

## VILLAGE OF LAKE ZURICH

Board of Trustees  
70 East Main Street



Monday, June 16, 2025 7:00 p.m.

### AGENDA

#### 1. CALL TO ORDER

#### 2. ROLL CALL: Mayor Thomas Poynton, Trustee Sujatha Bharadwaj, 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

#### 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 June 2, 2025
- B. Approval of Semi-Monthly Warrant Register Dated June 16, 2025 Totaling \$1,554,084.21
- C. Agreement with ESSCOE, LLC for the Police Department CCTV and Access Control System Updates in the Amount Not-to-Exceed \$70,000

**Summary:** As a result of the relocation of Lake Zurich dispatch center staff to the consolidated dispatch center in Libertyville in the third quarter of this year, the Police Department requires the expansion of its CCTV and access control system. ESSCOE, LLC has been requested to submit a proposal for upgrading the existing system, which was originally installed and maintained by them, to meet the new operational requirements. These systems are highly

integrated and technically intricate, and soliciting bids from multiple vendors is not be the most efficient or cost-effective approach for the Village.

Staff recommends awarding a contract to ESSCOS, LLC for the expansion of CCTV and door access control systems in the Police Department in the amount not-to-exceed \$70,000.

**D. Agreement with Upland Design Ltd. for the Key Parks Master Plan in the Amount Not-to-Exceed \$98,910**

**Summary:** The objective of the Parks Master Plan is to optimize the Village's existing key park properties while strategically planning for the future allocation of resources and potential redevelopment of these parks over the next 5 to 10 years. The FY 2025 Budget currently includes \$100,000 in funding to support the development of the Master Plan.

The Village announced a Request for Proposal on March 3 for the development of a master plan for key parks and received twelve proposals in response. A multi-department review team evaluated the proposals and concluded that Upland Design Ltd.'s submittal offered the park development and renovation expertise that would best match the Village's needs at this time.

Staff recommends awarding an agreement to Upland Design Ltd. to develop a master plans for key parks in the amount not-to-exceed \$98,910.

**E. Agreement with Paramedic Billing Services Inc. for Providing Ambulance Billing Services in the Village of Lake Zurich**

**Summary:** The Village is seeking new ambulance billing service since the last agreement with Andres Medical Service was updated in 1997. Many regulatory and compliance changes have occurred involving billing practices for Emergency Medical Service providers. Village staff researched vendors that are well versed in current regulatory standards of ambulance billing and practices that afford the community to receive EMS services that are cost-effective and reliable.

Staff had found a limited number of ambulance service providers available. Paramedic Billing Services stood out as their fee structure remains the same as Andres at 4% of revenues collected, while offering greater administrator support, record keeping, and assistance with federal and state reimbursement submittals.

Staff recommends the approval of an agreement with Paramedic Billing Services Inc as the Villages ambulance billing services provider.

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

**7. NEW BUSINESS – No new items.**

**8. TRUSTEE REPORTS**

**9. VILLAGE STAFF REPORTS****A. Lake Michigan Water Project Update**

Representatives from CLCJAWA and CDM Smith will join staff in providing a comprehensive update on the Lake Michigan Water Project.

**B. Monthly Data Metrics****10. ADJOURNMENT**

The next regularly scheduled Village Board meeting is on Monday, July 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 June 11, 2025**