

## VILLAGE OF LAKE ZURICH

Board of Trustees  
70 East Main Street



Monday, April 15, 2024 7:00 p.m.

### 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. **PUBLIC COMMENT**  
This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and up to 5 minutes per speaker.
5. **CONSENT AGENDA**  
These titles will be read by the Village Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any Village Trustee.
  - A. **Approval of Minutes from the Village Board Meeting of April 1, 2024**
  - B. **Approval of Semi-Monthly Warrant Register Dated April 15, 2024, Totaling \$493, 360.55**
  - C. **Lease Agreement with Kiki's Cotton Candy for Concessions at Paulus Park, 200 South Rand Road**

**Summary:** Kiki's Cotton Candy of Wauconda proposes to operate concessions at Paulus Park for the summer of 2024. The proposed lease outlines operations as a public park amenity offering a selection of non-alcoholic beverages and light food options. The lease is structured as a one-year term ending December 31, 2024, with a one-year extension allowed if mutually agreeable. Rent to the

Village is proposed at \$250 a month or 12% of gross sales, whichever is greater, for the months the venue is operating.

**D. Special Event Request with 10 x EM for Lake Zurich Triathlon on Sunday, July 13, 2025**

**Summary:** The 2024 triathlon event was previously approved for July 7, 2024, with organizer 10 x EM. Due to construction projects this year scheduled for Fairfield Road and the intersection of Miller and Route 12 and the potential unsafe conditions, the event organizers are requesting a one-year hiatus and revival of the event to July 13, 2025.

**E. Paulus Park Lakeside Pavilion Event Request for Great Clips Company Picnic on Sunday, July 28, 2024**

**Summary:** Great Clips is requesting use of the lakeside pavilion on July 28 from 1 – 8 pm for its company picnic. Estimated attendance is 120 people.

**F. Agreement with Patriot Pavement Maintenance for 2024 Crack Sealing Community Investment in the Amount Not-to-Exceed \$60,000**

**Summary:** The 2024 budget includes \$60,000 in the Motor Fuel Tax Fund for preventative street maintenance. A competitive bid opening on February 19, 2024 resulted in four bids received, with the most competitive bid from Patriot Pavement Maintenance.

**G. Agreement with Schroeder Asphalt Services for 2024 Pavement Patching Community Investment in the Amount Not-to-Exceed \$150,000**

**Summary:** The 2024 budget includes \$150,000 in the Non-Home Rule Sales Tax Fund for street resurfacing and pavement patching. A competitive bid opening on April 5, 2024, with the Lake County Municipal League resulted in two bids received, with the most competitive bid from Schroeder Asphalt Services, which includes an option to extend the original one-year contract for four additional single-years.

**H. Full Release of Letter of Credit for True North Gas Station at 449 South Rand Road**

**Summary:** A guarantee of site improvements in the form of a Performance Bond in the amount of \$244,992 was provided by Western Surety Company as a performance and payment security for site work and development. All work has been completed and the bond can now be released in its entirety.

**I. Ordinance Establishing Village of Lake Zurich Special Area Number 21 for Wildwood Estates of Lake Zurich Duplex Residential Lots 1-12 and Outlot 1 (Assign Ord. #2024-04-565)**

**Summary:** On February 5, 2024, the Village Board conducted a public hearing to propose the establishment of this backup SSA. Since then, no petitions to veto the establishment of this SSA has been received. This SSA will allow the Village to assess a tax, *in the future and only if necessary*, on the property owners of the single-family homes within that subdivision to pay for maintenance and repairs to the stormwater management facilities, and only in the event the subdivision's Homeowners Association (HOA) is delinquent in fulfilling these obligations.

**J. Ordinance Establishing Village of Lake Zurich Special Area Number 22 for Wildwood Estates of Lake Zurich Outlot 2 (Assign Ord. #2024-04-566)**

**Summary:** On February 5, 2024, the Village Board conducted a public hearing to propose the establishment of this backup SSA. Since then, no petitions to veto the establishment of this SSA has been received. This SSA will allow the Village to assess a tax, *in the future and only if necessary*, on the property owner of Outlot 2 to pay for maintenance and repairs to the stormwater management facilities, and only in the event such owner is delinquent in fulfilling these obligations.

**K. Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Amend Authorized Class – C Convenience Store Liquor License for Riya Enterprises Chicago DBA 7-Eleven at 600 East Route 22 (Assign Ord. #2024-04-567)**

**Summary:** 7-Eleven at 600 East Route 22 in Oakwood Commons Shopping Center has signed a new franchise agreement with Riya Enterprises Chicago and are requesting a Convenience Store Class-C liquor license for the sale of packaged alcoholic beverages. The applicant has passed all background checks and has obtained all required documentation and insurance.

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

**6. NEW BUSINESS**

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

**A. Agreement with Hitchcock Design Group for the Development and Administration of the Paulus Park Open Space Land Acquisition and Development Grant Program in the Amount Not-to-Exceed \$329,300 (Trustee Weider)**

**Summary:** The Lake Zurich 2024 budget includes \$3.3 million for Paulus Park enhancements as part of a \$600,000 OSLAD grant program awarded to the village earlier in 2024. The park enhancement includes shoreline restoration with an overlook, renovation of the water splash pad, the creation of a new gathering space with game tables, the addition of a bandshell on the stage, more baggo courts, and site landscaping.

Hitchcock Design Group has submitted a proposal to manage the development and construction administration for these improvements. It's professional service fee accounts for 12.3% of the project total, below the grant-permitted 15.3% of the construction costs for architectural/engineer fees.

**Recommended Action:** A motion to approve and agreement with Hitchcock Design Group for the Development and Administration of an Open Space Land Acquisition and Development Grant Program in the Amount Not-to-Exceed \$329,300.

**B. Agreement with Bluestem Ecological Services for 2024 Natural Areas Community Investment in the Amount Not-to-Exceed \$174,814 (Trustee Spacone)**

**Summary:** With the completion of the Emerald Ash Borer parkway tree replacement program in 2023, the Village Board has decided to reallocate that annual tree funding of \$100,000 to the enhancement and restoration of Lake Zurich natural open space areas. The Village has developed a comprehensive five-year plan for the maintenance of natural areas and the 2024 program includes community investment in 17 different areas, including Oak Ridge Marsh Nature Park, Breezewald Park, Kildeer Creek, and Whispering Creek.

A competitive bid opening on April 4, 2024, resulted in five proposals, with Bluestem Ecological Services offering the most competitive bid. This investment into natural areas is funded by \$113,469 from the General Fund and \$61,345 from four Special Services Areas.

**Recommended Action:** A motion to approve an agreement with Bluestem Ecological Services for 2024 Natural Areas Community Investment in the Amount Not-to-Exceed \$174,814.

**C. Intergovernmental Agreement Between the Village of Lake Zurich and the Lake County Housing Authority In Regard to Providing Water and Sewer Service (Mayor Poynton)**

**Summary:** The Lake County Housing Authority is requesting approval of an intergovernmental agreement to secure potable water and sanitary sewer services from the Village of Lake Zurich for their property at 22843 Lakewood Lane, the property formerly known as Midlothian Manor. The 2.6-acre property, which is presently served by well and septic, would be allowed to connect to the Village's public water and sewer systems. The proposed connections would improve public health and safety, as well as facilitate the Housing Authority's exploration of their options for future reuse or redevelopment of the property.

The subject property would remain outside of the Village's jurisdiction and subject to Lake County's zoning and development regulations. The Housing Authority and/or a successor owner would be required to submit permits and plans to the Village demonstrating compliance with the Village's infrastructure requirements.

The property owner would be required to pay the connection fees and the ongoing user fees at the nonresident rates in effect at the time of connection. The Housing Authority also agrees to pay for any additional connection fees that may be owed to CLCJAWA, when the Village connects to their system, as a result of the reuse of the subject property. The intergovernmental agreement would be valid until July 1, 2029, by which time the Housing Authority would be required to connect to the Village's system.

**Recommended Action:** A Motion to of the provided intergovernmental agreement between the Village of Lake Zurich and the Lake County Housing Authority in Regard to Providing Water and Sewer Service.

**7. TRUSTEE REPORTS**

**8. VILLAGE STAFF REPORTS**

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

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

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

**11. ADJOURNMENT**

The next regularly scheduled Village Board meeting is on Monday, May 6, 2024.

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at 847.438.5141 (TDD 847.438.2349) promptly to allow the Village to make reasonable accommodations for those individuals.

\*Agenda posted on April 11, 2024.