



AGENDA PACKET
VILLAGE OF LAKE ZURICH
Village Board of Trustees Meeting

February 20, 2024
07:00 pm

VILLAGE OF LAKE ZURICH

VILLAGE BOARD OF TRUSTEES MEETING

FEBRUARY 20, 2024

07:00 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL:

Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee William Riley, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider.

3. PLEDGE OF ALLEGIANCE

4. PRESIDENT'S REPORT/COMMUNITY UPDATE

- Proclamation Honoring Officer Denise Bradstreet upon Her Retirement from the Village of Lake Zurich after 24 Years of Public Service
- Proclamation Honoring Officer Ralph Mitch upon His Retirement from the Village of Lake Zurich after 23 Years of Public Service
- Oath of Office for Police Officer Christopher Reese

Attachment: [Proclamation - Denise Bradstreet.docx](#)

Attachment: [Proclamation - Mitch.docx](#)

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 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 the Village Board Meeting of February 5, 2024.

Attachment: [2-5-2024 VB unapp.docx](#)

B. Approval of Executive Session Minutes from the Village Board Meeting of January 15, 2024

C. Approval of Semi-Monthly Warrant Register Dated February 20, 2024 Totaling \$405, 848.68

Attachment: [02-20-24 WARRANT.pdf](#)

D. Resolution of the Village of Lake Zurich to Induce the Redevelopment of Certain Property within the Downtown Main Street District Tax Increment Financing Redevelopment Project Area #2 (Assign Reso. #2024-02-082)

Summary: The proposed development inducement resolution allows True North Properties to be eligible for future TIF reimbursements related to the acquisition and improvement of underutilized and aged restaurant/retail parcels at the northeast corner of Main Street and Old Rand Road, currently owned by the Village.

Attachment: [6D.pdf](#)

E. Resolution Requesting State Permission for Detours Related to Alpine Fest Parade on July 21, 2024 (Assign Reso. #2024-02-083)

Summary: The proposed resolution authorizes a request to the Illinois Department of Transportation to close State Route 22 to facilitate the Lions Club Alpine Fest parade between the hours of 10:30 am to 1:30 pm on July 21, 2024.

Attachment: [6E.pdf](#)

F. Ordinance Adopting Division 2.1 of the Illinois Municipal Code and Creating a Code Hearing Unit and Other Actions in Connection Therewith for the Village of Lake Zurich (Assign Ord. #2024-02-547)

Summary: The proposed ordinance expands options and local authority for non-home rule communities like Lake Zurich with the ability to have a more cost effective method to pursue local ordinance violations. Adopting Division 2.1 of the Illinois Municipal Code

allows the Lake Zurich Hearing Officer to issue final enforceable orders in the same method as a judgement entered by a court. Division 2.1 also allows the imposition of penalties in amounts up to \$50,000, increase from the existing non-home rule limit of \$2,500.

Attachment: [6F.pdf](#)

G. Agreement with Filotto Roofing for Roof Replacements and Exterior Improvements to Village Hall and the Paulus Park Chalet and Concession Stand in the Amount Not-to-Exceed \$155,075

Summary: The 2024 Lake Zurich Budget includes #325,000 for exterior projects at these three municipal facilities, as planned in the Village's 20-year Community Investment Plan. A bid opening on February 1, 2023 resulted in six bids received, with Filotto Roofing submitting the most competitive qualified bid package. The requested no-to-exceed amount includes its base bid of \$117,900 and another \$37,175 for construction inspection services and project contingency.

Attachment: [6G.pdf](#)

H. Agreement with All American Exterior Solutions for Roof and Windows Replacement at the Community Services Facility in the Amount Not-to-Exceed \$560,200

Summary: The 2024 Lake Zurich budget includes \$600,000 for window and roof replacement at the Community Services Facility at 505 Telser Road, as planned in the village's 20-year Community Investment plan. A bid opening on February 1, 2024 resulted in nine bids received, with All American Exterior Solutions submitting the most competitive qualified bid package. The requested not-to-exceed amount includes its base bid of \$438,640 and another \$121,560 for construction inspection services and project contingency.

Attachment: [6H.pdf](#)

I. Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase Authorized Class -- A1 Restaurant Full-Service Liquor Licenses for El Vado Mexican Restaurant, Inc. DBA El Vado Mexican Restaurant #2 at 471 South Rand Road (Assign Ord. #2024-02-548)

Summary: El Vado Mexican Restaurant at 471 South Rand Road requests a full-service restaurant Class A1 liquor license for the dispensing of alcoholic beverages inside and in the patio area outside of the establishment.

Attachment: [6I.pdf](#)

J. Agreement with Rush Truck for Fire Engine Repair in the Amount Not-to-Exceed \$30,088.33

Summary: Fire engine 212 has experienced an engine failure rendering the unit not usable and out of service. This engine was completely rebuilt in 2012 and currently has 162,000 miles. The unit is currently used as a backup and is scheduled for replacement in 2027. After consulting with technician submitting the proposals, it has been determined to rebuild the engine as the best option. Anticipating the damage to one or two cylinders will possibly reduce the costs of rebuilding the engine. The request not-to-exceed amount of \$30,088.33 has been preliminary approved with Rush Truck in order to reduce downtime.

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

Attachment: [6J.pdf](#)

7. NEW BUSINESS

None at this time.

8. TRUSTEE REPORTS

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

9. VILLAGE STAFF REPORTS

- Monthly Data Metric Reports

Attachment: [Community Development.pdf](#)

Attachment: [Finance Monthly Report 2023-12.pdf](#)

Attachment: [Fire.pdf](#)

Attachment: [Parks and Rec.pdf](#)

Attachment: [Police.docx](#)

Attachment: [PW Monthly Report - January 2024.docx](#)

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

10. EXECUTIVE SESSION called for the purpose of:

- 5 ILCS 120 / 2 (c) (21) review of executive session minutes

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

11. Adjournment

The next regularly scheduled Village Board meeting is on Monday, March 4, 2024.

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[Proclamation - Denise Bradstreet.docx \(LINK\)](#)

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[Proclamation - Mitch.docx \(LINK\)](#)

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[2-5-2024 VB unapp.docx \(LINK\)](#)

VILLAGE OF LAKE ZURICH WARRANT REPORT - 02/20/2024 <u>\$405,848.68</u>				Page 1 of 12
Item #	GL Number	GL Desc	Invoice Description	Amount
Fund 101 GENERAL				
Dept 00000				
1	101-00000-14101	INVENTORY	POSTAGE REPLENISH	2,000.00
2	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - LBP, TAP 1, HH1	345.40
3	101-00000-25201	BUILDING PERMIT DEPOSITS	442 S RAND - CHIPOTLE	408.50
Total For Dept 00000				<u>2,753.90</u>
Dept 12001 VILLAGE ADMIN ADMINISTRATION				
1	101-12001-51654	MEMBERSHIPS & SUBSCRIPTIONS	LAKE ZURICH COURIER	30.05
2	101-12001-52111	OTHER PROFESSIONAL SVCS	PTAB JOINT REVIEW BOARD	756.80
3	101-12001-52111	OTHER PROFESSIONAL SVCS	PROPERTY TAX REVIEW CONSORTIUM - 2023	1,115.62
Total For Dept 12001 VILLAGE ADMIN ADMINISTRATION				<u>1,902.47</u>
Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				
1	101-12180-54308	TAX REBATES	TAX REBATE - OCTOBER 2023	15,167.03
2	101-12180-54308	TAX REBATES	TAX REBATE - OCTOBER 2023	4,692.40
3	101-12180-54308	TAX REBATES	TAX REBATE - OCTOBER 2023	9,384.78
Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				<u>29,244.21</u>
Dept 13001 FINANCE ADMINISTRATION				
1	101-13001-51654	MEMBERSHIPS & SUBSCRIPTIONS	ANNUAL MEMBERSHIP DUES	500.00
2	101-13001-52111	OTHER PROFESSIONAL SVCS	ACTUARIAL ROLLFORWARD REPORT FOR 2023 GASB 75	300.00
3	101-13001-53208	OFFICE SUPPLIES	ENVELOPES, POST IT NOTES, CALCULATOR TAPE, RIBBON, STAMP	51.05
4	101-13001-54301	BANK & CREDIT CARD FEES	BANK FEE	1.18
Total For Dept 13001 FINANCE ADMINISTRATION				<u>852.23</u>
Dept 17001 TECHNOLOGY ADMINISTRATION				
1	101-17001-52111	OTHER PROFESSIONAL SVCS	DOCUWARE SUPPORT - FEB	435.01
2	101-17001-52704	MAINT-EQUIPMENT	COPIES - NOV/DEC '23	1,253.06
3	101-17001-52704	MAINT-EQUIPMENT	COPIES - JAN 24	626.53
4	101-17001-53203	TELEPHONE & DATA SVCS	VH ELEVATOR 540-9255	574.74
5	101-17001-53203	TELEPHONE & DATA SVCS	INTERNET - 133 N OLD RAND	117.90
6	101-17001-53203	TELEPHONE & DATA SVCS	BARN ELEVATOR PHONE	76.87
7	101-17001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - FEB 2024	1,207.38
8	101-17001-53203	TELEPHONE & DATA SVCS	ANNUAL FEE - HR/BARN VIRTUAL FAX	997.25

VILLAGE OF LAKE ZURICH
WARRANT REPORT - 02/20/2024
\$405,848.68

Page 2 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
9	101-17001-56601	CAPITAL LEASE	FIRE & PD - COPIER LEASE	164.74
		Total For Dept 17001 TECHNOLOGY ADMINISTRATION		5,453.48
		Dept 24001 POLICE ADMINISTRATION		
1	101-24001-52111	OTHER PROFESSIONAL SVCS	RED LIGHT CAMERA FEE	3,570.00
2	101-24001-52701	MAINT-BLDGS & GROUNDS	WALL PLATE	33.50
3	101-24001-52701	MAINT-BLDGS & GROUNDS	KEYS	2.25
4	101-24001-53204	CELL PHONES & PAGERS	CELL PHONES - PD JAN 2024	395.35
5	101-24001-53207	PRINTING-STATIONERY/FORM	OVERWEIGHT CITATIONS	96.00
6	101-24001-54316	GRANT PASS-THROUGH EXPENDITURES	2024 Q1 MEG JAG GRANT REIMBURSEMENT	41,422.33
		Total For Dept 24001 POLICE ADMINISTRATION		45,519.43
		Dept 24210 POLICE OPERATIONS		
1	101-24210-52111	OTHER PROFESSIONAL SVCS	STARCOM RADIO FEE	2,460.00
2	101-24210-52204	OTHER LEGAL	ADJUDICATION HEARING FEE	225.00
3	101-24210-52703	MAINT-VEHICLES	CAR WASHES PD	557.95
4	101-24210-53209	UNIFORMS	THREE SETS OF OFFICER BADGES	2,045.40
5	101-24210-53209	UNIFORMS	BOOTS - STRUGA	172.00
6	101-24210-53210	SMALL TOOLS & EQUIP	BATTERIES - FLEET	63.40
7	101-24210-54305	EMPLOYEE EXAMS	PSYCHOLOGICAL EXAM - DUDEK	725.00
		Total For Dept 24210 POLICE OPERATIONS		6,248.75
		Dept 24230 POLICE CRIME PREVENTION		
1	101-24230-52111	OTHER PROFESSIONAL SVCS	INVESTIGATIVE SEARCH ENGINE	181.60
2	101-24230-52111	OTHER PROFESSIONAL SVCS	CREDIT CHECKS	106.29
3	101-24230-52111	OTHER PROFESSIONAL SVCS	INVESTIGATIVE SEARCH ENGINE	240.19
4	101-24230-52118	SOFTWARE MAINTENANCE	BEAST ANNUAL FEE	710.00
		Total For Dept 24230 POLICE CRIME PREVENTION		1,238.08
		Dept 25001 FIRE ADMINISTRATION		
1	101-25001-52203	LABOR ATTORNEY	LEGAL SERVICES - DEC 2023	14,417.00
2	101-25001-52704	MAINT-EQUIPMENT	COPIES - NOV/DEC '23	374.31
3	101-25001-52704	MAINT-EQUIPMENT	COPIES - JAN 24	187.16
4	101-25001-52707	MAINT-OTHER	MAINTENANCE OF FIRE EXTINGUISHERS	88.30
5	101-25001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - FEB 2024	168.14

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 3 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
6	101-25001-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JAN 2024	190.06
7	101-25001-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE	36.89
8	101-25001-53208	OFFICE SUPPLIES	PAPER - STA 1	41.99
9	101-25001-53208	OFFICE SUPPLIES	PAPER - ST. 1	41.99
10	101-25001-53208	OFFICE SUPPLIES	PAPER - STA 1	41.99
11	101-25001-53208	OFFICE SUPPLIES	KEY FOR DESK	15.00
12	101-25001-53208	OFFICE SUPPLIES	CHAIR FOR OFFICE	499.00
13	101-25001-53209	UNIFORMS	CLASS A COAT, CAP, SHIRTS, BELT, TROUSERS - FISHMAN	482.00
14	101-25001-53209	UNIFORMS	SHIRT, SHORTS - PORTILLO	50.00
15	101-25001-53209	UNIFORMS	SHIRTS, PANTS, JOB SHIRT - BARTOLI	485.00
16	101-25001-53209	UNIFORMS	SHIRTS, PANTS, BELT, SHOES, COAT - MUNOZ	493.00
17	101-25001-53209	UNIFORMS	BOOTS - CORRAL	165.00
18	101-25001-53211	OTHER SUPPLIES	CLEANER - STA 4	40.16
19	101-25001-53211	OTHER SUPPLIES	TOWELS, TISSUE, LINERS, SPONGE - STA 1	236.88
20	101-25001-53211	OTHER SUPPLIES	CLEANER, TOWELS, LINERS	144.46
21	101-25001-53211	OTHER SUPPLIES	TOWELS, DRYER SHEETS, CLEANER	157.52
22	101-25001-53211	OTHER SUPPLIES	TOWELS, DETERGENT, CLEANER	67.44
23	101-25001-56601	CAPITAL LEASE	FIRE & PD - COPIER LEASE	164.73
Total For Dept 25001 FIRE ADMINISTRATION				18,588.02
 Dept 25320 FIRE FIRE SUPPRESSION				
1	101-25320-51652	TRAINING AND MEETINGS	WFS CLASSES - ERB	275.00
2	101-25320-52111	OTHER PROFESSIONAL SVCS	FIRE STARCOM FEES - 2024	1,888.00
3	101-25320-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JAN 2024	259.75
4	101-25320-53209	UNIFORMS	10 VIKTIM STRAPS FOR THE TURNOUT GEAR ENSEMBLE	1,590.00
5	101-25320-53211	OTHER SUPPLIES	TRAINING MATERIALS - CEDAR	33.08
6	101-25320-53211	OTHER SUPPLIES	BATTERIES	7.64
Total For Dept 25320 FIRE FIRE SUPPRESSION				4,053.47
 Dept 25330 FIRE EMS				
1	101-25330-51652	TRAINING AND MEETINGS	INSTATION AND ADMIN FEES	1,965.00
2	101-25330-53211	OTHER SUPPLIES	OXYGEN RENTAL	145.82
3	101-25330-53211	OTHER SUPPLIES	OXYGEN RENTAL	94.48
Total For Dept 25330 FIRE EMS				2,205.30

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 4 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
Dept 25340 FIRE SPECIAL RESCUE				
1	101-25340-52704	MAINT-EQUIPMENT	CALIBRATION OF GAS MONITORS	433.80
2	101-25340-55254	MACHINERY & EQUIPMENT	TRS EQUIPMENT - POWER TOOLS, HAND TOOLS	5,239.28
		Total For Dept 25340 FIRE SPECIAL RESCUE		5,673.08
Dept 25350 FIRE FIRE PREVENTION BUREAU				
1	101-25350-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JAN 2024	184.19
		Total For Dept 25350 FIRE FIRE PREVENTION BUREAU		184.19
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
1	101-28001-52111	OTHER PROFESSIONAL SVCS	RECORDING DOCUMENTS	400.00
		Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		400.00
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	101-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 02/01	34.68
2	101-36001-52113	ENGR/ARCHITECTURAL	CN RAIL QUIET ZONE RENEWAL	1,131.50
3	101-36001-52602	WASTE REMOVAL	2024 O&M FEE	9,077.50
4	101-36001-52701	MAINT-BLDGS & GROUNDS	SNOW REMOVAL BC	604.16
5	101-36001-52701	MAINT-BLDGS & GROUNDS	SNOW REMOVAL FD	240.00
6	101-36001-52701	MAINT-BLDGS & GROUNDS	SNOW REMOVAL PD	948.66
7	101-36001-52701	MAINT-BLDGS & GROUNDS	SNOW REMOVAL VH	1,342.33
8	101-36001-52701	MAINT-BLDGS & GROUNDS	FIRE STA #1 PEST CONTROL - JAN	75.45
9	101-36001-52701	MAINT-BLDGS & GROUNDS	UNIFORMS/MATS 02/01	57.44
10	101-36001-52701	MAINT-BLDGS & GROUNDS	FACILITY BLINDS	2,357.30
11	101-36001-53204	CELL PHONES & PAGERS	PW TRUCK DATA PLAN	300.00
12	101-36001-53209	UNIFORMS	PPE LANYARDS	506.18
13	101-36001-53404	RIGHT OF WAY SUPPLIES	MAILBOX REPAIR	95.13
14	101-36001-53405	BLDG & GROUNDS SUPPLIES	GLASS CLEANER, CLOTHES, SPRAY	36.29
15	101-36001-53405	BLDG & GROUNDS SUPPLIES	WOOD GLUE, AIR FRESHNER	29.94
16	101-36001-53405	BLDG & GROUNDS SUPPLIES	TUBES, NUTS/WASHERS	40.67
17	101-36001-53405	BLDG & GROUNDS SUPPLIES	CHAIN, EXTENSION CORD, 96 WATT	100.28
18	101-36001-53405	BLDG & GROUNDS SUPPLIES	CONCRETE	6.71
19	101-36001-53405	BLDG & GROUNDS SUPPLIES	TOILET REPAIR	17.98
20	101-36001-53405	BLDG & GROUNDS SUPPLIES	MISC FASTENERS	4.98

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 5 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
21	101-36001-54305	EMPLOYEE EXAMS	EMPLOYEE EXAMS	50.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>17,057.18</u>
		Dept 36420 PUBLIC WORKS PARK MAINTENANCE		
1	101-36420-52701	MAINT-BLDGS & GROUNDS	PARK FACILITY BLINDS	8,511.86
2	101-36420-52701	MAINT-BLDGS & GROUNDS	SPARROW RIDGE FENCE REPAIR	2,972.00
3	101-36420-53201	ELECTRICITY	7 E MAIN ST	36.81
4	101-36420-53210	SMALL TOOLS & EQUIP	TRASH PICKERS	25.98
5	101-36420-53405	BLDG & GROUND MAINT SUPP	DOOR STOP	7.65
6	101-36420-53405	BLDG & GROUND MAINT SUPP	FLOORPRIMER, BUCKET, FLOORING ADHESIVE	91.11
7	101-36420-53405	BLDG & GROUND MAINT SUPP	SCREWS, KNOB, TRIM KIT, PAINT	45.90
8	101-36420-53405	BLDG & GROUND MAINT SUPP	PLUMBING REPAIR 133 NOR	84.30
9	101-36420-53405	BLDG & GROUND MAINT SUPP	STORAGE BOX	374.96
10	101-36420-54306	EQUIPMENT RENTAL	PAULUS PARK PORT-O-POTTY	<u>173.14</u>
		Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE		<u>12,323.71</u>
		Dept 36471 PUBLIC WORKS FLEET SERVICES		
1	101-36471-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 02/01	36.63
2	101-36471-52111	OTHER PROFESSIONAL SVCS	TOW 212	705.00
3	101-36471-52111	OTHER PROFESSIONAL SVCS	SAFETY INSPECTION	39.00
4	101-36471-52703	MAINT-VEHICLES	INSTALL WINDSHIELD 326	325.00
5	101-36471-52703	MAINT-VEHICLES	CAR WASH	51.00
6	101-36471-52703	MAINT-VEHICLES	CAR WASH	8.50
7	101-36471-52703	MAINT-VEHICLES	VACTOR REPAIRS	2,025.88
8	101-36471-52703	MAINT-VEHICLES	ANNUAL INSPECTION	1,401.83
9	101-36471-53206	POSTAGE & SHIPPING	SHIPPING	35.25
10	101-36471-53211	OTHER SUPPLIES	ADAPTERS	57.36
11	101-36471-53211	OTHER SUPPLIES	TAPE	10.34
12	101-36471-53211	OTHER SUPPLIES	OIL ANALYSIS KIT	12.18
13	101-36471-53211	OTHER SUPPLIES	SHRINK TUBE	64.71
14	101-36471-53406	AUTO PARTS & SUPPLIES	CABLES	23.49
15	101-36471-53406	AUTO PARTS & SUPPLIES	RETAINERS	80.00
16	101-36471-53406	AUTO PARTS & SUPPLIES	BRACE	4.23
17	101-36471-53406	AUTO PARTS & SUPPLIES	GAUGE	283.29
18	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - CORE RETURN	(99.00)

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 6 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
19	101-36471-53406	AUTO PARTS & SUPPLIES	FILTER	137.04
20	101-36471-53406	AUTO PARTS & SUPPLIES	FILTER	90.36
21	101-36471-53406	AUTO PARTS & SUPPLIES	FILTERS	188.88
22	101-36471-53406	AUTO PARTS & SUPPLIES	BATTERIES 251	655.39
23	101-36471-53406	AUTO PARTS & SUPPLIES	ROTORS 119	161.76
24	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - BATTERY, CORE RETURN	(157.30)
25	101-36471-53406	AUTO PARTS & SUPPLIES	BATTERY	182.64
26	101-36471-53406	AUTO PARTS & SUPPLIES	FILTERS	149.99
27	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - CORE RETURN	(18.00)
28	101-36471-53406	AUTO PARTS & SUPPLIES	CONNECTOR	16.53
29	101-36471-53406	AUTO PARTS & SUPPLIES	BULB	7.99
30	101-36471-53406	AUTO PARTS & SUPPLIES	WINDSHIELD 326	3,785.20
31	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - PARTS RETURN	(2,838.90)
32	101-36471-53406	AUTO PARTS & SUPPLIES	CABLE	84.17
33	101-36471-53407	EQUIP MAINT PART&SUPPLIE	SHEAR BOLTS	81.83
34	101-36471-53407	EQUIP MAINT PART&SUPPLIE	CONCRETE CHAIN	588.99
35	101-36471-53407	EQUIP MAINT PART&SUPPLIE	SHEET METAL	16.14
36	101-36471-53407	EQUIP MAINT PART&SUPPLIE	CONNECTOR	58.00
37	101-36471-53407	EQUIP MAINT PART&SUPPLIE	BRACKET	21.48
38	101-36471-53407	EQUIP MAINT PART&SUPPLIE	BELT	15.98
39	101-36471-53407	EQUIP MAINT PART&SUPPLIE	CREDIT - BELT	(15.98)
40	101-36471-53407	EQUIP MAINT PART&SUPPLIE	LINK	3.99
41	101-36471-53407	EQUIP MAINT PART&SUPPLIE	CREDIT - PARTS RETURN	(3.99)
42	101-36471-53407	EQUIP MAINT PART&SUPPLIE	HOSES	133.70
43	101-36471-53418	LUBRICANTS & FLUIDS	GREASE	69.90
Total For Dept 36471 PUBLIC WORKS FLEET SERVICES				8,480.48
Dept 67001 RECREATION ADMINISTRATION				
1	101-67001-53208	OFFICE SUPPLIES	PVC CARDS	29.99
Total For Dept 67001 RECREATION ADMINISTRATION				29.99
Dept 67920 RECREATION SPECIAL RECREATION				
1	101-67920-52116	SRA PROGRAMS	ADA PICNIC TABLES FOR STAPLES	16,290.00
Total For Dept 67920 RECREATION SPECIAL RECREATION				16,290.00

VILLAGE OF LAKE ZURICH
WARRANT REPORT - 02/20/2024
\$405,848.68

Page 7 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
		Dept 67935 RECREATION DANCE		
1	101-67935-53211	OTHER SUPPLIES	APA COSTUMES MAY RECITAL	12,252.10
2	101-67935-53211	OTHER SUPPLIES	2024 RECITAL COSTUMES	14,978.16
		Total For Dept 67935 RECREATION DANCE		27,230.26
		Dept 67945 RECREATION YOUTH PROGRAMS		
1	101-67945-52115	RECREATION PROGRAM SERVICE	WINTER I - MUSIC MASTERS	2,004.00
		Total For Dept 67945 RECREATION YOUTH PROGRAMS		2,004.00
		Dept 67970 RECREATION AQUATICS		
1	101-67970-53211	OTHER SUPPLIES	WRISTBANDS	258.25
		Total For Dept 67970 RECREATION AQUATICS		258.25
		Total For Fund 101 GENERAL		207,990.48
		Fund 202 MOTOR FUEL TAX		
		Dept 36001 PUBLIC WORKS ADMINISTRATION		
1	202-36001-52701	MAINT-BLDGS & GROUNDS	TRAFFIC SIGNAL MAINT IDOT - 4TH QTR	9,905.49
2	202-36001-52701	MAINT-BLDGS & GROUNDS	MAIN ST SIGNAL MAINT	208.20
3	202-36001-53201	ELECTRICITY	45 S OLD RAND RD	33.40
4	202-36001-53201	ELECTRICITY	280 CLAIRVIEW DR	43.48
5	202-36001-53201	ELECTRICITY	STREETLIGHT ELECTRIC	20.90
6	202-36001-53405	BLDG & GROUND MAINT SUPP	ROAD SALT 1/17/24	11,742.64
7	202-36001-53405	BLDG & GROUND MAINT SUPP	ROAD SALT 1/18/24	7,931.44
8	202-36001-53405	BLDG & GROUND MAINT SUPP	ROAD SALT 1/19/24	7,782.58
9	202-36001-53405	BLDG & GROUND MAINT SUPP	ROAD SALT 1/22/24	11,409.33
10	202-36001-53405	BLDG & GROUND MAINT SUPP	ROAD SALT 1/23/24	2,002.28
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		51,079.74
		Total For Fund 202 MOTOR FUEL TAX		51,079.74
		Fund 207 SPECIAL EVENTS FUND		
		Dept 67601 RECREATION ROCK THE BLOCK		
1	207-67601-53212	PROGRAM SUPPLIES	TICKETS	349.68

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 8 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
2	207-67601-53212	PROGRAM SUPPLIES	WRISTBANDS	87.25
		Total For Dept 67601 RECREATION ROCK THE BLOCK		<u>436.93</u>
			Total For Fund 207 SPECIAL EVENTS FUND	<u>436.93</u>
			Fund 214 TIF #2 DOWNTOWN	
			Dept 10490 GENERAL GOVERNMENT TIF	
1	214-10490-55253	INFRASTRUCTURE IMPROVEMT	UTILITY RELOCATION	39,581.50
		Total For Dept 10490 GENERAL GOVERNMENT TIF		<u>39,581.50</u>
			Total For Fund 214 TIF #2 DOWNTOWN	<u>39,581.50</u>
			Fund 227 DISPATCH CENTER	
			Dept 24220 POLICE DISPATCH	
1	227-24220-53209	UNIFORMS	PANTS, LEGEND - PARLBERG	147.25
		Total For Dept 24220 POLICE DISPATCH		<u>147.25</u>
			Total For Fund 227 DISPATCH CENTER	<u>147.25</u>
			Fund 401 VILLAGE CAPITAL PROJECTS	
			Dept 36001 PUBLIC WORKS ADMINISTRATION	
1	401-36001-55251	LAND IMPROVEMENTS	SCREWS	39.56
2	401-36001-55251	LAND IMPROVEMENTS	SCREWS, SHEAR HANGERS FOR BREEZEWALD BLDG	186.33
3	401-36001-55251	LAND IMPROVEMENTS	FRAMING MATERIALS BREEZEWALD	379.86
4	401-36001-55251	LAND IMPROVEMENTS	BREEZEWALD PAV CUTTER	143.98
5	401-36001-55251	LAND IMPROVEMENTS	BUILDING MATERIALS FOR BREEZEWALD	231.54
6	401-36001-55251	LAND IMPROVEMENTS	PLYWOOD	272.25
7	401-36001-55251	LAND IMPROVEMENTS	2024 SEALCOAT BID AD	94.30
8	401-36001-55252	BLDG & BLDG IMPROVEMENTS	PHASE II ROOFING DESIGN PW	12,500.00
9	401-36001-55252	BLDG & BLDG IMPROVEMENTS	PHASE II ROOF DESIGN VILLAGE HALL	3,000.00
10	401-36001-55252	BLDG & BLDG IMPROVEMENTS	PHASE II ROOF/EXTERIOR DESIGN CONCESSION	5,500.00
11	401-36001-55252	BLDG & BLDG IMPROVEMENTS	PHASE II ROOF/EXTERIOR DESIGN CHALET	3,000.00
12	401-36001-55252	BLDG & BLDG IMPROVEMENTS	CARPET POLICE DEPT. 50% DEPOSIT	4,575.00
13	401-36001-55252	BLDG & BLDG IMPROVEMENTS	505 PAINT	726.20

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 9 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
14	401-36001-55252	BLDG & BLDG IMPROVEMENTS	505 PAINT	47.89
15	401-36001-55252	BLDG & BLDG IMPROVEMENTS	505 PAINT	417.17
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>31,114.08</u>
			Total For Fund 401 VILLAGE CAPITAL PROJECTS	<u>31,114.08</u>
			Fund 405 NHR CAPITAL PROJECTS	
			Dept 36001 PUBLIC WORKS ADMINISTRATION	
1	405-36001-55253	INFRASTRUCTURE IMPROVEMT	2024 CONCRETE BID AD #2066038	94.30
2	405-36001-55253	INFRASTRUCTURE IMPROVEMT	2024 ROAD PROGRAM ENVIRONMENTAL	3,000.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>3,094.30</u>
			Total For Fund 405 NHR CAPITAL PROJECTS	<u>3,094.30</u>
			Fund 501 WATER & SEWER	
			Dept 00000	
1	501-00000-21204	LC CONNECTION FEES PAYABLE	LC CONNECTION FEE - KILDEER CROSSING	<u>32,240.00</u>
		Total For Dept 00000		<u>32,240.00</u>
			Dept 36001 PUBLIC WORKS ADMINISTRATION	
1	501-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 02/01	36.51
2	501-36001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - FEB 2024	152.84
3	501-36001-53203	TELEPHONE & DATA SVCS	SCADA CELLPHONE/MODEM CONNECTION - JAN	30.80
4	501-36001-54305	EMPLOYEE EXAMS	EMPLOYEE EXAMS	50.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>270.15</u>
			Dept 36530 PUBLIC WORKS WATER BILLING	
1	501-36530-52111	OTHER PROFESSIONAL SVCS	WATER BILL PROCESSING - JAN 2024	627.33
2	501-36530-53206	POSTAGE & SHIPPING	WATER BILL PROCESSING - JAN 2024	<u>2,802.77</u>
		Total For Dept 36530 PUBLIC WORKS WATER BILLING		<u>3,430.10</u>
			Dept 36550 PUBLIC WORKS WATER SERVICE	
1	501-36550-52113	ENGR/ARCHITECTURAL	LZ SUPPLY STUDY ASSESSMENT	4,608.41
2	501-36550-52606	SYSTEM(S) INSPECTIONS	WELL 10 WTP FIRE EXTINGUISHER REPAIR	50.63
3	501-36550-52607	WATER SAMPLE ANALYSIS	WATER SAMPLE ANALYSIS	2,110.00

VILLAGE OF LAKE ZURICH
WARRANT REPORT - 02/20/2024
\$405,848.68

Page 10 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
4	501-36550-52607	WATER SAMPLE ANALYSIS	WATER SAMPLE ANALYSIS	1,110.00
5	501-36550-52607	WATER SAMPLE ANALYSIS	WATER SAMPLE ANALYSIS	2,697.60
6	501-36550-52701	MAINT-BLDGS & GROUNDS	UNIT HEATER REPLACEMENT/WELL 7 WTP	2,890.00
7	501-36550-53210	SMALL TOOLS & EQUIP	ELECTRICAL TESTING MULTI-METERS	239.88
8	501-36550-53211	OTHER SUPPLIES	PAINT - WELL 8 WTP PIPING	206.13
9	501-36550-53405	BLDG & GROUND MAINT SUPP	ELECTRICAL CONNECTORS	13.23
10	501-36550-53413	DISTRIBUTION SYS REPAIR	B-BOX PARTS	37.11
11	501-36550-53414	CHEMICALS	BULK WTR COND SALT - WELL #9	3,186.62
12	501-36550-53414	CHEMICALS	BULK WTR COND SALT - WELL #10	3,159.22
13	501-36550-55253	INFRASTRUCTURE IMPROVEMT	2024 ROAD PROGRAM ENVIRONMENTAL	5,000.00
14	501-36550-55254	MACHINERY & EQUIPMENT	PRO-LITE TRENCH BOX ASSY	8,834.50
15	501-36550-55256	VEHICLES	ADAPTER NEW 432/431	84.00
Total For Dept 36550 PUBLIC WORKS WATER SERVICE				34,227.33
Total For Fund 501 WATER & SEWER				70,167.58
Fund 603 RISK MANAGEMENT				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
1	603-10001-52114	LIABILITY INSURANCE CLAIMS	SOLID SOFFIT REPAIRS AT PD	118.85
Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				118.85
Total For Fund 603 RISK MANAGEMENT				118.85
Fund 615 EQUIPMENT REPLACEMENT				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	615-36001-55261	VEHICLES - POLICE	FUSE BLOCK 121	80.97
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				80.97
Total For Fund 615 EQUIPMENT REPLACEMENT				80.97
Fund 710 PERFORMANCE ESCROW				
Dept 00000				
1	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0536 - 791 WHITE BIRCH	105.00
2	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0522 - 1002 HOLLY CIR	105.00
3	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0341 - 825 RAVENSWOOD CT	105.00

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 11 of 12

Item #	GL Number	GL Desc	Invoice Description	Amount
4	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0496 - 295 KIM TRAIL	105.00
5	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0451 - 1027 AVERY RIDGE	105.00
6	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0495 - 1116 STRATFORD LN	105.00
7	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD22-0666 - 1254 TRACIE DR	105.00
8	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0418 - 23 CRESCENT RD	105.00
9	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0440 - 395 STONE AVE	105.00
10	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0378 - 7 STANTON CT	105.00
11	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0480 - 147 W HARBOR DR	105.00
12	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0369 - 226 MARK LN	105.00
13	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0525 - 1040 BRUSH HILL	105.00
14	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0015 - 29 JOHNATHAN RD	500.00
		Total For Dept 00000		<hr/> 1,865.00
			Total For Fund 710 PERFORMANCE ESCROW	<hr/> 1,865.00
 Fund 720 PAYROLL CLEARING				
Dept 00000				
1	720-00000-22404	SUPPLEMENTAL LIFE INS PAYABLE	GROUP LIFE INSURANCE - FEB	<hr/> 172.00
		Total For Dept 00000		<hr/> 172.00
			Total For Fund 720 PAYROLL CLEARING	<hr/> 172.00

VILLAGE OF LAKE ZURICH
 WARRANT REPORT - 02/20/2024
\$405,848.68

Page 12 of 12

<i>Item #</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
Fund Totals:				
			Fund 101 GENERAL	207,990.48
			Fund 202 MOTOR FUEL TAX	51,079.74
			Fund 207 SPECIAL EVENTS FUND	436.93
			Fund 214 TIF #2 DOWNTOWN	39,581.50
			Fund 227 DISPATCH CENTER	147.25
			Fund 401 VILLAGE CAPITAL PROJECTS	31,114.08
			Fund 405 NHR CAPITAL PROJECTS	3,094.30
			Fund 501 WATER & SEWER	70,167.58
			Fund 603 RISK MANAGEMENT	118.85
			Fund 615 EQUIPMENT REPLACEMENT	80.97
			Fund 710 PERFORMANCE ESCROW	1,865.00
			Fund 720 PAYROLL CLEARING	172.00
PRIOR YEAR 2023	\$	72,181.77		
CURRENT YEAR 2024	\$	333,666.91		
	<hr/>	<hr/>	<hr/>	<hr/>
	\$	<u>405,848.68</u>		\$ <u>405,848.68</u>



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: February 5, 2024

To: Ray Keller, Village Manager *PK*

From: Kyle Kordell, Management Services Director

Subject: **Main Street TIF Redevelopment Inducement – True North Properties**

Issue: The Illinois Tax Increment Allocation Redevelopment Act allows for the Village of Lake Zurich to stimulate or induce redevelopment projects within the area designated in March 2002 (*and again in February 2015*) as the Downtown Main Street TIF #2 Redevelopment Project Area.

The proposed development inducement resolution allows True North Properties to be eligible for future TIF reimbursements related to the acquisition and improvement of underutilized and aged restaurant/retail parcels at the northeast corner of Main Street and Old Rand Road. This property is currently owned by the Village. Such redevelopment would raise the equalized assessed value of the entire TIF, thus generating future TIF increment.

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
 - Revitalize Main Street district.
 - 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

Analysis: True North Properties has over 30 years of experience in the Chicago suburbs specializing in converting underutilized properties into successful destinations. Recent projects in Crystal Lake, Huntly, and Cary have been managed professionally and with good results, earning

praise from professional municipal staff in those communities. In 2021, the City of Crystal Lake presented True North Properties with a Community Investment Award for its contributions that positively impact economic vitality in that community.

True North Properties proposes to implement its approximately \$1.5 million plan for physical building improvements within 24 months of the transfer of ownership. This includes raising the sight line of the corner, making the buildings feel taller than they do now, with extensive work on the facade and the interior of the units.

A future redevelopment agreement between the Village and True North Properties would include the stipulation that rent on the three existing businesses could not increase greater than 10% before June 2025, providing a window of adjustment for the tenants to adjust to a new owner and any new lease negotiated with the new owners.

Since the land uses are to remain the same and the alterations are either related to the facade and on the interior, no zoning relief or variances are requested from the Applicant to proceed with the improvements.

Recommendation: Staff recommends approval of the proposed inducement resolution for True North Properties.

VILLAGE OF LAKE ZURICH



RESOLUTION NO. 2024-02-082

**A RESOLUTION OF THE VILLAGE OF LAKE ZURICH
LAKE COUNTY, ILLINOIS, TO INDUCE THE REDEVELOPMENT OF
CERTAIN PROPERTY WITHIN THE DOWNTOWN MAIN STREET DISTRICT TAX
INCREMENT FINANCING REDEVELOPMENT PROJECT AREA #2**

WHEREAS, the Village of Lake Zurich, Lake County, Illinois (the “*Village*”) is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois and a non-home-rule municipality pursuant to the Illinois Constitution of 1970; and,

WHEREAS, in accordance with the requirements of 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 (the “*Corporate Authorities*”), on February 17, 2015, pursuant to Ordinance Nos. 2015-02-030, 2015-02-031 and 2015-02-032, approved a Redevelopment Project Plan and Eligibility Report for an area designated as the Downtown TIF #2 Redevelopment Project Area (the “*Project Area*”), and adopted tax increment financing for the payment and financing of redevelopment project costs incurred within the Project Area; and,

WHEREAS, the Village has been approached by True North Properties, Inc. (the “*Developer*”), who proposes to redevelop and improve certain property located within the Project Area, commonly known as 2 East Main Street, 10 East Main Street, and 8 North Old Rand Road (the “*Subject Property*”) and to enhance the buildings’ exterior facades, building mechanics, and interior spaces for the existing small-business tenants (the “*Project*”); and,

WHEREAS, the Developer has also informed the Village that the ability to undertake the Project on the Subject Property shall require financial assistance from the Village for certain improvements that would be incurred in connection with the acquisition and redevelopment,

which costs would constitute “*Redevelopment Project Costs*” as such term is defined in the TIF Act; and,

WHEREAS, the Developer would like to incur certain costs in connection with the Project prior to the adoption of any ordinance authorizing the execution of a redevelopment agreement pertaining to the Subject Property with the Village wherein reimbursement for such costs may be considered between the parties’ subject to certain terms and conditions; and,

WHEREAS, the Developer desires such costs related to the Project are able to qualify for consideration as redevelopment project costs that can be reimbursed utilizing incremental real estate taxes pursuant to the TIF Act, provided that such costs constitute “*Redevelopment Project Costs*”, as such term is defined in the TIF Act; and,

WHEREAS, this Resolution is intended to allow the Developer to incur certain costs relating to the redevelopment of the Subject Property that may be considered “*Redevelopment Project Costs*”, as such term is defined in the TIF Act, prior to adoption of any ordinance authorizing the execution of a redevelopment agreement pertaining to the Subject Property with the Village, subject to the conditions set forth in Section 3 of this Resolution.

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

Section 1. That the above recitals are incorporated herein and made a part hereof.

Section 2. That the Corporate Authorities may consider expenditures that are “*Redevelopment Project Costs*”, as such term is defined in the TIF Act, in connection with the Project, incurred prior to the approval and execution of a redevelopment agreement with the Developer, to be expenditures that are eligible for reimbursement through the TIF Act to the extent the Project is in furtherance of the redevelopment plan and project for the overall Project Area.

Section 3. That all undertakings of the Village set forth in this Resolution are specifically contingent upon the Village approving and executing a redevelopment agreement with the Developer, or a successor or assignee of the Developer, which provides for the redevelopment of the Subject Property in accordance with the terms and conditions to be negotiated by the parties.

Section 4. That any financial assistance rendered to the Developer by the Village shall be contingent upon the authority, restrictions, terms, and conditions imposed by the TIF Act.

Section 5. That this Resolution shall be in full force and effect from and after its passage and approval as provided by law.

ADOPTED by the President and the Village Board of Trustees of the Village of Lake Zurich, Illinois, this 20th day of February 2024, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this ____ day of February, 2024.

Village President

Village Clerk



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: February 12, 2024
To: Ray Keller, Village Manager *PK*
From: Kyle Kordell, Management Services Director
Subject: **Event Road Closures for Alpine Fest Parade - 2024**

Issue – Route 22 Closure: The annual Alpine Fest this year is scheduled for July 19, 20, and 21 with a parade planned for Sunday, July 21. The proposed resolution authorizes a request to the Illinois Department of Transportation to close State Route 22 to facilitate the Lions Club parade between the hours of 10:30 am to 1:30 pm on July 21.

Main Street Closure: Separate from the IDOT request to close Route 22, the Village intends to close Main Street for the duration of the event as is typical in recent years. The Village's top priority in assisting Lions Club with Alpine Fest coordination is to ensure public safety, as this event results in large crowds in the thousands. The Village is planning on closing Main Street from approximately 3 pm on Friday, July 19, 2024 until the evening of Sunday, July 21 after cleanup is complete.

Analysis: The Illinois Highway Code authorizes the Illinois Department of Transportation to issue permits to local authorities to temporarily close portions of State highways for such public purposes or needs as parades and local celebrations. During closure, the Village assumes full responsibility for the direction, protection and regulation of the traffic and all liabilities for damages due by the closing.

Recommendation: Approval of the attached resolutions.

VILLAGE OF LAKE ZURICH



RESOLUTION NO. 2024-02-083

ALPINE FEST PARADE, JULY 21, 2024

WHEREAS; the Lake Zurich Lions Club is sponsoring its Annual Alpine Festival and Parade on July 19, 20, and 21, 2024 and the temporary closure of Main Street, State Route 22, and Church Street in the Village of Lake Zurich is requested to maximize public safety; and

WHEREAS; the State of Illinois requires the Village of Lake Zurich to assume all responsibility and liability involved in the closing of said State routes.

NOW THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Lake Zurich that if permission to close Route 22 from Ela Road, east to Old Rand Road during the period from 10:30 am to 1:30 pm, on July 21, 2024 is granted that the Village of Lake Zurich will assume full responsibility for the direction, protection and regulation of traffic during the time the detour is in effect, and all liability for damages of any kind occasioned by the closing of said State Route.

BE IT FURTHER RESOLVED, that if such permission is granted by the State of Illinois that all highway traffic during the periods of time specified shall be detoured over the following routes; westbound traffic, south on Old Rand Road to U.S. Route 12; and eastbound traffic south on Ela Road to U.S. Route 12.

BE IT FURTHER RESOLVED, by the President and Board of Trustees of the Village of Lake Zurich that if permission to close Church Street from Main Street north to Jamie Lane during the period from 10:30 am to 1:30 pm, on July 21, 2024 is granted that the Village of Lake Zurich will assume full responsibility for the direction, protection and regulation of traffic during the time the detour is in effect, and all liability for damages of any kind occasioned by the closing of said roads.

BE IT FURTHER RESOLVED, that if such permission is granted by the Illinois Department of Transportation, to the extent required by Section 4-408 of the Illinois Highway Code, the Village of Lake Zurich assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect, and all liabilities for damages of any kind occasioned by the closing of the roadways, and it is further agreed that efficient all weather detours will be maintained to the satisfaction of the Department and conspicuously marked for the benefits of traffic diverted from the roadways.

ADOPTED by the Board of Trustees of the Village of Lake Zurich this 5th day of February, 2024.

Thomas Poynton, Village President

Kathleen Johnson, Village Clerk



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: February 13, 2024

To: Ray Keller, Village Manager *PK*

From: Kyle Kordell, Management Services Director

Copy: Steve Husak, Police Chief & Sarosh Saher, Community Development Director

Subject: **Administrative Adjudication - Division 2.1 Authority**

Issue: Illinois Governor Pritzker signed Public Act 103-0260 into law in June 2023, effective January 1, 2024. This expands local municipal control by allowing non-home rule municipalities in Illinois to adopt provisions of Section 5/1-2.1 of the Illinois Municipal Code, which prior to this law were only applicable to home-rule municipalities.

Analysis: Administrative adjudication gives municipalities the opportunity to resolve alleged ordinance violations without pursuing litigation. Some matters that municipalities can resolve through administrative adjudication hearings include building code violations, nuisance abatements, and certain vehicle code violations. The Village of Lake Zurich holds administrative adjudication at Village Hall on the fourth Friday of each month at 9:00 am.

Public Act 103-0260 expands options and authority for non-home rule communities like Lake Zurich with the ability to have a more cost effective and efficient method to pursue local ordinance and code violations. The two most significant changes with Division 2.1 authority are as follows:

- The greatest difference between the administrative adjudication process authorized in Division 2.1 is that the decision and order of the Hearing Officer of a non-home rule is now a final order enforceable in the same method as a judgment entered by a court. Without adopting Division 2.1 authority, non-home rule municipalities such as Lake Zurich must file an action in circuit court to enforce an administrative adjudication judgment. With Division 2.1 adopted, Lake Zurich's Hearing Officers' orders are final, enforceable judgements without having to seek a circuit court order. The Hearing Officer is not authorized to impose a penalty of incarceration. Final judgements issued by the Hearing Officer are still appealable under the Illinois Administrative Review Act within 35 days to the Circuit Court of Lake County.

- With Division 2.1 adopted, the Lake Zurich Hearing Officer can impose penalties of up to \$50,000, exclusive of the costs of enforcement or to secure compliance. This is increased from the existing non-home rule limit of \$2,500.

The differences in the authority and procedures to adjudicate local ordinance violations between home rule and non-home rule municipalities are substantial and the implementation of the home rule statutes for code enforcement by Lake Zurich should be beneficial in protecting the health, safety, and welfare of the community.

Recommendation: Approval of the attached ordinance.

w/Attachments:

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2024-02-547

**AN ORDINANCE ADOPTING DIVISION 2.1 OF THE ILLINOIS MUNICIPAL CODE
AND CREATING A CODE HEARING UNIT AND OTHER ACTIONS IN
CONNECTION THEREWITH FOR THE VILLAGE OF LAKE ZURICH**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and

WHEREAS, the Village of Lake Zurich ("Village") is a municipal corporation and non-home rule unit of local government pursuant to the Constitution of the State of Illinois of 1970, as amended; and

WHEREAS, pursuant to Division 2.1 of the Illinois Municipal Code, 65 ILCS 5/1-2.1-1 *et seq.*, the Village is empowered to establish a Code Hearing Unit for the purposes outlined therein; and

WHEREAS, the Code of Ordinances of the Village of Lake Zurich is set forth in that document codified and established as the Village Code of Lake Zurich, Illinois ("Code"); and

WHEREAS, the President and Board of Trustees of the Village believe that the adoption of Division 2.1 of the Illinois Municipal Code to establish the Code Hearing Unit for the Village will provide the most efficient method for adjudicating alleged ordinance violations in a manner that is less costly to both the Village and the accused, while providing the necessary due process protections for the accused, and doing so will allow the Village to more efficiently protect the health, safety and general welfare of its residents; and

WHEREAS, in furtherance of this belief, the President and Board of Trustees have determined to replace the current provisions of the current Chapter 8 entitled "ADMINISTRATIVE HEARING SYSTEM" of Title 1 entitled "ADMINISTRATIVE", in their entirety, with the proposed new Chapter 8 of the Village Code of Lake Zurich, Illinois, the provisions of said new Chapter 8, being attached hereto and incorporated herein as *Exhibit A*; and

WHEREAS, upon review of the same, the President and Board of Trustees have determined that this amendment to the Code to replace current Chapter 8 of Title 1 will accomplish the goals

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outlined herein; and

WHEREAS, the President and Board of Trustees of the Village hereby state their belief that the amendment of the Code of Ordinances to replace Chapter 8, as provided herein, is in the best interests of the Village and its residents.

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

SECTION 1: The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

SECTION 2: The corporate authorities wish to amend the Village of Lake Zurich Code of Ordinances, and that same is hereby amended to replace the current Chapter 8 in its entirety, with the new provisions of Chapter 8, as set forth in the attached *Exhibit A*.

SECTION 3: All ordinances, resolutions, and policies or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

SECTION 4: If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

SECTION 6: The Clerk of the Village is hereby directed to publish this Ordinance in pamphlet form.

SECTION 7: This Ordinance shall be in full force and effect after its passage and publication in accordance with Illinois law.

ADOPTED AND PASSED THIS 20th day of February, 2024.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

APPROVED THIS _____ day of February, 2024.

President

Clerk

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EXHIBIT A

Chapter 8: Code Hearing Department

- § 1-8-1: Establishment of Administrative Adjudication System
- § 1-8-2: Creation of Code Hearing Unit
- § 1-8-3: Code Enforcement Administrator
- § 1-8-4: Definitions
- § 1-8-5: Requirements of Hearing Officers
- § 1-8-6: Notice and Scheduling Adjudicatory Proceedings:
- § 1-8-7: Procedures for Violations – Parking, Standing, Conditions of Vehicles, Automated Traffic Law Violations
- § 1-8-8: Nonresident Procedures For Violation of Title 6
- § 1-8-9: Failure to Pay Fines for Violation of Title 6; Certified Report and Contesting Certified Report
- § 1-8-10: Fines and Penalties
- § 1-8-11: Sign Requirement
- § 1-8-12: Recorded Images Are Confidential
- § 1-8-13: Hearing; Evidence
- § 1-8-14: Findings, Decision and Order
- § 1-8-15: Review Under Administrative Review Law
- § 1-8-16: Judgment on Findings, Decision and Order

§ 1-8-1: Establishment of Administrative Adjudication System:

The Village of Lake Zurich (“Village”) pursuant to Article I, Division 2.1 of the Illinois Municipal Code, 65 ILCS 5/1-2.1-1 *et seq.*, hereby establishes a system of administrative adjudication, subject to the limitations of this Chapter, that provides due process of law, including notice and an opportunity for a hearing for all affected persons. In the event a conflict between this Chapter and Article I, Division 2.1 of the Illinois Municipal Code exists, then the Illinois Municipal Code shall prevail. The stated purpose of this Chapter is to provide a method for fairly and efficiently enforcing the Village Code of Lake Zurich through citations issued by any Village department for any Village Code violations, including, but not limited to, the housing code, building code, zoning code, and including all offenses under Title 4, public health and safety, and Title 6, Traffic Code, as may be allowed by law through an administrative adjudication of violations of the Village's municipal ordinances, including and establishing a schedule of fines and penalties and authority for collection of unpaid fines and penalties.

§ 1-8-2: Creation of Code Hearing Unit:

- A. There is hereby established a Code Hearing Unit within the Village that is responsible for conducting adjudicatory hearings, exercising the powers conferred in this Chapter and in the manner set out in this Chapter.

- B. The Code Hearing Unit shall have jurisdiction to adjudicate all alleged violations of the Code, except for: (i) proceedings not within the statutory authority of the Village; (ii) any offense under the Illinois Vehicle Code or a similar offense that is a traffic regulation governing the movement of vehicles; and, (iii) any reportable offense under Section 6-204 of the Illinois Vehicle Code.
- C. The establishment of the Code Hearing Unit does not preclude the Village from using other methods to enforce the provisions of its Code.
- D. The Code Hearing Unit shall consist of one or more Hearing Officers, as that term is defined herein, and such other agents, employees or officials assigned to assist the Hearing Officer by the Village Manager or corporate authorities.
- E. This Chapter shall not affect the validity of systems of administrative adjudication authorized by state law and adopted by the village. For a violation of any Village ordinance, fines and penalties shall be as established from time to time by the President and Board of Trustees.

§ 1-8-3: Code Enforcement Administrator:

Authority And Jurisdiction: The Code Enforcement Administrator, or his/her designee, is hereby authorized, empowered, and directed to:

- A. Promulgate rules and regulations reasonably required to manage the administrative hearing system;
- B. Adopt, distribute, and process all notices or documents required under this Chapter, or as may reasonably be required to carry out the purpose of this Chapter;
- C. Collect payments made as a result of fines and/or penalties assessed and transmit such payments to the Finance Director;
- D. Certify reports to the Illinois Secretary of State concerning initiation of suspension of driving privileges in accordance with the provisions of this Chapter and those of 625 Illinois Compiled Statutes 5/6-306.5;
- E. Refer to the Village Treasurer the collection of unpaid fines and penalties through private collection agencies that the Village may retain or by taking any additional action needed in the Lake County Circuit Court;
- F. Certify copies of findings, decisions, and orders adjudicated pursuant to this Chapter, and any factual reports verifying the findings, decisions, and orders that are issued in accordance with this Chapter or the laws of the state of Illinois; and
- G. Oversee the operation and maintenance of the computer programs for the administrative hearing system, including, without limitation:

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1. Inputting information for violation notices;
2. Establishing hearing dates and notice dates;
3. Recording fine and penalty assessment and payments;
4. Issuing payment receipts;
5. Issuing notices of hearing dates, notices of default, such other notices as may be necessary to implement the administrative hearing system, and final notices; and
6. Keeping accurate records of appearances and nonappearances at hearings, pleas entered, fines, and other penalties assessed and paid.

§ 1-8-4: Definitions:

For this Chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

- A. “Adjudicatory Hearings” means any hearing called by the Code Hearing Unit pursuant to this Chapter.
- B. “Code” means that codification of the ordinances of the Village of Lake Zurich designated the Village Code of Lake Zurich. Unless the context requires otherwise, “Code” means the entire Village Code of Lake Zurich and any Village ordinance, including, but not limited to, the zoning code, any ordinance, law, housing or building code, that establishes construction, plumbing, heating, electrical, fire prevention, sanitation or other health and safety standards that are applicable to structures in the Village or any Village ordinance that requires, after notice, the cutting of weeds, the removal of garbage and debris; the removal of inoperable vehicles or the abatement of nuisances from private property including but not limited to vehicles and traffic laws.
- C. “Code Hearing Unit” is defined hereinabove.
- D. “Complaint” means a written pleading, filed with the Code Hearing Unit by an authorized official of the Village, which alleges a violation of the Code.
- E. “Final Administrative Order” is defined in Section 8-1-7, herein.
- F. “Hearing Officer” means an agent of the Village whose duty it is to:
 1. Hear testimony and accept evidence that is relevant to the existence of an alleged violation of the Code;
 2. Issue subpoenas directing witnesses to appear and give relevant testimony at the adjudicatory hearing or produce relevant documents, upon the request of the parties or their representatives;

577515_1

3. Preserve and authenticate the record of the adjudicatory hearing and all exhibits and evidence introduced at the adjudicatory hearing;
4. Issue a determination, based on the evidence presented at the adjudicatory hearing, of whether or not a violation of the Code exists; and,
5. Impose penalties consistent with applicable provisions of the Code and assess costs upon finding a party liable for the charged violation, except, however, that in no event shall the Hearing Officer have authority to (i) impose a penalty of incarceration; or, (ii) impose a fine either in excess of \$50,000, or such other amount not to exceed the maximum amount established by the Mandatory Arbitration System as prescribed by the Rules of the Illinois Supreme Court from time to time for the judicial circuit in which the Village is located. Any such fine imposed under this Chapter shall be exclusive of costs of enforcement or costs imposed to secure compliance with the Code and shall not be applicable to cases to enforce the collection of any tax imposed and collected by the Village.

G. A “Non-Emergency Situation” means any situation that does not reasonably constitute a threat to the public interest, safety or welfare.

§ 1-8-5: Requirements of Hearing Officers:

- A. Any attorney licensed to practice law in the State of Illinois for at least three years may be a Hearing Officer, provided that he or she complies with the provisions of this Section.
- B. Prior to conducting adjudicatory hearings, Hearing Officers shall have successfully completed a formal training program which includes the following:
 1. Instruction on the rules of procedure of the administrative hearings which they will conduct;
 2. Orientation to each subject area of the Code violations that they will adjudicate;
 3. Observation of administrative hearings; and
 4. Participation in hypothetical cases, including ruling on evidence and issuing final orders.
- C. A person who has served as a judge in Illinois is not required to fulfill the requirements of subsection (b), herein.
- D. Any person seeking to be appointed as a Hearing Officer for the Village must present evidence of his or her compliance with this Section to the corporate authorities, in such form as deemed appropriate by the corporate authorities.

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§ 1-8-6: Notice and Scheduling Adjudicatory Proceedings:

- A. The filing of the Complaint shall serve to institute proceedings before the Code Hearing Unit.
- B. Any ordinance violation notice issued, signed and served in accordance herewith or a copy of the notice, shall be *prima facie* correct and shall be *prima facie* evidence of the correctness of the facts shown on the notice and shall be admissible in any subsequent administrative or legal proceeding.
- C. Parties shall be served with process in a manner reasonably calculated to give actual notice. For the purposes of this Chapter, “a manner reasonably calculated to give actual notice” shall mean, as appropriate, personal service of process upon a party, its employee or its agent; service by first-class mail at a party’s address; or notice that is posted upon the property where the alleged Code violation is found when the party is the owner or manager of the property. If the Village requires the party to respond to the Complaint within a specified amount of time, the Village shall file a reply with the Code Hearing Unit within the same amount of time afforded to the party responding to the Complaint.
- D. In the case of a building code violation, if the Village has an ordinance requiring property owners, meaning the legal or beneficial owner(s) of a structure, to register with it, service may be made on the owner by mailing the report and summons to the property owner’s address registered with the Village. If the name of the property owner cannot be ascertained or if service on the owner cannot be made by mail, service may be made on the owner by posting or nailing a copy of the violation report form on the front door of the structure where the violation is found, not less than twenty days before the hearing is scheduled.
- E. Parties shall be given notice of any adjudicatory hearing. Said notice must, at a minimum, include: (i) the type and nature of the Code violation to be adjudicated; (ii) name and address of party committing violation (if known) (iii) the date and time violation was observed (iv) the date and location of the adjudicatory hearing; (v) the name, signature and identification number (if applicable) of person issuing notice (v) the legal authority and jurisdiction under which the adjudicatory hearing is to be held; and, (iv) the penalties for failure to appear at the adjudicatory hearing and any fine/penalty which may be assessed for late payment.
- F. Parties shall be provided with an opportunity for an adjudicatory hearing during which they may be represented by counsel, present witnesses and cross-examine opposing witnesses. Parties may request the Hearing Officer to issue subpoenas to direct the attendance and testimony of relevant witnesses, as well as the production of relevant documents.
- G. The case for the Village may be presented by an attorney designated by the Village or by any other Village employee. The case for the alleged violator may be presented by the alleged violator, his or her attorney, or any other agent or representative of the alleged violator.

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H. Adjudicatory hearings shall be scheduled with reasonable promptness, provided that for adjudicatory hearings scheduled in all non-emergency situations, if requested by the defendant, the defendant shall have at least 15 days after service of process to prepare for an adjudicatory hearing. If service is provided by mail, the 15-day period shall begin to run on the day that the notice is deposited in the mail.

§ 1-8-7: Procedures for Violations – Parking, Standing, Conditions of Vehicles, Automated Traffic Law Violations:

- A. Any individual authorized to issue a violation notice pursuant to Title 6 of the Village Code and who detects a violation should issue and serve a violation notice in the manner set forth in this Section 1-8-7.
- B. In the case of an automated traffic law violation or a violation concerning the standing, parking, and condition of vehicles, the provisions of this subsection B. govern.
 - 1. Prior to issuance of a notice of violation of Title 6 of this Code pertaining to automated traffic law violations, the recorded image must be inspected and a determination must be made whether the motor vehicle was being operated in violation of section 11-306 of the Illinois Vehicle Code, and whether one of the defenses identified in subsection 1-8-7K of this Chapter applies to the alleged violation. Upon determination that the recorded image captures a violation and that no defense applies, notice of violation may be served upon the registered vehicle owner or lessee in the manner herein provided.
- C. A violation notice must contain, but is not limited to, the following information:
 - 1. The name and address of the registered owner of the vehicle;
 - 2. The date, time, and place of violation of a parking, standing, compliance, or automated traffic law regulation;
 - 3. The particular regulation violated;
 - 4. The amount of any civil penalty imposed, the requirements of any traffic education program imposed, and the date by which the civil penalty should be paid and the traffic education program must be completed;
 - 5. The fine and any penalty that may be assessed for late payment or failure to complete a required traffic education, or both, when so provided by ordinance;
 - 6. The vehicle make and state registration number where available and readily discernible;
 - 7. The identification number of the person issuing the notice;
 - 8. A statement that the person to whom the notice is issued may elect to proceed by:

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- a. Paying the indicated fine, completing a required traffic education program, or both; or
 - b. Challenging the charge in court, by mail, or by administrative hearing;
- 9. A statement that completion of any required traffic education program, payment of the indicated fine, and of any applicable penalty for late payment, or both, shall operate as a final disposition of the violation;
- 10. Information as to the availability of a hearing in which the violation may be contested on its merits;
- 11. Information about the time and manner in which a hearing may be had; and
- 12. A warning that failure to pay the civil penalty, to complete a required traffic education program, or to contest liability in a timely manner is an admission of liability and may result in a suspension of the driving privileges of the registered owner of the vehicle.

D. A violation notice for an automated traffic law violation must also contain a copy of the recorded images, accompanied by a statement that recorded images are evidence of a violation of a red light signal.

E. Service of a violation notice may be made by:

- 1. Affixing the original or a facsimile of the notice to the vehicle; or
- 2. Handing the notice to the operator of the vehicle if he or she is present; or
- 3. In the case of service of an automated traffic law violation, by mail to the address of the registered owner of the cited vehicle as recorded with the Secretary of State within thirty (30) days after the Secretary of State notifies the Village of the identity of the owner of the vehicle, but in no event later than ninety (90) days after the violation.

F. The following certifications are required:

- 1. A person authorized by ordinance to issue and serve parking, standing, and compliance violation notices must certify the correctness of the facts entered on the violation notice by signing the notice at the time of service or, in the case of a notice produced by a computerized device, by signing a single certificate to be kept by the Code Enforcement Administrator attesting to the correctness of all notices produced by the device while it was under his or her control.
- 2. In the case of an automated traffic law violation, a technician employed or contracted by the Village must determine, based on inspection of recorded images, that the subject vehicle was being operated in violation of section 11-208.6 of the

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Illinois Vehicle Code or in violation of this code. If the technician determines that the vehicle entered the intersection as part of a funeral procession or in order to yield the right of way to an emergency vehicle, no citation may be issued.

- G. The original or a facsimile of the violation notice or, in the case of a notice produced by a computerized device, a printed record generated by the device showing the facts entered on the notice, must be retained by the Code Enforcement Administrator and must be kept as a record in the ordinary course of business.
- H. A parking, standing, compliance, or automated traffic law violation notice issued, signed, and served in accordance with this section, a copy of the notice, or the computer generated record is *prima facie* correct and is considered *prima facie* evidence of the correctness of the facts shown on the notice.
- I. The notice, copy, or computer generated record is admissible in any subsequent administrative or legal proceedings.
- J. Additional notices must be sent in the manner and sequence established by this subsection and must include, but are not limited to, the information specified herein:
 - 1. Service of additional notices must be sent by first class United States mail, postage prepaid, to the address of the registered owner of the cited vehicle as recorded with the Secretary of State; or, if any notice to that address is returned as undeliverable, to the last known address recorded in a United States post office approved database; or, pursuant to section 11-1306 of the Illinois Vehicle Code, to the lessee of the cited vehicle at the last address known to the lessor of the cited vehicle at the time of the lease; or, if any notice to that address is returned as undeliverable, to the last known address recorded in a United States post office approved database. Service of additional notices is deemed complete as of date of deposit in the United States mail.
 - 2. A second notice of a parking, standing, or compliance violation may be sent, which notice must contain, but is not limited to, the following information:
 - a. The date and location of the violation cited in the parking, standing, or compliance violation notice;
 - b. The particular regulation violated;
 - c. The vehicle make and state registration number;
 - d. Any requirement to complete a traffic education program;
 - e. The fine and any penalty that may be assessed for late payment or failure to complete a traffic education program, or both, when so provided by ordinance;

577515_1

- f. Information as to the availability of a hearing in which the violation may be contested on its merits;
- g. Information about the time and manner in which a hearing may be had; and
- h. A statement that failure to complete a required traffic education program, or to pay the indicated fine and any applicable penalty, or to appear at a hearing on the merits in the time and manner specified will result in a final determination of violation liability for the cited violation in the amount of the fine or penalty indicated, and that, upon the occurrence of a final determination of violation liability for the failure and the exhaustion of, or failure to exhaust, available administrative or judicial procedures for review, any incomplete traffic education program or any unpaid fine or penalty, or both, will constitute a debt due and owing the Village.

3. A notice of final determination of parking, standing, compliance, or automated traffic law violation liability must be sent following a final determination of parking, standing, compliance, or automated traffic law violation liability and the conclusion of judicial review procedures, which notice must contain, but is not limited to, the following information:
 - a. A statement that the incomplete traffic education program or the unpaid fine or penalty, or both, is a debt due and owing the village; and
 - b. Warnings that failure to complete any required traffic education program or to pay any fine or penalty due and owing the Village, or both, within the time specified may result in the Village's filing of a petition in the circuit court to have the incomplete traffic education program or unpaid fine or penalty, or both, rendered a judgment, or may result in suspension of the person's driver's license for failure to pay fines or penalties for ten (10) or more parking violations under section 6-306.5 of the Illinois Vehicle Code or five (5) or more automated traffic law violations under section 11-208.6 of the Illinois Vehicle Code.

K. In instances of an alleged violation of Title 6 of this Code pertaining to automated traffic law violations and the violations concerning standing, parking, and condition of vehicles, it is considered a defense to a violation charged if the owner, the owner's attorney, or any other agent or representative proves to the Hearing Officer's satisfaction that:

1. The motor vehicle or registration plates of the motor vehicle were stolen before the violation occurred and not under the control of or in the possession of the owner at the time of the violation, as provided in section 11-208.6(i) of the Illinois vehicle code; or
2. The vehicle entered the intersection as part of a funeral procession; or
3. The vehicle entered the intersection in order to yield the right of way to an emergency vehicle; or

577515_1

- 4. Any other evidence or issues in this Code exist as a defense to an alleged violation of Title 6 of this Code.
- L. For purposes of the required traffic education program only, an owner may submit an affidavit to the court or Hearing Officer swearing that, at the time of the alleged violation, the vehicle was in the custody and control of another person. The affidavit must identify the person in custody and control of the vehicle, including the person's name and current address. The person in custody and control of the vehicle at the time of the violation is required to complete the required traffic education program. If the person in custody and control of the vehicle at the time of the violation completes the required traffic education program, the registered owner of the vehicle is not required to complete a traffic education program.
- M. For violations of Title 6 of this Code pertaining to automated traffic law violations and violations concerning the standing, parking, or condition of vehicles:
 - 1. Final Disposition: Payment of the indicated fine, and any applicable penalty for late payment, and completion of any required traffic education program and payment of any applicable penalty for late completion thereof, constitute final disposition of the violation.
 - 2. Final Determination Of Liability: Final determination of violation liability occurs following failure to complete the required traffic education program, to pay the fine or penalty, or both, after a Hearing Officer's determination of violation liability and the exhaustion of or failure to exhaust any administrative review procedures provided by this Chapter.

§ 1-8-8: Nonresident Procedures for Violation of Title 6:

- A. Any nonresident of the Village who has been served a violation notice for violation of any provision of Title 6 of this Code pertaining to the standing, parking, or condition of vehicles or automated traffic law violations may contest the alleged violation on its merits without personally appearing at a hearing by:
 - 1. Completion Of Form: Requesting and completing, in full, the nonresident request for hearing-nonappearance form;
 - 2. Waiver: Acknowledging in the space specified in the form that his or her personal appearance is waived and submitting to an adjudication based upon the notarized statement filed by him or her and the facts contained in the violation notice;
 - 3. Time For Filing: Filing the form with the Code Enforcement Administrator postmarked by the twenty fifth of the month, if the violation notice was issued between the first through the fifteenth day of that month; or postmarked by the tenth of the month, if the violation notice was issued between the sixteenth of and the last day of the immediately preceding month. The filing is deemed completed if postmarked by the due dates herein specified; and

577515_1

- 4. Statement Of Facts: Filing a notarized statement of facts specifying the grounds for challenging the violation notice with the Code Enforcement Administrator in conjunction with the violation notice.
- B. Basis Of Decision: The Hearing Officer must make a decision based on the facts set forth in the notarized statement of facts filed by the nonresident and as contained in the violation notice. The Village is also allowed to present such evidence as may be relevant and reliable.
- C. Notice Of Determination: Notice of the determination of the Hearing Officer must be served upon the nonresident by first class mail, postage prepaid, addressed to the nonresident at the address set forth in the statement of facts submitted.
- D. Service: Service of the notice of such determination is considered complete on the date the notice is deposited in the United States mail.

§ 1-8-9: Failure To Pay Fines For Violation Of Title 6; Certified Report And Contesting Certified Report:

- A. Notice of impending suspension of a person's driver's license must be sent to any person determined to be liable for failure to complete a required traffic education program or to pay any fine or penalty that remains due and owing, or both, on ten (10) or more vehicular standing, parking, or compliance violations or five (5) or more automated traffic law violations, which notice must contain, but is not limited to, the following:
 - 1. A statement that the failure to complete a required traffic education program or to pay the fine or penalty owing, or both, within forty five (45) days after the date of the notice must result in the Village notifying the Secretary of State that the person is eligible for initiation of suspension proceedings under 625 Illinois Compiled Statutes 5/6-306.5;
 - 2. A statement that the person may obtain a photocopy of an original ticket imposing a fine or penalty by sending a self-addressed, stamped envelope to the Village along with a request for the photocopy.
- B. Notice of impending suspension of driver's license issued pursuant to subsection A of this section must be sent by first class United States mail, postage prepaid, to the address recorded with the Secretary of State or, if any notice to that address is returned as undeliverable, to the last known address recorded in a United States post office approved database.
- C. Upon a failure to pay fines and penalties deemed due and owing the Village pursuant to Title 6 of this Code, pertaining to automated traffic law violations and violations concerning the parking, standing, and condition of vehicles, and after the exhaustion of the procedures set forth herein, the Code Enforcement Administrator may make a certified report to the Secretary of State pursuant to 625 Illinois Compiled Statutes 5/6-

577515_1

306.5(c) in a form prescribed by the Secretary of State, stating that the owner or lessee of a registered vehicle has failed to pay the fine or penalty due and owing the village as a result of ten (10) or more violations concerning the parking, standing, and condition of vehicles, or five (5) or more automated traffic law violations, and thereby may initiate the suspension of that person's driver's license.

- D. The Code Enforcement Administrator may take no further action thereafter unless and until the fines and penalties due and owing the Village are paid or on a determination that the inclusion of the person's name on the certified report was in error. At either such time, the Code Enforcement Administrator may submit to the Secretary of State a notification that may result in the halting of a driver's license suspension proceeding pursuant to 625 Illinois Compiled Statutes 5/6-306.5(d). The person named therein must receive a certified copy of such notification upon request and at no charge.
- E. Persons may challenge the accuracy of the certified report by completing and filing, within twenty one (21) days after the date of the Secretary of State's notice under 625 Illinois Compiled Statutes 5/6-306.5(b), a form provided by the Code Enforcement Administrator specifying the grounds on which the challenge is based. Grounds for challenge are limited to the following:
 - 1. The person was neither the owner nor the lessee of the vehicle receiving the ten (10) or more violation notices concerning standing, parking or compliance or five (5) or more automated traffic law violations on the date or dates such notices were issued; or
 - 2. The person has paid the fine and penalty for the ten (10) or more violations concerning standing, parking or compliance or five (5) or more automated traffic law violations indicated on the certified report; or
 - 3. Excusable failure to appear at or request a new hearing date.
- F. The Code Enforcement Administrator must give notice of a determination on a challenge to accuracy pursuant to subsection E of this section within fourteen (14) days after receipt of the form, and must notify the person filing the challenge of the determination, and, if applicable, notify the Secretary of State.

§ 1-8-10: Fines And Penalties:

- A. The fines and penalties that may be imposed pursuant to this Chapter are set forth in Title 13, Chapter 1, "Fee Schedule", of this Code.
- B. A Hearing Officer may impose the penalty and those costs allowable by law, on a respondent/defendant found liable for a violation penalty as set forth in title 13, chapter 1, "Fee Schedule", of this Code. The amount of any violation penalty is in addition to the fines and penalties set forth in subsection A of this section.
- C. Traffic Education Program:

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1. In addition to any other penalty imposed pursuant to this section, a defendant who is found liable for violations of Title 6 of this Code pertaining to automated traffic law violations or violations concerning the standing, parking, and condition of vehicles may be required to complete a traffic education program and to pay a fee for participating in such traffic education program. The late penalty for failure to timely complete a traffic education program is shown in title 13, chapter 1, "Fee Schedule", of this Code.
2. A low income individual required to complete a traffic education program who provides proof of eligibility for the Federal Earned Income Tax credit under section 32 of the Internal Revenue Code or the Illinois Earned Income Tax credit under section 212 of the Illinois Income Tax Act is not required to pay any fee for participating in a traffic education program.
3. A violation of vehicle weight or size restrictions by the holder of a commercial driver's license is not considered a violation for which completion of a traffic education program may be required.
- D. An automated traffic law violation for which a civil penalty is imposed under this section is not a violation of a traffic regulation governing the movement of vehicles and may not be recorded on the driving record of the owner of the vehicle.

§ 1-8-11: Sign Requirement:

An intersection equipped with an automated traffic law enforcement system must be posted with a sign visible to approaching traffic indicating that the intersection is being monitored by an automated traffic law enforcement system.

§ 1-8-12: Recorded Images Are Confidential:

Recorded images made by an automatic traffic law enforcement system are confidential and shall be made available only to the alleged violator and governmental and law enforcement agencies for purposes of adjudicating a violation, for statistical purposes, or for other governmental purposes. Any recorded image evidencing an automated traffic law violation, however, may be admissible in any proceeding resulting from the issuance of the citation.

§ 1-8-13. Hearing; Evidence:

- A. At the hearing, the Hearing Officer shall preside, administer oaths and affirmation, hear testimony and accept any evidence relevant to the existence or nonexistence of a code violation. The Hearing Officer may accept any evidence, including hearsay, if it is of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs.
- B. The formal and technical rules of evidence shall not be applied in an adjudicatory hearing under this Chapter.
- C. A record of all hearings shall be kept by tape recording or other appropriate means.

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- D. No continuances shall be authorized by the Hearing Officer in proceedings under this Chapter except in cases where a continuance for good cause is necessary. Lack of preparation shall not be grounds for a continuance.
- E. In the case of a building code violation only, it shall be a defense to a building code violation charge under this section if the owner, his attorney, or any other agent or representative proves to the Hearing Officer's satisfaction that:
 - 1. The building code violation has been caused by the current property occupants and that in spite of reasonable attempts by the property owner to maintain the dwelling free of such violations, the current occupants continue to cause the building code violations; or
 - 2. An occupant or resident of the dwelling has refused entry to the owner or his agent to all or a part of the dwelling for the purpose of correcting the building code violation.

§ 1-8-14: Findings, Decision And Order:

- A. At the conclusion of the adjudicatory hearing, the Hearing Officer shall make a determination (the "Final Administrative Decision"), based on the evidence presented at the adjudicatory hearing, of whether or not a violation of the Code exists. The Final Administrative Decision shall be in writing and shall include a written finding of fact, decision and order including the fine, penalty or action with which the defendant must comply.
- B. A copy of the Final Administrative Decision shall be served on the Parties within five days after issuance. The Final Administrative Decision shall be served in a manner allowed herein, unless the parties agree to an alternative form of service.
- C. Payment of any penalty or fine and the disposition of fine money shall be in the same manner as set forth in the Code.
- D. In the case of a building code violation, if a building code violation is proved, the order may also impose the sanctions that are provided in the building code for the building code violation proved, including ordering a defendant to correct a Code violation.
- E. If on the dates set for the hearing the alleged violator or his or her attorney or designee fails to appear, the Hearing Officer may find the alleged violator in default and shall proceed with the hearing and accept evidence relevant to the existence of a Code violation.
- F. Upon finding the alleged violation in default, the ordinance enforcement or Code Enforcement Adminstrator shall send or cause to be sent notices by first class mail, postage prepaid to the violator who receives the notice of an ordinance violation. Service of notices sent in accordance herewith shall be complete as of the date of deposit in the United States mail.

577515_1

§ 1-8-15: Review Under Administrative Review Law:

Any Final Administrative Decision by a Code Hearing Unit, that a Code violation does or does not exist, shall constitute a final determination for purposes of judicial review and shall be subject to review under the Illinois Administrative Review Law, 735 ILCS 5/3-101 *et seq.*

§ 1-8-16: Judgment on Findings, Decision and Order:

- A. Any fine, other sanction or costs imposed, or part of any fine, other sanction or costs imposed, remaining unpaid after the exhaustion of or the failure to exhaust judicial review procedures under the Illinois Administrative Review Law are a debt due and owing the Village and may be collected in accordance with applicable law.
- B. After expiration of the period in which judicial review under the Illinois Administrative Review Law may be sought for a Final Administrative Decision of a Code violation, unless stayed by a court of competent jurisdiction, the findings, decision and order of the Hearing Officer may be enforced in the same manner as a judgment entered by a court of competent jurisdiction.
- C. In any case in which a defendant has failed to comply with a judgment ordering a defendant to correct a Code violation or imposing any fine or other sanction as a result of a Code violation, any expenses incurred by a Village to enforce the judgment, including, but not limited to, attorney's fees, court costs and costs related to property demolition or foreclosure, after they are fixed by a court of competent jurisdiction or a Hearing Officer, shall be a debt due and owing the Village and may be collected in accordance with applicable law. Prior to any expenses being fixed by a Hearing Officer pursuant to this subsection, the Village shall provide notice to the defendant that states that the defendant shall appear at a hearing before the Hearing Officer to determine whether the defendant has failed to comply with the judgment. The notice shall set the date for such a hearing, which shall not be less than seven days from the date that notice is served. If notice is served by mail, the seven-day period shall begin to run on the date that the notice was deposited in the mail.
- D. Upon being recorded in the manner required by Article XII of the Code of Civil Procedure, 735 ILCS 5/12-101 *et seq.*, or by the Uniform Commercial Code, 810 ILCS 5/1-101 *et seq.*, a lien shall be imposed on the real estate or personal estate, or both, of the defendant in the amount of any debt due and owing the Village under this Chapter. The lien may be enforced in the same manner as a judgment lien pursuant to a judgment of a court of competent jurisdiction.
- E. A Hearing Officer may set aside any judgment entered by default and set a new hearing date, upon a petition filed within 21 days after the issuance of the order of default, if the Hearing Officer determines that the defendant's failure to appear at the adjudicatory hearing was for good cause or at any time if the defendant establishes that the Village did not provide proper service of process. If any judgment is set aside pursuant to this subsection, the Hearing Officer shall have the authority to enter an order extinguishing any lien which has been recorded for any debt due and owing the Village as a result of the vacated default judgment.

577515_1



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: February 5, 2024

To: Ray Keller, Village Manager *PK*

From: Steven J. Paulus, Assistant Director of Public Works

Copy: Michael J. Brown, Director of Public Works

Subject: **Multiple Site Exterior Improvements**

Issue: The FY 2024 budget includes \$325,000 for exterior improvements at the Village Hall, Paulus Park Chalet and Concession Stand.

Strategic Plan: The requested roof replacement is consistent with the following Goals and Objectives of the Strategic Plan:

- **Infrastructure Investment:** Ensure long-range funding is available for infrastructure improvements of Village assets.

Background: Exterior improvements at multiple sites was budgeted in 2024 as a recommended improvement in the Village's Community Investment Plan. The Village Hall roof replacement recommended is to include complete removal and reinstallation of roofing materials, all sheet metal flashing and gutters. The Paulus Park Chalet roof replacement recommended is to include complete removal and reinstallation of roofing materials, all sheet metal flashing and gutters. Also included are replacement of certain windows. The Paulus Park Concession Stand roof replacement recommended is to include complete removal and reinstallation of roofing materials, all sheet metal flashing and gutters. Also included are replacement of all windows, siding, facia and trim.

In April of 2023, the Village entered into an agreement with Industrial Roofing Specialists (IRS) to inspect and provide a design and bid plan (Phase I), for bid specifications and conduct a pre-bid meeting with potential roofing contractors (Phase II), and to oversee and conduct inspections during construction (Phase III).

Bid packets were released on December 27, 2023. A mandatory pre-bid meeting was held on January 19, 2024.

Analysis: A bid opening conducted on February 1, 2024 yielded six (6) bids. Bid results are shown below.

Name of Bidder	Base Bid
Premier Roofing Design	\$104,000.00
Filotto Roofing Inc.	\$117,900.00
J&F Chiattello Construction	\$119,841.00
Ridgeline Enterprises Inc.	\$140,000.00
Seal Tight Exteriors Inc.	\$156,200.00
All American Exterior Solutions	\$162,914.00

IRS along with Public Works staff has thoroughly reviewed all submitted bids and are recommending accepting the second qualified low bid from Filotto Roofing Inc. in the amount of \$117,900.00. The low bid from Premier Roofing Design, failed to meet the criteria set forth in the bid request.

IRS has previous experience with Filotto Roofing Inc. on previous exterior projects and has found the company to be a competent and reputable contractor.

The table below reflects the total project budget:

2024 Roofing Improvements Lake Zurich Public Works Facility	Total
Construction (Base Bid)	\$117,900.00
Construction Inspection Services (IRS)	\$7,700.00
Project Contingency	\$29,475.00
Total Project Budget	\$155,075.00

Anticipated project schedule for construction is to begin April 2024, with an estimated completion date of July 1st (**weather dependent**).

Recommendation: Award a contract to Filotto Roofing Inc of Crest Hill, Illinois. for exterior improvements at multiple sites, in the amount of \$117,900.00 with the total project not to exceed the amount of \$155,075.00.

W/Attachments:

1. Bid Results
2. Bid Submittal

BID: Multi-Site Renovation/Roof Replacement**Due: February 1, 2024 10:00 a.m.**

BIDDER	\$	Bond
Seal Tight Exteriors Inc 3239 Loverock Ave Steger, IL 60475	\$ 156,200.00	Yes 02-01-24 8:00 a.m.
J&F Chiattello Construction 1387 Joliet St., Ste C Dyer, IN 46311	\$ 119,841.00	Yes 02-01-24 9:28 a.m.
Premier Roofing Design 2206 N Main St, Ste 204 Wheaton, IL 60187	\$ 104,000.00	Yes 02-01-24 9:38 a.m.
All American Exterior Solutions 150 Oakwood Rd Lake Zurich, IL 60047	\$ 162,914.00	Yes 02-01-24 9:40 a.m.
Ridgeline Enterprises Inc 7808 W College Dr, Ste 4SW Palos Heights, IL 60432	\$ 140,000.00	Yes 02-01-24 9:43 a.m.
Filotto Roofing Inc 2111 Oakland Ave Crest Hill, IL 60403	\$ 117,900.00	Yes 02-01-24 9:50 a.m.

Laura Berg, Accounts Payable
 Mike Cernock, General Services Supervisor
 Mike Brown, Public Works Director
 Kyle Kordell, Mgmt Services Director

Village Hall Boardroom
 2/1/2024 10:01:00 A.M.

IRS

00 41 13

BID FORM

BID TO:
 Village of Lake Zurich
 70 E. Main Street
 Lake Zurich, IL 60047

PROJECT:
 Multi-Site
 Roof Replacement & Exterior Renovation Project
 IRS Job# 18185

Attention: Mr. Steven Paulus
 Assistant Public Works Director

Bids due: Thursday, February 1, 2024 at 10:00 a.m.

RECEIVED
 FEB 01 2024

BY:

BID FROM:
 Firm Name:

Filotto Roofing, Inc.

Address:

2111 OAKLAND Ave.

Crest Hill, IL 60403

Phone/Fax:

815-740-5461 /FAX 815-740-5463

BID PRICES

BASE BID: \$ 117,900.00
One Hundred Seventeen Thousand Nine Hundred & 00/100 dollars

CONSTRUCTION ALLOWANCE:
 (See Section 01 30 00 "Alternates, Allowances and Substitutions")....\$ 10,000.00

Total Bid (Base Bid + Allowances) \$ 127,900.00

UNIT PRICING

1. Replace wood roof sheathing (per sq. ft.) \$ 4.00

TIME & MATERIAL RATE

1. For repair of latent conditions or additional work:
 Time (per man-hour) \$ 135.00
 Material (Contractor cost) plus 10 %

CONSTRUCTION SCHEDULE

1. The Undersigned agrees to commence the Work in 60 Calendar days after Contract Award and to complete the Work in 150 calendar days thereafter.



CERTIFICATION

2. The Undersigned acknowledges receipt of:
 - a. The Project Manual for the above-referenced Project.
 - b. The Project Drawings for the above-referenced Project.
 - c. Addenda numbered 1, , and .
3. The Undersigned agrees:
 - a. To hold this Bid open for 60 days after the Bid due date.
 - b. To enter into and execute a Contract if awarded on the basis of the Bid and to furnish all insurance required in the Bidding Documents.
 - c. To accomplish the Work in accordance with the Contract Documents.
 - d. To comply with requirements outlined in attached Contract between Owner/Contractor; if applicable.
4. The Undersigned acknowledges and agrees that the Owner reserves the right to reject any or all bids and to place the Contract wherever and with whomever it may deem advisable.
5. The Undersigned attests, having carefully examined the Drawings, Specifications, Commercial Terms and Conditions and all Addenda thereto and other Contract Documents and having familiarized themselves with all existing conditions affecting this proposed Project. Also, having familiarized themselves with material availability, Federal, State and Local Laws, Ordinances, rules and regulations affecting performance of the work, does hereby propose to furnish all labor, mechanics, supervision, tools, material, equipment, transportation, services and all incidentals necessary to complete said work.

SUBMITTALS

1. The Undersigned submits, enclosed with this Bid Form:
 - a. The necessary Bid Bond as specified in Section 00100 - "Instructions to Bidders."
 - b. A listing of subcontractors, if any, to be used on this project.


SIGNATURES

Authorized signature, in affirmation of the statements and Bid prices on the BID FORM:

Contractor's State License Registration Number:

No. 104.009778 In State of Illinois

Filotto Roofing, Inc.

(Firm Name)

2111 Oaklawn Ave.

(Address)

Crest Hill, IL 60403

(City, State, Zip)

KEVIN FILOTTO

(Authorized Signature)

KEVIN Filotto

(Name Printed or Typed)

Vice President

(Title)

2-1-2024

(Date)

Corporation Information (if applicable)

(Corporation Name, if different from above)

Partnership Information (if applicable)

(Names of the Partners)

(State of Incorporation)

(Names of the Partners)



SUBCONTRACTOR LIST

Name of Proposed Subcontractors

DuPree Construction

Class of Work

Siding, Windows, Gutters

132 McDonald Ave Tollet, IL 60043
Address

Address

Address

Address

Address

Address

Address

END OF SECTION


AIA® Document A310™ – 2010

Bond Number: 2565823

Bid Bond**CONTRACTOR:***(Name, legal status and address)*

Filotto Roofing, Inc

2111 Oakland Ave
Crest Hill, IL 60403-2496**OWNER:***(Name, legal status and address)*Village of Lake Zurich
70 E Main St
Lake Zurich, IL 60047-2416**BOND AMOUNT:**

Five Percent of the Amount Bid

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

Multi-Site Exterior Renovation and Roof Replacement

SURETY:*(Name, legal status and principal place of business)*West Bend Mutual Insurance Company
1900 South 18th Avenue
West Bend, WI 53095**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.

Init.

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1

(1496601206)

Signed and sealed this 1 day of February , 2024

Mari T. Hartman
(Witness)

Donna Derman
(Witness) Donna Derman



Filotto Roofing, Inc

(Contractor as Principal) 

J. K. Kilk
(Title) PRESIDENT

West Bend Mutual Insurance Company

(Surety) 

Rachel Hernandez
(Title) Rachel Hernandez, Attorney-In-Fact



INIT.
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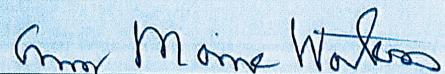
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STATE OF ILLINOIS

COUNTY OF DuPage

I, Ann Marie Waters Notary Public of Cook County, in the State of Illinois do hereby certify that Rachel Hernandez Attorney-in-Fact, of the West Bend Mutual Insurance Company who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that she signed, sealed and delivered said instrument, for and on behalf of the West Bend Mutual Insurance Company for the used and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Naperville in said County, this 1st day of February A.D. 2024.



(Notary Public)
Ann Marie Waters
My Commission expires: 07/05/2025
Notary Seal:





THE SILVER LINING®

Bond No. 2565823**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:

Rachel Hernandez

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:

Twenty Million Dollars (\$20,000,000)

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 17th day of August, 2021.

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 17th day of August, 2021, 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 is was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Matthew E. Carlton
 Matthew E. Carlton
 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 1st day of February, 2024.



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 West Bend Mutual Insurance Company.

1900 South 18th Avenue | West Bend, WI 53095 | Phone: (608) 410-3410 | Fax: (877) 674-2663 | www.thesilverlining.com



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: February 5, 2024

To: Ray Keller, Village Manager *PK*

From: Steven J. Paulus, Assistant Director of Public Works

Copy: Michael J. Brown, Director of Public Works

Subject: **Public Works Facility Exterior Improvements**

Issue: The FY 2024 budget includes \$600,000 for the replacement of the roof and Kalwall windows at the Public Works Facility.

Strategic Plan: The requested roof replacement is consistent with the following Goals and Objectives of the Strategic Plan:

- **Infrastructure Investment:** Ensure long-range funding is available for infrastructure improvements of Village assets.

Background: The replacement of the Public Works Facility roof was budgeted in 2024 as a recommended improvement in the Village's Community Investment Plan. The roof replacement recommended is to include complete removal and reinstallation of roofing materials, all sheet metal flashings, and replacement of the Kalwall windows in the Vehicle Storage area of the building.

In April of 2023, the Village entered into an agreement with Industrial Roofing Specialists (IRS) to inspect and provide a design and bid plan (Phase I), for bid specifications and conduct a pre-bid meeting with potential roofing contractors (Phase II), and to oversee and conduct inspections during construction (Phase III).

Bid packets were released on December 27, 2023. A mandatory pre-bid meeting was held on January 19, 2024.

Analysis: A bid opening conducted on February 1, 2024 yielded Nine (9) bids. Bid results are shown on the next page.

Name of Bidder	Base Bid
Premier Roofing Design	\$376,000.00
All American Exterior Solutions	\$438,640.00
DCG Roofing Solutions Inc.	\$456,813.00
G.E.Riddiford Company Inc.	\$477,029.00
CSR Roofing Contractors Inc.	\$502,302.00
Seal Tight Exteriors Inc.	\$511,780.00
Metalmaster Roofmaster Inc.	\$557,916.00
L.Marshall Roofing & Sheet Metal Inc.	\$580,000.00
Master Project Inc.	\$612,200.00

IRS along with Public Works staff has thoroughly reviewed all submitted bids and are recommending rejecting the low bid and accepting the qualified second low bid from All American Exterior Solutions in the amount of \$438,640.00. The low bid, Premier Roofing Design, failed to meet the requirements set forth in the bid request.

The Village has contracted with All American Roofing Design on previous exterior projects and has found the company to be a competent and reputable contractor.

The table below reflects the total project budget:

2024 Roofing Improvements Lake Zurich Public Works Facility	Total
Construction (Base Bid)	\$438,640.00
Construction Inspection Services (IRS)	\$11,900.00
Project Contingency (25%)	\$109,660.00
Total Project Budget	\$560,200.00

Anticipated project schedule for construction is to begin April 2024, with a completion date of June 1st (**weather dependent**).

Recommendation: Award a contract to All American Exterior Solutions of Lake Zurich, Illinois for replacement of the Public Works Facility roof and KalWall windows in the amount of \$438,640.00, with the total project not to exceed the amount of \$560,200.00.

W/Attachments:

1. Bid Results
2. Bid Submittal

BID: LZ Public Works Roof Replacement**Due: February 1, 2024 10:00 a.m.**

BIDDER	\$	Bond
Seal Tight Exteriors Inc 3239 Loverock Ave Steger, IL 60475	\$ 511,780.00	Yes 02-01-24 8:00 a.m.
CSR Roofing Contractors Inc 2540 S 27th Ave Broadview, IL 60155	\$ 502,302.00	Yes 02-01-24 9:06 a.m.
Metalmaster Roofmaster Inc 4800 Metalmaster Way McHenry, IL 60050	\$ 557,916.00	Yes 02-01-24 9:14 a.m.
Riddiford Roofing Co 2333 Hamilton Rd Arlington Heights, IL 60005	\$ 477,029.00	Yes 02-01-24 9:23 a.m.
Master Project Inc 5N690 Fairway Dr St. Charles, IL 60175	\$ 612,200.00	Yes 02-01-24 9:27 a.m.
Premier Roofing Design 2206 N Main St, Ste 204 Wheaton, IL 60187	\$ 376,000.00	Yes 02-01-24 9:38 a.m.
All American Exterior Solutions 150 Oakwood Rd Lake Zurich, IL 60047	\$ 438,640.00	Yes 02-01-24 9:42 a.m.
L. Marshall Roofing & Sheet Metal Inc 2100 Lehigh Ave Glenview, IL 60026	\$ 580,000.00	Yes 02-01-24 9:46 a.m.
DCG Roofing Solutions Inc 2045 Janice Ave Melrose Park, IL 60160	\$ 456,813.00	Yes 02-01-24 9:55 a.m.

BID: LZ Public Works Roof Replacement**Due: February 1, 2024 10:00 a.m.**

BIDDER	\$	Bond
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Laura Berg, Accounts Payable
Mike Cernock, General Services Supervisor
Mike Brown, Public Works Director
Kyle Kordell, Mgmt Services Director

Village Hall Boardroom
2/1/2024 10:05:00 A.M.

IRS

00 41 13

BID FORM

BID TO:
 Village of Lake Zurich
 70 E. Main Street
 Lake Zurich, IL 60047

PROJECT:
 Public Works Building
 Roof Replacement Project
 IRS Job# 17999

Attention: Mr. Steven Paulus
 Assistant Public Works Director

Bids due: Thursday, February 1, 2024 at 10:00 a.m.

RECEIVED
 FEB 01 2024
 BY:

BID FROM:

Firm Name: All American Exterior Solutions
 Address: 150 Oakwood Rd.
 Lake Zurich, IL 60047
 Phone/Fax: 847-438-4131

BID PRICES

BASE BID: \$ 438,640.00
 Four Hundred Thirty Eight Thousand Six Hundred and Forty dollars

CONSTRUCTION ALLOWANCE:
 (See Section 01 30 00 "Alternates, Allowances and Substitutions").... \$ 10,000.00

Total Bid (Base Bid + Allowances) \$ 448,640.00

UNIT PRICING

1. Replace steel roof deck (per sq. ft.)	\$ 15.00
2. Repair of steel roof deck (per sq. ft.)	\$ 15.00
3. Replace 2" x 6" wood blocking (per lineal foot)	\$ 4.00
4. Replace 2" x 8" wood blocking (per lineal foot)	\$ 6.00
5. Replace 2" x 10" wood blocking (per lineal foot)	\$ 8.00
6. Replace cast-iron roof drain head, including all interior piping, insulation, and accessories as necessary to replace the drain (per drain)	\$ 4,500.00



TIME & MATERIAL RATE

1. For repair of latent conditions or additional work:	Time (per man-hour)	\$ <u>150.00</u>
	Material (Contractor cost)	plus <u>15</u> %

CONSTRUCTION SCHEDULE

1. The Undersigned agrees to commence the Work in TBD Calendar days after Contract Award and to complete the Work in 45 calendar days thereafter.

CERTIFICATION

2. The Undersigned acknowledges receipt of:
 - a. The Project Manual for the above-referenced Project.
 - b. The Project Drawings for the above-referenced Project.
 - c. Addenda numbered 1, , and .
3. The Undersigned agrees:
 - a. To hold this Bid open for 60 days after the Bid due date.
 - b. To enter into and execute a Contract if awarded on the basis of the Bid and to furnish all insurance required in the Bidding Documents.
 - c. To accomplish the Work in accordance with the Contract Documents.
 - d. To comply with requirements outlined in attached Contract between Owner/Contractor; if applicable.
4. The Undersigned acknowledges and agrees that the Owner reserves the right to reject any or all bids and to place the Contract wherever and with whomever it may deem advisable.
5. The Undersigned attests, having carefully examined the Drawings, Specifications, Commercial Terms and Conditions and all Addenda thereto and other Contract Documents and having familiarized themselves with all existing conditions affecting this proposed Project. Also, having familiarized themselves with material availability, Federal, State and Local Laws, Ordinances, rules and regulations affecting performance of the work, does hereby propose to furnish all labor, mechanics, supervision, tools, material, equipment, transportation, services and all incidentals necessary to complete said work.

SUBMITTALS

1. The Undersigned submits, enclosed with this Bid Form:
 - a. The necessary Bid Bond as specified in Section 00100 - "Instructions to Bidders."
 - b. A listing of subcontractors, if any, to be used on this project.



SUBCONTRACTOR LIST

Name of Proposed Subcontractors

NSS Exteriors

4650 W. 120th Street Alsip, IL 60803

Address

TBD

Address

Address

Address

Address

Address

Address

Class of Work

Kalwall

Plumbing

END OF SECTION

Roof Replacement Project
IRS Project 17999

00 41 13 - 4 Bid Form

Village of Lake Zurich
Public Works Building

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

All American Exterior Solutions
150 Oakwood Road
Lake Zurich, IL 60047

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)

Harcos National Insurance Company
4200 Six Forks Road, Suite 1400
Raleigh, NC 27609
Mailing Address for Notices
1411 Opus Place Suite 450
Downers Grove, IL 60515

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: \$ 5% Five Percent of Amount Bid

PROJECT:

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

Roof Replacement at Public Works Building

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 1st day of February, 2024



Witness



Witness

All American Exterior Solutions
(Principal) _____ (Seal)

By: 
(Title) VPE/Commercial

Harcos National Insurance Company
(Surety) _____ (Seal)

By: 
(Title) James I. Moore Attorney-in-Fact



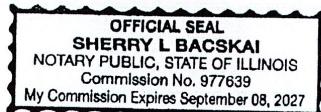
S-0054/AS 8/10

State of Illinois
 County of DuPage

SURETY ACKNOWLEDGEMENT (ATTORNEY-IN-FACT)

I, Sherry L Bacskai Notary Public of DuPage County, in the State of Illinois, do hereby certify that James I. Moore Attorney-in-Fact, of the Harco National Insurance Company who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the Harco National Insurance Company for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Downers Grove in said County, this 1st day of February, 2024.




 Notary Public Sherry L Bacskai
 My Commission expires: September 8, 2027

POWER OF ATTORNEY

HARCO NATIONAL INSURANCE COMPANY

INTERNATIONAL FIDELITY INSURANCE COMPANY

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

Bond # Bid BondPrincipal All American Exterior SolutionsObligee Village of Lake Zurich

KNOW ALL MEN BY THESE PRESENTS: That HARCO NATIONAL INSURANCE COMPANY, a corporation organized and existing under the laws of the State of Illinois, and INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

James I. Moore

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surely, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said HARCO NATIONAL INSURANCE COMPANY and INTERNATIONAL FIDELITY INSURANCE COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of HARCO NATIONAL INSURANCE COMPANY and INTERNATIONAL FIDELITY INSURANCE COMPANY and is granted under and by authority of the following resolution adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of HARCO NATIONAL INSURANCE COMPANY at a meeting held on the 13th day of December, 2018.

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognition, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, HARCO NATIONAL INSURANCE COMPANY and INTERNATIONAL FIDELITY INSURANCE COMPANY have each executed and attested these presents on this 31st day of December, 2022.



STATE OF NEW JERSEY
County of Essex

Kenneth Chapman
Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

STATE OF ILLINOIS
County of Cook



On this 31st day of December, 2022, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of HARCO NATIONAL INSURANCE COMPANY and INTERNATIONAL FIDELITY INSURANCE COMPANY; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Cathy Cruz a Notary Public of New Jersey
My Commission Expires April 16, 2024

CERTIFICATION

I, the undersigned officer of HARCO NATIONAL INSURANCE COMPANY and INTERNATIONAL FIDELITY INSURANCE COMPANY do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 1st day of February, 2024

Irene Martins, Assistant Secretary



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: February 12, 2023
To: Ray Keller, Village Manager *PK*
From: Michael Duebner, Assistant Village Manager
Subject: Liquor License Issuance to El Vado Mexican Restaurant

Issue: El Vado Mexican Restaurant, Inc. dba/El Vado Mexican Restaurant #2 located at 471 S Rand Road in the Village Square Shopping Center has requested a full-service restaurant Class-A1 Liquor License for the dispensing of alcoholic beverages inside and in the patio area outside of the establishment.

Analysis: El Vado Mexican Restaurant, Inc. completed the application and passed the background check for issuance of a Class-A1 Liquor License for dispensing of alcoholic beverages. Staff is working with the business to complete submission of supplementary documentation. Once received, the local liquor license will be issued.

Recommendation: Consideration and approval of the proposed ordinance to issue a Class-A1 Liquor License to El Vado Mexican Restaurant, Inc.

w/Attachments: Ordinance issuing a Class-A1 license.

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2024-02-548

**ORDINANCE AMENDING TITLE 3 OF CHAPTER 3 OF THE VILLAGE OF LAKE
ZURICH MUNICIPAL CODE TO INCREASE AUTHORIZED CLASS – A1
RESTAURANT FULL SERVICE LIQUOR LICENSES FOR EL VADO MEXICAN
RESTAURANT, INC., DOING BUSINESS AS EL VADO MEXICAN RESTAURANT
#2 AT 471 SOUTH RAND ROAD**

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

SECTION 1: The number of **Class A1 – Restaurant Outdoor Café Full Service** liquor licenses authorized by section 3-3b-14 of Chapter 3 of Title 3 of the Village Code of the Village of Lake Zurich is hereby **increased** by one for **El Vado Mexican Restaurant #2, Inc.** located at **471 South Rand Road** in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

SECTION 2: If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 3: This Ordinance shall be in full force and effect immediately upon its passage and approval as provided by law.

SECTION 4: That if any provision of this ordinance or application thereof to any entity or person or circumstance is declared invalid or held to be unlawful, such declaration or holding shall not affect the validity of any other portion or provision of this Ordinance and such declaration or holding shall be severable from the remainder hereof.

SECTION 5: That Section 3-3B-14 of Chapter 3 of Title 3 of the Lake Zurich Municipal Code entitled "NUMBER OF LICENSES" be and is hereby further amended with the corresponding number of licenses in each class, shown with bold letters with underscoring below:

Class	Description	Maximum Number Issued
A	Restaurant Full Service	18
A-1	Restaurant Outdoor Café Full Service	16-71-
B	Retail Sales and Delivery	15
B-1	Annual Tasting Add-On	3
B-2	Single Event Add-On	0
C	Retail Sales Convenience	7
E	Club	1
F	Single Private Event	0
G	Single Public Event	0
G-1	Multiple Public Event	1
H	Complimentary Dispensing of Beer & Wine	1
I	Indoor Interactive Sports Facilities	1
K	Gift Boutique	0
M	BYOB Corkage	0
N	Craft Distillery	1
O	Off-Site Catering	0
P	Craft Brewery	2
R	Outdoor Concession / Beer Garden	1
V	Video Gaming	15
W	Boutique Wine & Sparking Beverage	1
Y	Brew Pub	0

ADOPTED this 20th of February, 2024 by the following vote:

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on this _____ day of February, 2024.

Tom Poynton, MAYOR

Kathleen Johnson, VILLAGE CLERK



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: February 13, 2024

To: Ray Keller, Village Manager *PK*

From: Steven J. Paulus, Assistant Director of Public Works

Copy: Michael J. Brown, Director of Public Works

Subject: **Engine Repairs**

Issue: Engine repairs to fire engine 212.

Background: Fire engine 212 has experienced an engine failure in cylinder #2 rendering the unit not usable and out of service. This engine was totally rebuilt in 2013 and currently has 162,000 miles. This unit is currently used as a backup since August 2022 and is scheduled for replacement in 2027.

Analysis: Rush Truck has examined the engine and provided a proposal to rebuild the engine at an estimated cost of \$30,088.33. After consulting with technician submitting the proposals, we have determined that rebuilding the engine is the best option. We are anticipating the damage to be limited to the one or two cylinders, possibly reducing the cost. Final determination cannot be made until the engine is further disassembled. In order to reduce downtime, preliminary approval has been granted to Rush Truck to proceed.

Recommendation: Authorize Rush Truck to repair the engine on fire engine 212 in the amount of \$30,088.33.

W/Attachments:

1. Quote Submittal

Agenda Item 6J

Repair Management
BY **NAVISTAR**

RUSH TRK CTR OF N IL
575 SAINT PAUL BLVD. - CAROL STREAM, IL 601881847
Phone: (1) 630-9092430 - Fax: (1) 630-9092499
Estimate Number: 4250272 - RO Number: 43091266
Service Writer: Josh Conley - Date: 2/7/2024 9:04 AM (C)



Currency: USD

Unit No: E321**Lake Zurich**

VIN: 4P1CT02U93A002825
Model: Fire Apparatus PIERCE MANUFACTURING Tilt Cab
Engine: DDC S40 Diesel
Make: PIERCE MANUFACTURING
Mileage: 162227 Eng Hrs: 0

Contact Name: STEVE PAULUS
Position: service-primary
Phone: (847) 815-6318
E-Mail: STEVE.PAULUS@LAKEZURICH.ORG
PO Number:

Operation (All Sections)	Labor Cost	Parts Cost	Core Charge	Total Cost
DIAGNOSTICS	\$1,090.00	\$0.00	\$0.00	\$1,090.00
INSTALL WORKS KIT, REPLACE #2 CONNECTING ROD	\$13,080.00	\$13,630.33	\$0.00	\$26,710.33
(1) ROD, ASSEMBLY CONNECTING (5) BUSHING, CONNECTING ROD (1) OVERHAUL KIT, ENGINE, (I308-530) (5) O-RING KIT, INJECTOR (1) INJECTOR KIT, FUEL, BN I308, W/ SEALS (1) SEAL, CRANKSHAFT, REAR, ENGINE CARRIER (2) SEAL, OIL PUMP (34) 125152EXX (5) 846437 (1) GASKET, OIL INLET FLANGE, TURBO (1) GASKET, MOUNTING, TURBO (1) O-RING (1) GASKET, INTAKE MANIFOLD (10) BOLT, CONNECTING ROD, ENGINE (14) BOLT, BEARING CAP, SUPERSEDES 1827078C1 (1) GASKET, EXHAUST MANIFOLD (1) GASKET KIT, VALVE COVER (4) 15E2E1 (1) CYLINDER HEAD, MY00-03 DT, REMAN (1) CYLINDER HEAD KIT, CYLINDER HEAD (20) BOLT, CYLINDER HEAD, ENGINE				
HEAD AND CONNECTING ROD MACHINING - THIS MAY VARY DEPENDING ON AMOUNT OF WORK NEEDED	\$0.00	\$0.00	\$0.00	\$0.00
Machining - Fixed Cost	\$0.00	\$0.00	\$0.00	\$1,000.00
REPLACE TRANS COOLER LINES	\$763.00	\$275.00	\$0.00	\$1,038.00
(1) GASKETS/CLAMPS				

Notes: [2/7/2024 9:04 AM] - Dealer: ESTIMATE FOR ENGINE REBUILD

Parts:	\$13,905.33
Core:	\$0.00
Labor:	\$14,933.00
Other Items:	\$1,000.00
Shop:	\$250.00
Tax:	\$0.00
TOTAL:	\$30,088.33

This estimate is subject to teardown and inspection and is valid for 30 days from date above. I, the undersigned, authorize you to perform the repairs and furnish the necessary materials. I understand any costs verbally quoted are an estimate only and not binding. Your employees may operate vehicle for inspecting, testing and delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. AUTHORIZED BY: _____
DATE: ____/____/____



COMMUNITY DEVELOPMENT DEPARTMENT

MONTHLY INFORMATION REPORT

January 2024

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 January 2024, the Community Development Department was engaged in the following activities:

BUILDING & ZONING DIVISION:

Commercial Permits Issued:

- 17 S Old Rand, Unit B: Après Pastry & Bakery build out
- 17 S Old Rand, Unit A: Edward Jones build out
- 676 S Rand: Nirvana Cannabis build out
- 629 Rose Road: North Star Pickle new construction
- 83 S Rand: Polka Dot Restaurant build out
- 139 S Rand: Sampoorna Foods build out
- 65 S Rand: Gravitea Boba Tea Café build out
- 816 S Rand : Shree Sai Grocers build out
- 81 E Main: Lions Club - remodel

Commercial Occupancies Issued:

- 917 S Rand: Companion Animal Hospital
- 471 S Rand Rd: El Vado Mexican Restaurant
- 1300 Rose: Termax

FOIA Requests: Total number of FOIA requests: 7

PLANNING AND DEVELOPMENT DIVISION:

Planning and Zoning Commission (PZC) Activity:

At the January 17, 2024 meeting, the following application was considered by the PZC.

1. *900 Winnetka Terrace – “Atelier de Beaute” by Ms. Egle (Egi) Jokubaitiene* – The application was presented by Mr. Keith Hunt, attorney for the property owner, Ms. Egle Jokubaitiene. Also present was the project engineer, Mr. Robert Walker of Bono Consulting Civil Engineers. The Applicant noted the various conditions for approval within the staff report and agreed to meet such conditions. The PZC noted that color renderings of the proposed building were not included within the packet and recommended that they be included in the packet to the Village Board. The PZC also asked staff to further elaborate on the condition related to sidewalks along the street frontages of the property and the option for the fee in lieu of if sidewalks were not feasible due to site constraints. Following the close of the hearing, the PZC voted 5-0 to recommend approval of the PUD with the recommendation to include colored renderings in the packet to the Village Board.

Zoning Applications received (for PZC consideration).

The following items are scheduled for consideration by the PZC at its February 21, 2024 meeting:

1. *Comprehensive Plan Update:* Teska will share the findings of the 1st Community Poll and other community engagement activities with the Planning and Zoning Commission serving as the Steering Committee for the project.

New and Ongoing Development:

1. *"Nirvana" Cannabis Dispensary at former TGI Fridays (676 South Rand Road).* Permits for the conversion of the shuttered TGI Fridays at 676 S Rand Road were picked up. Dumpsters appeared in front of the building with demolition under way. The project has met the 3rd milestone of February 1, 2024, for construction to begin, as identified in the Special Use Permit extension. The 4th and final milestone is to receive an occupancy permit from the Village and begin operations by July 1, 2024.
2. *7-Brew Drive-Through Coffee at 880 S. Rand Road (former Alpine Animal Hospital)* Assistant Village Manager Duebner, Community Development Director Saher and Village Engineer McCarthy of Manhard Consulting had a meeting with representatives of "7 Brew Drive Thru Coffee" to discuss issues related to stormwater management for the potential development. The meeting was attended by representatives of both the potential property owner, Mr. Richard Silverman of MJK Real Estate Holding Company, LLC, and 7-Brew who will ultimately develop and operate the drive-through coffee shop. Both groups were accompanied by their respective civil engineers, architects, and corporate representatives. Due to the nature of the land use being drive-through only, requiring most of the property to be paved, staff recommended that the developer ensure that proper stormwater management measures be implemented, requiring likely coordination with the owner of the adjacent detention pond, Fidelity Group. The developers since confirmed that they had begun conversations with Mr. Jason Sfire of Fidelity regarding obtaining documentation to evaluate the design capacity of the detention pond.
3. *New Indian Grocery at 139 S. Rand Road.* Permits were issued for a new Indian grocery store at Lakeview Plaza to be known as "Sampoorna Foods." The shopping center owners, Knapp Investments have been effectively filling the many vacant tenant spaces within the center.
4. *New Mexican Restaurant at 472 S. Rand Road.* Permits were issued for a new Mexican restaurant at Village Square Shopping center to be known as "El Vado Mexican Restaurant." This takes the place of the former "La Parroquia Mexican Pancake House" that operated within this tenant space for approx. 1 year.

Comprehensive Plan Updates.

Teska Associates informed staff that they had officially closed the 1st community online poll and are reviewing the results. A total of 368 responses were received, 27 of which came in over the past two weeks (the poll remained open/live through the holidays). Given the depth of input and open responses, they expect a summary to be ready for review during the week of January 22. Following the review of village staff, Teska plans to officially share these findings with the Planning and Zoning Commission serving as the Steering Committee at their next check-in scheduled for February 21.

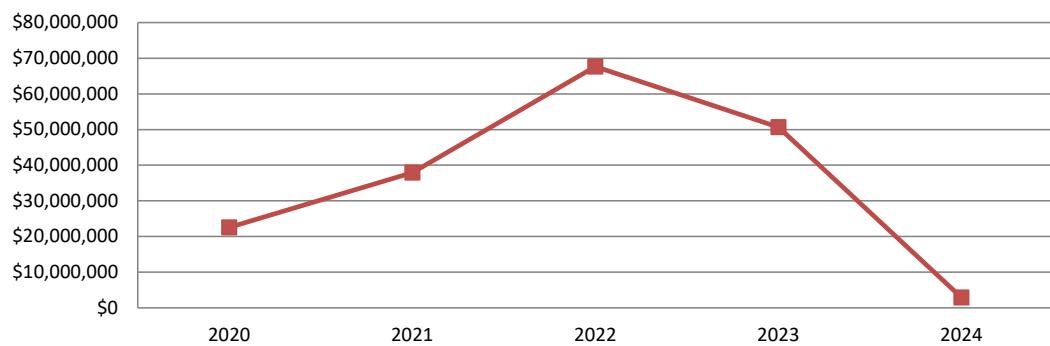


The chart above represents the total of permit for commercial and residential activity on a monthly basis for 2024. (Note: *commercial activity includes both business and industrial activity*)



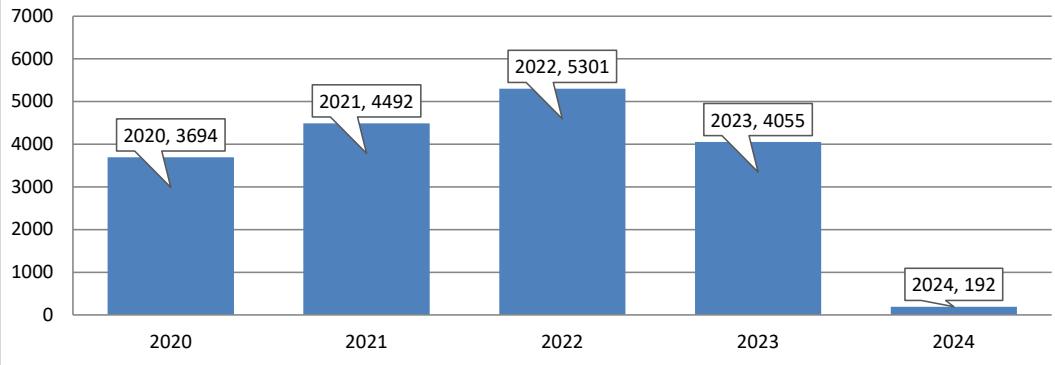
The chart above compares monthly permit activity for 2024 to the previous year 2023.

Construction Value of New Permits: January-December 2020-2024



This chart tracks construction value of permit activity by year for 5 years.

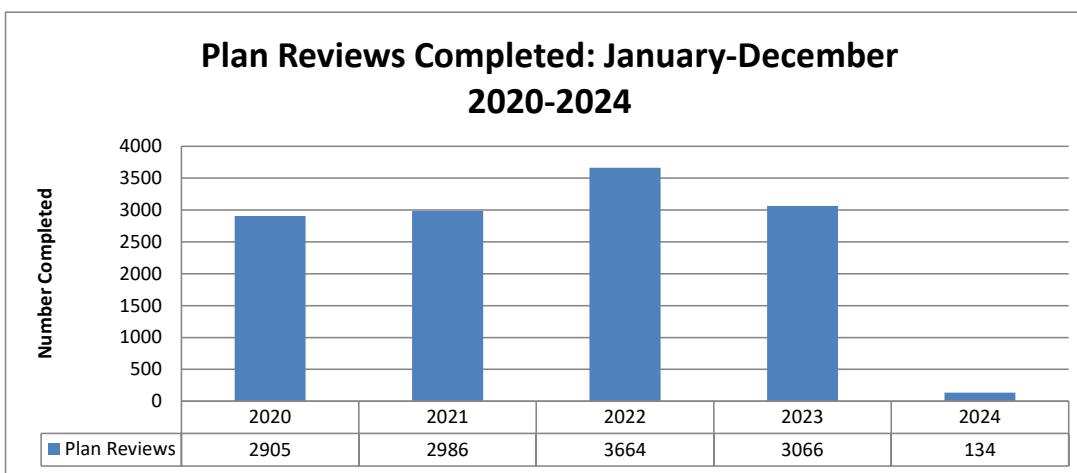
Inspection Activity: January-December 2020-2024



This graph illustrates the number of inspections performed by year for 5 years.

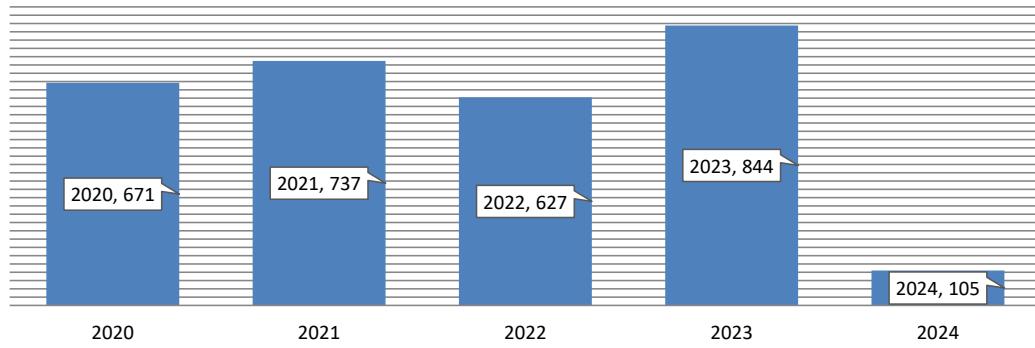


This chart indicates inspection activity on a monthly basis for 2024 compared to the previous year 2023.



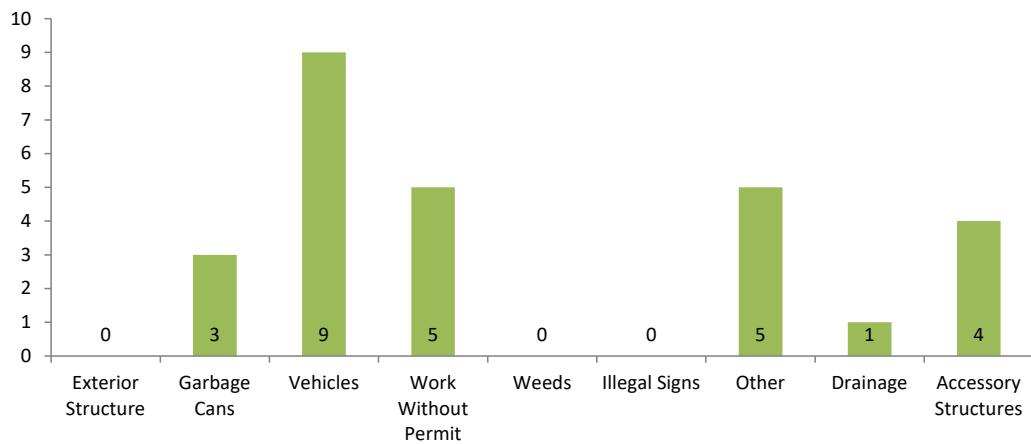
This graph illustrates the number of plan reviews performed by year for 5 years.

Contractor Registrations January-December (applied for) 2020-2024



The graph represents the number of contractor registrations for the year as compared to prior 4 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.



FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

DECEMBER 2023

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Finance Monthly Report – December 2023

DEPARTMENT NARRATIVE

During December staff worked primarily on wrapping up the final month of the fiscal year. Finance brought the annual budget for 2024 before the board in December.

Note for this report only: While it is the final month of our fiscal year, staff is continuing to post adjustments for the year through March. The village operates on a cash basis during the year, but adjusts to accruals as part of the year-end process. This allows the village to match revenues with the period earned, not received and match expense with the month incurred, not paid. The numbers reported at this point are very preliminary, with the final numbers to be reported this summer with the Annual Comprehensive Financial Report (ACFR). For this month, operating figures for the month will not be presented. Key elements such as the results of major sources and significant expenditures will still be presented.

GENERAL FUND OPERATING RESULTS

REVENUES

Taxes:

For the year, all property tax revenues are expected at or near 100% of budget in the General Fund. Telecommunications tax receipts were higher than expected for the month, however, this revenue source still continues to struggle. Receipts closed out the year on a cash basis at \$313k. More information regarding Telecommunications tax can be found on page 8.

Both utility taxes came in lower than expected for the month. The gas utility tax had \$30k in receipts compared to an expected \$41k. Electric utility tax came in at \$68k versus the expected \$69k. Combined, utility taxes were 11% lower than expected. The payments are based primarily on November activity. More detail on the Utility Taxes can be found on page 9.

Finance Monthly Report – December 2023

Intergovernmental Revenue:

State sales tax receipts came in just below budget expectations for the month at \$656k. This represents sales from September and was 11% higher than receipts from the same month last year. This revenue source has performed well this year. On a cash basis, year-to-date receipts are at \$8.04 million. More information regarding Sales Tax can be found on page 10.

Income Tax receipts came in 2% above expectations with the receipts for December totaling \$181k compared to an expected \$177k. This is 1% higher than receipts from the prior December; year-to-date, this revenue source is down 2% from last year. Details on Income Tax are provided on page 11.

Video gaming tax receipts came in 21% below expectations at \$27k. Video gaming tax is received two months in arrears. On a cash basis, year-to-date receipts are 9% higher than the budgeted amount at \$317k. The video gaming tax receipts budgeted for December relate to tax for October activity.

Licenses and Permits:

Revenue from the issuance of licenses and permits is currently \$842k for the year, reaching 98% of the annual budget. The largest contributors for December were Building Permits (\$22k), and Permit Plan Review (\$10k). Due to the variable nature of these types of revenues, fluctuations are expected throughout the year based on activity.

Fines and Forfeits:

Revenue from police fines were less than expected during December, with receipts of \$30k. About 99% of the annual budget for this category has been received. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations. This category will naturally experience spikes throughout the fiscal year depending on the time of the year, enforcement campaigns, or events that trigger more violations than average.

Charges for Services:

Preliminary revenue from service charges totaled \$274k in December. The main revenue sources in this category are ambulance, engineering fees, and park program fees. Ambulance receipts for the month were recorded at \$166k. In addition to the timing of receipts and fluctuating activity levels for this revenue, the Village also receives payments for the Ground Emergency Medical Transportation program, funding the gap between the Village's actual cost of transport and allowable amount received from

Finance Monthly Report – December 2023

Medicaid. Additionally, for park programs, some of the recorded revenue will be reclassified and held for next year's revenue.

Investment Income:

The General Fund investment income in December was \$76k. Currently, the investments are concentrated in certificates of deposit, treasury obligations, and interest-bearing money market accounts. A detailed cash and investment report can be found on page 13.

Miscellaneous:

The General Fund miscellaneous revenue in December was \$15k. Receipts for this category were rental income (\$7k), and permit forfeitures (\$4k), as well as other small items.

EXPENDITURES

General Fund expenditures for the month are continuing to trickle in for fiscal year 2023 and will be accepted through February. As the accounting staff records adjustments from cash basis to accrual, expenditure accounts begin to take their final shape for the year. As of the time this report was written, General Fund expenditures recorded against December and/or year-end adjustments totaled \$2.47 million, but this number is highly preliminary. This number brings the General Fund expenditures to about 93% of the annual budget. We are hopeful to have a small surplus recorded once all adjustments are finalized.

OPERATING RESULTS OF OTHER FUNDS

Following are some observations regarding the revenues and expenditures of other funds.

Special Revenue Funds:

Motor fuel tax revenue came in at \$91k in December. Year-to-date receipts are 32% higher than the annual budget. Expenditures from the Motor Fuel Tax Fund were for streetlight electric (\$27k), road salt (\$16k), and other small amounts related to street signals and the road program.

December revenues for the Hotel Tax Fund totaled \$10k. 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

Finance Monthly Report – December 2023

quarterly. Therefore, the village does not receive receipts each month. Year-to-date revenues are 109% of the annual budget, pre-adjustments. 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 December totaled \$42k, which primarily relates to funding transfers in from other funds, along with \$10k for a donation, and \$3k of event item sales for the Winter Festival. Expenditures for the month totaled \$28k, with \$18k for administrative expenses, and \$10k for the Miracle on Main Street event.

Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2023. Interest payments are paid semi-annually, typically July and December. Revenues year-to-date total \$3.41 million and represent property tax receipts (\$1.3 million), investment income (\$62k), short-term bond proceeds (\$1.2 million), and a transfer from the TIF #1 Fund (\$845k). Interest rates continue to be low for the options available for village investment per law. No expenditures were recorded for the month; principal and interest payments due in early December were processed in November to avoid any timing delays.

Capital Projects Funds:

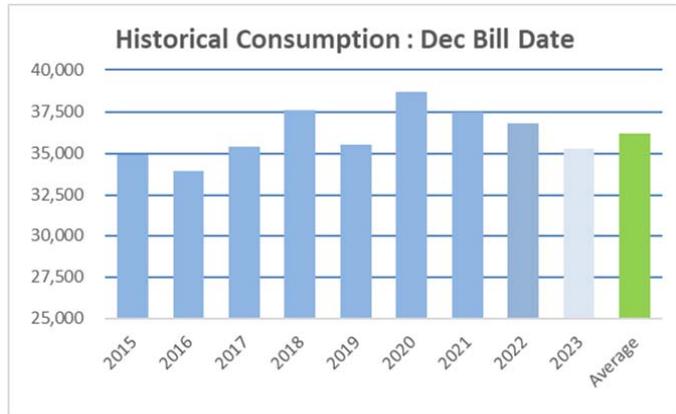
December revenue for the capital projects funds came in at \$339k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from December of \$215k. This was 12% lower than budget expectations and 3% higher than the same month last year. December receipts represent sales from September. Year-to-date receipts are about 2% above budget. More detail on the NHRST revenue can be found on page 12. Remaining revenues for capital project funds include funding transfers (\$85k), park impact fees (\$21k), and residual interest income and change in market value of investments (\$19k).

Expenditures for capital projects was \$346k for December, consisting mainly of pavement patching (\$100k), the Breezewald Bathroom/Pavilion (\$99k), Fall EAB planting (\$51k), parking lot improvements (\$37k), and pedestrian enhancements (\$22k).

Finance Monthly Report – December 2023

Water and Sewer Fund:

December revenue totaled \$753k, which was 14% above the budget estimate of \$658k. Consumption metered in December was 35M gallons, lower than the nine-year average of 36M gallons. The consumption billed in December primarily represents water metered in late November and early December. With about 41M gallons pumped, about 13% of pumped water was lost to main breaks, fire department use, or other small issues. A chart comparing December water consumption over the past nine years provided below.



Expenditures in the Water Fund were \$953k for the month. Of this amount, \$91k was recorded for a lift station control box, \$62k was for water main improvements, \$50k was for a Ford truck, and \$177k was a non-cash transaction to record depreciation of the infrastructure assets of the fund. The remaining expenses are personnel expenses, other operational items and other smaller operating items. Throughout the year, spending is monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus would be used for expenditures later in the year and provide cash flow for improvements to maintain the aging infrastructure.

Internal Service Funds:

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has three active internal service funds: Medical Self Insurance, Risk 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

Finance Monthly Report – December 2023

Fund. The Equipment Replacement fund in particular is subject to funding availability from the General Fund. December expenses mainly include non-cash depreciation expenses (\$42k), mobile column lifts (82k), PW truck (\$53k), and a police responder (\$49k).

Special Service Areas:

While the village does not budget for Special Service Area (SSA) revenues and expenses, as funds are being collected and spent for village SSA's, the following information can be of value to report. The only expenses for special service areas in December were \$14k for water quality management (SSA#9, SSA#11, and SSA #13).

SSA Activity Dec-23									
SSA #	Location	Beginning	Year-To-Date		Ending	Annual	Annual		
		Balance 1/1/2023	Revenues	Expenses	Balance 12/31/2023	Expected Revenues	YTD %	Expected Expenses	YTD %
SSA #8	Heatherleigh	54,659	10,105	10,119	54,646	9,697	104.21%	23,196	43.62%
SSA #9	Willow Ponds	135,274	11,951	20,040	127,185	11,851	100.85%	19,300	103.83% ^b
SSA #10	Westberry	17,990	998	-	18,987	1,000	99.77%	-	N/A
SSA #11	Lake Zurich Pines	27,075	3,000	2,831	27,244	2,999	100.02% ^a	2,163	130.88%
SSA #13	Conventry Creek	223,208	29,997	24,119	229,086	29,894	100.34% ^a	16,662	144.76%
SSA #16	Country Club	(282)	1,760	-	1,478	1,760	N/A	-	N/A
		457,923	57,812	57,109	458,625	57,202	101.07%	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 \$1.48 million for the month. For December, the fund recorded an unrealized gain of \$1.44 million from investments. Total municipal and member contributions for the month totaled \$39k. Expenses for the month were \$216k of which \$211k was for pension and benefit payments, and \$5k was for professional services and investment expenses. For the month of December, the fund experienced a gain of \$1.26 million, bringing the year-to-date gain to \$3.73

Finance Monthly Report – December 2023

million for the year. As of December 31st, the fund had a net position of \$32.67 million. Additional information can be found on page 14.

The Firefighters' Pension Fund had a similar month for investments, with an unrealized gain of \$2.42 million from investments. Total municipal and member contributions for the month totaled \$54k. Total revenues for the month were \$2.48 million. Expenses for the month were \$277k, of which \$260k was for pension and benefit payments, \$5k was for professional services, and \$12k was for investment and other expenses. For the month of December, the fund experienced a gain of \$2.20 million, and for the year, a gain of \$7.13 million. As of December 31st, the fund had a net position of \$53.13 million. Additional information can be found on page 14.

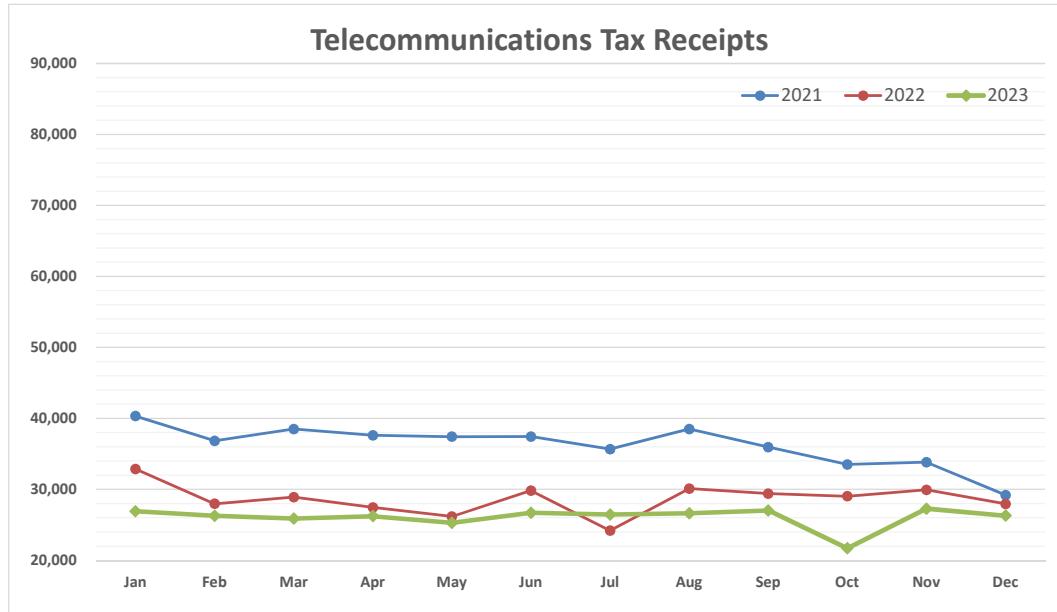
Conclusion:

No major concerns were identified in reviewing the monthly and year-end adjustments to date. Major revenue sources are performing well and expenditures have been kept to a minimum. Staff is confident that once all end of year adjustments are posted, the results will be favorable for the fiscal year. The financial records will be finalized in the coming months and distributed via the Annual Comprehensive Financial Report once the annual audit has been completed in June.

Respectfully Submitted,

Amy Sparkowski
Amy Sparkowski
Director of Finance

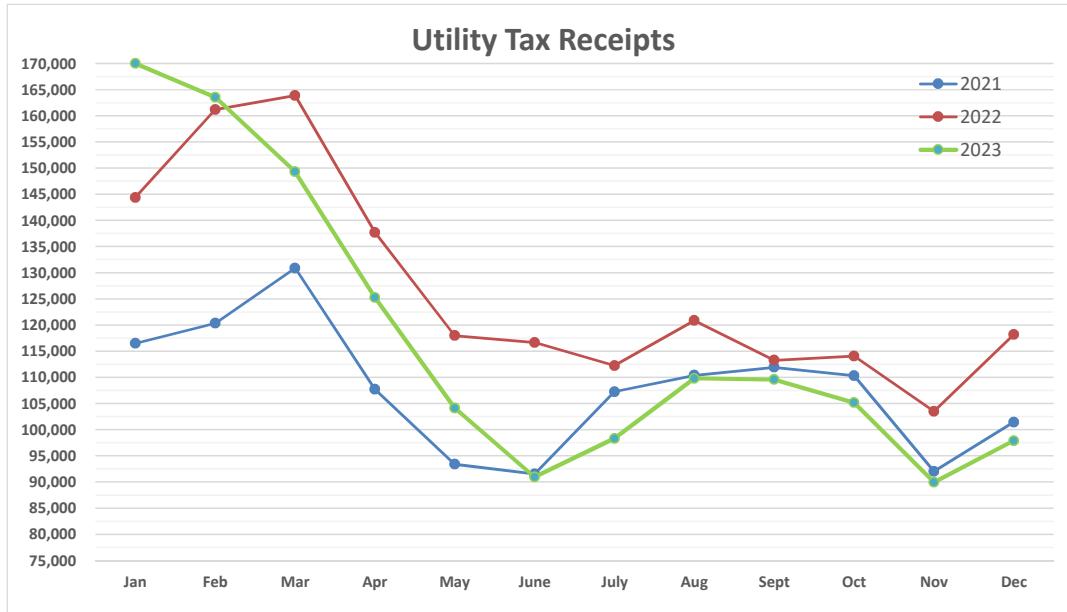
DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2023



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%	25,897	-10.40%	22,997	2,900	12.61%
April	January	37,621	27,467	-26.99%	26,239	-4.47%	21,524	4,716	21.91%
May	February	37,428	26,181	-30.05%	25,298	-3.37%	25,786	(487)	-1.89%
June	March	37,438	29,825	-20.33%	26,724	-10.40%	22,107	4,617	20.88%
July	April	35,678	24,202	-32.17%	26,470	9.37%	21,037	5,433	25.83%
August	May	38,518	30,131	-21.77%	26,641	-11.58%	22,085	4,556	20.63%
September	June	35,963	29,408	-18.23%	27,045	-8.03%	21,390	5,655	26.44%
October	July	33,528	29,037	-13.40%	21,714	-25.22%	21,253	461	2.17%
November	August	33,847	29,947	-11.52%	27,301	-8.84%	21,237	6,064	28.55%
December	September	29,210	27,958	-4.28%	26,310	-5.89%	13,659	12,652	92.63%
		434,929	343,921	-20.92%	312,880		262,649	50,231	
Y-T-D		434,929	343,921	-20.92%	312,880	-9.03%	262,649	50,231	19.12%

DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2023

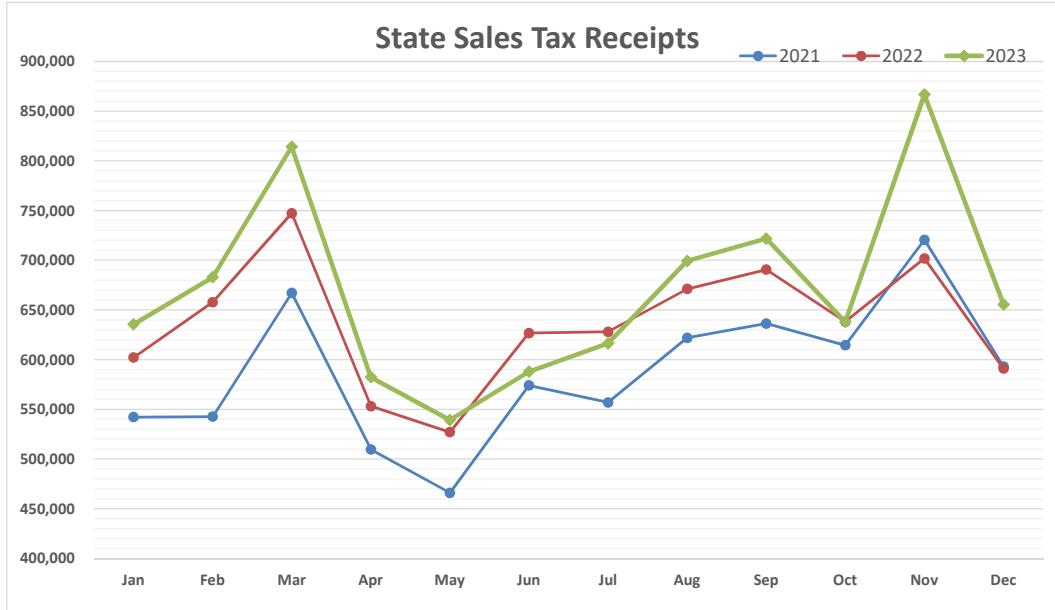


Collection History

COMBINED - ELECTRICITY & GAS

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2021	2022	% Change	2023	% Change	FY 2023	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%	149,304	-8.9%	137,878	11,426	8.3%
Apr	Mar	107,700	137,718	27.9%	125,258	-9.0%	119,627	5,631	4.7%
May	Apr	93,403	117,990	26.3%	104,119	-11.8%	100,438	3,681	3.7%
June	May	91,526	116,659	27.5%	90,943	-22.0%	95,911	(4,968)	-5.2%
July	June	107,244	112,246	4.7%	98,324	-12.4%	100,861	(2,537)	-2.5%
Aug	July	110,403	120,867	9.5%	109,785	-9.2%	117,546	(7,761)	-6.6%
Sept	Aug	111,936	113,271	1.2%	109,576	-3.3%	110,679	(1,103)	-1.0%
Oct	Sept	110,319	114,085	3.4%	105,163	-7.8%	105,600	(437)	-0.4%
Nov	Oct	92,037	103,512	12.5%	89,950	-13.1%	92,199	(2,249)	-2.4%
Dec	Nov	101,437	118,176	16.5%	97,895	-17.2%	110,439	(12,544)	-11.4%
		1,293,726	1,524,000	17.80%	1,413,863	-7.2%	1,351,299	62,564	
Y-T-D		1,293,726	1,524,000	17.80%	1,413,863	-7.2%	1,351,299	62,564	4.6%

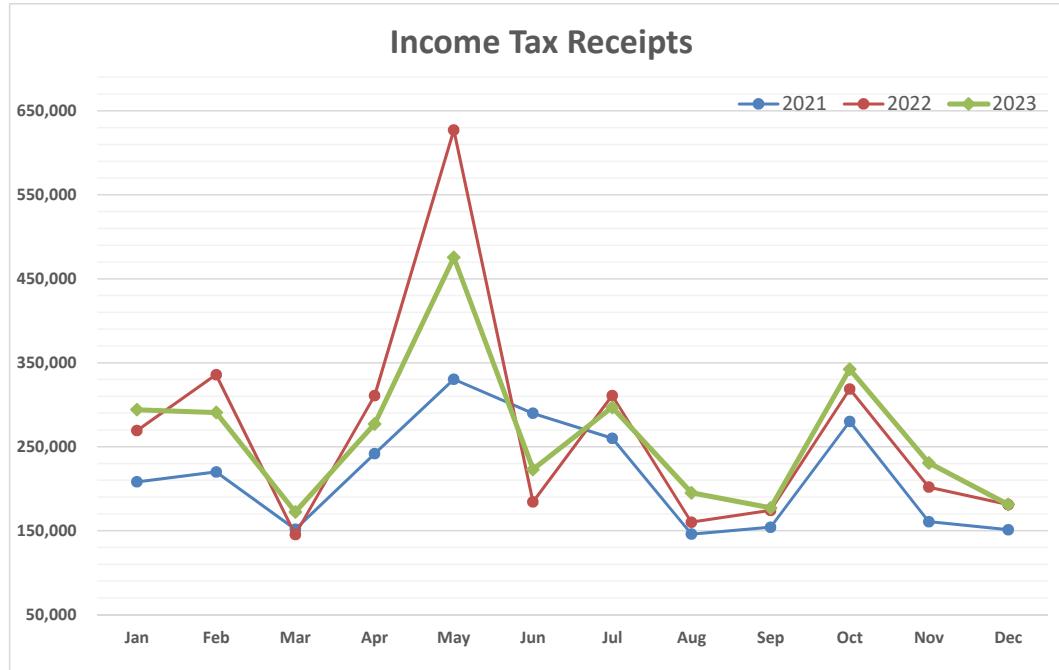
DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2023



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%	814,249	8.96%	783,197	31,052	3.96%
April	January	509,698	553,226	8.54%	582,383	5.27%	573,852	8,531	1.49%
May	February	466,021	527,013	13.09%	539,316	2.33%	544,793	(5,476)	-1.01%
June	March	574,063	626,731	9.17%	587,956	-6.19%	624,656	(36,699)	-5.88%
July	April	556,926	627,982	12.76%	616,353	-1.85%	601,555	14,798	2.46%
August	May	622,012	671,146	7.90%	699,262	4.19%	669,770	29,492	4.40%
September	June	636,306	690,544	8.52%	721,854	4.53%	686,538	35,316	5.14%
October	July	614,470	638,060	3.84%	637,980	-0.01%	655,769	(17,789)	-2.71%
November	August	720,532	701,860	-2.59%	866,772	23.50%	758,378	108,394	14.29%
December	September	593,038	590,991	-0.35%	655,570	10.93%	657,222	(1,652)	-0.25%
		7,045,068	7,634,808	8.37%	8,040,321		7,847,985	192,336	
Y-T-D		7,045,068	7,634,808	8.37%	8,040,321	5.31%	7,847,985	192,336	2.45%

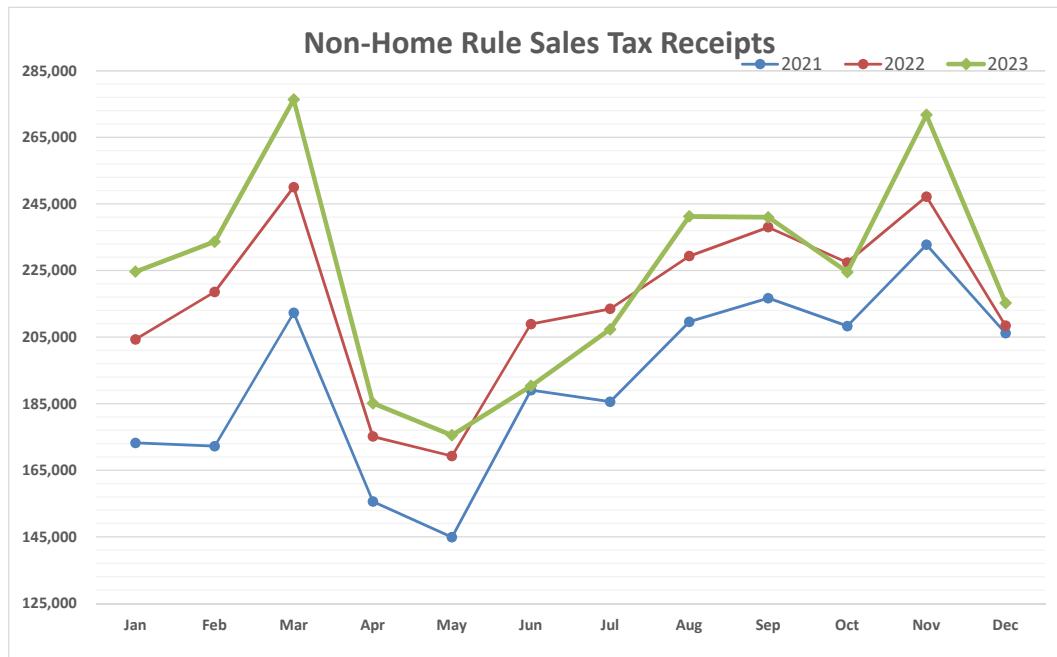
DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 2023



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%	172,211	18.36%	167,560	4,651	2.78%
April	241,823	310,848	28.54%	277,166	-10.84%	279,882	(2,716)	-0.97%
May	330,332	627,194	89.87%	475,308	-24.22%	450,216	25,091	5.57%
June	289,833	184,242	-36.43%	222,875	20.97%	212,836	10,039	4.72%
July	260,006	311,032	19.62%	296,937	-4.53%	280,611	16,326	5.82%
August	145,998	160,199	9.73%	195,159	21.82%	219,270	(24,112)	-11.00%
September	154,181	174,093	12.91%	177,137	1.75%	179,094	(1,957)	-1.09%
October	280,184	318,729	13.76%	342,406	7.43%	305,159	37,246	12.21%
November	160,617	201,830	25.66%	230,643	14.28%	193,093	37,549	19.45%
December	151,210	181,090	19.76%	181,212	0.07%	176,995	4,218	2.38%
	2,594,046	3,219,676	24.12%	3,155,895	-1.98%	2,983,609	172,286	5.77%
Y-T-D	2,594,046	3,219,676	24.12%	3,155,895	-1.98%	2,983,609	172,286	5.77%

DEPARTMENT OF FINANCE
MONTHLY REPORT
DECEMBER 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%	276,394	10.52%	260,440	15,954	6.13%
April	January	155,657	175,158	12.53%	185,148	5.70%	178,761	6,387	3.57%
May	February	144,939	169,297	16.81%	175,551	3.69%	172,863	2,688	1.56%
June	March	189,084	208,932	10.50%	190,319	-8.91%	203,519	(13,200)	-6.49%
July	April	185,597	213,499	15.03%	207,354	-2.88%	198,078	9,276	4.68%
August	May	209,622	229,356	9.41%	241,257	5.19%	229,165	12,092	5.28%
September	June	216,705	238,022	9.84%	241,006	1.25%	239,060	1,946	0.81%
October	July	208,328	227,420	9.16%	224,555	-1.26%	227,226	(2,671)	-1.18%
November	August	232,762	247,180	6.19%	271,762	9.95%	253,934	17,828	7.02%
December	September	206,167	208,471	1.12%	215,249	3.25%	244,036	(28,787)	-11.80%
		2,306,629	2,590,359	12.30%	2,686,961		2,638,081	48,880	
Y-T-D		2,306,629	2,590,359	12.30%	2,686,961	3.73%	2,638,081	48,880	1.85%

Village of Lake Zurich
Investment Report
December, 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	5.294%		1,333,761.86	1,333,761.86	-	1,333,761.86	N/A
CERTIFICATE OF DEPOSIT									
Colorado Federal Svgs Bk	01/24/23	01/31/24	4.500%	19646PAV6	238,000.00	238,341.63	(341.63)	237,852.44	(489.19)
First Financial Bank	01/25/23	02/07/24	4.502%	32021SKB1	238,000.00	238,450.08	(450.08)	237,832.26	(617.82)
First Mid Bank & Trust, Nat'l As	04/04/23	04/03/24	5.190%		249,773.66	237,450.00	12,323.66	237,450.00	-
MainStreet Bank, VA	04/04/23	04/03/24	5.242%		249,758.07	237,350.00	12,408.07	237,350.00	-
Baxter Credit Union	08/02/23	08/01/24	5.327%		249,730.65	237,100.00	12,630.65	237,100.00	-
Global Bank, NY	08/02/23	08/01/24	5.341%		249,764.53	237,100.00	12,664.53	237,100.00	-
Sallie Mae Bank/Salt Lke	08/03/22	08/05/24	3.204%	795451BY8	245,000.00	245,690.62	(690.62)	242,460.33	(3,230.29)
Capital One NA	08/03/22	08/05/24	3.204%	14042TJA6	245,000.00	245,690.62	(690.62)	242,460.33	(3,230.29)
Capital One NA	08/03/22	08/05/24	3.204%	14042RTF8	245,000.00	245,690.62	(690.62)	242,460.33	(3,230.29)
Ally Bank	08/04/22	08/05/24	3.206%	02007GXE8	245,000.00	245,443.29	(443.29)	242,388.39	(3,054.90)
Modern Bank, Nat'l Assoc NY	08/02/23	01/23/25	5.383%		249,718.81	231,300.00	18,418.81	231,300.00	-
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%	61690UY53	244,000.00	244,669.89	(669.89)	242,396.23	(2,273.66)
Fieldpoint Private B&T	04/04/23	04/03/25	5.032%		249,618.22	226,400.00	23,218.22	226,400.00	-
Schertz B&T	04/04/23	04/03/25	4.893%		249,654.67	227,400.00	22,254.67	227,400.00	-
Cornerstone Bank, NE	08/02/23	07/30/25	5.060%		249,649.12	226,350.00	23,299.12	226,350.00	-
AGENCY									
US Treasury N/B	04/15/21	01/15/24	0.200%	91282CBE0	250,000.00	249,140.63	859.37	249,540.29	399.66
US Treasury N/B	03/01/23	02/29/24	5.000%	91282CEA5	1,034,000.00	999,223.67	34,776.33	1,027,726.12	28,502.45
US Treasury N/B	04/15/21	01/31/25	0.480%	91282Z52	964,000.00	996,422.03	(32,422.03)	930,109.38	(66,312.65)
US Treasury N/B	04/15/21	07/31/25	0.620%	91282CAB7	406,000.00	399,640.39	6,359.61	380,276.09	(19,364.30)
US Treasury N/B	05/19/21	07/31/25	0.570%	91282CAB7	350,000.00	345,351.56	4,648.44	327,824.22	(17,527.34)
US Treasury N/B	07/28/21	07/31/25	0.500%	91282CAB7	252,000.00	249,499.69	2,500.31	236,033.44	(13,466.25)
US Treasury N/B	01/28/22	01/31/26	1.460%	91282CBH3	1,000,000.00	957,890.63	42,109.37	924,101.56	(33,789.07)
TOTAL									
Per Statement				Total	9,537,278.77	9,324,857.21	-	9,187,173.27	-
TOTAL BY CATEGORY									
INVESTMENT POOL (ISC)					1,333,761.86	1,333,761.86	-	1,333,761.86	-
Certificate of Deposit (DTC), (CD)					3,947,516.91	3,793,926.75	153,590.16	3,777,800.31	(16,126.44)
Agencies (SEC)					4,256,000.00	4,197,168.60	58,831.40	4,075,611.10	(121,557.50)
Fixed Income Other									-
					9,537,278.77	9,324,857.21	212,421.56	9,187,173.27	(137,683.94)

Village of Lake Zurich
Police and Firefighters' Pension Funds
Statement of Net Position
December 31, 2023

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND			
	December-23	Year-to-Date	December-23		
Revenues:			Revenues:		
Municipal Contributions	11,848	2,159,735	Municipal Contributions	13,890	2,533,314
Member Contributions	<u>27,427</u>	485,407	Member Contributions	<u>40,437</u>	524,210
Total Contributions	39,275	2,645,142	Total Contributions	<u>54,327</u>	3,057,524
Investment Income	1,438,297	3,923,782	Investment Income	2,422,899	7,067,101
Total Revenues	<u>1,477,573</u>	<u>6,568,924</u>	Total Revenues	<u>2,477,226</u>	<u>10,124,625</u>
Expenses:			Expenses:		
Pension and Benefits	211,121	2,757,285	Pension and Benefits	260,098	2,883,149
Insurance	-	5,090	Insurance	-	8,007
Professional Services	720	22,251	Professional Services	4,656	42,126
Investment Expenses	3,693	48,778	Investment Expenses	12,504	58,553
Other Expenses	-	1,345	Other Expenses	-	1,953
Total Expenses	<u>215,534</u>	<u>2,834,749</u>	Total Expenses	<u>277,258</u>	<u>2,993,787</u>
Operating Income (Loss)	1,262,038	3,734,176	Operating Income (Loss)	2,199,968	7,130,838
Beginning Net Position*	31,406,691	28,934,554	Beginning Net Position*	50,931,887	46,001,018
Ending Net Position	<u>32,668,729</u>	<u>32,668,729</u>	Ending Net Position	<u>53,131,855</u>	<u>53,131,855</u>
Assets			Assets		
Cash and Investments	32,668,587		Cash and Investments	53,131,434	
Other Assets	<u>2,042</u>		Other Assets	3,897	
Total Assets	<u>32,670,629</u>		Total Assets	<u>53,135,330</u>	
Liabilities	1,900		Liabilities	3,475	
Net Position 12/31	<u>32,668,729</u>		Net Position 12/31	<u>53,131,855</u>	



FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

January 2024

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

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.

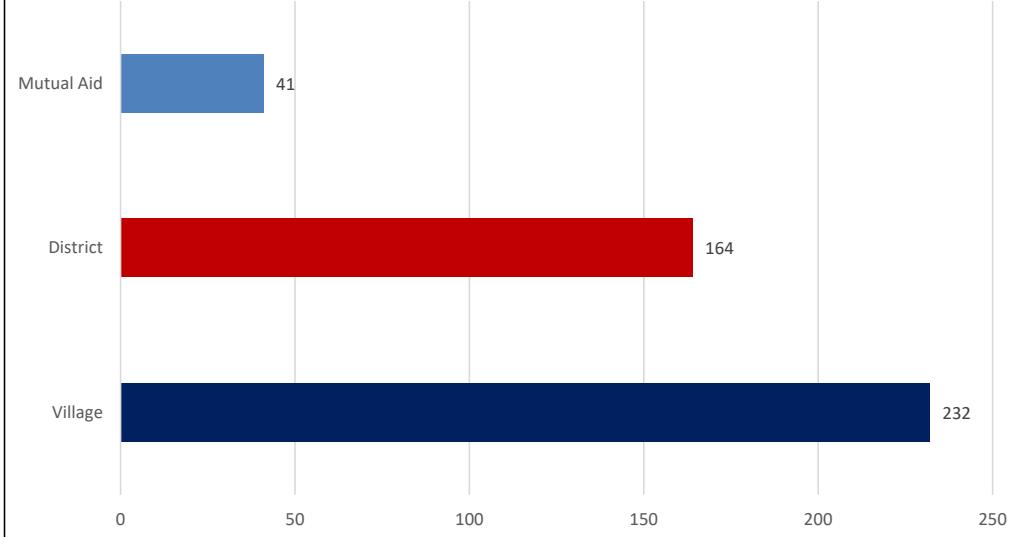
OUR VALUES: Professionalism, Responsibility, Integrity, Dedication, Honor

EXECUTIVE SUMMARY – JANUARY 2024

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.

437 Incidents – January 2024

Responses - January 2024



437 Incidents – Year to Date

Responses - Year-to-Date 2024



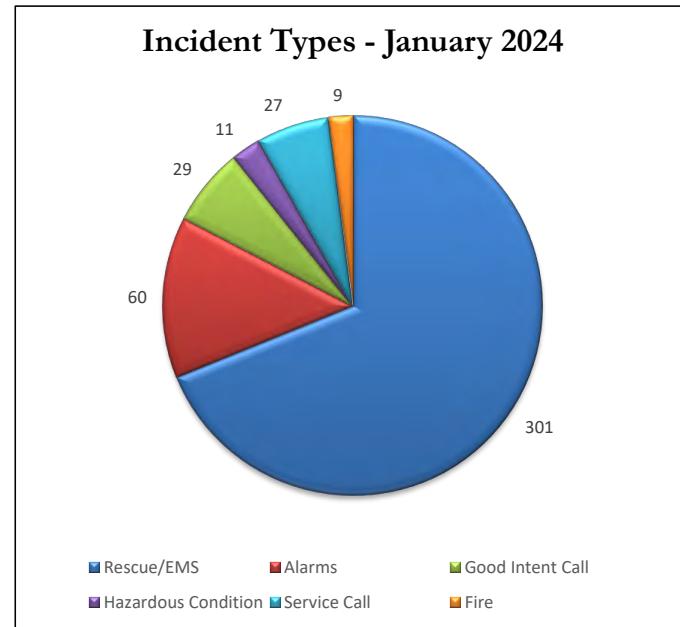
Incident Types

The Department codes all incidents within the National Fire Incident Reporting System (NFIRS).

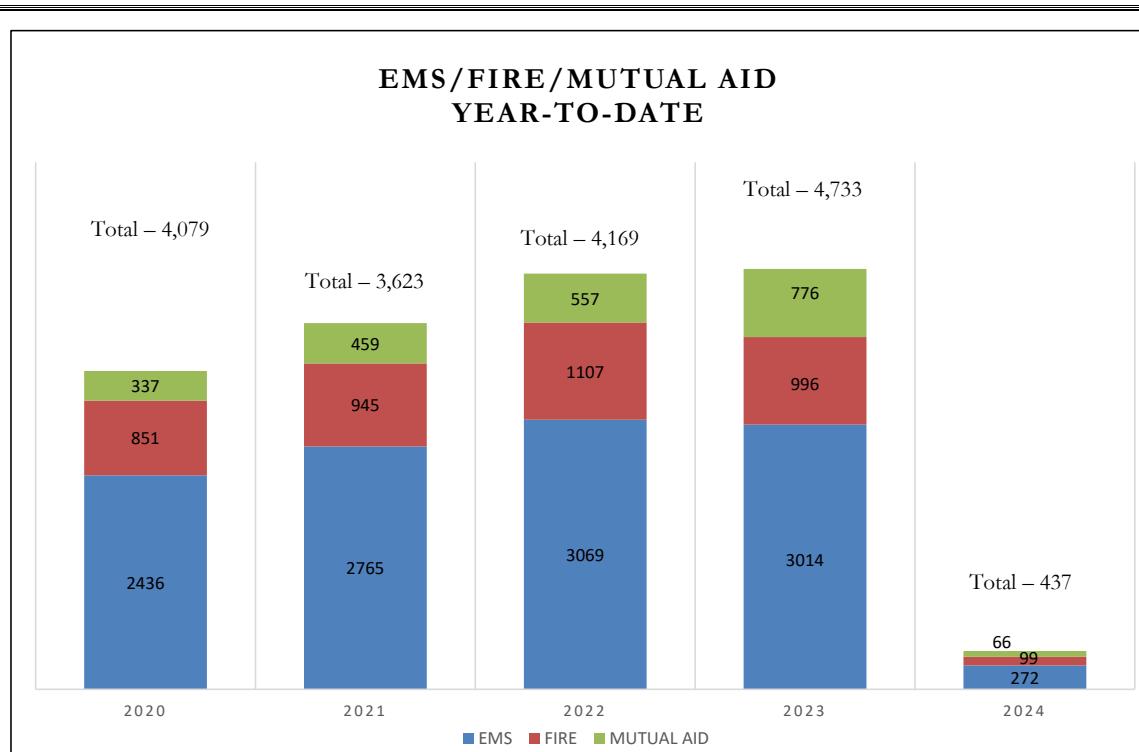
The codes all relate to the text categories noted in the chart to the right. Rescue and EMS incidents account for the majority of incidents we respond to.

In January, **301** incidents were Rescue and EMS incidents.

Incident Types - January 2024



3 | Page



Fire Incidents (Year-to-Date)

WORKING FIRES

Total Count for 2024

5

INCIDENTS WITH PROPERTY VALUE CHANGE

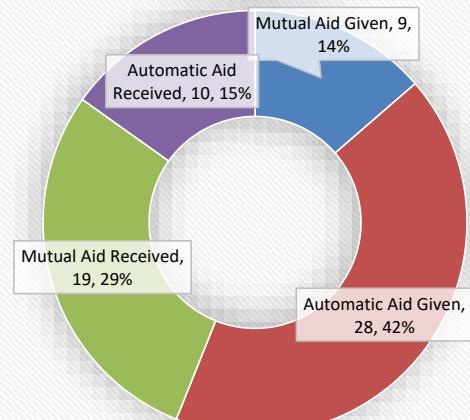
Count of Incidents with Property Loss – 2024

2

Percent of Property Value Saved

95.17%

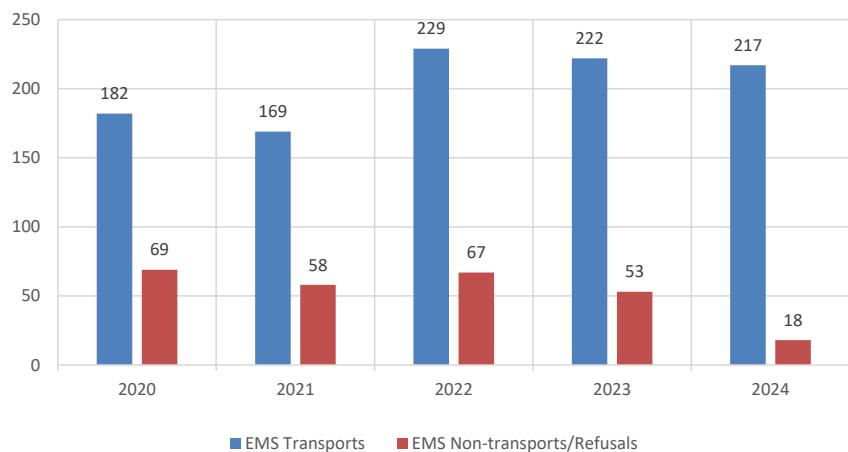
Mutual Aid - Year-to-Date 2024



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 below compares the month of January across 5 years.

EMS Transports vs Non-Transports/Refusals Monthly Comparison



ADMINISTRATION DIVISION

2024 Budget



Congratulations to Lieutenant Doug Erb on 10 Years of service, Firefighter/Paramedic Kevin Glasder for 5 years of service and Firefighter/Paramedic Patrick Murray on his Advanced Technician Firefighter certification! (Pictured above)

We enjoyed our visit from Daisy Troop 345 - 1st graders from Sarah Adams! They earned their courage badges by learning about intubations and masks. (Pictured right)





**Lake County, IL Fire Departments / Districts
Call Volume Summary**

#	Agency	2023	2022	+/- 23/22	% 23/22
1	Abbott / AbbVie (208 / 633)	841	840	1	0.1%
2	Antioch	3,338	3,472	-134	-3.9%
3	Barrington	2,518	2,453	65	2.6%
4	Barrington-Countryside	2,205	2,054	151	7.4%
5	Beach Park	1,632	1,614	18	1.1%
6	Buffalo Grove	5,215	5,165	50	1.0%
7	Cary	2,662	2,543	119	4.7%
8	Countryside	5,221	5,230	-9	-0.2%
9	Deerfield-Bannockburn	3,302	3,329	-27	-0.8%
10	Fox Lake	4,845	5,063	-218	-4.3%
11	Fox River Grove	765	770	-5	-0.6%
12	Grayslake	5,004	4,876	128	2.6%
13	Great Lakes	2,606	2,612	-6	-0.2%
14	Gurnee	8,017	7,718	299	3.9%
15	Highland Park	5,940	5,998	-58	-1.0%
16	Lake Bluff	785	746	39	5.2%
17	Lake Forest	4,007	3,699	308	8.3%
18	Lake Villa	3,694	3,772	-78	-2.1%
19	Lake Zurich	4,787	4,732	55	1.2%
20	Libertyville	5,270	4,792	478	10.0%
21	Lincolnshire-Riverwoods	4,010	4,094	-84	-2.1%
22	Long Grove	1,942	1,931	11	0.6%
23	Mundelein	4,568	4,438	130	2.9%
24	Newport Township	1,414	1,340	74	5.5%
25	North Chicago	3,071	3,068	3	0.1%
26	Round Lake	5,937	5,763	174	3.0%
27	Wauconda	4,769	4,871	-102	-2.1%
28	Waukegan	12,616	12,170	446	3.7%
29	Wheeling	5,287	5,132	155	3.0%
30	Winthrop Harbor	1,129	1,073	56	5.2%
31	Zion	4,468	4,505	-37	-0.8%
TOTAL CALLS		121,865	119,863	2,002	1.7%

GRAYSLAKE FIRE PROTECTION DISTRICT



Headquarters: 160 Hawley Street Grayslake, IL 60030
www.grayslakefire.com

Tel. 847.223.8960
Fax 847.223.8964

Board of Trustees

Ellen L. Dimock
President

Karen Wojciechowski
Treasurer

Terry Toth
Secretary

Dan Pierre
Fire Chief

January 24, 2024

Chief David Pilgard
Lake Zurich Fire Department
321 S. Buesching Rd.
Lake Zurich, IL 60047

Dear Chief Pilgard,

On behalf of the Grayslake Fire Protection District, please accept my sincere thanks and appreciation for the assistance your department provided to our structure fire MABAS Box #27-2 to the 4th alarm level on December 13, 2023.

The residence at 18172 Twin Lakes Blvd. had a well-involved fire in the detached garage that extended into the single-family dwelling with power lines down and arcing on the arrival of our crews. The incident commander immediately requested an upgrade of the alarm for additional crews and change of quarters companies. Additional alarms were requested due to crew's exhaustion and difficulty with building overhaul with many void spaces. The fire was eventually extinguished with no injuries occurring to residents or firefighters.

We sincerely appreciate the professional members and resources provided by your department. Please extend our thanks to all personnel of your department for the excellent service they provided.

Sincerely,

David Torkilsen
Battalion Chief

Dan Pierre
Fire Chief

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

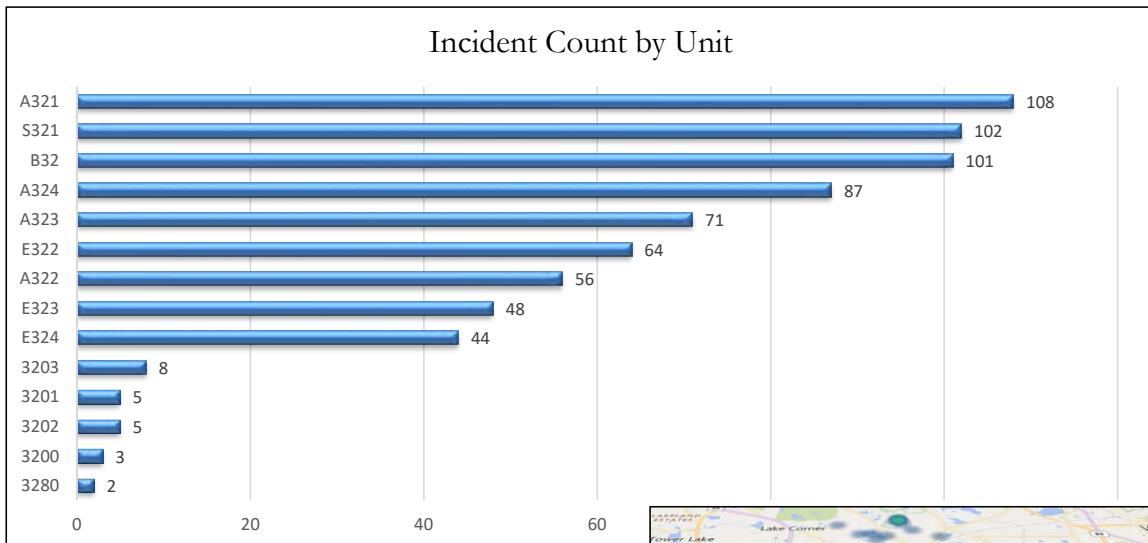
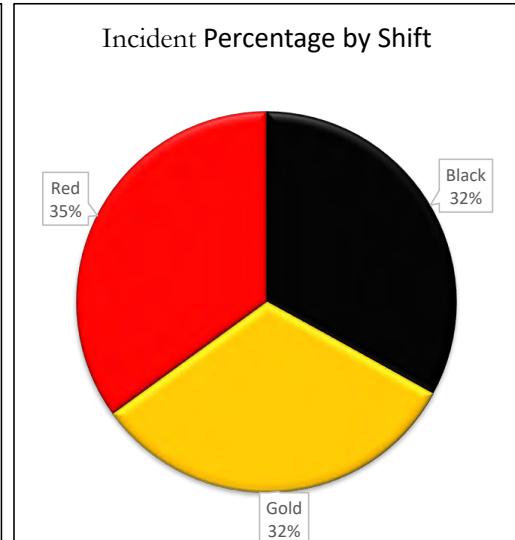
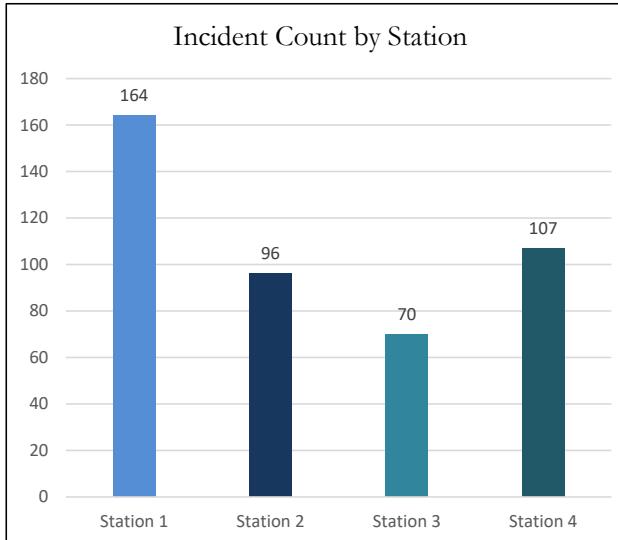
21970 Field Pkwy
Deer Park, IL 60010

APPARATUS & STAFFING

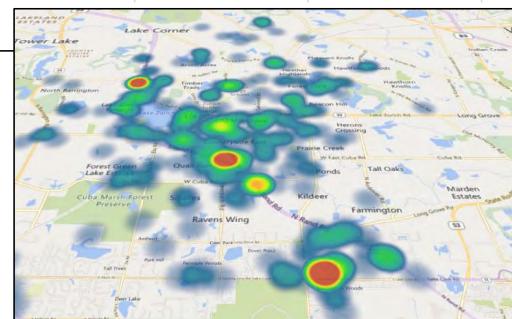
ENGINE 324
AMBULANCE 324



OPERATIONS DIVISION

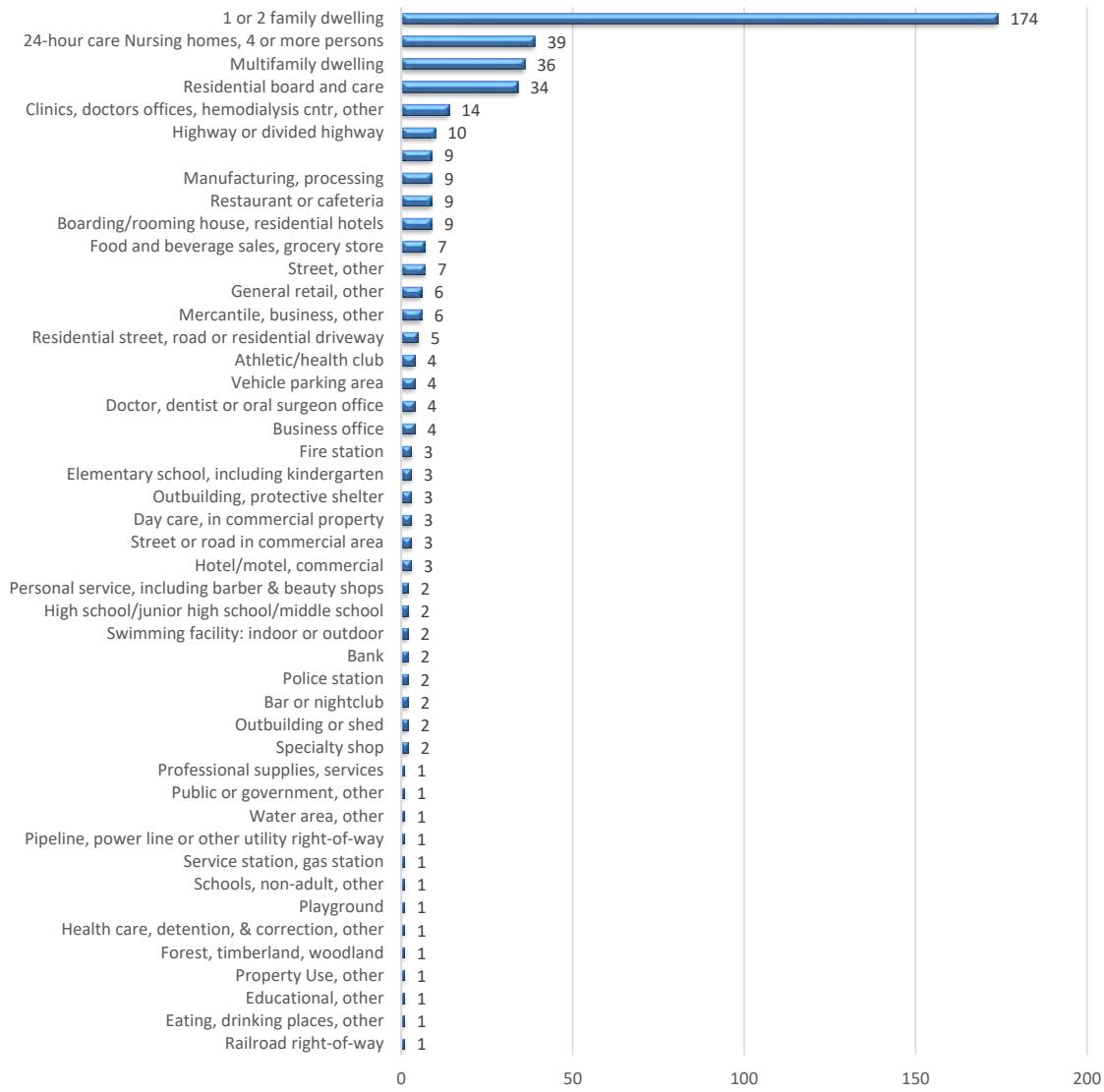


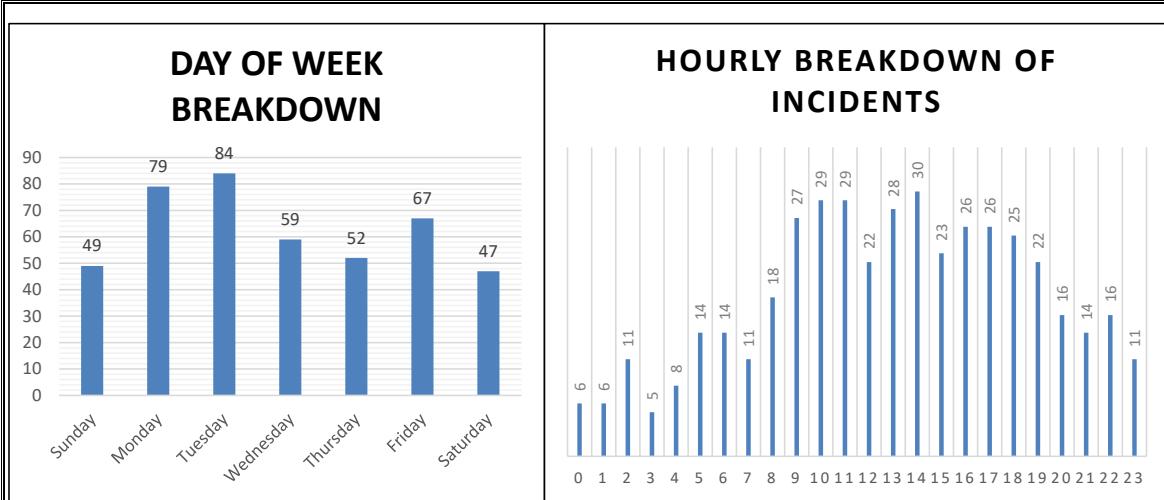
Response Locations The graphic to the right is a visual representation of call distribution for January. As visually displayed, the assisted living/memory care facilities are a large portion of our department calls and are consistently within the top locations responded to each month. We frequently respond to doctor offices, health clinics, and automobile accidents near the Route 12 corridor.



10 | Page

Incidents by Property Type - January 2024





Response Times

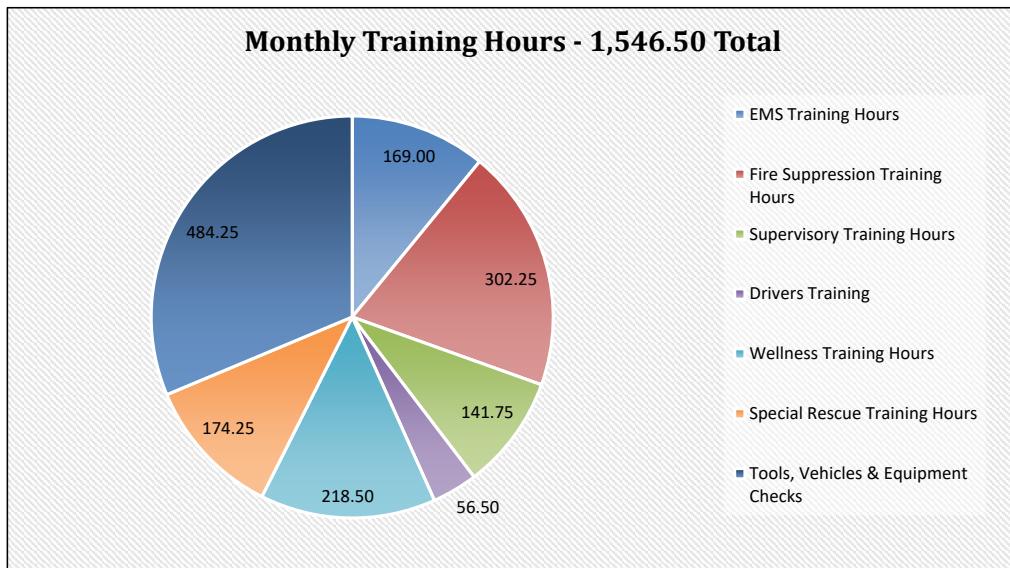
Response time includes three key factors: **dispatch handling, turnout, and travel time**.

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 January 2024.

Dispatch Time	Turnout Time
Average Dispatch Time 1 MINUTE, 14 SECONDS	Average Turnout Time 1 MINUTE, 03 SECONDS
Travel Time	Response Time
Average Travel Time 4 MINUTES, 30 SECONDS	Average Response Time 6 MINUTES, 41 SECONDS

TRAINING DIVISION



Fire Training:

- Nicor Field Representative Presentation – Responding to Natural Gas Emergencies
- Drivers Training – Winter Operations
- Drivers Training – Policy Review
- Bureau Updates – May Whitney School and Seth Paine School
- Hose and Appliances
- Forcible Entry
- PPE Inspections – Gear and SCBA
- Sprinkler Systems for Fire Department Response
- Lithium Ion Battery Fires
- Ladders
- Preplan Review and District Familiarization

EMS Training:

- Northwest Community Healthcare Continued Education - Infection/Sepsis/Abdominal Emergencies
- Quarterly Intubations
- Blood Borne Pathogens
- Ketamine Emergencies
- Mandated Reporter 24

Special Team Training:

- Ice Dive Operations and Water Rescue
- Paratech Strut In-Service – Stabilization and Lifting

- GX6000 Gas Monitor Inservice
- TRT – MABAS County Level Training
- Haz Mat – County Level Training
- Grip Hoist Set Up

Health and Safety Training:

- Weekly Group Functional Fitness – To serve and protect
- Daily Fitness
- 7 Core Exercises for Low Back Pain

Administrative Training:

- Professional Development
- Budget Update
- Officer development
- Sexual Harassment Quarterly Training

Outside Training:

- Lieutenant Doug Erg Attended Winter Fire School at IFSI

FIRE PREVENTION BUREAU

Fire Incidents/Investigations:

1/9/2024 – Fire Investigation at 583 N. Rand Road Suite #4 – Zin Gastropub – (Small fire in the rear employee bathroom activating a single sprinkler head extinguishing the fire prior to arrival). Investigators Jeff Hall, John Wiecek.



14 | Page

Annual Fire Inspections:

The Fire Prevention Bureau conducted **144** Annual Property Inspections in January.

Additional Inspections and Follow Ups:

1/2/2024 – Fire Alarm System Follow Up at 21660 Lake Cook Hampton Inn – (Front Annunciator Panel needs to be replaced. Property Manager is aware of the work needed).

1/2/2024 – Sprinkler System Follow Up at 945 Telser - Bish Creative – (Advised management to schedule service, System is in supervisory).

1/3/2024 – Fire Alarm Follow Up at 900 Donata Court (System Normal Upon Inspection).

1/4/2024 – Sprinkler System Follow Up and Knox Box at 737 S. Rand Road – Life Storage – (Sprinkler System Repair is Scheduled, Mechanical Room Key Provided, Pedestrian Gate Key Provided).

1/5/2024 – Sprinkler System Follow Up #2 at 945 Telser Bish Creative – (Sprinkler System has been repaired).

1/5/2024 – Sprinkler System Follow Up at 101 Arcadia Lane – Meadow Wood – (System Normal Upon Inspection).

1/5/2024 – Fire Alarm System Follow Up at 900 Donata Court - (System Normal Upon Inspection).

1/8/2024 – Sprinkler System Follow Up at 79 Rosehall Drive – (HOA advised to schedule service).

1/9/2024 - Sprinkler System Follow Up at 79 Rosehall Drive – (International Fire Equipment adjusted the pressure switch. The panel is clear).

1/10/2024 - Knox Box at 583 N. Rand Road Suite #4 – Zin Gastropub – (Rear door key provided and placed inside Knox box).

1/12/2024 – Annual Fire Pump Flow Test at 1275 Ensell Road.

1/15/2024 – Knox Box at 4 Wingfoot Drive – Replaced Knox Box key and reattached Knox Door.

1/15/2024 – Sprinkler System Follow Up at 4 Wingfoot Drive. (Supervisory) – Contacted the property manager and advised service to be scheduled.

1/15/2024 – Fire Alarm System Follow Up at 20530 N. Rand Road (Unit 328) – Advised to schedule service for alarm system.

1/15/2024 – Sprinkler System Follow Up at 430 S. Rand Road (Supervisory) – Contacted the property manager and advised service to be scheduled.

1/15/2024 – Sprinkler System Follow Up at 17. S Old Rand Road (Supervisory) – Contacted the property owner. Service is scheduled for 1/16/2024.

1/15/2024 – Resident Complaint Follow Up at 777 Church Street – (Issues have been resolved per Ted Telios, Manager, Maintenance).

1/16/2024 – Sprinkler System Follow Up at 953 S. Rand Road (System was leaking upon arrival and was shut down and drained). Fidelity Building Group has scheduled for repairs.

1/16/2024 - Sprinkler System Follow Up at 1350 E. Hwy 22 (Broken pipes, system was shut down and drained). System is scheduled for repairs – per management.

1/16/2024 – Fire Alarm System Follow Up at 2 E. Main Street – “Trouble” - (System Normal Upon Inspection).

1/16/2024 – Sprinkler System Alarm Follow Up at 1035 Orchard Pond Building 38 - Sonoma Townhomes - (System Normal Upon Inspection).

1/16/2024 – Sprinkler System Alarm Follow Up at 814 Spencer Lane Building F - Flint Crossing Townhomes - (System Normal Upon Inspection).

1/16/2024 – Sprinkler System Alarm Follow Up at 953 S. Rand Road General Building - Deerpath Commons – (System Normal Upon Inspection).

1/17/2024 – Sprinkler System Follow Up at 953 S. Rand Road – (International has repaired the sprinkler system).

1/17/2024 - Fire Alarm System Follow Up at 905 Telser - (System Normal Upon Inspection).

1/17/2024 - Fire Alarm System Follow Up at 21481 N. Rand Road - (System Normal Upon Inspection).

1/17/2024 - Fire Alarm System Follow Up at 20502 N. Rand Road - (System Normal Upon Inspection).

1/17/2024 – Sprinkler System Follow Up at 430 S. Rand Road – (Low Temp Alarm). Manager has scheduled for additional heaters to be placed inside sprinkler room.

1/18/2024 – Requested to the scene by Command at LZ Middle School North – (Sprinkler System Shut Down. International on site and scheduled for sprinkler repairs).

1/18/2024 – Knox Box – Meeting at LZ Station #4 for Knox Box Key Replacement.

1/18/2024 – Second Sprinkler System Follow Up at 1350 E. Hwy 22 Mariano’s - (Sprinkler system has been repaired and back in full service – Contact person: Summer - Store Manager).

1/18/2024 -Second Sprinkler System Follow Up at 430 S. Rand Road – (Additional Heaters were installed inside the sprinkler room). This should avoid any low temp alarms. The room is now warm.

1/19/2024 – Requested to the scene by Command at 197 S. Rand Road – Holiday Inn Express for the wet smoke detector activation – (Damaged detector was removed, System was placed on test. Management call in to alarm company to scheduled repairs for 1/19).

1/19/2024 – Fire Alarm System Follow Up at 197 S. Rand Road – Holiday Inn Express: (Spoke with alarm company and discussed the condensation issue in the pool room, suggested laser detectors. Pool room has been isolated, the remaining areas of the hotel are being monitored).

1/19/2024 – Second Sprinkler System Follow Up at 953 S. Rand Road (System has been repaired).

1/22/2024 - Sprinkler System Follow Up at 20271 N Rand Rd - Whole Foods (Pump Running and Standing Water Under the Pump). Contacted Wendy Gallo (Management) a ticket was placed to Esscoe and Sprinkler Company (FSI) to service the system on 1/22/2024. (Bad Jockey Pump). Jockey Pump was ordered, Rogers Pump to replace the jockey pump on 2/2.

1/22/2024 - Sprinkler System Follow Up at 507 Beach View Lane - Biltmore (Low Air Pressure, System Placed on Test for Supervisory). Contacted Mark at International on Saturday, informed him of the situation. Service has been scheduled for 1/22/2024. (System was repaired at 14:00).

1/22/2024 - Fire Alarm System Follow Up at 115 Clover Hill – Montessori Children’s House - (System Normal Upon Inspection).

1/23/2024 - Fire Alarm System Follow Up at 830 S. Rand Road – Chasers - (System Normal Upon Inspection).

1/23/2024 – Sprinkler System Follow Up at 950 W 22 – (Crew shut down system due to dry system not charging. Also, could not gain access into suite 119) Upon follow up, property manager has scheduled service for today 1/23, in addition will provide the FPB with a key for suite 119.

1/23/2024 – Fire Alarm System Follow Up at 18 Lakebreeze Bldg. #9 - (System Normal Upon Inspection).

1/23/2024 – Fire Alarm System Follow Up at 703 Rose Road (Sprinkler Room) - (System Normal Upon Inspection).

1/23/2024 – Fire Alarm System Follow Up at 1221 Flex Court - (System Normal Upon Inspection).

1/24/2024 – Follow Up with Danielle Stevens (School District 95) regarding frozen pipes at LZ Middle School North – Ceiling was removed in the affected area, insulation was installed, pipes and sprinkler head replaced. System Normal.

1/24/2024 - Fire Alarm System Follow Up at Concord Village Bldg. 49 Mews 131 Rosehall - (System Normal Upon Inspection).

1/24/2024 - Fire Alarm System Follow Up at - Courtyard of Lake Zurich 1255 S Rand Rd, General Building - (System Normal Upon Inspection).

1/24/2024 – Second Sprinkler System Follow Up at 507 Beach View Lane – Received a second alarm - (International detected a small leak within the system. Replaced a section of pipe and one sprinkler head. System Normal and holding).

1/24/2024 - Fire Alarm System Follow Up at - Lake Zurich Senior High School 300 Church Street - (System Normal Upon Inspection).

1/26/2024 – Fire Alarm System Follow Up at 210 Rosehall - (System Normal Upon Inspection).

1/26/2024 – Knox Box at 1275 Ensell – Tamper switch installation for the new 4200 series Knox box.

1/26/2024 – Fire Alarm System Follow Up at 351 Rt 22 – (Contacted Property Manager and advised to schedule the Annual Fire Alarm Test. Test is scheduled for 2/2/24).

1/29/2024 – Fire Alarm System Follow Up at 20530 N. Rand Road (300) - (System Normal Upon Inspection).

1/29/2024 – Fire Alarm System Follow Up at 590 Telser Road - (System Normal Upon Inspection).

1/29/2024 – Fire Alarm System Follow Up at 142 Oakwood - (System Normal Upon Inspection).

1/29/2024 – Knox Box Follow Up at 950 W. Rt 22 Suite 119 – (Key Provided and placed inside Knox Box). Also, the dry sprinkler system compressor has been replaced, system is normal.

1/29/2024 – Fire Alarm Monitoring Follow Up at 795 N. Rand Road – (Payment has not been made in several months. Met with Executive Director of Facility who stated, payment will be sent today).

1/29/2024 - Sprinkler System Follow Up at 17 S. Old Rand Road – Property Manager Matt Lovejoy requested the FPB to follow up on a Low Temp Alarm. (System Normal Upon Inspection and no heat issue noted).

1/29/2024 – Broken Water Main at 20530 N. Rand Road Unit 400A Deer Park Town Center FACP Room. Mall Engineer was on scene, Josie Doniec (Deer Park B&Z) was contacted, follow up with Palatine Water.

1/30/2024 – Broken Water Main Follow Up at 20530 N. Rand Road Unit 400A Deer Park Town Center FACP Room. (Bolts to the bonnet failed causing this issue. Bolts have been replaced, leak is repaired).

1/30/2024 – Fire Alarm System Follow Up at 142 Oakwood – (Upon arrival, Fox Valley was on site and replaced the exterior strobe device due to moisture. System is normal).

1/31/2024 - Fire Alarm System Follow Up at 77 N. Buesching - (System Normal Upon Inspection).

1/31/2024 - Fire Alarm System Follow Up at 31 Arcadia - (System Normal Upon Inspection).



1/31/2024 – Automatic Fire Alarm Follow Up at 670 S. Rand Road – Faulty Pull Station & No Firefighter Access to the Riser Room - Met with Store Manager Janet Sweno to discuss the issues. Issues are being addressed. Details to follow.

- 14 Final Occupancy Inspections
- 3 New Sprinkler Systems/Hydro
- 3 New Fire Alarm
- 52 Follow-ups
- 5 Knox Box
- 4 Ceiling
- 1 Fire Pump
- 38 Re-Inspections

Meetings and Other Activities:

1/1/2024 – Holiday.

1/2/2024 – Fire Company Walk through at Seth Paine & May Whitney.

1/3/2024 – NIFIA Meeting/ Training at Mundelein Fire Station #1. (Training Topic – BDA Systems by Honeywell).

1/3/2024 – Fire Prevention Meeting with Chief Pilgard and Deputy Chief Christopherson - Station #1.

1/4/2024 – Fire Company Walk through at Seth Paine & May Whitney.

1/11/2024 – Rack Storage Consultation at 1155 Rose (Termax)

1/11/2024 – Elevator Sprinkler Location Consultation at 400 S. Old Rand Road.

1/15/2024 – Clerk sent emails to property managers and building owners reminding them to remember to turn their heaters up inside sprinkler/ fire equipment rooms.

1/16/2024 –Consultation at 444 S. Rand Road with Property Manager to discuss front atrium heat issues and Sprinkler System Options.

1/17/2024 – FPB meeting with Chief Pilgard and Deputy Chief Christopherson.

1/25/2024 – Staff & Officer Meeting at Station One.

1/30/2024 – Clerk has been sending out second invoice notices to businesses for unpaid operational permits.

Plan Reviews: The FPB completed **14** Plan Reviews taking **21** plan review hours.



PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

January 2024

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

The Spring/Summer 2024 brochure hit households the week of January 29th with registration for Lake Zurich residents to begin on Monday, February 5th (registration for nonresidents begins on February 12th with the exception of day camp which will begin on March 4th if any availability remains). All programs are available for viewing on lakezurich.org. The department is preparing for the first day of camp registration as in 2023 most camps were filled within 72 hours. The catalogue also features our new art independent contractor Do Art Productions which will offer comic book, acting poetry and painting workshops/classes. The department is also reaching out to a variety of other local contractors for the Fall season such as youth art, youth vet tech and medical enrichment programs and dog obedience.

Registration for Yellow Brick Road began for current families as January 15th and Lake Zurich resident families as of the 29th. Our retention rate is 71% of currently registered families moving into the 2024-2025 school year. To date, enrollment is tracking approximate 3% higher year over year. Registration for nonresident families for the program begins on Monday, February 12th.

The department has also begun accepting applications and interviewing for the Summer seasonal positions. All interested candidates are encouraged to apply at lakezurich.org. Recreation Supervisors, Elke Kadzielawski and Jenna Stanonik, are set to attend career expos at Stevenson, Lake Zurich and Wauconda High Schools. At this time, the departments are still working with staff from last season to determine who will be returning and the exact number of staff needed to be hired. The department is continuing to meet with seasonal leadership and plan for the upcoming season. Program registration forms and program websites are updated and can be found at lakezurich.org. Staff are working on purchasing and scheduling for the programs in the upcoming months ie. Camp Cedar field trips, aquatics staff in-services, orientation agendas, etc. Director Caputo and Recreation Stanonik has been working with HR Director Gibson to revamp our Child Abuse Prevention policy and training for the upcoming season. The update will include a training video thru DCFS to be viewed during orientation by all recreation staff.

Recreation Supervisor Marisa Boynton has updated all event websites including the volunteer sign up page which can be found by visiting <https://lakezurich.org/571/Event-Volunteer-Opportunities>. All 2024 event vendors, sponsors and volunteers have received an email thanking them of their support in 2023 and an invite to participate in 2024. The department is still working on a few outstanding event contracts (golf carts for Alpine Fest Parade and July 4th, 4th of July fireworks invoice, Live at the Lake event series entertainment). Vendor applications and invites to return to Food Truck Socials, July 4th, Farmers Market, Rock the Block and Miracle on Main Street were sent out as of the 1st of the new year with a returning vendor priority registration period thru February 28th with new vendor applications being accepted now for committee review. The department is prepping for the Annual Egg Hunt to take place at Paulus Park on Saturday, March 23rd sharply at 12pm. New this year will be a fourth age circle for tweens 11+. Bright Horizons will be the prize Egg Basket sponsor and DJDaveChicago has continued his in-kind sponsorship of the DJ services for the event. The department is working to see if there is a hot coffee/cocoa/snack vendor who would be interested in attending the event as well. Recreation Supervisor Boynton is also working with Village Arborist, Shawn Walkington,

and the Tree Commission on the Annual Arbor Day event to take place at Paulus Park on Saturday, April 27th. The event will continue to feature at tree planting on the property and Tree Commission demonstration at 9am followed by a park scavenger hunt, free tree sapling giveaway, coffee and cocoa with a Village Representative to discuss local topics of interest and park clean up. New this year will be a free compost giveaway while supplies last and paper shredding event until 12pm or until the truck is filled on the property. Sign up for park clean up can be found by visiting <https://www.signupgenius.com/go/20F0548AEAC23A6FD0-47267211-arbor#/>

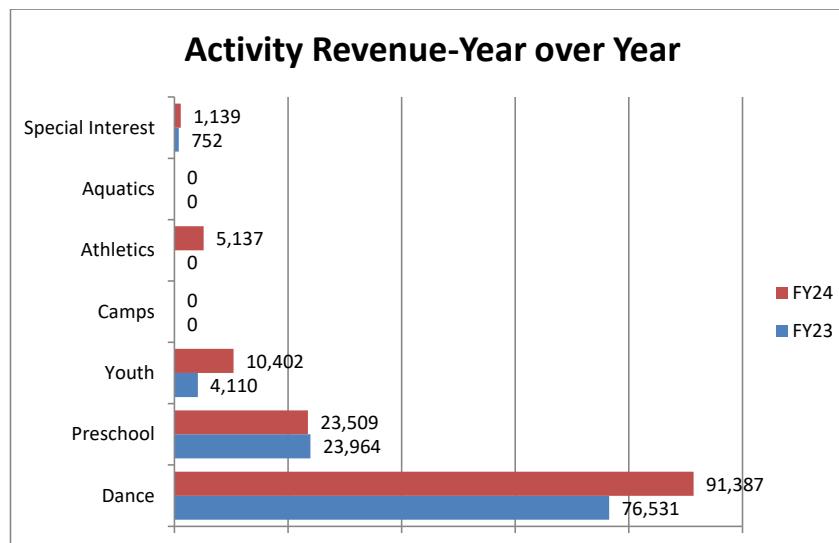
The department received an announcement indicating that the Village has been awarded the OSLAD grant thru the IDNR. The Village's FY24 Paulus Park application included the renovation of the splash pad, addition of a bandshell, shoreline restoration and outcroppings on the Southern end of the parcel and the addition of gatherings spaces with games tables and baggo courts. Next steps would include contracting architectural and engineering professional services for the design development, construction documents, permitting, bidding, and construction administration. The department anticipates presenting this to the Village Board later in February.

The department is continuing to work with the Public Works team to complete a variety of projects in the upcoming year: Breezewald Park facility, roof updates at the Chalet/shelter A/concessions stand, Staples and Sonoma tennis court renovation (exploring adding a couple pickleball courts to Staples Park), and flooring renovation at Buffalo Creek building A. The department will continue to work with Michael Duebner on the electronic marquee and exterior building signage for the Barn and Buffalo Creek facilities.

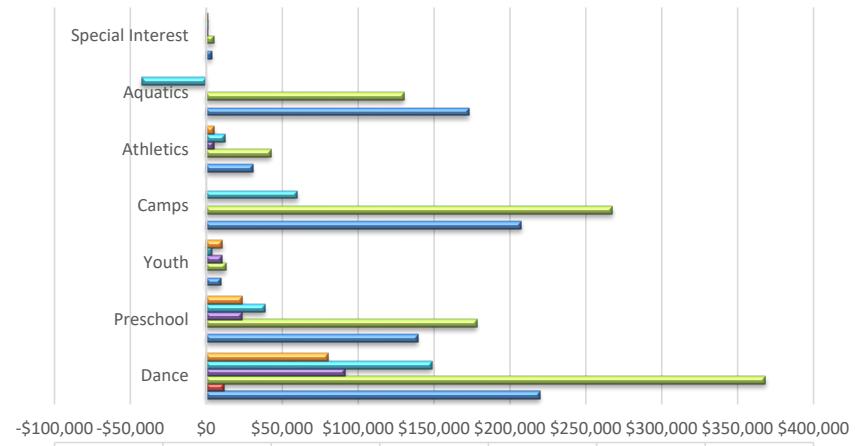
As the Village prepares for its first year collecting the full 4% SRA property tax levy (Special Recreation Association) to allow more funding for programs and facilities for people with special needs, the Village is also gathering public feedback on this topic until February 28, 2024 via this active online poll: [Equitable Use of Park Facilities Survey \(surveymonkey.com\)](https://www.surveymonkey.com/r/Equitable_Use_of_Park_Facilities_Survey) To date, 177 responses have been received to the survey from participants in our SRACLC programs, District 95 and the Lake Zurich community. Once the poll closes, the department hopes to assemble a small working group to review the data and prioritize what the Village should be funding across our park system.

The department will continue their collaboration with Ancient Oaks Foundation quarterly community events and the Ela Public Library partnership with Storywalks at select park locations to hopefully begin back up in the Spring. The department has followed up with all special event external partners with the application for 2024 due by mid-December. At this time all partners with the exception of Brazilian Fest (have not responded) have submitted applications that are to be presented to the Village Board at their February 5th meeting. Received applications include Jack O Lantern World, Phase 3 Bushel of Apples Fest, LZ Tri, Alpine Races, Unplugged Fest, My Density Matters October fundraising walk and June boat crawl (boat crawl is new), Gigi's Playhouse 5K and Purple Plunge. Staff will be seeking a Park and Recreation Advisory Board recommendation at their upcoming February 13th meeting for the Water Lantern Festival special event proposed to be held at Paulus Park on Saturday, May 18, 2024 from 5-9:30pm. The approximate number of attendees for the event is 2,000 to utilize the park grounds/Playground Pavilion and park waterfront at Paulus Park. One Water Lantern

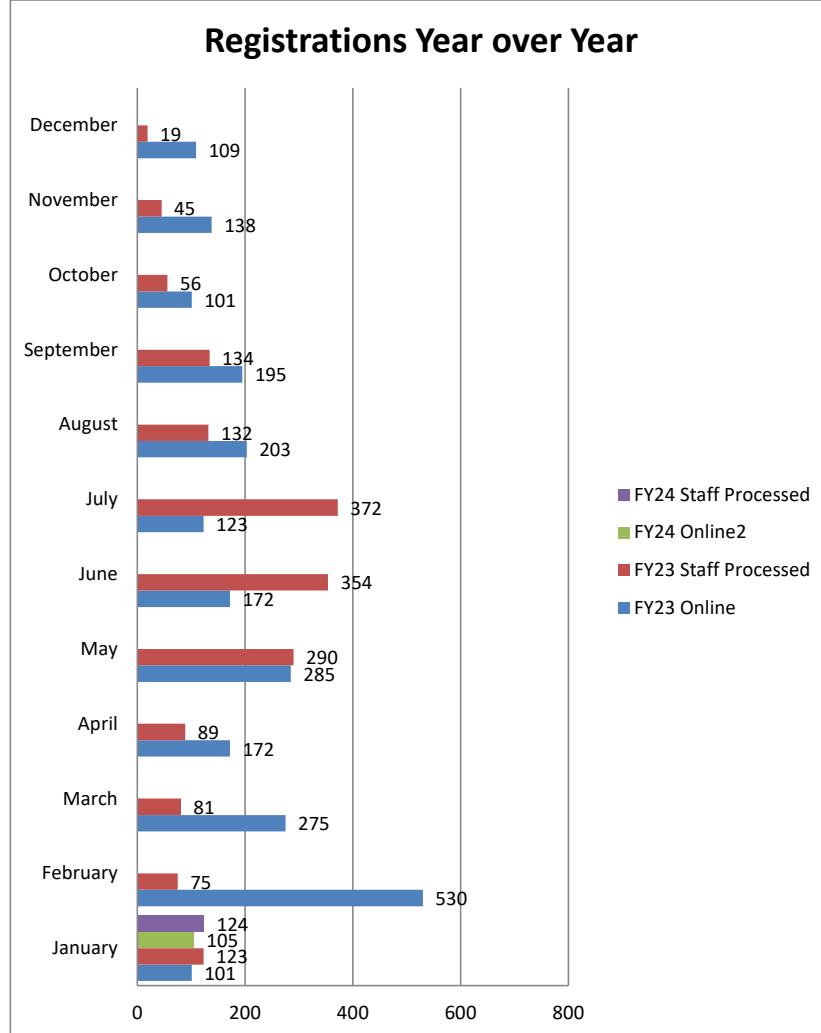
Festival LLC is a for profit organization whose mission is to provide an incredible experience where thousands of family, friends and strangers celebrate life together. Along with the lantern launching, the event will also provide food vendors and live entertainment. One Water Lantern Festivals are offered at many locations nationwide and further information on their events can be found at <https://www.waterlanternfestival.com/>. Due to the nature of the event, the department has reached out to the LPOA to make them aware of the application and provide the opportunity to answer any questions their membership may have. If the event application receives a positive recommendation from the Park and Recreation Advisory Board, the department will touch base with all other applicable departments for their review and anticipates presenting the event to the Village Board for consideration at a March meeting. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.



Program Cost Recovery Fiscal Y-T-D



	Dance	Preschool	Youth	Camps	Athletics	Aquatics	Special Interest
Actual Net	\$79,744	\$23,509	\$10,402	\$0	\$5,137	\$0	\$1,139
Budgeted Net	\$148,573	\$38,502	\$3,500	\$59,796	\$11,900	-\$42,580	\$1,238
Actual Rev	\$91,387	\$23,509	\$10,402	\$0	\$5,137	\$0	\$1,139
Budgeted Rev	\$368,040	\$177,851	\$12,750	\$267,188	\$42,500	\$130,030	\$4,750
Actual Exp	\$11,643	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted Exp	\$219,467	\$139,349	\$9,250	\$207,392	\$30,600	\$172,610	\$3,512



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.

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[Police.docx \(LINK\)](#)

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[PW Monthly Report - January 2024.docx \(LINK\)](#)



VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

JANUARY 2024

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

A Look Back at January 2024...

Comprehensive Plan Survey Themes – Wishes and Wants

In January, Teska Associates officially closed the 1st community online poll for the Lake Zurich Comprehensive Plan update. A total of 368 responses were received over the 9 weeks from October 25, 2023 – January 8, 2024.

Following a thorough review of feedback, we are happy to report that the majority of respondents have a positive image of Lake Zurich and enjoy living here. Consensus generally centered on loving the quality of life and schools, scenic natural environment, facilities, amenities and quick convenience.

With regard to the future, “core wishes and wants” focused on the desire for Lake Zurich to become a more modern, vibrant, connected and beautiful community. Feedback and ideas on how these wishes take root and come to fruition will be expanded upon in the survey report. Teska plans to officially share these findings with the Planning and Zoning Commission at their next check-in scheduled for February 21, 2024.

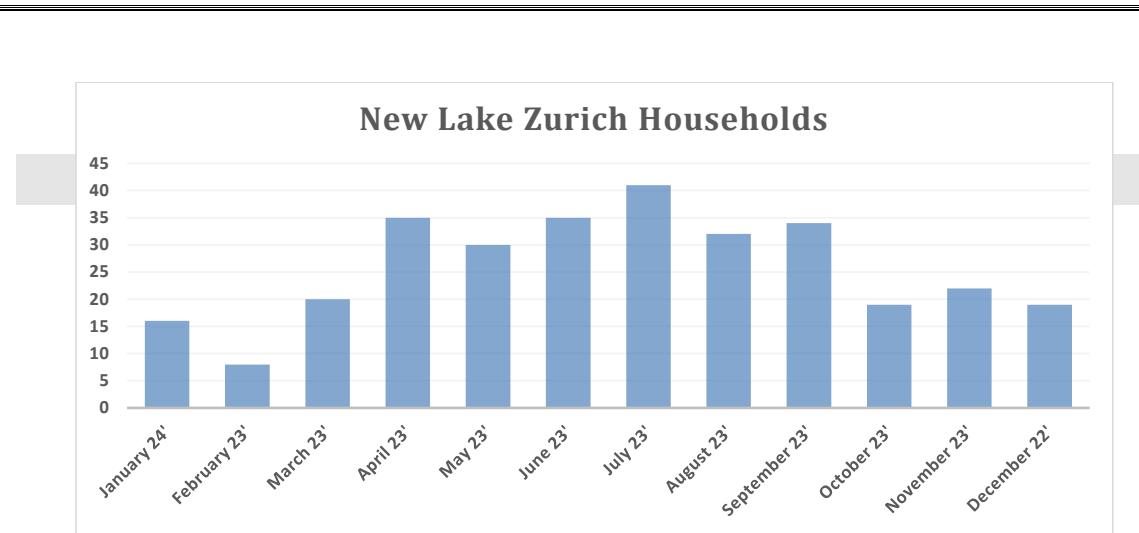
Americans with Disabilities Access Audits

Village Staff has reviewed five proposals from professional firms with experience in conducting access audits and transition plans related to municipal compliance with Title II of the American with Disabilities Act. In January, the Village approved an agreement with the WT Group to evaluate 32 public parks, most municipal facilities, and 20 miles of high-priority sidewalks.

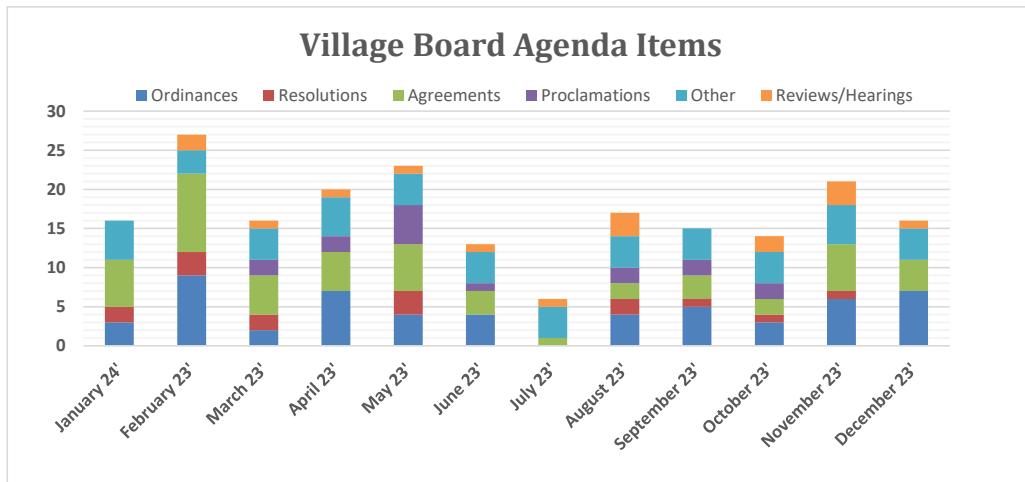


Rand Road Nirvana Dispensary Update

Permits for the conversion of the shuttered TGI Fridays at 676 S Rand Road into Nirvana Cannabis Dispensary were issued in late January 2024. Dumpsters now appear in front of the building with interior demolition under way. This project has met the 3rd milestone of February 1st, 2024, construction begin, identified in the Special Use Permit extension. The 4th and final milestone is to receive an occupancy permit from the Village and begin operations by July 1st, 2024.



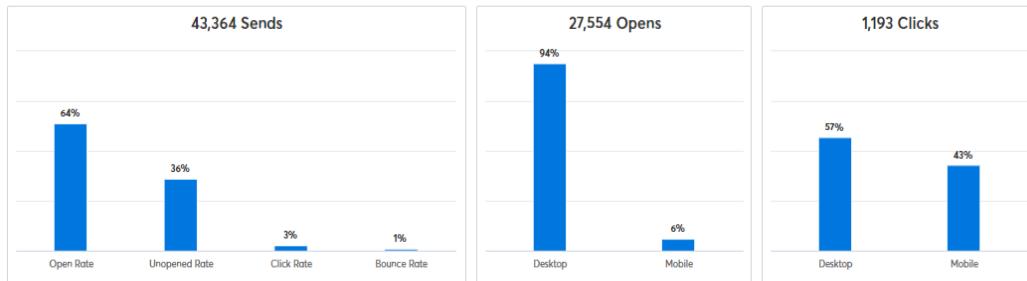
This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not include tenets in rental units, but only new single residential owners.



This metric shows the number of action items included on Village Board meeting agendas. As the local legislative governing body, the number of items acted upon by the Village Board has a direct input on Lake Zurich's strategic orientation. This data can be useful in decisions regarding meeting frequency, legislative workload, agenda preparation, activity levels, etc.

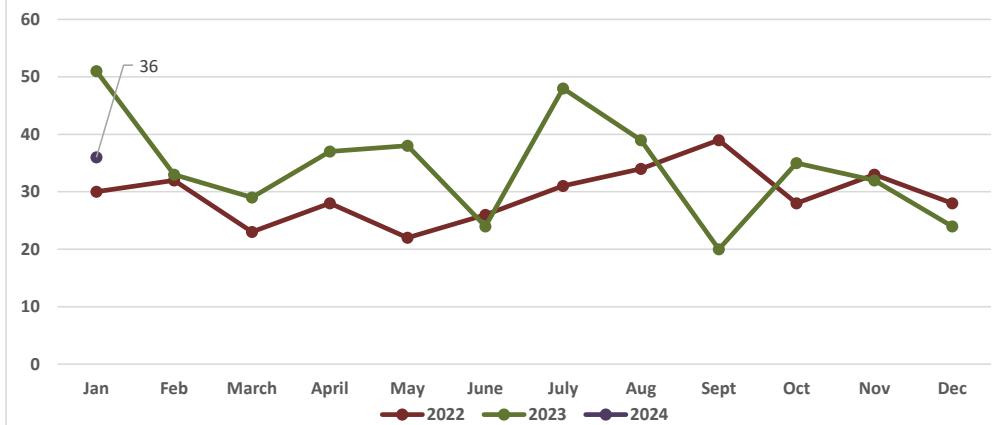
Average length of regular January Village Board meetings: 10 mins

Benchmarks Engagement

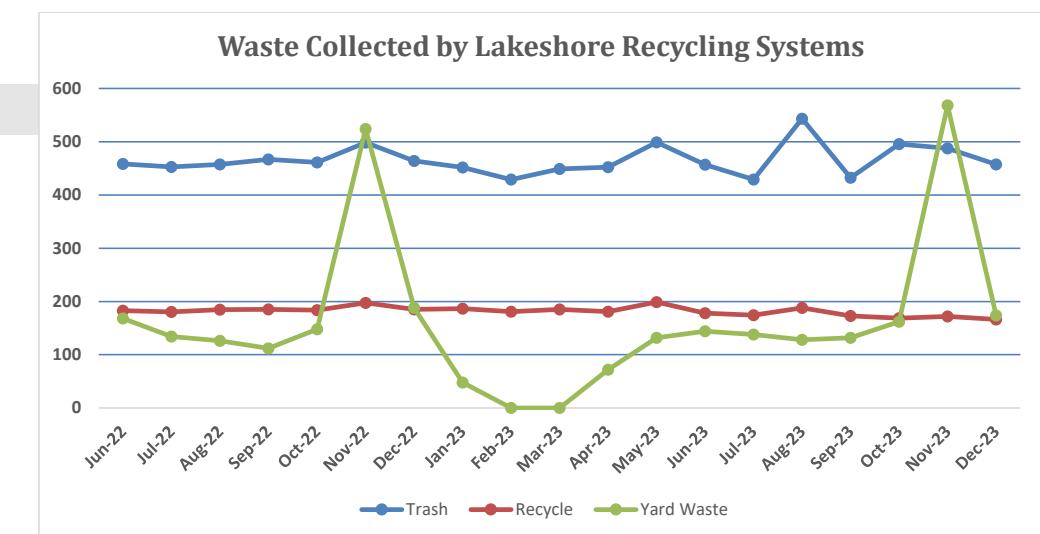


Benchmarks is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 6,000 subscribers.

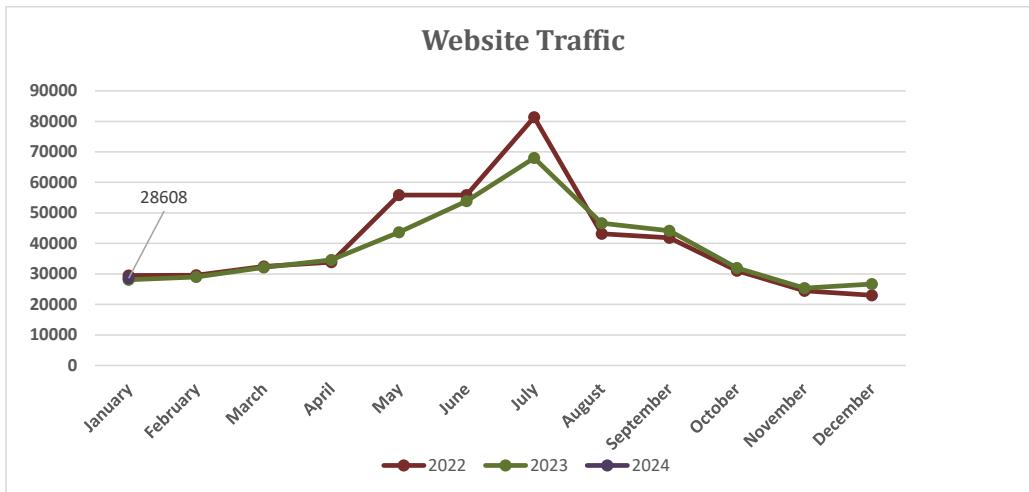
FOIA Requests Village-Wide



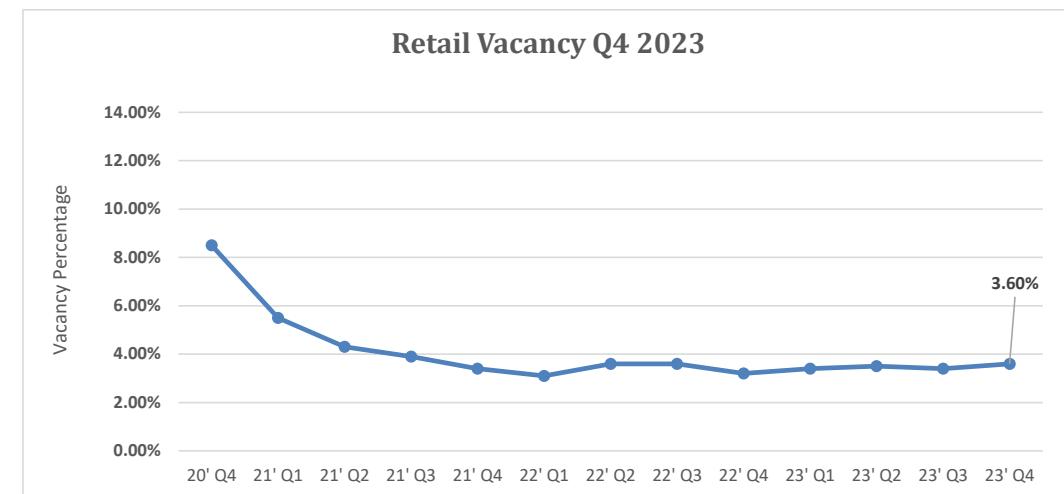
Open and honest government is a cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making processes. This graph includes all of the FOIA requests received Village-wide among 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.



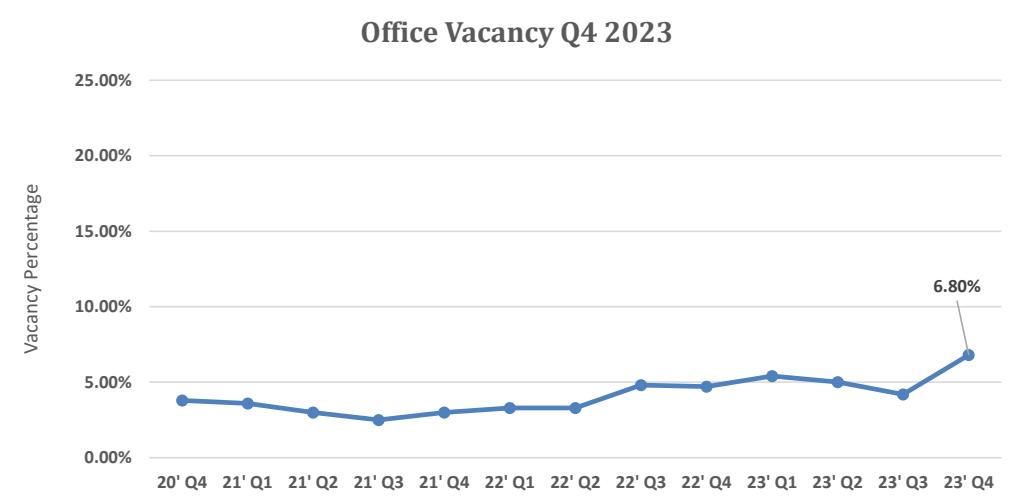
This data represents the number of visits to LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing resident-oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision-making. This metric tracks the number of visits to LakeZurich.org. **Most Visited Page for January: Front Page.**



The Lake Zurich retail vacancy rate remained nearly unchanged in Quarter 4 of 2023 from 3.4% to 3.6% vacant compared to the third quarter (*based on Lake County Partners data*). As of December 31, 2023, there was 95,618 square feet of retail space reported vacant in Lake Zurich, with average rates at \$18.43 per square foot (nnn).

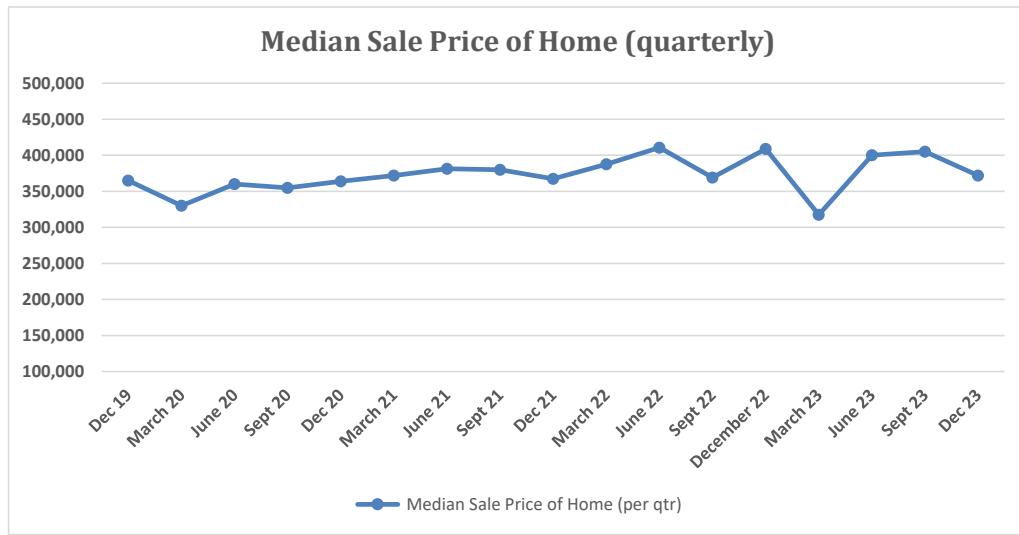


The Lake Zurich industrial vacancy rate remained flat at 2.3% in Quarter 4 of 2023 compared to Quarter 3 when the same 2.3% was reported vacant (*based on Lake County Partners data*). As of December 31, 2023, there was 128,546 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$5.21 per square foot (nnn).



The Lake Zurich office vacancy rate increased to 6.8% in Quarter 4 of this year compared to Quarter 3 at 4.2% vacant (*based on Lake County Partners data*). As of December 31, 2023, there was 27,524 square feet of office space reported vacant in Lake Zurich, with average rates at \$25.26 per square foot (full service).

Real Estate Housing Trends – Residential Inventory



The chart *above* reports the recent trend for median sale price of Lake Zurich houses. The prices are reported by quarter.

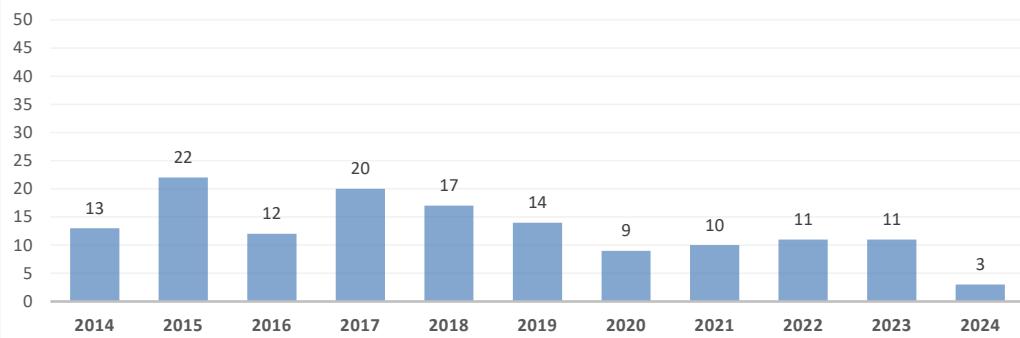
The monthly snapshot *below* reports more details about the residential real estate market for the most recent month.

January Snapshot of Real Estate Trends

Homes Reported for Sale:	26
Median Sale Price:	\$367,000
Median Days on Market:	53
Number of Homes Sold:	12

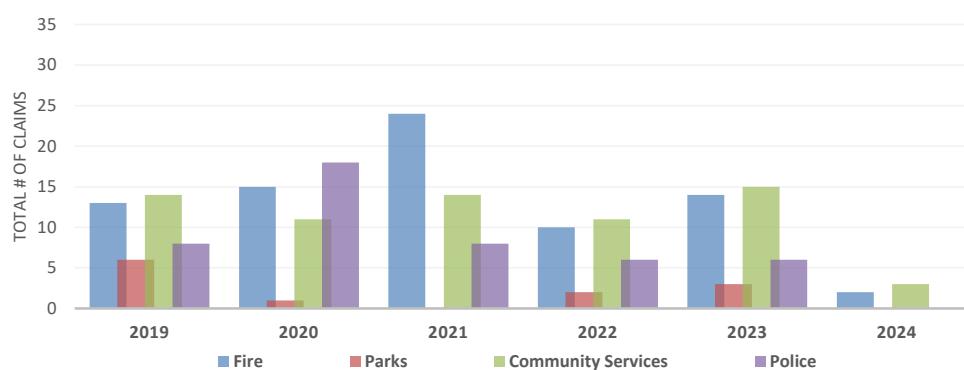
*Source: Redfin Corp.

General Liability Claims -Total Incidents (Year-to-Date)

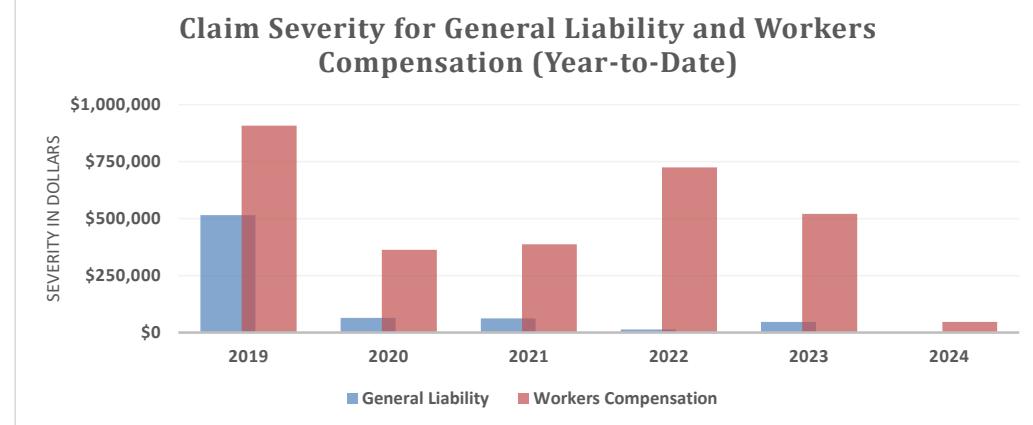


Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of approximately 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports 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 year. 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.