

APPROVED MINUTES
VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



Monday, March 17, 2025 7:00 p.m.

AGENDA

1. **CALL TO ORDER** by Village President Mayor Poynton at 7:00 pm.
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. Others in attendance: Village Manager Keller, Attorney Uhler, Assistant Manager Duebner, Director Gibson, Director Saher, Chief Husak, Director Brown, Deputy Clerk Kordell.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
 - There were none.
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.** Mayor Poynton provided a summary on Mr. McGill and recommended the Board support his reappointment to the Fire Pension Board;

Actions: A motion was made by Trustee Euker, seconded by Trustee Weider to reappoint Brian McGill to the Fire Pension Board for a three-year term.

AYES: Trustee Sugrue Euker Spacone Weider Riley Marx

NAYES: 0

ABSENT: 0

MOTION CARRIED

6. **CONSENT AGENDA**
 - 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 to \$35,487 for NorthStar Pickle 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 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 and revocation of a Class-C Convenience Store Liquor License from B & K Enterprises (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.

Actions: A motion was made by Trustee Riley, seconded by Trustee Sugrue to approve the Consent Agenda as presented.

AYES: Trustee Riley Marx Euker Spacone Sugrue Weider

NAYES: 0

ABSENT: 0

MOTION CARRIED

7. NEW BUSINESS

A. Agreement with Copenhagen 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

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.

Director Mike Brown said this project will be a large one and highly disruptive to the Main Street community and includes over one mile of paving, over 73,000 square feet of sidewalk replacing, and several streetscape features that will provide enhanced community branding and place making for the Main Street District.

Trustee Spacone praised Village Staff for having sound financial management practices that does not require any bonds to fund this multi-million infrastructure project and the Village has funds on hand to pay for this now. Trustee Spacone said this is the result of great community planning efforts and prudent use of public funds.

Actions: A motion was made by Trustee Spacone, seconded by Trustee Marx 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 with a total project expenditure including contingency not-to-exceed \$13,161,649.67.

AYES: Trustee Spacone Weider Riley Marx Sugrue Euker

NAYES: 0

ABSENT: 0

MOTION CARRIED

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

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.

Community Development Director Sarosh Saher summarized the public engagement process over the last 18+ months that led to this final product and then introduced Teska Principal Erin Cigliano, who gave a short presentation to the Board on the new Comprehensive Plan.

Actions: A motion was made by Trustee Marx, seconded by Trustee Spacone, to approve Ordinance #2025-03-605 Amending provisions of the Village of Lake Zurich Municipal Code to Amend and Adopt the Official Comprehensive Plan.

AYES: Trustee Weider Sugrue Riley Euker Spacone Marx

NAYES: 0

ABSENT: 0

MOTION CARRIED

8. TRUSTEE REPORTS

- Trustee Marx reminded the community about yard waste pickup / composting starting on April 1 and encouraged Lake Zurich families to compost food scraps with their yard waste.
- Trustee Sugrue thanked the Police Chief for the upcoming Coffee with a Cop at McDonald's on March 19 and said these opportunities are great for engaging the public in community policing.

9. VILLAGE STAFF REPORTS

- Monthly data metrics

10. EXECUTIVE SESSION:

Actions: A motion was made by Trustee Weider, seconded by Trustee Marx, to move into Executive Session 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

There will be no further business in Open Session and the closing of the Executive Session will be the closing of the Open Session.

AYES: Trustee Spacone Euker Riley Marx Weider Sugrue

NAYES: 0

ABSENT: 0

MOTION CARRIED

Meeting adjourned to Executive Session at 7:45 pm.

11. ADJOURNMENT

Actions: A motion was made by Trustee Marx, seconded by Trustee Riley, to adjourn Executive Session and Open Session.

AYES: Trustee Spacone Euker Riley Marx Weider Sugrue

NAYES: 0

ABSENT: 0

MOTION CARRIED

The Executive/Open Session adjourned at 8:19 pm.

Respectfully submitted:

Kyle Kordell, Deputy Village Clerk

Approved by:



Mayor Thomas M. Poynton

4-8-2025
Date