

VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



Monday, December 2, 2024 7:00 p.m.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Mary Beth Euker, Trustee Jake Marx, Trustee William Riley, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider.
3. **PLEDGE OF ALLEGIENCE**
4. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
 - Lake Zurich Green Business Award for Alpha Tekniko
5. **PUBLIC COMMENT**

This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and up to 5 minutes per speaker.
6. **PUBLIC HEARING ON CONSIDERATION OF PROPOSED VILLAGE OF LAKE ZURICH ANNUAL BUDGET FOR FISCAL YEAR 2025 (Mayor Poynton)**

Summary: This is a public hearing for the proposed annual budget for the Village of Lake Zurich's 2025 fiscal year, which will run January 1 through December 31, 2025. This public hearing was noticed in the *Daily Herald* on November 22, 2024, on the front of the Village website, and in *Benchmarks* and *Facebook*. The proposed 2025 budget totals \$91.2 million to fund a full-service municipality with 167 full-time employees.

The Village enjoys a stable financial position. This FY 2025 budget is presented as a balanced operational plan for the next year with a projected operating surplus of just under \$4,000 for the General Fund. This spending plan strikes a balance between maintaining high-quality municipal services and infrastructure investment.

The 2025 budget plan includes \$55.5 million for municipal operations, including \$10 million for engineering design relating to the Lake Michigan public water supply transition. The 2025 budget also includes another \$20 million for infrastructure investment across all funds, including improvements at Paulus and Breezewald Parks, sports courts, bike paths, enhanced crosswalks, water main replacement and lining the sanitary sewer under Buffalo Creek. The FY 2025 road program includes resurfacing Whitney Road and Lake Zurich Drive, as well as a major resurfacing and streetscaping project along Main Street.

A copy of the proposed budget has been available for public review at Village Hall, Ela Area Public Library, and on the Village website since November 5, 2024. All interested persons are invited to attend this public hearing and provide feedback to the Village Board on the proposed budget.

Recommended Action #1: A motion to open the Public Hearing on the Fiscal Year 2025 Village Budget and receive into the record public comments. *Voice Vote.*

Recommended Action #2: A motion to close the Public Hearing on the Fiscal Year 2025 Village Budget. *Voice Vote.*

7. 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 November 18, 2024
- B. Approval of Executive Session Minutes from the Village Board Meeting of October 21, 2024.
- C. Approval of Semi-Monthly Warrant Register Dated December 2, 2024, Totaling \$931,346.24
- D. Annual Village of Lake Zurich Meeting Schedule for 2025

Summary: Each year the Village Board approves the annual schedule of meetings for the following calendar year. Upon approval, the schedule for Lake Zurich public bodies and advisory commissions will be published accordingly to fulfil the State of Illinois Open Meetings Act requirements.

- E. Ordinance Granting a Variation to Allow for the Construction of a Porch Within the Front Yard and a 2-Car Garage Within the Side Yard at 36 Park Avenue (Assign Ord. #2024-12-595)

Summary: Mr. Richard Balnius, the owner and applicant, has filed a zoning application for the property at 36 Park Avenue requesting a variation to allow a covered porch that will encroach within the required 25-foot front yard setback and an attached garage that will encroach into the required 5.25-foot side yard setback requirement under the current R-5 Zoning.

F. Ordinance Amending Title 8 of the Lake Zurich Municipal Code Entitled Lake Zurich Building Code and Adopting Various Amendments Revisions and Changes to Certain Chapters of the Code (Assign Ord. #2024-12-596)

Summary: The Capital Development Board Act requires that as of January 1, 2025, all Illinois municipalities adopt new baseline codes. The proposed updates to building regulations will allow the Village to remain current with industry standards and best practices. Staff recommend adopting the 2018 baseline building codes and local amendments to stay consistent with those adopted and enforced by Lake County, since they provide the Village with plan review and inspection services.

G. Affiliate Agreements Between the Village of Lake Zurich and Ela Soccer, Flames Football Organization and Lake Zurich Baseball & Softball Association through December 31, 2027

Summary: Ela Soccer, the Lake Zurich Flames football organization and the Lake Zurich Baseball and Softball Association requests to renew affiliate agreements with the Village of Lake Zurich to facilitate the use of Village owned properties. The Park and Recreation Advisory Board recommends the acceptance and execution of affiliate agreements with Ela Soccer, Lake Zurich Flames, and Lake Zurich Baseball and Softball Association through December 31, 2027.

H. Affiliate Agreement Between the Village of Lake Zurich and Lake Zurich Youth Rugby through December 31, 2027

Summary: Lake Zurich Youth Rugby requests to establish an affiliate agreement with the Village of Lake Zurich to facilitate the use of Village owned properties. This agreement is consistent with other affiliate agreements to provide instructional and competitive recreation opportunities for youth. The Park and Recreation Advisory Board recommends the acceptance and execution of an Affiliate Agreement with Lake Zurich Youth Rugby through December 31, 2027.

I. Agreement for Auditing Services with Baker Tilly US, LLP for Financial Periods of 2024 through 2028

Summary: The Village is required to have an annual audit of financial statements and has issued a request for proposal (RFP) for auditing firms to provide these services for the next five years. The RFP was sent to seven audit firms with governmental units, with two proposals received. After a review of the proposals, staff recommends the Village enter a five-year engagement with Baker Tilly US, LLP for fiscal years 2024 through 2028.

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

8. NEW BUSINESS

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

A. Ordinance Adopting the Annual Budget of the Village of Lake Zurich for All Corporate Purposes for the Fiscal Year Commencing January 1, 2025 and Ending December 31, 2025 (Assign Ord.#2024-12-597) (Trustee Riley)

Summary: The proposed Fiscal Year 2025 budget is presented as a balanced operational plan for the next year, totaling \$91.2 million across all funds to provide municipal services and infrastructure investment in the Village of Lake Zurich over the next year. The General Fund, the Village's primary operational fund, is presented as a balanced plan for the next year with a projected operating surplus of just under \$4,000.

The budget authorizes 167 full-time positions and \$55.5 million for municipal operations, including \$10 million for the Lake Michigan public water supply transition. The budget includes a substantial capital program, with over \$20 million for infrastructure investment and equipment replacements in the coming year. The budget reflects the adoption of the half-percent increase to the Non-Home Rules Sales Tax, effective January 1, 2025, which will be dedicated to the Lake Michigan project.

Recommended Action: A motion to approved Ordinance #2024-12-597 Adopting the Annual Budget of the Village of Lake Zurich for All Corporate Purposes for the Fiscal Year Commencing January 1, 2025 and ending December 31, 2025.

B. Ordinance Amending Title 13 “Comprehensive Fee Schedule” of the Village of Lake Zurich Municipal Code to Amend Fees Related to the Costs of Municipal Services (Assign Ord. #2024-12-598) (Trustee Riley)

Summary: In 2018, Title 13 was added to the Lake Zurich Village Code as a Comprehensive Fee Schedule to provide a single convenient location for a list of all fees and fines that have been codified into the Village Code over several decades. The amended schedule will update certain fees and fines for administrative adjudication, business regulation, public health and safety, traffic codes, public ways and property, building regulations, zoning, and land development fees. The new fees will take effect January 1, 2025.

The ordinance also amends Section 7-5-21, reducing the scheduled increases to the water rate for financing the Lake Michigan project. This change reflects the dedication of the non-home rule sales tax increase toward financing the project. The Lake Michigan user rate increase for 2025 is reduced from \$6.00 to \$4.50 per 1000 gallons, with the scheduled increases in 2026-2028 reduced as well.

Recommended Action: A motion to approved Ordinance #2024-12-598 Amending Title 13 “Comprehensive Fee Schedule” of the Village of Lake Zurich Municipal Code to Amend Fees Related to the Costs of Municipal Services.

C. Ordinance Amending Section 4-1A-10 of the Lake Zurich Municipal Code Increasing Fees for Ambulance Services (Assign Ord. #2024-12-599) (Trustee Euker)

Summary: The proposed Ordinance updates the billing rate for the Village's provision of ambulance transport services. The Village last updated its ambulance rate in 2017, which no longer reflects the current cost of providing this service. The provided ordinance updates the ambulance rate to \$2,673 for both residents and non-residents, effective January 1, 2025.

This rate is based on the methodology of the Ground Emergency Medical Transport Program (GEMT), a federal Medicaid program that allows municipalities to receive additional reimbursement for ambulance services. EMS departments across the state are now using the GEMT methodology to set their own rates to more accurately reflect the actual costs of providing this service. The ordinance establishes that future years' ambulance rates will automatically follow the GEMT methodology, which is reviewed and approved annually by the Illinois Department of Healthcare Services.

Recommended Action: A motion to approved Ordinance #2024-12-599 amending Section 4-1A-10B of the Lake Zurich Municipal Code, Charges for Ambulance Transportation and Paramedical services.

9. TRUSTEE REPORTS

10. VILLAGE STAFF REPORTS

11. EXECUTIVE SESSION called for the purpose of:

- 5 ILCS 120 / 2 (c)(21) review of executive session minutes
- 5 ILCS 120 / 2 (c)(11) current litigation

12. ADJOURNMENT

The next regularly scheduled Village Board meeting is on Monday, December 16, 2024.

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

***Agenda posted on November 26, 2024**