

# **VILLAGE OF LAKE ZURICH**

**Board of Trustees  
70 East Main Street**



**Monday, March 17, 2025 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 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**

- Advice and consent to appoint Brian McGill to three-year term on the Fire Pension Board through April 30, 2028

**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 March 3, 2025**
- B. Approval of Executive Session Minutes from the Village Board Meeting of February 18, 2025**
- C. Approval of Semi-Monthly Warrant Register Dated March 17, 2025 Totaling \$367,428.17**
- D. Reduction in Letter of Credit for NorthStar Pickle, LLC at 629 Rose Road**

**Summary:** NorthStar Pickle provided a guarantee of site improvements in the form of a Letter of Credit (LOC) for \$354,877.60 as a performance and payment security for site work at the development. They have requested to reduce the guarantee to a maintenance LOC in an amount of \$35,487 that has been agreed to by the Village's Development Review Team. The reduced LOC is required to guarantee improvements for a period of two years and cannot be less than 10% of the total initial cost of improvements. Staff recommends a reduction of the LOC to \$35,487.

**E. IDOT Resolution for Motor Fuel Tax Maintenance under the Illinois Highway Code in the Amount Not-to-Exceed \$523,709**

**Summary:** Lake Zurich contracts maintenance services and material purchases each year using its Motor Fuel Tax (MFT) allocation from the State of Illinois. The Village has allocated MFT funds for this year in the 2025 annual budget for \$478,600. The requested not-to-exceed amount includes a 9% contingency amount in addition to the operations costs.

**F. Agreement with Bluestem Ecological Services Inc. for 2025 Natural Area Maintenance Program in the Amount Not-to-Exceed \$187,495**

**Summary:** The FY 2025 budget includes \$125,000 for the maintenance of Village-owned natural areas. Following completion of the Emerald Ash Borer Planting Program in 2023, the Village board approved staff's recommendation to reallocate the annual funding of \$125,000 to the Natural Area Maintenance Program. The Village has developed a comprehensive five-year plan for the maintenance of natural areas and the 2025 program includes community investment in 13 different areas.

A competitive bid opening on February 27, 2025, resulted in two proposals, with Bluestem Ecological Services offering the most competitive bid. This investment into natural areas is funded by \$110,435 from the General Fund and \$77,060 from four Special Services Areas.

Staff recommends awarding a contract to Bluestem Ecological Services for the 2025 Natural Area Maintenance Program in the amount not-to-exceed \$187,495.

**G. Resolution Authorizing the Village of Lake Zurich Enter into a Contract for Community Solar through the Northern Illinois Municipal Electric Collaborative Bid Process (Reso. #2025-03-093)**

**Summary:** *Community Solar* is a State-administered incentive program that allows participants to benefit from and support solar energy without the installation of solar panels. In addition to a 100% Green Power Electricity Choice Program for residents, a Green Business Program for the retail sector, and several expanded community recycling efforts, the *Community Solar* initiative is the latest step in Lake Zurich striving to be environmentally sustainable.

*Community Solar* developers receive incentive payments through the State, which allows them to offer affordable community solar subscriptions to customers. This will reduce Lake Zurich's cost by 10% on the *delivery portion* of ComEd electric bills for sanitary sewer lift stations and municipal well sites, the largest energy consumers among all municipal electric accounts, and is expected to save at least \$25,000 annually from the Water & Sewer Fund.

**H. Agreement with Patriot Pavement Maintenance for 2025 Seal Coating and Striping Program in the Amount Not-to-Exceed \$53,999**

**Summary:** The FY 2025 budget includes \$50,000 from the Capital Projects Fund and \$4,000 from the Water and Sewer Fund for preventative maintenance of parking facilities and pathways.

A competitive bid opening on January 20, 2025, resulted in five proposals, with Patriot Pavement Maintenance offering the most competitive bid. Staff recommends awarding a contract to Patriot Pavement Maintenance for the 2025 Seal Coating Program in the amount not-to-exceed \$53,999.

**I. Agreement with Crowne Industries for Replacement of Fuel Island System in the Amount Not-to-Exceed \$400,000**

**Summary:** The FY 2025 budget includes \$450,000 for the replacement of the fuel island at Public Works. Replacement was recommended for several years in the Community Investment Plan based on the condition and age of the fuel island system.

A competitive bid opening on February 27, 2025, resulted in two proposals, with Crowne Industries offering the most competitive bid.

Staff recommends awarding a contract to Crowne Industries for the Fuel Island replacement in the amount not-to-exceed \$400,000.

**J. Three Year Agreement with Alpine Automotive for Police Towing Services**

**Summary:** Alpine Automotive has provide excellent towing services for the Lake Zurich Police Department. They have requested a modest increase in tow and storage fess in a new three-year contract, with tow fees increasing from \$165 to \$185 and storage fees from \$45 to \$50 per day. The increases are reasonable and align at the lower end of the market. Staff recommends awarding a three-year contract to Alpine Automotive for police towing services.

**K. Issuance of a Class-C Convenience Store Liquor License to Shree Hart Ventures, LLC and revocation of a Class-C Convenience Store Liquor License from B&K Enterprises, Inc. (Assign Ord. #2025-03-606)**

**Summary:** Shree Hart Ventures, LLC is in the process of purchasing the Phillips 66 gasoline station and convenience store located at 487 South Rand Road from B&K Enterprises, Inc. They are requesting a Class-C license for the continued sale of package liquor. Simultaneously, the Class-C license held by

the seller, B&K Enterprises, Inc. will be revoked, keeping the overall count of Class-C licenses the same.

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

## 7. NEW BUSINESS

### A. **Agreement with Copenhaver Construction Inc. for the Main Street Beautification, Church Street Transmission Water Main Phase 1, and Whitney Road Utility Reconstruction Project in the Amount Not-to-Exceed \$13,161,649.67 (Trustee Spacone)**

**Summary:** Since the early 2000s, the Village of Lake Zurich has envisioned a streetscaped Main Street extending through the heart of the community. Pairing input from the Comprehensive Plan update process with the engineering for necessary infrastructure improvements, the Village announced a Request for Bids to implement this vision. The scope of work includes streetscaping along Main Street; a new water transmission main at Church Street; lead service line replacements, and road surface, water main, sanitary sewer and storm water improvements along Main Street, Whitney Road and Lake Zurich Drive.

The solicitation process yielded four bids, with Copenhaver Construction Inc. of Gilberts, IL providing the lowest responsible bid of \$11,545,306.73. With engineering inspection costs and a healthy contingency, the project will have a not-to-exceed cost of \$13,161,649.67. The project will rely on capital funding from a combination of sources that were identified in the FY 2025 budget: \$4 million from the Village's Non-Home Rule (NHR) fund; \$7.2 million from the Water & Sewer enterprise fund, and \$2 million from the Capital Projects fund. If approved, the construction project will start mid-April and will likely extend through the end of the year.

**Recommended Action:** Motion to award an agreement with Copenhaver Construction Inc. of Gilberts, Illinois for the Main Street Beautification Project, Church Street Transmission Main Phase 1, and Whitney Road Utility Reconstruction Project for \$11,545,306.73, with a total project expenditure including contingency not-to-exceed \$13,161,649.67.

### B. **Ordinance Amending Certain Provisions of the Lake Zurich Municipal Code to Amend and Adopt the Official Comprehensive Plan (Assign Ord. #2025-03-605) (Trustee Marx)**

**Summary:** Since the last update to the Village's Comprehensive Plan in 2003, the community has experienced significant economic, social and physical changes. In 2023 the Village issued a Request for Proposals (RFP) and selected Teska Associates to update the Comprehensive Plan to provide more relevant guidance for future community development efforts.

The resulting “Lake Zurich Together” Comprehensive Plan reflects Lake Zurich’s transition from an expanding suburb to a community focused on infill and redevelopment opportunities, and on enhancing the quality of life enjoyed by its residents. The process included extensive public involvement to incorporate the community’s desires into the plan recommendations.

The new Comprehensive Plan will be implemented over time as new development proposals are considered. Its recommendations will also be reflected in future planning efforts, like the upcoming Master Parks Plan update, and in future Village endeavors, like the aforementioned Main Street streetscape project.

The Planning and Zoning Commission (PZC) held a public hearing on January 15, 2025 and recommended adoption of the 2025 Official Comprehensive Plan by a vote of 6-0. The provided ordinance amends the Municipal Code to reflect the adoption of the updated “Lake Zurich Together” Comprehensive Plan as the Village’s official guiding policy for future community development.

**Recommended Action:** Motion to approve Ordinance #2025-03-605 Amending provisions of the Village of Lake Zurich Municipal Code to Amend and Adopt the Official Comprehensive Plan.

**8. TRUSTEE REPORTS**

**9. VILLAGE STAFF REPORTS**

- Monthly data metrics

**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) personnel
- 5 ILCS 120 / 2 (c) (5) purchase or lease of real estate
- 5 ILCS 120 / 2 (c) (6) setting price for sale/lease of real estate

**11. ADJOURNMENT**

The next regularly scheduled Village Board meeting is on Monday, April 7, 2025.

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, Kyle Kordell, at 847.438.5141 (TDD 847.438.2349) promptly to allow the Village to make reasonable accommodations for those individuals.

**\*Agenda posted on March 12, 2025 and amended on March 17, 2025**