

APPROVED MINUTES
VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



Monday, February 6, 2017 at 7:00 p.m.

1. **CALL TO ORDER** by Village Manager Ray Keller at 7.00pm.
2. **ROLL CALL:** Trustee Jeff Halen, Trustee John Shaw, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider. Mayor Thomas Poynton and Trustee Jim Beaudoin were absent and excused. Also present: Village Manager Ray Keller, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Finance Dir. Jodie Hartman, Dir. of Innovation Michael Duebner, Police Chief Steve Husak, Fire Chief John Malcolm, Community Development Director Sarosh Saher, Public Works Dir. Mike Brown, Rec. Manager Bonnie Caputo, Atty. Carmen Forte.
3. **PLEDGE OF ALLEGIANCE**
4. Village Manager Ray Keller entertained a motion to appoint an Acting Meeting Person and Trustee Halen be appointed the Acting Meeting Person. A motion was made by Trustee Halen, seconded by Trustee Spacone.
AYES: 5 Trustees Halen, Shaw, Spacone, Sprawka, Weider.
NAYS: 0
ABSENT: 1 Trustee Beaudoin.
MOTION CARRIED.
5. **PUBLIC COMMENT**
Weston McGarrigle, 118 A Potawatomi Trail addressed the Board on the recent bomb threat on the children's Jewish camp near Lake Zurich. Police Chief Steve Husak responded to the resident that the camp is not in the Village of Lake Zurich and therefore not in its jurisdiction. Chief Husak stated that the Police and Fire Departments were aware of the threat and have resources e.g. FBI, Swat teams. The departments have updates from FBI, Homeland Security about issues.
6. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
There was none.
7. **CONSENT AGENDA**
 - A. Approval of Minutes of the Village Board Meeting, January 16, 2017
 - B. Semi-Monthly Warrant Register Dated February 6, 2017 Totaling \$1,033,343.11

- C. Special Event Approval for Downtown Cruise Nights from May – October, 2017, Craft Beer Festival on May 12 and May 13, 2017, Movies in the Park on June 2 and July 9, 2017, Farmers Market from June to September 2017, Independence Day on July 4, 2017, Rock the Block on September 9, 2017, and Miracle on Main Street on December 2, 2017**

Summary: The Parks and Recreation Advisory Board and staff are recommending approval of these internal Village special events for Fiscal Year 2017. Certain events will require local street closures for event setup, operations, and cleanup. The largest of the internal 2017 special events includes Independence Day celebrations and Rock the Block, each with estimated attendance of over 8,000 people.

- D. Illinois Department of Transportation Motor Fuel Tax Resolution for Maintenance of Streets and Highways in the Amount of \$515,000**

Summary: Each year the Village uses its Motor Fuel Tax (MFT) allocation from the State of Illinois for certain maintenance services and material purchases. The State requires the Village Board approve a Resolution approving the use of these MFT funds. To avoid the necessity of a MFT supplemental resolution in the event costs exceed the budgeted amounts, Staff recommends the proposed resolution include a 5% contingency amount.

- E. Ordinance Approving Annual Official Zoning Map of the Village of Lake Zurich Ord. #2017-2-172**

Summary: State statutes require that all municipalities annually publish an updated copy of their zoning map by March 31 of each year. Updates this year include parcels related to the planned development of Sparrow Ridge Plaza, the new location for Timothy Grant Jewelry, and a zoning correction for 45 South Old Rand Road.

- F. Ordinance Amending Chapter 9 (Administrative Towing Fee) of Title 6 of the Lake Zurich Municipal Code Ord. #2017-2-173**

Summary: On July 5, 2016 the Village Board approved an increase in the administrative tow fee from \$250 to \$400. Some of the necessary sections of the Municipal Code were not updated at that time. In addition, Public Act 99-0848 was updated later in 2016 and directs municipalities to review Codes to provide for the payment of attorneys' fees and storage costs by a municipality to any person who has their vehicles impounded improperly.

- G. Ordinance Amending Title 2, Chapter 7, Article 4 of the Village of Lake Zurich Municipal Code Regarding the Powers and Duties of the Park and Recreation Advisory Board Ord. #2017-2-174**

Summary: The Park and Recreation Advisory Board met in October and December of 2016 to review municipal code language and recommends minor revisions to the code language regarding powers and duties of the advisory board.

- H. Purchase of One 2017 Ford F-250 Pickup Truck in the Amount Not-to-Exceed \$36,000 Currie Motors under the Suburban Purchase Contract**

Summary: The Public Works Department vehicle scheduled for replacement is a 2003 Ford pickup. The Fiscal Year 2017 budget includes \$36,000 to replace and equip this vehicle. The replacement pickup will cost \$25,424 to order from Currie Motors, with the balance of budgeted funds utilized to equip the truck.

- I. **Purchase of One 2017 Ford Police Interceptor Utility Vehicle and One 2017 Ford Escape Vehicle in the Amount Not-to-Exceed \$68,000 from Currie Motors under the Suburban Purchase Contract**

Summary: The two Fire Department vehicles scheduled for replacement are both 2003 Ford sedans. The 2017 budget contains \$68,000 to replace and equip two fire vehicles. The two replacement vehicles will cost \$51,150 to order from Currie Motors, with the balance of budgeted funds utilized to equip the units.

- J. **Purchase of Two 2017 Ford Police Interceptor Utility Vehicles and One 2017 Ford Escape in the Amount Not-to-Exceed \$106,000 from Currie Motors under the Suburban Purchasing Contract**

Summary: The three Police Department vehicles scheduled for replacement include two 2010 Ford models, and a 2007 Volvo model. The 2017 budget contains \$106,000 to replace and equip three police vehicles. The three replacement vehicles will cost \$75,655 to order from Currie Motors, with the balance of budgeted funds utilized to equip the units. Staff is requesting Village Board authorization to purchase six budgeted vehicles on this consent agenda for the 2017 fiscal year. However, to minimize the impact to cash flows, staff will focus on ordering three vehicles at this time and the remaining three later in the year once property tax receipts distributions have begun.

- K. **Letter of Credit Reduction to \$53,603 for Just Tires at 175 Quentin Road**

Summary: Just Tires has requested a reduction of the letter of credit for the recent construction at 175 Quentin Road. Staff recommends the letter of credit be reduced from \$536,030 to a remaining 10% escrow of \$53,603 as a maintenance guarantee to be held for one year from the date of Village Board approval.

- L. **Ordinance Authorizing Disposal of Surplus Property Owned by the Village of Lake Zurich Ord. #2017-2-175**

Summary: Staff has determined the items listed in this proposed Ordinance are no longer necessary, useful, or in the best interests of the Village to retain ownership. The proposed Ordinance declares the property as surplus and authorizes the sale or disposal of the items.

Recommended Action: Motion was made by Trustee Shaw, seconded by Trustee Sprawka, to approve the Consent Agenda as presented.

AYES: 5 Trustees Halen, Shaw, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Beaudoin.

MOTION CARRIED.

7. **OLD BUSINESS**

None at this time.

8. **NEW BUSINESS**

None at this time.

9. **TRUSTEE REPORTS**

None at this time.

10. **VILLAGE MANAGER'S REPORT**

Garden Homes (Kmart property) will have a residents meeting at the Holiday Inn on Thursday, February 16, at 6.30pm

11. **ATTORNEY'S REPORT**

None at this time.

12. **DEPARTMENT HEAD REPORTS**

Rec. Manager Bonnie Caputo reported that tickets are now on sale for the Craft Beer Festival which will be May 12 and 13.

The Executive Session was postponed.

13. **ADJOURNMENT**

Motion was made by Trustee Spacone, seconded by Trustee Weider, to adjourn the meeting.

AYES: 5 Trustees Halen, Shaw, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Beaudoin.

MOTION CARRIED.

Meeting adjourned at 7.10pm

Respectfully Submitted by:

Kathleen Johnson, Village Clerk.

Approved by:



Thomas M. Poynton, Village Mayor

3-8-2017
Date.