

APPROVED MINUTES
VILLAGE OF LAKE ZURICH
Board of Trustees
70 East Main Street



Monday, July 21, 2025 7:00 p.m.

1. **CALL TO ORDER** by Mayor Tom Poynton at 7:02p.m
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Sujatha Bharadwaj, Trustee Jake Marx, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider. Trustee William Riley was absent and excused. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Michael Duebner, Village Atty. Scott Uhler, Finance Dir. Rita Kruse, Finance Dir. Amy Sparkowski, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown, H. R. Dir. Doug Gibson.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
There were none.
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
There was no report.
6. **CONSENT AGENDA**
 - A. Approval of Minutes from the Village Board Meeting of July 7, 2025.
 - B. Approval of Executive Session Minutes from the Village Board Meeting of April 21, 2025
 - C. Approval of Semi-Monthly Warrant Register Dated July 21, 2025 Totaling \$451,138.14
 - D. Memorandum of Understanding Between the Joint Emergency Telephone System Board of Lake County and the Village of Lake Zurich
Summary: The Joint Emergency Telephone System Board of Lake County was established on October 9, 2024 to better support 9-1-1 communications and emergency dispatching throughout Lake County. As part of the document requirements submitted to the State of Illinois for consolidation, each Village/City that was a member of the Lake County ETSB shall sign a Memorandum of Understanding (MOU) to acknowledge the transition.
 - E. **Ordinance Approving a Special Use Permit for Salvation Army Thrift Store Located at 795 West IL Route 22** ORD. #2025-07-619
Summary: Mr. Jason Sfire, on behalf of The Salvation Army, as filed a zoning application for a Special Use Permit approval for the property at 795 West IL Route 22. The subject property is zoned within the B-3 Regional Shopping zoning district, with the proposed use of the tenant space for the operation of

a used merchandise retail store, with no significant structural or layout changes proposed. The planning and Zoning Commission held a public hearing on July 16, 2025 to consider the application and voted 4-0 in favor to recommend approval of the special use.

Staff recommends approval of the ordinance for a special use permit for The Salvation Army.

F. Ordinance Approving a Map Amendment and Special Use Permit for Valvoline Instant Oil Change Located at 909 South Rand Road ORD. #2025-07-620

Summary: Mr. Jason Sfire, has filed a zoning application for the property at 909 South Rand Road for a map amendment to rezone the parcel from B-1 Local & Community Business District to B-3 Regional Shopping Business District and a Special Use Permit for approval for an automobile lubricating service station to be operated by Valvoline.

The site was previously cleared and the old building operated by Hawkeye Automotive demolished. The proposed layout for Valvoline Instant Oil Change includes a new 1,500 square-foot commercial structure with three drive-through service bays. The Planning and Zoning Commission held a public hearing on July 16, 2025 and voted 4-0 to recommend approval of the map amendment and special use permit.

Staff recommends approval of the ordinance for a map amendment and special use permit for Valvoline Instant Oil Change.

G. Agreement with AmerDer Construction for the Village Hall Exterior Improvements in the Amount not-to-Exceed \$355,400

Summary: The FY 2025 budget includes \$375,000 for exterior improvements at Village Hall. In June of 2024, the Village entered into an agreement with Industrial Roofing Specialists (IRS) to inspect and provide a design and bid plan. A bid opening was conducted on July 1, 2025 which yielded six bids. IRS along with Public Works staff reviewed the bids submitted and recommend to award a contract to AmerDer Construction for the Village Hall exterior improvements in the amount not-to-exceed \$355,400.

H. Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase Authorized Class – V Video Gaming License for Roundy's Illinois, LLC Located at 1350 East Route 22

Summary: Roundy's Illinois, LLC, operating as Mariano's, has requested a Class – V video gaming license for hosting video gaming terminals inside the grocery store. The company is in the process of expanding in-store offerings to encompass a bar service and video gaming. Staff requests consideration and approval of the proposed ordinance to issue a Class-V Video Gaming License to Roundy's Illinois dba Mariano's #514.

*Mayor Poynton requested further information on Agenda Items 6E, 6F and 6H.

The Mayor invited Mr. Jason Sfire, owner of the properties associated with 6E and 6F.

6E. Information was sought on the process of donation drop offs at the Salvation Army. Mr. Sfire stated that there will be a rear area for the few drop offs by the public as the Salvation Army uses a box truck to pick up and then bring to the store at the rear of the building. Questions from the Board included timeline for opening and Mr. Sfire answered.

6F. Mr. Sfire explained the positioning of the building, landscaping, 6 foot fence in the rear and trash location will be located closer to the nearby buildings. He responded to a question about oil storage, from the Board, and stated that there is no underground storage.

6H. Asst. Village Manager Duebner explained the different licenses held by Mariano's and the proposal. Kroger (parent company of Marianos's) representative Dan Keller was introduced and he addressed the Board and answered the Board's questions. They included a designated area for the proposal; other locations of the proposal; the logistics of serving alcohol and the monitoring of such. Staff also answered the Board's questions.

Trustee Spacone requested that Agenda Item 6H be pulled from the Consent Agenda for a separate vote.

Recommended Action: A motion to accept the Consent Agenda as presented, with the exception of 6H, was made by Mayor Poynton, seconded by Trustee Marx.

AYES: 5 Trustees Bharadwaj, Marx, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 1 Trustee Riley.

MOTION CARRIED.

7. **NEW BUSINESS**

A 6H. The summary was read by Mayor Poynton and there was a short discussion.

A motion to approve the Consent Agenda Item 6H was made by Mayor Poynton, seconded by Trustee Weider.

AYES: 2 Trustees Bharadwaj, Weider.

NAYS: 3 Trustees Marx, Spacone, Sugrue.

ABSENT: 1 Trustee Riley.

MOTION DENIED.

B. **Presentation by Baker Tilly of Annual Comprehensive Financial Report for Fiscal Year 2024.** Finance Dir. Amy Sparkowski introduced Joe Lightcap. Mr. Lightcap gave an overview of the report of a clean audit with no significant changes. Trustee Sugrue thanked outgoing Finance Dir. Sparkowski and Finance Dir. Kruse for their cooperation.

Mayor Poynton thanked Amy Sparkowski for her years of service to the Village.

8. **TRUSTEE REPORTS**

There were none.

9. **VILLAGE STAFF REPORTS**

A. **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) (5) purchase or lease of real estate; 5 ILCS 120 / 2 (c) (6) setting price for sale/lease of real estate; 5 ILCS 120 / 2 (c) (1) personnel – appointment, employment, compensation, discipline, performance or dismissal of specific employees.

Motion was made by Trustee Weider, seconded by Trustee Sugrue, adjourn to Executive Session for the purpose 5 ILCS 120 / 2 (c) (21) review of executive session minutes; 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; 5 ILCS 120 / 2 (c) (1) personnel – appointment, employment, compensation, discipline, performance or dismissal of specific employees, with no further business being conducted in Open Meeting.

AYES: 5 Trustees Bharadwaj, Marx, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 1 Trustee Riley.

MOTION CARRIED.

The Open Meeting moved to Executive Session at 7.55pm.

11. **ADJOURNMENT**

The Open Meeting and Executive Session adjourned at 8.18pm

Respectfully submitted:

Kathleen Johnson, Village Clerk.

Approved By:



Mayor Thomas M. Poynton

9-3-2025
Date