



AGENDA PACKET
VILLAGE OF LAKE ZURICH
Village Board of Trustees Meeting

May 20, 2024
07:00 pm

VILLAGE OF LAKE ZURICH

VILLAGE BOARD OF TRUSTEES MEETING

MAY 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 Spaccone, 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. PRESIDENT'S REPORT / COMMUNITY UPDATE

Lake Zurich Green Business Award Winner -- Learning Express Toys & Gifts at 315 South Rand Road

Proclamation Designation May 19-25, 2024 as National Public Works Week

Proclamation Recognizing May 27, 2024 as Memorial Day in Lake Zurich

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 May 6, 2024

Attachment: [6a.pdf](#)

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

C. Approval of Semi-Monthly Warrant Register Dated May 20, 2024, Totaling \$1,288,050.68

Attachment: [6c.pdf](#)

D. Agreement with American Garage Floor Systems for Police Department Garage Floor Repairs and Refinishing in the Amount Not-to-Exceed \$61,000

Summary: The 2024 budget includes \$61,000 in the Capital Projects Fund for this project. Based on the age and deteriorating condition of the PD garage floors, repairs and refinishing are recommended this year. Requests for proposals were sent to qualified companies with five proposals received. The lowest responsible proposal came from American Garage Floor Systems of Wauconda with a cost of \$55,810. The requested not-to-exceed amount includes a project contingency budget of \$5,190.

Attachment: [6d.pdf](#)

E. Agreement with NPN Flooring for Buffalo Creek Floor Replacement in the Amount Not-to-Exceed \$34,196.40

Summary: The 2024 budget includes \$30,000 in the Capital Projects Fund for this project. Based on the age and deteriorating condition of the floors, replacement is recommended this year. Competitive bids for this project were received on April 5, 2024, with three bids received and NPN Flooring of Brookfield offering the lowest responsible bid of \$29,736. The requested not-to-exceed amount includes a project contingency budget of 15% given the potential for defects with subflooring or low-lying areas that may require leveling.

Attachment: [6e.pdf](#)

F. Amended and Updated Shared Use and Maintenance Agreement between the Village of Lake Zurich and Teryl Properties LLC for the Shared Use and Maintenance of a Shared Parking Lot and Pedestrian Access Areas

Summary: Teryl Properties, represented by Teryl Martin and Fred Martin, seek an updated agreement for use of Village Hall property at 70 East Main Street and its adjacent property at 52 East Main Street. The proposed agreement governs access and parking arrangements, maintenance responsibilities, and garbage collection expenses among these shared properties.

Attachment: [6f.pdf](#)

G. Amendment to End Date of the Alarm Monitoring Agreement with FSS Technologies, LLC

Summary: FSS Technologies provides direct connect radio-based alarm monitoring services to Lake Zurich and dispatch partner agencies since January 1, 2019. Fire, burglar and panic alarm monitoring services are a critical component of the Village's commitment to life safety. Staff is recommending that the Village Board approve the contract extension through December 31, 2028.

Attachment: [6g.pdf](#)

7. NEW BUSINESS

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

A. Agreement with ILM Environments for Buffalo Creek Streambank Stabilization in the Amount Not-to-Exceed \$518,145.16 (Trustee Spacone)

Summary: The Buffalo Creek streambank, located south of Bristol Trails Park along Stanton Road, is experiencing severe erosion from significant rain fall events with existing timber retaining walls collapsing and the loss of property imminent if the streambank is not stabilized.

This environmental infrastructure project includes tree clearing of approximately 1,400 feet of streambank, the addition of protective armoring and gabion retaining walls, flood storage, and plant restoration using species that are native to northern Illinois.

Partnerships with the Illinois Department of Commerce and Economic Opportunity and Lake County Stormwater Commission are expected to result in grant funding to support this project.

A competitive bid opening on March 27, 2024, resulted in six bids received for this project, with the lowest responsible bid received from ILM Environments of Waukegan. The bid amount was \$360,448.81. The requested not-to-exceed amount includes an additional \$157,696.35 for engineering expenses and a 25% project contingency budget.

Recommended Action: A motion to approve an agreement with ILM Environments for Buffalo Creek Streambank Stabilization in the Amount Not-to-Exceed \$518,145.16

Attachment: [7a.pdf](#)

8. TRUSTEE REPORTS

9. VILLAGE STAFF REPORTS

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

Attachment: [Finance.pdf](#)

Attachment: [Fire.pdf](#)

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

Attachment: [Police.pdf](#)

Attachment: [Public Works.pdf](#)

10. ADJOURNMENT

The next regularly scheduled Village Board meeting is on Monday, June 3, 2024.

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



Monday, May 6, 2024 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7.00pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider. Trustee William Riley 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, Fire Chief Dave ilgard, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown, H.R. Dir. Doug Gibson. Guests from Police and Fire Commission were Mike Hilt, Marty Bush and John Kelly.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
There were none.
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**

Lake Zurich Green Business Award Winner – g2 revolution at 800 Church Street, a Pioneering Force in Sustainable Business Practices. The award was presented to Scott DeMuth and Hannah Jillian by Mayor Poynton.

Proclamation Honoring Deputy Chief David Anderson upon His Retirement from the Village of Lake Zurich after 28 Years of Public Service was read by Mayor Poynton after a video was shown of DC Anderson's walk out ceremony.

Oath of Office

Promotion of Deputy Chief Colin Gaffney: Police Chief Husak gave the Oath of office and DC Gaffney and his wife pinned him.

Promotion of Sergeant Cole Beidelman: Commissioner Mike Hilt gave the Oath of Office and his father pinned him.

Swearing in Officer Piotr Dudek: Commissioner Marty Bush gave the Oath of Office.

Swearing in Officer William Lewandowski: Commissioner John Kelly gave the Oath of Office and he was pinned by his cousin.

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Advice and Consent of Trustees to Appoint Eric Bereza to the Community and Police Advisory Committee.

Motion was made by Trustee Weider, seconded by Trustee Euker, to appoint Eric Bereza to the Community and Police Advisory Committee.

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

NAYS: 0

ABSENT: 1 Trustee Riley.

MOTION CARRIED.

Proclamation Declaring May 12 – 18, 2024, as Police Week

Proclamation Declaring May 19 – 25, 2024, as Emergency Medical Services Week

6. CONSENT AGENDA

- A. Approval of Minutes from the Village Board Meeting of April 15, 2024
- B. Approval of Executive Session Minutes from the Village Board Meeting of March 18th, 2024
- C. Approval of Semi-Monthly Warrant Register Dated May 6, 2024, Totaling \$1, 991,922.15.
- D. Ordinance Amending Various Chapters Title 8 and Title 9 of the Lake Zurich Municipal Code ORD. #2024-05-568

Summary: From time to time, Village staff reviews the codes to ensure that they are updated, accurate, and serve the needs and aspirations of the community. This process ensures their effectiveness and provides the necessary clarity, flexibility and opportunity to properly regulate development in the community. The Village is seeking text amendments to chapters of the Zoning Code and Building Code located in the Lake Zurich Municipal Code.

The proposed amendments increase the maximum allowed size of a shed, clarifies the storage requirements of recreational vehicles, and adds new sections providing for the regulation of outdoor storage of firewood and temporary storage containers. The Planning and Zoning Commission held a public hearing on March 20, 2024 and voted unanimously in favor of approval of the proposed amendments.

- E. Resolution Approving the Public Release of Executive Session Meeting Minutes of the Lake Zurich Village Board of Trustees RES. 2024-05-085

Summary: The Village is required to conduct periodic reviews of Executive Session minutes for the purpose of determining whether any minutes may be released for public viewing. The proposed Resolution identifies the Executive Session minutes that the Board has provided consensus on to either keep confidential or release.

- F. Four-Year Agreement with Stryker for Stair Chairs and Power Load Cot Systems in the Amount Not-to-Exceed \$41,248 Paid in Four Annual Installments

Summary: The Fire Department uses stair-chairs and power cot systems to minimize the risk of injury to the patient and first responder when moving and lifting patients. These devices require maintenance and preventative care to ensure proper operation and longevity. The proposed agreement includes parts, labor, travel expenses, and battery services on an annual basis for this

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emergency response equipment, to be paid out annually at \$10,312 per payment.

G. **Agreement with Pipe View America for 2024 Sewer Televising Inspection Program in the Amount Not-to-Exceed \$100,000**

Summary: The 2024 budget includes \$100,000 in the Water and Sewer Fund for video inspection services of Lake Zurich's sanitary sewer system. A competitive bid opening last year on September 20, 2023 resulted in five bids received, with the lowest responsible bid from Pipe View America of Schaumburg for a three-year contract. Staff is recommending an extension of this 2023 contract for year two.

H. **Resolution of the Village of Lake Zurich Lake County, Illinois to Induce the Development of Certain Property within the Industrial District Tax Increment Financing Redevelopment Project Area #4 for Industrial Wire & Cable Corporation At 595 Rose Road RES. #2024-05-086**

Summary: The proposed development inducement resolution allows the Industrial Wire & Cable Corporation at 66 North Buesching Road to be eligible for future TIF reimbursements related to the acquisition and development of underutilized parcels at 595 Rose Road. Such redevelopment would raise the equalized assessed value of the entire TIF, thus generating future TIF increment.

I. **Paulus Park Lakeside Pavilion Reservation for Phillips Family Graduation Party on July 20, 2024**

Summary: A local Lake Zurich family is requested use of the Lakeside Pavilion on July 20, 2024 from 10 am – 7 pm with anticipated attendance of 140 people.

J. **Ordinance Appointing a Director and Alternate Director to Represent the Village of Lake Zurich on the Central Lake County Joint Action Water Agency ORD. #2024-05-569**

Summary: The Village has entered into an Intergovernmental Agreement with other units of local government as part of the agency's thirteen-member Board of Directors establishing the Central Lake County Joint Action Water Agency (CLCJAWA) with each municipality appointment one Director and one Alternate Director. This agreement requires appointments to be made by ordinance, with the Village appointment Mayor Tom Poynton as the Director and Trustee William Riley as Alternate Director.

K. **Agreement with Alpha Maintenance and Services for 2024 Hydrant Painting in the Amount Not-to-Exceed \$83,700**

Summary: The 2024 budget includes funding for hydrant maintenance and painting services in the Water and Sewer Fund. The village's Hydrant Painting Program is designed to annually paint 300 of the Village's 1500 hydrants. The Municipal Partnering Initiative (MPI) helps local communities bid on similar projects to reduce expenses. Five bids were received, with Alpha Maintenance & Services being selected to be awarded the contract.

L. **Agreement with Martin Enterprises for Replacement of the Police Department Firearms Range Ventilation System in the Amount Not-to-Exceed \$418,724**

Summary: The 2024 budget includes \$250,000 for the replacement of the firearms range ventilation system. Based on the age and functionality of the

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police department firearms range ventilation systems, replacement is recommended. A bid opening was conducted on February 29, 2024 which yielded three bids. Public Works staff thoroughly reviewed all submitted bids, with staff recommending to award a contract to Martin Enterprises in the amount of \$375,490, with the total project not to exceed the amount of \$418,724.

M. **Surety Reduction for Bish Creative Display at 940 Telser Road to \$998.10**

Summary: The Chief Operating Officer of Bish Creative Display, has requested a reduction in surety dated September 12, 2023 from the property located at 940 Telser Road. The original amount for site improvements was \$9,981.00 with a request to reduce the guarantee to a maintenance cash deposit in the amount of \$998.10 requested by the property owner and agreed to by the Village's Development Review Team (DRT). The proposed reduction is based on substantial completion of the items denoted in the Engineer's Opinion of Probable Cost submitted in 2023 at the time of approval of the development. Staff recommends a partial reduction of the surety for site work only to \$998.10, to be held as a cash deposit.

N. **Ordinance Approving the Vacatio of Certain Unimproved Right-of-Way at Heritage Church Located at 255 Quentin Road ORD. #2024-05-570**

Summary: The owners of Heritage Church have requested the Village to vacate approximately 586.31 feet of 30-foot wide village right-of-way to their adjacent property. In 2002, the property was annexed into the Village and was granted a Planned unit Development (PUD) along with the remaining southerly 30-foot-right-of-way. In 2022, the church received approval for further expansion however the remaining 30 foot right-of-way was never improved and has remained vacant. Staff has no objection to the conveyance of the half right-of-way as it will not affect the village's use, maintenance and operation. Vacation of this portion of the property will relieve the village of any liability associated with the ownership and maintenance of the land.

O. **Agreement with MGT of America Consulting for Classification & Compensation Study in the Amount Not-to-Exceed \$30,000**

Summary: Staff is recommending a contract between the Village and MGT of America Consulting LLC for the purpose of reviewing current compensation practices, evaluating employee benefits to resolve inequities, and recommending classification and compensation adjustments. The Fiscal Year 2024 budget includes \$75,000 in the General Fund for a classification and compensation study. Staff issued a request for proposals in March 2024 and received eight responses. With a five-month project timeline, MGT of America has presented a solid proposal that coincides with the needs of the Village. Staff recommends the Village Board approve an agreement with MGT in the amount not-to-exceed \$30,000.

Recommended Action: A motion was made by Mayor Poynton, seconded by Trustee Spacone, to approve the Consent Agenda as presented with correction of date on 6B.

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

NAYS: 0

ABSENT: 1 Trustee Riley.

MOTION CARRIED.

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7. NEW BUSINESS

A. LAKECOMM Consolidated Dispatch Services Update

Summary: In 2022, the Village of Lake Zurich entered into an intergovernmental agreement for and contributed \$50,000 toward an effort to establish a consolidated 911 dispatch operations center to serve Lake County.

Over the past two years, Village staff have actively participated in the planning process for a new consolidated dispatch center, anchored by a new facility being built in Libertyville by Lake County. Staff will provide an update on the planning process as it nears conclusion, including recommendations for a new intergovernmental agreement establishing LakeComm as the 911 dispatch center for Lake Zurich and its partner agencies.

Recommended Action: This is a non-voting item at this time. Village Staff request any Board feedback or questions prior to preparing the intergovernmental agreement for future Board consideration.

Police Chief Husak gave a PowerPoint presentation on the update of the consolidated dispatch facility, including the recommendations. Village Manager Keller gave supporting information before the Board gave their feedback. Chief Husak and V.M. Keller answered the Board's questions.

8. TRUSTEE REPORTS

Trustee Weider thanked staff and residents and the Tree Commission for their participation in the Arbor Day celebrations.

Trustee Sugrue thanked Park and Rec. staff for the recent presentation of the Dance Recital.

9. VILLAGE STAFF REPORTS

There were none.

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) (6) setting price of real estate.

Motion was made by Trustee Euker, seconded by Trustee Sugrue, to adjourn to Executive Session for the purpose of 5 ILCS 120 / 2 (c) (21) review of Executive Session minutes; 5ILCS 120/ 2 (c) (1) and 5 ILCS 120/2 (c) (6) setting price of real estate. There was no further business in Open Session.

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

NAYS: 0

ABSENT: 1 Trustee Riley.

MOTION CARRIED.

The Open Session adjourned at 8.26pm.

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11. ADJOURNMENT

The Executive Session adjourned at 8.39pm

Respectfully submitted:

Kathleen Johnson, Village Clerk.

Approved by:

Mayor Thomas M. Poynton

Date.

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Item #	GL Number	GL Desc	Invoice Description	Amount	
Fund 101 GENERAL					
Dept 00000					
1	101-00000-10322	DRAWER RECREATION	BEACH '24 - PETTY CASH	350.00	
2	101-00000-15001	PREPAID EXPENDITURES	COMMUNITY NOTIFICATION SERVICE - 5/1/24 - 4/30/25	1,595.00	
3	101-00000-15001	PREPAID EXPENDITURES	NWMC MEMBERSHIP DUES	4,198.80	
4	101-00000-15001	PREPAID EXPENDITURES	ACCREDITATION SOFTWARE ANNUAL DUES	3,521.84	
5	101-00000-21202	AMBULANCE FEES PAYABLE	AMB REF - ELLMANN, M 2/21/21	103.77	
6	101-00000-21202	AMBULANCE FEES PAYABLE	AMB REF - VAIA, N 10/13/23	573.93	
7	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - BALLET TAP II	85.60	
8	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - JUST FOR ME ALMOST THREE	50.00	
9	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - BALLET & TAP II	65.00	
10	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - CHESS SCHOLARS	369.43	
11	101-00000-25201	BUILDING PERMIT DEPOSITS	670 S OLD RAND RD DEVELOPMENT	983.00	
12	101-00000-25201	BUILDING PERMIT DEPOSITS	900 WINNETKA	824.00	
13	101-00000-25201	BUILDING PERMIT DEPOSITS	COMMUNITY DEVELOPMENT ENGINEERING	145.00	
14	101-00000-25201	BUILDING PERMIT DEPOSITS	HEARING NOTICE AD #2118702	71.30	
15	101-00000-25201	BUILDING PERMIT DEPOSITS	HEARING NOTICE AD #2118703	69.00	
Total For Dept 00000				13,005.67	
Dept 11006 LEGISLATIVE MAYOR & BOARD					
1	101-11006-51654	MEMBERSHIPS & SUBSCRIPTIONS	NWMC MEMBERSHIP DUES	5,878.29	
2	101-11006-54302	PUBLIC RELATIONS	GREEN BUSINESS AWARD G2 REVOLUTION	98.57	
Total For Dept 11006 LEGISLATIVE MAYOR & BOARD				5,976.86	
Dept 12001 VILLAGE ADMIN ADMINISTRATION					
1	101-12001-51652	TRAINING AND MEETINGS	REIMB: ICMA 2024 CONF TRAVEL	166.20	
2	101-12001-52111	OTHER PROFESSIONAL SVCS	PTAB TAX APPEAL REVIEWS	883.79	
Total For Dept 12001 VILLAGE ADMIN ADMINISTRATION				1,049.99	
Dept 12120 VILLAGE ADMIN HUMAN RESOURCES					
1	101-12120-51655	EMPLOYEE RECOGNITION	PICTURE FRAMES	205.60	

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Item #	GL Number	GL Desc	Invoice Description	Amount
2	101-12120-52111	OTHER PROFESSIONAL SVCS	EMPLOYMENT SCREENINGS	52.92
3	101-12120-52203	LABOR ATTORNEY	LEGAL SERVICES - MAR	1,279.50
			Total For Dept 12120 VILLAGE ADMIN HUMAN RESOURCES	1,538.02
			Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT	
1	101-12180-54308	TAX REBATES	TAX REBATE - JANUARY 2024	16,672.59
2	101-12180-54308	TAX REBATES	TAX REBATE - JANUARY 2024	5,269.42
3	101-12180-54308	TAX REBATES	TAX REBATE - JANUARY 2024	10,538.85
			Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT	32,480.86
			Dept 13001 FINANCE ADMINISTRATION	
1	101-13001-51652	TRAINING AND MEETINGS	AIRLINE TICKETS - SPARKOWSKI	537.98
2	101-13001-52112	PROFESSIONAL ACCOUNTING	FISCAL AUDIT 2023	18,000.00
3	101-13001-53206	POSTAGE & SHIPPING	PERMIT #71 ANNUAL FEES	640.00
4	101-13001-53208	OFFICE SUPPLIES	PANEL PINS	30.00
5	101-13001-53208	OFFICE SUPPLIES	POCKET FILES, POST IT NOTES, RIBBON, ENVELOPES	34.17
6	101-13001-54307	RENTAL PROPERTY TAXES	PROPERTY TAXES - 1ST INST	53.07
			Total For Dept 13001 FINANCE ADMINISTRATION	19,295.22
			Dept 17001 TECHNOLOGY ADMINISTRATION	
1	101-17001-52111	OTHER PROFESSIONAL SVCS	CREATIVE CLOUD - APR	379.92
2	101-17001-52111	OTHER PROFESSIONAL SVCS	AWS CLOUD SVCS - APR	15.50
3	101-17001-52111	OTHER PROFESSIONAL SVCS	MS CLOUD SERVICES - APR	100.85
4	101-17001-52111	OTHER PROFESSIONAL SVCS	DOCUWARE SUPPORT - MAY	435.01
5	101-17001-52704	MAINT-EQUIPMENT	COPIES - FEB/APR 24	2,027.05
6	101-17001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - MAY	1,207.71
7	101-17001-53205	COMPUTER SUPPLIES	HP LASER JET 400 TONER	269.00
8	101-17001-53205	COMPUTER SUPPLIES	HP LASER JET 400 TONER	269.00
9	101-17001-56601	CAPITAL LEASE	FIRE & PD - COPIER LEASE	164.74
10	101-17001-56601	CAPITAL LEASE	FIRE & CS - COPIER LEASE	119.50
			Total For Dept 17001 TECHNOLOGY ADMINISTRATION	4,988.28

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Dept 24001 POLICE ADMINISTRATION				
1	101-24001-51652	TRAINING AND MEETINGS	ILEAP CONFERENCE - STEINER	349.00
2	101-24001-51654	MEMBERSHIPS & SUBSCRIPTIONS	ANNUAL DUES	100.00
3	101-24001-52118	SOFTWARE MAINTENANCE	ACCREDITATION SOFTWARE ANNUAL DUES	3,521.83
4	101-24001-52701	MAINT-BLDGS & GROUNDS	OFFICE NAMEPLATE	33.50
5	101-24001-52701	MAINT-BLDGS & GROUNDS	FLAG TOPPER REPLACEMENT	72.00
6	101-24001-52701	MAINT-BLDGS & GROUNDS	MAILBOX KEY	2.55
7	101-24001-53206	POSTAGE & SHIPPING	SHIPPING COSTS	14.24
8	101-24001-53209	UNIFORMS	PANTS - GRUNDER	82.49
9	101-24001-53209	UNIFORMS	KNIFE - GRUNDER	59.99
10	101-24001-53401	CUSTODIAL SUPPLIES	PAPER TOWELS/TOILET PAPER/GARBAGE BAGS	515.09
11	101-24001-54316	GRANT PASS-THROUGH EXPENDITURES	2024 Q2 MEG JAG GRANT REIMBURSEMENT	33,573.13
Total For Dept 24001 POLICE ADMINISTRATION				38,323.82
Dept 24210 POLICE OPERATIONS				
1	101-24210-51652	TRAINING AND MEETINGS	TRAINING COURSE - LEWANDOWSKI	75.00
2	101-24210-52111	OTHER PROFESSIONAL SVCS	SOLICITOR PERMIT FINGERPRINTS A/C#03486 ILL11544S	339.00
3	101-24210-52111	OTHER PROFESSIONAL SVCS	STARCOM - MAY	2,460.00
4	101-24210-52204	OTHER LEGAL	ADJUDICATION SERVICES - MAR	387.50
5	101-24210-52204	OTHER LEGAL	ADJUDICATION SERVICES - APR	337.50
6	101-24210-53207	PRINTING-STATIONERY/FORM	BUSINESS CARDS - J. JOHNSON	33.00
7	101-24210-53209	UNIFORMS	VEST, PARKA - CASCIO	465.53
8	101-24210-53209	UNIFORMS	SHIRTS - BEIDELMAN	334.99
9	101-24210-53209	UNIFORMS	COAT, TOURNIQUET - DUDEK	294.28
10	101-24210-53209	UNIFORMS	BOOTS, CAP - SIEBER	211.38
11	101-24210-53209	UNIFORMS	VEST - REESE	1,424.84
12	101-24210-53209	UNIFORMS	ALTERATIONS - SIEBER	115.00
13	101-24210-53209	UNIFORMS	EMBROIDERY, ALTERATIONS - BEIDELMAN	105.00
14	101-24210-53209	UNIFORMS	EMBROIDERY, ALTERATIONS - LONSKI, JOHNSON	45.00
15	101-24210-53209	UNIFORMS	VEST COVER - ROSENBAUM	240.00
16	101-24210-53209	UNIFORMS	REIMB: EARPIECE	148.49
17	101-24210-53209	UNIFORMS	NAME BAR, CAP - DUDEK	94.95

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18	101-24210-53209	UNIFORMS	SHIRTS - LEWANDOWSKI	166.49
19	101-24210-53209	UNIFORMS	REIMB: RIFLE PLATE	250.70
20	101-24210-53211	OTHER SUPPLIES	BODY CAMERA MOUNTS	404.20
			Total For Dept 24210 POLICE OPERATIONS	<u>7,932.85</u>
			Dept 24230 POLICE CRIME PREVENTION	
1	101-24230-52111	OTHER PROFESSIONAL SVCS	INVESTIGATIVE SEARCH ENGINE	130.70
2	101-24230-52111	OTHER PROFESSIONAL SVCS	CREDIT REPORTS	80.00
3	101-24230-52111	OTHER PROFESSIONAL SVCS	INVESTIGATIVE SEARCH ENGINE	240.19
			Total For Dept 24230 POLICE CRIME PREVENTION	<u>450.89</u>
			Dept 24240 POLICE INTERGOVERNMENTAL	
1	101-24240-51654	MEMBERSHIPS & SUBSCRIPTIONS	ANNUAL DUES	<u>2,050.00</u>
			Total For Dept 24240 POLICE INTERGOVERNMENTAL	<u>2,050.00</u>
			Dept 25001 FIRE ADMINISTRATION	
1	101-25001-52203	LABOR ATTORNEY	LEGAL SERVICES - MAR	9,387.00
2	101-25001-52704	MAINT-EQUIPMENT	COPIES - FEB/APR 24	605.51
3	101-25001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - MAY	168.18
4	101-25001-53204	CELL PHONES & PAGERS	ICLOUD 50BG STORAGE - MAY	0.99
5	101-25001-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE	36.78
6	101-25001-53204	CELL PHONES & PAGERS	CREDIT ADJ CELL PHONES - FIRE	(0.26)
7	101-25001-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE MAR	186.00
8	101-25001-53209	UNIFORMS	PANTS, SHIRTS - HOHS	133.00
9	101-25001-53209	UNIFORMS	POLO - HEDQUIST	168.00
10	101-25001-53209	UNIFORMS	PANTS, BELT, POLO, CAPS - PILGARD	233.00
11	101-25001-53209	UNIFORMS	PANTS, SHIRTS - DAHL	195.00
12	101-25001-53210	SMALL TOOLS & EQUIP	TAPPER BIT, FASTENERS	8.17
13	101-25001-53211	OTHER SUPPLIES	BASTING BOTTLE, DOUGH CUTTER, TURNER	48.41
14	101-25001-53211	OTHER SUPPLIES	TOWELS, DETERGENT, CLEANER - STA 3	230.40
15	101-25001-53211	OTHER SUPPLIES	TOWELS, TISSUE - STA 2	79.97
16	101-25001-56601	CAPITAL LEASE	FIRE & PD - COPIER LEASE	164.73

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Item #	GL Number	GL Desc	Invoice Description	Amount
17	101-25001-56601	CAPITAL LEASE	FIRE & CS - COPIER LEASE	119.50
		Total For Dept 25001 FIRE ADMINISTRATION		<u>11,764.38</u>
		Dept 25310 FIRE EMERGENCY MANAGEMENT		
1	101-25310-52111	OTHER PROFESSIONAL SVCS	COMMUNITY NOTIFICATION SERVICE - 5/1/24 - 4/30/25	3,190.00
		Total For Dept 25310 FIRE EMERGENCY MANAGEMENT		<u>3,190.00</u>
		Dept 25320 FIRE FIRE SUPPRESSION		
1	101-25320-51652	TRAINING AND MEETINGS	OFFICER TRAINING - KRAUS, PENKAVA	1,250.00
2	101-25320-52111	OTHER PROFESSIONAL SVCS	FIRE STARCOM FEES - 2024	1,888.00
3	101-25320-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE MAR 2024	254.20
4	101-25320-53211	OTHER SUPPLIES	PARAFIN WAX	10.19
		Total For Dept 25320 FIRE FIRE SUPPRESSION		<u>3,402.39</u>
		Dept 25330 FIRE EMS		
1	101-25330-52111	OTHER PROFESSIONAL SVCS	AMBULANCE FEES - MAR 2024	3,151.55
2	101-25330-53211	OTHER SUPPLIES	OXYGEN RENTAL	149.16
		Total For Dept 25330 FIRE EMS		<u>3,300.71</u>
		Dept 25350 FIRE FIRE PREVENTION BUREAU		
1	101-25350-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE MAR 2024	180.25
2	101-25350-53211	OTHER SUPPLIES	IPAD CASE	25.99
		Total For Dept 25350 FIRE FIRE PREVENTION BUREAU		<u>206.24</u>
		Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		
1	101-28001-52111	OTHER PROFESSIONAL SVCS	RECORDING DOCUMENTS	450.00
2	101-28001-52113	ENGR/ARCHITECTURAL	1170 SYCAMORE LN	200.50
3	101-28001-52113	ENGR/ARCHITECTURAL	255 QUENTIN RD - HERITAGE CHURCH	1,942.25
4	101-28001-52113	ENGR/ARCHITECTURAL	BUILDING PERMIT REVIEWS - 2024	3,372.25
5	101-28001-52113	ENGR/ARCHITECTURAL	1110 HONEY LAKE RD	576.00
6	101-28001-52113	ENGR/ARCHITECTURAL	1275 ENSELL	2,829.00
7	101-28001-52113	ENGR/ARCHITECTURAL	550 ENTERPRISE	1,677.64

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8	101-28001-52113	ENGR/ARCHITECTURAL	410 TELSER RD - PARKING EXPANSION	1,009.50
9	101-28001-52113	ENGR/ARCHITECTURAL	865 TELSER	5,864.50
10	101-28001-52113	ENGR/ARCHITECTURAL	504 N OLD RAND RD	620.75
11	101-28001-52113	ENGR/ARCHITECTURAL	38 BEECH	1,140.50
12	101-28001-52113	ENGR/ARCHITECTURAL	CANTERBURY ESTATES - BLOCK G	398.75
13	101-28001-52113	ENGR/ARCHITECTURAL	350 N RAND RESTAURANT	297.00
14	101-28001-52113	ENGR/ARCHITECTURAL	455 S RAND RD	560.50
15	101-28001-52113	ENGR/ARCHITECTURAL	287 SUNRISE LN	256.00
16	101-28001-52113	ENGR/ARCHITECTURAL	629 ROSE RD	2,514.50
17	101-28001-52113	ENGR/ARCHITECTURAL	442 S RAND - CHIPOTLE	2,147.00
18	101-28001-52113	ENGR/ARCHITECTURAL	940 TELSER - BUILDING ADDITION	544.00
19	101-28001-52113	ENGR/ARCHITECTURAL	41 LAKEVIEW	730.25
Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				27,130.89
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	101-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 05/02	36.00
2	101-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 05/09	36.00
3	101-36001-52603	LAKE/WATER QUALITY MGMT	NATURAL AREA RIP RAP	2,238.00
4	101-36001-52605	MOSQUITO ABATEMENT	MOSQUITO CONTROL 2024	11,566.25
5	101-36001-52701	MAINT-BLDGS & GROUNDS	FIRE STA #1 PEST CONTROL - MAY	75.45
6	101-36001-52701	MAINT-BLDGS & GROUNDS	UNIFORMS/MATS 05/02	60.54
7	101-36001-52701	MAINT-BLDGS & GROUNDS	UNIFORMS/MATS 05/09	60.54
8	101-36001-52701	MAINT-BLDGS & GROUNDS	FD FRIDGE REPAIR	95.00
9	101-36001-52701	MAINT-BLDGS & GROUNDS	FD FIRE ALARM REPAIR	1,300.00
10	101-36001-52701	MAINT-BLDGS & GROUNDS	PD LIEBERT FREEZE	260.00
11	101-36001-52701	MAINT-BLDGS & GROUNDS	505-MB VAV DIAGNOSTIC	183.50
12	101-36001-52702	MAINT-LAWN & LANDSCAPING	2024 MOWING CONTRACT	2,997.53
13	101-36001-52704	MAINT-EQUIPMENT	REPLACEMENT EXTINGUISHER VH	155.25
14	101-36001-53204	CELL PHONES & PAGERS	PW TRUCK DATA PLAN	300.00
15	101-36001-53209	UNIFORMS	PPE GLOVES	89.71
16	101-36001-53404	RIGHT OF WAY SUPPLIES	DIAMOND BLADE	69.33
17	101-36001-53404	RIGHT OF WAY SUPPLIES	BRICK	11.00

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18	101-36001-53404	RIGHT OF WAY SUPPLIES	CONCRETE FORMING	108.00
19	101-36001-53404	RIGHT OF WAY SUPPLIES	ADA PANEL	208.00
20	101-36001-53404	RIGHT OF WAY SUPPLIES	SPACER RINGS	31.50
21	101-36001-53405	BLDG & GROUNDS SUPPLIES	GASKETS	1.98
22	101-36001-53405	BLDG & GROUNDS SUPPLIES	PEST CONTROL	19.41
23	101-36001-53405	BLDG & GROUNDS SUPPLIES	SHOP VAC	169.97
24	101-36001-53405	BLDG & GROUNDS SUPPLIES	FASTENERS	30.31
25	101-36001-53405	BLDG & GROUNDS SUPPLIES	351 BUNGEE CORDS	25.48
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				20,128.75
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
1	101-36420-52701	MAINT-BLDGS & GROUNDS	BARN PEST REMEDIATION	3,080.00
2	101-36420-52701	MAINT-BLDGS & GROUNDS	BEV PAV BACKFLOW REPAIR	185.00
3	101-36420-52701	MAINT-BLDGS & GROUNDS	CHALET BACKFLOW REPAIR	900.00
4	101-36420-52701	MAINT-BLDGS & GROUNDS	PLUMBING REPAIRS AT THE CHALET	33,550.00
5	101-36420-52701	MAINT-BLDGS & GROUNDS	BC FIRE ALARM INVESTIGATION	100.00
6	101-36420-52701	MAINT-BLDGS & GROUNDS	SAFETY INSPECTION - SPARROW RIDGE	700.00
7	101-36420-52701	MAINT-BLDGS & GROUNDS	BEV PAV GUTTERS	3,250.00
8	101-36420-52701	MAINT-BLDGS & GROUNDS	BARN ELEVATOR INSPECTION 2024	110.00
9	101-36420-52702	MAINT-LAWN & LANDSCAPING	2024 MOWING CONTRACT	10,392.97
10	101-36420-52704	MAINT-EQUIPMENT	BARN ANNUAL FIRE EXT.MAINT.	215.00
11	101-36420-53201	ELECTRICITY	7 E MAIN ST	26.60
12	101-36420-53201	ELECTRICITY	70 E MAIN ST	1,504.93
13	101-36420-53403	LANDSCAPING SUPPLIES	BREEZEWALD PLANTING	798.50
14	101-36420-53403	LANDSCAPING SUPPLIES	FLOWERS	25.96
15	101-36420-53403	LANDSCAPING SUPPLIES	MULCH	1,235.00
16	101-36420-53405	BLDG & GROUND MAINT SUPP	BEV PAV FAUCET	633.00
17	101-36420-53405	BLDG & GROUND MAINT SUPP	BUILDING SUPPLIES	49.01
18	101-36420-53405	BLDG & GROUND MAINT SUPP	STAIN, PAINT, SEALANT	57.84
19	101-36420-53405	BLDG & GROUND MAINT SUPP	SEALANT, CEMENT PRIMER, DEGREASER	46.48
20	101-36420-53405	BLDG & GROUND MAINT SUPP	CABLE TIES, ELECTRICAL TAPE, CLEANER	100.84
21	101-36420-53405	BLDG & GROUND MAINT SUPP	CHALET PLUMBING SUPPLIES	200.51

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22	101-36420-53405	BLDG & GROUND MAINT SUPP	PLUG, ADAPTER	39.12
23	101-36420-53405	BLDG & GROUND MAINT SUPP	GAUGE BRASS	17.81
24	101-36420-53405	BLDG & GROUND MAINT SUPP	BEV PAV PAINT	242.60
25	101-36420-53405	BLDG & GROUND MAINT SUPP	BEV PAV PAINT	286.34
26	101-36420-54306	EQUIPMENT RENTAL	PAULUS PARK PORT-O-POTTY	158.74
27	101-36420-54306	EQUIPMENT RENTAL	CHESTNUT PORT-O-POTTY	147.06
Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE				58,053.31
Dept 36471 PUBLIC WORKS FLEET SERVICES				
1	101-36471-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 05/02	36.00
2	101-36471-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 05/09	47.14
3	101-36471-52111	OTHER PROFESSIONAL SVCS	SAFETY INSPECTIONS	551.00
4	101-36471-52111	OTHER PROFESSIONAL SVCS	LIFT INSPECTION	340.00
5	101-36471-52118	SOFTWARE MAINTENANCE	SOFTWARE UPDATE	849.65
6	101-36471-52703	MAINT-VEHICLES	CYLINDER REPAIR	589.60
7	101-36471-52703	MAINT-VEHICLES	BODY REPAIRS 246	9,446.86
8	101-36471-53206	POSTAGE & SHIPPING	UPS SHIPPING	13.19
9	101-36471-53211	OTHER SUPPLIES	HARDWARE	654.23
10	101-36471-53211	OTHER SUPPLIES	HOSE BARB	7.30
11	101-36471-53211	OTHER SUPPLIES	FASTENERS	4.30
12	101-36471-53406	AUTO PARTS & SUPPLIES	BUMPER 116	460.41
13	101-36471-53406	AUTO PARTS & SUPPLIES	SHIFTER PARTS 342	342.35
14	101-36471-53406	AUTO PARTS & SUPPLIES	LATCH	162.92
15	101-36471-53406	AUTO PARTS & SUPPLIES	LATCH	94.34
16	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT REBILL	(162.92)
17	101-36471-53406	AUTO PARTS & SUPPLIES	SEAT COVER 215	459.11
18	101-36471-53406	AUTO PARTS & SUPPLIES	FILTERS	128.77
19	101-36471-53406	AUTO PARTS & SUPPLIES	TRANS FILTER	85.20
20	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - CORE RETURN	(18.00)
21	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - CORE RETURN	(144.00)
22	101-36471-53406	AUTO PARTS & SUPPLIES	SPARK PLUGS 7491	46.68
23	101-36471-53406	AUTO PARTS & SUPPLIES	BATTERY 212	670.72

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24	101-36471-53406	AUTO PARTS & SUPPLIES	WIPER BLADES	59.97
25	101-36471-53406	AUTO PARTS & SUPPLIES	DEF	93.83
26	101-36471-53406	AUTO PARTS & SUPPLIES	FUEL FILTER	77.99
27	101-36471-53406	AUTO PARTS & SUPPLIES	LAMP	485.29
28	101-36471-53406	AUTO PARTS & SUPPLIES	TAIL LAMP 342	33.50
29	101-36471-53406	AUTO PARTS & SUPPLIES	DOOR CHECK	66.03
30	101-36471-53406	AUTO PARTS & SUPPLIES	RIVET	28.20
31	101-36471-53406	AUTO PARTS & SUPPLIES	SEAT BELT BUCKLE	110.99
32	101-36471-53407	EQUIP MAINT PART&SUPPLIE	MIRROR	118.99
33	101-36471-53407	EQUIP MAINT PART&SUPPLIE	BATTERIES	86.50
34	101-36471-53407	EQUIP MAINT PART&SUPPLIE	NOZZLE	21.74
35	101-36471-53407	EQUIP MAINT PART&SUPPLIE	HOSE CLAMP	8.98
36	101-36471-53418	LUBRICANTS & FLUIDS	DEF	<u>169.90</u>
		Total For Dept 36471 PUBLIC WORKS FLEET SERVICES		<u>16,026.76</u>
		Dept 67001 RECREATION ADMINISTRATION		
1	101-67001-53206	POSTAGE & SHIPPING	SPRING BROCHURE - JAN	2,455.94
2	101-67001-53208	OFFICE SUPPLIES	PAPER	209.95
3	101-67001-53212	PROGRAM SUPPLIES	MEMORIAL PLAQUE	223.00
4	101-67001-53212	PROGRAM SUPPLIES	MEMORIAL BENCHES-DESAI	<u>1,229.32</u>
		Total For Dept 67001 RECREATION ADMINISTRATION		<u>4,118.21</u>
		Dept 67920 RECREATION SPECIAL RECREATION		
1	101-67920-52116	SRA PROGRAMS	PLAYGROUND MULCH	1,440.00
2	101-67920-52116	SRA PROGRAMS	COMMUNICATION BOARD SIGN POSTS	<u>2,658.56</u>
		Total For Dept 67920 RECREATION SPECIAL RECREATION		<u>4,098.56</u>
		Dept 67935 RECREATION DANCE		
1	101-67935-52115	RECREATION PROGRAM SERVICE	RECITAL PROGRAM SERVICE	<u>3,000.00</u>
		Total For Dept 67935 RECREATION DANCE		<u>3,000.00</u>

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Dept 67960 RECREATION CAMPS				
1	101-67960-53212	PROGRAM SUPPLIES	MARKERS AND TAPE	48.98
Total For Dept 67960 RECREATION CAMPS				
Dept 67965 RECREATION ATHLETICS				
1	101-67965-52115	RECREATION PROGRAM SERVICE	PICKLEBALL AUG/OCT 6 PARTICIPANTS	487.50
Total For Dept 67965 RECREATION ATHLETICS				
Total For Fund 101 GENERAL				
Fund 202 MOTOR FUEL TAX				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	202-36001-52701	MAINT-BLDGS & GROUNDS	2024 MOWING CONTRACT	1,515.70
2	202-36001-52701	MAINT-BLDGS & GROUNDS	MAIN ST SIGNAL MAINT	208.20
3	202-36001-53201	ELECTRICITY	45 S OLD RAND RD	30.27
4	202-36001-53201	ELECTRICITY	280 CLAIRVIEW DR	37.87
5	202-36001-53201	ELECTRICITY	139 MOHAWK TRAIL	15.17
6	202-36001-55253	INFRASTRUCTURE IMPROVEMT	2024 SIGN PROGRAM	436.10
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				
Total For Fund 202 MOTOR FUEL TAX				
Fund 203 HOTEL TAX				
Dept 10160 GENERAL GOVERNMENT MARKETING & TOURISM				
1	203-10160-52111	OTHER PROFESSIONAL SVCS	2024 DUES - TOURISM MARKETING	14,330.00
Total For Dept 10160 GENERAL GOVERNMENT MARKETING & TOURISM				
Total For Fund 203 HOTEL TAX				
Fund 207 SPECIAL EVENTS FUND				
Dept 67600 RECREATION SPECIAL EVENTS ADMIN				
1	207-67600-53212	PROGRAM SUPPLIES	SHREDDING/ARBOR DAY 2024 SHARED EXP	400.00
Total For Dept 67600 RECREATION SPECIAL EVENTS ADMIN				
Total For Fund 207 SPECIAL EVENTS FUND				

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Dept 67603 RECREATION FARMERS MARKET				
1	207-67603-54302	PUBLIC RELATIONS	PRINT FRM MKT POSTCARDS	1,154.95
		Total For Dept 67603 RECREATION FARMERS MARKET		<u>1,154.95</u>
Dept 67604 RECREATION FOURTH OF JULY FESTIVAL				
1	207-67604-54302	PUBLIC RELATIONS	PRINT JULY 4TH POSTCARDS	1,154.96
		Total For Dept 67604 RECREATION FOURTH OF JULY FESTIVAL		<u>1,154.96</u>
Dept 67699 RECREATION MISC SPECIAL EVENTS				
1	207-67699-53212	PROGRAM SUPPLIES	ARBOR DAY 2024 TREE PLANTING	340.00
		Total For Dept 67699 RECREATION MISC SPECIAL EVENTS		<u>340.00</u>
Total For Fund 207 SPECIAL EVENTS FUND				<u>3,049.91</u>
Fund 214 TIF #2 DOWNTOWN				
Dept 10490 GENERAL GOVERNMENT TIF				
1	214-10490-52201	VILLAGE ATTORNEY	MAIN STREET TIF - APRIL 2024	1,380.00
2	214-10490-52201	VILLAGE ATTORNEY	MAIN STREET TIF - APRIL 2024	24.94
3	214-10490-54307	RENTAL PROPERTY TAXES	PROPERTY TAXES - 1ST INST	610.12
		Total For Dept 10490 GENERAL GOVERNMENT TIF		<u>2,015.06</u>
Total For Fund 214 TIF #2 DOWNTOWN				<u>2,015.06</u>
Fund 218 TIF #4 INDUSTRIAL DISTRICT				
Dept 10490 GENERAL GOVERNMENT TIF				
1	218-10490-52201	VILLAGE ATTORNEY	INDUSTRIAL TIF - APRIL 2024	172.50
		Total For Dept 10490 GENERAL GOVERNMENT TIF		<u>172.50</u>
Total For Fund 218 TIF #4 INDUSTRIAL DISTRICT				<u>172.50</u>

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Fund 227 DISPATCH CENTER				
Dept 24220 POLICE DISPATCH				
1	227-24220-53209	UNIFORMS	POLO, BADGE - TORRES	26.45
2	227-24220-53209	UNIFORMS	DISPATCH SWEATSHIRTS	357.94
Total For Dept 24220 POLICE DISPATCH				<u>384.39</u>
Total For Fund 227 DISPATCH CENTER				<u>384.39</u>
Fund 310 TIF #1 DEBT SERVICE				
Dept 10490 GENERAL GOVERNMENT TIF				
1	310-10490-56603	INTEREST	DEBT SERVICE INTEREST	206,842.50
2	310-10490-56603	INTEREST	DEBT SERVICE INTEREST	12,075.00
3	310-10490-56605	PAYING AGENT FEES	PAYING AGENT FEE 2016A	825.00
Total For Dept 10490 GENERAL GOVERNMENT TIF				<u>219,742.50</u>
Total For Fund 310 TIF #1 DEBT SERVICE				<u>219,742.50</u>
Fund 401 VILLAGE CAPITAL PROJECTS				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	401-36001-55251	LAND IMPROVEMENTS	OVERHEAD DOOR, ROLL UP SHUTTERS - BREEZEWALD	10,650.00
2	401-36001-55251	LAND IMPROVEMENTS	FLOOR COATINGS BREEZEWALD BATHS	5,103.00
3	401-36001-55251	LAND IMPROVEMENTS	SOD FOR LANDSCAPING BREEZEWALD	235.50
4	401-36001-55251	LAND IMPROVEMENTS	2024 PLANTING	1,715.00
5	401-36001-55251	LAND IMPROVEMENTS	2024 PLANTING	1,425.00
6	401-36001-55251	LAND IMPROVEMENTS	SOD FOR BREEZEWALD LANDSCAPING	471.00
7	401-36001-55251	LAND IMPROVEMENTS	SOD FOR BREEZEWALD	429.00
8	401-36001-55251	LAND IMPROVEMENTS	BREEZEWALD SOD	471.00
9	401-36001-55251	LAND IMPROVEMENTS	BREEZEWALD LANDSCAPING SOD	471.00
10	401-36001-55251	LAND IMPROVEMENTS	LANDSCAPING SOD BREEZEWALD	858.00
11	401-36001-55251	LAND IMPROVEMENTS	STRAW, STAPLES, MICRO - BREEZEWALD	597.12
12	401-36001-55251	LAND IMPROVEMENTS	TILE MATERIALS BREEZEWALD BATHROOMS	697.20
13	401-36001-55251	LAND IMPROVEMENTS	MOP, COVER, PADDLE, DAWN - BREEZEWALD	75.26

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14	401-36001-55251	LAND IMPROVEMENTS	REFUND TAX INCL - MOUNTING TAPE, SCREWS, RACK, SPRAY BOTTLE	(264.48)
15	401-36001-55251	LAND IMPROVEMENTS	MOUNTING TAPE, SPRAY BOTTLE, SCREWS, RACK	246.02
16	401-36001-55251	LAND IMPROVEMENTS	CLEANING/TILE SUPPLIES BREEZEWALD	262.81
17	401-36001-55251	LAND IMPROVEMENTS	TILE MATERIALS BREEZEWALD	109.24
18	401-36001-55251	LAND IMPROVEMENTS	DRILL BITS FOR TILE	74.85
19	401-36001-55251	LAND IMPROVEMENTS	HOLE SAW, DRAIN	116.70
20	401-36001-55251	LAND IMPROVEMENTS	MOUNTING TAPE, SCREWS, RACK, SPRAY BOTTLE	264.48
21	401-36001-55251	LAND IMPROVEMENTS	TRIM FOR BREEZEWALD ROOMS	106.28
22	401-36001-55251	LAND IMPROVEMENTS	TILE SUPPLIES BREEZEWALD	306.09
23	401-36001-55251	LAND IMPROVEMENTS	PLIERS, MESH TAPE	37.44
24	401-36001-55251	LAND IMPROVEMENTS	BREEZEWALD ELECTRIC SUPPLIES	92.09
25	401-36001-55251	LAND IMPROVEMENTS	TOGGLE SWITCH, ADAPTER, PLUG	52.58
26	401-36001-55251	LAND IMPROVEMENTS	CIRCUIT BREAKER FOR ELECTRIC PANEL	7.37
27	401-36001-55251	LAND IMPROVEMENTS	BREEZEWALD TILE SPACERS	32.37
28	401-36001-55251	LAND IMPROVEMENTS	WALLPLATE, COVER, TRIM	185.50
29	401-36001-55251	LAND IMPROVEMENTS	ELECTRICAL CONTRACTOR BREEZEWALD	7,072.19
30	401-36001-55251	LAND IMPROVEMENTS	DRAINAGE PIPES FOR BREEZEWALD	124.48
31	401-36001-55251	LAND IMPROVEMENTS	BREEZEWALD PLUMBING	37.62
32	401-36001-55251	LAND IMPROVEMENTS	LANDSCAPING/RETAINING WALL	775.93
33	401-36001-55251	LAND IMPROVEMENTS	BREEZEWALD BATHROOM PARTITIONS	5,798.00
34	401-36001-55251	LAND IMPROVEMENTS	PAINT FOR BREEZEWALD BUILDING	303.79
35	401-36001-55251	LAND IMPROVEMENTS	2024 PLANTING	7,670.00
36	401-36001-55252	BLDG & BLDG IMPROVEMENTS	CHALET INTERIOR PAINT	9,949.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		56,558.43
		Total For Fund 401 VILLAGE CAPITAL PROJECTS		56,558.43

Fund 405 NHR CAPITAL PROJECTS

Dept 36001 PUBLIC WORKS ADMINISTRATION

1	405-36001-53416	CONCRETE & ASPHALT	CONCRETE #122517	1,459.50
2	405-36001-53416	CONCRETE & ASPHALT	CONCRETE #122599	1,846.50
3	405-36001-53416	CONCRETE & ASPHALT	CONCRETE #122643	885.50

VILLAGE OF LAKE ZURICH
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Item #	GL Number	GL Desc	Invoice Description	Amount
4	405-36001-55253	INFRASTRUCTURE IMPROVEMT	2024 ANNUAL ROAD PROGRAM	193,668.53
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>197,860.03</u>
			Total For Fund 405 NHR CAPITAL PROJECTS	<u>197,860.03</u>
			Fund 501 WATER & SEWER	
			Dept 00000	
1	501-00000-21204	LC CONNECTION FEES PAYABLE	LC CONNECTION FEE - 1170 SYCAMORE DR	4,030.00
2	501-00000-21204	LC CONNECTION FEES PAYABLE	LC CONNECTION FEE - 442 S RAND RD	32,240.00
3	501-00000-21204	LC CONNECTION FEES PAYABLE	LC CONNECTION FEE - KILDEER CROSSING	44,330.00
		Total For Dept 00000		<u>80,600.00</u>
			Dept 36001 PUBLIC WORKS ADMINISTRATION	
1	501-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 05/02	31.81
2	501-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 05/09	31.81
3	501-36001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - MAY	161.60
4	501-36001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - MAY	152.88
5	501-36001-53209	UNIFORMS	PPE GLOVES	89.72
6	501-36001-56603	INTEREST	DEBT SERVICE 2016B INTEREST	3,200.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>3,667.82</u>
			Dept 36530 PUBLIC WORKS WATER BILLING	
1	501-36530-52111	OTHER PROFESSIONAL SVCS	WATER BILL PROCESSING - APR 2024	617.65
2	501-36530-52112	PROFESSIONAL ACCOUNTING	FISCAL AUDIT 2023	2,000.00
3	501-36530-53206	POSTAGE & SHIPPING	WATER BILL PROCESSING - APR 2024	2,636.63
		Total For Dept 36530 PUBLIC WORKS WATER BILLING		<u>5,254.28</u>
			Dept 36550 PUBLIC WORKS WATER SERVICE	
1	501-36550-52113	ENGR/ARCHITECTURAL	LZ SUPPLY STUDY ASSESSMENT	16,004.07
2	501-36550-52607	WATER SAMPLE ANALYSIS	WATER SAMPLE ANALYSIS	1,585.70
3	501-36550-52701	MAINT-BLDGS & GROUNDS	2024 MOWING CONTRACT	299.46
4	501-36550-53210	SMALL TOOLS & EQUIP	BLOW-OUT TUBE PARTS	33.93

VILLAGE OF LAKE ZURICH
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Item #	GL Number	GL Desc	Invoice Description	Amount
5	501-36550-53413	DISTRIBUTION SYS REPAIR	B-BOX PARTS	258.22
6	501-36550-53414	CHEMICALS	BULK WTR COND SALT - WELL #10	3,008.52
7	501-36550-53414	CHEMICALS	BULK WTR COND SALT - WELL #8	2,968.79
8	501-36550-55253	INFRASTRUCTURE IMPROVEMT	2024 WATER MAIN REPLACEMENT	<u>358,574.30</u>
			Total For Dept 36550 PUBLIC WORKS WATER SERVICE	<u>382,732.99</u>
			Dept 36560 PUBLIC WORKS SEWER SERVICE	
1	501-36560-52111	OTHER PROFESSIONAL SVCS	HYDROGEN SULFIDE REDUCTION PGRM QUENTIN/NW PUMP STA	5,306.00
2	501-36560-53201	ELECTRICITY	ELECTRICITY/SANITARY FLOW CONTROL	53.24
3	501-36560-53201	ELECTRICITY	ELECTRICITY/VACUUM PRIMING STRUCTURES	30.15
4	501-36560-53408	LIFT STATION PARTS & SUP	THREAD SEAL & GREASE/NW ARV'S	<u>16.90</u>
			Total For Dept 36560 PUBLIC WORKS SEWER SERVICE	<u>5,406.29</u>
			Total For Fund 501 WATER & SEWER	<u>477,661.38</u>
			Fund 603 RISK MANAGEMENT	
			Dept 10001 GENERAL GOVERNMENT ADMINISTRATION	
1	603-10001-52114	LIABILITY INSURANCE CLAIMS	IRMA FEBRUARY 2024	5,565.68
2	603-10001-52114	LIABILITY INSURANCE CLAIMS	BATHROOM PARTITIONS CHALET	<u>3,152.00</u>
			Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION	<u>8,717.68</u>
			Total For Fund 603 RISK MANAGEMENT	<u>8,717.68</u>
			Fund 615 EQUIPMENT REPLACEMENT	
			Dept 10001 GENERAL GOVERNMENT ADMINISTRATION	
1	615-10001-55254	MACHINERY & EQUIPMENT	DUAL RADIO	<u>325.78</u>
			Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION	<u>325.78</u>
			Total For Fund 615 EQUIPMENT REPLACEMENT	<u>325.78</u>
			Fund 710 PERFORMANCE ESCROW	
			Dept 00000	

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Item #	GL Number	GL Desc	Invoice Description	Amount
1	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0126 - 590 IVY CT	105.00
2	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0276 - 104 LORRAINE DR	105.00
3	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0081 - 1050 CORMAR DR	300.00
4	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0076 - 1048 AVERY RIDGE	500.00
5	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0080 - 584 REGENCY DR	500.00
6	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0057 - 256 VISTA RD	300.00
7	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0077 - 9 JOHNATHAN RD	105.00
8	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD22-0636 - 214 FAIRWAY	105.00
9	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0096 - 1327 BERNARD CT	500.00
10	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0063 - 1255 ERIC LN	500.00
11	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0182 - 1040 BRUSH HILL	105.00
12	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0148 - 2 BRAEMAR CT	500.00
13	710-00000-25202	OCCUPANCY PERMIT DEPOSITS	BOND REF #BCE23-0010 - 519 TELSER RD	<u>873.27</u>
		Total For Dept 00000		<u>4,498.27</u>
			Total For Fund 710 PERFORMANCE ESCROW	<u>4,498.27</u>
Fund 720 PAYROLL CLEARING				
Dept 00000				
1	720-00000-22404	SUPPLEMENTAL LIFE INS PAYABLE	GROUP LIFE INSURANCE - MAY	<u>172.00</u>
		Total For Dept 00000		<u>172.00</u>
			Total For Fund 720 PAYROLL CLEARING	<u>172.00</u>
Fund 731 SSA #8 HEATHERLEIGH SUBDV				
Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				
1	731-10099-52604	SWEEPING & MOWING	2024 MOWING CONTRACT	<u>149.12</u>
		Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY		<u>149.12</u>
			Total For Fund 731 SSA #8 HEATHERLEIGH SUBDV	<u>149.12</u>

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<i>Item #</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
Fund 734 SSA #11 LZ PINES SUBDV				
Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				
1	734-10099-52603	LAKE/WATER QUALITY MGMT	SSA 11 SHORELINE	17,986.50
2	734-10099-52604	SWEEPING & MOWING	2024 MOWING CONTRACT	6.41
Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				<hr/> 17,992.91
Total For Fund 734 SSA #11 LZ PINES SUBDV				<hr/> 17,992.91
Fund 735 SSA #13 CONVENTRY CRK SUB				
Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				
1	735-10099-52604	SWEEPING & MOWING	2024 MOWING CONTRACT	<hr/> 128.27
Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				<hr/> 128.27
Total For Fund 735 SSA #13 CONVENTRY CRK SUB				<hr/> 128.27

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<i>Item #</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
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Fund Totals:

Fund 101 GENERAL	282,049.14
Fund 202 MOTOR FUEL TAX	2,243.31
Fund 203 HOTEL TAX	14,330.00
Fund 207 SPECIAL EVENTS FUND	3,049.91
Fund 214 TIF #2 DOWNTOWN	2,015.06
Fund 218 TIF #4 INDUSTRIAL DISTRICT	172.50
Fund 227 DISPATCH CENTER	384.39
Fund 310 TIF #1 DEBT SERVICE	219,742.50
Fund 401 VILLAGE CAPITAL PROJECTS	56,558.43
Fund 405 NHR CAPITAL PROJECTS	197,860.03
Fund 501 WATER & SEWER	477,661.38
Fund 603 RISK MANAGEMENT	8,717.68
Fund 615 EQUIPMENT REPLACEMENT	325.78
Fund 710 PERFORMANCE ESCROW	4,498.27
Fund 720 PAYROLL CLEARING	172.00
Fund 731 SSA #8 HEATHERLEIGH SUBDV	149.12
Fund 734 SSA #11 LZ PINES SUBDV	17,992.91
Fund 735 SSA #13 CONVENTRY CRK SUB	128.27
<hr/> <u>\$ 1,288,050.68</u>	



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: May 2, 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: Police Department Garage Floor Repairs

AGENDA ITEM
GD

Issue: The FY 2024 budget includes \$61,000 for the repair and refinishing of the Police Department garage floors

Background: The Lake Zurich Police Facility was opened in 2002 and contains two garage areas, a main lower level parking garage and an upper level garage used for prisoner transfers. Based on the age and deteriorating condition of the Police Facility garage floors, repairs and refinishing was recommended and budgeted for in the Village's 2024 Community Investment Plan.

Analysis: Requests for proposal were sent to five qualified companies and posted on the Village website. Five contractors surveyed the floors during on site visits. Three contractors returned proposals.

Name of Contractor	Total Proposal
American Garage Floor System	\$55,810.00
Busy Beaver Inc.	\$95,093.00
Tiles In Style LLC	\$110,069.00

Public Works staff has thoroughly reviewed all submitted proposals and are recommending accepting the lowest proposal from American Garage Floor Systems in the amount of \$55,810.00.

The Village has used American Garage Floor Systems on several projects and has found the company to be a competent and reputable contractor.

The balance of the budgeted amount, \$5,190.00 will be used as a contingency.

Recommendation: Award a contract to American Garage Floor Systems for repair and refinishing of the Police Department garage floors in the amount not to exceed \$61,000.00.

W/Attachments:

1. Submitted Proposals



ESTIMATE

American Garage Floor Systems
 1160 N Dato Ln
 Wauconda, IL 60084, USA
 sales@agschicago.com
 (847) 382-3567

Estimate # 3213-1
 Date Tue Apr 30 2024
 Total 49310.00

Prepared For:
 Steve Paulis Lake Zurich Public Works
 200 south rand rd
 lake zurich, Illinois 60047
 (847) 815-6318
 steve.paulus@lakezurich.org

Service Address:
 200 MOHAWK TRAIL
 LAKE ZURICH, Illinois 60047

Description	QTY	Price	Amount
FLOORING / Poly POLYASPARTIC FLOOR COATING WITH FULL CHIP SYSTEM /ONE DAY FLOOR / WALK ON IT IN 8-12 HOURS DRIVE ON IT IN 24-26 HOURS FROM FINISH TIME - 4X STRONGER THEN EPOXY	6950	\$6.5	\$45175.00
Repairs charge for treatment of large area of cracks or chips in concrete	1	\$1885	\$1885.00
3" LINES pained on in yellow PAINT 3" LINES IN YELLOW PRICE PER FOOT	450	\$5	\$2250.00
			Sub total \$49310.00
			Total \$49310.00

Notes:

Thank You For Your Business



-PURCHASE AGREEMENT-

Detailed estimate attached for floor coating and necessary repairs or additional costs. Your signature will indicate approval of cost breakdown. Estimates are an approximation of charges to you, and they are based on the anticipated details of the work to be done. It is possible for unexpected complications to cause some deviation from the estimate. If additional parts or labor are required you will be contacted immediately. Installers are not responsible for personal items in the service area. Please remove all items prior to installation until 24 hrs after floor is completed.

-FLOOR COATING PROCESS-

American Garage Floor Systems uses a polyaspartic rapid set, roller grade material that allows us to apply a three coat system in hours. This process gives you durability, strength, anti slip, and the longevity needed for a high traffic area. AGS uses the same polyaspartic technology for the top coat to lock the chips in, and to give it extra strength. Our polyaspartic is a non-yellowing, durable, protective finish that lasts. You will be able to walk on your floor just hours after we leave, and drive on it the next day.

Floor Preparation

Our diamond-bit grinder features three grinding wheels that work in unison to open the pores of your concrete. Hand grinders are also used to prepare detailed areas and vertical surfaces. We also use shot blasting where necessary to ensure the proper bond of any patching materials.

AGS utilizes the latest technology to prepare your floor for our revolutionary 2 coat system

Premium Installation

1. Diamond grind off 1/16 of an inch of the surface with a low dust process
2. Clean and fill cracks larger than 1/8 of an inch
3. Apply base coat
4. Broadcast the chosen chip blend into the base coat
5. Apply a clear coat over the top
6. Apply anti-slip into top coat (Unless a request is made by customer for no slip resistance to be used in top coat)

******DISCLAIMER******

All hard floor surfaces can be slippery when wet even with anti slip texture. ALWAYS USE CAUTION WHEN SURFACE IS WET!

A 15% Non refundable deposit is due before scheduling appointment for installation. Balance will be due upon completion.

RESIDENTIAL FLOOR - LIMITED LIFETIME WARRANTY

American Garage Systems residential floor coating systems, when installed by certified installer, are warranted for the lifetime of the original purchaser against any abnormal yellowing, fading or color change of the clear sealer due to effects of UV sunlight or overhead lighting and for fifteen (15) years after the installation against failure to bond to the concrete, peeling, flaking, chipping or excessive wear and excessive loss of gloss of the clear sealer.

WARRANTY CLAIM PROCEDURES A claim under this warranty may be made by calling AGS at (847)382-FLOR. The original purchaser must retain original sales order and receipt to make valid claim. Any claim under this warranty shall be deemed waived, unless the original purchaser gives notice (30) days following the discovery of a potential warranty claim. Customers shall allow AGS up to (60) sixty days to inspect and make repairs under this warranty.

REMEDIES AGS sole responsibility under this warranty shall be the cost of replacement materials to fix or repair the failed areas only, using AGS materials. A representative of AGS must be present to assess the failed area to judge the cause and mode of failure prior to any fix or repair. The duty to fix or repair only damaged areas shall be the sole and exclusive remedy granted under this warranty.

LIMITATIONS This warranty is limited to the materials applied to the garage floor and does not include the floor or substrate itself. Where waterproofing is the intent, this warranty is limited to the replacement of materials under the conditions outlined above. AGS only responsibility will be to furnish replacement materials free of charge for any faulty material. The cost of investigating leaks is not included in this warranty. Should a leak occur, AGS shall not be responsible for the repair or replacement of any interior furnishings or building material. Failures by external causes such as acts of God, fire, welding, or other burns, mechanical impact damage, hydrostatic pressure, chemical spills or abnormal use of the garage and its floor are not covered by this warranty. This warranty excludes building or structure settling, substrate cracking, moisture below the coating material, efflorescence, hydrostatic pressure, or mechanical and external physical abuses that constitute abuse other than normal wear and tear. AGS is not responsible for concrete cracking due to substrate movement or existing cracks in substrate (concrete/ substrate are not warranty regardless of whether same was repaired during original installation or not. There is no warranty on cracks or crack repair. Areas repaired under this warranty may vary in color and texture from areas originally installed which are not repaired. This warranty shall not apply in the case of improper substrate construction, exposure of the products to solvents and/or higher concentrations of acids other than moisture from within, under or adjacent to the concrete surface.

PRO-RATED REPLACEMENT The 15 year warranty against failures to bond to the concrete, peeling, flaking, chipping or excess wear and excessive loss of gloss of the clear sealer will be pro-rated based on the remaining useful life.

In no event shall AGS liability under this warranty exceed the cost of replacement materials, or return of the original purchase price., for the products which may prove to be defective under normal use and service, provided such a claim is made within the time frame set forth above. This warranty shall be void if in the sole good faith judgement of AGS any such failures or damages are caused by structural movement, unforeseen moisture in concrete, natural disasters, the wrongful conduct of any other person, subsequent alterations or additions and failure to exercise reasonable care in maintaining surfaces coated by AGS products.

Note: Below grade and moisture treatment work has a warranty of only one (1) year. AGS IS NOT RESPONSIBLE FOR DEFECTIVE DRAINAGE. IT IS UNDERSTOOD THAT WHERE GRADING OR ABRASION REPAIR IS DONE THERE MAY BE MINIMAL PUDDLING.

Slip Resistance Additives Any surface can be slippery. AGS recommends use of a slip resistant additive on all garage floor systems that may be exposed to wet, oily, or greasy conditions. In no event shall AGS be responsible for injury incurred in a slip and fall situation. It is the purchaser's sole responsibility to provide for their own safety and the safety of guests and invitees. While AGS coatings may help provide a slip and skid resistant surface when dry, there is no guarantee that someone will not slip while walking on areas coated with our material. AGS therefore assumes no responsibility for slip-fall accidents. If added, the slip-resistant additive only improves slip resistance by approximately 50%.

THIS WARRANTY IS NOT TRANSFERABLE

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DISCLAIMER AGS SHALL NOT BE LIABLE FOR CONSEQUENTIAL DAMAGES (SUCH AS BUT NOT LIMITED TO LOSS OF USE OF THE GARAGE OR ITS CONTENTS OR SURROUNDINGS OR LOSS OF USE OR TIME AND INCONVENIENCE) OR ANY INCIDENTAL EXPENSE RESULTING FROM THE ABOVE EXPRESSED WARRANTY OR ANY IMPLIED WARRANTY. AGS LIABILITY HEREUNDER IS EXPRESSLY LIMITED TO THE COST OF MATERIAL FOR REPAIR OR REPLACEMENT OF DEFECTIVE MATERIALS AND SHALL NOT EXTEND TO OR INCLUDE ANY CONSEQUENTIAL OR INCIDENTAL OTHER DAMAGES OF ANY KIND OR CHARACTER. AGS shall not be liable for damage to or destruction of any real or personal property resulting from defects in the work performed by or materials provided pursuant to this contract. AGS makes no expressed or implied warranties of merchantability or fitness for a particular purpose which warranties are hereby expressly disclaimed and excluded. The original purchaser hereby expressly waives any claim to additional charges. This Limited Warranty supersedes any other warranty or other representation, whether written, oral or



ESTIMATE

American Garage Floor Systems
 1160 N Dato Ln
 Wauconda, IL 60084, USA
 sales@agschicago.com
 (847) 382-3567

Estimate # 3213-2
Date Tue Apr 30 2024
Total 6500.00

Prepared For:
 Steve Paulis Lake Zurich Public Works
 200 south rand rd
 lake zurich, Illinois 60047
 (847) 815-6318
 steve.paulus@lakezurich.org

Service Address:
 200 MOHAWK TRAIL
 LAKE ZURICH, Illinois 60047

Description	QTY	Price	Amount
FLOORING / Poly POLYASPARTIC FLOOR COATING WITH FULL CHIP SYSTEM /ONE DAY FLOOR / WALK ON IT IN 8-12 HOURS DRIVE ON IT IN 24-26 HOURS FROM FINISH TIME - 4X STRONGER THAN EPOXY / INCLUDES CURBS Sally Garage	1000	\$6.5	\$6500.00
		Sub total	\$6500.00
		Total	\$6500.00

Notes:

Thank You For Your Business



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-PURCHASE AGREEMENT-

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Our diamond-bit grinder features three grinding wheels that work in unison to open the pores of your concrete. Hand grinders are also used to prepare detailed areas and vertical surfaces. We also use shot blasting where necessary to ensure the proper bond of any patching materials.

AGS utilizes the latest technology to prepare your floor for our revolutionary 2 coat system

Premium Installation

1. Diamond grind off 1/16 of an inch of the surface with a low dust process
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4. Broadcast the chosen chip blend into the base coat
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******DISCLAIMER******

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A 15% Non refundable deposit is due before scheduling appointment for installation. Balance will be due upon completion.

RESIDENTIAL FLOOR - LIMITED LIFETIME WARRANTY

American Garage Systems residential floor coating systems, when installed by certified installer, are warranted for the lifetime of the original purchaser against any abnormal yellowing, fading or color change of the clear sealer due to effects of UV sunlight or overhead lighting and for fifteen (15) years after the installation against failure to bond to the concrete, peeling, flaking, chipping or excessive wear and excessive loss of gloss of the clear sealer.

WARRANTY CLAIM PROCEDURES A claim under this warranty may be made by calling AGS at (847)382-FLOR. The original purchaser must retain original sales order and receipt to make valid claim. Any claim under this warranty shall be deemed waived, unless the original purchaser gives notice (30) days following the discovery of a potential warranty claim. Customers shall allow AGS up to (60) sixty days to inspect and make repairs under this warranty.

REMEDIES AGS sole responsibility under this warranty shall be the cost of replacement materials to fix or repair the failed areas only, using AGS materials. A representative of AGS must be present to assess the failed area to judge the cause and mode of failure prior to any fix or repair. The duty to fix or repair only damaged areas shall be the sole and exclusive remedy granted under this warranty.

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PRO-RATED REPLACEMENT The 15 year warranty against failures to bond to the concrete, peeling, flaking, chipping or excess wear and excessive loss of gloss of the clear sealer will be pro-rated based on the remaining useful life.

In no event shall AGS liability under this warranty exceed the cost of replacement materials, or return of the original purchase price., for the products which may prove to be defective under normal use and service, provided such a claim is made within the time frame set forth above. This warranty shall be void if in the sole good faith judgement of AGS any such failures or damages are caused by structural movement, unforeseen moisture in concrete, natural disasters, the wrongful conduct of any other person, subsequent alterations or additions and failure to exercise reasonable care in maintaining surfaces coated by AGS products.

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THIS WARRANTY IS NOT TRANSFERABLE

AGS LABOR WARRANTY IS FOR 1 YEAR ONLY AND DOES NOT COVER CONCRETE FAILURE

DISCLAIMER AGS SHALL NOT BE LIABLE FOR CONSEQUENTIAL DAMAGES (SUCH AS BUT NOT LIMITED TO LOSS OF USE OF THE GARAGE OR ITS CONTENTS OR SURROUNDINGS OR LOSS OF USE OR TIME AND INCONVENIENCE) OR ANY INCIDENTAL EXPENSE RESULTING FROM THE ABOVE EXPRESSED WARRANTY OR ANY IMPLIED WARRANTY. AGS LIABILITY HEREUNDER IS EXPRESSLY LIMITED TO THE COST OF MATERIAL FOR REPAIR OR REPLACEMENT OF DEFECTIVE MATERIALS AND SHALL NOT EXTEND TO OR INCLUDE ANY CONSEQUENTIAL OR INCIDENTAL OTHER DAMAGES OF ANY KIND OR CHARACTER. AGS shall not be liable for damage to or destruction of any real or personal property resulting from defects in the work performed by or materials provided pursuant to this contract. AGS makes no expressed or implied warranties of merchantability or fitness for a particular purpose which warranties are hereby expressly disclaimed and excluded. The original purchaser hereby expressly waives any claim to additional charges. This LimitedWarranty supersedes any other warranty or other representation, whether written, oral or implied, here fore made between parties.



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: May 14, 2024

To: Ray Keller, Village Manager *PK*

From: Adam Hartmann, Project Manager Public Works

Copy: Michael J. Brown, Director of Public Works
Bonnie Caputo, Park and Recreation Director

Subject: **Park & Recreation Department Buffalo Creek Building A Floor Replacement**

6e

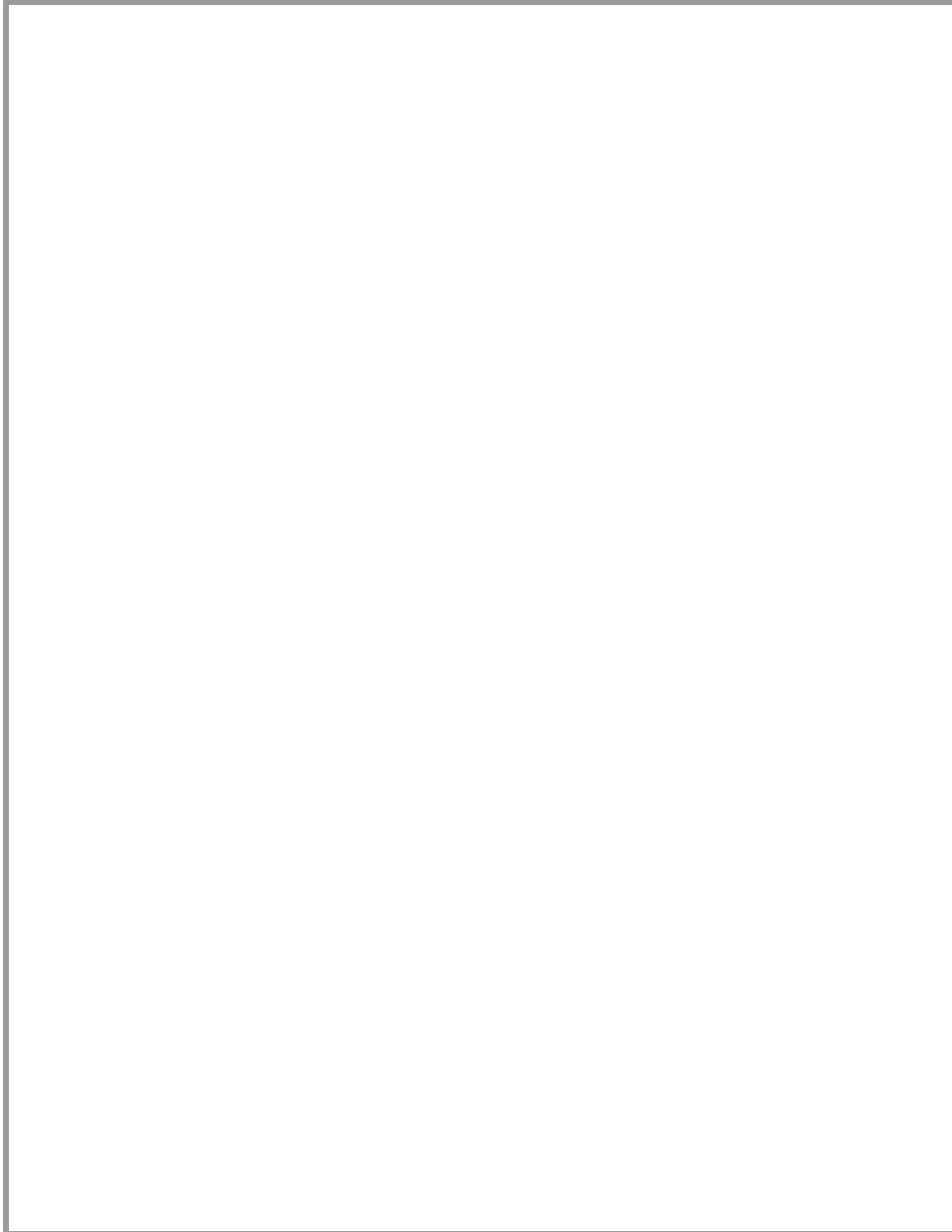
Issue: The FY 2024 budget includes \$30,000 for the replacement of the flooring through the Buffalo Creek A building.

Background: Buffalo Creek Park has been operating as a Park and Recreation program facility since it was converted from a waste water treatment facility in the mid-nineties. The facility is primarily used as a preschool, and a youth dance program facility. Based on the age and deteriorating condition of the floors, replacement was recommended in the Village's Community Investment Program and budgeted for replacement in fiscal year 2024.

Analysis: Staff solicited bids for the project in March, with the bid opening occurred on April 5, 2024. The Village received three (3) bids. The bid results are shown below. The lowest responsible bid was received from NPN Flooring Brookfield, Illinois.

Name of Contractor	Total Proposal
NPN Flooring	\$29,736.00
Bestway Carpeting Inc.	\$40,119.00
Tiles In Style LLC	\$46,717.00

Staff is recommending to apply a 15% contingency given that there is a potential for defects with the subflooring, such as large cracks in the concrete floor which would require filling, or low lying depressional areas which will require leveling. Staff will be applying additional funds from the



capital improvement program with the savings from the 2024 roofing improvements to account for project contingencies.

Staff has contacted the references provided and has found the company to be a competent and reputable contractor.

Recommendation: Award a contract to NPN Flooring for the replacement of the Park and Recreation Buffalo Creek Building A flooring in the amount not to exceed \$34,196.40

W/Attachments:

1. Bid Tabulation
2. Bid Submittal – NPN Flooring, Brookfield, IL 60513

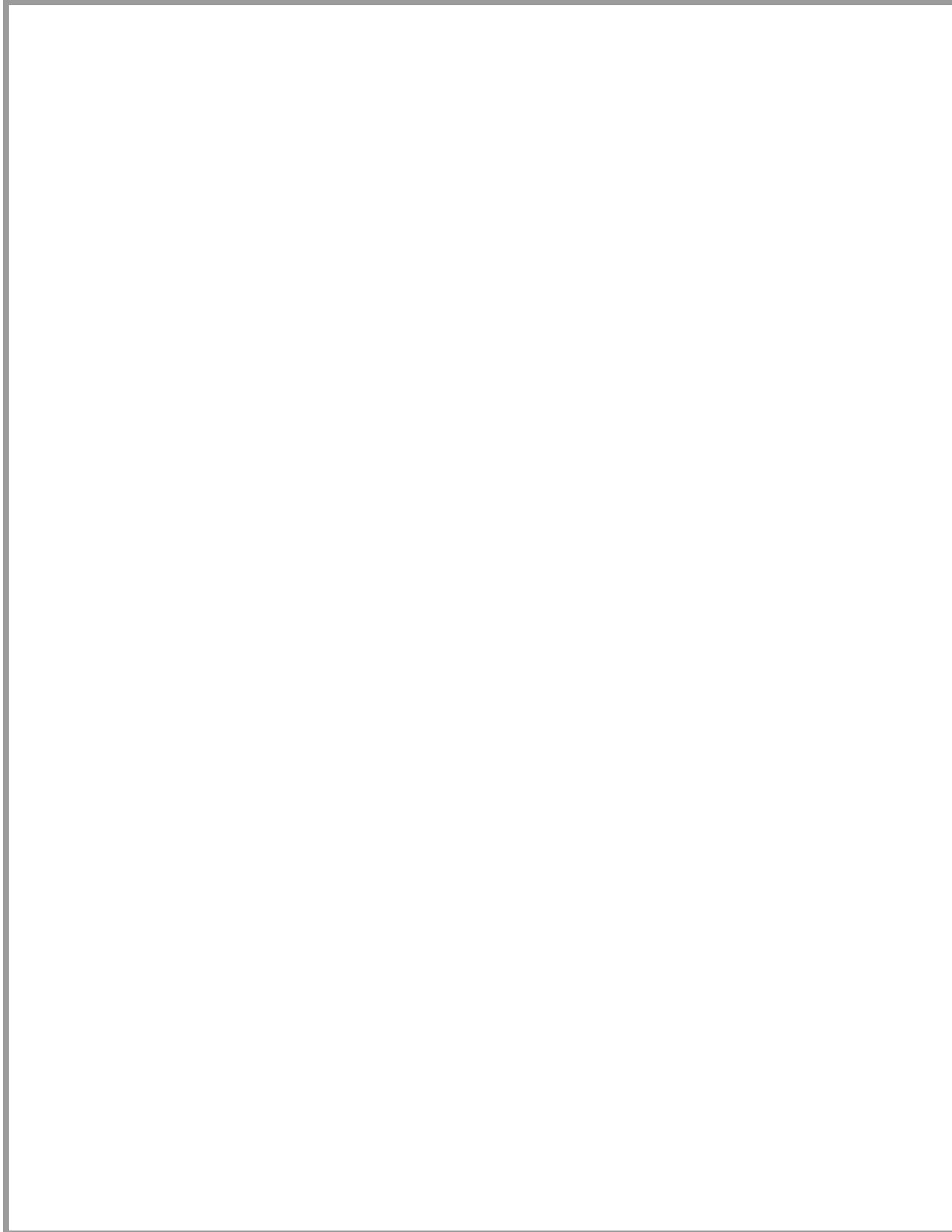


BID: Buffalo Creek Plank Flooring**Due: May 1, 2024 10:00 a.m.**

BIDDER	Bid Amount	Bond
Bestway Carpeting Inc PO Box 595 West Dundee, IL 60118	\$ 40,119.00	Yes 04-15-24 11:05 a.m.
Tiles In Style LLC 16940 Vincennes Ave South Holland, IL 60473	\$ 46,717.00	Yes 04-30-24 9:03 a.m.
NPN Flooring 9311 Ogden Ave. Brookfield, IL 60513	\$ 29,736.00	Yes 05-1-24 9:50 a.m.

Laura Berg, Accounts Payable
 Mike Brown, PW Director
 Adam Hartmann, Project Mrg

Village Hall Boardroom
 5/1/2024 10:01:00 A.M.



Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

RECEIVED
APR 30 2024

BY:

**Notice to Bidders
Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor**

NOTICE TO BIDDERS

All bidders with any interest in being provided any information about this bid or in potentially submitting a bid regarding this 2024 Buffalo Creek Facility Vinyl Plank Floor **must register** their company's name and contact information with the Director of Public Works immediately upon review or receipt of this Notice to allow the Village to provide continuing information about this bid and the bid process, as may be needed.

Intent:

It is the intent of the Village of Lake Zurich ("Lake Zurich") to bid installation of a Vinyl Plank Floor at Buffalo Creek Facility and award the bid to a primary contractor ("Contractor"), as further provided herein.

Time and Place for opening bids:

Sealed proposals for the Work and related procedures described in Exhibit "A" will be received at the offices of:

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

no later than 10:00 am on **Wednesday, May 1, 2024**. Bids arriving after that time will not be accepted. Mailed bids, which are delivered after the specified hour, will not be accepted regardless of postmarked time on the envelope. Electronic mail (email) and/or facsimile transmitted bids will not be accepted. All bids will be publicly opened and read aloud at that time, and may be acted upon at said time and place or at such later time and place as may then be fixed: but in no case more than sixty (60) calendar days from bid opening.

If a bid was timely submitted but delayed beyond the 10:00 am submittal deadline due to no fault of bidder, and the delay does not afford the bidder any advantage, the Village of Lake Zurich (the "Village") may, in its discretion reject all bids, as determined on a case-by-case basis. However, the Village shall have no responsibility to consider such bid, nor to reject all bids on such basis.

Availability of Bidding Documents:

Packets are available for download on the Village's website starting **Friday, March 22, 2024**. Please follow the link below:

<https://www.lakezurich.org/296/Requests-Bids>

Affidavit of Experience:

Bidders will submit a resume of similar projects performed, enumerated as to location, type of work, approximate completion date, together with a list of equipment owned by or available to the, for efficient pursuance of this project.

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

EXHIBIT B

BID PROPOSAL FORM

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

From:
NPN Flooring
 Bidder
815-608-5438
 Phone Number
815-608-5438
 Bidder's Contact for Bid

9311 Ogden Ave, Brookfield IL 60513
 Address (City, State, Zip)
ag.npnflooring@gmail.com
 Email
sales@npnflooring.com
 Additional Contact Information

Having carefully examined the terms set forth in the Notice to Bidders, Instructions to Bidders, Bid Award, General Conditions, Contract and Description of the Work and Procedures and having thoroughly examined the probable work conditions at the work sites/locations and pertinent areas adjacent thereto, the undersigned Bidder acknowledges the same to be accurate and complete insofar as the Work to be performed and related work details are concerned, the undersigned Bidder agrees to furnish all labor, materials, equipment, tools and services or whatever else is required for the Work as set forth in the **2024 Contract Documents for Buffalo Creek Facility Vinyl Plank Floor**.

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

Upon award of the Contract, the Village will send a Notice of Award to the successful Bidder and the Bidder must then execute the Contract and provide the required bonds or letter of credit and certificate of insurance to the Village within ten (10) business days. The Village will then issue a written Notice to Proceed and Bidder will thereafter shall commence Work not later than ten (10) calendar days thereafter and, unless otherwise provided, will diligently prosecute the Work in such manner and with such materials, equipment, and labor as will ensure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract. In case of failure to complete the Work within the time stated herein, the undersigned agrees that the Village shall withhold from such sums as may be due him under the terms of this Contract the costs of additional engineering and observation, maintenance of detours, interest, and other items incurred by the Village resulting from the failure of the Bidder to complete the Work within the time specified in the Contract.

The undersigned Bidder agrees to complete the Work by **September 30, 2024** unless granted additional time in writing by the Village.

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

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

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

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

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

Base bid for furnishing all labor, materials, floor leveling, equipment, and other incidentals necessary for the preparation, and construction of a vinyl plank floor at the Buffalo Creek Park Facility. As per the attached plan.

NPN Flooring
Company Name
815-608-5438
Phone Number
ag.npnflooring@gmail.com
Email

9311 Ogden Ave
Address (City, State, Zip)
Brookfield IL 60513
Business Address

AG
29,736 00
\$
Price for leveling; \$1.25 per sqft ←
* Already included * ←
in base bid price

Submitted
04/30/2024
Date
9311 Ogden Ave Brookfield IL 60513
Business Address
815-608-5438
Phone Number
Juan Negrete
Attest: Secretary

Bidder
NPN Carpet Installation Inc DBA NPN Flooring
Corporate Name
NA
Corporate Seal
Juan Negrete, President/Owner
Signed By
Juan Negrete
President

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

EXHIBIT C

CONTRACT

THIS AGREEMENT (the "Contract") is hereby entered into by and between the Village of Lake Zurich, an Illinois municipality (the "Village"), and NPN Carpet Installation Inc DBA NPN Flooring, an Corporation, located at 9311 Ogden Ave, Brookfield IL 60525 Illinois, (the "Contractor").

1. Contract

a. The Agreement between the Village and the Contractor shall include all of the following shall be bound by the terms and conditions of this Contract, the bid documents and exhibits:

- i. This Contract document
- ii. The Notice to Bidders
- iii. The Instructions to Bidders
- iv. The Bid Award
- v. The General Conditions
- vi. The Description of Work and Procedures (**Exhibit A** hereto)
- vii. The Bid Proposal Form (**Exhibit B** hereto)

2. Performance of the Work

- a. A description of the work to be performed, and related procedures, are attached hereto as Exhibit A (the "Work").
- b. The Contractor is solely responsible for safety at its Work sites and shall exercise every precaution at all times for the protection and safety of persons and properties, including its employees and subcontractors. The safety provisions of all applicable laws and regulations shall be strictly observed. Any hazardous practice, in the opinion of the Director of Public Works or his authorized representative, shall be immediately discontinued by the Contractor upon receipt of instructions from the Director of Public Works or an authorized representative to discontinue such practice.
- c. The performance of services under the Contract includes the furnishing of all supervision, labor, materials, tools, equipment and incidentals of every kind and description necessary to fulfill the Contract.
- d. The performance of services shall be subject at all times to inspection by the Village or its inspectors, and the Contractor will be held strictly to the diligent execution of the Contract. The Village or its inspectors shall be furnished with such information and assistance by the Contractor as may be required to make a complete and detailed inspection. Work, services or materials not in compliance with the Contract may be rejected by the Village, and even if the Contractor deems them complete, shall be performed again by the Contractor at no expense to the Village.
- e. The Contractor shall provide an adequate number of competently trained personnel with sufficient supervision to perform the services required, and the Contractor shall provide identification of its personnel if requested by the Village. Any Contractor's employee or representative whose employment is reasonably detrimental or objectionable to the Village shall be transferred immediately from the work site upon the Village's request. The exercise of this option shall not be construed as placing the Village in charge of the performance of the services required under the Contract, or as making the Village responsible for safety. All tools or equipment required to carry out the operations within the scope of the Contract shall be provided by the Contractor, and shall meet the standards of OSHA and the State of Illinois safety codes as may be applicable and required by law. The Village reserves the right to inspect the equipment that will be used prior to the award of the bid or during the execution of the Work.



RECEIVED
APR 30 2024
BY: _____

References

Reference #1

Company Name: Sugar Grove Fire Department
Address : 25 Municipal Dr, Sugar Grove, IL 60554
Main Contact: Bren Moran
Phone: (815) 405-9440

Overview:

Total Area: 9,000 SQ FT
Area: Sleeping Headquarters, Offices, Meeting Rooms, Hallways

- Installation of Carpet Tiles
- Installation of Vinyl Base
- Installation of transitions

Reference #2

Company Name: Elk Grove Village, Village Hall
Address : 901 Wellington Ave, Elk Grove Village, Illinois 60007
Main Contact: Scott Santille
Phone: (847) 734-8052

Overview:

Total Area: 4,100 SQ FT
Area: Village Hall

- Remove Carpet
- Remove Vinyl Cove Base
- Level Floor
- Installation of New Carpet Tiles

Reference #3

Company Name: Engineered Custom Lubricants
Address : 3851 Exchange Avenue Aurora, IL 60504
Main Contact: Shengru Lee
Phone: (331) 454-7466

Overview:

Total Area: 4,000 SQ FT
Area: two locker rooms, locker room, bathroom, coping room, and office space

- Removal of old VCT
- Installation of Rubber Tile
- Installation of Tile
- Installation of LVP
- Installation of Vinyl Cove Base

Reference #4

Company Name: ER2 Image Group
Address : 4350 Chandler Drive Hanover Park, IL
Main Contact: Carey Haegeland
Phone: (630) 980-4567

Overview:

Total Area: 3,462 SQ FT

Area: Offices

- Skim Coat of existing adhesive with Ardex
- Installation of Carpet Tiles
- Installation of Vinyl Base
- Take up and haul away of existing carpet and wall base
- Installation of Transitions

Reference #5

Company Name: LaSalle St. Securities, LLC
Address : 940 Industrial Dr, Elmhurst, IL 60126
Main Contact: Dan Schlesser
Phone: (630) 600-0315

Overview:

Total Area: 5,000 SQ FT

Area: Offices spaces and cubicles

- Remove old carpet tiles
- Haul away old carpet tiles
- Installation of new carpet tiles
- Installation of Vinyl Cove Base
- Installation of transitions

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

Waiver of Technical Deficiency/Rejection of Bids:

The Village of Lake Zurich reserves the right to reject any or all bids, or any part of a bid, and/or to accept any bid or any part of a bid, or to waive any information or technical problems with or failure to strictly comply with the submittal requirements herein, when, in its discretion, the best interests of the Village will be served by such decision.

Location of the Work:

Buffalo Creek Facility, 675 Old Mill Grove Road within the boundaries of the Village of Lake Zurich, IL 60047

Description of Work:

Furnish all necessary labor, materials, and equipment necessary for the removal of existing Vinyl Composition Tile floor, preparation, floor leveling, and installation of a Vinyl Plank Floor listed with this document (the "Work") set forth in Exhibit "A" attached hereto.

Bid Security:

A Bidder's bond will not be required.

Entry into Contract:

The successful Bidder shall be bound by and within 15 calendar days of the mailing of written notice of selection as the successful contractor shall execute the Contract attached hereto as Exhibit "C" with the Village, including completion of those forms and certifications included herewith for the performance of the Work awarded the Contractor (the "Contract") and shall simultaneously provide the appropriate payment and performance bonds, indemnities, and insurance.

Work Schedule:

The Work shall be substantially completed by **September 30, 2024**.

INSTRUCTIONS TO BIDDERS

Bidders' Representations:

Bidder has examined and carefully studied the bidding documents, and all other related data identified in these bidding documents. Submission of bid constitutes representation by Bidder that these bidding documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the Work described herein and which is the subject of this bid and to formulate an appropriate and accurate bid amount to complete the Work. Bidder is not allowed to withdraw any bid due to any failure to request additional information, review these bid provisions or alleged misunderstanding of the terms and conditions herein.

Type of Bid:

Total Base Bid

Unit pricing for floor leveling (price per square foot of leveling)

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

Review of Bid Notice:

Bidders shall be responsible for their prompt and complete review of this invitation to bid, and to notify the Village promptly of any ambiguity, inconsistency or error which they may discover upon examination of the bidding documents no later than **Monday, April 8, 2024**. Following any such notice, any needed interpretations, corrections and changes will be made by the Village by written addendum as may be deemed necessary.

Site Inspection:

There will be a mandatory pre-bid site inspection on **Friday, April 5, 2024** at 1:00 p.m. at the Buffalo Creek Park Facility, 675 Old Mill Grove Road, Lake Zurich, Illinois 60047.

Complete Bid Submittal:

Any addenda or contract interpretations or clarifications made by the Village subsequent to the issuance of this Notice to Bidders will be provided to all Bidders that have registered in writing with the Village as an interested bidder. Each Bidder shall then ascertain from the Village, prior to submitting a bid, that the Bidder has checked with the Village for any and all addenda or written interpretations which may have been issued by the Village up to **Monday, April 19, 2024** and acknowledge that there were none or that if any were issued, they have been received and reviewed by the Bidder and are included and acknowledged in the bid being submitted.

Submission of Bids:

All pages of the **Form of Proposal and Bid Proposal** must be delivered or received by Village in a sealed envelope. The sealed envelope shall be marked with Bidder's return address, and shall be addressed on the outside of the sealed envelope, as follows:

SEALED BID
2024 BUFFALO CREEK FACILITY VINYL PLANK FLOORING
ATTENTION: Public Works Director
Village Hall
70 East Main Street Lake Zurich, Illinois 60047

No proposal will be considered unless it is submitted on the bid proposal form at Exhibit "B", included in this bid packet. The bid proposal must be typewritten or legibly completed in ink. Any erasures or revisions in the bid proposal must be initialed by the person signing the proposal. It will be the sole responsibility of the bidder to ensure that his or her bid is properly delivered at the address above on or before the deadline for bid submissions set forth above. Any bid that is not sealed or marked as specified in the requirements for submitting a bid is subject to disqualification from the bidding process. Retain duplicate copy for Bidder. Legally authorized representative of Bidder shall initial Bid Proposal on bid sheet and sign bid proposal on last page. Business entity: indicate on Proposal whether Bidder is an individual, partnership, corporation, or other business entity.

Bid Withdrawal:

Bidders may withdraw or cancel their bid, by submitting a written withdrawal, at any time prior to the bid opening time set forth herein.

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

Bid Price:

The Contractor shall provide pricing on the Bid Proposal Form included in this Notice to Bidders per the specifications identified herein. The Bidders shall offer pricing for all of the items included on the Bid Proposal Form. The Bid Proposal Form includes base bid items and supplemental items for which the Village is requesting supplemental unit prices. As of this date, the Village cannot offer estimated quantities for the supplemental items. The supplemental unit prices will be utilized if the Village later determines items are needed.

BID AWARD

Base Bid is the sum stated in the Bid for which the Bidder offers to perform the work described in the bidding documents as the base, to which work may be added or from which work may be deleted for sums stated in Option Bids/Alternate Bids or Unit prices.

Contract Award shall mean the successful Bidder is bound by all of the terms and conditions of the Contract attached hereto as Exhibit "C" and includes the provisions herein of the Notice to Bidders, Instruction to Bidders, Bid Award, General Conditions and certifications and forms referenced therein.

The Village of Lake Zurich will be the sole interpreter of all bid documents, and reserves the right to make its own assessment of bids received; to reject any and all bids; to waive irregularities and technicalities in the bids; to further negotiate details of the contract with the successful bidder after award of the contract; and to award the contract to the lowest, responsive and responsible bidder for the performance of the Work as set forth herein. The lowest responsive and responsible bidder shall mean that Bidder who best meets the requirements herein, including, but not limited to, financial capacity to perform, the experience, qualifications and reliability performing similar work that will reasonably assure good faith performance, and scheduling based upon the evaluation criteria specified herein.
Bidders are hereby notified that any exceptions to or variations from the requirements of this bid may be cause for rejection of a bid.

Contract:

The specifications and terms for award of this contract include all of those set forth in this Notice to Bidders, the Instructions to Bidder, the Bid Award and Terms, the Bid Proposal Form, the Bid Security Form and the contract attached hereto as Exhibit "C" (the "Contract"). The successful bidder will be required to execute the

Contract for the term specified in that contract and the successful bidder's submitted Bid Proposal Form will be attached to and incorporated into that Contract.

Contractor Registration/Licenses:

Prior to commencing the Work, the Contractor, (including subcontractors), must have a valid Contractor's License or other required license on file with the Village. Contractors shall register with the Village of Lake Zurich. Construction contractors and sub-contractors include any person, company, or other entity that undertakes construction at any building or any appurtenance thereto..., including but not limited to parking lots, driveways, pools, decks, porches, garages, fences, and other accessory structures or uses.

Completed registration forms and signed bonds should be emailed to: permits@LakeZurich.org. A \$110.00 annual fee can be paid by check, payable to the Village of Lake Zurich or online at: <http://LakeZurich.org/Epay>

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

Discrepancies:

In all cases of discrepancies between the drawings and specifications, the Village of Lake Zurich's Public Works Department shall be immediately notified by the Bidder. The specifications shall govern over the drawings. If work proceeds without obtaining proper interpretations of the conflicting drawings and specifications by the Contractor, from the Village the installed work that is not in accordance with the design and best practices must be replaced at no additional cost. This obligation shall continue at all times leading up to the bid, as provided hereinabove and thereafter during the performance of the Work.

Alternate and Multiple Bids:

Unless otherwise indicated in these documents, the Bidder may not submit alternate or multiple bids as part of this package. The submission of more than one bid within a single package may be cause for rejection of any or all of the bids of that Bidder.

Deviations from Bid Terms:

If a bid deviates in any respect from the terms and conditions herein, then each such deviation shall be stated and the substitution (including technical data when applicable) described in a letter attached to the bid. The Village reserves the right to determine whether such substitutions or deviations are within the intent of the specifications and will reasonably meet the service requirements of the Village.

Competency of Bidder:

The Contractor, and its employees and its subcontractors, shall be fully qualified, licensed, trained and capable within their respective disciplines in accordance with applicable laws, regulations and industry standards. That equipment being utilized in the performance of the Work, the Contractor, and its employees and its subcontractors, shall be their own equipment and tools of the trade, or under their control and Contractor and its employees and subcontractors shall be qualified and authorized to operate same.

If requested in writing by the Village, the Bidder must present within three (3) working days, satisfactory evidence of its ability and possession of the necessary facilities, experience, financial resources and adequate insurance to comply with the terms of its bid and this Notice to Bidders.

Additional Information:

Should the bidder require additional information about this bid, please submit questions via email, (with delivery & read receipt), to:

Adam.Hartmann@LakeZurich.org

Questions should be submitted no later than 3:00pm on April 12, 2024

Any and all changes to these specifications are valid only if they are included by written addendum from the Village of Lake Zurich to all Bidders. No interpretation of the meaning of the plans, specifications or other contract documents will be made orally. Failure of any Bidder to receive any such addendum or interpretation shall not relieve the Bidder from obligation under this bid as submitted. As indicated above, prior to submitting its bid, any Bidder must check with Village, up to the timeline set forth above, to determine if any addenda of interpretation have been issued.

All addenda or interpretation so issued shall become part of these bid documents. Failure to request an interpretation from the Village constitutes a waiver to any later claim that ambiguities or misunderstandings caused a Bidder to improperly submit a bid.

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

Contact with Village personnel:

All Bidders are prohibited from making any contact with the Village Mayor, Trustees, or any other official or employee of the Municipality (collectively, "Village Personnel") with regard to the project, other than in the manner and to the person(s) designated herein. The Village Manager reserves the right to disqualify any Bidder found to have contacted Village Personnel in any manner with regard to the project. Additionally, if the Village Manager determines that the contact with Village Personnel was in violation of any provision of 720 ILCS 5/33EE, the matter will be turned over to the Lake County State's Attorney for review and prosecution.

GENERAL CONDITIONS

Performance:

Upon the Village's receipt of the executed contract, required bonds and certificate of insurance, the Village will issue and send to the contractor a Notice to Proceed, that will start the performance period.

Certifications:

All bid submittals must include a signed Bid Certification Form (**copy attached, page 20**) certifying non-collusion in the bid, and that the bidder is in compliance with Sections 33E-3 and 33E-4 of the Illinois Criminal Code regarding bid rotating and bid rigging (720 ILCS 5/33E-3 and 5/33E-4); compliance with the Illinois Drug Free Workplace Act (30 ILCS 580/1 *et seq.*; that it is not delinquent in the payment of taxes (65 ILCS 5/11-42.1); and that it has a written sexual harassment policy in place in full with the Illinois Human Rights Act (775 ILCS 5/2-105, as amended).

References:

Bidders shall provide references that demonstrate their ability to perform services identified herein. Please include on the reference sheet current and/or previous municipalities you have provided services for within the last five (5) years. Submissions shall include, at a minimum, five (5) references that indicate the bidder's ability to successfully perform similar work within the last five (5) years.

Protest Procedure:

Any bidder wishing to file a protest regarding the bidding process may do so by giving written notice to the Director of Public Works of the Village no later than seven (7) calendar days after the closing time and date. This notice should include a description or explanation of the requirement, the closing date and the nature of the protest.

EXHIBIT A
DESCRIPTION OF WORK AND WORK PROCEDURES

Scope of work:

The Work consists of furnishing all labor, materials, floor leveling, equipment, and other incidentals necessary for the preparation, and construction of vinyl plank flooring at the Buffalo Creek Park Facility.

Floor material shall be Armstrong Brand. Biome with Diamond 10 Technology line glue down LVT. 6"x48" 2.5mm thickness. Color will be decided by Village of Lake Zurich.

Other flooring manufacturers may be substituted with approval by the Village of Lake Zurich. Flooring should be of equivalent or greater specifications, including warranty.

Detailed plan sheet can be found as Exhibit "D"

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

Contractor Submittals:

Prior to beginning the Work, the Contractor shall provide a list of contacts including the name and phone number of the Project Manager, each crew leader, and an emergency contact who shall be available 24-hours a day, 7 days a week. Following the award of this bid and contract and prior to starting work, the Contractor shall furnish to the Village a construction progress schedule or critical path schedule satisfactory to the Director of Public Works which shall show the proposed sequence of work and how the Contractor proposes to complete the work prior to the completion date(s) specified herein.

Field Modifications:

A field modification is written by the Village to the Contractor for purposes of clarification of the specifications or plans. A field modification is limited to items that do not change the scope of the Work.

Field modifications do not affect either the project cost or completion date.

Field modifications become part of the contract agreement and become binding upon the Contractor if he fails to object within three (3) working days after receiving the modification. A field modification may be used as the basis of a project cost change or contract extension if all parties agree on the field modification form to a potential future claim of either party, or that the field modification will be compiled with, but under protest.

Protection of Work:

The Contractor shall be responsible to provide personnel to protect their work from third party damage. Should any of the new work be damaged, it shall be removed and replaced at the Contractor's expense.

Restoration:

Restoration of areas adjacent to the proposed improvements, not identified for additional work, shall be incidental to all pay items.

Restoration includes all the landscape, driveway pavements, sidewalk, or pavement restoration within 2 feet of improved areas, unless otherwise determined by the Village. Any damage due to negligence of the Contractor or deemed necessary by the Village will be restored at no additional cost to the Village. Restoration must be completed to the satisfaction of the Director of Public Works. The Director of Public Works may request restoration not satisfactorily completed to be removed and replaced at no additional cost to the Village.

Construction Work Schedule:

The Contractor shall coordinate directly with the Director of Public Works (or his/her designee) for the Village to schedule the Work. The Contractor shall notify the Village no less than 72 hours prior to the start of any construction.

Work Site Precautions and Safety:

Contractor shall be responsible for and take all necessary and proper safety precautions to protect from accident or injury, all persons, including its employees and its subcontractors' employees, who may be at or on the premises where the Work is being performed.

Village of Lake Zurich
2024 Buffalo Creek Facility Vinyl Plank Floor

- f.** The Contractor shall, prior to commencement of services, provide in writing to the Village, the names of all job supervisors. At least one such supervisor to whom the Village representative may issue directives shall, at all times, be at the job site. Such person shall be fluent in the English language.

3. Quality of Work

- a.** The Contractor represents and certifies that the Work shall be performed in accordance with the generally accepted industry standards and standards of professional practice, care and diligence practiced by recognized firms in performing services of a similar nature in existence at the time of performance. All Work shall be performed in a reasonably prompt manner.
- b.** The Contractor represents that its employees, agents and subcontractors currently hold, and shall maintain throughout the term of this Contract, all required licenses, permits and certificates, and have duly registered and otherwise complied in all respects with any applicable federal, state and local laws, regulations and ordinances applicable to their performance of the Work required by the Contract.
- c.** The Contractor shall provide adequate personnel necessary to complete the Work. The Contractor shall have no claim for damages and shall not bill the Village for additional time and materials charges as the result of any portion of the Work which must be duplicated or redone due to staff or employee termination or loss or for any delay or extension of time in performing the Work as a result of any such termination or loss.
- d.** All Work performed under any subcontract shall be subject to all terms of this Agreement in the same manner as if performed by employees of the Contractor. Every subcontract that the Contractor enters into in regard to the performance of the Work under this Agreement shall include a provision binding the subcontractor to all of the terms of this Agreement.
- e.** Contractor warrants to the Village that all materials furnished under this Contract shall be new and of the most suitable grade for the purpose intended and that all work shall be of good quality, free from faults and defects and in conformance with the Contract and bid documents. Prior to final completion, Contractor shall deliver to the Village all warranties required under the Contract and bid documents, or to which Contractor is entitled from manufacturers, suppliers, and Subcontractors. Unless otherwise provided, all warranties for products and materials incorporated into the work shall begin on the date of substantial completion and remain in effect for a period of one (1) year. No payment under this Contract by the Village shall constitute an acceptance of work not done in accordance with contract documents or relieve the Contractor or its sureties of liability with respect to any warranties or responsibilities for faulty or defective materials and workmanship.
- f.** Contractor warrants that the work shall be done in a workmanlike manner in strict accordance with the Contract documents and guarantees that the labor and material will be free of defects for the period stated in the Contract documents, but in no event less than one (1) year from the date of substantial completion.

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4. Quantity of Work

- a. The quantities identified herein are estimated quantities. The Village does not guarantee any specific amount and shall not be held responsible for any deviation. This Contract shall cover the Village's requirements whether more or less than the estimated amount.
- b. The Village reserves the right to increase and/or decrease quantities, whatever is deemed to be in the best interest of the Village.
- c. Upon request by the Village, the Contractor shall provide either/both written and verbal reports to the Community Development Director of Public Works, regarding the progress of the Work.
- d. The Contractor shall maintain books, records, documents and other evidence directly pertinent to performance of the Work under this Contract. The Contractor shall also maintain the financial information and data used by the contractor in the preparation or support of any cost submissions required under this subsection. In the case of all other subcontracts, the Contractor also agrees to include access to records as specified above in all his contracts. In addition, those records which relate to any dispute or litigation or the settlement of claims arising out of the performance of the Work, costs or items to which an audit exception has been taken, shall be maintained and made available for three years after the date of resolution of such dispute, appeal, litigation or claim. Contractor shall allow the Village to inspect and audit all data and records of the Contractor for work done pursuant to this Contract. The records shall be maintained and made available to the Village at reasonable times.

5. Correction of Work

- a. If any errors, omissions or acts, intentional or negligent, are made by the Contractor, and its employees and its subcontractors, in performing the Work, the correction of which requires additional Work, the Contractor shall be required to perform such additional Work as may be necessary to remedy same without undue delay and without any cost to the Village.
- b. In case of default by the Contractor, the Village may procure the services from other sources and may collect against the bond or surety for excess costs so paid or take any other action at law or equity in order to be made whole.

6. Contractor Representative

- a. The Contractor shall designate a person who shall be available during normal business hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.) and who shall serve as the Contractor's primary authorized representative during the performance of the Work. This "Representative" shall be readily available to respond to communications from the Village and shall be primarily responsible for performing the Work under the Contract.
- b. The Representative shall receive requests from the Village to perform the Work and shall have full authority to execute the directions of the Village, without delay, and promptly supply any necessary labor, equipment or incidentals to do so.

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- c. The Contractor also shall provide the Village with the name and phone number of the Representative who, in the case of an off-hour's emergency, shall be readily accessible and available for quick response to perform an inspection request or a plan review. The Contractor shall immediately notify the Village in writing of any change in the identity and telephone number of the Representative. If the Representative fails to perform the Services to the satisfaction of the Director of Public Works, or his/her designee, then the Contractor shall immediately replace the Representative with a new person with comparable experience and knowledge.

7. Compensation and Method of Payment

- a. The Village agrees to pay for any requested, fully completed and accepted Work rendered by Contractor in accordance with this Agreement.
 - i. The Contractor shall submit invoices to the Village upon project completion.
 - ii. The Village agrees to make payments to Contractor in compliance with the Local Government Prompt Payment Act (50 ILCS 505).
 - iii. The Schedule of Prices shall remain firm/fixed throughout the term of the Contract.
- b. Contractor shall, at its sole cost, pay all other expenses related to the performance of this Contract and the Work, including, but not limited to, out-of-pocket expenses such as travel, printing, reproduction, mailing, insurance premiums, licensing fees, fuel, overhead, administrative costs, delivery charges, and all costs associated with the acquisition and maintenance of vehicles and equipment.
- c. The amounts set forth in the Fee Schedule include all applicable federal, state and Village taxes of every kind and nature applicable to the Work, as well as all taxes, contributions and premiums for unemployment insurance, employment benefits or similar benefits, and all costs, royalties and fees arising from the use on, or the incorporation into, the Work, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes or inventions. All claims or rights to claim additional compensation by reason of the payment by Contractor of any such tax, contribution, premium, cost, royalty or fee are the sole responsibility of the Contractor, and any claim or demand from any person that the Village pay such taxes, contributions, premiums, costs, royalties or fees are waived and released and shall be indemnified by the Contractor.

8. Claims in Addition to Contract Amount

- a. The Contractor is required to provide written notice to the Village of any claim for additional compensation as a result of action taken by the Village, within fifteen (15) calendar days after the occurrence of such action.
 - i. The Contractor acknowledges and agrees that such written notice shall not be deemed or interpreted as entitling the Contractor to any additional compensation. Any changes to the compensation fixed in this Contract shall be valid only upon written amendment signed by both the Village and Contractor.
- b. Regardless of the decision of the Village relative to a claim submitted by the Contractor, the Contractor shall proceed with all of the Work required to complete the Work under the Contract, as determined by the Village, without interruption or delay.
- c. The Contractor acknowledges and agrees that in no event shall the Village be liable for any fees or costs incurred by the Contractor in connection with any Work provided by the Contractor that are outside of, or exceed, the scope of this Contract, regardless of whether such fees or costs are requested or directed by the Village, except upon the prior written consent of the Village.

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- d. When a change order is required, such an order must be approved by the Village prior to execution and comply with the requirements of Illinois law, including Section 33E-9 of the Criminal Code regulating change orders. 720 ILCS 5/33E-9 A written change order must be formally issued by the Village prior to commencing any additional work covered by such order. Work performed without proper authorization shall be at the Contractor's sole risk and expense.

9. Insurance Requirements

- a. Contractor shall provide, for the duration of the Contract, insurance against claims for injuries to persons or property damage which may arise from or related to the performance of the Work by the Contractor, his agents, representatives, employees, or subcontractors.
- b. The Contractor shall not commence work until the Contractor has provided all insurance required by the Contract. The Contractor shall purchase and maintain, throughout the duration of the contract, insurance as is appropriate for the work being performed and furnished and shall provide protection from claims which
- c. may arise out of or result from the Contractor's performance and furnishing of the Work and the Contractor's other obligations under the Contract documents, whether it is to be performed or furnished by the Contractor, by any subcontractor, by anyone directly or indirectly employed by them or by anyone for whose acts any of them may be liable.
- d. Insurance required by this Section shall be written with a company having at least an "A" Property-Casualty Rating, as listed in the most recent published A. M. Best's Insurance Guide.
- e. The Village shall be named as additional insured except for Workmen's Compensation insurance. The coverage afforded shall be primary and non-contributory for the additional insured with respect to claims arising out of operations performed by or on behalf of the Contractor. If the additional insured has other insurance which is applicable to the loss, such as other insurance shall be on an excess or contingent basis. The amount of the Contractor's insurance company's liability under this insurance policy shall not be reduced by the existence of such other insurance.
- f. As a minimum, the Contractor shall secure and maintain the types of insurance as specified and herein, and shall submit evidence to the Village on an annual basis that the insurance coverages are in force. The form and limits of such insurance, together with the underwriter thereof in each case, shall be acceptable to the Village, but regardless of such acceptance it shall be the responsibility of the Contractor to maintain adequate insurance coverage until final payment and at all times thereafter when the Contractor may be correcting, removing, or replacing defective work in accordance with this Contract. Failure of the Contractor to maintain adequate coverage shall not relieve him of any contractual responsibility or obligation.
- g. The Contractor shall include with its bid, copies of the Certificates of Insurance with the coverages and limits specified.
- h. Insurance certificates and policies delivered to the Village shall recite that 45 days prior written notice will be given to the Village by certified mail, return receipt required, or by verified personal delivery, before any policy is materially changed, canceled, or not renewed.
- i. The Contractor shall include all subcontractors as a covered insured party under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

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- j. Any deductible amounts/requirements or any self-insured retention amounts of any of Contractor's policies or insurance must be disclosed to and approved by the Village in order to meet the insurance requirements herein. At the Village's direction, the Contractor's insurer must either reduce or eliminate the deductible or self-insured retention or Contractor must provide an appropriate bond securing payment of losses and related investigation, claim administration, and defense expenses of the Village.

10. Insurance Coverages

- a. This insurance shall be written in Commercial General Liability form and shall protect the Contractor against all claims arising from injuries to persons or damages to property caused by any act or omission of the Contractor or his agents, employees or subcontractors. The Broad Form General Liability Endorsement shall be included.
- b. Satisfactory certificates of insurance shall be filed with the Village upon execution of the contract. The certificates shall state that thirty (30) days advance written notice will be given to the Village before any policy is changed or canceled.

Insurance coverage shall be in the following minimum amounts:

Type of Insurance	Limit/ Ea. Occurrence	Limit/ Aggregate
General Liability		
Bodily Injury	\$1,000,000	\$3,000,000
Property Damage	\$1,000,000	\$3,000,000
Contractual Ins.	\$1,000,000	\$3,000,000
Automobile Liability		
Bodily Injury	\$1,000,000	\$2,000,000
Property Damage	\$1,000,000	\$2,000,000
Workers Compensation		
Employee Claims	Statutory for Illinois	
Employers Liability	\$1,000,000 per accident	

- c. To the fullest extent permitted by law, the Contractor shall indemnify and save harmless the Village, its officers, employees and agents from any and all liability, losses or damages, including attorneys' fees and costs of defense, the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature, including workers' compensation claims, in any way resulting from or arising out of the operations of the contractor under the contract. This shall include operations of subcontractors. The Contractor shall, at its own expense, appear, defend and pay all attorneys' fees and all costs and other expenses arising from or incurred in connection with such defense. If any judgments shall be rendered against the Village in any such action, the Contractor shall, at its own expense, satisfy and discharge same. The Contractor expressly understands and agrees that any bonds, letters of credit or insurance protection required by the Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village. This indemnification does not apply to liability caused by the Village's own negligence, provided this does not serve to waive or adversely impact any of the Village's available protections or immunities under Illinois common or statutory law.
- d. The Contractor agrees to assume the entire liability for all personal injury claims suffered by its own employees and waives any limitation of liability defense based upon the Worker's Compensation Act and cases decided there under. The Contractor agrees to indemnify and defend the Village and its Affiliates from and against all such loss, expense, damage or injury, including reasonable attorney fees, which the Village may sustain as a result of personal injury claims by the Contractor's employees, except to the extent those claims arise as a result of the Village's own negligence.

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- e. The Contractor agrees to defend and hold harmless the Village from and against all demands, claims, suits, costs, expenses, damages and adjustments based upon any infringement of any patent relating to goods specified in the contract, and on account of the Village's use of any copyrighted or uncopied, composition, trade secrets, secret process, proprietary rights, patented or unpatented invention, article or appliance furnished or used in the performance of the Work.

11. Payment and Performance Bonds

- a. Contractors shall furnish a performance bond and a payment bond, (or a non-diminishing irrevocable bank letter of credit for contracts under \$100,000) within ten (10) calendar days after being notified that they are the successful bidder. The payment and performance bond shall secure the successful contractor obligations to complete this Contract and pay its labor and material suppliers as provide at 30 ILCS 550/1 and 2,
- b. A performance bond and payment bond satisfactory to the Village, executed by a surety company authorized to do business in the State of Illinois, in an amount equal to one-hundred percent (100%) of the contract price as security for the faithful performance of the contract;
- c. The surety on the bond shall be a company that is licensed by the Department of Insurance authorizing it to execute surety bonds and the company shall have a financial strength rating of at least A- as rated by A.M. Best Company, Inc., Moody's Investors Service, Standard & Poor's Corporation, or a similar rating agency. The bond shall be in that full amount to cover the cost of the completion of the Work, for the payment of material, apparatus, fixtures, and machinery used in the Work and for all labor performed in the Work, whether by subcontractor or otherwise.
- d. Documents required by this section must be received and approved by the Village before a written contract will be issued.

12. Prevailing Wage

- a. The Contractor shall pay prevailing wages to all workers, laborers and mechanics performing services required by the Contract, as required and in accordance with the Illinois Prevailing Wage Act, as amended, including any changes in the prevailing wage during the term of the Contract. The Village has adopted the prevailing wages as determined by the Illinois Department of Labor ("IDOL") for Lake County, effective during this Contract, as revised. The prevailing rate of wages are revised by the IDOL and are available on the IDOL website, www.state.il.us/agency/idol. In the event that the IDOL should revise the prevailing rate of wages, then the revised rates shall apply to the Contract. In no case shall any revision in the rates of prevailing wages result in an increase in the total contract price. The Contractor shall also be fully responsible for meeting all requirements under the Prevailing Wage Act, including the requirement to provide a certified payroll. *It is the obligation of the bidder to confirm with IDOL if the work to be performed requires the payment of prevailing wages.*

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13. Independent Contractor Status

a. The Contractor's duties, role and responsibilities, and those of its employees or subcontractors, shall be solely those of an independent contractor for all purposes and no employee or agent of the Contractor shall be deemed for any reason to be an employee or agent of the Village. The Contractor is responsible for directing and controlling the performance and completion of the Work in a timely manner that meets the Village's requested schedule or completion date. No provision of this Bid Notice or subsequent conduct between the Village and Contractor shall be construed to create an "employer-employee," "principal and agent," "partners" or "participants in a joint venture" relationship or status. The Contractor, and its employees and its subcontractors, are responsible, pursuant to applicable law, for their own business operations, and for payment of any benefits, retirement plans, insurance, health plans, income and employment taxes or any other taxes of any kind arising from their receipt of compensation under this Contract.

14. Contract Termination

- a. The term of this Contract shall be for one (1) year from the date of award.
- b. In the event that this Contract is terminated, and provided that there is no dispute over the performance of any of the Work, the Contractor shall be paid for Work actually performed, if any, prior to the date of the notice of termination, not exceeding the value of the Work completed, which shall be determined on the basis of the rates set forth in the Fee Schedule.
- c. Costs incurred by the Contractor subsequent to the receipt of any notice of termination and before the termination date will be reimbursed by the Village only if, prior to the effective termination date, the Village receives from the Contractor a list of actions that are necessary to perform and the Village agrees in writing that those actions be taken. The Contractor shall not be entitled to any claim for lost profits due to the termination of the Work by the Village.

15. Termination/Default

- a. Any immediate threat to the public health or safety, or any repeated or multiple failures to complete the duties required by the Contract, or for violations of the Contract, whether for similar or differing issues, shall constitute the basis for immediate termination of the Contract.
- b. If it should appear at any time that the Contractor has failed or refused to timely perform, or has delayed in the performance of the Work with diligence at a rate that assures completion of the Work in

full compliance with the requirements of this Contract, or has otherwise failed, refused or delayed to

perform the Work or any other requirement of this Contract ("Event of Default"), and fails to cure any such Event of Default within ten (10) business days after the Contractor's (and if required, the Surety) receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

- i. The Village may require the Contractor, within a reasonable time, to complete or correct all or any part of the Work that are the subject of the Event of Default; and to take any or all other action necessary to bring the Contractor and the Work into compliance with this Contract. Any costs and charges incurred by the Village, together with the cost of performing the required services shall be deducted from any monies due or which may become due to the Contractor under the Contract. When such Contractor default costs incurred by the Village exceeds the sum paid to the Village for the performance of the required Work under the Contract, the Contractor and the surety shall be jointly and severally liable and shall pay to the Village the full cost of such additional expenses.

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- ii. The Village may terminate this Contract without liability for further payment of amounts due or to become due under this Contract after the effective date of termination.
- iii. The Village may withhold from any payment of, whether or not previously approved, or may recover from the Contractor, any and all costs, including attorney fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Contractor or as a result of actions taken by the Village in response to any Event of Default by the Contractor.

16. Contractor Representations and Commitments

- a. The Contractor will comply with all applicable federal, state and local laws, promulgated by any federal, state, local, or other governmental authority or regulatory body pertaining to all aspects of the Work, now in effect, or which may become in effect during the performance of the Work.
- b. The Contractor will comply with the Preference to Veterans Act, 330 ILCS 55, *et seq.*
- c. The Contractor will comply with the Illinois Human Rights Act, 775 ILCS 5/1.101, *et seq* including, but not limited to establishment of sexual harassment policies and program and with the Fair Employment Commission's Rules and Regulations for Public Contracts, including requiring the provisions in any subcontracts. Contractor will comply with the provisions of the Equal Employment Opportunity Clause of the Illinois Department of Human Rights at Appendix A of Title 44, Part 750, Section 750 of the Illinois Administrative Code and the applicable Rules and Regulations for Public Contracts, and will include the provisions of this clause in every subcontract it awards as part of this Contract.
- d. The Contractor will comply with the requirements of the Drug Free Workplace Act if the Contract is \$5,000 or more, and it has more than 24 employees at the time of entering into the Contract pursuant to 30 ILCS 580, *et seq.* and applicable provisions of the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265).
- e. The Contractor will comply with the Illinois Public Works Employment Discrimination Act, 775 ILCS 10/1, *et seq.*
- f. The Contractor acknowledges the requirements of FOIA and agrees to comply with all requests made by the Village for public records (as that term is defined by Section 2(c) of FOIA) in the Contractor's possession.

17. Contractor Certifications

- a. By executing this Contract, the Contractor certifies neither it, nor any owner or officer, is barred from contracting with a unit of State or local government as a result of: (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue or any fee required by the Village, (unless lawfully contesting), 65 ILCS 5/11-42.1-1; or (2) a violation of either Section 33E-3 (bid rigging) or Section 33E-4 (bid rotating) of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1. The Contractor represents this Agreement is made without collusion with any other person, firm or corporation.

b. ADA Certification

The Contractor shall comply with the applicable provisions of the American Disabilities Act and its accompanying regulations (28 CFR 35.130) which prohibit discrimination against qualified individuals with disabilities by a local government, whether directly or through contractual arrangements, in the provision of any benefit, service, program or activity of the public entity. The Contractor certifies that by signing this Contract, that any services, programs and activities provided under this Contract are now and will continue to be in compliance with the Americans with Disabilities Act.

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c. Sexual Harassment Certificate

Contractor hereby certifies that it has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4) including the following information: 1. An acknowledgment of the illegality of sexual harassment. 2. The definition of sexual harassment under State law. 3. A description of sexual harassment, utilizing examples. 4. The Contractor's internal complaint process including penalties. 5. The legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission. 6. Directions on how to contact the Department of the Commission. 7. An acknowledgment of protection of a complaint against retaliation as provided in Section 6-101 of the Human Rights Act. The Contractor must provide a copy of such written policy to the Illinois Department of Human Rights upon request.

Contractor:

By: 
Authorized Agent

18. General Provisions

- a. No amendment or modification to this Agreement shall be effective until it is reduced to writing and approved and executed by both the Village and the Contractor.
- b. The Contractor shall give all notices, pay all fees and take all other action that may be necessary to ensure that the Work is provided, performed and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing and completing the Work.
- c. The Contractor shall not assign or transfer this Contract or any portion thereof without the prior approval of the Village.
- d. The terms of this Contract shall bind and inure to the benefit of the Village, the Contractor, and their agents, successors and assigns.
- e. No claim as a third-party beneficiary under this Contract by any person, firm or corporation shall be made or be valid against the Village.
- f. If any term, covenant, condition or provision of this Contract is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
- g. For any legal action between the Parties concerning the interpretation, construction and enforcement of this Contract, or subject matter thereof, venue shall be in Lake County, Illinois and the laws of the State of Illinois shall govern the cause of action.
- h. The Contractor warrants and represents to the Village that the persons executing this Contract on its behalf have the full and complete right, power and authority to enter into this Contract and to agree to the terms, provisions and conditions set forth in this Contract, and that all legal actions needed to authorize the execution, delivery and performance of this Contract have been taken.
- i. The failure of the Village to enforce any term, condition or covenant (herein referred to as "provision") of this Contract shall not be deemed a waiver or limitation of the Village's right to subsequently enforce such provision.

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j. This Contract may be executed in counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Village and Contractor have made and executed this Contract on the dates and year written below, and this Contract shall be valid as of the date of the last signatory.

Village of Lake Zurich

By: _____
Mayor

Date: _____

Contractor

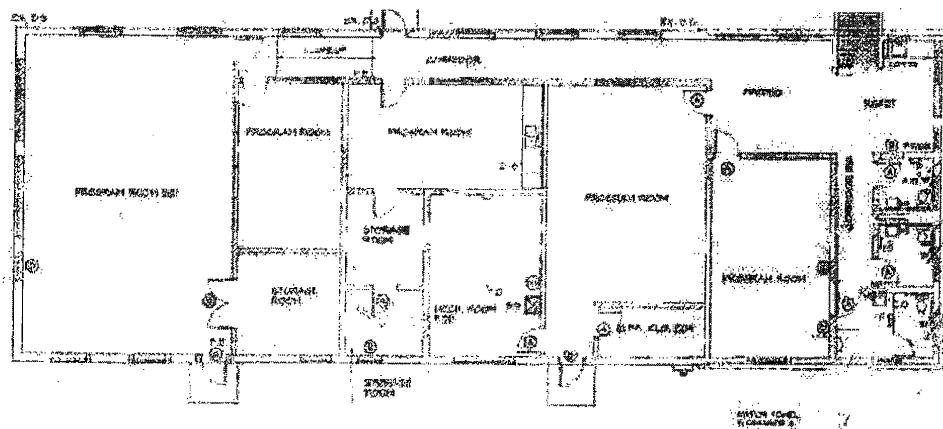
By: _____
Authorized Agent

Date: 04/30/2024

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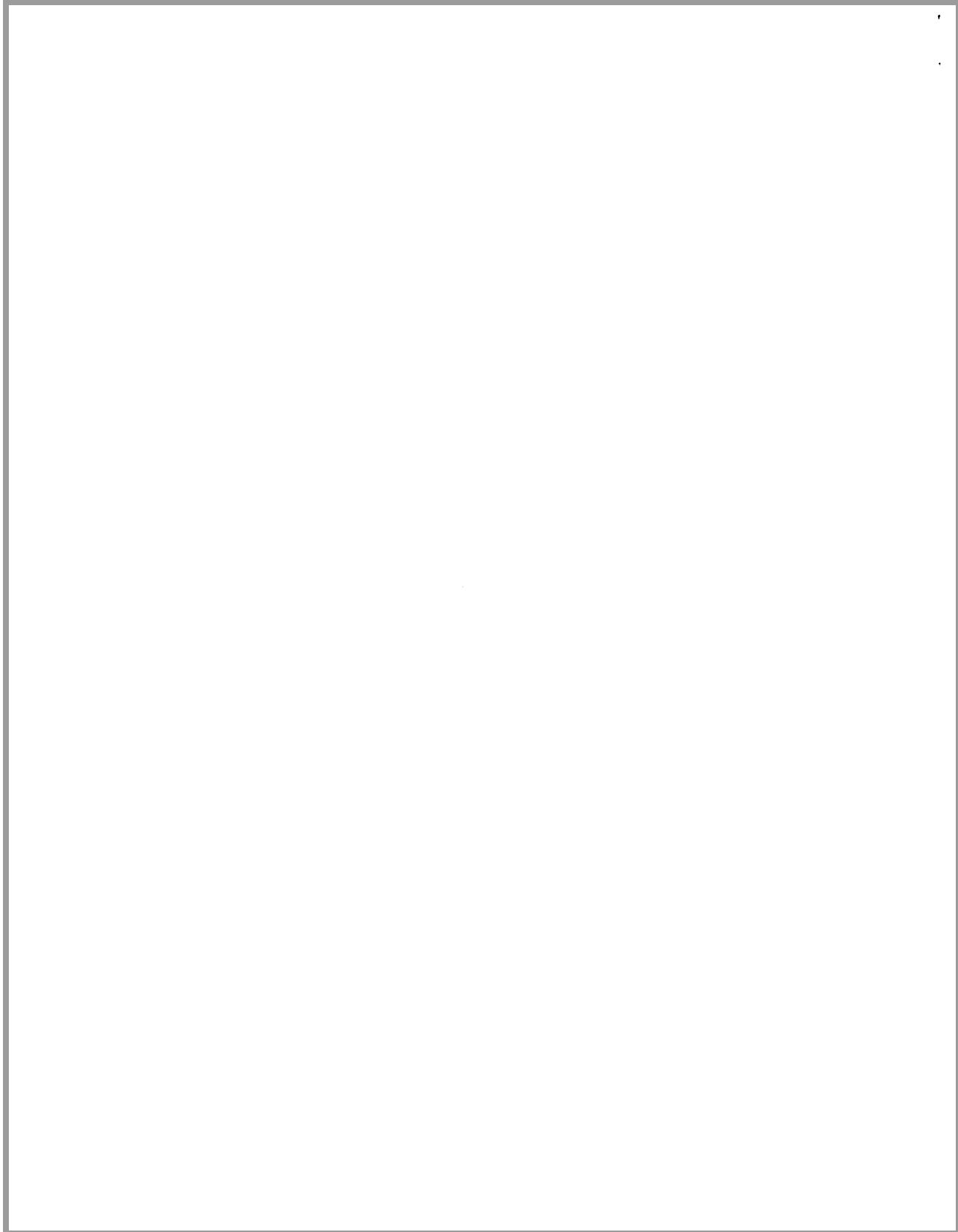
EXHIBIT D

PLAN SHEET



Approximate square footage = 2450

Bidder is responsible for verifying actual dimensions.





At the Heart of Community

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

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

MEMORANDUM

Date: May 20, 2024

To: Ray Keller, Village Manager *PK*

From: Mike Brown, Public Works Director
Sarosh Saher, Community Development Director

Re: Amended and Updated Shared Use and Maintenance Agreement
Village Of Lake Zurich (at 70 E. Main Street) and
Teryl Properties LLC (52 E. Main Street)

RECEIVED
MAY 2024
6/1/2024

Issue. Teryl Properties LLC (“Teryl Properties”), represented by Teryl Martin and Fred Martin wish to amend and update a lease agreement with the Village of Lake Zurich (“Village”) for use the Village Hall Property at 70 East Main Street and their property at 52 East Main Street.

Background. The Village, American Legion and Teryl Properties, LLC first undertook a shared use and maintenance agreement in 2018 for the purpose of sharing the use and maintenance of the parking lot that serves the three properties and the pedestrian alley between Village Hall and the Martin property at 52 E Min Street, which pedestrian alley lies wholly on the Martin property. That former agreement included rent payments by the Village to Teryl Properties for the use of their property as well as a proportional share of the maintenance costs to be borne by each of the three owners. The rent was a nominal amount which is no longer an obligation of the Village in light of the various maintenance activities conducted by the Village to the benefit of Teryl Properties.

Analysis. The Village now intends to enter into separate agreements with Teryl Properties and the American Legion for the shared use and maintenance of their respective properties. At this time, only the agreement between the Village and Teryl Properties is being presented for consideration. The agreement between the Village and the American Legion is still in the process of being developed. The Village acknowledges that Teryl Properties and the American Legion may, at their discretion, enter into their own mutual agreement for the shared access between their properties.

The salient provisions within the amended and updated Shared Use and Maintenance Agreement between the Village of Lake Zurich and Teryl Properties LLC for the Shared Use and Maintenance of the Shared Parking Lot and Pedestrian Access Areas being presented at this time are outlined below:

2024 Shared Use and Maintenance Agreement - Village of Lake Zurich and Teryl Properties
May 20, 2024

Obligations of the Village:

1. *Grant of Access and Parking.* The Village will grant Teryl Properties shared access and parking through the village parking lot.
2. *Maintenance responsibilities.* The Village will be responsible for the maintenance of the paved access and parking lot areas share by the two properties, but with no obligation to maintain any features or structure placed within these areas by Teryl Properties.

Such maintenance obligations of the village will include covering the cost of full replacement, rebuilding, or resurfacing of the parking lot and paved pedestrian alley when it becomes necessary, as well as the continued maintenance of the landscaped areas within the parking lot and paved pedestrian areas, and refuse hauling from the waste containers on the properties.

Obligation of Teryl Properties

1. *Grant of Access and Parking.* Teryl Properties will grant the Village shared access and parking through their parking lot and the pedestrian alley between the two properties.

Both parties have reviewed their provisions of the agreement and have agreed to their respective obligations.

Recommendation

Staff recommends that the Village Board approve the attached Shared Use and Maintenance Agreement.

Approval Ordinance contains the following exhibits:

- Exhibit A – 2024 amended and updated Shared Use and Maintenance Agreement between the Village of Lake Zurich and Teryl Properties LLC for the Shared Use and Maintenance of the Shared Parking Lot and Pedestrian Access Areas
- Exhibit B – Aerial map depicting the properties under consideration
- Exhibit C – 2018 Lease Agreement for reference

AN AMENDED AND UPDATED SHARED USE AND MAINTENANCE AGREEMENT
BETWEEN THE VILLAGE OF LAKE ZURICH AND TERYL PROPERTIES LLC FOR THE
SHARED USE AND MAINTENANCE OF A SHARED PARKING LOT AND PEDESTRIAN
ACCESS AREAS

This Agreement is entered into this _____ day of _____, 2024
between the VILLAGE OF LAKE ZURICH, an Illinois municipal corporation, (hereinafter
referred to as the "VILLAGE"), and TERYL PROPERTIES LLC, represented by Teryl
Martin and Fred Martin, (hereinafter referred to as "TERYL PROPERTIES").

WITNESSETH

WHEREAS Teryl Properties is the owner of real property more fully described on Exhibit
A attached hereto and incorporated herein by this reference (as "Parcel 1"); and

WHEREAS, VILLAGE is the owner of real property more fully described on Exhibit B
attached hereto and incorporated herein by this reference (as "Parcel 2"); and

Whereas, Parcel 1 and Parcel 2 shall collectively be referred to as the "Easement Area"; and

WHEREAS, VILLAGE and TERYL PROPERTIES (hereinafter referred to as "Parties
to this Agreement"), desire to share the access and use of certain areas described and depicted
on Exhibit C attached to and by this reference incorporated into this Shared Use Agreement for
shared access and use by VILLAGE, the general public and TERYL PROPERTIES for
vehicular parking purposes and pedestrian use and access; and

WHEREAS, Parties to this Agreement desire to create/grant a perpetual easement on, over,
upon, and across portions of each property (Parcel 1 and Parcel 2) otherwise known as the
"Easement Area" for purposes of vehicular and pedestrian ingress and egress to and from, and
non-exclusive parking rights and pedestrian access, and for all other uses expressly contemplated
by this agreement; and

Whereas the shared access and use of the Easement Area is subject to such restrictions,
hours of use, and other rules and regulations of the Village or as the Parties to this Agreement
may from time to time determine. All such rules shall be enforced by the authority of the Village
of Lake Zurich Police Department on Parcel 1 and Parcel 2, the consent for which rules and
enforcement thereof is hereby granted by TERYL PROPERTIES; and

NOW, THEREFORE, the Parties to this Agreement agree as follows:

- A. Cross Access Easement. The Parties to this Agreement hereby grant and convey perpetual,
non-exclusive, mutual cross access easements for purposes of vehicular and pedestrian
ingress and egress on, over, upon, and across the areas defined in the Easement Area.
- B. Cross Parking Easement. The Parties to this Agreement hereby grant and convey perpetual,
non-exclusive, mutual cross parking easements for use of all parking spaces within the

areas defined in the Easement Area.

- C. Mutual Indemnities. Each party held by this Agreement shall indemnify, defend, and hold harmless the other for, from, and against any and all claims suffered or incurred in connection with any alleged bodily injury or property damage arising out of use or enjoyment of the Easements Area, unless caused by negligence or willful misconduct.
- D. Run with the Land. The covenants, conditions, restrictions, easements, and the other provisions of this Agreement shall run with and be appurtenant to each portion of the Easement Area, and shall be binding upon each portion of such Easement Area, and the Owner(s) thereof and all successors in title to any portion of during their respective ownership.
- E. Agreement Held in Perpetuity. This Agreement shall be held and be binding in perpetuity upon Easement Area and the Owner(s) thereof and all successors in title to any portion of the Easement Area during their respective ownership.
- F. Modification and/or Termination. This Agreement may only be terminated, modified, rescinded or amended in whole or in part by written instrument executed by all the then Owners of the Easement Area and all successors in title to any portion of such Easement Area during their respective ownership.
- G. Maintenance and Repair.
 - 1. VILLAGE shall be responsible for the maintenance of the paved access and parking lot areas of the Easement Area as depicted in Exhibit C in a safe and tidy condition, including but not limited to maintenance of pavement, removal of debris, refuse hauling of the waste containers, courtyard hardscape repair, general landscaping, weed removal, and snow removal when needed.
 - 2. VILLAGE shall have no obligation to maintain or repair improvements placed on Parcel 1 by TERYL PROPERTIES or other parties or entities associated with TERYL PROPERTIES, including but not limited to Electric Vehicle (EV) chargers or private landscape features. TERYL PROPERTIES shall have no obligation to maintain or repair improvements placed on Parcel 1 or Parcel 2 by VILLAGE, including but not limited to Electric Vehicle (EV) charges or private landscape features and the trash enclosure.
 - 3. VILLAGE maintenance responsibility and obligations shall extend to costs associated with full replacement, rebuilding, or resurfacing of Easement Area as depicted in Exhibit C. When it becomes necessary to replace, rebuild, or resurface the parking lot and/or pedestrian access areas, VILLAGE shall be solely responsible for the same, so long as both parties have agreed that the repair and/or replacement is needed. VILLAGE shall not make improvements or substantial maintenance (changing the structure) without written approval from TERYL PROPERTIES. TERYL PROPERTIES shall not unreasonably withhold consent to said requests.

4. Parties to this Agreement shall not in any manner interfere with the other's use or maintenance of the Easement Area during the term of this Agreement.

H. Landscaping.

1. VILLAGE shall be responsible for the maintenance of all landscaped areas on Parcel 2 and landscaped areas within the existing pedestrian access area on Parcel 1 as depicted on Exhibit C.

I. Insurance and Indemnification. In performance of the individual responsibilities of this Agreement, VILLAGE shall maintain \$1,000,000 general liability coverage, combined single limit, per occurrence, for bodily injury and property damage and \$1,000,000 per occurrence for personal injury. General Aggregate shall be \$2,000,000. To the fullest extent permitted by law, VILLAGE agrees to defend and indemnify TERYL PROPERTIES for any and all damages, claims, suits or liabilities arising from VILLAGE'S sole negligence in the performance of this Agreement and occurring on the Premises during the term of, and any renewal term of, this Agreement. The defense and indemnification shall be limited to the extent of the coverage required under this Section and shall be subject to the terms, provisions and conditions of VILLAGE coverage. VILLAGE shall provide TERYL PROPERTIES with proof of insurance coverage upon request.

1. No sublet or Assignment. VILLAGE and TERYL PROPERTIES shall not sublet or assign this Agreement to any other party.

2. Easements. TERYL PROPERTIES grants to VILLAGE, in consideration of the terms of this Agreement, any and all easements for use by VILLAGE, private utility companies and their successors and assigns, for installation and maintenance of public utilities to serve both properties. TERYL PROPERTIES shall not bear any cost or expense related to the use or maintenance of utilities within the Easement Area.

3. Notices. Notices under the Agreement shall be provided by certified mail, return receipt requested, at the addresses set forth below, and such notices shall be deemed delivered two business days after the date of the mailing.

4. Recording: This Agreement, and any subsequent amendments thereto shall be recorded by the VILLAGE in the office of the Recorder of Deeds in Lake County, Illinois at the expense of the Village.

WHEREFORE, the Parties to this Agreement hereby cause this Agreement to be executed by duly and properly authorized representatives, which representatives the parties hereby warrant and represent are fully authorized to execute this agreement and bind the respect parties to all of the terms and conditions of this Agreement.

VILLAGE OF LAKE ZURICH

TERYL PROPERTIES

Village President

Teryl Martin

Attest:

Village Clerk

EXHIBIT A – LEGAL DESCRIPTION
PARCEL 1 (TERYL PROPERTIES)

THAT PART OF SECTIONS 17 AND 20, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH QUARTER CORNER OF AFORESAID SECTION 17; THENCE NORTH 48 DEGREES 30 MINUTES EAST, 85.8 FEET FOR A PLACE OF BEGINNING; THENCE NORTH 33 DEGREES 30 MINUTES WEST ALONG THE EAST LINE OF LANDS OWNED BY LOUIS FICK, 114.84 FEET TO FICK'S CORNER; THENCE SOUTH 67 DEGREES 45 MINUTES WEST, 918 FEET ; THENCE SOUTH 39 DEGREES 54 MINUTES EAST, 198.6 FEET TO A POINT IN THE NORTHERLY LINE OF A PUBLIC HIGHWAY; THENCE SOUTH 21 DEGREES 30 MINUTES EAST, 33.0 FEET TO THE CENTER LINE OF SAID PUBLIC HIGHWAY; THENCE NORTH 68 DEGREES 30 MINUTES EAST ALONG CENTER LINE, 55.82 FEET THENCE NORTH 22 DEGREES 00 MINUTES WEST; 108.5 FEET TO THE PLACE OF BEGINNING, THE LAKE COUNTY, ILLINOIS.

THE PROPERTY OR ITS ADDRESS IS COMMONLY KNOWN AS 52, 54 & 56 E. MAIN STREET, LAKE ZURICH, IL 60047. THE PROPERTY TAX IDENTIFICATION NUMBER IS 14-17-400-015 AND 14-20-200-001.

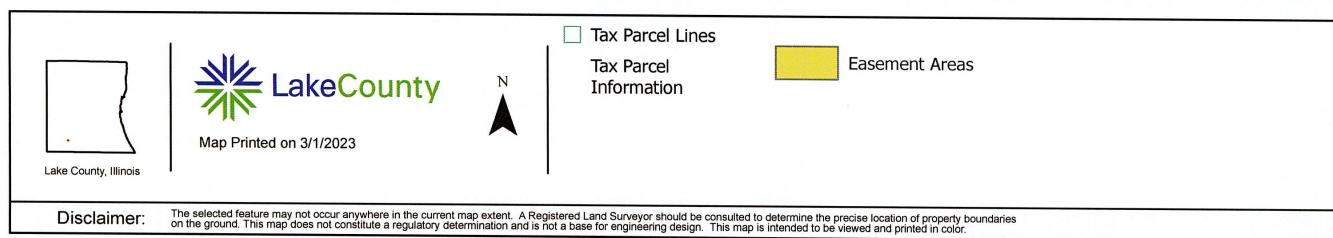
EXHIBIT B – LEGAL DESCRIPTION
PARCEL 2 (VILLAGE OF LAKE ZURICH)

LOTS 1 AND 2 AS SHOWN ON THE PLAT OF SURVEY RECORDED NOVEMBER 10, 1923, AS DOCUMENT 232193, IN BOOK 'M' OF PLATS, PAGE 42 OF THAT PART OF THE SOUTH HALF OF SECTION 17 AND THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT NORTH 48 ½ DEGREES EAST 85.8 FEET FROM THE SOUTH QUARTER CONNER OF SECTION 17: THENCE SOUTH 22 DEGREES EAST 74.4 FEET; THENCE NORTH 68 DEGREES EAST 104.4 FEET; THENCE NORTH 12 DEGREES 48 MONUTED WEST 123.0 FEET; THENCE NORTH 22 DEGREES WEST 319.44 FEET; THENCE SOUTH 68 DEGREES 30 MINUTES WEST 286.44 FEET; THENCE SOUTH 39 DEGREES EAST 264.0 FEET; THENCE NORTH 68 ½ DEGREES EAST 58.74 FEET; THENCE SOUTH 33 ½ DEGREES EAST 114.84 FEET TO THEP[L;ACE OF BEGINNING IN LAKE COUNTY, ILLINOIS.

PIN: 14-17-101-005

EXHIBIT C
AERIAL MAP

Exhibit C



MARTIN/Virazole/ 2018.
LEGION.

VILLAGE OF LAKE ZURICH

**LEASE AGREEMENT AMONG THE VILLAGE OF LAKE
ZURICH AND TERYL PROPERTIES AND AMERICAN LEGION FOR
MAINTENANCE AND USE OF A SHARED PARKING LOT**

This Lease is entered into this 30th day of November 2018 between and among the VILLAGE OF LAKE ZURICH, an Illinois municipal corporation, (the "VILLAGE"), ("TERYL PROPERTIES LLC"), BY TERYL MARTIN AND FRED MARTIN, and the AMERICAN LEGION POST NO. 964, of Lake Zurich, Illinois (the "LEGION").

WITNESSETH

WHEREAS, the VILLAGE desires to lease from TERYL PROPERTIES LLC and the LEGION certain areas described and depicted on **Exhibit A** attached to and by this reference incorporated into this Lease (the "Leased Premises") for use as a parking lot for VILLAGE - related business and services; and

WHEREAS, TERYL PROPERTIES LLC and the LEGION desire to lease the Leased Premises to the VILLAGE for such use and for maintenance.

NOW, THEREFORE, the parties to this Lease agree as follows:

1. **Lease of Leased Premises.** TERYL PROPERTIES LLC represent and warrant that they are the owners of that portion of the Leased Premises identified on **Exhibit A** as Parcel 1 and that they have the full power and authority to lease said Parcel 1 to the VILLAGE as provided in this Lease. The LEGION represent and warrant that they are the owners of that portion of the Leased Premises identified on **Exhibit A** as Parcel 2 and that they have the full power and authority to lease said Parcel 2 to the VILLAGE as provided in this Lease.

TERYL PROPERTIES LLC and the LEGION hereby lease to the VILLAGE the Leased Premises for use as a parking lot for VILLAGE -related uses and services in accordance with Section 8 and the other terms and provisions of this Lease.

2. **Village Property.** The VILLAGE is the owner of the property identified on **Exhibit A** as Parcel 3 (the "VILLAGE Property").

3. **Term.** This Lease shall commence on the date stated above and shall continue for a period of three years, or to **December 1, 2021**, unless six months written notice of termination is given by TERYL PROPERTIES LLC or the LEGION to the VILLAGE or unless six months written notice of termination is given by the VILLAGE to TERYL PROPERTIES LLC or the LEGION.

4. **Rent.** The rent for the initial term of this Lease the Leased Premises shall be a

total of \$10.00, the receipt of which is hereby acknowledged by TERYL PROPERTIES LLC and the LEGION. The rent for each annual renewal period of this Lease shall be \$1.00.

5. Maintenance and Repair. The VILLAGE shall maintain the paved parking lot areas of the VILLAGE -owned and Leased Premises as shown in red as **Exhibit A** in a safe and tidily condition, including maintenance of pavement, removal of debris, and snow plowing when needed. Maintenance shall include seal coating and restriping every three years.

The VILLAGE shall have no obligation to maintain or repair improvements placed on the Leased premises by TERYL PROPERTIES LLC or the LEGION or other parties or entities. The VILLAGE shall have no obligation or responsibility to maintain or repair private property associated with the properties at Don's Barber Shop, 54 East Main Street, Edward Jones Investments, 52 East Main Street, or the second-floor apartment units located adjacent to these businesses.

The VILLAGE maintenance responsibility and obligations shall not extend to costs associated with full replacement, rebuild, or resurfacing of the shared parking lot area. When it becomes necessary to replace, rebuild, or resurface the parking lot, each party agrees to share the costs proportionally based on the square footage paved on each respective Parcel (12% TERYL PROPERTIES LLC and 24% VILLAGE and 64% the LEGION), so long as all owners of the parking lot have agreed that the replacement is needed.

TERYL PROPERTIES LLC and the LEGION shall not in any manner interfere with the VILLAGE use or maintenance of the Leased Premises during the term of, and any renewal term of this Lease.

6. Landscaping. The VILLAGE shall maintain flower beds and other landscaped areas in the existing pedestrian walkway in between Village Hall, 70 East Main Street and Martin Enterprises, 56 East Main Street. The VILLAGE shall provide lawn-mowing for the LEGION grass.

7. Refuse Dumpster Corrals. TERYL PROPERTIES LLC shall be responsible for keeping the shared refuse dumpster corral area in a safe and tidily condition, including maintenance of the wood staining once each year for the life of the contract. Costs associated with the refuse hauling of the waste containers (three 1.5 cubic yard dumpsters) will be assumed by the VILLAGE agreement with Waste Management for the life of this contract.

8. Insurance and Indemnification. In performance of this Lease, the VILLAGE shall maintain \$1,000,000 general liability coverage, combined single limit, per occurrence, for bodily injury and property damage and \$1,000,000 per occurrence for personal injury. General Aggregate shall be \$2,000,000. To the fullest extent permitted by law, the VILLAGE agrees to defend and indemnify TERYL PROPERTIES LLC and the LEGION for any and all damages, claims, suits or liabilities arising from the VILLAGE sole negligence in the performance of this Lease and occurring on the Leased Premises during the term of, and any renewal term of, this Lease. The defense and indemnification shall be limited to the extent of the coverage required under this Section and shall be subject to the terms, provisions and conditions of the VILLAGE coverage.

9. **Use.** During the term of this Lease, the Leased Premises shall be available, in conjunction with the VILLAGE Property, for use by the general public for vehicular parking purposes and pedestrian use, subject to such restrictions, hours of use, and other rules and regulations as the VILLAGE may from time to time determine. All such rules and regulations shall be enforced by the VILLAGE Police Department; the consent for which rules and enforcement thereof is hereby given by TERYL PROPERTIES LLC and the LEGION.

10. **No sublet or Assignment.** The VILLAGE and TERYL PROPERTIES LLC and the LEGION shall not sublet or assign this Lease to any other party.

11. **Easement for Electrical Facilities.** TERYL PROPERTIES LLC and the LEGION grants to the VILLAGE, in consideration of the terms of VILLAGE Lease, a permanent, irrevocable, 10-foot wide public utilities easement, for use by the VILLAGE and ComEd and Nicor, and its successors and assigns, for installation and maintenance of public utilities. TERYL PROPERTIES LLC and the LEGION shall not bear any cost or expense related to the use or maintenance of the Easement Area.

12. **Termination.** The VILLAGE may terminate this Lease at any time upon six months written notice to TERYL PROPERTIES LLC or the LEGION. Upon termination, the VILLAGE shall deliver the Leased Premises to TERYL PROPERTIES LLC and the LEGION in good condition, normal wear and tear accepted.

13. **Notices.** Notices under the Lease shall be provided by certified mail, return receipt requested, at the addresses set forth below, and such notices shall be deemed delivered two business days after the date of the mailing.

WHEREFORE, the parties to this Lease hereby cause this Lease to be executed by duly and properly authorized representatives, which representatives the parties hereby warrant and represent are fully authorized to execute this lease and bind the respect parties to all of the terms and conditions of this Lease.

VILLAGE OF LAKE ZURICH

M. Paynter
Village President

Attest

Karenne Toliver
Village Clerk

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



TERYL PROPERTIES



Fred Martin



Teryl Martin

AMERICAN LEGION POST 964



Tom Marciniak, Post Judge Advocate
11/30/18.



Shared Parking Lot Agreement

Village of Lake Zurich, the Legion, & Martin HVAC



VILLAGE OF LAKE ZURICH
505 Telser Road, Lake Zurich, Illinois 60047
LakeZurich.org

(847) 540-1696
Fax: (847) 726-2182



At the Heart of Community

OFFICE OF THE VILLAGE MANAGER

70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

Date: May 15, 2024
To: Ray Keller, Village Manager *PK*
From: Michael Duebner, Assistant Village Manager
Subject: **FSS Alarm Monitoring Extension**

6g

Issue: The Village's contract with FSS Technologies, LLC is due to be amended with a new ending date of December 31, 2028

Analysis: FSS Technologies, LLC has been providing fire, burglar and panic alarm services to businesses in the Village and dispatch center partner agencies since January 1, 2019. Radio-based alarm systems are directly monitored by dispatch center personnel with FSS providing backup monitoring services.

Staff is not aware of complaints from customers served by FSS as was the case with the prior vendor. Fire Prevention coordinates with FSS to repair alarms that are sending false signals or have gone out-of-service in compliance with the Village's life safety requirements.

FSS is aware of the possibility of the Village transitioning dispatch operations to the Lake County consolidated dispatch center, Lakecom. In that case, a future amendment to this contract is anticipated. At this time, it is in the best interest of the Village to continue to contract with FSS for alarm monitoring services.

Recommendation: Staff is recommending approval of the FSS Technologies, LLC contract amendment, extending the contract through December 31, 2028.

Attachment: FSS Contract Amendment

AMENDMENT TO FIRE ALARM MONITORING AGREEMENT

This Amendment to Fire Alarm Monitoring Agreement ("Amendment"), dated as of May 20, 2024 (for purposes of this Amendment, the "Effective Date"), is entered into between FSS Technologies, LLC, a Delaware limited liability company, having its principal office located at 3858 Bestech Dr Suite E, Ypsilanti, Michigan 48197, with a service office at 516 West Campus Drive, Arlington Heights, Illinois 60004 ("Contractor") and the Village of Lake Zurich, an Illinois Municipal Corporation, having its Alarm Dispatch Center located at 200 Mohawk Trail, Lake Zurich, Illinois 60047 ("Facility") (collectively, Contractor and Facility shall be referred to herein as the "Parties").

WHEREAS, Contractor and Facility entered into that certain Fire Alarm Monitoring Agreement dated as of dated November 2, 2018, relating to the provision by Contractor of certain security services as more fully set forth in the Agreement (the "Agreement");

WHEREAS, Contractor and Facility have agreed to amend and extend the Agreement, upon the terms and conditions hereinafter described; and

WHEREAS, all capitalized terms used but not defined in this Amendment shall have the meanings given to them in the Agreement.

NOW, THEREFORE, for good and valuable consideration paid by Facility to Contractor and the mutual covenants, terms, and conditions, set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby amend the Agreement on the terms hereof as of the Effective Date as follows:

1. The Term of the Agreement is hereby extended such that the expiration of the Agreement shall be December 31, 2028 ("Agreement Expiration Date"). Contractor and Facility hereby agree for all purposes that: (a) any and all references to the Agreement Expiration Date shall mean and shall be the date set forth in this Amendment; and (b) any and all references to Term in the Agreement shall mean the period from the Agreement Commencement Date as affirmed in this Amendment which commenced on January 1, 2019, and will end on the Agreement Expiration Date as set forth in this Amendment. The parties agree that upon the Agreement Expiration Date this Agreement will continue for successive periods of ninety (90) days, until either party terminates the Agreement or enters into a new Agreement.

2. Section 10.0 of the Agreement shall be deleted in its entirety, and in lieu thereof the following language shall be inserted:

10.0 SUBSCRIBER MONITORING

The remote alarm monitoring service provided by Contractor shall be available to Subscribers who meet reasonable criteria for application, as established from time to time by Facility and who enter into an agreement with the Facility and Contractor to have the Subscriber's Fire Alarm System monitored by means of signal transmissions as agreed to by and between Contractor and Facility. It is the sole responsibility of the Facility to secure whatever documents the Facility deems

necessary from each Subscriber prior to the written authorization to the Contractor to connect the Subscriber to the Monitoring Equipment.

All signals transmitted from the Subscriber's facility will be routed through Affiliated Monitoring Services ("Affiliated"). It is expected that signals will be from AES 7744F radios located at Subscribers location, through the AES 7170 IP Links, which transmit the signal to receivers located at Affiliated Monitoring Center.

Affiliated, will set up Lake Zurich on its own business unit and retain existing position numbers. Affiliated uses Mastermind EX Dispatch software, which is a web-based service. The software will reside on Affiliated's servers. Affiliated will provide logins to the software for all Lake Zurich dispatchers and command staff. The Facility shall have no login limits. The dispatchers will login to the Mastermind EX to dispatch. Dispatch software records will be maintained for one year by Affiliated. All phone records and recordings will be retained by Lake Zurich.

All Subscribers that are new, existing, converting or taking over property ownership, shall sign and complete appropriate Contractors Agreement's and paperwork prior to the completion of any connection or to continue to remain connected. Such agreements shall be subject to the prior review and approval of the Village, which approval shall not be unreasonably withheld. Contractor will furnish Facility the proper Subscriber information and call lists. It will be the responsibility of the Contractor to load said information into the account database, prior to the Contractor performing the connection. The Contractor will not connect or continue to maintain the connection for a Subscriber without the appropriate signed original Agreements on file at Contractor's office.

In the event of a Subscribers position is disconnected or the building occupancy changes, Contractor shall receive a new Connection Fee prior to the Subscribers alarm being restored to service. The Facility requires that all buildings are always in service; FSS will only disconnect a facility after prior approval from Facility.

The Contractor shall advise the Facility in the event that the Monitoring Equipment cannot receive a Subscriber's alarm system's signal.

If Contractor determines that a Subscriber's radio or equipment that is being monitored by the radio is causing continued interference -on the radio network, Contractor shall have the right to turn off the affecting Subscriber radio(s) in order to stabilize the network. Contractor shall notify Facility immediately of their action. It shall be the responsibility of the Facility to notify the Subscriber of the actions of Contractor. The affected Subscriber's radio(s) will not be turned back on until appropriate repairs have been made to the Subscriber's radio or the equipment that radio is monitoring. Contractor shall only enter upon the property of a Subscriber for the purpose of turning off a Subscriber radio if Contractor is permitted to enter upon the Subscriber's property for this purpose pursuant to an

agreement between the Contractor and the Subscriber or the Contractor has been given permission by the Subscriber to enter upon the Subscriber's property. In the event of such interference, the Facility will cooperate with the Contractor in gaining access to the Subscriber's property for the purpose of turning off such Subscriber's radio.

Only upon written authorization from the Facility will Contractor disconnect any Subscriber's radio from the Equipment.

As of the date of this Agreement, Contractor has contracted with Affiliated to provide the monitoring services. Contractor shall be permitted, in its sole determination, to relocate the monitoring services from Affiliated to another UL-Listed monitoring center located within in the United States of America. The Contractor shall notify the City at least ninety (90) days prior to terminating its agreement with Affiliated and entering into an agreement with another monitoring center.

3. Miscellaneous.

(a) Entire Agreement. This Amendment contains the entire understanding between the Parties with respect to the matters being amended as contained herein.

(b) Amendment and Modification. This Amendment may not be changed or modified orally, but only by an agreement in writing signed by the party against whom enforcement of any waiver, change, or modification is sought.

(c) Further Assurances. Each of the Parties shall deliver to the other any further instruments or documents which may be reasonably required to establish to the satisfaction of the other party that it has agreed to be bound by and become liable under the terms and conditions of the Agreement and this Amendment.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this _____ day of _____, 2024.

VILLAGE OF LAKE ZURICH

By: _____

Title: _____

Attest: _____

Title: _____

FSS TECHNOLOGIES, LLC

By: _____
Jeffrey Handy, CEO



At the Heart of Community

PUBLIC WORKS DEPARTMENT

505 Telser Road
Lake Zurich, Illinois 60047

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

MEMORANDUM

Date: April 29th, 2024

To: Ray Keller, Village Manager *PK*

From: Michael J. Brown, Public Works Director

Subject: **Bid Recommendation: Buffalo Creek Bank Stabilization**

RECEIVED
4/29/2024

Issue: Competitive bidding was conducted for the streambank restoration of Buffalo Creek south of Bristol Trails Park along Stanton Road. This streambank has suffered severe bank erosion from significant rain fall events. Existing timber retaining walls have collapsed, and loss of property is imminent if the banks are not stabilized.

Background: The proposed project consists of the installation of approximately 1,400 linear feet of streambank improvements including tree clearing, new protective armoring, gabion retaining walls, flood storage, and native plant restoration.

The project consists of two funding sources: The Village's capital improvement program and a grant partnership through the Illinois Department of Commerce and Economic Opportunity (DCEO) and Lake County Stormwater Commission (LCSMC).

The project is currently identified within the Community Investment Program. Staff has been working through the design and permitting process with outside agencies over the last few years. In addition, staff submitted a grant application with the DCEO in October of 2022. Staff had received notice that the project would be considered for funding in the phase three release of the grant awards. As there have been delays with the funding support of the DCEO program, and that the current phase appeared to have stalled within phase two, staff recommended to move forward with the project without support of the program.

In this past April, staff was contacted by LCSMC to inquire of the status of the project. Upon further conversation, staff was informed that funding has been secured for phase two, and that some of the current phase two applicants were not ready to move forward. Given that agencies were not ready to move forward, LCSMC was looking for municipal agencies that are shovel ready. Considering that Lake Zurich had already bid the project and obtained all of the necessary permits to begin construction in 2024, LCSMC was recommending that Lake Zurich be considered for funding in phase two of the program.

On May 2, 2024, LCSMC staff made a formal recommendation to their Board to move the project into the phase two of the program and to provide funding support to the Village of Lake Zurich.

The Board provided a unanimous vote in support to provide grant proceeds through the DCEO program of ninety percent (90%) funding, with a ten percent (10%) local match. Staff will coordinate an Intergovernmental agreement to be approved by both Village, and LCSMC Boards.

Analysis: The bid opening was held on March 27, 2024 yielding six (6) bids. The bid results are shown below. The lowest apparent bid was received from ILM Environments of Waukegan, Illinois. The results of the bid are as follows:

Name of Bidder	Bid Amount
ILM Environments	\$360,448.81
Baxter and Woodman	\$575,747.50
V3	\$678,648.06
HGS, LLC	\$671,500.00
Semper Fi	\$785,627.00
Great Lakes Restoration Services	\$957,716.00

The Village has contracted with ILM on previous projects and has found the company to be a competent and reputable contractor.

A summary of the proposed budget is provided below:

<u>Buffalo Creek Bank Stabilization</u>	
Construction (Base + Alternate Project)	\$360,448.81
Contingency (25%)	\$90,112.20
Engineering (15%)	\$67,584.15
Total Estimated Cost	\$518,145.16

Given the following variables, staff is recommending a 25% contingency:

- 1) Sinkholes, pipe separations, and other existing infrastructure failures have been observed since the project was designed and bid. These will need to be addressed with the project as extra work.
- 2) A small quantity of perimeter fencing was included in the bid so a price could be established. Staff recommends increasing this quantity of fencing to enclose the project boundary. This fence will delineate the native vegetation from the mowed turf grass and provide fall protection for gabion retaining walls.
- 3) At the time of bidding, staff was unsure if planting trees would shade the native vegetation and prevent native growth. Therefore, tree planting was not included in the

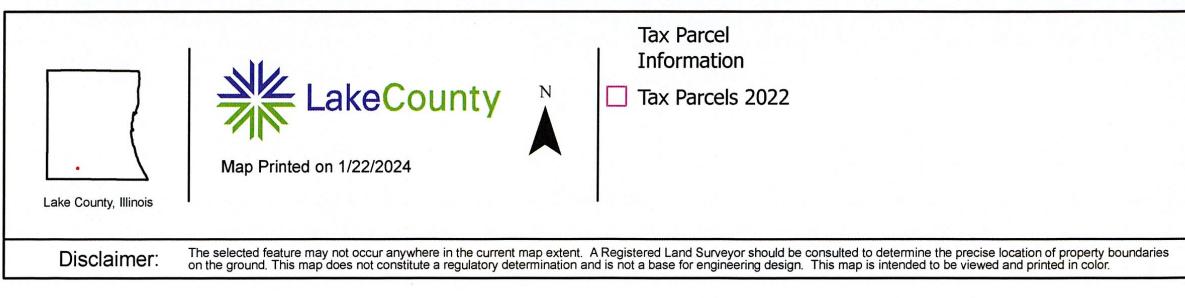
bid. Staff has discussed the possibility of planting trees with ILM who has provided a tree list that should thrive in this environment and not affect the health of the underlying native vegetation.

Recommendation: Award a contract for the Buffalo Creek Bank Stabilization Project to ILM Environments of Waukegan, IL in the amount not-to-exceed \$450,561.01, with a total project expenditure with contingency and engineering not to exceed \$518,145.16.

w/Attachments:

1. Buffalo Creek Bank Stabilization Location Map
2. Bid Submittal – ILM Environments
3. Bid Tabulation

Lake County, Illinois



BID: Concrete Flatwork**Due: February 28, 2024 10:00 a.m.**

BIDDER	Bid Amount	Bond
Baxter & Woodman Natural Res. 8678 Ridgefield Rd Crystal Lake, IL 60012	\$ 549,147.50 Alternate: \$26,600.00	Yes 03-27-24 9:04 a.m.
V3 Construction Group Ltd 7325 Janes Ave Woodridge, IL 60517	\$ 670,550.00 Alternate: \$950.00	Yes 03-27-24 9:35 a.m.
HGS LLC dba: RES Environmental 33 N Dearborn St., Ste 320 Chicago, IL 60602	\$ 623,928.06 Alternate: \$54,720.00	Yes 03-27-24 9:36 a.m.
Integrated Lakes Management Inc 110 LeBaron St Waukegan, IL 60085	\$ 335,694.09 Alternate: \$24,754.72	Yes 03-27-24 9:39 a.m.
Great Lakes Landscape Co 365 Miles Pkwy Bartlett, IL 60103	\$ 934,916.00 Alternate: \$22,800.00	Yes 03-27-24 9:45 a.m.
Semper Fi Landscaping Inc 1215 Deer St Yorkville, IL 60560	\$ 756,747.00 Alternate: \$28,880.00	Yes 03-27-24 9:54 a.m.

Laura Berg, Accounts Payable
 Mike Brown, PW Director
 Kevin Lill, Manhard

Village Hall Boardroom
 3/27/2024 10:01:00 A.M.

SUBMIT WITH BID



SUMMARY OF QUANTITES
 Buffalo Creek Improvement at Bristol Trails Park
 Lake Zurich, IL
 2/26/2024 Revised 3/15/2024

RECEIVED
 MAR 27 2024

BY:

BASE BID					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
20100110	Tree Removal 6-15"	650	Unit	\$21.47	\$13,957.38
20100210	Tree Removal >15"	550	Unit	\$33.34	\$18,335.41
20101100	Tree Trunk Protection	10	Each	\$174.24	\$1,742.42
21001000	Geotechnical Fabric for Ground Stabilization	1600	Sq Yd	\$2.62	\$4,186.31
25000100	Seeding Class 1	0.5	Acre	\$1,278.14	\$639.07
25100630	Erosion Control Blanket	2460	Sq Yd	\$2.48	\$6,103.53
1	Mobilization & Staging	1	Lump Sum	\$20,739.83	\$20,739.83
2	Survey Layout & Staking	1	Lump Sum	\$2,688.62	\$2,688.62
3	Utility Verification (Potholing)	1	Lump Sum	\$2,436.00	\$2,436.00
4	Clearing and Grubbing	1	Lump Sum	\$8,345.56	\$8,345.56
5	Construction Entrance	260	Sq Yd	\$40.06	\$10,415.25
6	Strip, Stockpile, and Respread Topsoil 6"	820	Cu yd	\$9.52	\$7,805.12
7	Compost Furnish and Mix	100	Cu Yd	\$38.57	\$3,857.00
8	Sand Furnish and Mix	100	Cu Yd	\$33.38	\$3,338.22
9	Diversion/Dewatering	1	Lump Sum	\$7,127.56	\$7,127.56
10	Temporary Creek Crossing	1	Lump Sum	\$2,853.28	\$2,853.28
11	Removal and Disposal of Unsuitable Materials	1200	Cu Yd	\$14.24	\$17,092.60
12	Existing Timber Walls, A-jacks Removal, Existing wire mesh Removal and Reuse Rip Rap	1	Lump Sum	\$8,052.33	\$8,052.33
13	Traffic Control and Protection, Special	1	Lump Sum	\$1,218.00	\$1,218.00
14	Construction Fence	1460	Foot	\$3.48	\$5,087.86
15	Silt Fence	1750	Foot	\$3.58	\$6,256.35
16	Site Grading - Complete	1	Lump Sum	\$4,894.56	\$4,894.56
17	Stone Toe - Slope Bottom Stabilization (RR3 Stone)	60	Cu Yd	\$221.24	\$13,274.17
18	Gabions Basket RR-3 (6-8")	500	Cu Yd	\$204.98	\$102,492.44
19	Compacted Granular Backfill	500	Cu Yd	\$44.39	\$22,194.67
20	12" Thick Riprap (D50=6")	6	Cu Yd	\$530.06	\$3,180.33
21	SESC Measures and Maintenance	1	Lump Sum	\$2,436.00	\$2,436.00
22	Streambank Seed Mix	1470	Sq Yd	\$5.27	\$7,742.08
23	Upland Seed Mix	960	Sq Yd	\$6.51	\$6,246.99
24	Maintenance and Monitoring	1	Lump Sum	\$5,864.44	\$5,864.44
25	Erosion Control Blanket, NAG S150 BN	1310	Sq Yd	\$3.24	\$4,240.11
26	Erosion Control Blanket, NAG C 125 BN	333	Sq Yd	\$4.89	\$1,629.89
27	Erosion Control Blanket, NAG S 75	800	Sq Yd	\$3.24	\$2,589.38
28	Split Rail Fence	150	Foot	\$44.21	\$6,631.33
				TOTAL BASE BID	\$335,694.09
ALTERNATE BID					
29A	Timber Matting For Temporary Access (Alternate Item)	760	Sq Yd	\$32.57	\$24,754.72
				TOTAL ALTERNATE BID	\$24,754.72

Prepared By: Manhard Consulting, Ltd.
 One Overlook Point, Suite 290
 Lincolnshire, Illinois 60069

NOTE: This Engineer's Opinion of Probable Cost is made on the basis of Engineer's experience and qualifications using plan quantities and represents Engineer's best judgment as an experienced and qualified professional engineer generally familiar with the construction industry. However, since the Engineer has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, or over quantities of work actually performed, Engineer cannot and does not guarantee that proposals, bids or actual Construction Cost will not vary from Opinions of Probable Cost prepared by Engineer. This Opinion of Probable Construction Cost is limited to those items stated herein and does not include permit fees, recapture costs, consultant fees, landscaping, dewatering, maintenance, bonds or the like.

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

INSTRUCTIONS TO BIDDERS

BIDDER'S REPRESENTATIONS

a. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
1	March 15, 2024
2	March 25, 2024

b. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work. Bidder has verified quantities in the field based on the information provided in the Bidding Documents.

c. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the work.

d. Submission of bid constitutes representation by Bidder that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.

BID PRICE

a. Type of bid: Unit Prices.

b. The Contractor shall provide pricing on the schedule of prices included in this Request for Bids ("RFB") per the specifications identified herein. The Contractor shall offer pricing for all of the items included on the schedule of prices.

SUBMISSION OF BIDS

a. Prepare bid on **Form of Proposal** included herewith.

b. Submit all pages of the **Form of Proposal** in sealed envelope.

c. Sealed envelope shall be marked with bidder's return address, and shall be addressed as follows:

TO: Village of Lake Zurich
Village Hall
70 East Main Street
Lake Zurich, Illinois 60047

PROPOSAL FOR: BUFFALO CREEK BANK STABILIZATION

d. Retain Duplicate Copy for Bidder.

e. Legally authorized representative of bidder shall initial Bid Proposal on bid sheet and sign Bid Proposal on last page.

f. Business entity: Indicate on Proposal whether bidder is an individual, partnership, corporation or other business entity.

Village of Lake Zurich
 Buffalo Creek Bank Stabilization
 201.001019

BID SECURITY

- a. Submit, with bid, a bid security in form of bidder's bond, cashier's check, or certified check in amount of not less than 5% of bid.
- b. Attach to the submitted Bid Proposal.
- c. Make check payable to the Village of Lake Zurich; check or bidder's bond will be forfeited and becomes property of Owner if bidder fails or refuses to enter into a contract and furnish surety bond within ten (10) calendar days after notice of award of contract.
- d. Checks of all bidders, except the three lowest bidders, will be returned within ten (10) days after award of contract.
- e. Check or bidder's bond of three lowest bidders will be returned within three (3) calendar days after execution of a contract and furnishing of acceptable surety bond by successful bidder.

WITHDRAWAL OF BIDS

Bids may be withdrawn any time prior to scheduled closing time for receipt of bids; no bid may be withdrawn for a period of sixty (60) calendar days thereafter.

EVALUATION OF BIDS

- a. Owner may consider such factors as bid price, time of completion of work, experience and responsibility of bidder, and similar factors in determining which bid it deems to be in its best interests.
- b. Owner may reject any or all bids of bidders, waive informalities or technicalities in any bid, and accept bid which it deems to be in the best interests of the Owner.
- c. **UNBALANCED BIDS:** Any bid which is materially unbalanced as to prices for the Base Bid and/or Optional Bid Items may be rejected. An unbalanced bid is one which is based on the prices significantly less than the cost for some work and/or prices which are significantly overstated for other work. The OWNER will review all unit prices submitted by the apparently lowest responsible bidder and will decide whether any of the unit prices are excessively above or below a reasonable cost analysis value determined by the Engineer. In the event any unit prices are determined to be unbalanced and contrary to the interest of the OWNER, the right is reserved to reject such bid at the discretion of the OWNER.
- d. Owner may reject any or all bids of bidders that did not attend the Pre-Bid Meeting. This clause will be extended to include subcontractors that perform greater than 25% of the anticipated value of the work.

TAXES

Include in proposals amounts payable to Contractor or Owner on account of taxes imposed by taxing authorities upon sale, purchase, or use of materials and equipment; taxes of foregoing descriptions payable to the Contractor. Improvements will be dedicated to the Village of Lake Zurich upon completion.

EXECUTION OF CONTRACT

- a. Successful bidder shall, within ten (10) calendar days of notice of award of contract, enter into a written contract with Owner, on forms included with Specifications, for performance of work awarded to him.
- b. Contract, when executed, shall be deemed to include entire agreement between parties; Contractor shall not claim any modification resulting from representation of promise made by representatives of Owner or other persons.

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

COMMENCEMENT OF WORK

Work will not be started until contract has been executed, a notice to proceed, and all applicable State and local permits, and/or bonds, and certificates of insurance have been received.

BIDDERS QUALIFICATIONS

The Owner at any time may request to receive the following:

- a. Personnel and facilities: If requested, satisfy the Owner as to integrity, equipment, personnel and financial ability to perform work.
- b. Business entity: Indicate on Proposal whether Bidder is an individual, partnership, corporation or other business entity.
- c. Experience: If requested, submit list of projects of a similar nature completed by Bidder, identified as to project owner, location, approximate date of construction and cost performed by Bidder.

LIST OF SUBCONTRACTORS

Successful Bidders shall submit list of subcontractors and major material suppliers within ten (10) days of receipt of a Notice of Award for Owner's review and approval.

COUNTER-PART DOCUMENTS

The number of counter-parts of contract and bond required to be executed is as follows:

- Three (3) original counter-parts of the Contract Documents will be required to be executed.

INTERPRETATIONS

All questions about the meaning or intent of the Contract Documents shall be submitted to the Engineer in writing. Replies will be issued by Addendum and mailed or delivered to all parties recorded by Engineer as having received the Bidding Documents. Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

ADDENDUM NO. 1
 VILLAGE OF LAKE ZURICH
 Buffalo Creek Bank Stabilization Project
 Lake Zurich, Illinois

March 15th, 2024

TO: ALL PROSPECTIVE BIDDERS

FROM: VILLAGE OF LAKE ZURICH

Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

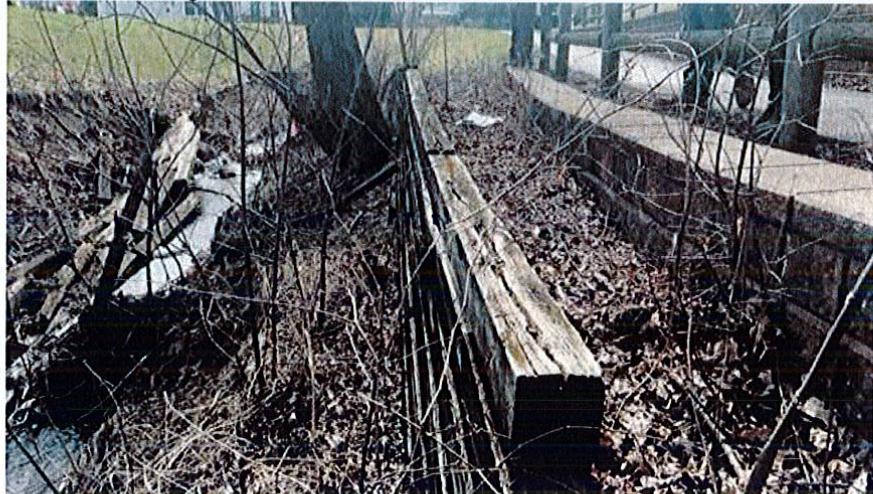
ADDENDUM NO. 1

Bidders shall acknowledge receipt of this Addendum by signing below.

This Addendum No. 1 contains the following project updates:

1) BID QUANTITY REVISIONS – A NEW BID SHEET IS PROVIDED SHOWING CHANGED ITEMS CLOUDED. PLEASE SUBMIT REVISED BID SHEET WITH BID.

- 1) Revise item 20100110, Tree Removal 6"-15" from 400 Units to 650 Units. Downed trees and additional trees to be removed may not be shown on the removal plan. Trees less than 6" will be paid under Clearing and Grubbing Item.
- 2) Revise item 20100210, Tree Removal >15" from 125 Units to 550 Units. Downed trees and stumps needing to be removed may not be shown on the removal plan.
- 3) Revise item 18, Gabion Baskets RR-3 (6-8") from 470 Cubic Yards to 500 Cubic Yards. A taller gabion wall may be required if the modular block wall shown below is damaged during removal of the wood retaining wall.
- 4) Revise item 19, Compacted Granular Backfill from 440 Cubic Yard to 500 Cubic Yards. A taller gabion wall may be required if the modular block wall shown below is damaged during removal of the wood retaining wall between stations 0+50 to 1+30.



- 5) Revise item 25, Erosion Control Blanket, NAG S 150 BN from 333 SY to 1310 SY.
- 6) Revise item 26, Erosion Control Blanket, NAG C 125 BN from 1310 SY to 333 SY.

2) ADDITIONAL ALTERNATE PAY ITEM

An alternate bid item, 29a - Timber Matting for Temporary Access has been included. The following specifications shall be used:

29A. Timber Matting for Temporary Access (Alternate Item)

A. Description:

1. This work shall consist of installing, maintaining, and removing Timber Matting for Temporary Access to the work site from Bristol Trails Road as an alternate to utilizing the existing asphalt path.
2. The Timbers shall be of sufficient thickness to support the weight of fully loaded trucks.
3. All costs to restore ground and stabilize disturbed areas after matting removal shall be included in the cost of this item.
4. Prior to shipping, the location and approximate quantity of matting to be used shall be agreed upon. The actual quantity installed shall be measured in place in Square Yards. The quantity was estimated using a length of 570' long x 12' wide.

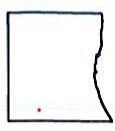
B. Basis of Payment:

1. The work for this pay item will be paid for at the Contract Unit Price per Square Yard of Timber Matting for Temporary Access.

3) ACCESS MAP REVISION

Please see revised map below regarding access using the existing path in Bristol Trail Park:

Lake County, Illinois



Map Printed on 1/22/2024



Disclaimer:

The selected feature may not occur anywhere in the current map extent. A Registered Land Surveyor should be consulted to determine the precise location of property boundaries on the ground. This map does not constitute a regulatory determination and is not a base for engineering design. This map is intended to be viewed and printed in color.

4) QUESTIONS

- 1) What is item #6 (Erosion Control Blanket) for? It looks like you already have the three types of blanket broken out in items #25, #26, & #27. **This is standard erosion control blanket for the Seeding Class 1.**
- 2) Item #5 (Seeding Class 1) is not shown in the drawings. Is that just for areas outside the work limits that get disturbed due to construction? **Correct, this is to stabilize areas including the staging area, stockpiles, and any disturbed area outside the limits of native seeding.**
- 3) Can you clarify the type of Gabion Baskets you would like? IDOT specifies four different materials (Galvanized, aluminized, PVC coated galvanized, & aluminized steel wire) and two different types (Hexagonal Mesh & Welded Wire Fabric). **Please bid based on Galvanized, welded wire gabion basket material.**
- 4) Is prevailing wage required for the Maintenance and Monitoring? **Yes prevailing wage is required to be paid whenever a "public works" project is undertaken.**
- 5) Where is the fence located? **The fence is located above the modular block wall on the southwest corner of the site. This item is to be used if the fence is damaged during wood retaining wall removal or gabion wall installation.**
- 6) Would tree branch cutting, sign removal, and tree removal to utilize the existing asphalt path be performed by the Village? **See specification for MOBILIZATION & STAGING – "Any damage to park equipment, curb and gutter, trees, or other non-HMA path items will be the responsibility of the contractor to replace in kind." Depending upon the access method selected based on bids (existing asphalt or alternate timber matting) the Village will prune and/or remove trees on the existing asphalt path as necessary. This preparatory work performed by the Village will be coordinated with the contractor before construction to ensure the access path is unimpeded.**

Bidders shall acknowledge receipt of this Addendum by signing below.

Signed:



Debbie Budyak

Printed Name

Integrated Lakes Management, Inc.

Name of Company

End of Addendum # 1

SUBMIT WITH BID



SUMMARY OF QUANTITIES
Buffalo Creek Improvement at Bristol Trails Park
Lake Zurich, IL
2/26/2024 Revised 3/15/2024

BASE BID					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
20100110	Tree Removal 6-15"	650	Unit		
20100210	Tree Removal >15"	550	Unit		
20101100	Tree Trunk Protection	10	Each		
21001000	Geotechnical Fabric for Ground Stabilization	1600	Sq Yd		
25000100	Seeding Class 1	0.5	Acre		
25100630	Erosion Control Blanket	2460	Sq Yd		
1	Mobilization & Staging	1	Lump Sum		
2	Survey Layout & Staking	1	Lump Sum		
3	Utility Verification (Potholing)	1	Lump Sum		
4	Clearing and Grubbing	1	Lump Sum		
5	Construction Entrance	260	Sq Yd		
6	Strip, Stockpile, and Respread Topsoil 6"	820	Cu yd		
7	Compost Furnish and Mix	100	Cu Yd		
8	Sand Furnish and Mix	100	Cu Yd		
9	Diversion/Dewatering	1	Lump Sum		
10	Temporary Creek Crossing	1	Lump Sum		
11	Removal and Disposal of Unsuitable Materials	1200	Cu Yd		
12	Existing Timber Walls, A-jacks Removal, Existing wire mesh Removal and Reuse Rip Rap	1	Lump Sum		
13	Traffic Control and Protection, Special	1	Lump Sum		
14	Construction Fence	1460	Foot		
15	Silt Fence	1750	Foot		
16	Site Grading - Complete	1	Lump Sum		
17	Stone Toe - Slope Bottom Stabilization (RR3 Stone)	60	Cu Yd		
18	Gabions Basket RR-3 (6-8")	500	Cu Yd		
19	Compacted Granular Backfill	500	Cu Yd		
20	12" Thick Riprap (D50=6")	6	Cu Yd		
21	SESC Measures and Maintenance	1	Lump Sum		
22	Streambank Seed Mix	1470	Sq Yd		
23	Upland Seed Mix	960	Sq Yd		
24	Maintenance and Monitoring	1	Lump Sum		
25	Erosion Control Blanket, NAG S150 BN	1310	Sq Yd		
26	Erosion Control Blanket, NAG C 125 BN	333	Sq Yd		
27	Erosion Control Blanket, NAG S 75	800	Sq Yd		
28	Split Rail Fence	150	Foot		
				TOTAL BASE BID	
ALTERNATE BID					
29A	Timber Matting For Temporary Access (Alternate Item)	760	Sq Yd		
				TOTAL ALTERNATE BID	

Prepared By: **Manhard Consulting, Ltd.**
 One Overlook Point, Suite 290
 Lincolnshire, Illinois 60069

NOTE: This Engineer's Opinion of Probable Cost is made on the basis of Engineer's experience and qualifications using plan quantities and represents Engineer's best judgment as an experienced and qualified professional engineer generally familiar with the construction industry. However, since the Engineer has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, or over quantities of work actually performed, Engineer cannot and does not guarantee that proposals, bids or actual Construction Cost will not vary from Opinions of Probable Cost prepared by Engineer. This Opinion of Probable Construction Cost is limited to those items stated herein and does not include permit fees, recapture costs, consultant fees, landscaping, dewatering, maintenance, bonds or the like.

PRE-BID MEETING AGENDA
March 13th, 2024
1:00 PM

**Village of Lake Zurich –
 Buffalo Creek Bank Stabilization
 MCL#201.001019**

1. General

- Introductions - Sign In Sheet
- Plans & Specs available at www.questcdn.com Project #8982852

2. Project Description/Key Points

The construction site is primarily within public property of Bristol Trails Park. Drainage easements at 1159 Stanton Road allow enough space to perform the proposed work.

Project consists of streambank stabilization and native plantings with the following key components.

- Tree Removal, Invasives Removal, and Clearing and Grubbing
- 900 lineal feet of gabion wall installation. The gabions are either single or double stacked.
- 170 lineal feet of rip rap shoreline treatment
- 1470 SY Native Streambank Seed Mix
- 960 SY Native Upland Seed Mix
- .5 Acre of Turf Grass

The Bidder shall be responsible to meet the deadlines contained herein and shall prepare their bid prices accordingly. Contract price adjustments for not meeting a specified stage/phase completion date for delays caused by anything other than those outlined in the DELAYS section on page 27 will not be permitted.

4. Bidding Qualification

Please note the following:

- A resume of 3 similar projects is required to be submitted with the bid. Failure to submit a resume and/or a lack of experience doing similar projects can be grounds for rejection of the bid.
- Resume of the on-site ecological

5. Contract Dates

- Bid Opening – March 27th, 10:00 AM
- Notice of Award – Anticipated Between April 15th and May 15th, 2024
- Notice To Proceed – To be Coordinated with Contractor based on desired start time
- Substantial Completion – November 29th, 2024
- 120 Calendar Days

Buffalo Creek Streambank Stabilization Project
Pre-Bid Conference

March 13th, 2024

- Final Completion – 14 days after Final Punchlist
- Warranty Period – 2 Years from Final Acceptance for non-planting items
- Maintenance and Monitoring – Expected 3-5 years from initial planting or whenever native plant growth requirements are met.

6. **Village Consideration of Scope of Work**

- The Village shall reserve the right to add or reduce the scope of work on the contract. Upon notification of award to the lowest responsive, responsible bidder the Village will notify the Contractor of the extents of the project limits. The Village shall retain the right to eliminate or decrease the quantity of the pay items used on the project. Increases or decreases to bid items shall be fully disclosed and discussed with the Contractor prior to signing contracts.

7. **Layout/Staking**

- Cadd plans will be provided to the contractor
- Contractor is Responsible for layout
- Contractors are free to use Manhard for layout. Contact Eric Vesely at 847.325.7051 or email at evesely@manhard.com

8. **IN STREAM WORK PLAN – DEWATERING/DIVERSION**

- Per ACOE and LCSMC regulations, all permitted work is to be conducted in dry conditions. The contractor is responsible to sequence operations and install protective measures to ensure that sediment is not dispersed into the stream during work.
- A Dewatering and Diversion item has been established to cover for cost of items such as pumping, diversions, and/or dams that the contractor deems as necessary to complete the work.
- A "Sequence of Construction" is provided to minimize the amount of exposed bank at any given point and restore sections AS THEY ARE INSTALLED. The withholding of placement of stabilization measures due to subcontractor and/or material scheduling is not a suitable reason to not stabilize. At no point shall more than 300' of exposed bank be allowed. The contractor that places a bid shall do so with the acknowledgement of these requirements.

9. **CCDD Certification**

- There are no known locations identified by IEPA as having previous violations of contamination.
- Contractor is responsible to acquire 3rd party engineer for CCDD testing & coordination.

11. **Samples and Submittals**

- The Awarded Contractor is required to submit:
 - 1) Samples of all native planting materials to the Engineer prior to installation.
 - 2) Gabion Basket Manufacturer
 - 3) Supplier and Sieve Analysis confirming specifications are met for all stone, riprap, backfill, etc.

Buffalo Creek Streambank Stabilization Project
Pre-Bid Conference

March 13th, 2024

4) Any substitutions shall be approved by the Village prior to purchase

12. Permits

- ACOE permit applies over all work on the project. Guidelines are in specifications.
- IEPA NOI – This permit will be forthcoming. Awarded contractor will review, sign, and post the SWPPP on the jobsite.
- SMC permit is forthcoming, as IEPA NOI must be issued first

13. Sequence of Operation

The following sequence of construction is provided for consideration by the Contractor during the development of his or her proposed sequence of construction. To the extent practicable, it is recommended that the work proceed in stages from upstream to downstream, with all construction activities and stabilization and restoration efforts completed in upstream areas before land disturbing activities proceed further downstream.

I. Site Preparation

- (1) Identification and Layout of Construction Entrance(s), Construction Material Delivery/Stockpile Area(s), and Construction Access Routes
- (2) Installation of Soil Erosion and Sediment Control Measures
 - (a) Stabilized Construction Entrance
 - (b) Silt Fence Protection along Creek Flow Lines
 - (c) Temporary Construction Fencing
 - (d) Erosion Eel Protection
- (3) Clearing, Tree Removal, and Protection of Plant Material within Construction Material Delivery/Stockpile Area(s) and along Construction Access Routes
- (4) Install Temporary Crossing(s)

II. Installation of Stream Restoration Practices

- (1) Identification and Layout of Work Areas
- (2) Protection of Plant Material in Work Areas
- (3) Implementation of In-Stream Work Plan
 - (a) Create Dry Conditions within In-Stream Work Areas
 - (b) Install Necessary Sediment Control Measures (e.g., dewatering bag, rock apron, floc logs, coir fiber rolls, in-stream turbidity curtain)
- (4) Installation of Stone Toes and Gabions
- (5) Re-Shaping of Stream Bank Slopes
- (6) Restoration of Disturbed Areas

III. Site Restoration & Maintenance

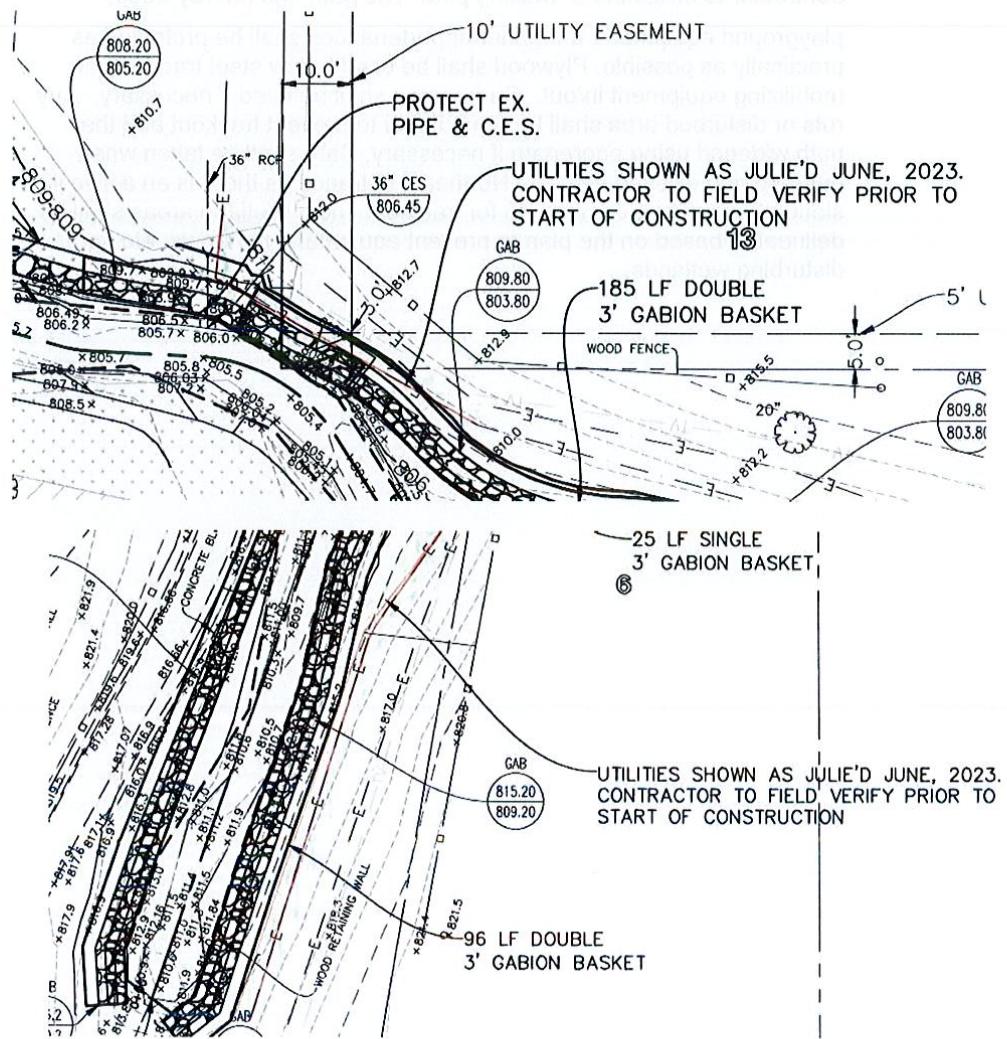
- (1) Restoration of Disturbed Areas including stabilization
- (2) Removal of Soil Erosion and Sediment Control Measures
- (3) Native Plant Maintenance (i.e., achieve performance standards)

Buffalo Creek Streambank Stabilization Project Pre-Bid Conference

March 13th, 2024

14. Project Challenges

I. Existing Utilities – Contractor must pothole utilities in areas of close proximity prior to any major excavation. Hand digging around existing utilities and support of utilities during backfill shall be expected.



Buffalo Creek Streambank Stabilization Project
Pre-Bid Conference

March 13th, 2024

II. Site Access – Access from Stanton Road may be limited due to steep slopes. With proper “Path Closed Signage”, the Village will allow the Contractor to utilize the 8' walking path. The path and nearby trees, playground equipment, and other appurtenances shall be protected as practically as possible. Plywood shall be used below steel tracks when mobilizing equipment in/out. Curb ramps shall be used if necessary. Any ruts or disturbed area shall be remediated to prevent trackout and the path widened using aggregate if necessary. Care shall be taken when entering and existing near the Northeast entrance as there is an active lift station 25' away. See page 48 for track-out fines. Wetland areas shall be delineated based on the plan to prevent equipment, materials, etc from disturbing wetlands.

Buffalo Creek Streambank Stabilization Project
Pre-Bid Conference

March 13th, 2024

III. Creek Level Response to Rain Events – 4" Rain Event, 9/11/22



Page 6

Buffalo Creek Streambank Stabilization Project
Pre-Bid Conference

March 13th, 2024



Buffalo Creek Streambank Stabilization Project
Pre-Bid Conference

March 13th, 2024

IV. Existing Timber Walls, A-Jacks, and wire mesh Removal



Buffalo Creek Streambank Stabilization Project
Pre-Bid Conference

March 13th, 2024

15. Other comments:

- Addendum #1 to follow with known plan corrections and minutes to this meeting.
- Cutoff for ALL comments shall be 12:00 PM March 22nd, 2024. This is necessary to allow time to make a last addendum if necessary.

16. QUESTIONS?



**ATTENDANCE
MANDATORY PREBID MEETING**

Project Name: Buffalo Creek Bank Stabilization

Project Location: Bristol Trails Park
Lake Zurich, IL 60047Conference Location: Village of Lake Zurich
505 Telser Road
Lake Zurich, IL 60047Conference Date: Wednesday March 13th, 2024
Time: 1:00 PM

Name	Affiliation	Email Address & Telephone
Michael Brown	Village of Lake Zurich	mike.brown@lakezurich.org 847-540-5066
Kevin Lill	Manhard Consulting	klill@manhard.com 224-404-6146

<u>GT Herro</u>	<u>GREAT Lakes Landscaping</u>	<u>815-764-5688</u>
<u>AUSTEN Kowalski</u>	<u>SEMPER FI</u>	<u>AUSTEN@SEMPERFI.LAND 630-516-81</u>
<u>William Bothwell</u>	<u>BaxterWood.com</u>	<u>CMCCONNELL@baxterwood.com</u>
<u>BRIAN WILSON</u>	<u>McGinty Bros</u>	<u>BWILSON@MCGINTYBROS.COM 847-456-1299</u>
<u>MICHAEL PIZZ</u>	<u>CAMPANELLA & SONS</u>	<u>MIKE@CAMPANELLAANDSONS.COM</u>
<u>Tom FOSTER</u>	<u>V3</u>	<u>TFOSTER@V3CO.COM</u>
<u>Debbie Bedyk</u>	<u>IL4</u>	<u>DBEDYK@IL4ENVIRONMENTS.COM</u>
<u>MELISSA WHEELER</u>	<u>ENCAP</u>	<u>MWHEELER@ENCAPINC.NET</u>
<u>Derek Brehm</u>	<u>RES, LLC</u>	<u>dbrehm@res.us</u>



**ATTENDANCE
MANDATORY PREBID MEETING**

Project Name: Buffalo Creek Bank Stabilization

Project Location: Bristol Trails Park
Lake Zurich, IL 60047

Conference Location: Village of Lake Zurich
505 Telser Road
Lake Zurich, IL 60047

Conference Date: Wednesday March 13th, 2024
Time: 1:00 PM

Name	Affiliation	Email Address & Telephone
Michael Brown	Village of Lake Zurich	mike.brown@lakezurich.org 847-540-5066
Kevin Lill	Manhard Consulting	klill@manhard.com 224-404-6146

Archie Andres ~ clean cut tree RETIMATING@ccTreesReview.com 847-265-0000

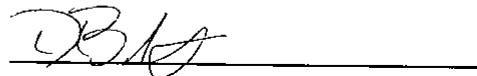
ADAM CARVER John Keno & Co. ADAMCARVER@JOHANKENO.COM 847-826-4411

VIC GARCIA PIR TANO VIC.GARCIA@PIRTANO.COM

John Thomas Misti's Construction Co. [\(312\) 420-5004">John.Thomas@misti.construction.com](mailto:John.Thomas@misti.construction.com)

Bidders shall acknowledge receipt of this Addendum by signing below.

Signed:



Debbie Budayak

Printed Name

Integrated Lakes Management, Inc.

Name of Company

End of Addendum # 1

ADDENDUM NO. 2
VILLAGE OF LAKE ZURICH
Buffalo Creek Bank Stabilization Project
Lake Zurich, Illinois

March 25th, 2024

TO: ALL PROSPECTIVE BIDDERS

FROM: VILLAGE OF LAKE ZURICH

Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

ADDENDUM NO. 2

Bidders shall acknowledge receipt of this Addendum by signing below.

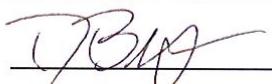
This Addendum No. 2 contains the following project updates:

ANSWERS TO QUESTIONS RECEIVED VIA EMAIL

- 1) Could you please provide seeding rates for the streambank and upland seed mixes? The provided seed mixes on the plans only provide a percent breakdown of each species and not seeding rates.
 - A) The seeding application rates will be determined by the successful contractor. The seeding rates shall be applied so that the establishment requirements specified in the MAINTENANCE AND MONITORING section are achieved.
- 2) Just to clarify the answer from Question 3 on Addendum 1, you want the gabions to be galvanized welded wire? The detail shows Terra-Aqua Gabion baskets which are a double-twisted hexagonal mesh. These are stronger than welded wire. They are a zinc-coated (galvanized) carbon steel. Could you please confirm which type of gabions are required?
 - A) Please bid based on the Terra Aqua Gabion Basket or approved equal as specified on the detail. Gabions shall be double twisted hexagonal woven galvanized steel wire mesh compartmented baskets with a rectangular box shape. Please disregard previous addendum 1 bidding requirement for gabion walls.

Bidders shall acknowledge receipt of this Addendum by signing below.

Signed:



Debbie Budyak

Printed Name

Integrated Lakes Mgmt, Inc.

Name of Company

End of Addendum # 2



AIA® Document A310™ – 2010

Bond Number: 2571136

Bid Bond

CONTRACTOR:

(Name, legal status and address)
Integrated Lakes Management, Inc.

110 Le Baron St
Waukegan, IL 60085-3027

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)
BUFFALO CREEK BANK STABILIZATION

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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User Notes:

1

(1496601206)

Signed and sealed this 27 day of March , 2024

(Witness)

(Witness)

Integrated Lakes Management, Inc.

(Contractor as Principal)

(Seal)

(Title) KEITH GRAY PRESIDENT

West Bend Mutual Insurance Company

(Surety)

(Seal)

(Title) Jon Tomek , Attorney-In-Fact

Init.

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User Notes: (1496601206)

2



THE SILVER LINING®

Bond No. 2571136**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:

Jon Tomek

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
 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 27th day of March, 2024.



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

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

FORM OF PROPOSAL

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

FROM: Integrated Lakes Management, Inc.
CONTRACTOR

110 Le Baron Street

ADDRESS

Waukegan, IL 60085

CITY, STATE, ZIP CODE

847-244-6662

TELEPHONE NUMBER

Debbie Budyak, Director of Client Services
CONTRACTOR'S CONTACT FOR THIS BID

dbudyak@ilmenvironments.com

E-MAIL

Gentlemen:

Having examined the Plans, Specifications, Instructions to Bidders, Form of Contract and having thoroughly examined the site and pertinent areas adjacent thereto, acknowledging the same to be accurate and complete insofar as pertinent details are concerned, we the undersigned agree to furnish all labor, materials, equipment, tools and services or whatever else is required for construction as enumerated below, all in accordance with Plans, Specifications and Contract Documents prepared by Manhard Consulting, Ltd., 1 Overlook Point, Suite 290, Lincolnshire, Illinois 60069, and entitled:

**CONTRACT DOCUMENTS AND SPECIFICATIONS
FOR
BUFFALO CREEK BANK STABILIZATION
LAKE ZURICH, ILLINOIS**

DATED: February 26th, 2024

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

The undersigned further agrees that if the Owner decides to increase or decrease the improvements or otherwise alter it by extras, additions or deductions, including the elimination of any one or more of the items, Bidder will perform the work as altered, increased, or decreased at the contract unit prices. Furthermore, all such work and materials as do not appear in the Proposal or Contract as a specific item accompanied by a unit price, and which are not included under the bid price for other items in this Contract, shall be performed as extra work.

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

Village of Lake Zurich
 Buffalo Creek Bank Stabilization
 201.001019

The undersigned further agrees that he will commence work not later than ten (10) calendar days after written Notice to Proceed and execution and approval of the Contract and the Contract Bond, unless otherwise provided, and will diligently prosecute the work in such manner and with such materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract. In case of failure to complete the work within the time stated herein or within such extra time as may have been allowed by extensions, the undersigned agrees that the Owner shall withhold from such sums as may be due him under the terms of this Contract the costs (which costs shall be considered and treated not as a penalty but as damages due the Owner) of additional engineering and observation, maintenance of detours, interest, and other items have caused an expenditure of funds resulting from the failure of the undersigned to complete the work within the time specified in the contract.

Unless granted additional time in writing by the Owner, the undersigned agrees to complete the work within one hundred and twenty (120) calendar days of the issue of a Notice to Proceed, with the understanding that the Notice to Proceed will be issued between April 15, 2024 and May 15, 2024.

The undersigned further agrees that he and his surety will execute and present within ten (10) days after the date of written notice of the award of the Contract to him, a Contract Bond in the form prescribed by the Owner, in the penal sum of the full amount of the Contract, guaranteeing the faithful performance and payment of labor and materials of the work in accordance with the terms of the Contract.

Accompanying this Proposal is a bank draft, cashier's check, bid bond or certified check complying with the requirements of the Specifications, for five percent (5%) of the total bid price, made payable to the Village of Lake Zurich.

The amount of the check or draft is: Five percent of total bid

 5% Total Bid _____ (\$ _____).
 (Fill in Amount)
 Contractor to fill in Amount

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

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

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

SUBMITTED:

March 27, 2024

Date

(CORPORATE SEAL)

Attest:



Secretary

CONTRACTOR: Integrated Lakes Management, Inc.

CORPORATE NAME: Integrated Lakes Management, Inc.

BUSINESS ADDRESS: 110 Le Baron Street

Waukegan, IL 60085

TELEPHONE NUMBER: 847-244-6662

SIGNED BY:



President

SUBMITTED:

Date

(CORPORATE SEAL)

Attest:

Secretary

OWNER: _____

CORPORATE NAME: _____

BUSINESS ADDRESS: _____

TELEPHONE NUMBER: _____

SIGNED BY: _____

President

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

CERTIFICATE OF COMPLIANCE
WITH ARTICLE 33E OF THE
CRIMINAL CODE OF 1961

The undersigned, Keith Gray, being the Contractor submitting a bid for the public project as described in these bid documents, hereby certifies that the undersigned is not barred from bidding on the public contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, approved July 28, 1961, as amended.

Date: March 26, 2024

Contractor: Integrated Lakes Management, Inc.

By: 

Attest: 

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

NON COLLUSION STATEMENT

By submission of this Bid, the undersigned certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that in connection with the Bid:

1. The prices in the Bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any manner relating to such prices with any other Bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in the Bid have not knowingly been disclosed by the Bidder, prior to opening, directly or indirectly to any other Bidder or to any competitor; and,
3. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a Bid for the purpose of restricting competition.
4. He is the person in the Bidder's organization responsible within that organization for the decision as to the prices being Bid but that he has been authorized to act as agent for the persons responsible for such decision in certifying that such persons have not participated, and will not participate, in any action contrary to Paragraphs 1 through 3, above, and as their agent shall so certify; and shall also certify the he has not participated, and will not participate in any action contrary to Paragraphs 1 through 3 above.

COMPLIANCE WITH ARTICLE 33 OF THE CRIMINAL CODE OF 1961

I have completed the certificate included as part of this Bid Form regarding compliance with Article 33 of the Criminal code of 1961.

RESPECTFULLY SUBMITTED, signed and sealed this 26 day of March, 2024

Contractor: Integrated Lakes Management, Inc.

By (Signature) 

Title: President

Business Address: 110 Le Baron Street

City/State: Waukegan, IL 60085

ATTEST:

Secretary: 

SEAL

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

REFERENCES AND SUBCONTRACTORS

<p>Project Name: Tyler Creek Stabilization Project Description: The project stabilized 200 feet of the stream bank, including 75 feet of severely eroded bluff. Project work included installation of a cofferdam to dewater the project site, rock toe stabilization, installation of coir log terrace, reshaping and bluff stabilization.</p> <p>Location: Elgin, Illinois Year: 2022 Owner Contact Information: Garden Quarter Townhome Association c/o Rage Property Management (847) 742-5555</p>	<p>Equipment (all ILM owned):</p> <ul style="list-style-type: none"> – Long Reach Excavator – Skid steer – Dingo
<p>Project Name: Stanford Meadows Shoreline Restoration Description: Restoration of 2,200 linear feet of highly eroded stream bank. The project involved removal of densely wooded material along the streambank, working around several trees that had been flagged by the Park District to be saved. Additional work included minor grading, vegetated geo-lift installation, installation of 150-feet of vegetated geo-wall and appropriate site restoration.</p> <p>Location: Naperville, Illinois Year: 2023 Owner Contact Information: Naperville Park District Peggy Motta (630) 848-5013</p>	<p>Equipment (all ILM owned):</p> <ul style="list-style-type: none"> – Mini Excavator – Skid steer – Dingo
<p>Project Name: Park Place HOA Streambank Stabilization Description: Installation of gabion baskets, two rows high at three locations along Woods Creek. Project included brush removal, excavation of a trench about one foot below the existing stream bed at the toe of the cut bank, installation of filter fabric, 6" aggregate base in trench, installation of gabion baskets and filling with RR3 rip rap. Back-fill behind gabions with CA-7 aggregate, regrading of soil between gabions and path, plus installation of seed/blanket over soil.</p> <p>Location: Crystal Lake, Illinois Year: 2023 Owner Contact Information: Park Place of Crystal Lake HOA c/o Foster Premier, Inc. (847) 459-1222</p>	<p>Equipment (all ILM owned):</p> <ul style="list-style-type: none"> – Mini Excavator – Skid steer

Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

ECOLOGIST RESUME

INSERT ON SITE ECOLOGIST RESUME



RYAN RICKERSON

Director of Field Operations
Email: rickerson@ilmenvironments.com

Professional Experience

Director of Field Operations, ILM Environments – Waukegan, IL
(August 2019 – Present)
Ecological Construction Department, Natural Areas Department, Aquatics Department

Field Operations Manager, Semper Fi Land Services – Yorkville, IL
(August 2017 – August 2019)
Eco Division / Tollway Construction Division

Park Naturalist/Park Specialist, Deerfield Park District, Deerfield, IL
(March 2016 – August 2017)

Foreman/Crew Leader, Tallgrass Restoration, Schaumburg, IL
(August 2013 – March 2016)

Natural Shoreline Installer, Billy Casper Golf, Hoffman Estates, IL
(February 2011 – August 2013)

Project Experience

Henneberry Woods Tree Mitigation & Prairie, Shrubland Restoration *Kendall County Forest Preserve District, IL*

Ryan served as Operations Manager/ Project Manager for Semper Fi Land Services while working on this project. Management activities include herbaceous invasive species removal through cutting, pulling and herbicide application, woody invasive species removal with chainsaw, brush saw, chipping and brush pile burning, and controlled burn management.

I-390 Landscape Improvements Illinois Tollway Authority, IL

Ryan served as Operations Manager for Semper Fi Land Services while working on this project. The landscape improvement included the installation of over 4,000 native tree and shrub species and providing plant care and management through the establishment period. It also included slope repair, seeding and plugging of native grasses and forbs, tree removal, mowing, various drainage improvements and daily maintenance of traffic per IDOT standards.

Keith Creek Stabilization Rockford Park District, Rockford Illinois

Ryan served as Operation Manager for Semper Fi Land Services while working on this project. This projected included a total of 400 linear feet of stream restoration through a combination of stabilization techniques including stone toe, riffles, single arm vanes, cross vanes, slope regrading and native plant installation.

DuPage County Forest Preserve District Landfill Habitat Enhancement *Forest Preserve District DuPage County, IL*

Ryan served as project manager for Semper Fi Land Services and lead crews and operations or the vegetative management of grassland bird habitat for three former landfills located throughout DuPage County totaling 985 acres. Restoration and management activities include invasive species control via spot and broadcast spraying, mow management, woody invasive species removal, seed installation, and erosion control installation.



Ryan Rickerson, Director of Field Operations

Burnham Prairie Forest Preserve District of Cook County, Westchester, IL

Ryan served as one of the Foremen for this Great Lakes Fishery and Ecosystem Restoration (GLFER) Program with Tallgrass Restoration. The project restores 93 acres of marsh, sedge meadow, savanna, wet prairie and wet-mesic prairie. The site's hydrology has been restored with the construction of a berm to prevent floodwaters from impacting groundwater-fed wetlands. The incorporation of soil amendments in conjunction with the reduction of floodwaters reduces the deposition and retention of excessive nutrients. Additional restoration measures included the removal of invasive species, clearing invasive trees and shrubs within degraded prairies, prescribed burns, seeding and planting plugs of native species, and the installation of fencing. This project builds upon the America's Great Outdoors Initiative which is to protect and restore our lands and waters and provide places for Americans to experience the great outdoors.

Pine Station, Gibson Woods, and Ivanhoe Nature Preserve

Indiana Department of Environmental Management, IN

Ryan served as Crew Leader for this wetland restoration with Tallgrass Restoration. He coordinated with the Indiana Department of Environmental Management and partner agencies (InDNR, Lake County Parks and Recreation), as well as, directed field operations for this project. This project consisted of Ryan's crew treating Cattails, Phragmites, and Purple Loosestrife using a combination of skid spraying, backpack spraying, hand wicking, invasive tree and shrub removal, in a dune swale restoration. Moderate-high quality nature preserves.

Clark and Pine InDNR and IDEM Gary, IN

Ryan filled many positions for the mitigation portion of the ecosystem project located at the Gary/Chicago International Airport Gary, Indiana. His roles included Foreman, Crew Leader and quality control manager onsite. This 64-acre parcel is owned by the Gary/Chicago International Airport. Clark and Pine Dune and Swale supports four state-listed rare species, and the following three state-listed, significant high-quality plant communities: dry sand savanna, marsh and panne. It was identified by the IDEM as a critical habitat to preserve and protect. This project included swale and dune restoration thorough invasive species removal, selective herbicide application to invasive species, and prescribed burn management using a combination of skid spraying, backpack spraying, hand wicking in addition to the use of a Marsh Master.

Shore Line Project Forest Preserve District of Cook County, Westchester, IL

Ryan served as Forman for Tallgrass Restoration while restoring the shoreline prairie buffer ecosystem. The project has included hand clearing invasive trees and shrubs, selective and non-selective herbicide application to invasive species, and prescribed burn management to over 37 shorelines for the Forest Preserve District of Cook County.

Education

University of Georgia, Luthiers Certification 2006, Early Childhood Education

Training and Certifications

- Wildfire Training S-130/190 L-180 and I-100
- Chicago Wilderness Burn Training
- Illinois Class A CDL
- Ecological Site Assessment
- Habitat Restoration
- Native Plant Identification
- Site Stewardship and Management
- Member of MIPE (Midwest Institute of Park Executives) 2017
- Great Lakes Park Training Institute



Village of Lake Zurich
Buffalo Creek Bank Stabilization
201.001019

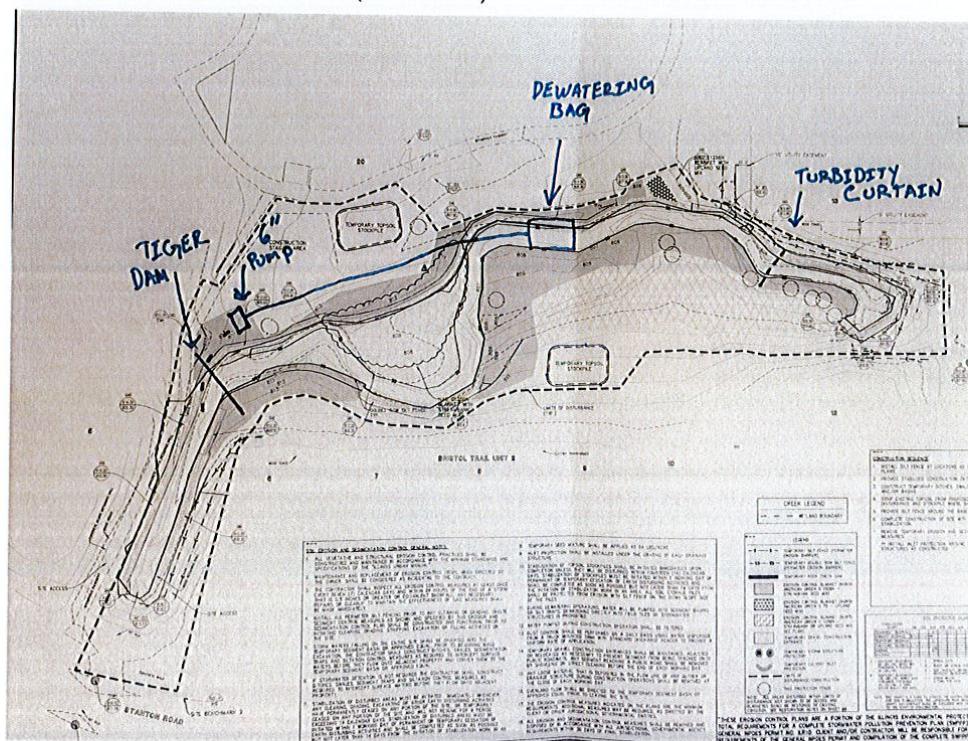
DIVERSION/DEWATERING PLAN

The Contractor shall submit to the Engineer for review a description of diversion/dewatering techniques and equipment to be used. The submittal shall include detail drawings showing the location and type of diversion/dewatering equipment; the point(s) of discharge; and the included sediment and erosion control procedures using Best Management Practices (BMPs). **This shall be submitted with BID.**

Description of Dewatering Plan

Install 24-inch water diversion tube cofferdam (Tiger Dam) for length of work area. Pump out water within coffer area 300 linear feet downstream using a 6-inch pump for each work area (every 300 linear feet of project). Dam will be removed during high flow events to allow water flow. Coffer 300-foot sections at a time, allowing access to dry streambed with equipment.

Illustration of 300-foot section (not to scale)



Coffer Dam Specs (Tiger Dam)



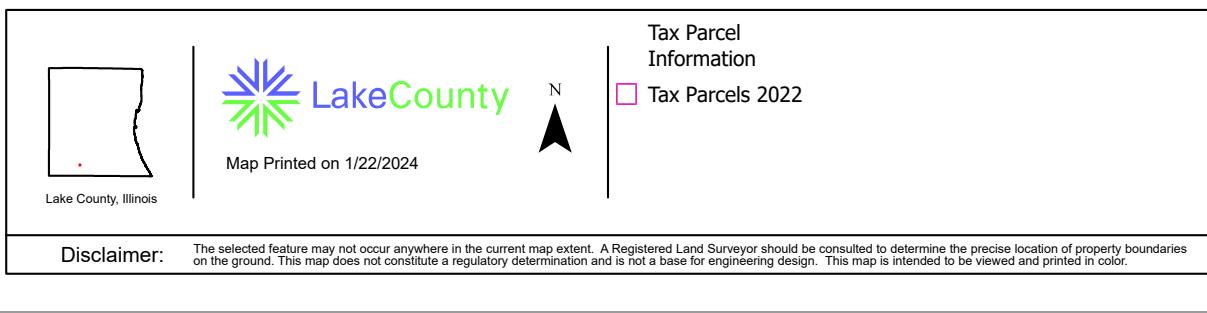
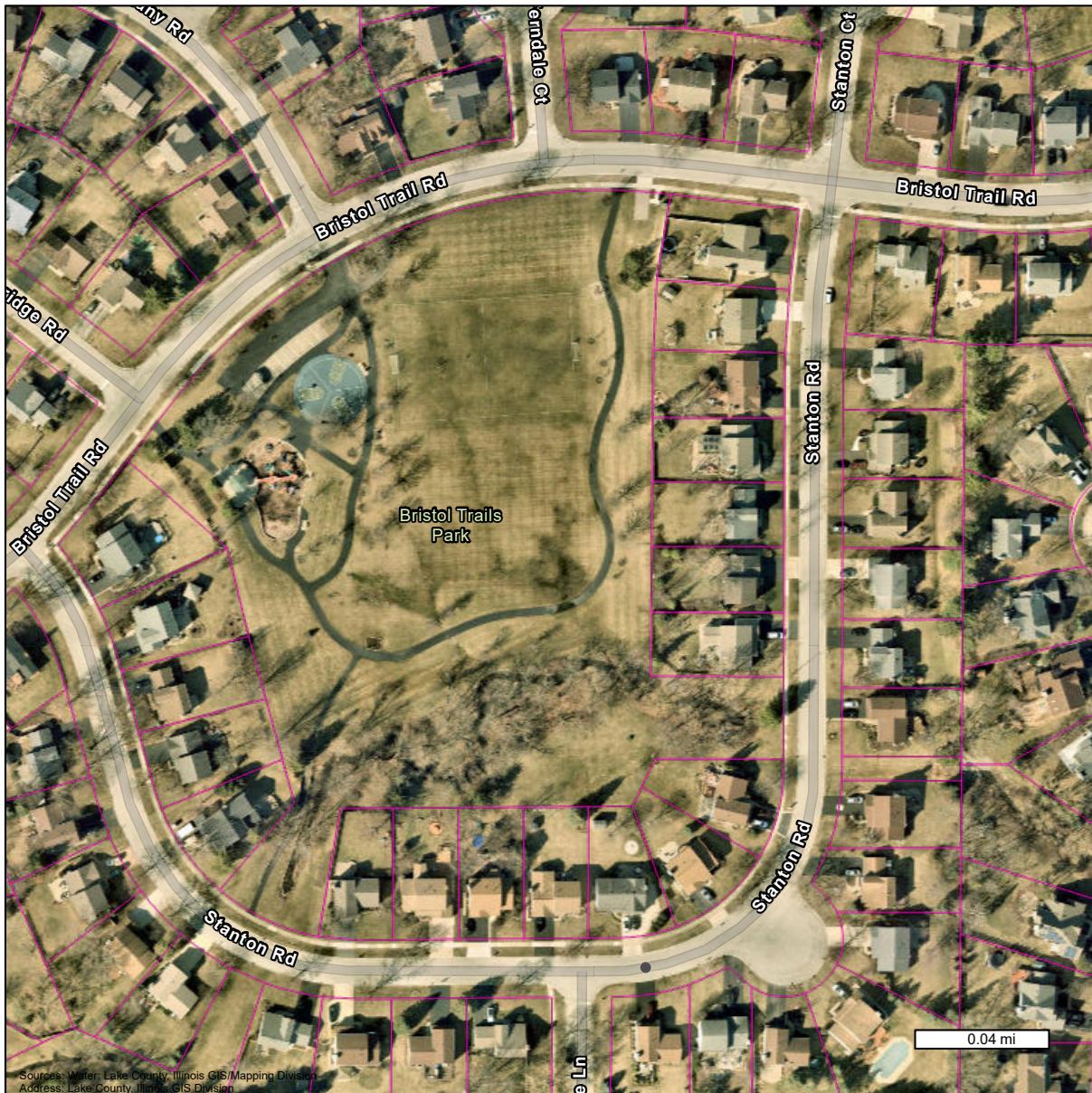
TIGERDAM™ SYSTEM - 2 H. Super Tiger Dam		
Filled Size	24" x 50 ft	
Fold Lengths, Sleeve Length	3' Folds, 6' Sleeves	
Rolled-up/Storage Dimensions (including 2 sleeves)	14" x 33"	
Single Dry weight	92 lbs	
Single Filled Weight	10,950 lbs.	
Fill Time using Standard Fire Hydrant	10 min	
How many Gallons in each Dam	1,300 gal	
How many sandbags each replaces	1,500	

Tiger Dam Configuration Specs		
*Values are approximate and can vary depending on the water/air ratio		
Single Tiger Dam	Height	2' (24")
	Base Width	2' 10" (34")
2-1 Configuration	Height	3' 6.75" (42.75")
	Base Width	5' 10" (70")
3-2-1 Configuration	Height	5' (60")
	Base Width	8' (96")
4-3-2-1 Configuration	Height	
	Base Width	

Anticipated configurations



Lake County, Illinois





VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

APRIL 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 April 2024...

Main Street Corner Property is Sold

On April 5, 2024, the Village finalized the real estate closing on the Main Street corner property (*northeast corner of Main Street & Old Rand Road*) that it has rented to small businesses since 2006. An initial courtesy review of this Main Street proposal was conducted by the Village Board on February 5, 2024 and a redevelopment agreement was approved on March 4, 2024.

The property is now owned by True North Properties. They will be investing heavily in the corner over the next year with \$1.5 million in improvements in the coming months, including exterior facade improvements and updates to the interior of the three units with full renovations and raised ceilings.

ADA Access Audits

In mid-April, 2024, the Village kicked off an accessibility project for parks, facilities, and public right-of-ways. Part of this project includes the detailed audit of all 32 parks, municipal facilities, and public right-of-way. Assessments of public right-of-way and parks begin on April 22 and will continue through April 26. An additional week of accessibility audits occur Monday, May 20 through Thursday, May 23.

Natural Areas Maintenance

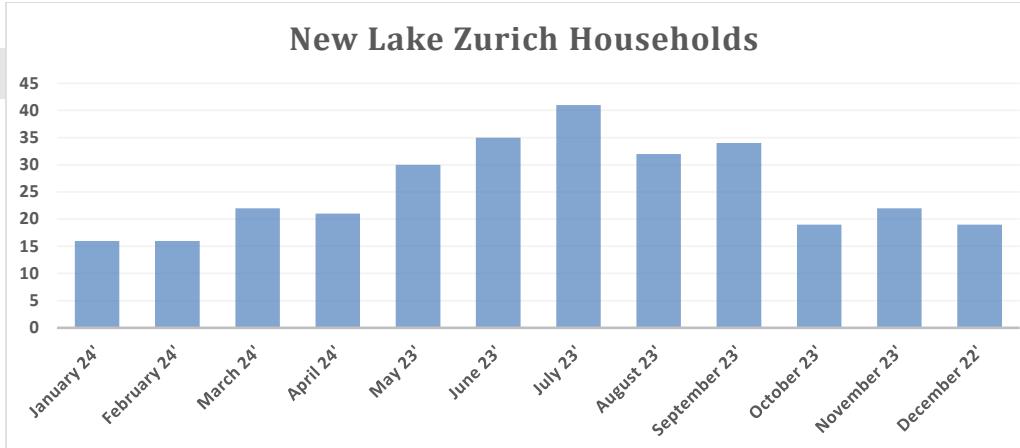
With the completion of the Emerald Ash Borer parkway tree replacement program in 2023, the Village Board decided to reallocate that annual tree funding of \$100,000 to the enhancement and restoration of Lake Zurich natural open space areas. The Village developed a comprehensive five-year plan for the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

Midlothian Manor Redevelopment

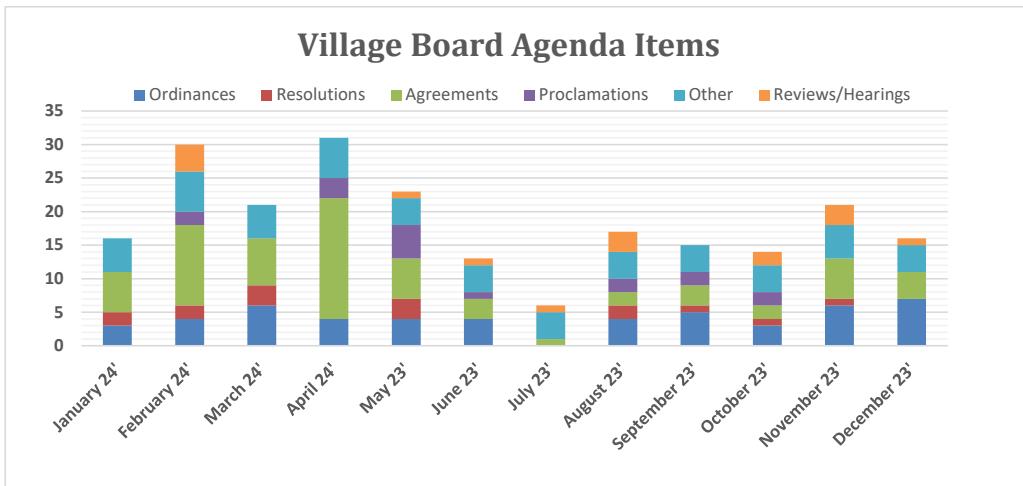
In April 2024, the Village Board approved an intergovernmental agreement with the Lake County Housing Authority to secure public water and sanitary sewer services from the Village of Lake Zurich for its property at 22843 Lakewood Lane, the property formerly known as Midlothian Manor. The 2.6-acre property, which is presently served by well and septic, is now allowed to connect to the Village's public water and sewer systems. These connections will improve public health and safety, as well as facilitate the Housing Authority's exploration of its' options for future reuse or redevelopment of the property.

Encouraging Industrial Manufacturing

The Village continues to drum up interest in expanded manufacturing capacity in the industrial park. Networking with the industrial council and communicating to businesses the benefits of using the new industrial TIF district as a long-term funding mechanism for business expansion and modernization efforts is paying off over the last year with Gere Marie, NorthStar Pickle, CM Industries, and Smalley Steel Ring all growing in Lake Zurich. Multiple other LZ-based industrial companies are contemplating expansions in the near future, showcasing the strategic positioning of Lake Zurich.



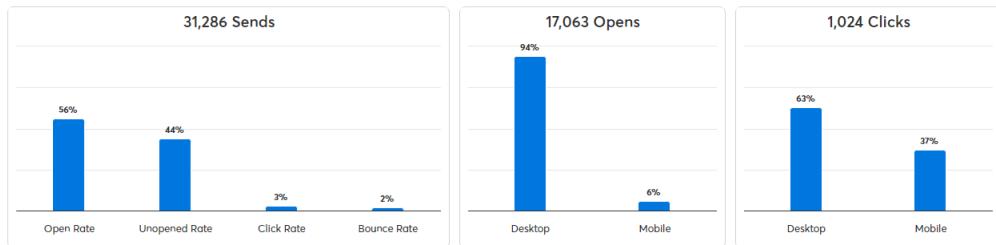
This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not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

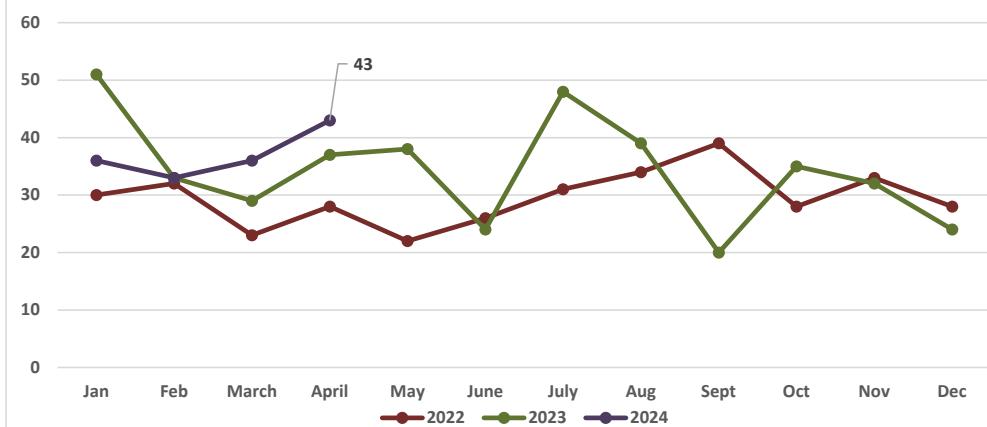
Average length of regular April Village Board meetings: 36 minutes

Benchmarks Engagement

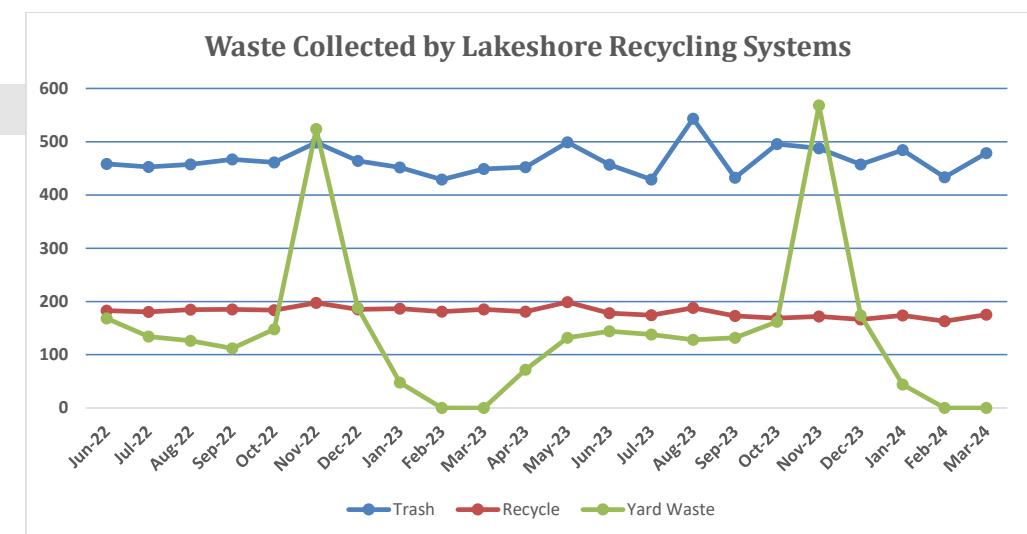


Benchmarks is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 6,000 subscribers.

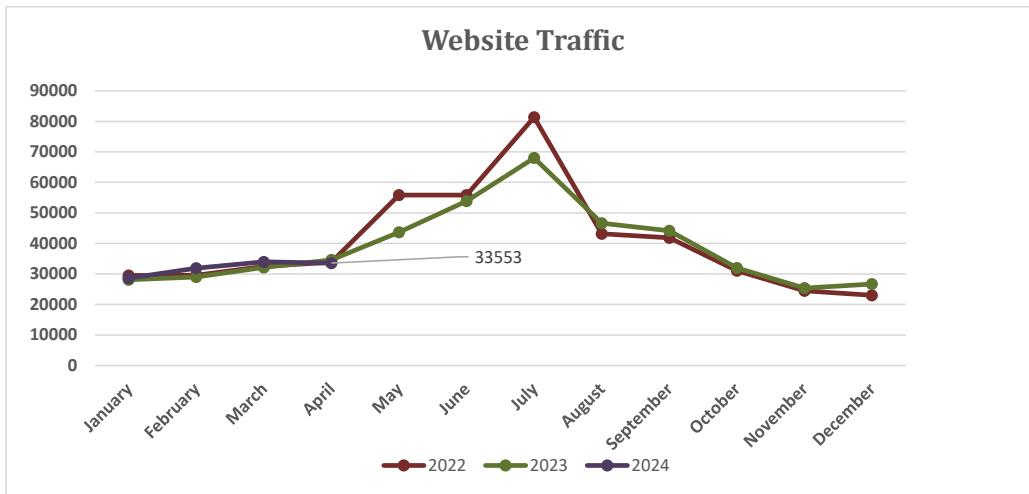
FOIA Requests Village-Wide



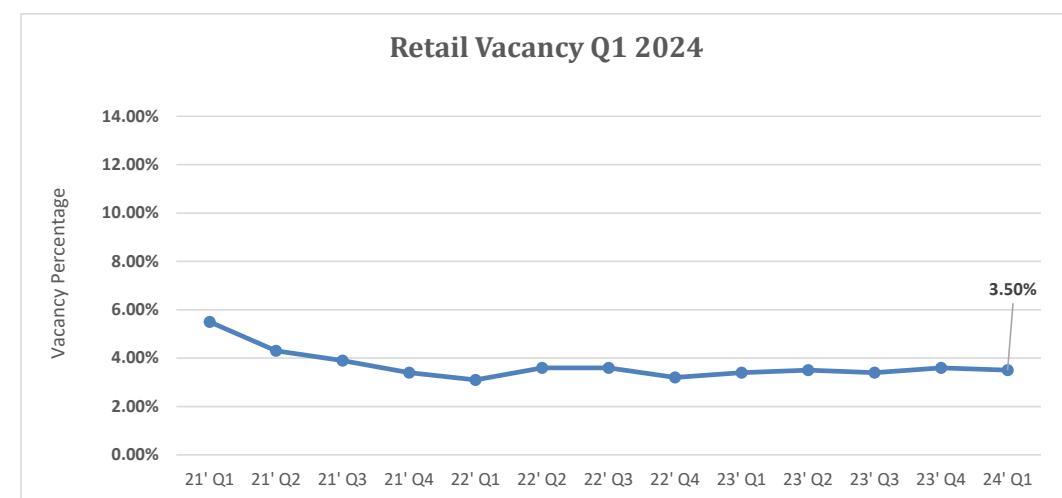
Open and honest government is a cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making processes. This graph includes all of the FOIA requests received Village-wide among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



Prairieland Disposal began service to Lake Zurich in September 2020. Lakeshore Recycling Systems (LRS) took over service in October 2021. The above metric reports the volume of waste collected each month including trash, recycling, and yard waste. This metric is updated once per quarter. *Trash* and *Recycling* is reported in tons while *Yard Waste* is reported in cubic yards.



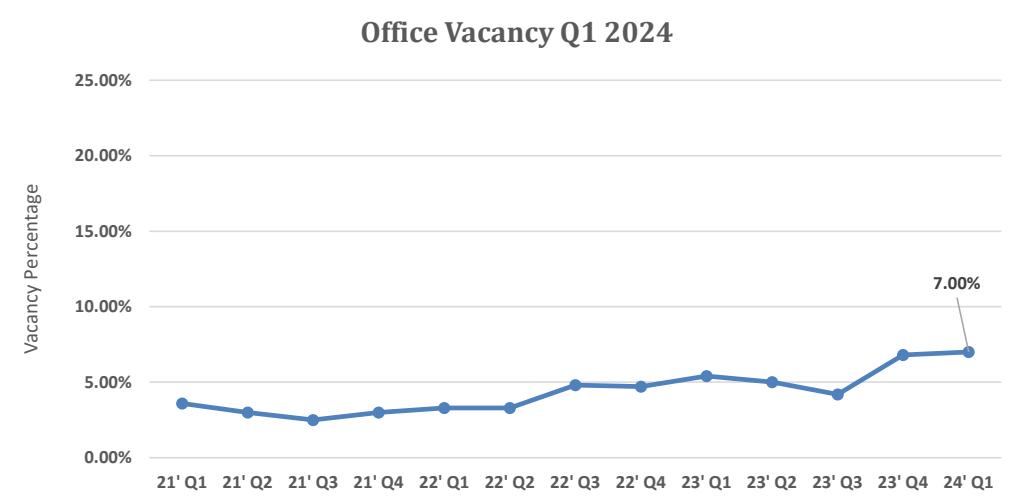
This data represents the number of visits to LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing resident-oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision-making.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



The Lake Zurich retail vacancy rate remained nearly unchanged in Quarter 1 of 2024 from 3.6% to 3.5% vacant compared to the fourth quarter (*based on Lake County Partners data*). As of March 31, 2024, there was 94,358 square feet of retail space reported vacant in Lake Zurich, with average rates at \$18.50 per square foot (nnn).

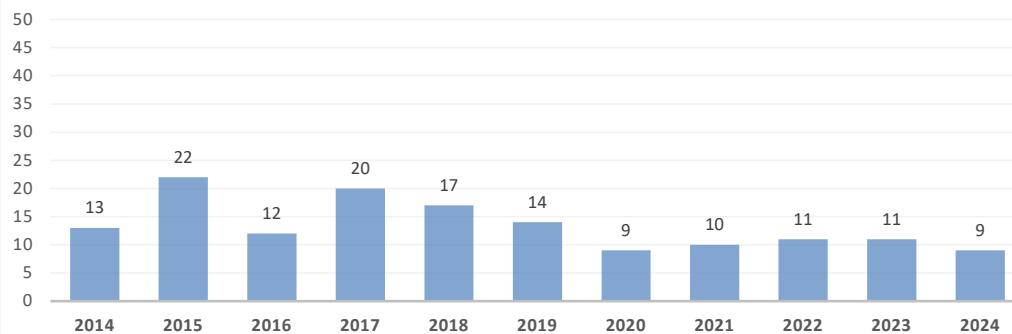


The Lake Zurich industrial vacancy rate has remained flat at 2.3% in Quarter 1 of 2024 compared to Q4 and Q3 of 2023, when the same 2.3% was reported vacant (*based on Lake County Partners data*). As of March 31, 2024, there was 128,546 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$5.21 per square foot (nnn).



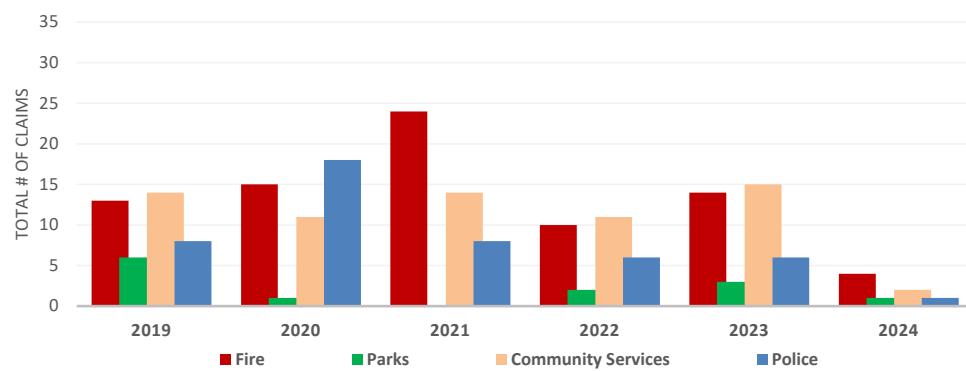
The Lake Zurich office vacancy rate increased to 7% in Quarter 1 of this year compared to Quarter 4 at 6.8% vacant (*based on Lake County Partners data*). As of March 31, 2024, there was 28,057 square feet of office space reported vacant in Lake Zurich, with average rates at \$25.19 per square foot (full service).

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

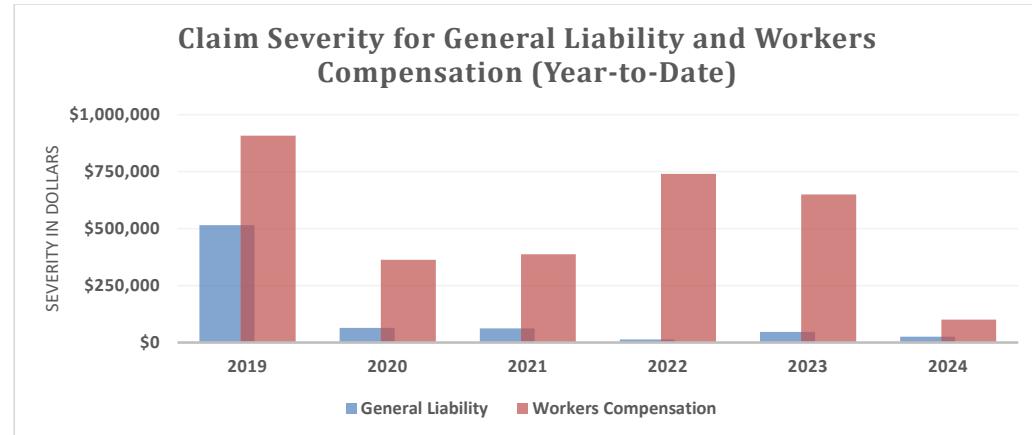


Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of approximately 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports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



FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

MARCH 2024

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Finance Monthly Report – March 2024

DEPARTMENT NARRATIVE

During March, preparation for the annual audit and closing of the financial records for fiscal year 2023 were the primary activities outside of day-to-day operations. Auditors from Baker Tilly will spend two weeks in April working through the Village financials and policies. The Annual Comprehensive Financial Report (ACFR) will be presented to the Board in early summer once all adjustments are finalized.

GENERAL FUND OPERATING RESULTS SUMMARY

For the month of March, revenues totaled \$2.07 million and expenditures \$2.93 million, resulting in an operating deficit of \$866k. From a budget perspective, we had expected expenditures to exceed revenues by \$770k. Year-to-date figures below represent the third month of activity for the year.

General Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 2,139,555	\$ 2,066,754	\$ 6,704,400	\$ 6,988,437
Expenditures	2,909,834	2,932,702	7,431,514	7,434,938
Excess (Deficiency)	\$ (770,279)	\$ (865,948)	\$ (727,114)	\$ (446,501)

REVENUES

Following is a summary of revenues by type through March 31, 2024. These figures represent three months of financial activity. A more detailed analysis can be found on page 9.

Finance Monthly Report – March 2024

	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 170,003	\$ 129,765	-23.7%	\$ 562,836	\$ 514,189	-8.64%	4.5%
Intergovernmental	1,676,924	1,695,700	1.1%	4,967,846	5,163,188	3.93%	26.5%
Licenses & Permits	58,341	39,366	-32.5%	304,319	379,736	24.78%	42.4%
Fines and Forfeits	35,009	33,575	-4.1%	105,258	84,020	-20.18%	20.5%
Charges for Services	180,670	126,288	-30.1%	658,694	620,394	-5.81%	21.9%
Investment Income	14,261	31,051	117.7%	52,385	144,167	175.21%	36.0%
Miscellaneous	4,346	11,010	153.3%	53,062	82,742	55.94%	46.5%
Operating Transfers	0	0	0.0%	0	0	0.0%	0.0%
Total Revenue	\$ 2,139,555	\$ 2,066,754	-3.4%	\$ 6,704,400	\$ 6,988,437	4.24%	19.6%

Taxes:

Revenues from taxes came in at \$130k in March, falling short of budget expectations due to low utility tax receipts. While property taxes are received primarily June through September, the remaining revenues in this category contribute a significant amount of revenue each month all year round.

Telecommunications tax receipts were about 41% higher than expected for the month at \$29k. That is 13% more than the amount received in the same month of the prior year. More information regarding Telecommunications tax can be found on page 12.

Both utility taxes came in lower than expected for the month. The gas utility tax had \$58k in receipts compared to an expected \$73k. Electric utility tax came in at \$42k versus the expected \$76k. Combined, utility taxes were 33% lower than expected. The payments are based primarily on February activity. More detail on the Utility Taxes can be found on page 13.

Intergovernmental Revenue:

Revenue from other governments totaled \$1.70 million in March, which exceeded budget expectations for the category.

State sales tax receipts were above budget expectations for the month at \$837k. This represents sales from December and was 3% higher than receipts from the same month last year. More information regarding Sales Tax can be found on page 14.

Income Tax receipts came in 5% above expectations with the receipts for March totaling \$194k compared to an expected \$185k. Details on Income Tax are provided on page 15.

Finance Monthly Report – March 2024

Video gaming tax receipts came in 12% below budget expectations at \$23k. Video gaming tax is received two months in arrears. The video gaming tax receipts budgeted for March relate to tax for January activity.

Licenses and Permits:

Revenue from the issuance of licenses and permits came in at \$39k for March, 33% below budget expectations. Building permits (\$14k), contractor registration (\$7k), and permit plan review (\$6k) were the biggest contributors. Additional items included in license and permit revenue are plumbing permits (\$3k), business licenses (\$3k), and electric permits (\$3k). Due to the variable nature of these types of revenues, fluctuations are expected throughout the year based on activity.

Fines and Forfeits:

Revenue from police fines came in just below budget expectations during March, with receipts of \$34k. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations.

Charges for Services:

Revenue from service charges totaled \$126k in March. The main revenue sources in this category are ambulance, engineering fees and park program fees. As ambulance fees are based purely on activity and need, this revenue source can fluctuate considerably during the year. Ambulance receipts for the month were recorded at \$53k. Engineering review receipts for the month were recorded at \$2k. For park program fees, this is a combination of timing of receipts and fluctuating activity levels; receipts in March were below budget expectations at 31k.

Investment Income:

The General Fund investment income in March was \$31k. Currently, the investments are concentrated in certificates of deposit, treasury obligations, and interest-bearing money market accounts. A detailed cash and investment report can be found on page 17.

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Miscellaneous:

The General Fund miscellaneous revenue in March was \$11k. Receipts for this category were rental income (\$6k), recovery & loss (\$4k), and other small items.

EXPENDITURES

For the month of March, expenditures totaled \$2.93 million for the General Fund, which was 1% above projections of \$2.91 million. The table below presents a summary of General Fund expenditures by department as of March 31, 2024. Additional detail can be found on page 9.

Department Or Program	Current Month's Budget	Current Month's Actual	% Variance	YTD Budget	YTD Actual	% Variance	% of Annual Budget
Legislative	\$ 5,053	\$ 3,216	-36.3%	\$ 23,710	\$ 16,120	-32.0%	23.2%
Administration	\$ 141,841	\$ 145,814	2.8%	\$ 296,348	\$ 283,906	-4.2%	17.9%
Finance	\$ 70,988	\$ 72,940	2.8%	\$ 172,765	\$ 153,208	-11.3%	26.2%
Technology	\$ 69,524	\$ 91,659	31.8%	\$ 175,207	\$ 205,684	17.4%	35.4%
Police	\$ 714,982	\$ 719,278	0.6%	\$ 1,834,526	\$ 1,848,683	0.8%	19.3%
Fire	\$ 1,074,428	\$ 1,084,196	0.9%	\$ 2,743,003	\$ 2,640,088	-3.8%	19.6%
Community Develop.	\$ 97,783	\$ 90,435	-7.5%	\$ 217,322	\$ 195,111	-10.2%	15.5%
Public Works	\$ 386,039	\$ 375,199	-2.8%	\$ 974,526	\$ 987,991	1.4%	23.3%
Park & Recreation	\$ 117,551	\$ 118,319	0.7%	\$ 299,172	\$ 409,213	36.8%	28.8%
Operating Transfers	\$ 231,645	\$ 231,645	0.0%	\$ 694,935	\$ 694,935	0.0%	24.6%
Total	\$ 2,909,834	\$ 2,932,702	0.8%	\$ 7,431,514	\$ 7,434,938	0.0%	20.9%

OPERATING RESULTS OF OTHER FUNDS

Following are some observations regarding the revenues and expenditures of other funds. A financial summary of funds other than General is provided on pages 10-11.

Special Revenue Funds:

Motor fuel tax revenue came in at \$78k in March, which was 4% below the budget of \$82k. Conservative estimates for revenues highly sensitive to the economy, such as this one, allow for fluctuations later in the year. Expenditures from the Motor Fuel Tax Fund were \$15k for electricity (\$14k), and other small items.

March revenues for the Hotel Tax Fund totaled \$7k. 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 – March 2024

quarterly. Therefore, the village does not receive receipts each month. Expenditures of \$8k were recorded for the month, most of which is a transfer to the Special Events Fund for the funding of special events.

The Special Events Fund allocates resources for special events and their corresponding expenditures. Revenues for March totaled \$41k, which relate to funding transfers in from other funds (\$29k), donations (\$11k), and vendor fees (\$1k). Expenditures for the month totaled \$32k, consisting of normal staff expenses (\$26k), supplies for Fourth of July (\$3k), Winter Festival (\$1k), miscellaneous events (\$1k), and other small items.

Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances. Revenues for the debt service fund are from interest and changes in market value of investments at this point in the year. Transfers from other funding sources will occur later in the year. The expenditures recorded for March were \$1k for paying agent fees.

Capital Projects Funds:

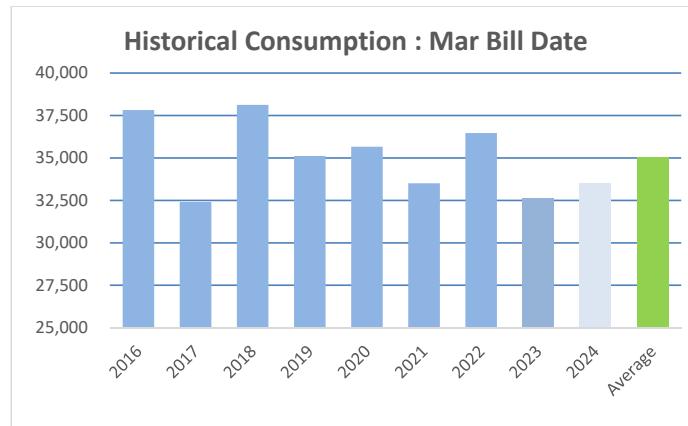
March revenue for the capital projects funds came in at \$506k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from March of \$270k. This was 1% lower than budget expectations and 2% lower than the same month last year. March receipts represent sales from December. More detail on the NHRST revenue can be found on page 16. Remaining revenues for capital project funds include funding transfers (\$154k), interest income and change in market value of investments (\$70k), and park impact fees (\$12k).

Expenditures of \$94k were recorded in March for capital projects, consisting of Breezewald bathroom/pavilion (\$86k), parking lot improvements (\$5k), and promenade landscaping (3k).

Water and Sewer Fund:

March revenue totaled \$724k, which was 8% below the budget estimate of \$788k. Consumption metered in March was 34M gallons, lower than the nine-year average of 35M gallons. The consumption billed in March primarily represents water metered in late February and early March. With about 41M gallons pumped, about 18% of pumped water was lost to main breaks, fire department use, or other small issues. A chart comparing March water consumption over the past eight years provided below.

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Expenses in the Water Fund were \$525k for the month. Of this amount, \$185k is a non-cash transaction to record depreciation of the infrastructure assets of the fund and \$15k is for paying agent fees. The remaining expenses are personnel expenses, other operational items and other smaller operating items. Throughout the year, spending is monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus would be used for expenditures later in the year and provide cash flow for improvements to maintain the aging infrastructure.

Internal Service Funds:

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has three active internal service funds: Medical Self Insurance, Risk Management and Equipment Replacement. Revenues are a combination of user charges from other funds as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund.

The Equipment Replacement fund in particular is subject to funding availability from the General Fund. March expenses include non-cash depreciation expenses (\$45k), a storage array (\$43k), a bobcat (\$29k), and a snowblower (\$8k).

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 March were \$9k for water quality management (SSA #8).

Finance Monthly Report – March 2024

SSA Activity Mar-24								
SSA #	Location	Beginning Balance 1/1/2024	Year-To-Date		Ending Balance 12/31/2024	Annual Expected Revenues	Annual Expected Expenses	Annual YTD %
			Revenues	Expenses				
SSA #8	Heatherleigh	54,646	-	8,500	46,146	9,697	23,196	36.64%
SSA #9	Willow Ponds	127,185	-	-	127,185	11,851	19,300	0.00% ^b
SSA #10	Westberry	18,987	-	-	18,987	1,000	-	N/A
SSA #11	Lake Zurich Pines	27,244	-	-	27,244	-	#DIV/0! ^a	0.00%
SSA #13	Conventry Creek	229,086	-	-	229,086	29,894	16,662	0.00%
SSA #16	Country Club	1,478	-	-	1,478	-	-	N/A
		458,625	-	8,500	450,125	52,443	86,402	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 \$769k for the month. For March, the fund recorded an unrealized gain of \$728k from investments. Total municipal and member contributions for the month totaled \$40k. Expenses for the month were \$237k of which \$229k was for pension and benefit payments, \$5k was for insurance, and \$3k was for professional and investment expenses. For the month of March, the fund experienced a gain of \$532k. As of March 31st, the fund had a net position of \$33.4 million. Additional information can be found on page 18.

The Firefighters' Pension Fund had a similar month for investments, with an unrealized gain of \$1.33 million from investments. Total municipal and member contributions for the month totaled \$59k. Total revenues for the month were \$1.39 million. Expenses for the month were \$293k of which \$274k was for pension and benefit payments, \$11k was for professional services, and \$7k was for investment and other expenses. For the month of March, the fund experienced a gain of \$1.09 million. As of March 31st, the fund had a net position of \$55.0 million. Additional information can be found on page 18.

Finance Monthly Report – March 2024

Conclusion:

For the one fiscal period covered by this report, no major concerns were identified. Major revenue sources are performing within reason and expenditures have been kept to a minimum. We will continue to monitor revenues and expenditures closely throughout the coming months.

Respectfully Submitted,

Amy Sparkowski

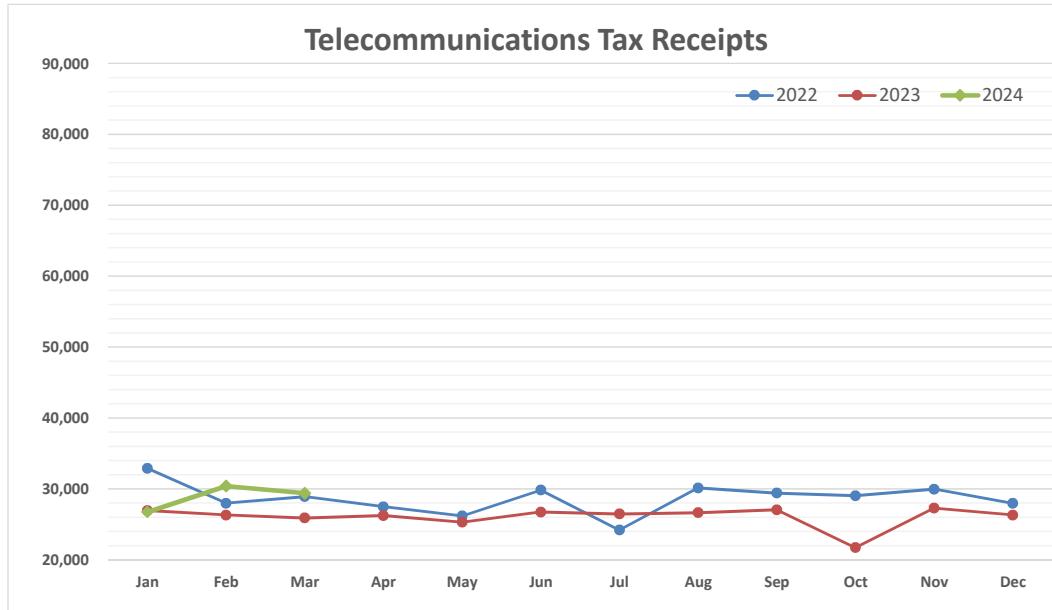
Amy Sparkowski
Director of Finance

VILLAGE OF LAKE ZURICH OPERATING REPORT SUMMARY GENERAL FUND March 31, 2024								
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
REVENUES								
Taxes								
Property Taxes	-	-	0.0%	-	-	0.0%	9,528,414	0.0%
Utility Tax - Electric	76,235	42,407	(44.4%)	237,717	202,981	(14.6%)	930,418	21.8%
Utility Tax - Gas	72,951	57,972	(20.5%)	199,590	156,124	(21.8%)	486,113	32.1%
Cable Tv Franchise	-	-	0.0%	60,237	68,571	13.8%	237,715	28.8%
Telecom Tax	20,817	29,385	41.2%	65,293	86,513	32.5%	238,907	36.2%
Total Taxes	170,003	129,765	-23.7%	562,836	514,189	-8.6%	11,421,567	4.5%
Intergovernmental								
State Sales Tax	806,679	837,201	3.8%	2,132,585	2,178,501	2.2%	8,085,057	26.9%
State Income Tax	185,286	193,817	4.6%	769,907	807,159	4.8%	3,318,041	24.3%
State Use Tax	97,960	81,927	(16.4%)	244,459	220,071	(10.0%)	841,733	26.1%
Video Gaming Tax	25,832	22,766	(11.9%)	75,994	73,052	(3.9%)	323,970	22.5%
Fire/Rescue Srv Contract	542,615	542,615	(0.0%)	1,627,845	1,627,844	(0.0%)	6,511,375	25.0%
Other Intergovernmental	18,553	17,375	(6.3%)	117,056	256,562	119.2%	405,863	63.2%
Total Intergovernmental	1,676,924	1,695,700	1.1%	4,967,846	5,163,188	3.9%	19,486,039	26.5%
LICENSES & PERMITS								
Liquor Licenses	1,883	300	(84.1%)	117,069	170,425	45.6%	160,000	106.5%
Business Licenses	1,351	2,990	121.3%	59,921	107,428	79.3%	95,000	113.1%
Building Permits	19,166	13,727	(28.4%)	33,718	27,028	(19.8%)	212,000	12.7%
Permit Plan Review	10,304	5,761	(44.1%)	22,526	14,275	(36.6%)	116,600	12.2%
Other Permits	25,637	16,588	(35.3%)	71,084	60,581	(14.8%)	312,220	19.4%
Total Licenses & Permits	58,341	39,366	(32.5%)	304,319	379,736	24.8%	895,820	42.4%
Fines and Forfeits	35,009	33,575	(4.1%)	105,258	84,020	(20.2%)	410,500	20.5%
Charges for Services								
Fire/Rescue Ambulance Fee	76,301	53,418	(30.0%)	319,418	271,970	(14.9%)	1,300,000	20.9%
Park Program Fees	56,731	30,538	(46.2%)	204,188	225,228	10.3%	823,889	27.3%
Other Charges for Services	47,638	42,332	(11.1%)	135,088	123,197	(8.8%)	704,930	17.5%
Total Charges for Services	180,670	126,288	(30.1%)	658,694	620,394	(5.8%)	2,828,819	21.9%
Investment Income	14,261	31,051	117.7%	52,385	144,167	175.2%	400,000	36.0%
Miscellaneous	4,346	11,010	153.3%	53,062	82,742	55.9%	177,794	46.5%
Total General Fund Revenues	2,139,555	2,066,754	(3.4%)	6,704,400	6,988,437	4.2%	35,620,539	19.6%
Operating Transfers In	-	-	0.0%	-	-	0.0%	-	0.0%
EXPENDITURES								
General Government								
Legislative	5,053	3,216	(36.3%)	23,710	16,120	(32.0%)	69,575	23.2%
Administration	141,841	145,814	2.8%	296,348	283,906	(4.2%)	1,589,526	17.9%
Finance	70,988	72,940	2.8%	172,765	153,208	(11.3%)	585,039	26.2%
Technology	69,524	91,659	31.8%	175,207	205,684	17.4%	580,417	35.4%
Total Gen. Govt.	287,406	313,630	9.1%	668,031	658,918	(1.4%)	2,824,557	23.3%
Public Safety								
Police	714,982	719,278	0.6%	1,834,526	1,848,683	0.8%	9,569,189	19.3%
Fire	1,074,428	1,084,196	0.9%	2,743,003	2,640,088	(3.8%)	13,467,992	19.6%
Community Development	97,783	90,435	(7.5%)	217,322	195,111	(10.2%)	1,262,294	15.5%
Total Public Safety	1,887,193	1,893,909	0.4%	4,794,851	4,683,882	(2.3%)	24,299,475	19.3%
Streets - Public Works	386,039	375,199	(2.8%)	974,526	987,991	1.4%	4,240,368	23.3%
Culture - Park and Recreation	117,551	118,319	0.7%	299,172	409,213	36.8%	1,421,099	28.8%
Total General Fund Expend.	2,678,189	2,701,057	0.9%	6,736,579	6,740,003	0.1%	32,785,499	20.6%
Operating Transfers Out	231,645	231,645	0.0%	694,935	694,935	0.0%	2,829,740	24.6%
NET INCOME (LOSS) FOR GENERAL	(770,279)	(865,948)		(727,114)	(446,501)		5,300	

VILLAGE OF LAKE ZURICH OPERATING REPORT SUMMARY March 31, 2024								
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
SPECIAL REVENUE FUNDS								
MOTOR FUEL TAX FUND								
Revenues	81,874	78,492	(4.1%)	255,001	241,196	(5.4%)	1,068,211	22.6%
Expenditures	55,522	14,873	(73.2%)	130,954	72,939	(44.3%)	607,483	12.0%
Net Activity Gain (Loss)	26,352	63,619		124,047	168,257		460,728	
HOTEL TAX FUND								
Revenues	5,860	7,310	24.7%	27,435	24,100	(12.2%)	130,169	18.5%
Expenditures	13,811	7,843	(43.2%)	32,710	23,241	(28.9%)	110,578	21.0%
Net Activity Gain (Loss)	(7,951)	(533)		(5,276)	859		19,591	
SPECIAL EVENTS FUND								
Admin & Miscellaneous								
Revenues	22,586	23,800	5.4%	67,477	69,161	2.5%	270,440	25.6%
Expenditures	28,418	27,299	(3.9%)	73,683	70,435	(4.4%)	267,754	26.3%
Net Activity Gain (Loss)	(5,832)	(3,498)		(6,206)	(1,275)		2,686	
Rock the Block								
Revenues	1,973	4,100	107.8%	2,921	5,750	96.9%	67,000	8.6%
Expenditures	1,752	-	(100.0%)	19,459	17,998	(7.5%)	72,203	24.9%
Net Activity Gain (Loss)	221	4,100		(16,538)	(12,248)		(5,203)	
Farmers Market								
Revenues	2,134	3,740	75.3%	3,325	7,320	120.2%	8,750	83.7%
Expenditures	-	320	0.0%	755	320	(57.6%)	8,941	3.6%
Net Activity Gain (Loss)	2,134	3,420		2,569	7,000		(191)	
Fourth of July								
Revenues	5,367	6,600	23.0%	15,470	16,725	8.1%	74,000	22.6%
Expenditures	700	2,581	268.7%	59,496	42,581	(28.4%)	71,186	59.8%
Net Activity Gain (Loss)	4,667	4,019		(44,026)	(25,856)		2,814	
Winter Festival								
Revenues	1,234	3,254	163.8%	3,552	6,762	90.4%	20,550	32.9%
Expenditures	259	1,343	418.9%	5,018	2,993	(40.4%)	20,512	14.6%
Net Activity Gain (Loss)	975	1,911		(1,467)	3,769		38	
Special Events Fund Total	2,165	9,951		(65,667)	(28,610)		144	
TIF #1 TAX FUND								
Revenues	391	1,563	300.0%	1,255	5,261	319.3%	1,563,330	0.3%
Expenditures	-	-	0.0%	-	-	0.0%	1,433,899	0.0%
Net Activity Gain (Loss)	391	1,563		1,255	5,261		129,431	
TIF #2 - DOWNTOWN								
Revenues	4,812	13,180	173.9%	15,964	45,742	186.5%	455,500	10.0%
Expenditures	61,217	2,130	(96.5%)	62,457	43,470	(30.4%)	1,362,850	3.2%
Net Activity Gain (Loss)	(56,405)	11,050		(46,494)	2,272		(907,350)	
TIF #3 - RAND ROAD								
Revenues	-	39	0.0%	-	97	0.0%	98,980	0.1%
Expenditures	-	-	0.0%	-	-	0.0%	1,500	0.0%
Net Activity Gain (Loss)	-	39		-	97		97,480	
DISPATCH CENTER FUND								
Revenues	96,489	111,071	15.1%	422,340	461,401	9.2%	1,696,400	27.2%
Expenditures	175,907	167,135	(5.0%)	437,998	418,432	(4.5%)	1,689,437	24.8%
Net Activity Gain (Loss)	(79,418)	(56,064)		(15,658)	42,969		6,963	

VILLAGE OF LAKE ZURICH OPERATING REPORT SUMMARY March 31, 2024										
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved		
	Budget	Actual	% Variance	Budget	Actual	% Variance				
DEBT SERVICE FUNDS										
VILLAGE DEBT SERVICE										
Revenues	1,736	3,793	118.5%	5,845	11,473	96.3%	1,356,000	0.8%		
Expenditures	-	-	0.0%	-	-	0.0%	1,330,654	0.0%		
Net Activity Gain (Loss)	1,736	3,793		5,845	11,473		25,346			
TIF #1 DEBT SERVICE										
Revenues	200	1,097	449.5%	959	4,754	395.6%	2,164,000	0.2%		
Expenditures	1,802	1,416	(21.4%)	748,101	758,262	1.4%	2,069,688	36.6%		
Net Activity Gain (Loss)	(1,602)	(319)		(747,141)	(753,508)		94,312			
CAPITAL PROJECT FUNDS										
CAPITAL IMPROVEMENTS										
Revenues	162,172	206,859	27.6%	490,297	594,055	21.2%	2,051,500	29.0%		
Expenditures	180,734	83,619	(53.7%)	273,980	150,852	(44.9%)	7,843,000	1.9%		
Net Activity Gain (Loss)	(18,562)	123,240		216,317	443,203		(5,791,500)			
NON-HOME RULE SALES TAX										
Revenues	289,989	299,399	3.2%	776,372	805,863	3.8%	2,952,286	27.3%		
Expenditures	89,710	9,902	(89.0%)	107,033	27,060	(74.7%)	3,083,250	0.9%		
Net Activity Gain (Loss)	200,278	289,496		669,339	778,803		(130,964)			
ENTERPRISE FUND										
WATER AND SEWER										
Revenues	787,784	724,018	(8.1%)	2,326,073	2,479,573	6.6%	10,100,274	24.5%		
Expenses										
Administration	64,204	68,987	7.4%	178,434	193,753	8.6%	741,336	26.1%		
Debt	9,101	14,869	63.4%	23,616	36,599	55.0%	89,461	40.9%		
Depreciation	185,417	185,417	0.0%	556,250	556,250	(0.0%)	2,225,000	25.0%		
Billing	32,975	23,103	(29.9%)	69,346	65,812	(5.1%)	269,131	24.5%		
Water	714,438	135,425	(81.0%)	1,041,218	401,487	(61.4%)	10,900,909	3.7%		
Sewer	134,219	97,542	(27.3%)	279,934	220,523	(21.2%)	1,513,093	14.6%		
	1,140,354	525,342		2,148,798	1,474,424		15,738,930			
Net Activity Gain (Loss)	(352,570)	198,676		177,275	1,005,148		(5,638,656)			
INTERNAL SERVICE FUNDS										
MEDICAL INSURANCE										
Revenues	312,544	308,219	(1.4%)	943,040	920,550	(2.4%)	3,753,074	24.5%		
Expenses	424,311	256,788	(39.5%)	1,031,092	791,205	(23.3%)	3,723,066	21.3%		
Net Activity Gain (Loss)	(111,768)	51,432		(88,052)	129,345		30,008			
RISK MANAGEMENT										
Revenues	121,488	130,524	7.4%	359,482	400,501	11.4%	1,549,535	25.8%		
Expenses	29,717	49,423	66.3%	945,106	1,202,697	27.3%	1,437,538	83.7%		
Net Activity Gain (Loss)	91,771	81,101		(585,625)	(802,196)		111,997			
EQUIPMENT REPLACEMENT										
Revenues	53,070	63,259	19.2%	160,212	193,901	21.0%	721,600	26.9%		
Expenses	144,345	131,525	(8.9%)	292,712	233,483	(20.2%)	1,539,546	15.2%		
Net Activity Gain (Loss)	(91,275)	(68,267)		(132,500)	(39,582)		(817,946)			
TOTAL ALL VILLAGE FUNDS	(1,167,138)	(157,171)		(1,219,450)	517,291		(12,305,116)			

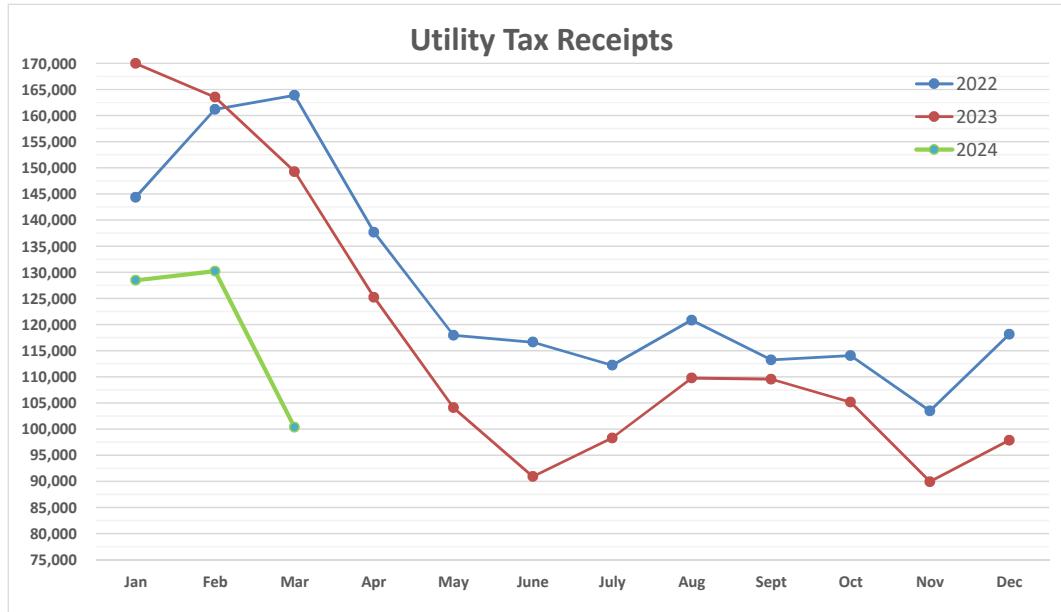
DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2024



Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget			
		FY 2022	FY 2023	% Change	FY 2024	% Change	Budget	Variance \$	Variance %	
January	October	32,888	26,937	-18.10%	26,739	-0.74%	22,089	4,650	21.05%	
February	November	27,974	26,305	-5.97%	30,389	15.53%	22,387	8,002	35.75%	
March	December	28,903	25,897	-10.40%	29,385	13.47%	20,817	8,568	41.16%	
April	January	27,467	26,239	-4.47%			19,791			
May	February	26,181	25,298	-3.37%			22,743			
June	March	29,825	26,724	-10.40%			20,300			
July	April	24,202	26,470	9.37%			19,458			
August	May	30,131	26,641	-11.58%			20,273			
September	June	29,408	27,045	-8.03%			19,826			
October	July	29,037	21,714	-25.22%			18,910			
November	August	29,947	27,301	-8.84%			19,755			
December	September	27,958	26,310	-5.89%			12,558			
		343,921	312,880	-9.03%	86,513		238,907	21,220		
		Y-T-D	89,765	79,138	-11.84%	86,513	9.32%	65,293	21,220	32.50%

DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2024

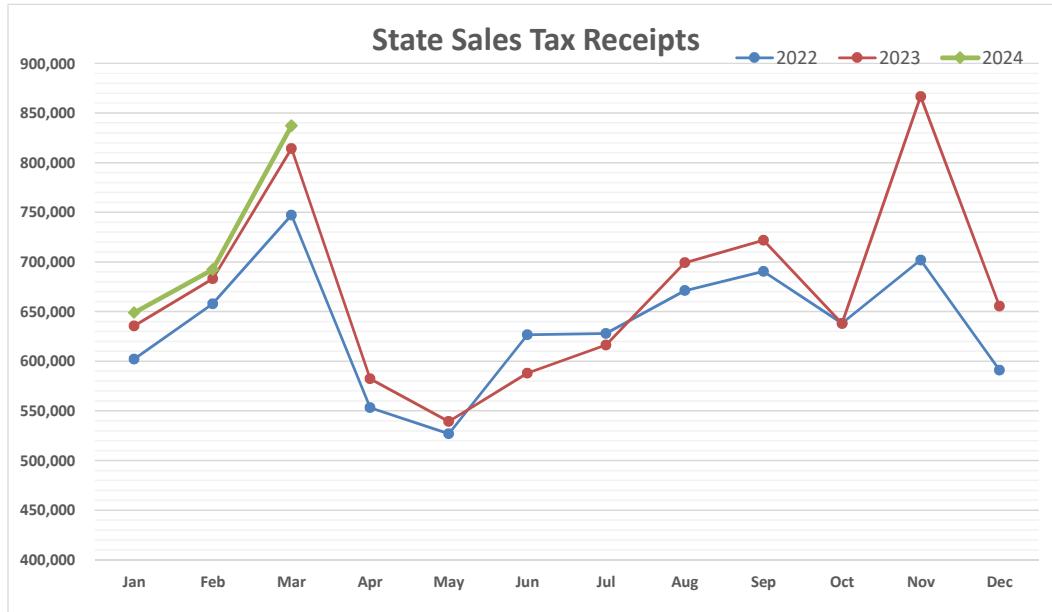


Collection History

COMBINED - ELECTRICITY & GAS

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2022	2023	% Change	2024	% Change	FY 2024	Variance \$	Variance %
Jan	Dec	144,392	169,997	17.7%	128,499	-24.4%	142,101	(13,602)	-9.6%
Feb	Jan	161,197	163,549	1.5%	130,227	-20.4%	146,020	(15,793)	-10.8%
Mar	Feb	163,887	149,304	-8.9%	100,379	-32.8%	149,186	(48,807)	-32.7%
Apr	Mar	137,718	125,258	-9.0%	-	-	127,866	-	-
May	Apr	117,990	104,119	-11.8%	-	-	105,980	-	-
June	May	116,659	90,943	-22.0%	-	-	98,403	-	-
July	June	112,246	98,324	-12.4%	-	-	101,571	-	-
Aug	July	120,867	109,785	-9.2%	-	-	116,331	-	-
Sept	Aug	113,271	109,576	-3.3%	-	-	110,891	-	-
Oct	Sept	114,085	105,163	-7.8%	-	-	106,200	-	-
Nov	Oct	103,512	89,950	-13.1%	-	-	93,620	-	-
Dec	Nov	118,176	97,895	-17.2%	-	-	118,362	-	-
		1,524,000	1,413,863	-7.23%	359,105	-74.6%	1,416,531	(78,202)	-
Y-T-D		469,476	482,850	2.85%	359,105	-25.6%	437,307	(78,202)	-17.9%

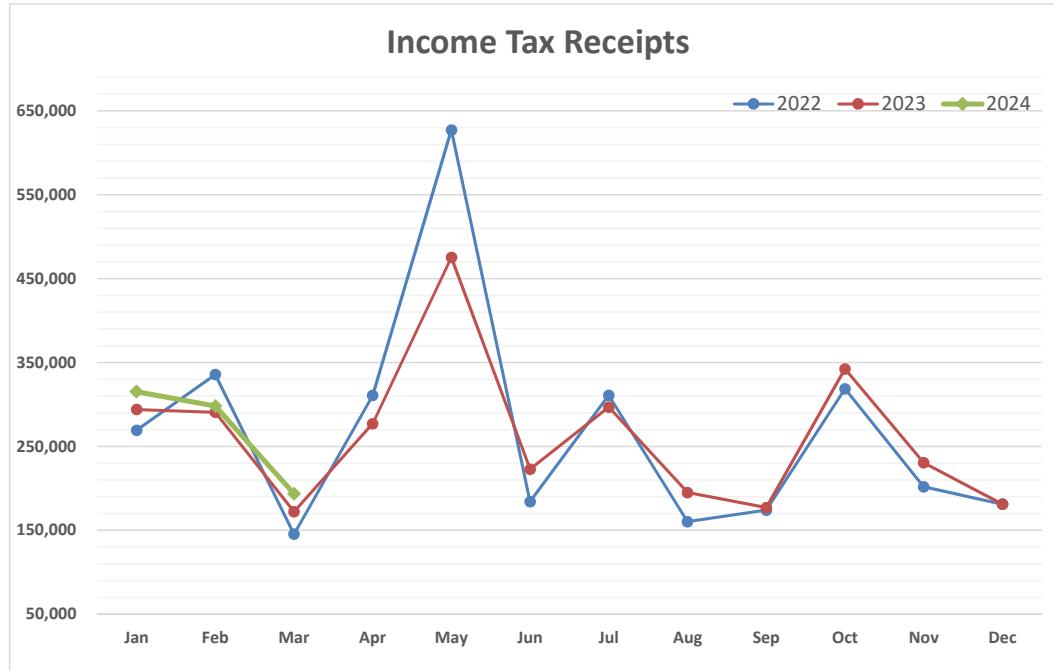
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Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2022	2023	% Change	2024	% Change	Amended Budget	Variance \$	Variance %
January	October	602,130	635,589	5.56%	648,870	2.09%	649,722	(852)	-0.13%
February	November	657,819	683,036	3.83%	692,430	1.38%	676,185	16,245	2.40%
March	December	747,307	814,249	8.96%	837,201	2.82%	806,679	30,522	3.78%
April	January	553,226	582,383	5.27%			588,178		
May	February	527,013	539,316	2.33%			555,656		
June	March	626,731	587,956	-6.19%			630,917		
July	April	627,982	616,353	-1.85%			617,585		
August	May	671,146	699,262	4.19%			690,332		
September	June	690,544	721,854	4.53%			708,628		
October	July	638,060	637,980	-0.01%			666,581		
November	August	701,860	866,772	23.50%			796,943		
December	September	590,991	655,570	10.93%			697,651		
		7,634,808	8,040,321	5.31%	2,178,501		8,085,057	45,915	
Y-T-D		2,007,256	2,132,875	6.26%	2,178,501	2.14%	2,132,586	45,915	2.15%

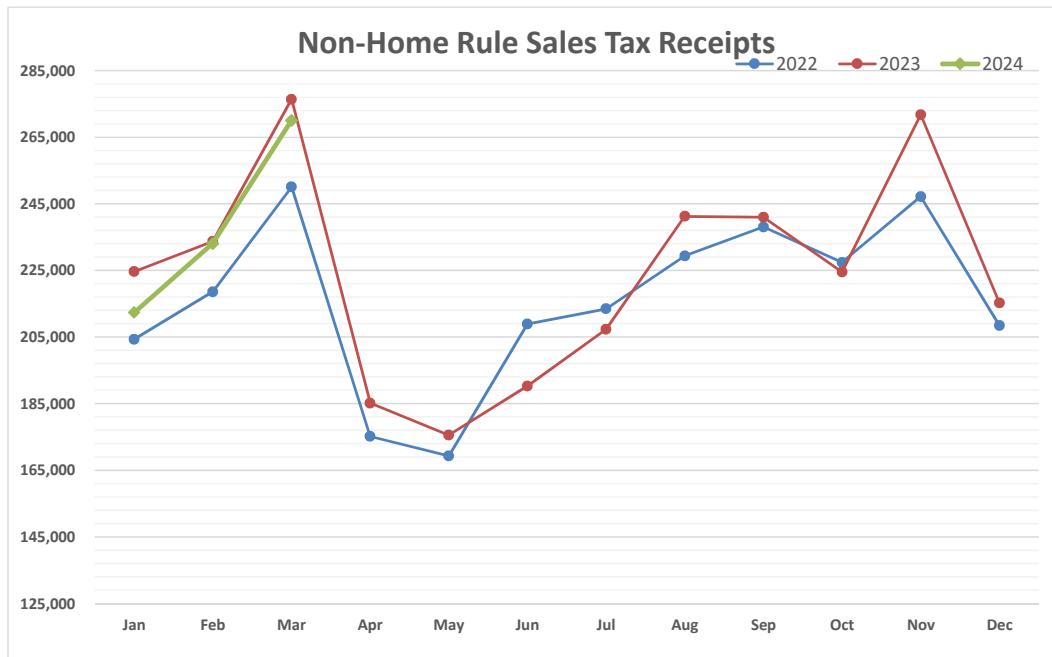
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Revenue History

Vouchered	Historical			Current Year Actual		Current Year Budget		
	2022	2023	% Change	2024	% Change	Amended Budget	Variance \$	Variance %
January	269,221	294,073	9.23%	315,145	7.17%	278,186	36,959	13.29%
February	335,693	290,768	-13.38%	298,197	2.55%	306,435	(8,238)	-2.69%
March	145,504	172,211	18.36%	193,817	12.55%	185,286	8,531	4.60%
April	310,848	277,166	-10.84%			307,284		
May	627,194	475,308	-24.22%			500,490		
June	184,242	222,875	20.97%			236,220		
July	311,032	296,937	-4.53%			312,091		
August	160,199	195,159	21.82%			236,116		
September	174,093	177,137	1.75%			196,583		
October	318,729	342,406	7.43%			343,491		
November	201,830	230,643	14.28%			220,288		
December	181,090	181,212	0.07%			195,571		
	3,219,676	3,155,895	-1.98%	807,159	-74.42%	3,318,041	37,252	1.12%
Y-T-D	750,418	757,052	0.88%	807,159	6.62%	769,907	37,252	4.84%

DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2024



Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2022	2023	% Change	2024	% Change	Budget	Variance \$	Variance %
January	October	204,354	224,659	9.94%	212,321	-5.49%	220,528	(8,207)	-3.72%
February	November	218,598	233,707	6.91%	233,058	-0.28%	231,007	2,051	0.89%
March	December	250,074	276,394	10.52%	270,064	-2.29%	272,757	(2,693)	-0.99%
April	January	175,158	185,148	5.70%			186,263		
May	February	169,297	175,551	3.69%			179,403		
June	March	208,932	190,319	-8.91%			207,820		
July	April	213,499	207,354	-2.88%			206,746		
August	May	229,356	241,257	5.19%			239,558		
September	June	238,022	241,006	1.25%			247,723		
October	July	227,420	224,555	-1.26%			234,528		
November	August	247,180	271,762	9.95%			266,393		
December	September	208,471	215,249	3.25%			259,560		
		2,590,359	2,686,961	3.73%	715,443		2,752,286	(8,849)	
Y-T-D		673,026	734,760	9.17%	715,443	-2.63%	724,292	(8,849)	-1.22%

Village of Lake Zurich
Investment Report
March, 2024

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	5.206%		4,732.25	4,732.25	-	4,732.25	N/A
CERTIFICATE OF DEPOSIT									
MainStreet Bank, VA	04/04/23	04/03/24	5.242%		249,758.07	237,350.00	12,408.07	237,350.00	-
First Mid Bank & Trust, Nat'l Associa	04/04/23	04/03/24	5.190%		249,773.66	237,450.00	12,323.66	237,450.00	-
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)	243,276.89	(2,413.73)
Capital One NA	08/03/22	08/05/24	3.204%	14042TJA6	245,000.00	245,690.62	(690.62)	243,276.89	(2,413.73)
Capital One NA	08/03/22	08/05/24	3.204%	14042RTF8	245,000.00	245,690.62	(690.62)	243,276.89	(2,413.73)
Ally Bank	08/04/22	08/05/24	3.206%	02007GXE8	245,000.00	245,443.29	(443.29)	243,234.26	(2,209.03)
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)	242,729.55	(1,940.34)
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	-
First Internet Bank of Indiana, IN	01/17/24	01/15/26	4.728%		249,852.52	227,950.00	21,902.52	227,950.00	-
First Priority Bank, OK	01/17/24	01/15/26	4.875%		249,888.88	227,350.00	22,538.88	227,350.00	-
CIBC Bank USA, MI	01/17/24	07/14/26	4.211%		249,867.19	226,150.00	23,717.19	226,150.00	-
AGENCY									
US Treasury N/B	04/15/21	01/31/25	0.480%	912828Z52	964,000.00	996,422.03	(32,422.03)	934,778.75	(61,643.28)
US Treasury N/B	04/15/21	07/31/25	0.620%	91282CAB7	406,000.00	399,640.39	6,359.61	381,973.05	(17,667.34)
US Treasury N/B	05/19/21	07/31/25	0.570%	91282CAB7	350,000.00	345,351.56	4,648.44	329,287.11	(16,064.45)
US Treasury N/B	07/28/21	07/31/25	0.500%	91282CAB7	252,000.00	249,499.69	2,500.31	237,086.72	(12,412.97)
US Treasury N/B	01/28/22	01/31/26	1.460%	91282CBH3	1,000,000.00	957,890.63	42,109.37	924,687.50	(33,203.13)
US Treasury N/B	02/01/24	01/31/26	4.150%	91282CBH3	1,077,000.00	999,843.05	77,156.95	995,888.44	(3,954.61)
US Treasury N/B	03/04/24	01/15/27	4.300%	91282CJT9	370,000.00	367,022.66	2,977.34	365,692.97	(1,329.69)
US Treasury N/B	03/04/24	07/31/27	4.220%	91282CFB2	386,000.00	368,147.50	17,852.50	366,730.15	(1,417.35)
US Treasury N/B	03/04/24	01/31/28	4.200%	91282CGH8	378,000.00	368,535.23	9,464.77	367,117.74	(1,417.49)
US Treasury N/B	03/04/24	07/31/28	4.150%	91282CCRO	422,000.00	368,936.80	53,063.20	367,881.80	(1,055.00)
TOTAL									
PMA Invests									
9,830,857.75									
9,424,606.83									
406,250.92									
9,263,050.96									
TOTAL BY CATEGORY									
INVESTMENT POOL (ISC)					4,732.25	4,732.25	-	4,732.25	-
Certificate of Deposit (DTC), (CD)					4,221,125.50	3,998,585.04	222,540.46	3,987,194.48	(11,390.56)
Agencies (SEC)					5,605,000.00	5,421,289.54	183,710.46	5,271,124.23	(150,165.31)
Fixed Income Other					9,830,857.75	9,424,606.83	406,250.92	9,263,050.96	(161,555.87)

Village of Lake Zurich
 Police and Firefighters' Pension Funds
 Statement of Net Position
 March 31, 2024

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND			
	March-24	Year-to-Date	March-24	Year-to-Date	
Revenues:					
Municipal Contributions	-	1,911	Municipal Contributions	-	2,241
Member Contributions	40,053	94,775	Member Contributions	59,120	138,492
Total Contributions	40,053	96,686	Total Contributions	59,120	140,732
Investment Income	728,452	1,296,173	Investment Income	1,327,638	2,569,490
Total Revenues	768,505	1,392,859	Total Revenues	1,386,758	2,710,223
Expenses:					
Pension and Benefits	228,496	681,755	Pension and Benefits	274,383	821,362
Insurance	5,137	5,137	Insurance	-	-
Professional Services	125	3,460	Professional Services	11,116	16,384
Investment Expenses	3,197	5,593	Investment Expenses	7,129	10,982
Other Expenses	-	-	Other Expenses	-	795
Total Expenses	236,955	695,945	Total Expenses	292,628	849,522
Operating Income (Loss)	531,550	696,914	Operating Income (Loss)	1,094,130	1,860,701
Beginning Net Position*	32,835,019	32,669,655	Beginning Net Position*	53,901,130	53,134,559
Ending Net Position	33,366,569	33,366,569	Ending Net Position	54,995,260	54,995,260
Assets					
Cash and Investments	33,365,502		Cash and Investments	54,992,134	
Other Assets	2,068		Other Assets	5,519	
Total Assets	<u>33,367,569</u>		Total Assets	<u>54,997,653</u>	
Liabilities	1,000		Liabilities	2,393	
Net Position 3/31	33,366,569		Net Position 3/31	54,995,260	



FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

April 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.

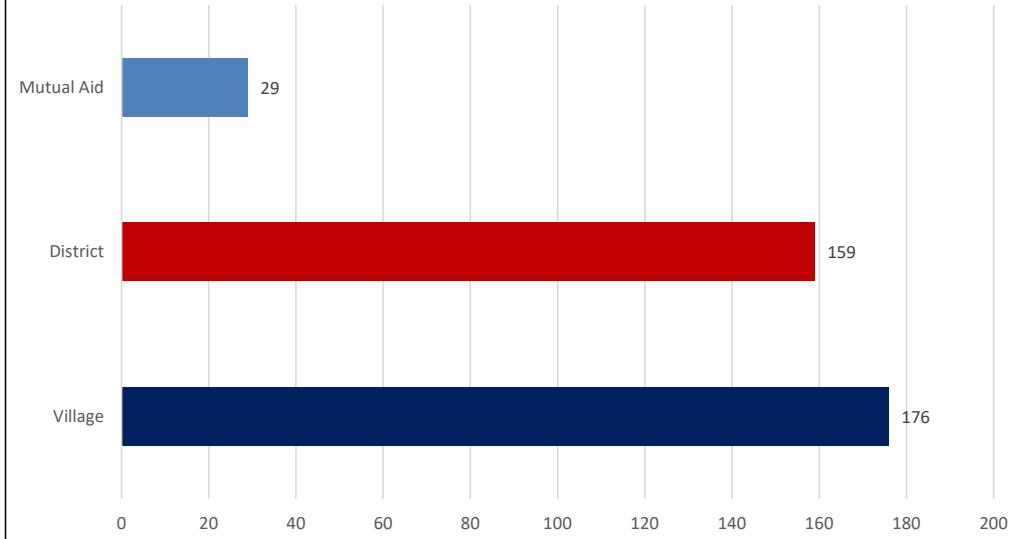
OUR VALUES: Professionalism, Responsibility, Integrity, Dedication, Honor

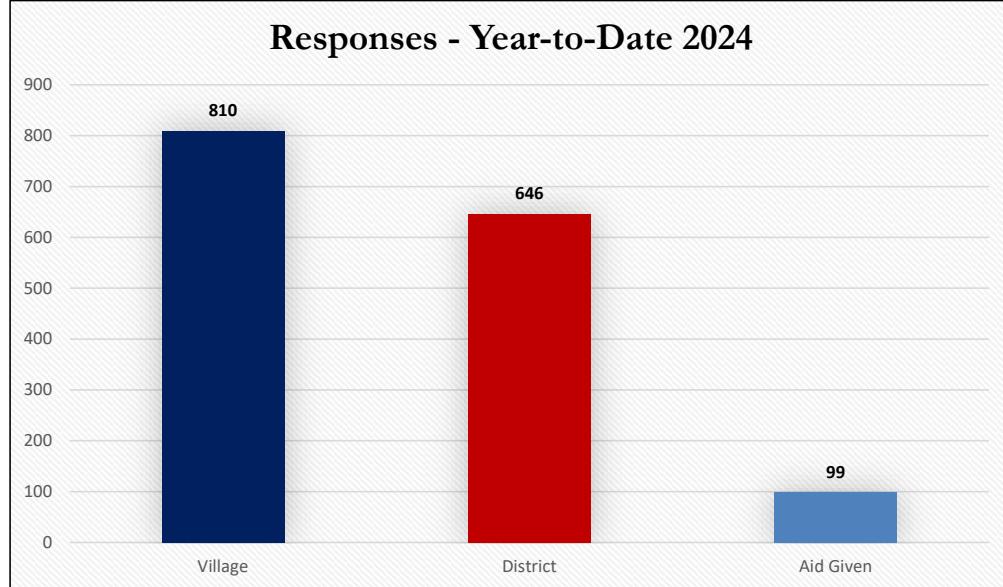
EXECUTIVE SUMMARY – April 2024

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.

365 Incidents – April 2024

Responses - April 2024



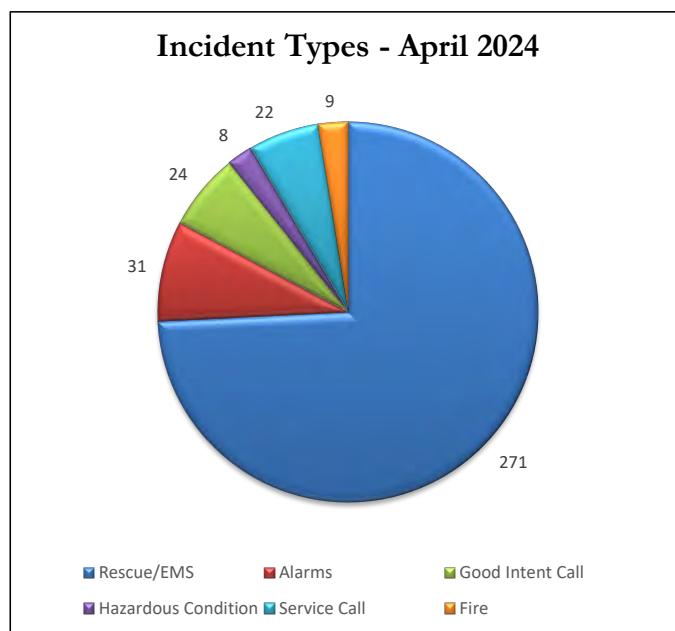


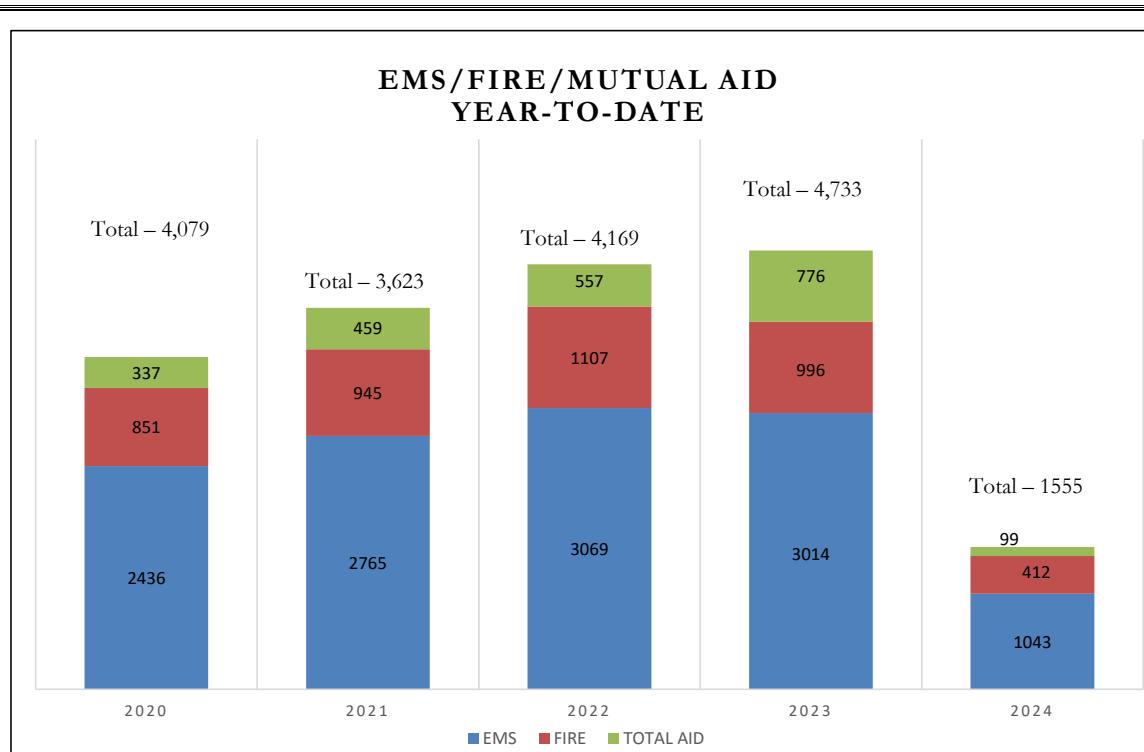
Incident Types

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 April, **365** incidents were Rescue and EMS incidents.





Fire Incidents (Year-to-Date)

WORKING FIRES

Total Count for 2024

13

INCIDENTS WITH PROPERTY VALUE CHANGE

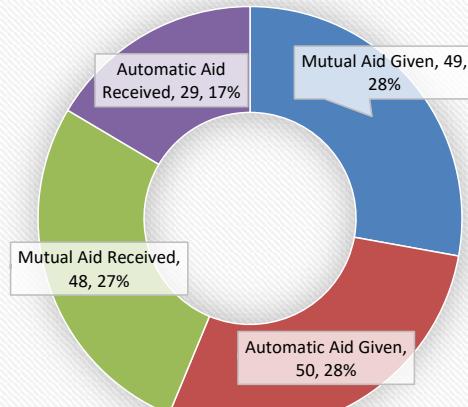
Count of Incidents with Property Loss – 2024

7

Percent of Property Value Saved

95.56%

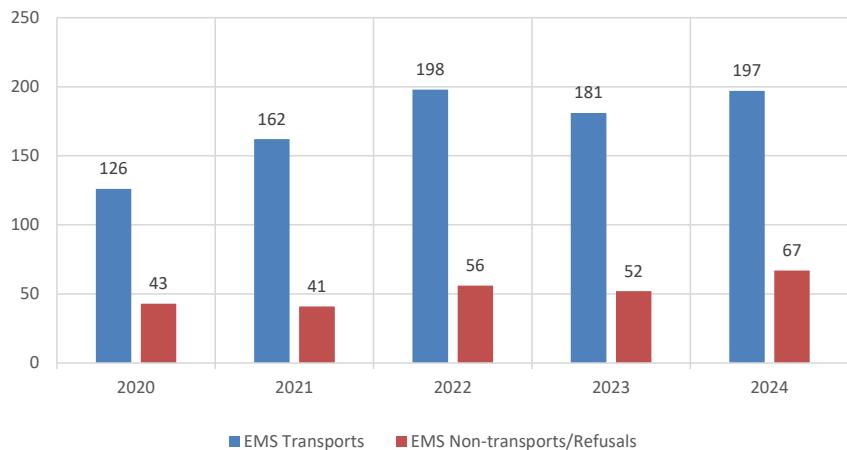
Mutual Aid - Year-to-Date 2024



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. The chart below compares the month of April across 5 years.

EMS Transports vs Non-Transports/Refusals Monthly Comparison



2024 Budget - 3/31/24



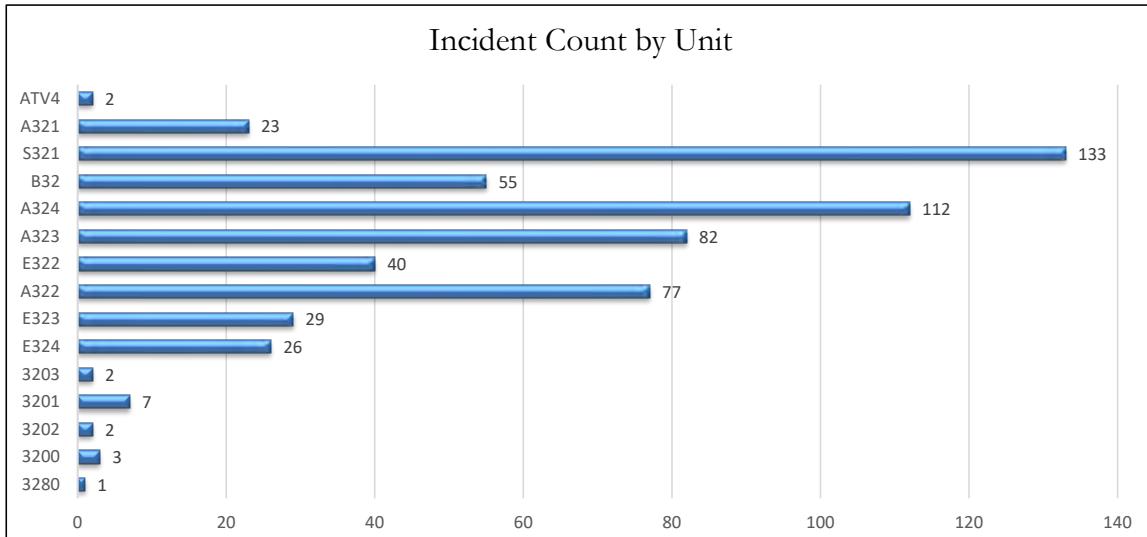
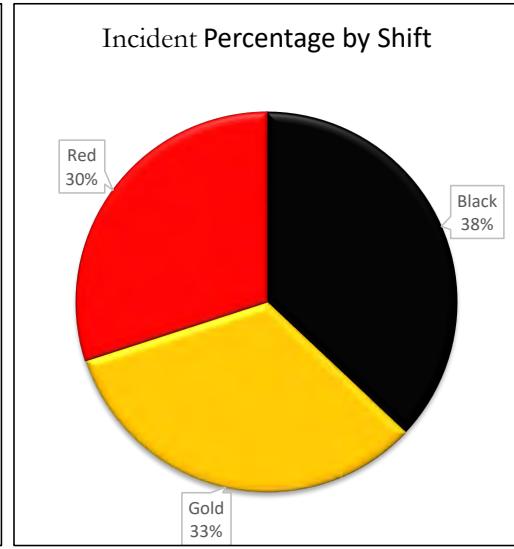
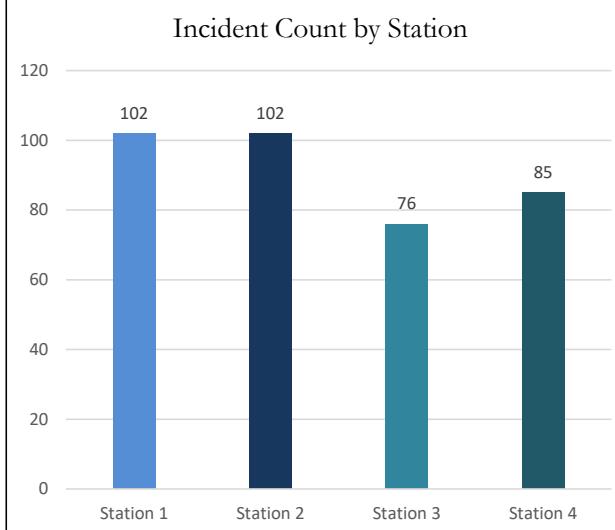
The new Tyler CAD software went into service, and we are working closely with the Lake County ETSB, Tyler, and the 911 center to ensure we are meeting the needs of our residents. The CAD features some innovative automatic features, including geo-fencing (See below), that we are exploring to assist in efficiently deploying FD resources. Units shown on the CAD map assist in the proximity deployment of the appropriate equipment and personnel and assist with the tracking of response times.



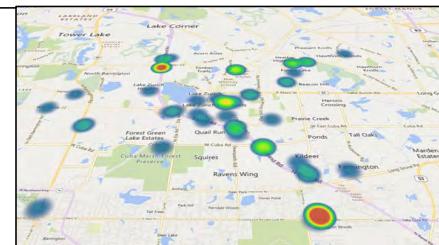
STATION 1 321 S. Buesching Road Lake Zurich, IL 60047	APPARATUS & STAFFING BATTALION 32  ENGINE 321 AMBULANCE 321
STATION 2 350 W. Highway 22 North Barrington, IL 60010	APPARATUS & STAFFING ENGINE 322 AMBULANCE 322 
STATION 3 1075 Old McHenry Road Lake Zurich, IL 60047	APPARATUS & STAFFING ENGINE 323 AMBULANCE 323 
STATION 4 21970 Field Pkwy Deer Park, IL 60010	APPARATUS & STAFFING ENGINE 324 AMBULANCE 324 



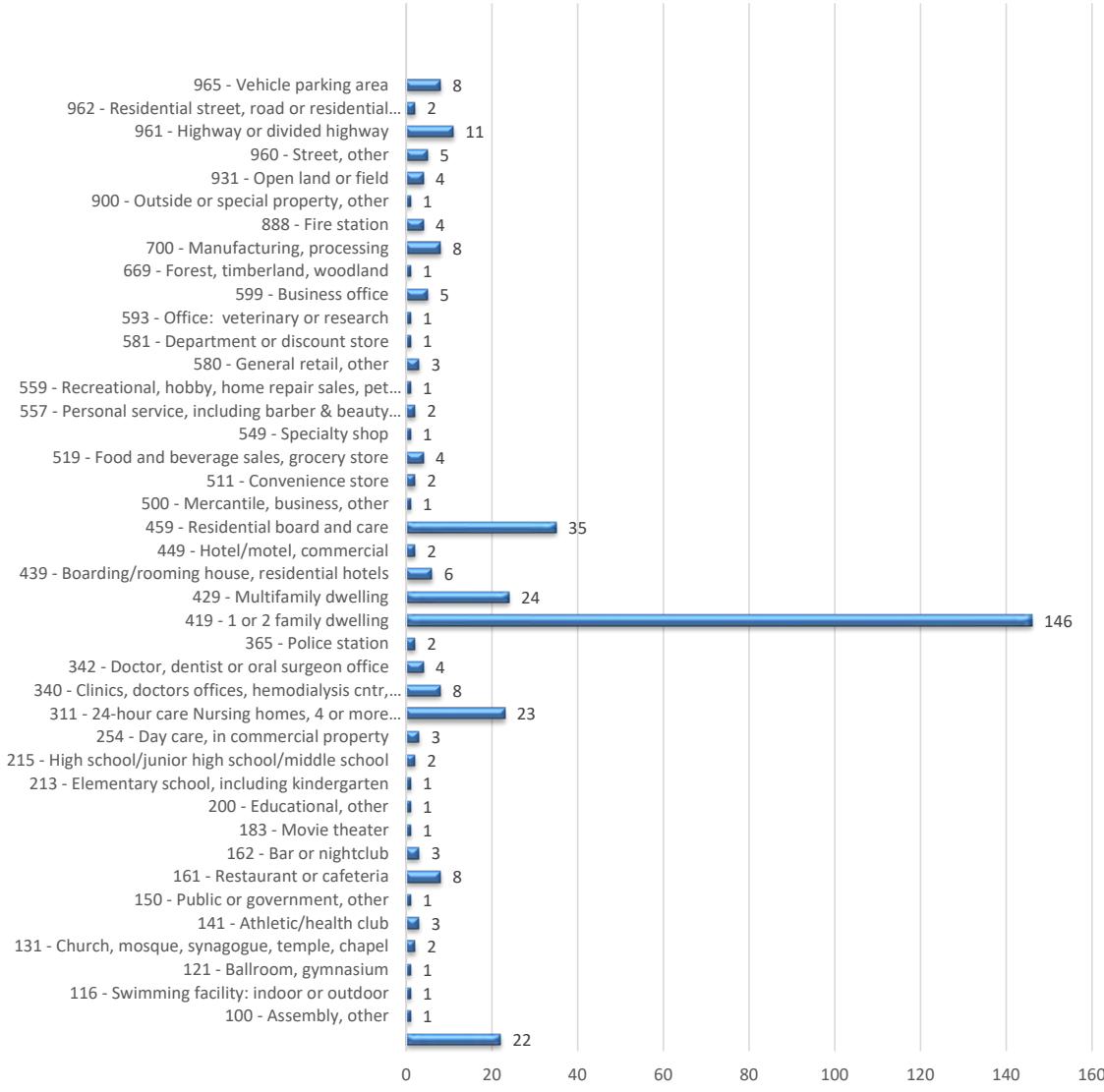
OPERATIONS DIVISION

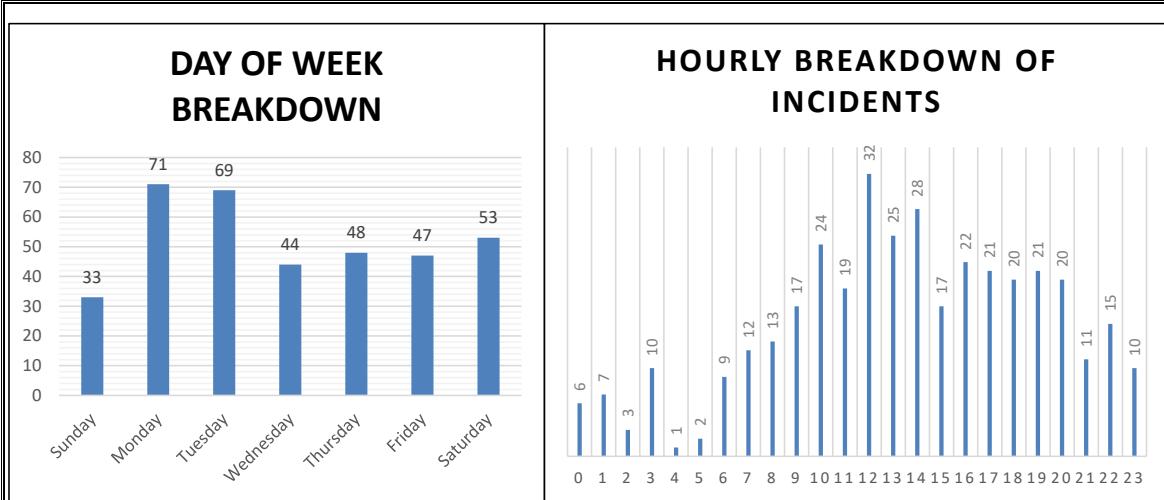


Response Locations The graphic to the right shows call distribution for April. (Not all calls in RMS had valid GPS coordinates, due to new CAD software issues.) As the graphic shows, assisted living/memory care facilities account for many of our department calls and are consistently among the top locations responded to each month.



Incidents by Property Type - April 2024





Response Times

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

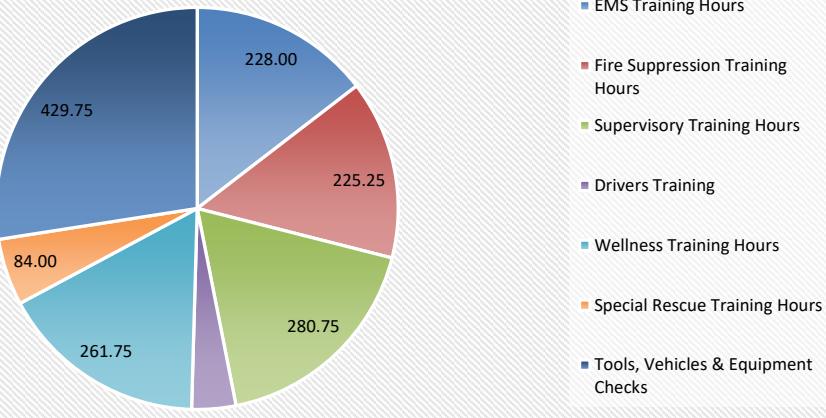
Dispatch handling time is when dispatch takes in information and then dispatch personnel. The turnout time is when the crews receive the call to the time they get into the vehicles and hit the enroute button. Travel time reflects the time from en route to when they arrive at the incident scene. Construction, 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 emergent incidents, with arrival on the scene for EMS and fire within the local response area minus Mutual Aid in April 2024. *(With the new CAD, times are off due to transfers to RMS)*

Dispatch Time	Turnout Time
Average Dispatch Time 1 MINUTE, 28 SECONDS	Average Turnout Time 1 MINUTE, 22 SECONDS
Travel Time	Response Time
Average Travel Time 3 MINUTES, 31 SECONDS	Average Response Time 6 MINUTES, 21 SECONDS

TRAINING DIVISION

Monthly Training Hours - 1,763 Total



Fire Training:

- Tenders and Tanks – Available Water
- Truck Work – Forcible Entry
- Engineering
- Lithium Ion Battery Awareness
- NFPA 1410 – Engine Reversing Out to a Hydrant
- Firefighter Burnout
- Advancing the New York Skid Load
- Preplan Review and District Familiarization
- Heavy Hydrant Hook-Ups

EMS Training:

- NWCH Continuing Education- Trauma Case Studies
- Restraint Use
- Responding to Active Threats
- ChemPak – Biological incident mobilization of resources kept at specific hospitals

Special Team Training:

- Lockout - Tagout
- TRT – MABAS County Level Training
- Haz Mat – County-Level Training
- Progressive Hose Lays – Smokey Packs – Wildland

Health and Safety Training:

- Daily Fitness
- Firefighter Burn Out
- Firefighting PPE Inspection

Administrative Training:

- Professional Development
- NIMS 100C- Update
- Officer development
- Dealing with Grieving Family Members
- Eagle One Introduction

Outside Training:

- Lt Reid Attended the ESO conference
- Mindy Kuehl Attended ESO conference
- Lt Reid attended Incident Safety Officer
- Lt Wascow attended Incident Safety Officer
- Lt Henriksen attended Incident Safety Officer
- Lt Kempf attended Incident Safety Officer
- FF/PM St. John attended Fire Apparatus Engineer
- Jason Kraus attended the Fireground Company Officer Academy
- Pete Penkava attended the Fireground Company Officer Academy
- Captain Yee attended FDIC
- Lt Booth attended FDIC
- FF/PM Spata attended FDIC
- FF/PM Munoz attended Dive Certification Classes
- FF/PM Portillo attended Dive Certification Classes
- Lt Reid Started his Advanced Fire Officer at McHenry
- Lt Wascow Started his Advanced Fire Officer at McHenry

FIRE PREVENTION BUREAU

Annual Fire Inspections:

The Fire Prevention Bureau conducted 2 Annual Property Inspections in April.

Additional Inspections and Follow-Ups:

4/1/2024 – Fire Alarm System Follow-Up at 21600 Field Parkway – (System normal upon inspection).

4/4/2024 – Fire Alarm System Follow-Up at 31 Arcadia Lane Meadow Wood - Sprinkler Room – (System in trouble, FSS notified, and service is scheduled).

4/4/2024 – Fire Alarm System Follow Up at 945 Telser Road - Bish Creative Display Inc – (System in trouble, FSS notified and service is scheduled).

4/4/2024 – Fire Pump Acceptance Test at 21080 N. Rand Road (Bowlero) – PASS

4/4/2024 – Fire Pump Annual Inspection at 20771 N. Rand Road – PASS

4/5/2024 – Fire Alarm System Follow Up at 31 Arcadia Lane – Consistent Trouble Alarms – (Contacted property management & FSS and advised service for today).

4/8/2024 – Fire Alarm System Incident Follow Up at 373 Enterprise. (Baseball struck a valve causing an alarm activation. Advised management to install a cage to protect the valve. Also, Knox box needs to be sealed to prevent water build up).

4/8/2024 – Second Fire Alarm System Follow Up at 31 Arcadia Lane – Consistent Trouble Alarms – (International made repairs. System now Normal).

4/8/2024 – Fire Alarm System Incident Follow Up at 373 Enterprise. (International Fire has installed a cage unit to avoid any further damage to the sprinkler valve. Property Management has sealed the Knox box; the interior remains dry).

4/9/2024—Fire Alarm System Follow-up at 585 Capital Drive. AFA was caused by a forklift striking an airline. The system was taken out of service for supervisory until 12:00. At 12:00, it was reset and taken off test, cleared, and held.

4/10/2024 - Food Truck Inspection at Deer Park Town Center – (One Food Truck).

4/11/2024 – Sprinkler System Follow Up at 532 Rt 22 Copper Fiddle Distillery – Supervisory – (Issue caused by backflow technician accidentally striking the tamper switch causing an alarm. International Fire Equipment was called to the site and made repairs same day. System is back in service).

4/15/2024 – Sprinkler System Alarm Follow Up at 1065 S. Rand - The Learning Center Contact: Joanna Siegal (Fire Alarm due to Low Air Pressure. System has been repaired and back in service).

4/17/2024 – Knox Box at 21840 W. Lake Cook Road – Met on site with Rob Paton (Maintenance Director) for key fob placement for all exits throughout the building.

4/22/2024 – Fire Alarm System Follow Up at 20530 N. Rand Road Unit 300 Sprinkler Room – (Alarm System in and out of troubles. Contacted property management and advised service. Second follow up required).

4/24/2024 – Second Fire Alarm System Follow Up at 20530 N. Rand Road Unit 300 Sprinkler Room – (Johnson Controls have replaced a NAC panel. System Normal and holding).

4/24/2024 – Fire Alarm Follow Up at 550 Enterprise Pkwy - Crew had trouble gaining access to the building, no current contact information, RTU detector issue. (Met on site with Kyle - Plant Manager. All issues have been resolved).

4/25/2024 – Fire Alarm System Follow Up at 635 Oakwood Road – Met with Larry (Project Manager) explained that the demo crew thought they put the system on test while cleaning the

explosion suppression system ducts. This was done in error by not placing the system on test. Ducts have been cleaned and the fire alarm system is back in service at this time.

4/25/2024 – Fire Alarm System Follow Up at 23153 W. Miller Hope Collective Church – (Dispatch did not receive a fire alarm signal). Met with property manager (Nat Bodmer) and advised the system to be serviced immediately. Building on Fire Watch. 2nd Follow Up Required.

4/26/2024 – Knox Box – Met on site with John Sterpin from Fox Valley Fire & Safety at 20505 N Rand Road Unit 220 for the Tamper Switch Replacement.

4/26/2024 – Sprinkler System Follow Up for the AFA at 330 E. Main St - Midwest Muscle Cars (Fire Pump Running for no reason) Met with property manager (Kevin) and confirmed that International Fire Equipment has been scheduled for service today. (International Fire Equipment had the fire pump repairs completed at 15:40)

4/29/2024 - Knox Box – Met on site with Fox Valley Fire & Safety at 20505 N Rand Road Unit 105 for the Tamper Switch Replacement.

4/30/2024 – Fire Hydrant Water Flow Test for 900 Winnetka Terrace Project – 50 psi Static, 48 psi Residual. (Hydrants used = 900 Glencoe Terrace & 900 Winnetka Terrace).

4/30/2024 – Second Fire Alarm System Follow Up at 23153 W. Miller Hope Collective Church for the fire alarm system monitoring issue. (The system was serviced and tested and is communicating with dispatch. System is back in full service).

4/30/2024 – Fire Alarm System Follow Up at 567 N Rand Road Lake Zurich Shoppes – (FSS has replaced the fire alarm panel, however parts are on back order. System remains out for trouble alarms).

Meetings and Other Activities:

4/5/2024 – Met on-site with FSS at 929 & 961 March Street for the Fire Alarm Panel Repairs.

4/8/2024 – Residential Smoke Detector Service Consultation at 487 Carolian Drive.

4/8/2024 – On site occupancy verification at 480 Rose Suite 150.

4/9/2024 - Fire Drill at Saint Frances School. 40 Staff Members Participated in the Drill, 317 Students Participated in the Drill. No problems noted during the drill. Evacuation Time: 2 min 28 sec. All accounted for at 2 min 58 sec.

4/10/2024 – Staff & Officers meeting at Lake Zurich Fire Station One.

4/11/2024 - Hawthorn Woods Fireworks Planning Introduction Meeting at Village Hall Barn 2 Lagoon Drive. (Followed with Grounds Tour).

4/11/2024 – On site consultation with Rich Politowicz - Kildeer Building Inspector at 20771 Unit D-2 and Unit J. (Storage issues at Unit D-2 and new occupancy at Unit J).

4/12/2024 – COMPLAINT - Site inspection for Lago at 350 N. Rand Road for the complaint of propane gas tank storage outside the restaurant. (Advised owner to remove several propane tanks being stored outside the restaurant. Tanks were removed after returning in one hour).

4/15/2024 – Strike Force Training at 9400 W. Higgins Road Rosemont IL (1033 JPR Investigations).

4/16/2024 – Strike Force Training at 9400 W. Higgins Road Rosemont IL (1033 JPR Investigations).

4/17/2024 – Fire Drill located at 800 Church Lake Zurich – 65 Participants – Evacuation at 1 min 42 sec. All Accounted for at 2 min 6 sec. No Issues Noted During the Drill.

4/18/2024 – Meeting with Deer Park Building Department regarding new development at 27120 W. Long Grove Rd, Unit 3D. (Concerns with the proposed Table top convection ovens).

4/18/2024 – Site inspection at 676 S. Rand Road – Nirvana Cannabis Botavi Wellness LLC. - Concerns with the rear gate and exit access. (A letter was sent to the building owner explaining concerns, meeting scheduled for May 7th at 10:00).

4/19/2024 – Meeting and walkthrough at 635 Oakwood Road with Lake Zurich Building Department and Senior Project Manager regarding the proposed demolition project.

4/19/2024 – Pre-Course Online lesson and test for NFA (Testing and Evaluation of Water Supplies for Fire Protection - 6 hours credit).

4/22/2024 – New Hire Orientation with Adam Graham & District Familiarization.

4/23/2024 – Complaint: 350 N. Rand Road Lago (Regarding safety issues with Valet Parking. It was advised to utilize safety vests and the use of flashlights while crossing Rand Road during Valet Parking). – Situation was discussed with Deputy Chief of Police Johnson who will be addressing this issue with members.

4/24/2024 – Fire Drill at May Whitney Elementary School - 120 Staff Members, 687 Students. Evacuation at 2 minutes 10 seconds. All Accounted for at 4 minutes 32 seconds. One student accountability issue noted during the drill.

4/24/2024 - Complaint: Resident at 3 Michael Court called the FPB to make a complaint about her neighbor's fire pit (195 Foxfire Drive). Upon inspection it was noted that the fire pit is within the 15-foot requirements, however the fire pit is located directly on the property line. (The LZ building department was notified of the situation and will be investigating).

4/24/2024 – Incident Follow Up at 1325 Ensell Road for the following issue, MSDS sheets where not available upon incident. (Met with Justin Fuller (Maintenance Manager) who stated that the MSDS sheets are always available, the employee working during the incident was new, and unsure of where the MSDS sheets were located. It was suggested to Mr. Fuller that on-site education be advised).

4/25/2024 – Request for Occupancy Load Requirement by James Kochler Owner for the “Bar Area” located at 21520 Field Parkway La Hacienda Restaurant. (Measured Bar Area and provided occupancy capacity for the Restaurant owner).

4/26/2024 – Meeting with Building Department, Contractors and the Business Owner for the new development at 900 Winnetka Terrace – Atelier De Beute.

4/29/2024 - Fire Drill at Middle School South - 88 Staff Members, 616 Students. Evacuation at 3 minutes 58 seconds. All Accounted for at 6 minutes 8 seconds. No issues noted during the drill.

4/30/2024 – Fire Drill at LZ Public Works Building - 14 Participants. Evacuation at 1 minute 6 seconds. All Accounted for at 1 minute 12 seconds. No issues noted during the drill.

Fire Incidents/Investigations:

4/2/2024 – Fire Investigation at 301 Osage Street in Wauconda Senior Living Multi-Tenant Home. Fire investigators: John Wiecek, Bruce Hill, Tony Breuscher. (Cause: It was determined that based on the fire and smoke patterns in unit 301 and the statements from witnesses present at the time of this incident, the fire appears to have been related to an excessive amount of heat produced by a drill bit used to drill a large diameter hole penetrating through drywall and wood framing using a power tool such as a "hole saw". Origin: The fire originated at the Northeast corner of apartment Unit 301 North wall. Fire and smoke patterns are noted directly at the drilled hole site. Fire patterns noted spreading out from above this area and into the attic space).



Plan Reviews: The FPB completed **14** Plan Reviews, taking **20** plan review hours.



PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

April 2024

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

With the Summer season steadily approaching, the department is working with seasonal leadership in aquatics and day camp to finalize hiring/interviewing and planning for staff orientations and trainings. Program areas will begin transition and begin prepping for the season early May. Paulus Park Beach opens for preseason hours of 11am-5pm as of May 25th and Breezewald Beach opens for preseason hours of 12-5pm on May 28th. The sprayground will be free for the season again and running, weather pending, Monday-Sunday 10am-7pm.

The department is continuing to interview and hire for lifeguards seasonal positions (all day camp positions have been filled). Any interested individuals are encouraged to apply at <https://lakezurich.org/jobs.aspx>. This year the department has hired approximately 14 counselors and over 20 aquatics staff (gate guards and lifeguards). At this time Wibit inflatables will not be available this season due to staffing levels as there was not enough candidates to hire enough staff to safety facilitate their use (structures require 5 additional staff per day while in operation during regular season). The department is running lifeguarding courses at the end of May for the new lifeguard hires and recertifications. The department is sending two beach managers to the American Red Cross Lifeguard Instructor course mid-May and hopes to offer another class if a late arrival of candidates were to arise.

Our day camp team is continuing to meet and prep for the upcoming Summer camp season focusing on purchasing, communication and training week/orientation. We are still at capacity with wait lists for Camp Alpine (grades entering 1st thru 4th) and Camp Cedar (grades entering 5th-7th) programs with limited openings available for Kamp Kiddie (ages 3-5). The program does have 4 participants that have requested inclusion and the department is working with our partner, Special Recreation Association of Central Lake County (SRACLC), to obtain one on one aides for them.

The department held the end of the 2023-2024 Academy of Performing Arts (APA) dance season with the APA Spring dance recital, Echo, on May 4th at the Wheeling High School. Over 300 dancers performed 66 dances over the course of the 5 shows. Congratulations to our APA Dance Coordinator Mollee and her dance team as well as all the dancers, their families and the volunteers for another inspiring and successful season. Also, congratulations to our 8 graduating seniors: Lauren Foraker, Hannah Wilkerson, Becca Klunder, Alaina Fahey, Ashley Ribordy, Annie Titterton and Alexandra De Castro. The team is now focused on dance company try-outs and the Summer season.

Yellow Brick Road is preparing for their graduations later next month as well as prepping for the 2024-2025 school year. (All other Spring and Summer program registration is ongoing and proceeding smoothly with the staff team finalizing the content for Fall 2024/Winter 2025 brochure which will feature new local contractor partnerships including Adrift & Found (youth art program), Twin Rinks Ice Pavilion (beginner skating and ice hockey) and Little Doctor School.

Guest Services Associate Jocelyn Mendez joined the Village of Lake Zurich Parks & Recreation Department on April 15, 2024. Prior to joining Lake Zurich, Jocelyn gained invaluable customer service experience at Target, Lifetime Fitness, and Athleta in Deer Park. She is excited to transition into local government recreational programming for her next chapter.

Jocelyn holds certificates in Adult and Pediatric First Aid/CPR and prides herself in excellent communication skills and customer service. As Lake Zurich's newest Guest Services Associate, she will be responsible for daily business functions for parks services like dance and childcare programs and creating the seasonal parks brochures. Jocelyn thrives in environments where she gets to know people and creates human connections, which makes her right at home at the Paulus Park Barn. In her free time, Jocelyn enjoys fashion, shopping, running, and getting involved in her parish with her family.

The department is continuing to work with Public Works on a variety of other projects including the repairs at the Chalet (plumbing, flooring, etc.), the Breezewald operations facility (set to be ready for use as of May), resurfacing of Sonoma Park tennis courts and Staples Park tennis courts (to include pickleball after reno; 2 courts to replace one of the tennis courts at Staples), flooring replacement at Buffalo Creek Building A, and roof replacements at the Chalet, concessions stand and pavilions at Paulus Park. In addition to the projects, both departments will be working hard to transition spaces to prep for camp and beach operations as well.

The Village received the executed OSLAD grant agreement from the IDNR and is in the process of executing the agreement with Hitchcock Design Group for the design development, construction documents, permitting, bidding and construction administration (approved by the Village Board on April 15th). The department will then begin to work on design with construction tentatively to begin in Spring of 2025.

Arbor Day held at Paulus Park (and park clean up at a variety of park properties) was held this past Saturday, April 27th and brought out over 200 attendees that participated in a variety of activities such as Coffee and Cocoa with Trustee Weider, tree planting with the Tree Commission, sapling giveaway, shred event, compost giveaway, native plant sale, Girl Scout chalk art contest and park scavenger hunt. Thank you to this year's partners who helped make the event a success: Tree Commission, SWALCO, Girls & Boy Scouts and Ancient Oaks. Please see this link for a snap shot of the day: https://www.canva.com/design/DAGDz_nPt7g/PR43gNQPLDoTtzPAfITpsA/watch?utm_content=DAGDz_nPt7g&utm_campaign=share_your_design&utm_medium=link&utm_source=shareyourdesignpanel

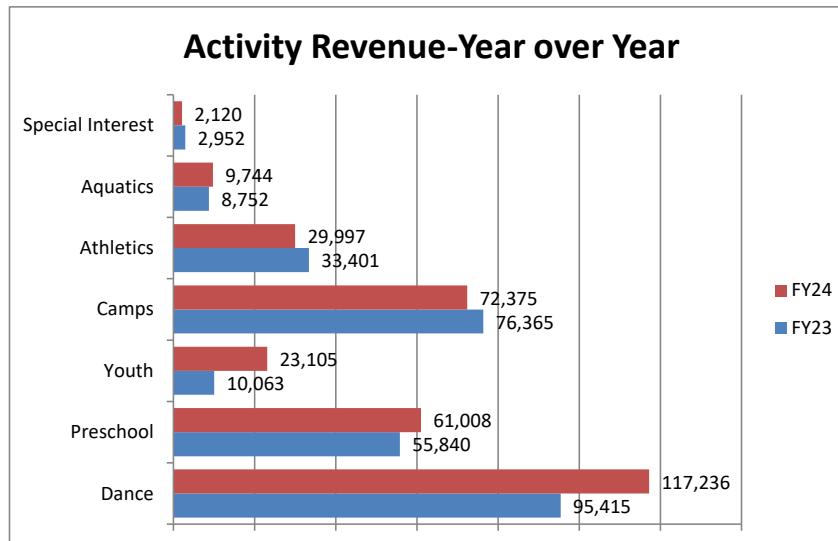
The next external event the department is coordinating with is the Water Lantern Festival to be held at Paulus Park on Saturday, May 18th from 5-9:30pm. The ticket and inquiry response has already been a tremendous success with over 2,000 participants registered for the first year event. Due to the increased attendance, the Police Department will be assisting with pedestrian crossing on Route 12 at the park entrance for the duration of the event (to be billed to the organization). For further information on the event or to purchase a ticket, please visit <https://www.waterlanternfestival.com/lakezurich.php>

The department is continuing to prepare for the summer line up of events with Wednesday Food Truck Socials to begin on June 5th, the Friday Farmers Markets to open on June 7th and the first Live at the Lake event to be held at Paulus Park on June 20th (still finalizing contracts for a couple of dates.) Details on all events can be found online. At this time, all event vendor opportunities including Farmers Markets, Food Truck Socials, July 4th and Rock the Block have

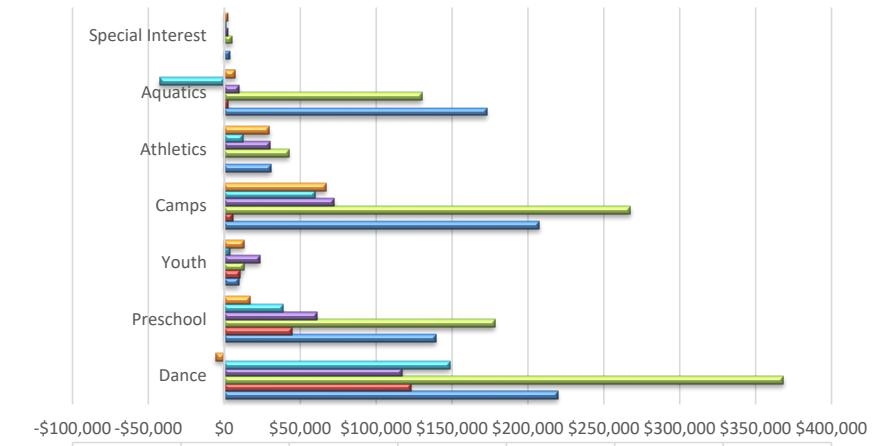
been filled and are now taking wait lists. Farmer's Market and Rock the Block event committees are continuing to meet to discuss sponsors, promotions and logistics.

The department will continue their collaboration with Ancient Oaks Foundation quarterly community events. External special event partners for the remainder of the year include Jack O Lantern World, Phase 3 Bushel of Apples Fest, Water Lantern Festival, Alpine Races, Unplugged Fest, My Density Matters October fundraising walk and June boat crawl (boat crawl is new), and Gigi's Playhouse 5K. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.

The department has received notification from All Community Events, the local organizer of the Jack O Lantern World event series, that they desire to put into place additional features to the already successful event held throughout the month of October. New this year will be the addition of inflatable features for younger attendees to enjoy during event hours as well as from 12-6pm on Saturdays and Sundays prior to their scheduled event hours (to be placed within their designated areas with their staff monitoring at all times; no music near southern end of property and additional lighting for structures to be brought onto the property). The inflatable inventory will include: (2) - 100' Long Obstacle Courses; (1) - 50' Long Obstacle Course; (1) - 18' Slide Also, they will be operating the first ever Jack O Lantern World 5K Run, utilizing the route around Lake Zurich, on Thursday, October 17th from 6:45-8pm. All Community Events anticipates the investment of these new features to continue to drive attendance and retain those who have been out to the event in the past.

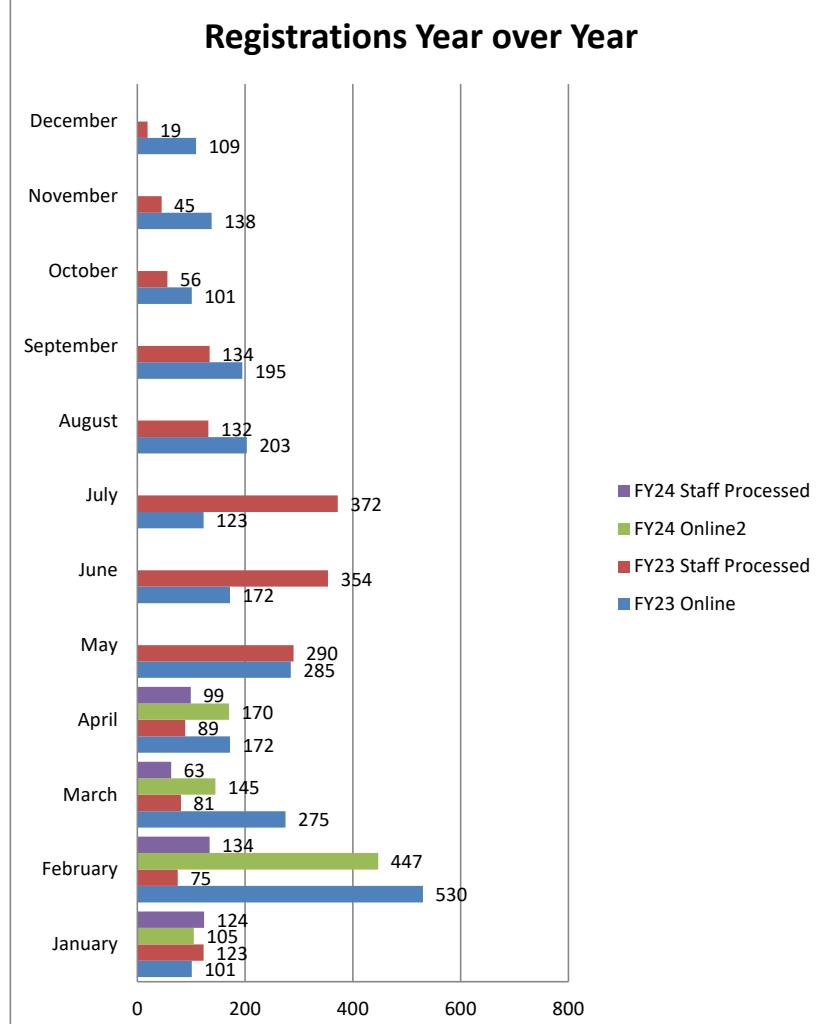


Program Cost Recovery Fiscal Y-T-D



	Dance	Preschool	Youth	Camps	Athletics	Aquatics	Special Interest
Actual Net	-\$5,522	\$16,544	\$12,737	\$66,860	\$29,472	\$7,023	\$2,120
Budgeted Net	\$148,573	\$38,502	\$3,500	\$59,796	\$11,900	-\$42,580	\$1,238
Actual Rev	\$117,236	\$61,008	\$23,105	\$72,375	\$29,997	\$9,744	\$2,120
Budgeted Rev	\$368,040	\$177,851	\$12,750	\$267,188	\$42,500	\$130,030	\$4,750
Actual Exp	\$122,758	\$44,464	\$10,368	\$5,515	\$525	\$2,721	\$0
Budgeted Exp	\$219,467	\$139,349	\$9,250	\$207,392	\$30,600	\$172,610	\$3,512

The 2024 revenue numbers above only include transactions for 3/1-3/5- reported 2024 revenue above is much lower than actual as it is not reflected for the full month as finance has not loaded it yet at this time. Expenses for payroll above are only for the month of January; finance has not loaded February nor March at this time.



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.



POLICE DEPARTMENT

MONTHLY INFORMATION REPORT

APRIL 2024

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General

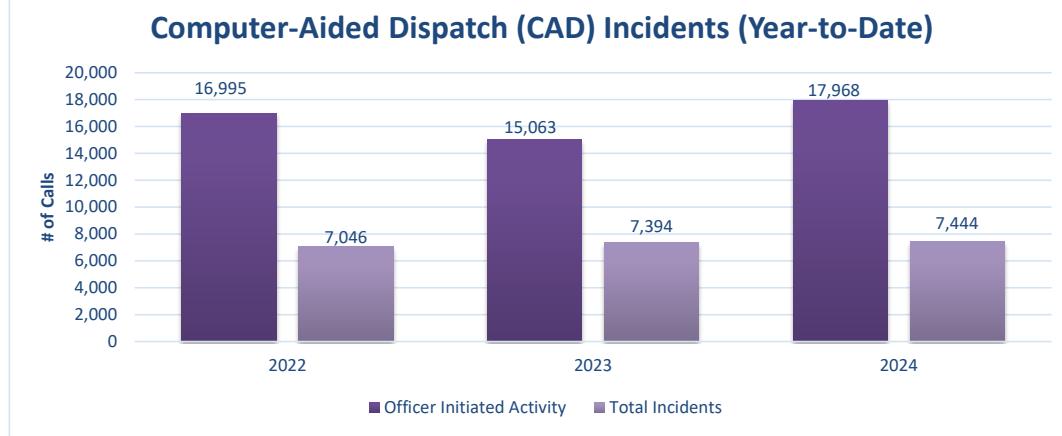
- The Police Department processed 24 Freedom of Information requests this month.
- This month we received zero solicitor permits. Two raffle permits were requested and issued. One liquor license was requested and approved.
- As part of National Child Abuse Prevention Month each April, the Lake County Children's Advocacy Center's Blue Kids Program is designed to help advocate the community on child abuse in Lake County. The goal is to encourage local businesses, schools, and the community to have conversations about child abuse. The Lake Zurich Police Department is one of many Lake County organizations promoting the Blue Kids Program this year.
- On Saturday, April 27th, the Department participated in the DEA's National Prescription Drug Take Back Day.
- The Lake Zurich Police Department including the 911 Dispatch Center successfully transitioned to the countywide Computer Aided Dispatch (CAD), Records Management System (RMS), E-Crash and E-Citation systems managed by Lake County ETSB and the Lake County Sheriff's office. The technology consolidation enhances public safety throughout the county as first responders are now on a single system while saving taxpayer funds through the elimination of individual owned and operated technology solutions.
- Our agency participated in the IDOT Distracted Driving grant period from April 1st-30th. 152 grant hours were worked as part of the campaign. The grant hours yielded the following results: 11 seat belt citations, 48 speeding citations, 138 distracted driving citations, 7 arrests, and 57 other citations.
- National Public Safety Telecommunicator Week was celebrated by the Department April 14th -20th.

Patrol and Communications

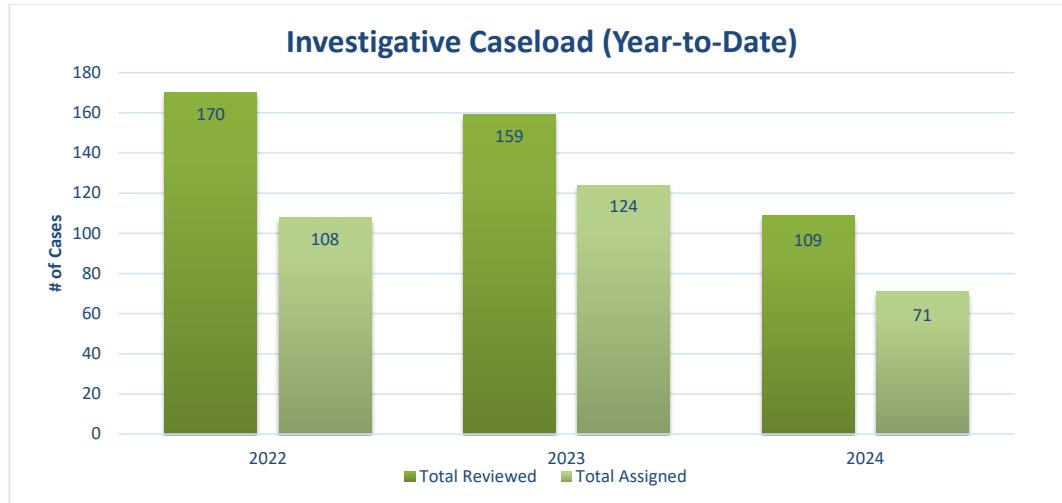
- Year-to-date, officers conducted 1676 traffic stops and issued 993 traffic citations.
- During the month, Dispatch handled 1631 9-1-1 calls and 4028 administrative calls.
- Our agency conducted 7 child safety seat inspections in April.
- Our agency approved four overweight truck permits totaling \$450.00 in April.
- Deputy Chief Dave Anderson retired from the Lake Zurich Police Department after 28 years of service. He was sworn in as the new Lakemoor Police Department Chief of Police on May 7th.
- Sergeant Eric Bereza began his new assignment as the supervisor of the Traffic Safety Division.
- Officer William Lewandowski took his oath of office for the position of police officer on April 18th.

Investigations

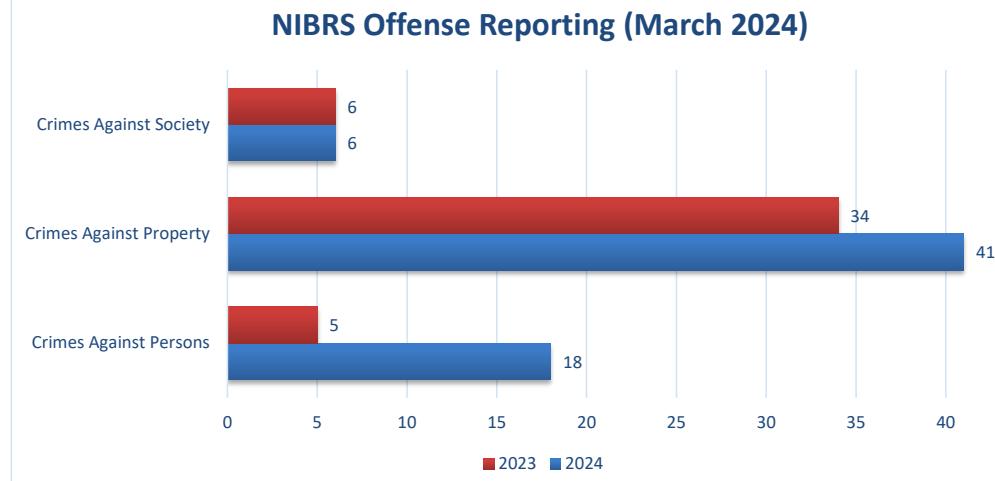
- The Criminal Investigations Division is currently investigating 52 cases, averaging 17 cases per detective. Of the 52 cases, 4 have been sent to the Lake County State's Attorney's Office (LCSAO) to obtain arrest warrants for identified suspects.
- There were two NIPAS Mobile Field Force callouts this month. One was in Carol Stream, and the other was in Glenview.



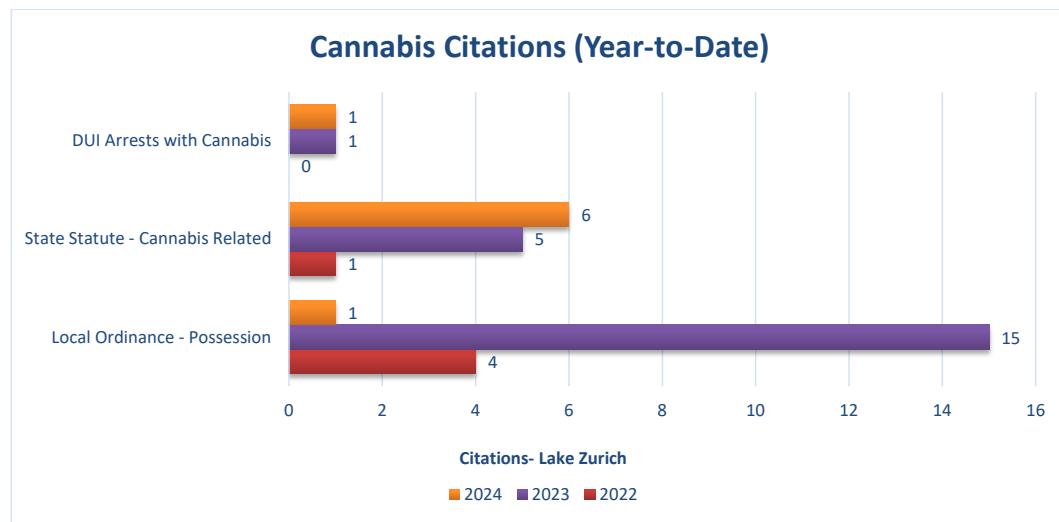
Officer initiated activity includes DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Frontline data, including vacation watches and directed patrols, are listed under officer-initiated activity.



Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Sergeant and assigned to Investigative personnel based on Solvability Factors.



The Lake Zurich Police Department has switched over to the FBI's National Incident-Based Reporting System (NIBRS). Data is broken down into the following three categories: Crimes Against Persons, which include crimes such as murder, assault, and sex offenses; Crimes Against Property, which include crimes such as robbery, burglary, theft, fraud, and stolen property; and Crimes Against Society, which includes crimes such as drug/narcotic violations, pornography, and weapon violations. *One month behind



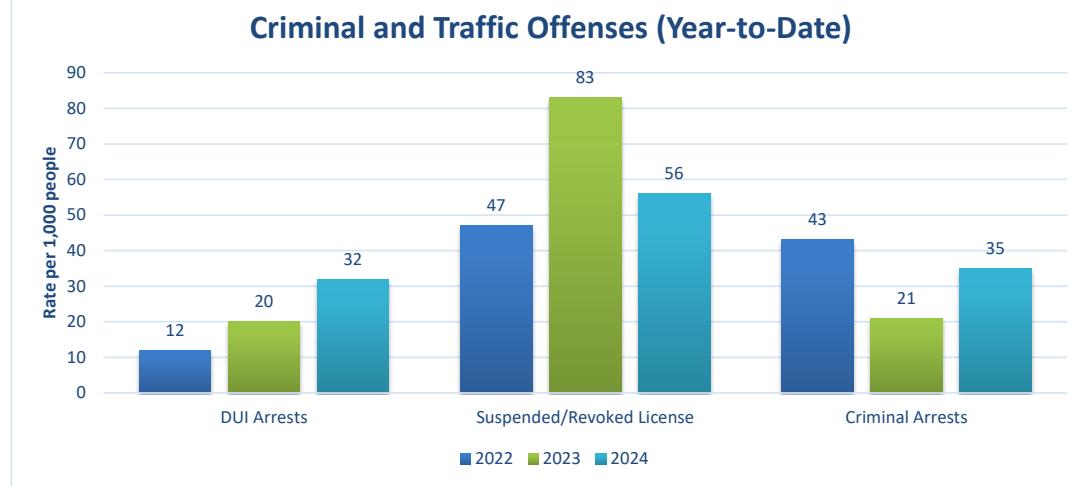
Illinois passed new cannabis rules and regulations that went into effect on January 1, 2020. These citations include local ordinance cannabis possession citations, state statute cannabis related citations (includes possession, delivery, paraphernalia, and DUI), and DUI arrests with cannabis as the primary or contributing factor.



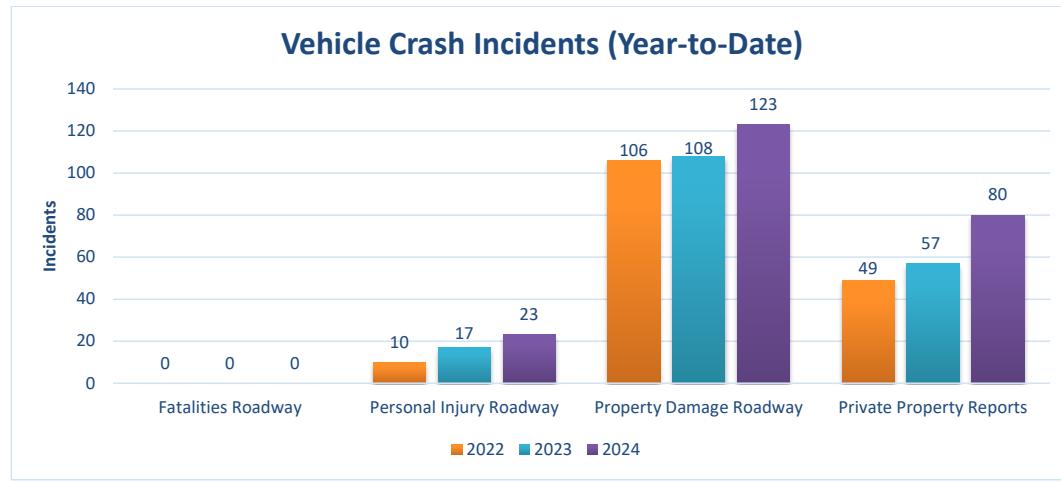
Law enforcement agencies in Illinois are now required to report to the state any incident where a law enforcement officer was dispatched to deal with a person experiencing a mental health crisis or incident. The report shall include the number of incidents, the level of law enforcement response and the outcome of each incident. For purposes of this section, a 'mental health crisis' is when a person's behavior puts them at risk of hurting themselves or others or prevents them from being able to care for themselves.



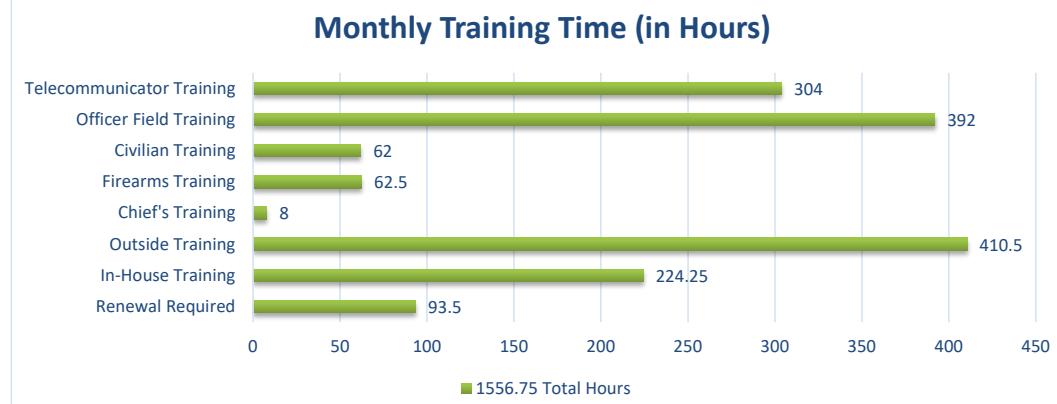
Information depicted in this graph relates to traffic stops conducted by Department personnel.



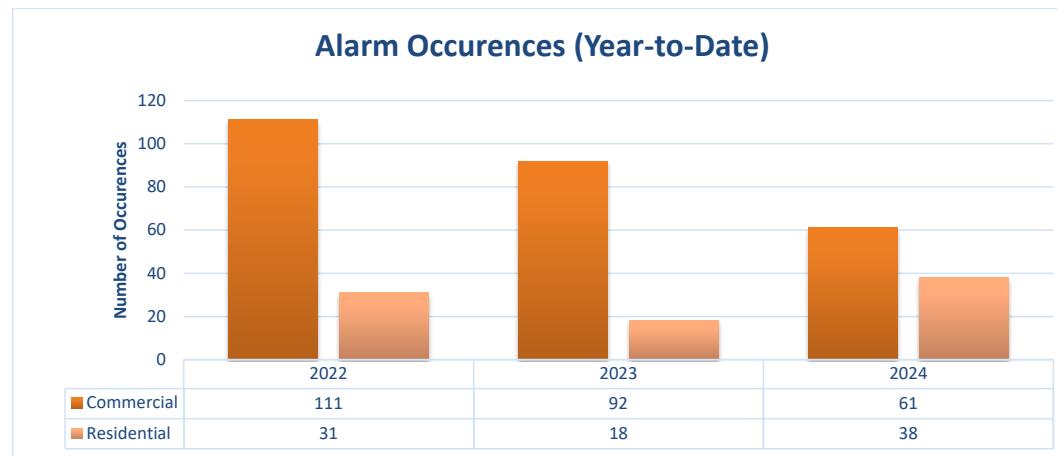
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, and various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.) conducted by Department personnel.



The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic Safety personnel investigate fatal, serious personal injury, and commercial motor vehicles.



Training is an important element to maintain or improve skills/knowledge/ability. The main categories of training include field training, chief's training, civilian training, firearms training, outside agency training, in-house training, and renewal required training.



The records department monitors the number of alarms to which Patrol personnel respond – many of the alarms are false.

Administrative Adjudication Caseload 2024



The Administrative Adjudication process was originally put in place to address automated traffic enforcement citations. This program has been expanded to review vehicle equipment compliance citations, administrative tows, and parking citations.

Red Light Camera Violations and Accidents (Year-to-Date)

2024	Red Light Violations		Adjudication for Red Light Violations				Accidents at Red Light Intersections		
	Citations	Net Received	Hearings	Liable	Not Liable	Non-Suit	12/ Miller Road	12/ Route 22	12/ June Terrace
January	119	\$10,305	3	2	1	0	3	2	3
February	167	\$9,090	0	0	0	0	2	2	2
March	207	\$5590	2	1	1	0	1	2	1
April	126	\$10,582.50	6	3	1	2	3	1	4
May									
June									
July									
August									
September									
October									
November									
December									
Total	619	\$35,180	11	6	3	2	9	7	10

Information depicted in this chart relates to red light camera violations, adjudication (court) for those contesting their violation, and accidents that have occurred at intersections with red light cameras.



PUBLIC WORKS DEPARTMENT

MONTHLY INFORMATION REPORT

April 2024

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

505 TELSER ROAD
LAKE ZURICH, IL 60047

DEPARTMENTAL NARRATIVE

Park Maintenance: Crews continue to address maintenance items within the parks.

Special Events: Crews prepared for Arbor Day and performed clean-up post event.

Infrastructure Projects:

2024 Watermain and Road Resurfacing Improvements

Pirtano Construction completed the necessary storm sewer improvements along Golfview Rd. The road is now ready to be resurfaced, this is planned for later May. Storm sewer repairs were also done in Cedar Creek. The crews are now onto the early stages of water main replacement at Rt.22 and Fern.

2024 Concrete Replacement Program

Bids were opened on February 28, 2024 and staff has reviewed submissions. The contract was awarded to Suburban Concrete at the March 18, 2024 Village Board meeting. Construction began on April 15, 2024 and is scheduled to be complete by the end of May.

2024 Sealcoating Program

Bid documents were released on February 5, 2024 and read on March 14, 2024. Staff has reviewed submissions. The contract was awarded to Pavement Systems at the April 15, 2024 Village Board meeting. Staff and the vendor have a pre-construction meeting scheduled for May 2, 2024

2024 Crack Sealing Program

Bid documents were released on February 19, and read on March 25, 2024. Staff has reviewed submissions. The contract was awarded to Patriot Pavement Maintenance at the April 15, 2024 Village Board meeting.

2024 Natural Area Maintenance Program

Bid documents were released on February 19, 2024 and are scheduled to be read on April 4, 2024. Staff and the vendor had a pre-construction meeting, and work is scheduled to begin in May.

Roof Replacement

All American Exterior Solutions has begun the roof replacement at the Community Services Facility with that portion of the project expected to be completed in the first week of May. The window portion work is expected in July.

The exterior projects at the Paulus Park Chalet and Concession Stand have begun and expect completion by the end of May. The roofing project at the Village Hall is expected to begin the first week in May with expected completion by the end of May.

2024 Police Department Gun Range HVAC Improvements

Staff is working with the low bid contractor to finalize details on the project. A presentation to the Village Board for action is expected at the first Board meeting in May.

Breezewald New Construction

The exterior of the building has had the roof and gutters completed. Public Works crews have began grading around the building and installing sod, grass seed, and straw blankets to prevent erosion. Interior drywall has been completed and Public Works crews are painting and installing porcelain tiles in the washrooms. Electric has been installed to the building so PW crews have installed the outlets and lights.

2024 Buffalo Creek Facility Floor Replacement

Bid packets for the removal of the existing floor and installation of a new vinyl plank floor in Building A became available on March 22nd. The bid opening is scheduled for May 1st.

2024 Buffalo Creek Bank Stabilization

A bid opening was held on March 27th. ILM (Integrated Lakes Management) was the apparent low bidder.

April Water Main Break Locations:

320 Thistle Ln
260/280 Schuldt Dr

Water Main Replacement:

Pirtano Construction has begun both the Rt. 22 water main replacement (between Telser & Fern Road) and the Cedar Creek subdivision water main replacement.

Employee Training:

All employees attended Chipper Safety Training.
All employees attended MS4 Training.
James Rogers attended aerial lift training.

Anniversaries:

Keli Amato	5/31/2021
Frank Stefka	5/15/2016
Matthew Sikorski	5/29/2012
Tony Holub	5/23/2005
Terry Brown	5/5/2003
John Cuellar	5/20/2002

New Employees:

Michael Windhauser has joined Public Works April 22nd as a Maintenance Worker II.

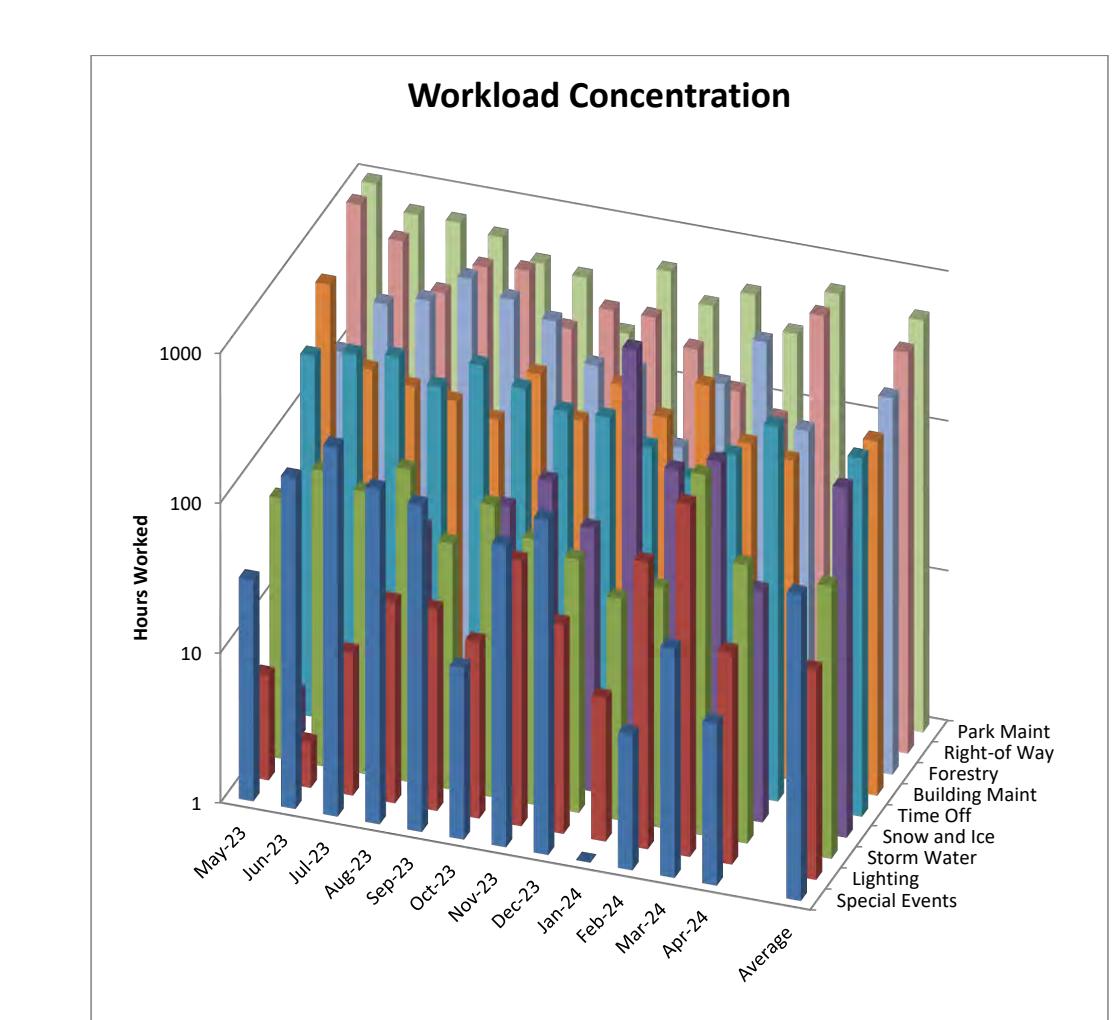
Staff Kudos:

Very appreciative resident on Schuldт for a water repair, she was overwhelmed by the kindness, and polite manner in which the crew addressed her concerns and worked so hard throughout the night to restore the water.

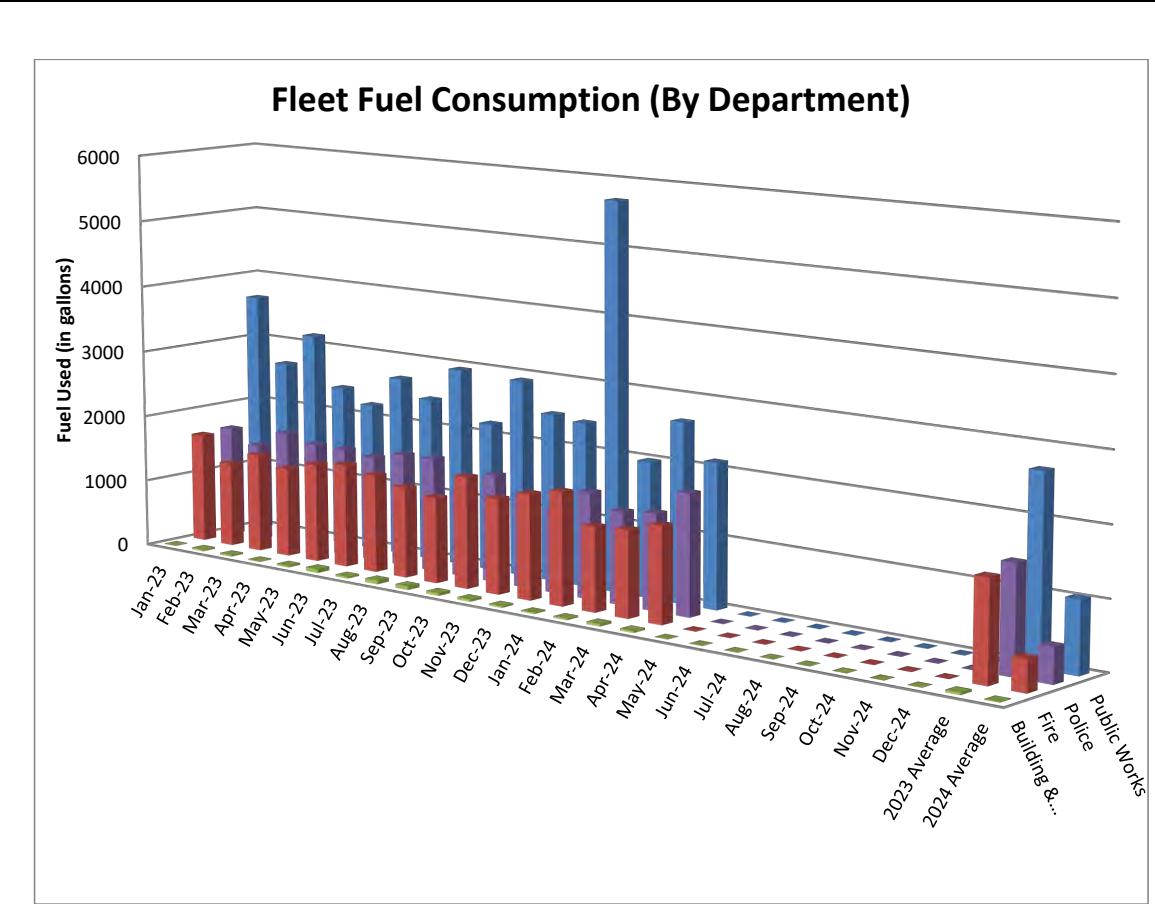
Crew-Terry Brown, Jack Fitch, Tony Holub, & Frank Stefka

The Tree commission was grateful for the hard-work that was put in for Arbor Day.

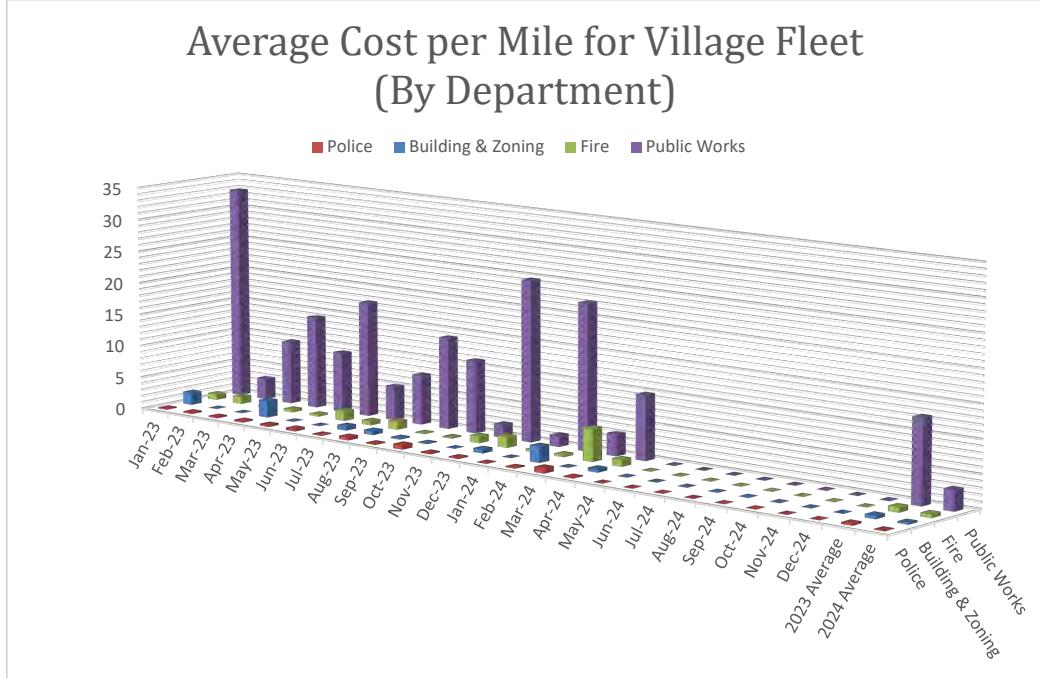
Crew-Andy Popolek, James Rogers, & Shawn Walkington



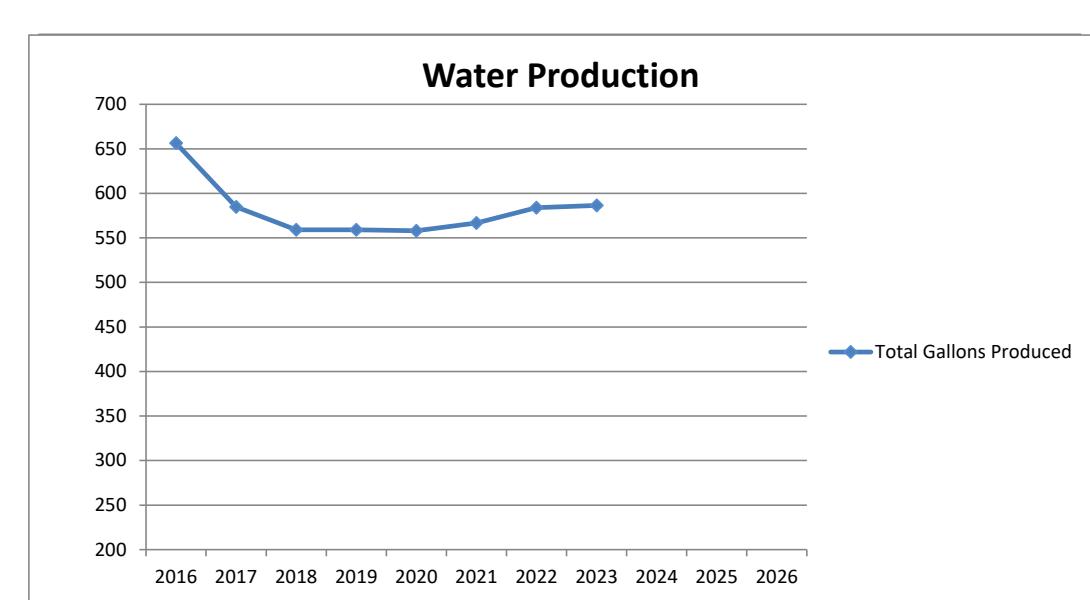
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours worked on major activities.



Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy snowstorms. (Output measure)



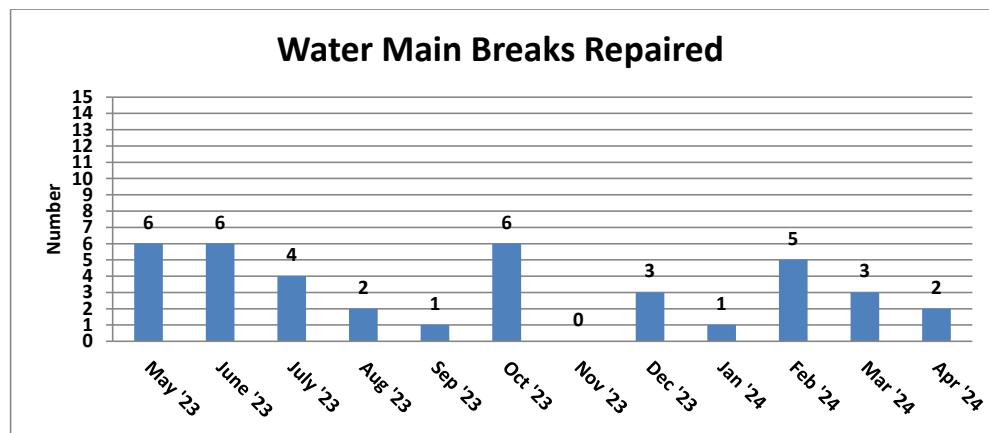
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village' vehicle cost per mile, staff can measure other components such as average vehicle age. When vehicles are replaced within their life cycle, the impact is usually positive.



From 2012 to 2015, there was a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2016 due to dry weather leading to increased watering of lawns and landscaped areas.

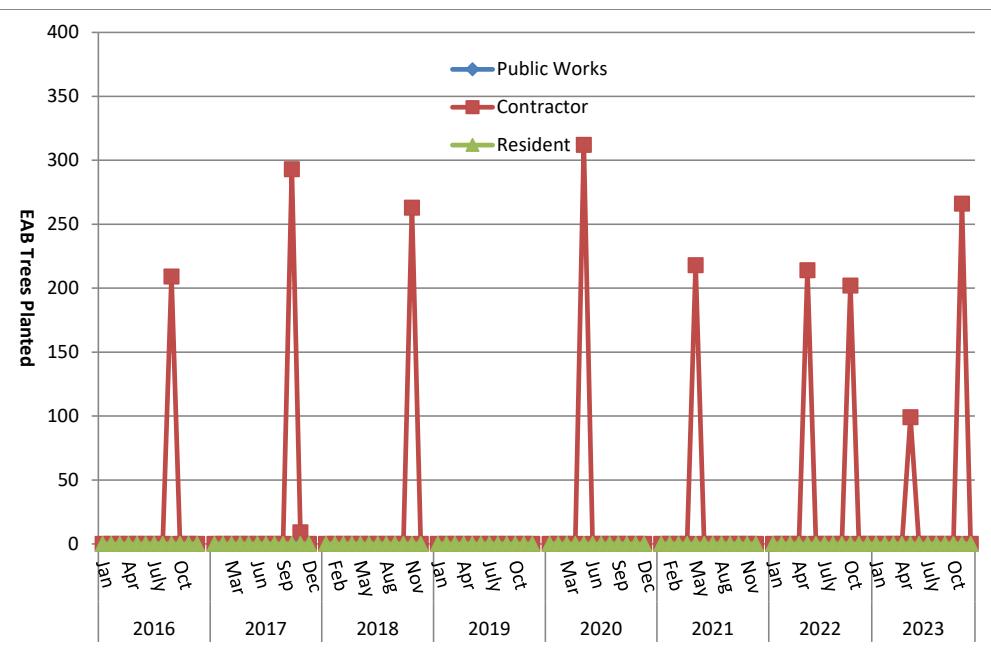
	2016	2017	2018	2019	2020	2021	2022	2023	2024
January	49.301	46.667	45.868	44.227	43.867	42.319	43.414	44.980	44.448
February	45.801	40.952	41.098	41.452	41.645	40.367	39.261	40.767	41.302
March	53.467	44.543	43.155	43.946	43.552	42.924	41.852	44.741	44.178
April	55.963	49.974	45.098	43.570	40.662	45.129	43.301	44.971	47.335
May	60.273	49.588	48.065	45.339	44.834	51.240	67.048	54.729	
June	63.819	56.169	46.114	45.489	51.130	56.763	60.282	62.204	
July	68.751	53.755	57.074	59.526	54.529	53.105	55.144	56.076	
August	66.229	54.746	54.067	61.419	58.959	54.083	55.279	55.155	
September	58.664	53.928	46.809	44.786	51.040	51.058	48.164	50.266	
October	45.838	47.169	44.369	43.476	44.443	44.019	44.912	46.189	
November	42.120	42.335	42.089	41.475	40.680	42.441	40.581	42.471	
December	46.088	44.961	45.305	44.379	42.684	43.222	44.757	43.811	
Total	656.314	584.787	559.111	559.084	558.025	566.670	583.995	586.360	177.263
Avg	1.793	1.598	1.532	1.532	1.529	1.553	1.600	1.606	1.465
% incr/decr	11.37%	-12.23%	-4.59%	0%	-0.02%	1.55%	3.06%	0.04%	

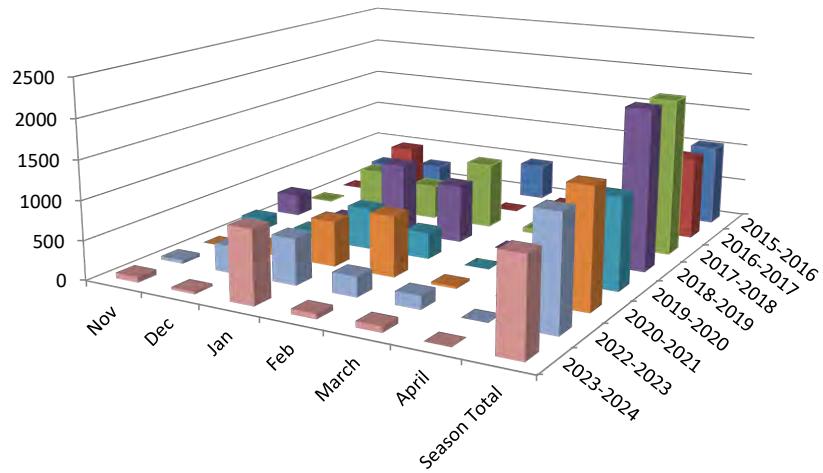
The highlighted months are the lowest for each of these months in the last 8 years. The highest monthly production in the last 8 years occurred in July of 2016. In 2023, our daily average was 1.6 million gallons per day.



A water main break can be a hole or crack in the water main. Common causes of breaks in the water main include: age, pipe material, shifting in the ground attributed to fluctuations in moisture and temperature (below and above the frost line), corrosive soil that causes a thinning of the water main pipe, improper backfill, severe changes in water pressure (hammer) which has several causes and physical contact (damage) by excavating contractors.

Emerald Ash Borer Tree Replacement Program



Tons of Road Salt**Gallons of Liquid Deicer**