

.VILLAGE OF LAKE ZURICH

**Board of Trustees
70 East Main Street**



Monday, December 7, 2020 7:00 p.m.

ELECTRONIC ONLINE MEETING

Microsoft Teams Meeting

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AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider.
- 3. 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 5 minutes per speaker. Written testimony and comments submitted to info@lakezurich.org prior to the start of the meeting will be read into the record.
- 4. PRESIDENT'S REPORT / COMMUNITY UPDATE**
This is an opportunity for the Mayor to report on matters of interest to the Village.
- 5. PUBLIC HEARING ON CONSIDERATION OF PROPOSED VILLAGE OF LAKE ZURICH ANNUAL BUDGET FOR FISCAL YEAR 2021 (Mayor Poynton)**

Summary: As noticed in the Daily Herald on November 25, 2020 and on the Village website, this is a public hearing for the proposed annual budget for the Village of Lake Zurich's 2021 fiscal year, which will run January 1, 2021 through December 31, 2021. The proposed budget totals \$51 million to fund a full-service municipality with 156

full-time employees at Police and Fire, Public Works, Community Development, Parks and Recreation, Finance, and Administration.

Despite rising market costs for commodities and services, personnel adjustments required by collective bargaining agreements, and funding for capital investment, the proposed 2021 budget represents a 6% decrease in expenditures compared to the 2020 budget. The proposed 2021 budget shows a projected operations surplus of approximately \$9,000 for the General Fund.

The proposed 2021 budget will not require drawing down the fund balance of the General Fund. Living within our means for 2020 has resulted in a projected 2020 surplus of \$8,000, bringing the fund balance to \$11.4 million, of which an estimated \$9.6 million will be unreserved funds, representing a 34% General Fund balance. The Village's fund balance policy is currently to maintain a minimum of 25% for the General Fund and a target of 40%.

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 6, 2020. 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 Fiscal Year 2021 Budget Public Hearing and receive public comments into record.

Recommended Action #2: A motion to close the Fiscal Year 2021 Budget Public Hearing.

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 member of the Board).

A. Approval of Minutes of the Village Board Meeting, November 16, 2020

B. Approval of Semi-Monthly Warrant Register Dated December 7, 2020 Totaling \$1,385,354.78

C. Full Release of Letter of Credit for Freddy's Frozen Custard at 1095 South Rand Road in the Amount of \$8,910

Summary: Freddy's Frozen Custard is requesting full release of its remaining maintenance guarantee held by the Village in the amount of \$8,910. Occupancy to Freddy's was given on November 21, 2019 and there are no outstanding issues on the site.

D. Ordinance Amending Chapter 4 of Title 3 of the Lake Zurich Municipal Code Regarding Solicitation (Assign Ord. #2020-12-387)

Summary: The proposed Ordinance includes several revisions to the existing language in the Village Code, including fingerprint checks to positively identify solicitor applicants and delineation between commercial and charitable organizations.

E. Ordinance Adopting by Reference of the Lake County Watershed Development Ordinance (Assign Ord. #2020-12-388)

Summary: The Lake County Board adopted a revised county-wide Watershed Development Ordinance (WDO) in October 2020. The Village of Lake Zurich must adopt the new ordinance prior to January 18, 2021 in order to remain a WDO-certified community and a participant in the National Flood Insurance Program. The WDO ensures that new physical development does not increase existing or create new stormwater problems for nearby properties by establishing minimum standards for stormwater management, including floodplains, water detention, soil erosion, water quality treatment and wetlands management.

F. Ordinance Approving an Amendment to Ordinance #2014-10-998 for a Special Use Permit for the Expansion of Phase Three Brewing Company from 932 Donata Court into 928 Donata Court (Assign Ord. #2020-12-389)

Summary: Phase Three Brewing Company is seeking an amendment to the Special Use Permit authorized by the Village Board in October 2014 to allow the operations of the beer manufacturing company to expand into the adjacent space at 928 Donata Court. Phase Three Brewing Company intends to lease and use the expanded space for warehousing raw materials, aging products and storage of finished products, as well as spillover for patron seating and restroom use to be viable in a post-pandemic climate. The Planning and Zoning Commission held a public hearing on November 18, 2020 on this application and voted 7-0 in favor of recommending approval of the Special Use Permit.

G. Resolution Approving and Authorizing the Conveyance of Village-Owned Property at 60 Lake Zurich Drive (Assign Reso. #2020-12-053)

Summary: The owners of 60 Lake Zurich Drive request the Village to convey approximately 2,291.6 square feet of Village-owned land. These two strips are 15.25 feet and 4.25 feet wide respectively. These portions of land are of no utility to the Village as they are only directly accessible from 60 Lake Zurich Drive by land or by common access allowed to all users of the surface of the lake. These portions of property have historically been maintained and enjoyed by the current and previous owners of the home at 60 Lake Zurich Drive. The conveyance will also relieve the village of any liability with respect to ownership and maintenance of the land. Staff has no objection to the conveyance of these strips of land as they will not affect the Village's use, maintenance and operation of the remaining portion of land and lake bottom property.

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

7. **OLD BUSINESS**

(This agenda item includes matters for action by the Board of Trustees.)

None at this time.

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, 2021 and Ending December 31, 2021** (Ord. #2020-12-390) (Trustee Sprawka)

Summary: At the November 14, 2020 Committee of the Whole virtual budget workshop meeting, Mayor Poynton and Trustees reviewed with staff the proposed budget for Fiscal Year 2021, which begins on January 1, 2021. The proposed budget is presented as a balanced operational plan for the upcoming fiscal year without utilizing any available fund balance reserves.

The proposed Fiscal Year 2021 budget totals \$51 million to fund a full-service municipality with 156 full-time employees at Police and Fire, Public Works, Community Development, Parks and Recreation, Finance, and Administration. The budget includes holding seven full-time positions open, including two police officers, two firefighter/paramedics, one dispatcher, and two maintenance workers.

The 2021 budget has been developed in alignment with the Village Board's strategic plan, goals and objectives. Major projects and priorities include \$1.8 million of Non-Home Rule Sales Tax for road resurfacing, \$1.5 million to reinforce aged sewer lining, \$139,000 to replace two lift station pumps, \$400,000 to start grant-supported improvements at Paulus Park, \$70,000 to begin Stanton streambank stabilization, \$50,000 for tennis court resurfacing at Heatherleigh Park, \$50,000 for parkway tree replacement, and \$200,000 in TIF investment into Block A enhancements. The 2021 budget also includes \$637,000 for the replacement of a fire engine, \$110,000 for a replacement dump truck, and \$80,000 for a sewer-rodder.

Despite rising market costs for commodities and services, personnel adjustments required by collective bargaining agreements and funding for capital investments, the proposed 2021 budget represents a 6% decrease in expenditures compared to the 2020 budget, equivalent to nearly \$3 million less in expenditures and revenues. The proposed 2021 budget shows a projected operations surplus of approximately \$9,000 for the General Fund.

Recommended Action: A motion to approve Ordinance #2020-12-390 adopting the Annual Budget of the Village of Lake Zurich for All Corporate Purposes for the Fiscal Year Commencing January 1, 2021 and Ending December 31, 2021.

B. Courtesy Review for Mixed-Use Development Proposal for Eight Townhome Units in a Three-Floor Building and a Single-Floor Retail Building at 300 North Rand Road and 881 North Old Rand Road (Trustee Beaudoin)

Summary: Miller Street Partners, along with the existing owners of the property, Lakeside Condominiums of Lake Zurich LLC, are proposing the development of the 1.9 acre property at the southeast corner of Rand Road and Old Rand Road. Approximately 13,000 square feet of this property is lake bottom. The property is currently vacant and zoned within the B-1 Local and Community Business District and LP – Lake Protection District.

The development proposal includes 8 townhomes within one building with units 2,000 square feet each and 3 stories in height with a maximum height of 34 feet. The townhomes would be located at the rear of the property with frontage along the lake, including one boat slip per unit. The retail building would consist of a single-story 4,000 square-foot building with a drive-through facility and outdoor seating at the corner facing Rand and Old Rand Road.

The developer and staff seek to understand the Village Board's preferences towards the proposed development of the property

Recommended Action: This is a non-voting item at this time. The developer and staff seek to understand the Village Board's preferences towards the proposed development and highlight any areas of concern.

9. TRUSTEE REPORTS AND COMMENTS

This is an opportunity for Trustees to report on matters of interest to the Board of Trustees.

10. VILLAGE MANAGER'S REPORT

This is an opportunity for the Village Manager to report on matters of interest to the Board of Trustees.

11. DEPARTMENT HEAD REPORTS

This is an opportunity for department heads to report on matters of interest to the Board of Trustees.

12. EXECUTIVE SESSION called for the purpose of:

- 5 ILCS 120/2 (c) (21) approval of executive session minutes
- 5 ILCS 120/2 (c) (2) collective bargaining
- 5 ILCS 120/2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees

13. ADJOURNMENT

(Next regularly scheduled Village Board meeting on Monday, December 21, 2020)

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.