

APPROVED MINUTES  
VILLAGE OF LAKE ZURICH

Board of Trustees  
70 East Main Street



Monday, October 7, 2024 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7.00pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Mary Beth Euker, Trustee Jake Marx, Trustee William Riley, Trustee Roger Sugrue, Trustee Greg Weider. Trustee Marc Spacone was absent and excused. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Michael Duebner, Village Atty. Scott Uhler, Management Services Dir. Kyle Kordell, Fire Chief Dave Pilgard, Police Chief Steve Husak, Public Works Dir. Mike Brown, H.R. Dir. Doug Gibson.
3. **PLEDGE OF ALLEGIANCE**
4. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
  - Proclamation Recognizing the 25-Year Partnership with Nittenau, Germany
  - Recognition of Bicycle Safety Winner Awarded by Lake Zurich Police Department. Police Chief Husak introduced Sgt. Andrew Heer after giving information about the programme. Sgt. Heer gave more background information and thanked the sponsors:- George Garner Cyclery, Oberweis, Jumbo Cards as well as the Village Board, Chief Husak and the Lake Zurich police officers. He introduced the 2024 winner, Adeline Glenn, who was present at the meeting.
5. **PUBLIC COMMENT**

There were none.
6. **CONSENT AGENDA**
  - A. Approval of Minutes from the Village Board Meeting of September 16, 2024
  - B. Approval of Semi-Monthly Warrant Register Dated October 7, 2024, Totaling \$1,286,221.13
  - C. Ordinance Amending Title 6, Chapter 8, Article B of the Village Code regarding Overnight Parking Regulations Ord. # 2024-10-588

**Summary:** The Village has an existing ordinance that allows for the issuance of annual overnight parking permits for village residents allowing for exemptions of the 2:00 a.m. – 5:00 a.m. parking restriction. Residents with single-family homes having only one-car garages have not been able to receive overnight parking permits due to the presence of common homecare equipment being stored in the single garage space. Staff recommend updating the ordinance to allow residents to use one vehicle spot in any garage for personal

outdoor equipment storage and recommends the overnight parking permit fee be raised to \$100 annually.

**D. Rotary Club Fireman 5k Event at Paulus Park on November 10, 2024**

**Summary:** The Rotary Club of Lake Zurich requests a special event permit to host a Fireman 5K at Paulus Park on November 10, 2024. The event will run from 7 am until 2 pm and attendance is estimated at 80-100 people. No road closures are planned for this event.

**E. Release of Full Performance Bond for Jade Development for Canterbury Estates Development**

**Summary:** Jade Development, developer of Canterbury Estates on East Route 22, requests full release of its performance bond dated August 19, 2022 that covered site work at the development. The Village has inspected the property and recommends full release of the bond issued by Great Midwest Insurance Company in the full amount of \$138,500.05.

**F. Release of Full Performance Bond for True North Energy Shell Gas Station Development at 449 South Rand Road**

**Summary:** True North Shell at 449 South Rand Road requests full release of its performance bond dated March 11, 2019 that covered site work at the development. The Village has inspected the property and recommends full release of the bond issued by Western Surety Company in the full amount of \$244,992.

**G. Agreement with Kiki's Cotton Candy for Concession License Extension**

**Summary:** Kiki's Cotton Candy has operated concessions at Paulus Park for the 2023 season and desires to make improvements for upcoming seasons and sign a three-year lease. Staff recommends extending the concession agreement with Kiki's Cotton Candy through 2028 with two optional one-year extensions.

**H. Ordinance Approving an Increase in the Village of Lake Zurich Non-Home Rule Municipal Retailers' Occupation Tax and Non-Home Rule Municipal Service Occupation Tax Ord. # 2024-09-586**

**Summary:** At the September 3, 2024 Village Board Meeting, Trustees adopted Ordinance #2024-09-586 increasing the non-home rule sales tax rate from 0.5% to 1%. With this increase, the Lake Zurich general merchandise rate will be 8%. This ordinance has been accepted by the Illinois Department of Revenue and meets the implementation deadline of January 1, 2025, pending the adoption of this revised ordinance that corrects minor errors in the previously adopted version.

Village Manager Keller explained the Agenda Item 6H corrected Ordinance.

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

**AYES:** 5 Trustees Euker, Marx, Riley, Sugrue, Weider.

**NAYS:** 0

**ABSENT:** 1 Trustee Spacone.

**MOTION CARRIED.**

7. NEW BUSINESS

**Intergovernmental Agreement with the GIS Consortium and the accompanying Service Provider Contracts with Municipal GIS Partners**

**Summary:** To support better infrastructure management and community planning, staff recommends an intergovernmental agreement to join the GIS Consortium. Established in 2000, the GIS Consortium consists of 44 Chicago-area communities sharing staffing and technology to optimize the value of professional geographic information systems (GIS). Through this agreement, Municipal GIS Partners (MGP) will provide the Village onsite GIS assistance two days a week. MGP's scope of work includes developing the GIS data layers needed for advanced mapping and data analysis. The setup also includes a community portal, which will make basic maps and customizable information (such as garbage pickup dates, property zoning, etc.) available to the public through the Village's website.

This initiative is primarily driven by the Village's current and upcoming investments in water and sewer infrastructure, as staff moves beyond paper atlases and basic mapmaking. The Consortium's experience with jointly-developed GIS will ultimately enable better asset management, service delivery and infrastructure investment decisions.

Joining the GIS Consortium requires an initial \$10,000 membership fee and approval of the scopes of work to be fulfilled by MGP, for the amounts of \$19,170.36 for the remainder of FY 2024 and \$120,198.12 for FY 2025. Service provider contracts for FY 2026 and beyond will be updated annually based on MGP's rates and the Village's GIS needs.

Village Manager Keller explained the reason for this agreement and answered the Board's questions.

**Recommended Action:** A motion was made by Trustee Euker, seconded by Trustee Riley, to approve an Intergovernmental Agreement with the GIS Consortium and the accompanying Service Provider Contracts with Municipal GIS Partners.

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

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

**B. Waiver of Competitive Bid Process and Ratification of Agreement with Pirtano Construction for Emergency Replacement of Water Service Line and Sanitary Main Repair on East Main Street in the Amount Not-to-Exceed \$65,480**

**Summary:** While conducting the Village's annual utility inspection program, the Village's televising contractor identified a significant amount of water infiltration in a failed section of sanitary main underneath East Main Street. Through leak detection, staff was able to identify the source of the infiltration to the water service of a nearby house between the main and the buffalo box which falls underneath the Village's area of responsibility.

Due to the complexity involving other underground utilities, and the Village's sanitary force main adjacent to the water service, staff contracted with Pirtano Construction to perform the emergency repairs. In an effort to minimize costs

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

**8. TRUSTEE REPORTS**

Trustee Riley commented thanked the sponsors and volunteers for the Rock the Block event.

Trustee Marx thanked the Public Works staff on their clean up after the Rock the Block event, obtaining the rebate from ComEd for the Ford Lightening vehicle purchase, and also commended the Styrofoam recycling program on how well the program was doing.

**9. VILLAGE STAFF REPORTS**

**Village Manager & Finance Director Fiscal Year 2024 Budget Update**

Finance Director Amy Sparkowski addressed the Board about preliminary 2024 budget projections, that general revenues were 2% higher than expected from sales taxes and investment incomes, overall expenditures were kept low, infrastructure project costs being lower than expected. As of now, no budget amendments for 2024 are needed.

Mayor Poynton commended the public works staff on clean up after Rock the Block and also all of Village staff working well managing public resources and advancing Lake Zurich's financial stability.

**Monthly Operating Data Metric Reports**

**10. ADJOURNMENT**

Motion to adjourn the meeting was made by Trustee Marx, seconded by Trustee Euker.

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

NAYS: 0

ABSENT: 1 Trustee Spacone

MOTION CARRIED.

The meeting was adjourned at 8:03 pm

Respectfully submitted:

Erin Rauscher, Assistant to the Village Manager

Approved by:

  
\_\_\_\_\_  
Mayor Thomas M. Poynton

10-16-2024  
Date