

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



AGENDA ITEM

6A

Monday, July 20, 2020 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7.00pm
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Greg Weider. Trustee Jonathan Sprawka was absent and excused. Also in attendance: Village Manager Ray Keller, Village Atty. Scott Uhler, Finance Dir. Bane Thomey, Dir. of Innovation Michael Duebner, Dir. Of Community Services Sarosh Saher. Electronically attended: Asst. Village Manager Roy Witherow, Fire Chief John Malcolm, Public Works Dir. Mike Brown.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
There were none.
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
Mayor Poynton announced that the 2020 Rock The Block event has been cancelled.
6. **CONSENT AGENDA**
 - A. Approval of Minutes of the Village Board Meeting, July 6, 2020
 - B. Approval of Semi-Monthly Warrant Register Dated July 20, 2020 Totaling \$420,552.15
Recommended Action: A motion A motion was made by Mayor Poynton, seconded by Trustee Beaudoin, to approve the Consent Agenda as presented.
AYES: 5 Trustees Beaudoin, Euker, Gannon, Spacone, Weider.
NAYS: 0
ABSENT: 1 Trustee Sprawka.
MOTION CARRIED.
7. **OLD BUSINESS**
None at this time.
8. **NEW BUSINESS**
 - A. **Presentation of Comprehensive Annual Financial Report for Fiscal Year 2019**
Summary: State law requires the Village to publish a complete set of financial statements presented in conformity with generally accepted auditing standards by a firm of licensed certified public accountants. The Village has completed the annual audit with Baker Tilly, who has issued a clean opinion on Village finances for the fiscal year ended December 31, 2019. The Government Finance Officers

Associated has awarded a Certificate of Achievement for Excellence in Financial Reporting to the Village for this transparent and prudent municipal finance management report.

Overall, Village finances fared well during Fiscal Year 2019. The General Fund balance increased by \$641,000 to a total fund balance of \$11.4 million, or 33% of the General Fund Target Fund Balance of 40%. Long-term bonded debt decreased \$2.2 million to a total of \$25.4 million outstanding as of December 31, 2019. The Village maintains a AAA bond rating status from Standard & Poor's, which it has held since 2013.

Efforts to improve cash flow and better manage public assets are resulting in the Village making progress towards its #1 Strategic Goal of being financially sustainable to support municipal services and planned infrastructure investment.

Finance Dir. Bane Thomey introduced the representative from Baker Tilly, who appeared electronically. He explained the process and the clean report that is given to the village. Dir. Thomey thanked Diane Gleich who was instrumental in working with the auditors.

Recommended Action: A motion was made by Trustee Spacone, seconded by Trustee Weider, to approve and accept the Comprehensive Annual Financial Report for the fiscal year ended December 31, 2019.

AYES: 5 Trustees Beaudoin, Euker, Gannon, Spacone, Weider.

NAYS: 0

ABSENT: 1 Trustee Sprawka.

MOTION CARRIED.

B. Ordinance Proposing the Establishment of a Special Service Area #17 in the Village of Lake Zurich and Providing for a Public Hearing and Other Procedures in Connection Therewith for Canterbury Estates at 80 Genesee Street, Block G ORD. # 2020-07-373

Summary: Special Service Area #17 is being setup as a backup SSA for the proposed Canterbury Estates development containing 40 townhouses along the north side of Route 22, just west of Old Rand Road. This proposed SSA is for the maintenance, repair, reconstruction and replacement of the stormwater and detention management improvements and the private roadways located within the development site. This backup SSA was required as a condition within the Development Agreement between the Village of Lake Zurich Jade Development for the redevelopment of the property.

This SSA will allow the Village to assess a tax, in the future and only if necessary, on the property owners of the townhouses within that subdivision to pay for maintenance and repairs to the storm water management facilities and the private roadways, and only in the event the subdivision's Homeowners Association (HOA) is delinquent in fulfilling these obligations. No levy of taxes is proposed at this time.

Ryan Homes, represented by Mr. Scott Shelton and Jade Development, owned by Mr. Gregory Schwermer, plan to undertake a joint venture for the development of the Subject Property, wherein the land will be developed by Jade Development and include the private roadway, access to IL Route 22, installation of utilities and construction-ready building pads; and Ryan will complete the Development through the construction of the townhouse buildings on the pads.

State Statute requires a comment period of 60 days following the adjournment of the proposed public hearing. Within that period, the proposal for the SSA may be vetoed by a petition of 51 percent of electors and owners of record of the property. If vetoed, the proposal for the SSA may not be re-proposed by the municipality for two years. If no such petition is filed, the Village Board will be required to adopt an "Establishing Ordinance" for the special service area.

Dir. Of Community Services Sarosh Saher explained the process of creating an SSA and the reasons behind it and answered the Board's questions including the difference between an SSA and HOA. Mayor Poynton stated that an HOA must follow State regulations and the homeowner knows about the SSA when closing on the property.

Recommended Action: A motion was made by Trustee Beaudoin, seconded by Trustee Spacone, to approve Ordinance #2020-07-373 Proposing the Establishment of a Special Service Area Number 17 in the Village of Lake Zurich and Providing for a Public Hearing and Other Procedures in Connection Therewith for Canterbury Estates at 80 Genesee Street, Block G.

AYES: 5 Trustees Beaudoin, Euker, Gannon, Spacone, Weider.

NAYS: 0

ABSENT: 1 Trustee Sprawka.

MOTION CARRIED.

C. Public Hearing in Regards to Lake Zurich Special Service Area #17 located within the Canterbury Estates Subdivision at the Southwest Corner of Route 22 and South Old Rand Road

Summary: This is a public hearing in regards to Lake Zurich Special Service Area #17 for the maintenance, repair, reconstruction and replacement of the stormwater infrastructure, detention management improvements, and private roadways located within the Canterbury Estates Subdivision at the southwest corner of Route 22 and South Old Rand Road.

This public hearing is being held pursuant to Ordinance #2020-07-373 being passed by the President and Board of Trustees on July 20, 2020. Pursuant to Section 3 of the aforementioned Ordinance, notice of this public hearing in the form set forth in Section 4 of the aforementioned Ordinance, was given as follows:

- a) Publication of said Notice in the Daily Herald Newspaper on July 3, 2020.
- b) Mailing said Notice, to the real estate tax assess for each parcel of property located within the proposed Special Service Area, on July 6, 2020.

Recommended Action #1: Call to Order by Mayor Poynton at 7.37pm for Public Hearing in Regards to Lake Zurich Special Service Area #17 located within the Canterbury Estates Subdivision at the Southwest Corner of Route 22 and South Old Rand Road

Recommended Action #2: Public hearing is now open to allow Staff to provide an explanation of the project and method of financing of the project and to receive questions and public comments from the community.

Dir. Saher gave a brief description of the backup SSA.

There were no Public comments.

Recommended Action #3: Mayor Poynton declared the Public Hearing closed at 7.40pm

9. TRUSTEE REPORTS AND COMMENTS

There were none.

10. VILLAGE MANAGER'S REPORT

A. Fiscal Year 2020 Budget Update: Village Manager Ray Keller gave a PowerPoint presentation on the FY 20 budget. Because of the departure of Peapod and the COVID-19 pandemic the revenue has been significantly down and the staff has been adjusting expenditures. Mayor Poynton thanked the Mr. Keller and staff for the update.

B. Monthly Data Metric Reports

C. Phase 3 of the E.O. Sullivan: this will be starting with phone community surveys and an update is at the Aug 3rd meeting.

11. DEPARTMENT HEAD REPORTS

Finance Department - Treasurer's Report: Finance Dir. Thomey presented the report.

12. ADJOURNMENT

Motion to adjourn was made by Trustee Euker, seconded by Trustee Spacone.

AYES: 5 Trustees Beaudoin, Euker, Gannon, Spacone, Weider.

NAYS: 0

ABSENT: 1 Trustee Sprawka.

MOTION CARRIED.

Meeting adjourned at 7.57pm

Respectfully Submitted by:

Kathleen Johnson, Village Clerk.

Approved by:

Thomas M. Poynton, Village Mayor

Date.