

APPROVED MINUTES  
VILLAGE OF LAKE ZURICH  
Board of Trustees  
70 East Main Street



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70 East Main Street

Monday, February 5, 2024 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton a 7.00pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee William Riley, Trustee Roger Sugrue, Trustee Greg Weider. Trustee Spacone was absent and excused. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Michael Duebner, Village Atty. Scott Uhler, Finance Dir. Amy Sparkowski, Management Services Dir. Kyle Kordell, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown, Park and Rec. Dir. Bonnie Caputo, H.R. , Dir. Doug Gibson.

3. **PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENT**

Eric Dubiel, 25 N Pleasant Road, addressed the Board on a few issues, including the water bill line item for Lake Michigan water; light pollution on Route 12 plus any plans for the Village to address this issue.

5. **PUBLIC HEARING ON CONSIDERATION OF PROPOSED SPECIAL SERVICE AREA NUMBER 21 FOR WILDWOOD ESTATES OF LAKE ZURICH ON HONEY LAKE ROAD – DUPLEX RESIDENTIAL LOTS 1-12 AND OUTLOT 1**

**Summary:** This is a Public Hearing for the proposed Special Service Area #21 located at the Wildwood Estates of Lake Zurich subdivision and covering common street addresses of 1121 – 1235 Honey Lake Road as well as the common open space comprising of stormwater management facilities at 24909 West Signal Hill Road.

The purpose of this proposed SSA is to fund the Village of Lake Zurich's costs of maintaining, repairing, reconstructing or replacing stormwater management improvements and shared open space in these locations. This SSA would be activated in the future only in the event that the property owners fail to adequately maintain these spaces.

All interested persons affected by the formation of Lake Zurich Special Service Area #21 are invited to be heard at this Public Hearing.

**Recommended Action #1:** A motion was made by Trustee Euker, seconded by Trustee Sugrue, to open the Public Hearing on proposed SSA #21 and receive into the record public comments.

AYES: 5; NAYS: 0; ABSENT: 1      MOTION CARRIED      VOICE VOTE

Public Hearing opened at 7.07pm.

**PUBLIC COMMENT.**

There was none.

Dir. Of Community Development Sarosh Saher described the procedure for the proposed SSA.

**Recommended Action #2:** A motion was made by Trustee Riley, seconded by Trustee Sugrue, to close the Public Hearing on proposed SSA #21.

AYES: 5; NAYS: 0; ABSENT: 1 MOTION CARRIED VOICE VOTE

Public Hearing closed at 7.08pm.

6. **PUBLIC HEARING ON CONSIDERATION OF PROPOSED SPECIAL SERVICE AREA NUMBER 22 FOR WILDWOOD ESTATES OF LAKE ZURICH ON HONEY LAKE ROAD – OUTLOT 2**

**Summary:** This is a Public Hearing for the proposed Special Service Area #22 located at the Wildwood Estates of Lake Zurich subdivision and covering the open space comprising of stormwater management facilities, wetlands, and waterways on the south side of Honey Lake Road with the common address 24909 West Signal Hill Road.

The purpose of this proposed SSA is to fund the Village of Lake Zurich's costs of maintaining, repairing, reconstructing or replacing stormwater management improvements and shared open space in these locations. This SSA would be activated in the future only in the event that the property owners fail to adequately maintain these spaces.

All interested persons affected by the formation of Lake Zurich Special Service Area #22 are invited to be heard at this Public Hearing.

**Recommended Action #1:** A motion was made by Trustee Euker, seconded by Trustee Riley, to open the Public Hearing on proposed SSA #22 and receive into the record public comments.

AYES: 5; NAYS: 0; ABSENT: 1 MOTION CARRIED VOICE VOTE

Public Hearing opened at 7.10pm

**PUBLIC COMMENT.**

There were none.

**Recommended Action #2:** A motion was made by Trustee Sugrue, seconded by Trustee Bobrowski, to close the Public Hearing on proposed SSA #22.

AYES: 5; NAYS: 0; ABSENT: 1 MOTION CARRIED VOICE VOTE

Public Hearing closed at 7.11pm

7. **CONSENT AGENDA**

- A. Approval of Minutes from the Village Board Meeting of January 15, 2024
- B. Approval of Executive Session Minutes from the Village Board Meeting of December 4, 2023
- C. Approval of Semi-Monthly Warrant Register Dated February 5, 2024 Totaling \$3,145,745.03
- D. Agreement with J & M Displays for July 4, 2024 Fireworks Display in the Amount Not-to-Exceed \$40,000

**Summary:** The 2024 budget includes \$40,000 in the Hotel Tax Fund for the annual fireworks display over the lake. The Village approved a three-year

contract with J & M Displays in 2022, with this being the final year of that contract.

- E. **2024 Internal Special Event Requests for the Annual Egg Hunt, Arbor Day, Food Truck Socials, Farmers Market, Family Fishing Derby, Live at the Lake Event Series, Independence Day Celebration, Rock the Block, and Miracle on Main Street**

**Summary:** The Parks and Rec Department requests approval of these community special events organized and managed by the Village. Events with anticipated attendance of over 100 people are reviewed by the Parks and Rec Advisory Board and then approved by the Village Board.

- F. **2024 External Special Event Requests for the LPOA Winter Lake Fest, Purple Plunge, My Density Matters Boat Crawl, Gigi's Playhouse 5K, the Lake Zurich Triathlon, Unplugged Fest, Alpine Races, Bushel of Apples Fest, Jack O' Lantern World, and My Density Matters Paint the Lake Pink**

**Summary:** The Parks and Rec Department requests approval of these community special events organized and managed by external organizations. Events with anticipated attendance of over 100 people are reviewed by the Parks and Rec Advisory Board and then approved by the Village Board.

- G. **Paulus Park Playground Pavilion Reservation Request on July 14, 2024 for Family Reunion Event**

**Summary:** A local Lake Zurich family requests approval to utilize the Paulus Park Playground Pavilion for a family reunion on July 14, 2024 from 9 am – 6 pm. Anticipated attendance is 140 people.

- H. **Agreement with ComEd for Design Engineering Services for Underground Burial of Electric Utilities on South Old Rand Road in the Amount Not-to-Exceed \$39,581.50**

**Summary:** The Village has \$1.25 million in the 2024 budget for this planned expense with ongoing Main Street District streetscape improvements. Burying electric lines will enhance the overall appearance of the area and make it more attractive for potential redevelopment opportunities. To initiate this project, ComEd requires a customer work agreement and an initial deposit of \$39,581.50, although the final cost of engineering and installation will be determined later.

- I. **Ordinance Granting a Special Use for a Planned Unit Development and Related Zoning Approvals for a Beauty Spa at 900 Winnetka Terrace Ord. #2024-02-545**

**Summary:** Atelier De Beauté requests approval of a Planned Unit Development, Site Plan Approval, and Exterior Appearance Review to construct a new building containing a beauty spa at 900 Winnetka Terrace. This business has been operating out of an office suite within the Sandy Point Office development for the past nine years, but has outgrown that space. The Applicant is proposing a new 2,340 square-foot building to house all its services that include hair styling, skin care treatments and body treatments such as massage therapy. The Planning and Zoning Commission held a public hearing on this proposal on January 17, 2024 and voted 5-0 to recommend approval.

**J. Ordinance Approving Budget Amendment #4 for Fiscal Year 2023 Budget  
Ord. #2024-02-546**

**Summary:** Upon evaluation of the financial projections for the 2023 fiscal year, a number of necessary budget amendments have been identified. These amendments are based on either actual figures or best estimates for projected year-end results. The total net impact to the General Fund is an increase of \$16,273 and the total net impact to the Capital Improvement Fund is an increase of \$4,650,000. The large capital adjustment is related to revenues received from the American Rescue Plan Act over the last couple years. The most significant adjustment to the General Fund is related to Fire Department labor attorney costs and Community Development engineering / architectural expenditures.

**K. Agreement with CDWG to Purchase One HPE Alletra Storage Array in the Amount Not-to-Exceed \$45,600**

**Summary:** The 2024 budget has \$86,000 in the Equipment Replacement Fund for this planned expense. The existing storage array that hosts various forms of digital information is no longer eligible for hardware and software support after April 2024. Village technology relies heavily on this storage array to host digital evidence for long periods of time.

Trustee Euker congratulated Park and Rec. Dir. Caputo on the new events.

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

AYES: 5 Trustees Bobrowski, Euker, Riley, Sugrue, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

**8. NEW BUSINESS**

**A. Courtesy Review with True North Properties for Proposed Redevelopment of Northwest Corner of Main Street and Old Rand Road**

**Summary:** True North Properties requests a Courtesy Review for consideration of a proposal to redevelop and enhance the property at the northwest corner of Main Street and Old Rand Road, currently leased by *Craving Gyros*, *Johnny's Shoe Repair*, and *MyFlavorItPlace*. The property has been owned by the Village of Lake Zurich since 2006 and is one of the most highly-visible corners of the Main Street District. This property is zoned in the B-2 Central Business District, which is intended to serve consumers with a wide variety of retail and service uses.

True North Properties is proposing to redevelop this property with a minimum of \$1.5 million of enhancements including significant exterior facade improvements, updating the interior of the three units with full renovations and raised ceilings, and potentially adding a drive-through or pedestrian pickup window at 10 East Main Street.

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.

This potential real estate transaction would be structured as a TIF real-estate redevelopment agreement with a future Public Hearing at the Planning and Zoning Commission to consider a drive through window. A future TIF redevelopment agreement would appear on a future Village Board agenda for final action.

**Recommended Action:** This is a non-voting item at this time. The developer and Village Staff seek to understand the Board's preferences towards the proposed use at this site.

Management Services Dir. Kyle Kordell introduced Nick Ieremciuc of TrueNorth Properties who gave background information on the proposal and answered the Board's questions. Mr. Ieremciuc shared information on other properties the company has rehabbed etc. The Trustees gave feedback on the proposal including concerns about a drive-up window in the alley/driveway; possible residential, contacting current tenants. Staff also answered the Board's questions.

A consensus was given by the Board.

**B. Courtesy Review with Tofino Shoreline Partners for Proposed Cannabis Dispensary at Oakwood Commons Shopping Center at 680 Route 22**

**Summary:** Tofino Shoreline Partners requests a Courtesy Review for consideration of a proposal to open an adult use cannabis dispensary at a vacant storefront in the Oakwood Commons Shopping Center. This commercial space has been vacant since 2022 and is zoned in the B-1 Local and Community Business District, which is intended to serve the everyday shopping needs of consumers and provide specialty shops to attract a wider suburban target market.

This location is compliant with the Lake Zurich buffer requirements for cannabis zoning, providing sufficient distance away from any school, library, day care, or park.

Operating a dispensary in Lake Zurich requires issuance of a Special Use Permit after a Public Hearing by the Planning and Zoning Commission with final approval by the Village Board.

**Recommended Action:** This is a non-voting item at this time. The developer and Village Staff seek to understand the Board's preferences towards the proposed use at this site.

Asst. Village Manager Michael Duebner introduced Ashley Thullen, of Tofino, and Tim Duffy, of Brideside. Ms. Thullen gave a PowerPoint presentation of the proposed cannabis dispensary. The Trustees then gave their feedback and their questions were answered by Ms. Thullen and Mr. Duffy. Concerns of the Board included foot traffic, parking, lighting, and a second dispensary in the village. A consensus was given by the Board to Tofino Shoreline Partners.

**9. PRESIDENT'S REPORT / COMMUNITY UPDATE**

There was no report.

10. **TRUSTEE REPORTS**

Trustee Euker reported on the upcoming production of "Clue" at the Lake Zurich High School.

Trustee Riley congratulated Park and Rec. Dir. Caputo and staff on the news of the awarding of the \$600,000 OSLAD grant by the State of Illinois. Dir. Caputo stated that the survey is still available online.

11. **VILLAGE STAFF REPORTS**

There were none.

12. **EXECUTIVE SESSION** called for the purpose of:

5 ILCS 120 / 2 (c) (21) review of executive session minutes and 5 ILCS 120 / 2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees.

Motion was made by Trustee Euker, seconded Trustee Weider, for the purpose of 5 ILCS 120 / 2 (c) (21) review of executive session minutes and 5 ILCS 120 / 2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees. There was no further business conducted after the Executive Session.

AYES: 5 Trustees Bobrowski, Euker, Riley, Sugrue, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

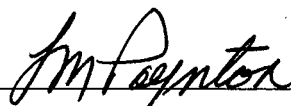
13. **ADJOURNMENT**

Meeting adjourned at 8.29pm.

Respectfully submitted:

Kathleen Johnson  
Village Clerk.

Approved by

  
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Mayor Thomas M. Poynton

2-28-2024  
Date.