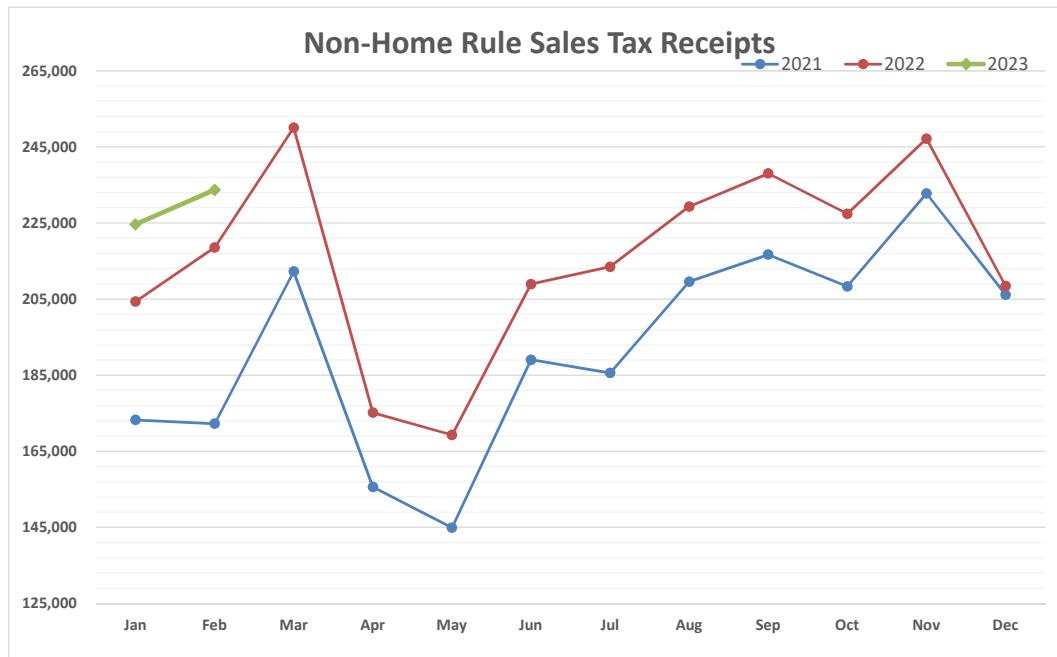
DEPARTMENT OF FINANCE
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Revenue History

Vouchered	Historical			Current Year Actual		Current Year Budget		
	2021	2022	% Change	2023	% Change	Amended Budget	Variance \$	Variance %
January	208,145	269,221	29.34%	294,073	9.23%	243,179	50,895	20.93%
February	220,056	335,693	52.55%	290,768	-13.38%	275,713	15,055	5.46%
March	151,661	145,504	-4.06%		-100.00%	167,560	(167,560)	-100.00%
April	241,823	310,848	28.54%		-100.00%	279,882	(279,882)	-100.00%
May	330,332	627,194	89.87%		-100.00%	450,216	(450,216)	-100.00%
June	289,833	184,242	-36.43%		-100.00%	212,836	(212,836)	-100.00%
July	260,006	311,032	19.62%		-100.00%	280,611	(280,611)	-100.00%
August	145,998	160,199	9.73%		-100.00%	219,270	(219,270)	-100.00%
September	154,181	174,093	12.91%		-100.00%	179,094	(179,094)	-100.00%
October	280,184	318,729	13.76%		-100.00%	305,159	(305,159)	-100.00%
November	160,617	201,830	25.66%		-100.00%	193,093	(193,093)	-100.00%
December	151,210	181,090	19.76%		-100.00%	176,995	(176,995)	-100.00%
	2,594,046	3,219,676	24.12%	584,841	-81.84%	2,983,609	(2,398,768)	-80.40%
Y-T-D	428,200	604,914	41.27%	584,841	-3.32%	518,891	65,950	12.71%

DEPARTMENT OF FINANCE
MONTHLY REPORT
FEBRUARY 2023



Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget			
		2021	2022	% Change	2023	% Change	Budget	Variance \$	Variance %	
January	October	173,241	204,354	17.96%	224,659	9.94%	210,290	14,369	6.83%	
February	November	172,248	218,598	26.91%	233,707	6.91%	220,709	12,998	5.89%	
March	December	212,281	250,074	17.80%	-100.00%	260,440	(260,440)	-100.00%		
April	January	155,657	175,158	12.53%	-100.00%	178,761	(178,761)	-100.00%		
May	February	144,939	169,297	16.81%	-100.00%	172,863	(172,863)	-100.00%		
June	March	189,084	208,932	10.50%	-100.00%	203,519	(203,519)	-100.00%		
July	April	185,597	213,499	15.03%	-100.00%	198,078	(198,078)	-100.00%		
August	May	209,622	229,356	9.41%	-100.00%	229,165	(229,165)	-100.00%		
September	June	216,705	238,022	9.84%	-100.00%	239,060	(239,060)	-100.00%		
October	July	208,328	227,420	9.16%	-100.00%	227,226	(227,226)	-100.00%		
November	August	232,762	247,180	6.19%	-100.00%	253,934	(253,934)	-100.00%		
December	September	206,167	208,471	1.12%	-100.00%	244,036	(244,036)	-100.00%		
		2,306,629	2,590,359	12.30%	458,366		2,638,081	(2,179,715)		
		Y-T-D	345,489	422,952	22.42%	458,366	8.37%	430,999	27,367	6.35%

Village of Lake Zurich
Investment Report
February, 2023

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Par Value	Purchase Price	(Premium) / Discount	Market Value	Unrealized Gain (Loss)
MONEY MARKET & CASH									
IPRIME	NA	NA	4.501%		2,087,366.87	2,087,366.87	-	2,087,366.87	N/A
CERTIFICATE OF DEPOSIT									
Allegiance Bank Texas	02/19/21	02/22/23	0.110%		249,949.92	249,600.00	349.92	249,600.00	-
BMW Bank North America	02/19/21	02/22/23	0.150%		249,950.10	249,600.00	350.10	249,600.00	-
Midland States Bank	02/19/21	02/22/23	0.110%		249,961.56	249,300.00	661.56	249,300.00	-
CIBM Bank, WI	03/26/21	03/27/23	0.070%		249,000.00	249,248.74	(248.74)	248,112.56	(1,136.18)
First National Bank, ME	03/26/21	03/27/23	0.070%		249,000.00	249,248.74	(248.74)	248,112.56	(1,136.18)
INSBank, TN	03/26/21	03/27/23	0.130%		249,000.00	249,248.74	(248.74)	248,112.56	(1,136.18)
Commonwealth Bus Bk	03/31/21	03/31/23	0.100%		249,000.00	249,248.74	(248.74)	248,112.56	(1,136.18)
US Treasury N/B	03/30/22	07/31/23	1.870%	912828S92	754,000.00	747,844.30	6,155.70	742,365.78	(5,478.52)
Alameda Cnty-a-txbl	04/16/21	08/01/23	0.200%	010878AP1	250,000.00	271,707.50	(21,707.50)	249,002.50	(22,705.00)
Colorado Federal Svgs Bk	01/24/23	01/31/24	4.500%	19646PAV6	238,000.00	238,341.63	(341.63)	237,066.56	(1,275.07)
US Treasury N/B	04/15/21	01/15/24	0.200%	91282CBEO	250,000.00	249,140.63	859.37	239,394.50	(9,746.13)
First Financial Bank	01/25/23	02/07/24	4.502%		238,000.00	238,450.08	(450.08)	237,150.10	(1,299.98)
Capital One NA	08/03/22	08/05/24	3.204%		245,000.00	245,690.62	(690.62)	239,203.79	(6,486.83)
Sallie Mae Bank/Salt Lke	08/03/22	08/05/24	3.204%		245,000.00	245,690.62	(690.62)	239,203.79	(6,486.83)
Capital One NA	08/03/22	08/05/24	3.204%		245,000.00	245,690.62	(690.62)	239,203.79	(6,486.83)
Ally Bank	08/04/22	08/05/24	3.206%		245,000.00	245,443.29	(443.29)	239,035.97	(6,407.32)
US Treasury N/B	04/15/21	01/31/25	0.480%	912828Z52	964,000.00	996,422.03	(32,422.03)	903,562.02	(92,860.01)
PeopleFirst Bank, IL	02/01/23	01/31/25	4.348%		249,849.18	229,500.00	20,349.18	229,500.00	-
Morgan Stanley Bank NA	02/01/23	02/10/25	4.356%		244,000.00	244,669.89	(669.89)	241,558.78	(3,111.11)
US Treasury N/B	04/15/21	07/31/25	0.620%	91282CAB7	406,000.00	399,640.39	6,359.61	365,780.83	(33,859.56)
US Treasury N/B	05/19/21	07/31/25	0.570%	91282CAB7	350,000.00	345,351.56	4,648.44	315,328.30	(30,023.26)
US Treasury N/B	07/28/21	07/31/25	0.500%	91282CAB7	252,000.00	249,499.69	2,500.31	227,036.38	(22,463.31)
US Treasury N/B	01/28/22	01/31/26	1.460%	91282CBH3	1,000,000.00	957,890.63	42,109.37	888,281.00	(69,609.63)
TOTAL									
Per Statement				PMA Invests	9,262,077.63	9,236,089.09	25,988.54	8,916,653.52	(319,435.57)
				Total	9,262,077.63	9,236,089.09	-	-	-
								8,916,653.52	

Village of Lake Zurich
 Police and Firefighters' Pension Funds
 Statement of Net Position
 February 28, 2023

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND		
	February-23	Year-to-Date	February-23	Year-to-Date
Revenues:			Revenues:	
Municipal Contributions	28,085	-	Municipal Contributions	-
Member Contributions	28,085	55,846	Member Contributions	41,420
Total Contributions		55,846	Total Contributions	41,420
Investment Income	(660,229)	827,664	Investment Income	(1,237,505)
Total Revenues	(632,144)	883,510	Total Revenues	(1,196,084)
Expenses:			Expenses:	
Pension and Benefits	204,889	409,779	Pension and Benefits	217,879
Insurance	-	-	Insurance	-
Professional Services	700	700	Professional Services	1,835
Investment Expenses	1,762	6,263	Investment Expenses	5,740
Other Expenses	-	-	Other Expenses	-
Total Expenses	207,352	416,742	Total Expenses	225,454
Operating Income (Loss)	(839,495)	466,768	Operating Income (Loss)	(1,421,538)
Beginning Net Position*	30,240,817	28,934,554	Beginning Net Position*	48,424,054
Ending Net Position	29,401,322	28,095,058	Ending Net Position	47,002,515
Assets			Assets	
Cash and Investments	29,401,179	2,042	Cash and Investments	47,002,094
Other Assets		29,403,222	Other Assets	3,897
Total Assets			Total Assets	47,005,990
Liabilities			Liabilities	
Net Position 2/28		29,401,322	Net Position 2/28	47,002,515