

VILLAGE OF LAKE ZURICH
Board of Trustees
70 East Main Street

Monday, May 19, 2014, 7:00 p.m.

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee Mark Loewes, Trustee Steve O'Connor, Trustee Jonathan Sprawka, and Trustee Dan Stanovich.
- 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.)
- 5. PRESIDENT'S REPORT**
(This is an opportunity for the Mayor to report on matters of interest to the Village.)
 - A. Community Update**
 - B. Appointment of Tony Harper to the Tree Commission**
 - C. Proclamation for Click It or Ticket Campaign**
- 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, May 5, 2014**
 - B. An Ordinance Granting a Class A-1 Liquor License to El Jardin's at 500 Ela Road (Assign Ord. #2014-5-972)**

Summary: El Jardin's has requested a Class A-1 liquor license, authorizing the retail sale of alcoholic liquor for consumption at an outdoor café accessory to a restaurant that holds a Class A license.
 - C. An Ordinance Granting a Class C Liquor License to Jewel-Osco Drug at 345 South Rand Road (Assign Ord. #2014-5-973)**

Summary: Jewel-Osco has requested a Class C liquor license, authorizing the retail sale of alcoholic liquors, in original package form, for consumption off the premises where sold.

D. An Ordinance Granting a Class H-2 Liquor License to Jewel-Osco Drug at 345 South Rand Road (Assign Ord. #2014-5-974)

Summary: Jewel-Osco has requested a Class H-2 liquor license, authorizing an unlimited number of tasting events, subject to the same conditions applicable to an H-1 single special event license.

E. An Ordinance Amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code to Amend the “Number of Licenses” (Assign Ord. #2014-5-975)

Summary: The above three Ordinances amend the number of liquor licenses issued by the Village to El Jardin and Jewel-Osco. This Ordinance clarifies the total number of licenses and classifications used by the Village and is reflected in the official table found in the Municipal Code.

F. Change Order Request for Pine Avenue / Elm Place Water Main Project in the Amount of \$34,307.68

Summary: In September 2013, the Village Board approved an agreement with Bolder Contractors in the amount of \$448,652. This amount was \$51,348 less than the budget amount of \$500,000. Of the agreed amount, \$350,000 was funded by a grant from the Department of Commerce and Economic Opportunity. Several factors have impacted the water main project, including weather, project timing, improper drainage and road shoulder restoration, which have contributed to an increase in the original bid by \$34,307.68.

Recommended Action: Motion to approve the Consent Agenda as presented. (Roll Call Vote)

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. Semi-Monthly Warrant Register Dated May 19, 2014 Totaling \$276,347.59 (Trustee Halen)

Recommended Action: A motion to approve the semi-monthly warrant register dated May 19, 2014 totaling \$276,347.59.

B. Agreement for a Comprehensive Organizational Analysis in the Fire Department (Trustee O'Connor)

Summary: The approved fiscal year 2015 budget includes \$50,000 for an organizational analysis in the Fire Department. Since fiscal year 2010, Village staffing levels have been reduced by 19 full-time positions, but due to the scope and complexity of public safety operations, the Village Board has previously discussed

retaining a consultant to conduct an analysis in these areas. This analysis with the International City/County Management Association's Center for Public Safety Management is being proposed as an investment to create a more efficient government organization that will progress the Village strategic goal of long-term fiscal sustainability.

Recommended Action: A motion to approve an agreement for a Fire Department organizational analysis with the International City/County Management Association's Center for Public Safety Management in an amount not to exceed \$50,000 and to authorize the Village Manager to execute any necessary documents for the same.

9. TRUSTEE REPORTS

(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.)

A. Monthly Department Reports

11. ATTORNEY'S REPORT

(This is an opportunity for the Village Attorney to report on legal matters of interest to the Board of Trustees.)

12. DEPARTMENT HEAD REPORTS

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

A. Community Services Department – Industrial and Retail Vacancy Reports, Q1 2014

13. 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)(3) appointment for a public office, and 5 ILCS 120/2(c)(1) appointment, employment, compensation, discipline, performance or dismissal of specific employees.

A. Approval of minutes from Executive Session May 5, 2014

B. Collective Bargaining

C. Appointment, employment, compensation, discipline, performance or dismissal of specific employees

14. ADJOURNMENT

(Next Village Board meeting on Monday, June 2, 2014)

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.

70 E. Main Street
Lake Zurich, IL 60047



Phone: (847) 438-5141
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www.LakeZurich.org

STATE OF ILLINOIS)
) ss
COUNTY OF LAKE)

OFFICIAL OATH

I, Tony Harper, having been duly appointed to the position of Tree Commissioner, in the Village of Lake Zurich in the County of Lake, DO SOLEMNLY SWEAR, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of Tree Commissioner to the best of my ability.

Term to Expire: April 30, 2016

Tony Harper

Signed and sworn before me this 19th day of May, 2014.

Tom Poynton
Village President

Thomas M. Poynton
Village Mayor
70 E. Main Street
Lake Zurich, IL 60047



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Office of the Mayor

**PROCLAMATION
CLICK IT OR TICKET CAMPAIGN**

WHEREAS, motor vehicle crashes are the leading cause of death in the United States for people between the ages of 4 and 33; and

WHEREAS, drivers and passengers should be aware that three out of every four crashes occur within 25 miles of their homes; and

WHEREAS, if 90 percent of Americans buckle up, more than 5,500 deaths and 312,000 injuries would be prevented annually; and

WHEREAS, adults not buckling up themselves send their children a deadly message that it is all right not to wear a safety belt; and

WHEREAS, even though safety usage in Illinois is at an all-time high of 71.4 percent, an even higher rate will save even more lives on our roadways; and

WHEREAS, the Click It or Ticket program in the State of Illinois is a reminder from police agencies around the state that if you are caught driving or riding without a safety belt, you might receive a ticket.

NOW, THEREFORE, BE IT PROCLAIMED that I, Mayor Tom Poynton, Village of Lake Zurich President, proclaim that the **CLICK IT OR TICKET CAMPAIGN** is being enforced in the Village of Lake Zurich and we encourage all citizens to be aware of the importance of the proper use of safety belts and child safety seats when they drive.

Dated this 19th day of May, 2014.



In witness whereof, I have hereunto set my hand and caused the official Seal of this Village to be affixed.

Tom Poynton, Mayor of Lake Zurich

UNAPPROVED
VILLAGE OF LAKE ZURICH
Board of Trustees
70 East Main Street
Monday, May 5, 2014, 7:00 p.m.

1. CALL TO ORDER by Mayor Thomas M. Poynton 7:00pm
 2. ROLL CALL: Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee Mark Loewes, Trustee Steve O'Connor, Trustee Jonathan Sprawka, and Trustee Dan Stanovich. Also present: Village Manager Jason Slowinski, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Community Services Dir. Mike Earl, Finance Dir. Jodie Hartman, I/T Dir. Michael Duebner, Fire Chief Dave Wheelock, Police Chief Steve Husak, Public Works Manager Mike Brown, Building Zoning Manager Dan Peterson, Engineer Peter Stoehr, Management Analyst Kyle Kordell.
 3. PLEDGE OF ALLEGIANCE
 4. PUBLIC COMMENT
Joe Schweda, Scoreboard Bar and Grill, N. Old Rand Road, addressed the Board on agenda item #8D.
 5. PRESIDENT'S REPORT
 - A. Community Update: Wednesday, May 7, 2014 will be Cruise Night on Main Street.
 - B. Proclamation for Building Safety Month (May 2014)
 - C. Proclamation for Motorcycle Safety and Awareness Month (May 2014)
 - D. Proclamation for Emergency Medical Services Week (May 18 – May 24, 2014)
 - E. Proclamation for Peace Officers Memorial Day (May 15, 2014)
 - F. Proclamation for Crossing Guard Day (May 12, 2014)
 6. CONSENT AGENDA
 - A. Approval of Minutes of the Village Board Meeting, April 21, 2014
 - B. Resolution for Lake Zurich American Legion Memorial Day Parade 2014
RESO # 2014-5-6B
Summary: The Lake Zurich American Legion sponsors the annual Memorial Day Parade. The route will temporarily close Route 22 from Ela to Buesching Road, Old Rand Road from Buesching to Oak Street, Lions Drive from Main Street to Jamie Lane, and Mohawk Trail from South Old Rand to 200 Mohawk. This resolution is required by the Illinois Department of Transportation to allow for these road closures.
 - D. Purchase of Bulk Water Conditioning Salt
Summary: The annual contract for water conditioning salt for use in the Village's ion exchange water treatment plants expired on April 30, 2014. After a review of current market prices, staff is recommending the Village Board waive the formal bid process and accept the unit price from Morton Salt in the amount of \$82.75 per ton in a total amount not to exceed \$101,000.
- Trustee Halen requested item #6C to be removed from the Consent Agenda.*
- Recommended Action:** Motion was made by Trustee Loewes, seconded by Trustee Sprawka, to approve the Consent Agenda as amended, excluding item #6C.
- AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.
- NAYS: 0
- ABSENT: 0
- MOTION CARRIED.

C. **Ratification of Collective Bargaining Agreement with the International Association of Firefighters, Local 3191**

Summary: The proposed agreement with Local 3191 is intended to promote the continuous mutual understanding and harmonious relationship between the Village and the International Association of Firefighters. The proposed agreement is retroactive to May 1, 2014 and is effective until April 30, 2017.

Trustee Halen stated that the benefits package was the reason he requested the removal of this item from the Consent Agenda

Motion made by Trustee Beaudoin, seconded by Trustee Stanovich, to approve the Ratification of Collective Bargaining Agreement with the International Association of Firefighters, Local 3191

AYES: 5 Trustees Beaudoin, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 1 Trustee Halen.

ABSENT: 0

MOTION CARRIED.

7. **OLD BUSINESS**

A. **Five Year Strategic Plan**

Summary: At the March 3, 2014 Village Board meeting, the initial draft of the five year strategic plan was presented for review and comment. The current version of the strategic plan represents the final working draft, which includes the five major strategic goals, their subsequent objectives, and revised mission and vision statements. Upon approval of the strategic plan, the Board will establish the direction of the Village over the next five years, which will serve as a "roadmap" to accomplish the official goals.

Asst. Village Manager Roy Witherow gave an overview on the Strategic plan and answered the Board's questions.

Recommended Action: A motion was made by Trustee Loewes, seconded by Trustee Halen, to approve the 2014-2019 Lake Zurich Five Year Strategic Plan.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

8. **NEW BUSINESS**

A. **Semi-Monthly Warrant Register Dated May 5, 2014 Totaling \$604,783.79**

Recommended Action: A motion made by Mayor Poynton, seconded by Trustee Halen, to approve the semi-monthly warrant register dated May 5, 2014 totaling \$604,783.79.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

B. **An Ordinance Approving and Granting Special Use Permit for Outdoor Seating Accessory to a Permitted Eating Place for 500 Ela Road (El Jardin Restaurant) ORD # 2014-5-969**

Summary: On January 15, 2014, the Plan Commissioned voted 8-0 in favor of recommending approval of the proposed special use permit, which allows the lessee

of the property at 500 Ela Road to utilize the existing deck for outdoor dining. There are no special conditions relative to approval.

Recommended Action: A motion was made by Trustee Loewes, seconded by Trustee Beaudoin, to approve Ordinance #2014-5-969 approving and granting special use permit for outdoor seating accessory to a permitted eating place for 500 Ela Road.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

C. An Ordinance Approving an Amendment to the Exterior Appearance (Somerset Townhomes – Lakeview Place) ORD # 2014-5-970

Summary: On April 21, 2014, the Plan Commission voted 8-0 in favor of granting approval of the proposed variation, which amends the existing Exterior Appearance approval to allow for the construction of 19 remaining townhome units in downtown Lake Zurich. There are no special conditions relative to approval.

Recommended Action: A motion made by Trustee Loewes, seconded by Trustee Sprawka, to approve Ordinance #2014-5-970 approving an amendment to the exterior appearance of Somerset Townhomes.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

D. An Ordinance Amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code Increasing Fees for V-Video Gaming Liquor License ORD # 2014-5-971

Summary: At the April 7, 2014 Village board meeting, Trustees approved an Ordinance authorizing video gaming pursuant to the Illinois Video Gaming Act. Based on an analysis of comparative video gaming fees in nearby municipalities, an increase from \$250 to \$1,000 for a "V-Video Ganuing" liquor license will bring the total annual licensing cost for video gaming terminals in Lake Zurich in-line with other towns.

Trustee Halen stated that he would like to recommend \$2500.00 fee for the liquor license. There was discussion about Mr. Schweda's comments at Public Comments. Atty. Uhler advised the Board and Village Manager Jason Slowinski gave an explanation of the Act. After discussion the Board recommended that the Ordinance be amended to a \$2500.00 fee instead of \$1000.00.

Recommended Action: An amended motion was made by Trustee Beaudoin, seconded by Trustee Halen, to approve Ordinance #2014-5-971 amending Chapter 3 of Title 3 of the Lake Zurich municipal code to increase liquor licensing fees to \$2500.00

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

E. Approval of 2014 Road Resurfacing Program (Trustee Stanovich)

Summary: Five bids were received for the upcoming 2014 road resurfacing program, which includes new asphalt surface, as well as sidewalk, curb, and gutter replacement, for the streets in the Industrial Park and portions of Red Bridge Road and Surryse Road. The lowest responsible bidder for this program is Peter Baker & Son Company. This annual road resurfacing program is funded by the Non-Home Rule Sales Tax Fund.

Community Services Dir. Mike Earl and Building Zoning Manager Dan Peterson answered the Board's questions.

Recommended Action: A motion was made by Trustee Stanovich, seconded by Trustee Sprawka, to award the 2014 road resurfacing program to Peter Baker & Son Company in the amount of \$1,116,326.08.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

F. A Resolution Adopting A Village Seal, Village Flag, Village Slogan, and Other Alternative Logos RESO # 2014-5-8F

Summary: The official Village logo has not been modified in ten years. As part of an initiative to better market the Village and establish a contemporary and consistent Lake Zurich brand, staff has worked with several graphic designers to develop a new, more contemporary logo. It is anticipated that the rollout of a new official Village of Lake Zurich website will occur shortly following the adoption of the new logo designs.

Village Manager Slowinski introduced the topic and I/T Dir. Michael Duebner gave a PowerPoint presentation; they answered the Board's questions.

Recommended Action: A motion was made by Mayor Poynton, seconded by Trustee Stanovich, to approve Resolution # 2014-5-8F adopting a Village Seal, Village Flag, Village Slogan, and Other Alternative Logos.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

9. TRUSTEE REPORTS

Trustee Loewes reported on a fundraiser for a LZHS student who has cancer. Information is available at www.lzlacrosse.com

10. VILLAGE MANAGER'S REPORT

Village Manager Slowinski reported that Police Chief Husak and Management Analyst Kordell have been preparing the video-gaming applications. Chief Husak stated that a flowchart and process has been prepared.

11. ATTORNEY'S REPORT

A. Legal Review Law Bulletin

Atty. Uhler reported on the bulletin and the decision was made to have the bulletin emailed to the Board.

12. DEPARTMENT HEAD REPORTS

A. Community Services Department: Roofing Contractors.

Building Zoning Manager Peterson reported on the roofing contractors who are soliciting after the hailstorm of April 12, 2014.

13. EXECUTIVE SESSION called for the purpose of discussing 5 ILCS 120/2 (c)(2) collective bargaining and 5 ILCS 120/2 (c)(21) approval of executive session minutes.

A. Approval of minutes from Executive Session April 21, 2014

B. Discussion of Collective Bargaining Agreements

Motion was made by Trustee Beaudoin seconded by Trustee Stanovich, to adjourn to Executive Session.

AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.
NAYS: 0
ABSENT: 0
MOTION CARRIED.

Meeting adjourned at 8.10pm.

Meeting reconvened at 8.48pm and called to order by Mayor Tom Poynton.

ROLL CALL: Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee Mark Loewes, Trustee Steve O'Connor, Trustee Jonathan Sprawka, and Trustee Dan Stanovich. Also present: Village Manager Jason Slowinski, Village Atty. Scott Uhler, H.R. Manager Doug Gibson, Police Chief Steve Husak.

14. ADJOURNMENT

Motion to adjourn was made by Trustee Loewes, seconded by Trustee Beaudoin.
AYES: 6 Trustees Beaudoin, Halen, Loewes, O'Connor, Sprawka, Stanovich.
NAYS: 0
ABSENT: 0
MOTION CARRIED.

Meeting adjourned at 8.49pm.

Respectfully submitted: Kathleen Johnson, Village Clerk.

Approved by:

Thomas M. Poynton, Village Mayor

Date.

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM

6B

Phone: (847) 438-5141
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www.LakeZurich.org

MEMORANDUM

Date: May 13, 2014

To: Jason T. Slowinski, Village Manager

From: David K. Anderson, Commander of Police Investigations

Subject: Amendment of the Village Liquor Code

Issue: A new business, El Jardin, is requesting a liquor license for their business requiring amendments to the Village's Liquor License Code (Chapter 3 of Title 3).

Analysis: El Jardin will be opening their restaurant at 500 Ela Road. In addition to prepared foods El Jardin would like to have the opportunity to serve alcoholic liquors, beer, wine and spirits to be consumed at their location. To accommodate their request the Village's Liquor License Code would need to be amended to add a Class A – 1 license. The owners of El Jardin have complied with all the requirements of the application process and have been found to be eligible for a Village license.

Recommendation: Enact the proposed amendments to the Village Liquor Control Ordinance.

w/ Attachments:

Ordinances amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code increasing the number of Class A – 1 liquor licenses.

ORDINANCE NO. 2014-5-972

**AN ORDINANCE AMENDING SECTION 3-3B-14 OF CHAPTER 3 OF TITLE 3 OF
THE VILLAGE CODE OF THE VILLAGE OF LAKE ZURICH TO INCREASE
THE NUMBER OF AUTHORIZED LIQUOR LICENSES**

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The number of Class A-1 liquor licenses authorized by section 3-3b-14 of Chapter 3 of title 3 of the Village Code of the Village of Lake Zurich is hereby increased by one for El Jardin located at 500 Ela Road in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

SECTION 2: If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 3: All Ordinances in conflict therewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED this 19th day of May, 2014 by the following vote:

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on May 19, 2014.

Tom Poynton, MAYOR

ATTEST:

Kathleen Johnson, VILLAGE CLERK

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM

6 C

Phone: (847) 438-5141
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www.LakeZurich.org

MEMORANDUM

Date: May 13, 2014

To: Jason T. Slowinski, Village Manager

From: David K. Anderson, Commander of Police Investigations

Subject: Amendment of the Village Liquor Code

Issue: A new business, Osco Drug #2505, is requesting a liquor license for their business requiring amendments to the Village's Liquor License Code (Chapter 3 of Title 3).

Analysis: Osco Drug #2505 will be opening their business at 345 South Rand Road. Osco Drug #2505 would like to have the opportunity to sell alcoholic liquors, beer, wine and spirits, in original package form, for consumption off the premises where sold. To accommodate their request the Village's Liquor License Code would need to be amended to add a Class C license. The owners of Osco Drug #2505 have complied with all the requirements of the application process and have been found to be eligible for a Village license.

Recommendation: Enact the proposed amendments to the Village Liquor Control Ordinance.

w/ Attachments:

Ordinances amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code increasing the number of Class C liquor licenses.

ORDINANCE NO. 2014-5-973

**AN ORDINANCE AMENDING SECTION 3-3B-14 OF CHAPTER 3 OF TITLE 3 OF
THE VILLAGE CODE OF THE VILLAGE OF LAKE ZURICH TO INCREASE
THE NUMBER OF AUTHORIZED LIQUOR LICENSES**

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The number of Class **C** liquor licenses authorized by section 3-3b-14 of Chapter 3 of title 3 of the Village Code of the Village of Lake Zurich is hereby **increased** by one for Osco Drug #2505 located at 345 S. Rand Road in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

SECTION 2: If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 3: All Ordinances in conflict therewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED this 19th day of May, 2014 by the following vote:

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on May 19th, 2014.

Tom Poynton, MAYOR

ATTEST:

Kathleen Johnson, VILLAGE CLERK

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM

6D

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MEMORANDUM

Date: May 13, 2014

To: Jason T. Slowinski, Village Manager

From: David K. Anderson, Commander of Police Investigations

Subject: Amendment of the Village Liquor Code

Issue: A new business, Osco Drug #2505, is requesting a liquor license for their business requiring amendments to the Village's Liquor License Code (Chapter 3 of Title 3).

Analysis: Osco Drug #2505 will be opening their business at 345 South Rand Road. Osco Drug #2505 would like to have the authority to have an unlimited number of tastings for the 2014 calendar year. To accommodate their request the Village's Liquor License Code would need to be amended to add a Class H - 2 license. The owners of Osco Drug #2505 have complied with all the requirements of the application process and have been found to be eligible for a Village license.

Recommendation: Enact the proposed amendments to the Village Liquor Control Ordinance.

w/ Attachments:

Ordinances amending Chapter 3 of Title 3 of the Lake Zurich Municipal Code increasing the number of Class H - 2 liquor licenses.

ORDINANCE NO. 2014-5-974

**AN ORDINANCE AMENDING SECTION 3-3B-14 OF CHAPTER 3 OF TITLE 3 OF
THE VILLAGE CODE OF THE VILLAGE OF LAKE ZURICH TO INCREASE
THE NUMBER OF AUTHORIZED LIQUOR LICENSES**

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

SECTION 1: The number of Class **H-2** liquor licenses authorized by section 3-3b-14 of Chapter 3 of title 3 of the Village Code of the Village of Lake Zurich is hereby **increased** by one for Osco Drug #2505 located at 345 S. Rand Road in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

SECTION 2: If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 3: All Ordinances in conflict therewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED this 19th day of May, 2014 by the following vote:

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on May 19th, 2014.

Tom Poynton, MAYOR

ATTEST:

Kathleen Johnson, VILLAGE CLERK

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM

6E

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MEMORANDUM

Date: April 9, 2014

To: Jason T. Slowinski, Village Manager

From: Kyle D. Kordell, Management Analyst

Subject: Amendment of the Village Liquor Code

Issue: The current Municipal Code includes a table of every liquor license classification, associated fee, and maximum number of licenses issued per category. This table is updated periodically by Sterling Codifiers to reflect the new number of licenses issued.

Analysis: On the May 19th Village Board agenda, three Ordinances are being proposed to grant liquor licenses to El Jardin (one Class A-1), and Jewel-Osco Drug (one Class C and one Class H-2). Upon approval, these three Ordinances would impact the next revision of the Municipal Code, thus updating said table.

Recommendation: Enact the proposed Ordinance to amend the "Number of Licenses" table.

w/ Attachments:

Ordinance #2014-5-975 updating the number and types of licenses issued

PAMPHLET
FRONT OF PAMPHLET

ORDINANCE NO. 2014-5-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE “Number of Licenses”**

Published in pamphlet form this 19th day of May, 2014, by Order of the Corporate Authorities of the Village of Lake Zurich, Lake County, Illinois.

Village Clerk

ORDINANCE NO. 2014-5-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE “Number of Licenses”**

BE IT ORDAINED by the President and Board of Trustees of the Village of Lake Zurich, Lake County, Illinois, as follows:

Section 1: That Section 3-3B-14 of Chapter 3 of Title 3 of the Lake Zurich Municipal Code entitled “NUMBER OF LICENSES” be and is hereby further amended with the corresponding number of licenses in each class, shown with bold letters with underscoring below:

<u>License Class</u>	<u>Maximum Number Issued</u>
A and A-1	<u>18</u>
B and B-1	4
C and C-1	<u>17</u>
D-1	<u>0</u>
D-2	3
E	2
F	0
G-1	<u>1</u>
G-2	<u>2</u>
H-1	<u>1</u>
H-2	<u>5</u>
I	1
J	0
K	0
L	0
M	<u>1</u>
N	1

O	1
P	O
V	<u>(Issued in tandem with</u> <u>above license(s) per Code).</u>

Section 2: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3: That if any provision of this ordinance or application thereof to any entity or person or circumstance is declared invalid or held to be unlawful, such declaration or holding shall not affect the validity of any other portion or provision of this Ordinance and such declaration or holding shall be severable from the remainder hereof.

Section 4: This Ordinance shall be in full force and effect immediately upon its passage, approval and publication as required by law.

Section 5: The Village Clerk is hereby ordered and directed to publish this Ordinance in pamphlet form.

PASSED this 19th day of May, 2014, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this 19th day of May, 2014, by the President of the Village of Lake Zurich.

President

ATTEST:

Village Clerk

STATE OF ILLINOIS)
)
COUNTY OF LAKE) SS

CLERK'S CERTIFICATE

I, **Kathleen Johnson**, the duly elected, qualified, and acting Village Clerk of the Village of Lake Zurich, Lake County, Illinois, do hereby certify that attached hereto is a true and correct copy of that Ordinance now on file in my office, entitled:

ORDINANCE NO. 2014-5-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE "Number of Licenses"**

which Ordinance was passed by the Board of Trustees of the Village of Lake Zurich at a regular meeting held on the 19th day of May, 2014, at which meeting a quorum was present, and approved by the Mayor of the Village of Lake Zurich on the 19th day of May, 2014.

I further certify that the vote on the question of the passage of the said Ordinance by the Board of Trustees of the Village of Lake Zurich was taken by the Ayes and Nays and recorded in the Journal of Proceedings of the Board of Trustees of the Village of Lake Zurich, and that the result of said vote was as follows, to-wit:

AYES: _____

NAYS: _____

ABSENT: _____

I do further certify that the original Ordinance, of which the attached is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Lake Zurich, this 19th day of May, 2014.

Village Clerk

PAMPHLET

BACK OF PAMPHLET

ORDINANCE NO. 2014-5-975

**ORDINANCE AMENDING CHAPTER 3 OF TITLE 3 OF THE LAKE ZURICH
MUNICIPAL CODE TO AMEND THE "Number of Licenses"**

Published in pamphlet form this 19th day of May, 2014, by Order of the Corporate Authorities of the Village of Lake Zurich, Lake County, Illinois.

Village Clerk

Community Services Dept.
• Building & Zoning
• Public Works
505 Telser Road
Lake Zurich, IL 60047



AGENDA ITEM

6F

Phone: (847) 438-5141
Fax: (847) 540-1768
www.LakeZurich.org

MEMORANDUM

Date: May 13, 2014

To: Jason T. Slowinski, Village Manager *JS*

From: Steve Schmitt, Utilities Superintendent

Copy: Michael J. Earl, Director of Community Services
Michael J. Brown, Public Works Manager

Subject: Approval of Change Order Request - Pine Ave./Elm Place Water Main Project

Issue: Staff has received a change order request in the amount of \$34,307.68 from Bolder Contractors for work on the Pine Avenue/Elm Place water main project. The total project cost is in excess of the Village Board approved contract amount. Staff has reviewed the request and recommends approval.

Background: On September 3, 2013 the Village Board approved a contract for the project in the amount of \$448,652. The contract amount was \$51,348 less than the budget amount of \$500,000. Of this amount, \$350,000 was funded by a grant from the Dept. of Commerce and Economic Opportunity (DCEO).

Analysis: Actual quantities for road and landscape restoration exceeded the consulting engineer's (Baxter Woodman) estimated quantities. Several factors including weather, project timing, improper drainage and road shoulder restoration contributed to an increase in the original bid by \$34,307.68. The water main installation was completed in late November 2013 but due to the time of year, permanent asphalt could not be used to repair the road surface or driveways. Cold (temporary) patch was installed so the road and driveways could be used over the winter. In April, the cold patch was removed and replaced with permanent asphalt and the deteriorated gravel road shoulder was restored. Final landscape restoration of the project area also occurred in April when it was determined that the preconstruction grade of the existing drainage swales was improper. The drainage swales were regraded properly and front yards restored. Additional landscape materials (topsoil, seed, and blanket) were needed to complete the restoration. A team of staff members inspected the quantities and reviewed the request and is satisfied that the request is warranted.

Recommendation: Staff recommends approval of the change order request for the Pine Ave./Elm Place water main project to Bolder Contractors in the amount of \$34,307.68.

VILLAGE OF LAKE ZURICH
Semi-Monthly Warrant Report
May 19, 2014
Warrant Total - \$276,347.59

Payment Request(s) Exceeding 5% of Total Warrant

• Payment to:

Vendor: Northern IL Police Crime Lab
Fund: General Fund
Reference: Page 1 – FY15
Amount: \$28,520.00
%Warrant: 10.32%

2014 Membership Assessment

• Payment to:

Vendor: College of Lake County
Fund: General Fund
Reference: Page 2 – FY14
Amount: \$21,696.25
%Warrant: 7.85%

Leadership Training & Coaching

• Payment to:

Vendor: Arte Verde Garden Center & Landscaping
Fund: Capital Project
Reference: Page 8 – FY14
Amount: \$21,675.00
%Warrant: 7.84%

Tree Planting Bid Contract

Scheduled Payments \$71,891.25 or 26.01% of Total Warrant Presented for Payment.

Village of Lake Zurich
Semi-Monthly Warrant Report
Total by Fund - Combined
Warrant Dated May 19, 2014

Fund	Fund Title	Total
101	GENERAL FUND	164,463.65
202	MOTOR FUEL TAX	8,520.00
210	TIF TAX ALLOCATION FUND	1,180.00
301	DEBT SERVICE	4,012.50
401	CAPITAL PROJECT	32,754.01
402	PARK IMPROVEMENT	8,900.36
405	NHRST CAPITAL PROJECTS	16.40
410	TIF REDEVELOPMENT	2,650.00
501	WATER/SEWER	28,794.15
603	RISK MANAGEMENT INS	18,121.55
710	PERFORMANCE ESCROW	6,666.97
720	PAYROLL CLEARING	268.00

Warrant Total - \$ 276,347.59

Village of Lake Zurich
Semi-Monthly Warrant Report
Total by Fund - FY15
Warrant Dated May 19, 2014

Fund	Fund Title	Total
101	GENERAL FUND	83,720.32
301	DEBT SERVICE	4,012.50
402	PARK IMPROVEMENT	2,191.79
501	WATER/SEWER	2,513.96
603	RISK MANAGEMENT INS	1,871.35
710	PERFORMANCE ESCROW	5,931.97
720	PAYROLL CLEARING	268.00

Warrant Total - \$ 100,509.89

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 10111006 -MAYOR & BOARD				
5155	MEMBERSHIPS & SUBSCRIP	NORTHWEST MUNICIPAL CONFERENCE	2014- 15 MEMBERSHIP	10,012.00
			<u>Program Total</u>	<u>10,012.00</u>
Program: 10112001 -ADMIN				
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	MISC ITEMS	44.99
			<u>Program Total</u>	<u>44.99</u>
Program: 10112012 -HUMAN RESOURCES				
5156	EMPLOYEE RECOGNITION	BROWN, MIKE	REIMB- EMPL LUNCHEON	205.19
5155	MEMBERSHIPS & SUB5CRIP	SOCIETY FOR HUMAN RESOURCE MGMT	2014 MEMBERSHIP	185.00
			<u>Program Total</u>	<u>390.19</u>
Program: 10113001 -FINANCIAL ADMIN				
5155	MEMBERSHIPS & SUBSCRIP	GFOA	2014 MEMBERSHIP	190.00
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	NAME PLATE	9.00
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	MISC ITEMS	46.68
			<u>Program Total</u>	<u>245.68</u>
Program: 10117017 -TECHNOLOGY				
5313	TELEPHONE	PAETEC	ANALOG LINES - MAY	124.76
			<u>Program Total</u>	<u>124.76</u>
Program: 10124001 -POLICE ADMIN				
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	4 GB USB PINSTRIPE	37.96
5271	MAINT-BLDGS & GROUNDS	SMITHREEN PEST MANAGEMENT	MONTHLY PEST CONTROL SERV	90.00
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PENCILS	2.49
5271	MAINT-BLDGS & GROUNDS	STANLEY SECURITY SOLUTIONS	SECURITY SYSTEM REPAIRS -	337.13
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	CLIP BINDERS - LARGE	5.07
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	CLIP BINDER - MEDIUM	3.96
5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	CLIP BINDERS - SMALL	1.38
5271	MAINT-BLDGS & GROUNDS	OTIS ELEVATOR COMPANY	QTLY MAINT.AGMT	822.78
			<u>Program Total</u>	<u>1,300.77</u>
Program: 10124021 -OPERATIONS				
5153	TRAINING & BUSINESS MTGS	PUBLIC GRANTS TRAINING INITIATIVES	CRIME 123 TRAINING	258.00
5219	OTHER PROFESSIONAL SVCS	NORTHERN IL POLICE CRIME LAB	BUILDING ASSESSMENT	3,000.00
5219	OTHER PROFESSIONAL SVCS	NORTHERN IL POLICE CRIME LAB	MEMBERSHIP ASSESSMENT	25,520.00
			<u>Program Total</u>	<u>28,778.00</u>
Program: 10124022 -COMMUNICATIONS				
S152	CONFERENCES & SEMINARS	KELLY, LEA	NENA CONF REGISTRATION	579.00
			<u>Program Total</u>	<u>579.00</u>
Program: 10124023 -CRIME PREVENTION				
5152	CONFERENCES & SEMINARS	IL JUVENILE OFFICERS ASSOCIATION	IJOA TRAINING CONFERENCE	275.00
5219	OTHER PROFESSIONAL SVCS	LEADSONLINE LLC	INVESTIGATIVE SEARCH ENGI	2,238.00
			<u>Program Total</u>	<u>2,513.00</u>

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 10125001 -FIRE/RESCUE-ADMIN				
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DC - NOV CLASSES	287.50
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DC - OCT CLASSES	287.50
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DC FIRE-JUNE	287.50
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DEP CHIEF CLASSES	287.50
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DC FIRE-JULY CLASSES	287.50
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DC - SEPT CLASSES	287.50
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DC - DEC CLASSES	287.50
5153	TRAINING & BUSINESS MTGS	IL FIRE CHIEFS ASSOCIATION	DC FIRE-AUG CLASSES	287.50
<u>Program Total</u>				<u>2,300.00</u>
Program: 10125031 -EMERGENCY MANAGEMENT				
5155	MEMBERSHIPS & SUBSCRIPT	EVERBRIDGE INC	EVERBRIDGE MASS NOTIFICAT	5,535.00
5274	MAINT-EQUIPMENT	BRANIFF COMMUNICATIONS INC.	ANNUAL MAINTENANCE AGREEM	3,300.00
<u>Program Total</u>				<u>8,835.00</u>
Program: 10125032 -FIRE SUPPRESSION				
5155	MEMBERSHIPS & SUBSCRIPT	NATIONAL FIRE PROTECTION ASSN.	NFPA NFCCS ALL ACCESS 1 Y	1,165.50
<u>Program Total</u>				<u>1,165.50</u>
Program: 10125033 -EMS				
5151	LICENSING/CERTIFICATIONS	RAINEY, PATRICK	PARAMEDIC LICENSE FEE	40.00
5151	LICENSING/CERTIFICATIONS	BARTOLI, DAVID	PARAMEDIC LICENSE FEE	40.00
5151	LICENSING/CERTIFICATIONS	ERIC D RYAN	PARAMEDIC LICENSE FEE	40.00
5151	LICENSING/CERTIFICATIONS	NORMAN, STEVE	PARAMEDIC LICENSE FEE	40.00
5151	LICENSING/CERTIFICATIONS	PILGARD, DAVID	PARAMEDIC LICENSE FEE	40.00
5151	LICENSING/CERTIFICATIONS	BENNY R YEE	PARAMEDIC LICENSE FEE	40.00
<u>Program Total</u>				<u>240.00</u>
Program: 10125034 -SPECIAL RESCUE				
5153	TRAINING & BUSINESS MTGS	PRZYBYSZ, PETER	IFAMA QUARTERLY MEETING	20.00
<u>Program Total</u>				<u>20.00</u>
Program: 10125035 -FIRE PREVENTION BUREAU				
5275	MAINT - SOFTWARE	K & G ASSOCIATES, INC	SUBSCRIPTION	5,997.00
<u>Program Total</u>				<u>5,997.00</u>
Program: 10136001 -COMMUNITY SERVICES ADMIN				
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	42.18
5265	MOSQUITO ABATEMENT	CLARKE ENVIRON MOSQUITO MGMT	MOSQUITO CONTRACT	9,570.00
5276	MAINT-SERVICE CONTRACTS	CLIFFORD-WALD, A KIP COMPANY	WIDE COPIER MAINT	15.00
<u>Program Total</u>				<u>9,627.18</u>
Program: 10136042 -PARK MAINTENANCE				
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES		BULB LIGHTS	17.52
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES		CONCESSION STAND AND VILL	48.47
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES		PAINT FOR CONCESSION BUIL	76.81
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES		CONCESSION BATHROOM REPAI	9.44
5271	MAINT-BLDGS & GROUNDS	AMERICAN BACKFLOW PREVENTION	PAULUS PARK SPRAYGROUND B	75.00
5414	RENTALS	COMMUNITY SEWER & SEPTIC	PORT O POTS-PAULUS	85.00
5271	MAINT-BLDGS & GROUNDS	ANDERSON PEST SOLUTIONS	CONCESSION, BARN, CHALET	56.10

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
5414	RENTALS	COMMUNITY SEWER & SEPTIC	PORT O POTS-CHESTNUT	85.00
5271	MAINT-BLDGS & GROUNDS	ANDERSON PEST SOLUTIONS	PEST CONTROL-BC	55.05
5322	CUSTODIAL SUPPLIES	HOME DEPOT CREDIT SERVICES	CONCESSION STAND CLEANER	3.77
<u>Program Total</u>				<u>512.16</u>

Program: 10136043 -MUNICIPAL PROPERTY MAINT

5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES	10 EAST MAIN FLOOR	128.88	
5253	WASTE REMOVAL	WASTE MANAGEMENT	183.62	
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES	ELECTRONICS BINS	278.49	
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES	ELECTRONICS RECYCLING BOX	53.11	
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES	COMMUNITY SERVICES PROPAN	18.97	
5271	MAINT-BLDGS & GROUNDS	SMITHREEN PEST MANAGEMENT	47.00	
5271	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION LOC. 355	102.75	
5325	BLDG & GROUND MAINT SUPP MENARDS - LONG GROVE	LOGO SIGN	28.78	
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES	10 EAST MAIN TRIM	31.16	
5325	BLDG & GROUND MAINT SUPP HOME DEPOT CREDIT SERVICES	CONCESSION STAND AND VILL	3.44	
<u>Program Total</u>				<u>876.20</u>

Program: 10136044 -RIGHT OF WAY MAINT

5261	MAINT-STREETS	FASTENAL COMPANY	SIGN HARDWARE	98.99
5261	MAINT-STREETS	FASTENAL COMPANY	SIGN HARDWARE	9.30
<u>Program Total</u>				<u>108.29</u>

Program: 10136045 -SNOW & ICE CONTROL

5359	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	MAILBOX REPAIR	16.07
<u>Program Total</u>				<u>16.07</u>

Program: 10136071 -VEHICLE MAINTENANCE

5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	30.63
5326	AUTO PARTS & SUPPLIES	POMP'S TIRE SERVICE	SQUAD TIRES	1,068.28
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	AIR FILTER	11.87
5151	LICENSING/CERTIFICATIONS	PAULUS, STEVE	CDL REIMBURSEMENT	50.00
5327	EQUIP MAINT PART&SUPPLIES	FASTENAL COMPANY	PLOW PIN	11.11
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BRAKES SHOCKS 122	862.05
5326	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER - SPRINGFIELD	SWTICH 323	26.03
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	116.46
5327	EQUIP MAINT PART&SUPPLIES	ECHO INC.	TRIMMER HARDWARE	3.73
5327	EQUIP MAINT PART&SUPPLIES	ECHO INC.	BEARING PS2	10.70
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	HANDLE 531	5.29
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - HANDLE	(5.29)
5326	AUTO PARTS & SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	CREDIT - BATTERY	(15.00)
5326	AUTO PARTS & SUPPLIES	WICKSTROM FORD	WHEELS 120	571.34
5326	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER - SPRINGFIELD	HOOD LATCH 327	100.36
5219	OTHER PROFESSIONAL SVCS	SECRETARY OF STATE VEHICLE SVC DEPT	PLATES/TITLES SEIZED VEH	386.00
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	PLUGS 7490	23.34
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	OIL FILTERS	44.88
5326	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER - SPRINGFIELD	FUEL MANIFOLD 3242	562.28
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	GASKET 7490	9.34
5326	AUTO PARTS & SUPPLIES	FISHER AUTO PARTS	CONTROL ARM 7490	104.72
5219	OTHER PROFESSIONAL SVCS	MIKE'S TOWING, INC AUTO & TRUCK REP	SAFETY INSPECTIONS	143.00

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
5326	AUTO PARTS & SUPPLIES	WHOLESALE DIRECT, INC	SPOT BULB 105	40.78
5326	AUTO PARTS & SUPPLIES	WHOLESALE DIRECT, INC	BULBS 3242	98.55
5219	OTHER PROFESSIONAL SVCS	PRECISE MOBILE RESOURCE MGMT	GPS	16.04
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	222.51
5327	EQUIP MAINT PART&SUPPLIES	NAPA AUTO PARTS	DRAIN PLUG CARTS	3.39
5346	LUBRICANTS & FLUIDS	O'REILLY AUTOMOTIVE STORES, INC	OIL 3214	17.99
5346	LUBRICANTS & FLUIDS	O'REILLY AUTOMOTIVE STORES, INC	OIL 214	17.99
5326	AUTO PARTS & SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	BATTERY 102	111.85
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS 7490	15.28
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CV SHAFT 102	96.73
			Program Total	4,762.23

Program: 10136080 -BUILDING & ZONING

5219	OTHER PROFESSIONAL SVCS	JUNK REMEDY, INC	JUNK REMEDY - CODE VIOLAT	115.00
5155	MEMBERSHIPS & SUBSCRIP	AMERICAN PLANNING ASSOC.	APA MEMBERSHIP - SAM	263.00
5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	MISC ITEMS	50.30
5276	MAINT-SERVICE CONTRACTS	CLIFFORD-WALD, A KIP COMPANY	WIDE COPIER MAINT	30.00
			Program Total	458.30

Program: 10167001 -PARK & REC ADMIN

5353	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	NAME PLATE	12.50
			Program Total	12.50

Program: 10167935 -DANCE

5361	PROGRAM SUPPLIES	CLEONARDO STUDIOS, INC	DANCE RECITAL T-SHIRTS FO	219.00
			Program Total	219.00

Program: 10167940 -PRESCHOOL

5414	RENTALS	5T PETER'S CHURCH	MAY RENTAL	280.00
			Program Total	280.00

Program: 10167945 -YOUTH PROGRAMS

5241	PROGRAM SVCS	MUSIC IN THE BOX, INC	MUSIC MASTER 2 SPRING	526.50
			Program Total	526.50

Program: 10167970 -AQUATICS

5355	UNIFORMS	ELEGANT EMBROIDERY/MELON INK	BEACH STAFF-SHIRTS	196.50
5359	OTHER SUPPLIES	UEQ CORPORATION	PIZZA OVENS-CONCESSION OP	80.00
			Program Total	276.50

Program: 10167975 -SPECIAL INTEREST & EVENTS

5241	PROGRAM SVCS	ARONSON, TARA	VILLAGE SINGERS	400.00
5241	PROGRAM SVCS	MORETTI, KATE	GUITAR LESSONS SPRING 2 -	934.50
5241	PROGRAM SVCS	BEYER, WENDY L	VILLAGE SINGERS	1,000.00
5422	BLOCK PARTY COSTS	ELEGANT EMBROIDERY/MELON INK	T-SHIRTS FOR ROCK THE BLO	1,165.00
			Program Total	3,499.50

	Fund Total	83,720.32
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Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 310 - TIF DEBT SERVICE

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 31070049 -TIF DEBT				
5640	PAYING AGENT FEES	BANK OF NEW YORK MELLON	2009C PAYING AGENT FEES -	802.50
5640	PAYING AGENT FEES	BANK OF NEW YORK MELLON	2009B PAYING AGENT FEES -	802.50
5640	PAYING AGENT FEES	BANK OF NEW YORK MELLON	2009A PAYING AGENT FEES -	802.50
5640	PAYING AGENT FEES	BANK OF NEW YORK MELLON	2011C PAYING AGENT FEES -	802.50
5640	PAYING AGENT FEES	BANK OF NEW YORK MELLON	2011B PAYING AGENT FEES -	802.50
<u>Program Total</u>				<u>4,012.50</u>
<u>Fund Total</u>				<u>4,012.50</u>

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 402 - PARK IMPROVEMENT

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40267900 -PARK IMP				
5421	COMMUNITY GARDEN	LAKE ZURICH LUMBER	SUPPLIES FOR COMMUNITY GA	1,209.60
5421	COMMUNITY GARDEN	HOME DEPOT CREDIT SERVICES	COMMUNITY GARDEN	302.99
5421	COMMUNITY GARDEN	HOME DEPOT CREDIT SERVICES	COMMUNITY GARDEN	59.51
5421	COMMUNITY GARDEN	MENARDS - LONG GROVE	COMMUNITY GARDEN	619.69
Program Total				<u>2,191.79</u>
Fund Total				2,191.79

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 501 - WATER/SEWER

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 50136050 -WATER SERVICE				
5328	OTHER MAINT PARTS&SUPPLY JOSEPH D FOREMAN COMPANY		2.5" X 1" BRASS HYDRANT A	24.00
5328	OTHER MAINT PARTS&SUPPLY JOSEPH D FOREMAN COMPANY		2.5" X .75" BRASS HYDRANT	23.25
5327	EQUIP MAINT PART&SUPPLIES JOSEPH D FOREMAN COMPANY		12" CMP FES	78.00
			<u>Program Total</u>	<u>125.25</u>
Program: 50136060 -SEWER SERVICE				
5550	MACHINERY & EQUIPMENT	U S A BLUEBOOK	CHERNE PLUGS	1,325.25
5550	MACHINERY & EQUIPMENT	U S A BLUEBOOK	CHERNE REMOTE PLUG	470.25
			<u>Program Total</u>	<u>1,795.50</u>
Program: 50156001 -UTILITIES-ADMIN				
5355	UNIFORMS	CINTAS CORPORATION LOC. 355	UNIFORMS/MATS	30.55
5313	TELEPHONE	PAETEC	ANALOG LINES - MAY	499.05
5313	TELEPHONE	AT & T	CONCORD LIFT	63.61
			<u>Program Total</u>	<u>593.21</u>
			Fund Total	2,513.96

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 603 - RISK MANAGEMENT INS

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 60312010 -RISK MANAGEMENT INS FUND				
5222	INSURANCE CLAIMS	RAINBOW COLLISION CENTER	HAIL DAMAGE 106	1,871.35
			Program Total	1,871.35
			Fund Total	1,871.35

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014

Report Run Date: 5/12/2014

Fund: 710 - PERFORMANCE ESCROW

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 710 -PERFORMANCE ESCROW				
2501	BUILDING DEPOSITS	RENEWAL BY ANDERSEN	BLD REF-740 PHEASANT	50.00
2501	BUILDING DEPOSITS	ZAVAKOS, CONSTANTINE/GIANNIA	BLD REF-1252 PHEASANT	50.00
2501	BUILDING DEPOSITS	ADVANCE REMODELING CORP	BLD REF-923 INTERLAKN	50.00
2501	BUILDING DEPOSITS	RENTAL MAX, LLC	BLD REF-351 W RT 22	50.00
2501	BUILDING DEPOSITS	WINDOWS & EXTERIORS BY OLSON, INC	BLD REF-189 WASHO CT	50.00
2501	BUILDING DEPOSITS	RENEWAL BY ANDERSEN	BLD REF-52 E HARBOR	50.00
2501	BUILDING DEPOSITS	MARONEY, PATRICK	BLD REF-380 OLD MILL	50.00
2528	VH CABLE TV EQUIP REPL	CAPITAL ONE NATIONAL ASSOCIATION	DISC CASES	299.97
2501	BUILDING DEPOSITS	MARLEX LLC	BLD REF-555 CORTLAND	110.00
2501	BUILDING DEPOSITS	SERVICE EXPERTS LLC	BLD REF-127 LIONS CT	100.00
2501	BUILDING DEPOSITS	THE SPORTS AUTHORITY	BLD REF-727 W RT 22	500.00
2501	BUILDING DEPOSITS	RSD COVENTRY LLC	BLD REF-1399 LOUISE C	100.00
2501	BUILDING DEPOSITS	THE NORTHSTAR PICKLE COMPANY	BLD REF-968 DONATA CT	500.00
2501	BUILDING DEPOSITS	PIGGOTT, STEPHANIE	BLD REF-1140 PHEASANT	100.00
2501	BUILDING DEPOSITS	MACGYVER DEVELOPMENT	BLD REF-828 FOXMOOR	100.00
2501	BUILDING DEPOSITS	AMERICAN TECHNOLOGIES, INC	BLD REF-22 MAPLE AVE	100.00
2501	BUILDING DEPOSITS	HUGHES, BENJAMIN	BLD REF-835 WHITE BIR	100.00
2501	BUILDING DEPOSITS	MACGYVER DEVELOPMENT	BLD REF-1186 PHEASNT	100.00
2501	BUILDING DEPOSITS	BLANK, ROGER N	BLD REF-603 CORTLAND	50.00
2501	BUILDING DEPOSITS	HAUGER, JOHN	BLD REF-920 KENNILWRT	100.00
2501	BUILDING DEPOSITS	WINDOW WORKS	BLD REF-836 INTERLKN	172.00
2501	BUILDING DEPOSITS	ALL TEMP HEATING & AIR CONDITIONING	BLD REF-1061 PARTRIDG	100.00
2502	OCCUPANCY DEPOSITS	LUXOR HOME BUILDERS LLC	BLD REF-MULTIPLE HOME	1,500.00
2501	BUILDING DEPOSITS	LUXOR HOME BUILDERS LLC	BLD REF-101 SAMANTHA	100.00
2501	BUILDING DEPOSITS	LUXOR HOME BUILDERS LLC	BLD REF-1005 SAMANTH	100.00
2501	BUILDING DEPOSITS	RON JOHNSON & SON HOME IMP CO	BLD REF-803 FOXMOOR	100.00
2501	BUILDING DEPOSITS	GROSS, STEVEN/GALE	BLD REF-101 BUTTERFIE	100.00
2510	STREET OPENING DEPOSITS	DKOKIC, RATJI	STR OPENG	1,000.00
2501	BUILDING DEPOSITS	ELITE WINDOWS & SIDING	BLD REF-111S PEMBRIDG	50.00
2501	BUILDING DEPOSITS	DKOKIC, RATJI	BLD REF-465 PHEASANT	100.00
<u>Program Total</u>				<u>5,931.97</u>
<u>Fund Total</u>				<u>5,931.97</u>

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Fund: 720 - PAYROLL CLEARING

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 720 -PAYROLL CLEARING				
2043	LIFE INS DED	NCPERS-IL IMRF - 0157	GROUP LIFE INS	268.00
			<u>Program Total</u>	<u>268.00</u>
				Fund Total
				268.00

YTD Vendor Payments - FY15

Date: 5/14/2014

Vendor Number	Vendor Name	Current Payment
99991	ADVANCE REMODELING CORP	50.00
3255	ALL TEMP HEATING & AIR CONDITIONING	100.00
3650	AMERICAN BACKFLOW PREVENTION	75.00
3668	AMERICAN PLANNING ASSOC.	263.00
99978	AMERICAN TECHNOLOGIES, INC	100.00
4055	ANDERSON PEST SOLUTIONS	111.15
5155	ARONSON, TARA	400.00
3683	AT & T	63.61
7978	BANK OF NEW YORK MELLON	4,012.50
8258	BARTOLI, DAVID	40.00
97265	BENNY R YEE	40.00
99850	BEYER, WENDY L	1,000.00
99029	BLANK, ROGER N	50.00
10665	BRANIFF COMMUNICATIONS INC.	3,300.00
11185	BROWN, MIKE	205.19
12797	CAPITAL ONE NATIONAL ASSOCIATION	299.97
14252	CINTAS CORPORATION LOC. 355	206.11
14650	CLARKE ENVIRON MOSQUITO MGMT	9,570.00
14728	CLEONARDO STUDIOS, INC	219.00
14760	CLIFFORD-WALD, A KIP COMPANY	45.00
15278	COMMUNITY SEWER & SEPTIC	170.00
99979	DKOKIC, RATJI	1,100.00
20820	ECHO INC.	14.43
23225	ELEGANT EMBROIDERY/MELON INK	1,361.50
23265	ELITE WINDOWS & SIDING	50.00
76685	ERIC D RYAN	40.00
25693	EVERBRIDGE INC	5,535.00
27515	FASTENAL COMPANY	119.40
8215	FISHER AUTO PARTS	104.72
30952	GFOA	190.00
99982	GROSS, STEVEN/GALE	100.00
35035	HAUGER, JOHN	100.00
37025	HOME DEPOT CREDIT SERVICES	1,048.63
99984	HUGHES, BENJAMIN	100.00
41784	IL FIRE CHIEFS ASSOCIATION	2,300.00
41818	IL JUVENILE OFFICERS ASSOCIATION	275.00
47400	JOSEPH D FOREMAN COMPANY	125.25
47680	JUNK REMEDY, INC	115.00
85209	K & G ASSOCIATES, INC	5,997.00
48758	KELLY, LEA	579.00
51266	LAKE ZURICH LUMBER	1,209.60
51812	LEADSONLINE LLC	2,238.00
99386	LUXOR HOME BUILDERS LLC	1,700.00
99390	MACGYVER DEVELOPMENT	200.00
99987	MARLEX LLC	110.00
99988	MARONEY, PATRICK	50.00
56660	MENARDS - LONG GROVE	648.47
57095	MIKE'S TOWING, INC AUTO & TRUCK REP	143.00
58240	MORETTI, KATE	934.50

YTD Vendor Payments - FY15

Date: 5/14/2014

Vendor Number	Vendor Name	Current Payment
59175	MUSIC IN THE BOX, INC	526.50
59770	NAPA AUTO PARTS	1,405.85
59834	NATIONAL FIRE PROTECTION A5SN	1,165.50
41772	NCPERS-IL IMRF -0157	268.00
61195	NORMAN, STEVE	40.00
61211	NORTHERN IL POLICE CRIME LAB	28,520.00
61226	NORTHWEST MUNICIPAL CONFERENCE	10,012.00
66520	O'REILLY AUTOMOTIVE STORES, INC	132.83
695	OTIS ELEVATOR COMPANY	822.78
56215	PAETEC	623.81
69508	PAULUS, STEVE	50.00
70836	PIGGOTT, STEPHANIE	100.00
70843	PILGARD, DAVID	40.00
71345	POMP'S TIRE SERVICE	1,068.28
71730	PRECISE MOBILE RESOURCE MGMT	16.04
72035	PRZYBYSZ, PETER	20.00
72060	PUBLIC GRANTS TRAINING INITIATIVES	258.00
73230	RAINBOW COLLISION CENTER	1,871.35
73240	RAINEY, PATRICK	40.00
99564	RENEWAL BY ANDERSEN	100.00
99989	RENTAL MAX, LLC	50.00
99983	RON JOHNSON & SON HOME IMP CO	100.00
99542	RSD COVENTRY LLC	100.00
76143	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	164.03
76346	RUSH TRUCK CENTER - SPRINGFIELD	688.67
77942	SECRETARY OF STATE VEHICLE SVC DEPT	386.00
99993	SERVICE EXPERTS LLC	100.00
80040	SMITHREEEN PEST MANAGEMENT	137.00
80215	SOCIETY FOR HUMAN RESOURCE MGMT	185.00
76921	ST PETER'S CHURCH	280.00
37050	STANLEY SECURITY SOLUTIONS	337.13
81070	STAPLES BUSINESS ADVANTAGE	50.30
99985	THE NORTHSTAR PICKLE COMPANY	500.00
99986	THE SPORTS AUTHORITY	500.00
88845	U S A BLUEBOOK	1,795.50
86785	UEQ CORPORATION	80.00
92413	WASTE MANAGEMENT	183.62
93823	WHOLESALE DIRECT, INC	139.33
93900	WICKSTROM FORD	571.34
99836	WINDOW WORKS	172.00
99887	WINDOWS & EXTERIORS BY OLSON, INC	50.00
99992	ZAVAKOS, CONSTANTINE/GIANNNA	50.00

Report Total:100,509.89

Village of Lake Zurich
Semi-Monthly Warrant Report
Total by Fund - FY14
Warrant Dated May 19, 2014

Fund	Fund Title	Total
101	GENERAL FUND	80,743.33
202	MOTOR FUEL TAX	8,520.00
210	TIF TAX ALLOCATION FUND	1,180.00
401	CAPITAL PROJECT	32,754.01
402	PARK IMPROVEMENT	6,708.57
405	NHRST CAPITAL PROJECTS	16.40
410	TIF REDEVELOPMENT	2,650.00
501	WATER/SEWER	26,280.19
603	RISK MANAGEMENT INS	16,250.20
710	PERFORMANCE ESCROW	735.00

Warrant Total - \$ 175,837.70

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 10111006 -MAYOR & BOARD				
5155	MEMBERSHIPS & SUBSCRIPTIONS	SISTER CITIES INTERNATIONAL	2013 MEMBERSHIP	360.00
			<u>Program Total</u>	<u>360.00</u>
Program: 10111007 -VILLAGE CLERK				
5411	LEGAL NOTICE/PUBLISHING	PADDOCK PUBLICATIONS INC.	EXAM NOTICE (SRGT)	31.05
			<u>Program Total</u>	<u>31.05</u>
Program: 10112001 -ADMIN				
5211	VILLAGE ATTORNEY RETAINER	KLEIN THORPE & JENKINS	LEGAL FEES - FEB	4,602.00
			<u>Program Total</u>	<u>4,602.00</u>
Program: 10112012 -HUMAN RESOURCES				
5219	OTHER PROFESSIONAL SVCS	COLLEGE OF LAKE COUNTY	BUSINESS WRTG	1,667.50
			<u>Program Total</u>	<u>1,667.50</u>
Program: 10113001 -FINANCIAL ADMIN				
5412	BANK & CREDIT CARD FEES	EHLERS INVESTMENT PARTNERS LLC	INVESTMENT MANAGER FEES -	520.00
			<u>Program Total</u>	<u>520.00</u>
Program: 10113016 -ACCOUNTING SERVICES				
5352	PRINTING-STATIONERY/FORMS	STAPLES BUSINESS ADVANTAGE	AP CHECKS	566.40
			<u>Program Total</u>	<u>566.40</u>
Program: 10117017 -TECHNOLOGY				
5313	TELEPHONE	PAETEC	DIGITAL LINES	1,959.83
5274	MAINT-EQUIPMENT	TOSHIBA BUSINESS SOLUTIONS, USA	COPIER MAINT	3,059.51
5274	MAINT-EQUIPMENT	INSIGHT PUBLIC SECTOR, INC	SWITCHES	332.46
			<u>Program Total</u>	<u>5,351.80</u>
Program: 10124001 -POLICE ADMIN				
5312	NATURAL GAS	NICOR GAS	200 MOHAWK	692.87
5271	MAINT-BLDGS & GROUNDS	INTERNATIONAL FIRE EQUIPMENT	FIRE PANEL BATTERY REPL	95.00
5219	OTHER PROFESSIONAL SVCS	GATSO USA, INC	RED LIGHT ADMIN	9,030.00
			<u>Program Total</u>	<u>9,817.87</u>
Program: 10124021 -OPERATIONS				
5326	AUTO PARTS & SUPPLIES	CASPER TRUE VALUE	KEYS - SQUADS	20.94
5355	UNIFORMS	STREICHER'S, INC	SHIPPING	7.95
5355	UNIFORMS	STREICHER'S, INC	UNDER-VEST SHIRT-VANACKER	45.99
5355	UNIFORMS	GALL'S INC.	NAMEPLATE-GAFFNEY	10.94
5214	OTHER LEGAL	ETERNO, DAVID G	APRIL ADJ FEES	337.50
5153	TRAINING & BUSINESS MTGS	NW UNIV TRAFFIC INSTITUTE	TRF CRASH INV TRAINING	975.00
5327	EQUIP MAINT PART&SUPPLIES	CASPER TRUE VALUE	BOAT TOW ROPE	116.96
			<u>Program Total</u>	<u>1,515.28</u>

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Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 10124022 -COMMUNICATIONS				
5153	TRAINING & BUSINESS MTGS	N E N A	CAUGHT IN MIDDLE-PAULUS	137.50
5153	TRAINING & BUSINESS MTGS	N E N A	NEG. IN WRKPL-WHLK,SEV	275.00
5153	TRAINING & BUSINESS MTGS	N E N A	911 LIABILITY-LYON	137.50
			<u>Program Total</u>	<u>550.00</u>
Program: 10124023 -CRIME PREVENTION				
5219	OTHER PROFESSIONAL SVCS	TLO LLC	MTHLY FEE-APRIL	110.00
			<u>Program Total</u>	<u>110.00</u>
Program: 10125001 -FIRE/RESCUE-ADMIN				
5274	MAINT-EQUIPMENT	TOSHIBA BUSINESS SOLUTIONS, USA	COPIER MAINT	525.00
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	LDRSHP-COACHING	2,750.00
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	LDRSHP-COACHING	2,750.00
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	TEAM DEV-FORMAL ASMT	840.00
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	TEAM DEV-FORMAL ASMT	840.00
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	TEAM DEV-FORMAL ASMT	840.00
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	PLUMBING REPAIR PARTS	20.76
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	TEAM DEV-FORMAL ASMT	840.00
5326	AUTO PARTS & SUPPLIES	CASPER TRUE VALUE	VEHICLE WAX	87.41
5219	OTHER PROFESSIONAL SVCS	COLLEGE OF LAKE COUNTY	LEADERSHIP TRAINING	2,750.00
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	WALL PLATE AND BLNK COVER	3.78
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	LIGHTBULBS	27.98
5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	MISC ITEMS	99.47
5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	MISC ITEMS	5.29
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	LDRSHIP TEAM DEVL	2,806.25
5355	UNIFORMS	ELEGANT EMBROIDERY/MELON INK	HAT - BENE	10.00
5353	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	MISC ITEMS	12.04
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	LDRSHIP TEAM DEVL	2,806.25
5211	VILLAGE ATTORNEY RETAINER	KLEIN THORPE & JENKINS	LEGAL FEES - FEB	575.00
5213	LABOR ATTORNEY	KOZIOL REPORTING SERVICE	REPORT INTERROGATION	589.50
5153	TRAINING & BUSINESS MTGS	COLLEGE OF LAKE COUNTY	LDRSHIP TEAM DEVL	2,806.25
5359	OTHER SUPPLIES	CASPER TRUE VALUE	WATER SOFTENER SALT	82.35
5313	TELEPHONE	PAETEC	DIGITAL LINES	1,959.83
5359	OTHER SUPPLIES	CASPER TRUE VALUE	FLUO BULBS	19.98
5153	TRAINING & BUSINESS MTGS	COLLEGE OF DU PAGE	MASS CASUALTY TRNG	75.00
5312	NATURAL GAS	NICOR GAS	321 S BUESCHING RD	648.59
5312	NATURAL GAS	NICOR GAS	77 S OLD RAND	252.02
5359	OTHER SUPPLIES	CASPER TRUE VALUE	SALT	82.35
5413	EMPLOYEE EXAMS	HEALTH ENDEAVORS, SC	HEALTH SCREENINGS	735.00
			<u>Program Total</u>	<u>25,840.10</u>
Program: 10125031 -EMERGENCY MANAGEMENT				
5155	MEMBERSHIPS & SUBSCRIP	NI GOVERNMENT SERVICES, INC	APRIL SERVICE	25.28
			<u>Program Total</u>	<u>25.28</u>
Program: 10125033 -EMS				
5355	UNIFORMS	ABSOLUTELY CUSTOM	SHIPPING	22.50
5355	UNIFORMS	ABSOLUTELY CUSTOM	SHIRTS	241.85
5357	MEDICAL SUPPLIES	ENCOMPASS MED & SPEC GASES LTD	OXYGEN	82.50

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Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
5153	TRAINING & BUSINESS MTGS	NORTHWEST COMMUNITY HOSPITAL	E 4TH QTR CLASS FEES	3,600.00
5219	OTHER PROFESSIONAL SVCS	ANDRES MEDICAL BILLING LTD.	AMB FEES - APRIL	1,887.34
5153	TRAINING & BUSINESS MTGS	NORTHWEST COMMUNITY HOSPITAL	E ADMIN CLASS FEES	1,012.50
5357	MEDICAL SUPPLIES	HENRY SCHEIN EMS	PEDICATRIC CUFF	396.00
			<u>Program Total</u>	<u>7,242.69</u>
Program: 10125035 -FIRE PREVENTION BUREAU				
5359	OTHER SUPPLIES	CASPER TRUE VALUE	AED BATTERIES	16.98
			<u>Program Total</u>	<u>16.98</u>
Program: 10128001 -B & Z ADMIN				
5153	TRAINING & BUSINESS MTGS	PETTY CASH - BLDG & ZONING	TRAINING MTGS	18.00
5219	OTHER PROFESSIONAL SVCS	LAKE COUNTY RECORDER	LEIN - KEITH	29.00
			<u>Program Total</u>	<u>47.00</u>
Program: 10128081 -INSPECTIONS				
5219	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE	CHASE BANK/777 CHURCH ST	200.00
5354	SMALL TOOLS & EQUIP	PETTY CASH - BLDG & ZONING	TOOLS	5.90
5153	TRAINING & BUSINESS MTGS	PETTY CASH - BLDG & ZONING	TRAINING MTGS	20.00
			<u>Program Total</u>	<u>225.90</u>
Program: 10136001 -COMMUNITY SERVICES ADMIN				
5355	UNIFORMS	R S HUGHES INC.	SHIPPING	17.46
5355	UNIFORMS	R S HUGHES INC.	EARMUFFS	185.70
5265	MOSQUITO ABATEMENT	CLARKE ENVIRON MOSQUITO MGMT	CATCH BASIN TREATMENTS	2,547.60
			<u>Program Total</u>	<u>2,750.76</u>
Program: 10136041 -FORESTRY				
5323	LANDSCAPING SUPPLIES	NATIONAL ARBOR DAY FOUNDATION	ARBOR DAY TREE	124.95
5272	MAINT-LAWN & LANDSCAPING	PERRICONE GARDEN CENTER	REPLACEMENT TREES	1,460.00
			<u>Program Total</u>	<u>1,584.95</u>
Program: 10136042 -PARK MAINTENANCE				
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	PARK BENCH HARDWARE	5.57
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	PAULUS PARK REPAIRS	27.84
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	CHESTNUT CORNER SIGN REPA	12.87
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	BREEZEWARD LIGHTS AND COM	21.98
5272	MAINT-LAWN & LANDSCAPING	SEBERT LANDSCAPING COMPANY	LANDSCAPING CONTRACT	843.75
5312	NATURAL GAS	NICOR GAS	675 OLD MILL GROVE	428.70
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	OIL FINISH	11.99
5327	EQUIP MAINT PART&SUPPLIES	HALOGEN SUPPLY CO. INC.	FLOATS/ROPE	743.47
5322	CUSTODIAL SUPPLIES	BADE PAPER PRODUCTS	MISC ITEMS	2,100.00
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	CREDIT - BIT	(4.29)
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	CREDIT-OIL FINISH	(11.99)
5323	LANDSCAPING SUPPLIES	A. BLOCK MARKETING, INC	MULCH	1,882.60
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	PAULUS PARK ANTENNAS	12.98
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	PAULUS PARK ANTENNAS	12.21
5271	MAINT-BLDGS & GROUNDS	DUSTCATCHERS INC.	RUGS - BARN	37.76
5271	MAINT-BLDGS & GROUNDS	DUSTCATCHERS INC.	RUGS - BF CRK	54.10

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5271	MAINT-BLDGS & GROUNDS	DUSTCATCHERS INC.	RUGS - BF CRK	54.10
5325	BLDG & GROUND MAINT SUPPL	GRAINGER	LIGHT BULBS - PARK FACILI	505.92
5312	NATURAL GAS	NICOR GAS	351 LIONS	258.77
5312	NATURAL GAS	NICOR GAS	626 N OLD RAND	99.01
5312	NATURAL GAS	NICOR GAS	180 S RAND RD	174.69
5312	NATURAL GAS	NICOR GAS	200 S RAND RD	180.32
5327	EQUIP MAINT PART&SUPPLIES	HALOGEN SUPPLY CO. INC.	CREDIT- PULSER GRANUL	(233.95)
			<u>Program Total</u>	<u>7,218.40</u>

Program: 10136043 -MUNICIPAL PROPERTY MAINT

5322	CUSTODIAL SUPPLIES	BADE PAPER PRODUCTS	BAGS	367.31
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	10 EAST MAIN FLOOR REPAIR	122.44
5312	NATURAL GAS	NICOR GAS	133 W MAIN	85.93
5312	NATURAL GAS	NICOR GAS	11 S OLD RAND	38.84
5312	NATURAL GAS	NICOR GAS	21 S OLD RAND	51.03
5312	NATURAL GAS	NICOR GAS	15 S OLD RAND	47.57
5312	NATURAL GAS	NICOR GAS	25 S OLD RAND	139.78
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	10 EAST MAIN WALL REPAIR	2.79
5312	NATURAL GAS	NICOR GAS	133 MAIN ST	89.43
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	BREEZEWA LD LIGHTS AND COM	4.29
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	GRAFFITI REMOVAL	4.19
5325	BLDG & GROUND MAINT SUPPL	HOME DEPOT CREDIT SERVICES	10 EAST MAIN FLOOR REPAIR	367.31
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	10 EAST MAIN FLOOR REPAIR	39.98
5322	CUSTODIAL SUPPLIES	BADE PAPER PRODUCTS	MISC ITEMS	723.07
5325	BLDG & GROUND MAINT SUPPL	CASPER TRUE VALUE	VILLAGE HALL BATHROOMS AN	10.28
5312	NATURAL GAS	NICOR GAS	505 TELSER RD	1,667.46
5312	NATURAL GAS	NICOR GAS	70 E MAIN	116.43
5312	NATURAL GAS	NICOR GAS	7 S OLD RAND	190.81
5311	ELECTRICITY	COMMONWEALTH EDISON	15 S OLD RAND	107.59
5271	MAINT-BLDGS & GROUNDS	INTERNATIONAL FIRE EQUIPMENT	ANNUAL MAINT-VH	208.06
5271	MAINT-BLDGS & GROUNDS	INTERNATIONAL FIRE EQUIPMENT	ANNUAL MAINT.	870.81
			<u>Program Total</u>	<u>5,255.40</u>

Program: 10136044 -RIGHT OF WAY MAINT

5261	MAINT-STREETS	SHERWIN INDUSTRIES INC.	SIGNS	905.36
5359	OTHER SUPPLIES	CASPER TRUE VALUE	CEDAR CREEK SIGN REPAIR	4.19
5261	MAINT-STREETS	SHERWIN INDUSTRIES INC.	SIGNS	1,224.25
5359	OTHER SUPPLIES	CASPER TRUE VALUE	CEDAR CREEK SIGN REPAIR	12.67
			<u>Program Total</u>	<u>2,146.47</u>

Program: 10136045 -SNOW & ICE CONTROL

5323	LANDSCAPING SUPPLIES	R C TOPSOIL INC.	TOPSOIL	315.00
5359	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	10 EAST MAIN FLOOR REPAIR	104.55
			<u>Program Total</u>	<u>419.55</u>

Program: 10136048 -ENGINEERING

5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	930 WINNETKA REVIEW	150.00
5216	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	LOT 1 ENSELL RD	435.00
			<u>Program Total</u>	<u>585.00</u>

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 101 - GENERAL FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 10136071 -VEHICLE MAINTENANCE				
5326	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER - SPRINGFIELD	PAN, GASKET	290.33
5342	FUELS	ARLINGTON POWER EQUIPMENT INC.	FUEL	6.99
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - FAN CLUTCH	(35.47)
5326	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	BRAKE PADS 119	99.96
5326	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER -GRASLAKE	CREDIT - KT SOLND	(51.40)
5326	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER -GRASLAKE	OIL PAN BOLTS	13.68
5328	OTHER MAINT PARTS&SUPPLY	CASPER TRUE VALUE	PIPE FITTINGS RODDER	11.68
5328	OTHER MAINT PARTS&SUPPLY	CASPER TRUE VALUE	PLUGS RODDER	3.57
5328	OTHER MAINT PARTS&SUPPLY	CASPER TRUE VALUE	HARDWARE	1.70
5328	OTHER MAINT PARTS&SUPPLY	CASPER TRUE VALUE	PLUG RODDER	1.20
5326	AUTO PARTS & SUPPLIES	WHOLESALE DIRECT, INC	SHIPPING	7.35
5219	OTHER PROFESSIONAL SVCS	MIKE'S TOWING, INC AUTO & TRUCK RISAFETY INSPECTIONS		511.00
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BOX	22.34
5354	SMALL TOOLS & EQUIP	CASPER TRUE VALUE	WIRE STRIPPERS	59.38
5328	OTHER MAINT PARTS&SUPPLY	CASPER TRUE VALUE	WIRE STRIPPERS	23.97
5326	AUTO PARTS & SUPPLIES	CASPER TRUE VALUE	BARB MENDER 337	15.37
5326	AUTO PARTS & SUPPLIES	CASPER TRUE VALUE	SWITCHES	27.96
5273	MAINT-VEHICLES	SPRING ALIGN OF PALATINE INC.	ADD SPRINGS 330	669.15
5328	OTHER MAINT PARTS&SUPPLY	CASPER TRUE VALUE	SCREWS 104	1.35
5326	AUTO PARTS & SUPPLIES	WHOLESALE DIRECT, INC	HALG BULB	91.20
5327	EQUIP MAINT PART&SUPPLIES	INTERSTATE BATTERY	GEN BATTERY	73.95
5326	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	WIPER BLADES 319	30.38
5328	OTHER MAINT PARTS&SUPPLY	CASPER TRUE VALUE	PAINT	11.98
5327	EQUIP MAINT PART&SUPPLIES	CASPER TRUE VALUE	HOOK LOADER	7.49
				<u>Program Total</u> <u>1,895.11</u>

Program: 10167985 -FITNESS

5241	PROGRAM SVCS	KONDIC, JENNIFER	WINTER YOGA 2 INSTR	397.84
				<u>Program Total</u> <u>397.84</u>

	Fund Total	80,743.33
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Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 202 - MOTOR FUEL TAX

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 20236044 -RIGHT OF WAY MAINTENANCE				
5264	CONTRACTED TREE MAINT	THE CARE OF TREES	RIGHT OF WAY TREE TRIMMIN	8,520.00
			<u>Program Total</u>	<u>8,520.00</u>
 <div style="border: 1px solid black; height: 20px; margin-top: 10px;"></div>				
			Fund Total	8,520.00

**Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13**

Report Run Date: 5/12/2014

Fund: 210 - TIF TAX ALLOCATION FUND

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 21012001 -TIF - ADMINISTRATION				
5211	VILLAGE ATTORNEY RETAINER	KLEIN THORPE & JENKINS	LEGAL FEES - FEB	1,180.00
			<u>Program Total</u>	<u>1,180.00</u>
				Fund Total
				1,180.00

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 401 - CAPITAL PROJECT

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40136041 -FORESTRY				
5520	LAND IMPROVEMENTS	ARTE VERDE GARDEN CNTR & LANDS	TREE PLANTING BID	21,675.00
			<u>Program Total</u>	<u>21,675.00</u>
Program: 40136044 -RIGHT OF WAY MAINTENANCE				
5540	INFRASTRUCTURE IMPROVEMENTS	GRAEF	RT 12 & ELA RD PROJECT	11,079.01
			<u>Program Total</u>	<u>11,079.01</u>
				Fund Total
				32,754.01

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 402 - PARK IMPROVEMENT

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40267900 -PARK IMP				
5530	BLDG & BLDG IMPROVEMENTS	NETRIX LLC	CAMERAS	6,708.57
			<u>Program Total</u>	<u>6,708.57</u>
 <div style="border: 1px solid black; height: 20px; margin-top: 10px;"></div>				
			Fund Total	6,708.57

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 405 - NHRST CAPITAL PROJECTS

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 40536044 -NHR PW ROW				
5343	CONCRETE & ASPHALT	SPRUCE LAKE SAND & GRAVEL	BRKN CONCRETE	15.00
				<u>Program Total</u> <u>15.00</u>
Program: 40536047 -NHR PW STORM WATER CTRL				
5359	OTHER SUPPLIES	CASPER TRUE VALUE	STORM DRAIN REPAIR	1.40
				<u>Program Total</u> <u>1.40</u>
				Fund Total 16.40

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 410 - TIF REDEVELOPMENT

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 41036043 -TIF - PW - CIP - PROPERTY				
5252	ENVIRONMENTAL CLEANUP	LANGOS CORPORATION	20 SOR - ASBESTOS	2,650.00
			<u>Program Total</u>	<u>2,650.00</u>
 <div style="text-align: right;">Fund Total</div> <div style="text-align: right;">2,650.00</div>				

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 501 - WATER/SEWER

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 501 -WATER/SEWER				
2013	WATER/SEWER REFUNDS	PATEL, JAYANTILAL P	UB REFUND-FINAL	114.07
2013	WATER/SEWER REFUNDS	POLITES, CONWAY/PATRICIA	UB REFUND-FINAL	25.43
2013	WATER/SEWER REFUNDS	SCHNEIDER, TIFFANY	UB REFUND-FINAL	24.84
2013	WATER/SEWER REFUNDS	KORBEL, YVONNE	UB REFUND-FINAL	21.84
2013	WATER/SEWER REFUNDS	CARLINO, PAUL & JULIE	UB REFUND-FINAL	74.52
			<u>Program Total</u>	<u>260.70</u>
Program: 50156001 -UTILITIES-ADMIN				
5211	VILLAGE ATTORNEY RETAINER	KLEIN THORPE & JENKINS	LEGAL FEES - FEB	575.00
			<u>Program Total</u>	<u>575.00</u>
Program: 50156054 -WATER PROD/STORAGE				
5550	MACHINERY & EQUIPMENT	CDW GOVERNMENT INC.	FREIGHT	50.00
5289	WATER SAMPLE ANALYSIS	ENVIRONMENTAL INC. MIDWEST LAB	SAMPLES COLLECTED	110.00
5332	PUMP REPAIR SUPPLIES	U S A BLUEBOOK	MAG DRIVE 2 HP	1,995.28
5550	MACHINERY & EQUIPMENT	CDW GOVERNMENT INC.	EATON FERRUPS 5.3KVA UPS	6,806.11
5341	CHEMICALS	MORTON SALT, INC	BULK WATER CONDITIONING R	2,038.94
5312	NATURAL GAS	NICOR GAS	WELL #8	327.23
5312	NATURAL GAS	NICOR GAS	WELL 10	167.44
5289	WATER SAMPLE ANALYSIS	SUBURBAN LABORATORIES, INC.	LAB ANAYSIS/WATER	198.50
5312	NATURAL GAS	NICOR GAS	WELL #12	249.53
5341	CHEMICALS	MORTON SALT, INC	BULK WATER CONDITIONING R	1,992.10
5312	NATURAL GAS	NICOR GAS	WELL #9	277.79
5550	MACHINERY & EQUIPMENT	SMITH ECOLOGICAL SYSTEMS COMPA ESTIMATED SHIPPING		215.00
5550	MACHINERY & EQUIPMENT	SMITH ECOLOGICAL SYSTEMS COMPA WEBTROL H15B9S16-3T BOOST		9,932.25
			<u>Program Total</u>	<u>24,360.17</u>
Program: 50156055 -WATER DISTRIBUTION				
5358	SAFETY SUPPLIES	R S HUGHES INC.	EARMUFFS	185.70
5358	SAFETY SUPPLIES	R S HUGHES INC.	SHIPPING	17.45
			<u>Program Total</u>	<u>203.15</u>
Program: 50156065 -INTERCEPTOR SEWER				
5253	WASTE REMOVAL	GROOT INDUSTRIES INC.	ROLL OFF	215.18
			<u>Program Total</u>	<u>215.18</u>
Program: 50156066 -LIFT STATIONS				
5311	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	ELECTRICITY/LIFT & PUMP S	177.51
5253	WASTE REMOVAL	GROOT INDUSTRIES INC.	ROLL OFF	205.18
			<u>Program Total</u>	<u>382.69</u>
Program: 50156067 -COLLECTION SYSTEM				
5253	WASTE REMOVAL	GROOT INDUSTRIES INC.	ROLL OFF	283.30
			<u>Program Total</u>	<u>283.30</u>

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 501 - WATER/SEWER

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
			Fund Total	26,280.19

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 603 - RISK MANAGEMENT INS

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 60312010 -RISK MANAGEMENT INS FUND				
5222	INSURANCE CLAIMS	RUSH TRUCK CENTER -GRAYSLAKE	IRMA CLAIM:SWEEPER REPR	2,530.57
5222	INSURANCE CLAIMS	RAINBOW COLLISION CENTER	IRMA CLAIM:SWEEPER RPRS	9,733.19
5222	INSURANCE CLAIMS	IRMA	MARCH DEDUCTIBLE	3,986.44
			Program Total	16,250.20
			Fund Total	16,250.20

Village of Lake Zurich
Semi-Monthly Warrant Report
May 19, 2014 - Period 13

Report Run Date: 5/12/2014

Fund: 710 - PERFORMANCE ESCROW

Account Code	Account Title	Vendor Name	Payable Description	Payment Amount
Program: 710 -PERFORMANCE ESCROW				
2053	UNDIST AR SUSPENSE	KLEINTHORPE & JENKINS	LEGAL FEES - FEB	735.00
			<u>Program Total</u>	<u>735.00</u>
				Fund Total
				735.00

YTD Vendor Payments - FY14

Date: 5/14/2014

Vendor Number	Vendor Name	Current Payment
19	A. BLOCK MARKETING, INC	1,882.60
2100	ABSOLUTELY CUSTOM	264.35
4180	ANDRES MEDICAL BILLING LTD.	1,887.34
5104	ARLINGTON POWER EQUIPMENT INC.	6.99
5260	ARTE VERDE GARDEN CNTR & LANDSCAPIN	21,675.00
7510	BADE PAPER PRODUCTS	3,190.38
UB000089	CARLINO, PAUL & JULIE	74.52
13160	CASPER TRUE VALUE	814.09
15280	CDW GOVERNMENT INC.	6,856.11
13923	CHICAGO PARTS & SOUND LLC	99.96
14650	CLARKE ENVIRON MOSQUITO MGMT	2,547.60
15165	COLLEGE OF DU PAGE	75.00
15160	COLLEGE OF LAKE COUNTY	21,696.25
15271	COMMONWEALTH EDISON	107.59
26590	CONSTELLATION NEW ENERGY, INC.	177.51
19700	DUSTCATCHERS INC.	145.96
15283	EHLERS INVESTMENT PARTNERS LLC	520.00
23225	ELEGANT EMBROIDERY/MELON INK	10.00
75333	ENCOMPASS MED & SPEC GASES LTD	82.50
24071	ENVIRONMENTAL INC. MIDWEST LAB	110.00
25680	ETERNO, DAVID G	337.50
30240	GALL'S INC.	10.94
30492	GATSO USA, INC	9,030.00
32274	GRAEF	11,079.01
96120	GRAINGER	505.92
32955	GROOT INDUSTRIES INC.	703.66
34070	HALOGEN SUPPLY CO. INC.	509.52
35425	HEALTH ENDEAVORS, SC	735.00
77315	HENRY SCHEIN EMS	396.00
37025	HOME DEPOT CREDIT SERVICES	594.30
43110	I R M A	3,986.44
42369	INSIGHT PUBLIC SECTOR, INC	332.46
42392	INTERNATIONAL FIRE EQUIPMENT	1,173.87
42395	INTERSTATE BATTERY	73.95
49830	KLEIN THORPE & JENKINS	7,667.00
50193	KONDIC, JENNIFER	397.84
UB000090	KORBEL, YVONNE	21.84
50272	KOZIOL REPORTING SERVICE	589.50
51259	LAKE COUNTY RECORDER	29.00
51432	LANGOS CORPORATION	2,650.00
54490	MANHARD CONSULTING LTD	585.00
57095	MIKE'S TOWING, INC AUTO & TRUCK REP	511.00
58269	MORTON SALT, INC	4,031.04
60320	N E N A	550.00
59770	NAPA AUTO PARTS	17.25
S982S	NATIONAL ARBOR DAY FOUNDATION	124.95
60419	NETRIX LLC	6,708.57
60747	NI GOVERNMENT SERVICES, INC	25.28
61214	NICOR GAS	6,184.24

YTD Vendor Payments - FY14

Date: 5/14/2014

Vendor Number	Vendor Name	Current Payment
61224	NORTHWEST COMMUNITY HOSPITAL EMS	4,612.50
61673	NW UNIV TRAFFIC INSTITUTE	975.00
68771	PADDOCK PUBLICATIONS INC.	31.05
56215	PAETEC	3,919.66
UB000088	PATEL, JAYANTILAL P	114.07
69980	PERRICONE GARDEN CENTER	1,460.00
70251	PETTY CASH - BLDG & ZONING	43.90
UB000086	POLITES, CONWAY/PATRICIA	25.43
73551	R C TOPSOIL INC.	315.00
38235	R S HUGHES INC.	406.31
73230	RAINBOW COLLISION CENTER	9,733.19
76346	RUSH TRUCK CENTER - SPRINGFIELD	290.33
76344	RUSH TRUCK CENTER -GRASLAKE	2,492.85
UB000087	SCHNEIDER, TIFFANY	24.84
77930	SEBERT LANDSCAPING COMPANY	843.75
78543	SHERWIN INDUSTRIES INC.	2,129.61
79293	SISTER CITIES INTERNATIONAL	360.00
80025	SMITH ECOLOGICAL SYSTEMS COMPANY	10,147.25
80790	SPRING ALIGN OF PALATINE INC.	669.15
80799	SPRUCE LAKE SAND & GRAVEL	15.00
81070	STAPLES BUSINESS ADVANTAGE	683.20
81921	STREICHER'S, INC	53.94
82073	SUBURBAN LABORATORIES, INC.	198.50
12836	THE CARE OF TREES	8,520.00
84200	THOMPSON ELEVATOR INSP SERVICE	200.00
84490	TLO LLC	110.00
85047	TOSHIBA BUSINESS SOLUTIONS, USA	3,584.51
88845	U S A BLUEBOOK	1,995.28
93823	WHOLESALE DIRECT, INC	98.55

Report Total:

175,837.70

70 E. Main Street
Lake Zurich, IL 60047



AGENDA ITEM

8 B

Phone: (847) 438-5141
Fax: (847) 540-1768
Web: www.LakeZurich.org

MEMORANDUM

Date: May 12, 2014

To: Jason T. Slowinski
Village Manager

From: Roy T. Witherow
Assistant Village Manager

Subject: FIRE DEPARTMENT ORGANIZATIONAL ANALYSIS

Issue: The approved FY 2015 Budget includes funding of \$50,000 for a staffing/organizational analysis in the Fire Department. Staff seeks the Village Board's authorization to move forward in completing the organizational analysis.

Background: During the course of the past several years, the Village has responded to constricted financial resources with the reorganization of several Village departments and operations. Overall, staffing has been reduced by 19 full-time positions since FY 2010. As a result, every area of Village government has been impacted.

Due to the scope and complexity of public safety operations (i.e. police and fire) the Village Board has previously discussed retaining a consultant to conduct a comprehensive staffing/organizational analysis in these areas. In the summer of 2012, staff conducted a Request for Proposals (RFP) and recommended that the International City/County Management Association's Center for Public Safety Management (ICMA) conduct an organization analysis of the police and fire departments. The Village Board elected not to move forward as the cost of conducting an analysis of both departments was \$100,000 for which the funds were unbudgeted in the FY 2013 budget.

ICMA submitted a proposal again last month pursuant to staff's request to conduct an organizational/service analysis in the Fire Department at a cost not to exceed \$50,000.

Analysis: The ICMA has served municipalities for 100 years and has provided professional guidance for its membership. In the past several years, ICMA has created a well-established performance management and measurement division with an unparalleled expertise in assisting municipalities in these areas. The Center for Public Safety Management has adopted this quantitative philosophy.

The ICMA consultant team is comprised of highly experienced and nationally recognized public safety professionals. This analysis should be considered an investment in assisting the Village to create and execute more efficient systems, controls, and processes. ICMA's proposed study includes the following key components:

- Examine the department's organizational structure and culture;
- Perform gap analysis, comparing the "as is" state of the department to the best practices and industry standards;
- Recommend a management framework to ensure accountability, increased efficiency and improved performance;
- Conduct a data-driven forensic analysis to identify actual workload; and
- Identify and recommend appropriate staffing and deployment levels for every discrete operational and support function in the department.

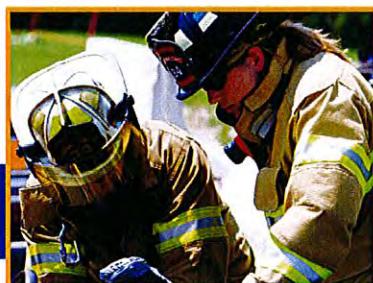
Given the methodology and process utilized by ICMA in the course of its analysis, staff recommends that the Village move forward with ICMA's Center for Public Safety Management to conduct an organizational and service analysis of the Fire Department. The estimated timeframe for completion of the analysis is 135 days (approximately 4.5 months) from the date the final agreement is signed.

Recommendation: Staff recommends the Village enter into a contractual agreement with ICMA-CPSM to conduct an operational and structural analysis of the Fire Department in an amount not to exceed \$50,000 and that the Village Manager be authorized to execute any necessary documents for the same.

w/ Attachment:

International City/County Management Association/Center for Public Safety Management, LLC
Proposal for Comprehensive Analysis of Fire/EMS Services

Proposal for Comprehensive Analysis of Fire / EMS Services



FIRE/EMS

OPERATIONS

CENTER FOR PUBLIC SAFETY MANAGEMENT

Submitted by:

Center for Public Safety Management, LLC

Exclusive Provider of Public Safety Technical Assistance for

International City/County Management Association

475 K Street, NW, Suite 702

Washington, DC 20001

716-969-1360

ICMA

Leaders at the Core of Better Communities

May 2, 2014

Mr. Jason Slowinski
Village Manager
Village of Lake Zurich
70 East Main Street
Lake Zurich, IL

Dear Mr. Slowinski:

The Center for Public Safety Management, LLC, the exclusive provider of public safety technical assistance for the International City/County Management Association, is pleased to submit this proposal for an analysis of fire / EMS services for the Village of Lake Zurich, Illinois.

The CPSM approach is unique and more comprehensive than ordinary accreditation or competitor studies. In general, our analysis involves the following major outcomes:

- Examine the department's organizational structure and culture;
- Perform gap analysis, comparing the "as is" state of the department to the best practices of industry standards;
- Recommend a management framework to ensure accountability, increased efficiency and improved performance;
- Conduct a data-driven forensic analysis to identify actual workload;
- Identify and recommend appropriate staffing and deployment levels for every discrete operational and support function in the department.

This proposal is specifically designed to provide the local government with a thorough and unbiased analysis of emergency services in your community. We have developed a unique approach by combining the experience of dozens of subject matter experts in the areas of emergency services. The team assigned to the project will have hundreds of years of practical experience managing emergency service agencies, a record of research, academic, teaching and training, and professional publications, and extensive consulting experience completing hundreds of projects nation-wide. The team assembled for you will be true "subject matter experts" not research assistants or interns.

ICMA has provided direct services to local governments worldwide for almost 100 years, which has helped to improve the quality of life for millions of residents in the United States and abroad. I, along with my colleagues at CPSM, greatly appreciate this opportunity and would be pleased to address any comments you may have. You may contact me at 716.969.1360 or via email at lmatarese@cpsm.us

Sincerely,



Leonard A. Matarese, ICMA-CM, IPMA-HR
Director, Research and Project Development
Center for Public Safety Management, LLC

The Association & The Company

International City/County Management Association (ICMA)

The International City/County Management Association (ICMA) is a 100 year old, non-profit professional association of local government administrators and managers, with approximately 9,000 members located in 32 countries.

Since its inception in 1914, ICMA has been dedicated to assisting local governments in providing services to its citizens in an efficient and effective manner. Our work spans all of the activities of local government – parks, libraries, recreation, public works, economic development, code enforcement, Brownfield's, public safety, etc.

ICMA advances the knowledge of local government best practices across a wide range of platforms including publications, research, training, and technical assistance. Our work includes both domestic and international activities in partnership with local, state and federal governments as well as private foundations. For example, we are involved in a major library research project funded by the Bill and Linda Gates Foundation and we are providing community policing training in Panama working with the U.S. State Department. We have personnel in Afghanistan assisting with building wastewater treatment plants and have teams in Central America providing training in disaster relief working with SOUTHCOM.

The **ICMA Center for Public Safety Management (ICMA/CPSM)** is one of four Centers within the Information and Assistance Division of ICMA providing support to local governments in the areas of police, fire, EMS, Emergency Management and Homeland Security. In addition to providing technical assistance in these areas we also represent local governments at the federal level and are involved in numerous projects with the Department of Justice and the Department of Homeland Security. In each of these Centers, ICMA has selected to partner with nationally recognized individuals or companies to provide services that ICMA has previously provided directly. Doing so will provide a higher level of services, greater flexibility and reduced costs in meeting member's needs as we will be expanding the services that ICMA can offer to local government is expanding. For example, The Center for Productivity Management (CPM) is now working exclusively with SAS, one of the world's leaders in data management and analysis. And the Center for Strategic Management (CSM) is now partnering with nationally recognized experts and academics in local government management and finance.

The ICMA Center for Public Safety Management will be maintaining the same team of individuals performing the same level of service that it has for the past seven years. The contracting entity will be "**Center for Public Safety Management, LLC**" (**CPSM**). This entity will be the exclusive provider of public safety technical assistance for ICMA and will continue to provide training and research for the Association's members and will represent ICMA in its dealings with the federal government and other public safety professional associations.

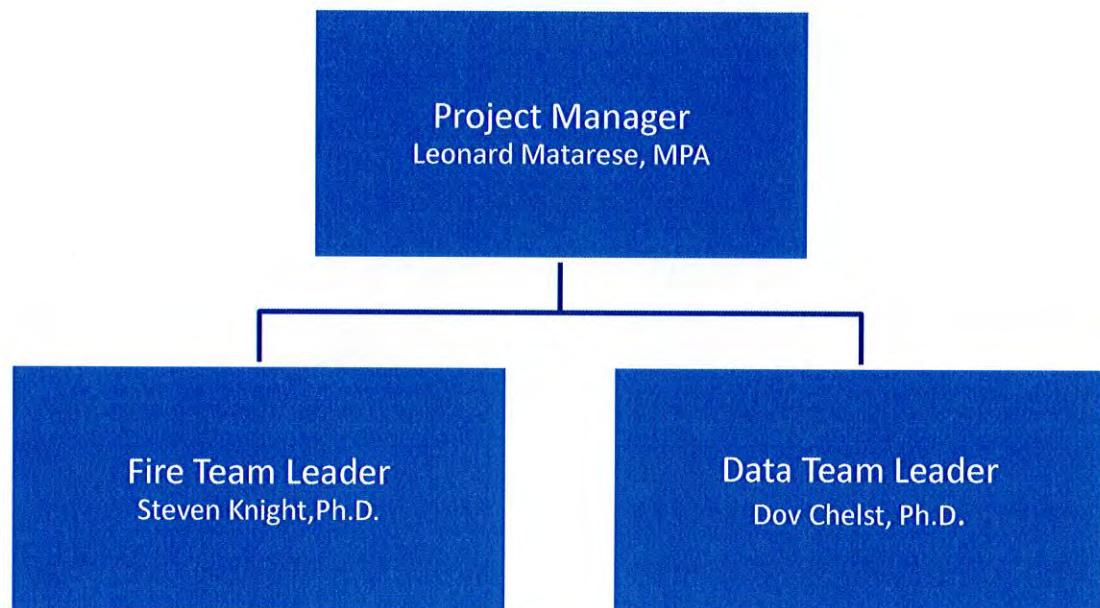
CPSM's local government technical assistance experience includes workload and deployment analysis, using our unique methodology and subject matter experts to examine department organizational structure and culture, identify workload and staffing needs as well as industry best practices. We have conducted over 200 such studies in 32 states and 120 communities ranging in size from 8,000 population Boone, IA to 800,000 population Indianapolis, IN.

Thomas Wieczorek is the Director of the Center for Public Safety Management. Leonard Matarese serves as the Director of Research & Program Development. Dr. Dov Chelst is the Director of Quantitative Analysis. Dr. Steven Knight is the Senior Manager for Fire/EMS.

Project Staffing

The proposal will look at the fire and EMS services of Lake Zurich. For this project, the CPSM has assembled a premier team of experts from a variety of disciplines and from across the United States. The goal is to develop recommendations that will enable it to produce the outcomes necessary to provide critical emergency services consistent with the community's financial capabilities. The team will consist of a Project Manager, two Team Leaders and several senior public safety Subject Matter Experts selected from our team specifically to meet the needs of the community.

The management organizational chart for the project includes the following Key Team Members:



Project Manager

Director of Research and Project Development, Center for Public Safety Management, LLC

Leonard Matarese, MPA, ICMA-CM, IPMA-CP

- **Background**

Mr. Matarese is a specialist in public sector administration with particular expertise in public safety issues. He has 44 years' experience as a law enforcement officer, police chief, public safety director, city manager and major city Human Resources Commissioner. He was one of the original advisory board members and trainer for the first NIJ/ICMA Community Oriented Policing Project which has subsequently trained thousands of municipal practitioners on the techniques of the community policing philosophy over the past 18 years. He has managed several hundred studies of emergency services agencies with particular attention to matching staffing issues with calls for service workload.

Recognized as an innovator by his law enforcement colleagues he served as the Chairman of the SE Quadrant, Florida, Blue Lighting Strike Force, a 71agency, U.S. Customs Service anti-terrorist and narcotics task force and also as president of the Miami-Dade County Police Chief's Association – one of America's largest regional police associations. He represents ICMA on national projects involving the United States Department of Homeland Security, The Department of Justice, Office of Community Policing and the Department of Justice, Office Bureau of Justice Assistance. He has also served as a project reviewer for the National Institute of Justice and is the subject matter expert on several ICMA / USAID police projects in Central America. As a public safety director he has managed fire / EMS systems including ALS transport. He was an early proponent of public access and police response with AEDs.

Mr. Matarese has presented before most major public administration organizations annual conferences on numerous occasions and was a keynote speaker at the 2011 annual PERF conference. He was a plenary speaker at the 2011 TAMSEC Homeland security conference in Linköping, Sweden and at the 2010 UN Habitat PPUD Conference in Barcelona, Spain.

He has a Master's degree in Public Administration and a Bachelor's degree in Political Science. He is a member of two national honor societies and has served as an adjunct faculty member for several universities. He holds the ICMA Credentialed Manager designation, as well as Certified Professional designation from the International Public Management Association- Human Resources. He also has extensive experience in labor management issues, particularly in police and fire departments and is currently editing an ICMA book on the selection of police and fire chiefs.

Data Assessment Team

Center for Public Safety Management Senior Team Members

Dov Chelst, Ph.D., Director of Quantitative Analysis

- **Background**

Dr. Chelst is an expert in analyzing public safety department's workload and deployment. He manages the analysis of all public safety data for the Center. He is involved in all phases of The Center's studies from initial data collection, on-site review, large-scale dataset processing, statistical analysis, and designing data reports. To date, he has managed over 140 data analysis projects for city and county agencies ranging in population size from 8,000 to 800,000.

Dr. Chelst has a Ph.D. Mathematics from Rutgers University and a B.A. Magna Cum Laude in Mathematics and Physics from Yeshiva University. He has taught mathematics, physics and statistics, at the university level for 9 years. He has conducted research in complex analysis, mathematical physics, and wireless communication networks and has presented his academic research at local, national and international conferences, and participated in workshops across the country.

Senior Public Safety Subject Matter Expert

David Martin, Ph.D., Senior Researcher in the Center for Urban Studies, Wayne State University

- **Background**

Dr. Martin specializes in public policy analysis and program evaluation. He has worked with several police departments to develop crime mapping and statistical analysis tools. In these projects he has developed automated crime analysis tools and real-time, dashboard-style performance indicator systems for police executive and command staff. Dr. Martin teaches statistics at Wayne State University. He is also the program evaluator for four Department of Justice Weed and Seed sites. He is an expert in the use of mapping technology to analyze calls for service workload and deployments.

Senior Public Safety Subject Matter Expert

Gang Wang, Ph.D., Fire & EMS Services Data Analyst

- **Background**

Gang Wang received the dual bachelor degrees in industrial design and management science, and the M.S. in information system from Chongqing University in China and the Ph.D. degree in industrial engineering from Wayne State University. He has five years experience in enterprise information system and eight years experience in data analysis and applied mathematical modeling. He has rich experience in areas of automotive, travel and public safety with particular emphasis in fire / EMS analysis. He has published a book chapter and several journal articles.

Operations Assessment Team – Fire Unit

Director, Center for Public Safety Management, LLC

**Thomas Wieczorek, Retired City Manager Ionia, MI; former Executive Director
Center for Public Safety Excellence**

- **Background**

Thomas Wieczorek is an expert in fire and emergency medical services operations. He has served as a police officer, fire chief, director of public safety and city manager and is former Executive Director of the Center for Public Safety Excellence (formerly the Commission on Fire Accreditation International, Inc.). He has taught a number of programs at Grand Valley State University, the National Highway Traffic Safety Administration (NHTSA), and Grand Rapids Junior College. He has testified frequently for the Michigan Municipal League before the legislature and in several courts as an expert in the field of accident reconstruction and fire department management. He is the past-president of the Michigan Local Government Manager's Association; served as the vice-chairperson of the Commission on Fire Officer Designation; and serves as a representative of ICMA on the NFPA 1710 career committee.

He most recently worked with the National League of Cities and the Department of Homeland Security to create and deliver a program on emergency management for local officials titled, "Crisis Leadership for Local Government Officials." It has been presented in 43 states and has been assigned a course number by the DHS. He represents ICMA on the NFPA 1710 and 1730 Standards Committees and is a board member on the International Accreditation Service, a wholly owned subsidiary of the International Code Council.

He received the Mark E. Keane "Award for Excellence" in 2000 from the ICMA, the Association's highest award and was honored as City Manager of the Year (1999) and Person of the Year (2003) by the Rural Water Association of Michigan, and distinguished service by the Michigan Municipal League in 2005.

Senior Manager Fire / EMS

Chief Steven G. Knight, Ph.D., MPA, BS, EFO, CFO, Assistant Chief, St. Petersburg, FL Fire and Rescue Department.

- **Background**

Dr. Steve Knight is a 20-year veteran of the fire and EMS service and is currently the assistant fire chief with the St. Petersburg, Florida Fire and Rescue Department. St. Petersburg Fire & Rescue protects the lives and property of over 260,000 residents and responds to over 40,000 emergency incidents annually from 12 stations. During his tenure with SPFR, Chief Knight has served as the chief of rescue. Knight also currently serves for the Center for Public Safety Excellence, Commission on Fire Accreditation International as a technical advisor and peer assessor.

Chief Knight received the outstanding research award by the National Fire Academy/ United States Fire Administration in 2007, as well as the A. Don Manno Award for Excellence in Research by the National Society for Executive Fire Officers also in 2007.

Knight holds a Ph.D. from the University of South Florida in curriculum and instruction and a minor in research and measurement, a master's degree in public administration from Troy University and a bachelor's in Fire & Safety Engineering from the University of Cincinnati. Chief Knight is also a graduate of the Executive Fire Officer Program through the U.S. Fire Administration, Federal Emergency Management Agency. Knight is an accredited Chief Fire Officer through the Center for Public Safety Excellence and holds numerous Florida state fire and EMS technical certifications. Knight also serves as an adjunct instructor at St. Petersburg College in the Fire Science and Public Safety Administration Program, is the former Program Director – Emergency Medical Services at Manatee Technical Institute.

Senior Associate

Gerard J. Hoetmer, MPA, retired Executive Director of Public Entity Risk Institute, Fairfax, Virginia

- **Background**

Gerry Hoetmer is an expert in fire services, emergency management, and risk management. He served as the founding executive director of the Public Entity Risk Institute, a nonprofit organization that provided training, technical assistance, and research on risk management issues for local government and other public and quasi-public organizations. During his tenure as executive director he was a member of the National Academy of Sciences Disaster Roundtable. Prior to his position as executive director at PERI, Mr. Hoetmer worked at ICMA for 19 years, most recently as the director of research and development. He has written extensively on local government emergency management, the fire service, code enforcement, and risk management issues.

Seminal works include the first report to Congress on fire master planning and the first edition of *Emergency Management: Principles and Practices for Local Government*. In addition to providing expert testimony before Congress and local arbitration boards on fire staffing and scheduling issues, Mr. Hoetmer represented ICMA on the NFPA 1500 Standard on Occupational Safety and Health; NFPA 1201, the Standard for Providing Emergency services to the Public; and the NFPA 1710, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments. Mr. Hoetmer has developed and conducted training programs and seminars at FEMA's Emergency Management Institute and the National Fire Academy in Emmitsburg, Maryland.

He holds a Bachelors from the State University of New York, New Paltz and the Master of Public Administration degree from the University of Colorado at Denver

Senior Associate

Chief John (Jack) Brown (Ret.), BA, MS, EFO, Director, Arlington County Office of Emergency Management, Retired Assistant Chief Fairfax County Fire & Rescue Department

- **Background**

Jack Brown's 40 year public safety career includes 29 years with the Fairfax County, Virginia Fire & Rescue Department, where he retired as Assistant Fire

Chief of Operations. He served in a number of operational and staff positions, including the Office of the Fire Marshal where he attained NFPA certification as a Fire Inspector II and Fire Investigator. As an investigator, he conducted post fire and post blast investigations, assisting in the prosecution of offences involving arson and illegal explosives. He served as a Planning Section Chief and Task Force Leader for the Fairfax County Urban Search and Rescue Task Force (VA TF-1). He deployed to Nairobi, Kenya as Plans Chief in response to the 1998 embassy bombing and as Task Force Leader on a deployment to Taiwan in response to an earthquake in 1999.

Upon his retirement from Fairfax County in 2000, he became the Assistant Chief for the Loudoun County Department of Fire, Rescue and Emergency Management, where he led a team of firefighters to the Pentagon on 9/11 and assisted the Arlington County Fire Department as the initial Planning Section Chief for the incident. Jack served as Planning Section Chief on a Northern Virginia multi-jurisdictional emergency management task force that reestablished the New Orleans Emergency Operations Center just after Hurricane Katrina. He retired from Loudoun County in 2006 to pursue a career in emergency management.

Brown retired from the Coast Guard Reserve as a Chief Warrant Officer 4, specializing in port safety and security, with 33 years of combined Army and Coast Guard Reserve service. After 9/11, he served on active duty for 47 months, including 15 months in the Middle East. He received the Bronze Star Medal for actions in Baghdad, Iraq while supporting combat operations during Operation Iraqi Freedom.

Brown holds a bachelor's degree in Fire Science Administration from the University of Maryland and a master's degree in Quality Systems Management from the National Graduate School, Falmouth, Massachusetts. He is a 1997 graduate of the National Fire Academy's Executive Fire Officer Program at the National Emergency Training Center, Emmitsburg, Maryland. He has been an adjunct professor at the Northern Virginia Community College and the University of the District of Columbia in the Fire Science curriculums. He is a graduate of the Executive Leadership Program in the Center for Homeland Defense and Security at the Naval Postgraduate School, Monterey, California.

Associate

Chief Mike Iacona, MPA, Fire Chief/Director Flagstaff Fire Department, Flagstaff Arizona; former Director and Fire Chief , Orange County, Florida Fire Rescue Department.

• Background

Chief Iacona has 38 years of fire service experience, with the last 17 years as Fire Chief. He currently serves as fire chief for the City of Flagstaff, Arizona and has held this position since 2002. Prior to this, he was the Director of Orange County Fire Rescue, Florida, which included oversight of the County's emergency management functions. In addition to duties associated with fire chief, he has served in various capacities, rising through the ranks from to fire fighter/paramedic to chief fire officer. Mike has led a fire training division, was the Chief of Operations, served as Emergency Manager in EOC Operations, was Chief Negotiator in multiple IAFF Contract deliberations. He has supervised the development of several fire master plans, was a volunteer fire

fighter coordinator, led multiple fire code adoption processes, was in charge of personnel and payroll functions and implemented fire impact fees. He also has wildland fire experience, supervising a fuel management program, the adoption of a Wildland Interface Code, and the adoption of a Community Wildfire Protection Plan (CWPP).

Chief Lacona holds a Master's Degree in Public Administration and did his Undergraduate work in Urban Planning at Florida Atlantic University, in Boca Raton, FL. He is a graduate of the National Fire Academy's Executive Fire Officer Program and attended The Program for Senior Executives in State and Local Government at the Harvard Kennedy School.

Project Schedule

Milestone 1 – Full execution of the agreement

Agreement will identify Project Launch date.

Milestone 2 – Project Launch

We will conduct an interactive telephone conference with local government contacts. Our project leads will launch the project by clarifying and confirming expectations, detailing study parameters, and commencing information gathering.

Milestone 3a – Information Gathering and Data Extraction- 30 Days

Immediately following project launch, the operations leads will deliver an information request to the department. This is an extensive request which provides us with a detailed understanding of the department's operations. Our experience is that it typically takes an agency several weeks to accumulate and digitize the information. We will provide instructions concerning uploading materials to our website. When necessary, the lead will hold a telephone conference to discuss items contained in the request. The team lead will review this material prior to an on-site visit.

Milestone 3b – Data Extraction and Analysis – 14 Days

Also immediately following the project launch the Data Lead will submit a preliminary data request, which will evaluate the quality of the Computer Aided Dispatch (CAD) system data. This will be followed by a comprehensive request for data from the CAD system to conduct the response and workload analysis. This request requires a concerted effort and focused response from your department to ensure the timely production of required for analysis. Delays in this process will likely extend the entire project and impact the delivery of final report. The data team will extract one year's worth of Calls for Service (CFS) from the CAD system. Once the Data Team is confident the data are accurate, they will certify that they have all the data necessary to complete the analysis.

Milestone 3c – Data Certification – 14 days

Milestone 4a – Data Analysis and Delivery of Draft Data Report – 30 days

Within thirty days of data certification, the analysis will be completed and a draft, unedited data report will be delivered to the department for review and comment. After the data draft report is delivered, an on-site visit by the operations team will be scheduled.

Milestone 4b – Departmental Review of Draft Data Report – 14 days

The department will have 10 days to review and comment on the draft unedited data analysis. During this time, our Data team will be available to discuss the draft report. The Department must specify all concerns with the draft report at one time.

Milestone 4c – Final Data Report – 10 days

After receipt of the department's comments, the data report will be finalized within 10 days.

Milestone 5 – Conduct On-Site Visit – 30 days

Subject matter experts will perform a site visit within 30 days of the delivery of the draft data report.

Milestone 6 – Draft Operations Report – 30 days

Within 30 days of the last on-site visit, the operations team will provide a draft operations report to the department. Again the departments will have 10 days to review and comment.

Milestone 7 – Final Report 15 days

Once the Department's comments and concerns are received by CPSM the combined final report will be delivered to the Village within 15 days.

TOTAL ELAPSED TIME: 105 - 135 days

The CPSM Approach: Fire/EMS

Operations Review

Using information analyzed by the data team, an operational assessment by CPSM technical experts will be conducted to evaluate the deployment of emergency resources.

The CPSM team will evaluate equipment, maintenance, records, policies, procedures, mapping, implemented technology and innovations, facilities, training, and staff to create recommendations for future service delivery.

The team may meet with elected and appointed officials as well as identified community leaders to determine the outcome they are seeking from deployment of resources.

Observations and recommendations will be developed around key performance and analysis areas in the completion of the report and include:

- Comprehensive Data Analysis
 - Incident Type Workload
 - Response Time
 - Unit Workload
 - Analysis of Busiest Hour
- Governance and Administration
 - Organizational Structure
 - Organizational Leadership
 - Staffing and Deployment
 - External Relationships
- Organizational Behavior/Management/Processes
 - Time Allocation of Staff
 - Organizational Communication
 - Strategic Planning
 - Performance Measurement
- Financial Resources (Operating and Capital Resources)
- Programs (To include fire suppression, EMS, fire prevention, public education, fire investigation, technical rescue, hazardous materials, emergency management, , and other service delivery programs)
- Risk Management/All hazards approach to community protection
- ISO/Accreditation Benefit Analysis

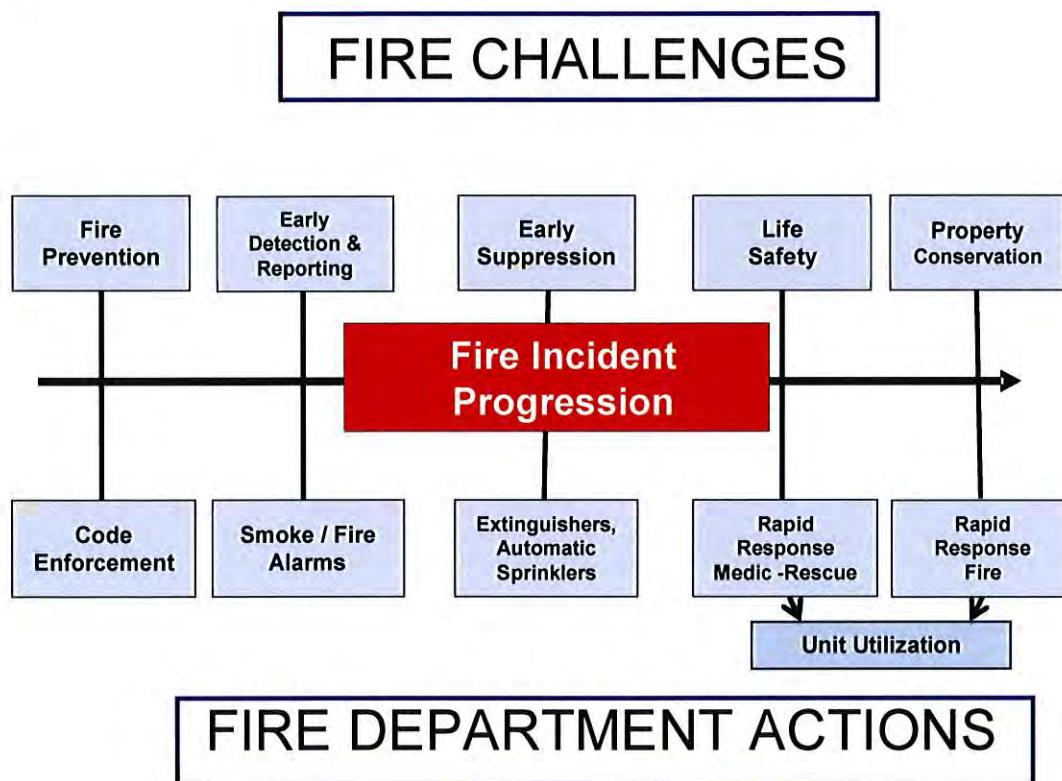
Using GIS technology we will review the current locations of deployed equipment and stations with recommendations developed for the future. Key to making these determinations will be response time for dispatched units and call density.

The CPSM data team has created a methodology for determining resource utilization that quantifies the maximum and minimum deployment of personnel and equipment. It is unlike any other approach currently used by consultants and is indicative of the desire by CPSM to deliver the right resources at the right time.

Fire Suppression Services

Fire departments staff their stations and train their personnel to respond to a wide array of fire and vehicular accident emergencies. In addition, many departments use the long intervals between calls for service for a variety of fire prevention, training and station activities. Research in the United Kingdom as well as by FEMA has shown that the most cost-effective approach to fire deployment is the elimination of calls. If a call is received, eliminating hazards decreases the risk faced by first responders and may result in a more positive outcome. These preventive strategies should include building effective code enforcement and fire prevention activities as well as strong public education programs promoting smoke detectors fire extinguisher use and placement in homes and businesses. The effort may also include early fire suppression through the use of automatic sprinkler systems and other fire protection systems. All of these prevention and response challenges are illustrated below.

↓



The resulting data study CPSM completes will gather and analyze data on the efficiency and effectiveness of the current deployment on the fire runs. Resource utilization will be quantified for concentration, location, and unit utilization.

The study will also analyze fire call data to provide a comprehensive review of how fire services are delivered to the community including a detailed analysis of workloads and response times. The analysis of the workloads should begin with an in-depth study of the types of calls handled and their severity. The goal of this data gathering would be to explicate the fundamental nature of the fire challenge faced by the Fire Department.

The study will pay special attention to fires reported in residences or buildings. Some examples of questions to be answered as a part of the study include: What was the average response

time of the first arriving fire suppression unit capable of deploying extinguishing agent? How long did the engine companies work at the scene?

For each call type, we will determine the time spent on-scene and the manpower personnel who worked the scene. This data will be aggregated to determine an overall average total time spent on fire calls per 24-hour period and by shift for each engine company. It will document any dramatic variations by time of day and day of week as well as seasonal variations. It will also require the review the department's non-emergency productive hours that fire personnel carry out between emergency calls. The study will also analyze data to determine the proportion of calls and the associated workload that arise within the community's borders compared to mutual aid calls.

Response time is an important statistic in emergency service systems. We will determine:

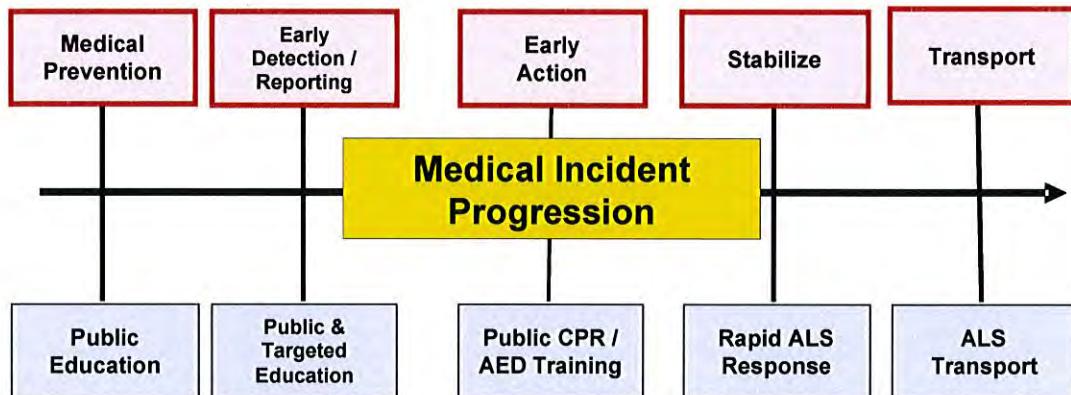
- Average response time of first arriving fire suppression unit capable of deploying extinguishing agent.
- Distribution of response times for different call categories
- Response time for the second arriving engine company, where possible

We will also identify and review calls that experienced unusually long response times.

Emergency Medical Services

Fire Departments provide emergency medical services in addition to fire suppression duties. In this project we will analyze EMS call data to provide a comprehensive review of emergency medical services including a detailed analysis of workloads and response times. The analysis of the workloads will begin with an in-depth study of the types of calls handled and their severity. The goal is to explicate the fundamental nature of the emergency medical challenge faced by the community's Fire Department. We will pay special attention to the most critical emergencies such as heart attack and serious vehicular accidents.

EMS CHALLENGES



EMS DEPARTMENT ACTIONS

For each call type, we will determine the time spent on-scene and the manpower personnel who worked the scene. These data will be aggregated to determine an overall average total time spent on fire calls per 24-hour period for each ambulance company and the unit hour utilization (UHU). We will also determine how much EMS calls contribute to the workload of fire engine companies since they also respond to most calls. We will document any dramatic variations by time of day and day of week as well as seasonal variations.

Response time is an important statistic in emergency service systems. We will determine not only average response time but also the distribution of response times for different call categories. We will also identify and review calls that experienced unusually long response times.

Analysis of the Busiest Hours of the Year

Fire departments often speak of the "worst case scenario" or "resource exhaustion" when developing staffing and deployment plans. In reality, an agency can never staff for the worst case scenario, because whatever situation can be envisioned, there can always be a more serious event that can be planned.

What is needed to make staffing and apparatus decisions is a clear understanding of what levels of demand can reasonably be expected over specific periods of time in a specific jurisdiction. For example, what are the busiest calls for service times over a one year period and what levels of staffing and apparatus were needed to handle this workload?

To answer this question requires a detailed analysis of calls for service, broken down minute by minute, identifying which units were busy and how many units remained available to respond to a new call for service. More sophisticated analysis can take into consideration available mutual aid resources.

There is significant variability in the number of calls from hour to hour. One special concern relates to the fire resources available for the highest workload hours. We tabulate the data for each of 8760 hours in the year. We identify how often the fire department will respond to more than a specified number of calls in an hour. In studying call totals, it is important to remember that an EMS run typically lasts, on average, a different amount of time than a fire category call.

Example of "Busiest Hour Analysis"

What follows is an example of an CPSM study of a fire department with 17 units staffed all the time. For the vast majority of these high volume hours, the total workload of all units combined is equivalent to 3 or fewer units busy the entire hour. For the ten highest volume hours, 0.1% of the hours, the total workload exceeded 3 hours. All of these high volume hours occurred between 10 a.m. and 9 p.m.

The hour with the most work was between 1000 and 1100 on September 12, 2009. The 21 calls involved 34 runs. The combined workload was 417 minutes. This is equivalent to 7 firefighting units being busy the entire hour. However, in the City there are 17 units staffed all of the time. During the worst portion of the hour, there were always at least 5 units still available to respond immediately. Only 5 of the 17 units were busy more than 30 minutes during this hour.

The hour with the most calls was between 1400 and 1500 on October 13, 2009. The 23 calls involved 28 runs. The combined workload was 379 minutes. This is equivalent to between 6 and 7 firefighting units being busy the entire hour. However, in the city there are 17 units staffed all of the time. During the worst portion of the hour, there were always at least 7 units still available to respond immediately. Only 3 of the 17 units were busy more than 30 minutes during this hour.

Table 1. Frequency Distribution of the Number of Calls

Number of Calls in an Hour	Frequency
0-5	6397
6-10	2263
11-15	98
16 or more	2

Observations:

- A total of 6,397 hours (73%) in a year have received 0-5 calls.
- A total of 2,263 hours (25.8%) in a year have received 6-10 calls.
- A total of 100 hours (1.2%) in a year have received 11 or more calls.

Table 2. Top Ten Hours with the Most Calls Received

HOURS	Number of Calls	Number of Runs	Total Busy Minutes
13-Oct-2009 1400	23	28	379
12-Sep-2009 1000	21	34	417
20-Jun-2009 2000	15	16	252
02-Feb-2009 1900	15	16	213
10-Jul-2009 1000	14	15	226
15-Feb-2009 1900	14	20	317
29-Jul-2009 1700	14	18	274
23-Feb-2009 1100	14	15	180
17-Mar-2009 1500	14	17	193
01-Mar-2009 1800	13	14	185

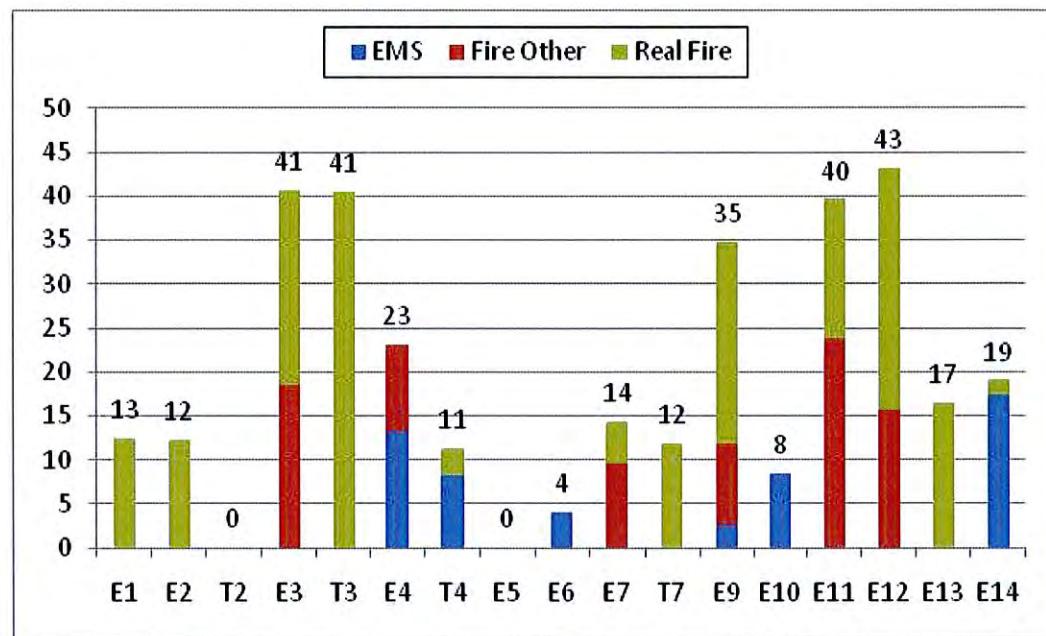
Table 3. Deployed Minutes by Unit for the Hour between 10 a.m. and 11 a.m. on 12-Sep-2009

Station	1	2	3	4	5	6	7	8	9	10	11	12	13	14	Number of Units					
Unit	E1	E2	T2	E3	T3	E4	T4	E5	E6	E7	T7	E9	E10	E11	E12	E13	E14	Busy	Free	
0-5																		3.3	1	16
5-10		1.9			0.7													5	3	14
10-15	3.1	5										3.7	0.6	4.8				5	7	10
15-20	5	4.3			5	0.5						5		5	4.4			4	8	9
20-25	4.4	1.1			4.4	5						3.8		5	5			7	10	
25-30					5	5						5		5	5			5	5	12
30-35		4.6	5									5		5	2.7			5	5	12
35-40		5	5	3.1								5		5	1.3			6	11	
40-45		5	5	5				1.2		0.7		0.7		4.9	5	1.6				
45-50		5	5	5	1.8				5	1.8		1.9	1.6	5	4.9	1.7		11	6	
50-55			0.9	5	5	4.5			3.3	5		2.5	0.8	2.5	5	5		12	5	
55-60				5	5	5			0.8	3.1	5	4.1	5	5	5	5		11	6	
Total	12.5	12.3	0.0	40.6	40.5	23.1	11.3	0.0	4.1	14.3	11.8	34.8	8.4	39.6	43.2	16.5	19.0			

Note: The numbers in the cells are the busy minutes within the 5 minute block. The cell values greater than 2.5 are coded as red.
 Observations:

- Between 10 a.m. and 11 a.m. on September 12, 2009, the fire department responded to 21 calls and dispatched 34 units to these calls.
- In the city there are 17 units staffed all of the time. During the worst portion of this hour, there were always at least 5 units still available to respond immediately. Only 5 of the 17 units were busy more than 30 minutes during this hour.

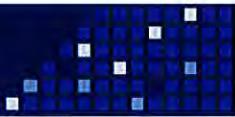
Figure 1. Workload by Unit and Call Type for the Hour between 10 a.m. and 11 a.m. on 12-Sep-2009



Observations:

- Engine companies E3, E11 and E12 were busy more than 40 minutes during this hour.
- Truck T3 was busy more than 40 minutes during this hour.
- Eleven units were busy less than 20 minutes. Two units responded to no calls.

Proposed Fees



The quotation of fees and compensation shall remain firm for a period of 90 days from this proposal submission.

CPSM will conduct the analysis of the fire and EMS departments for \$48,000 exclusive of travel. The project would be billed in three installments: 40% within 14 days of signing the contract; 40% with delivery of the police, fire and EMS draft data analysis; 20% with delivery of the final report. Following delivery of the draft reports, the Village will have 30 days to provide comments as to accuracy and a final report will be delivered within 30 days of the comment period. Travel expenses will be capped at \$2,000 so that the entire project cost will not exceed \$50,000.

Deliverables

Draft reports for fire/EMS will be provided for department review in electronic format.

In order to be ecologically friendly, CPSM will deliver the final report in computer readable material either by email or CD or both. The final reports will incorporate the operational as well as data analysis. Should the municipality desire additional copies of the report, CPSM will produce and deliver whatever number of copies the client request and will invoice the client at cost.

Should the Village desire additional support or in-person presentation of findings, CPSM will assign staff for such meetings at a cost of \$2,000 per day/per person along with reimbursement of travel expenses.

Conclusion

Part of ICMA's mission is to assist local governments in achieving excellence through information and assistance. Following this mission, CPSM Center for Public Safety Management acts as a trusted advisor, assisting local governments in an objective manner. In particular, CPSM's experience in dealing with public safety issues combined with its background in performance measurement, achievement of efficiencies, and genuine community engagement, makes CPSM a unique and beneficial partner in dealing with issues such as those being presented in this proposal. We look forward to working with you further.



VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

APRIL 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

Activities during April include:

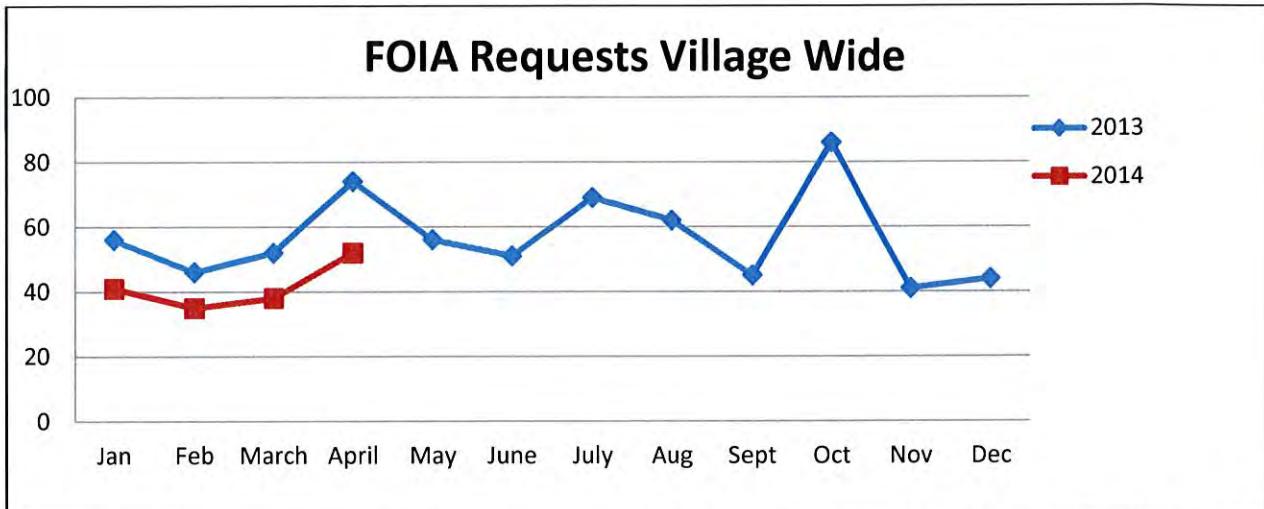
- The following establishments were issued Village business licenses in April:

American Sales	748 S. Rand Road
Ativo Capital Management	1 First Bank Plaza, Suite 301
Green Building Supply Center	480 Rose Road
El Jardin	500 Ela Road

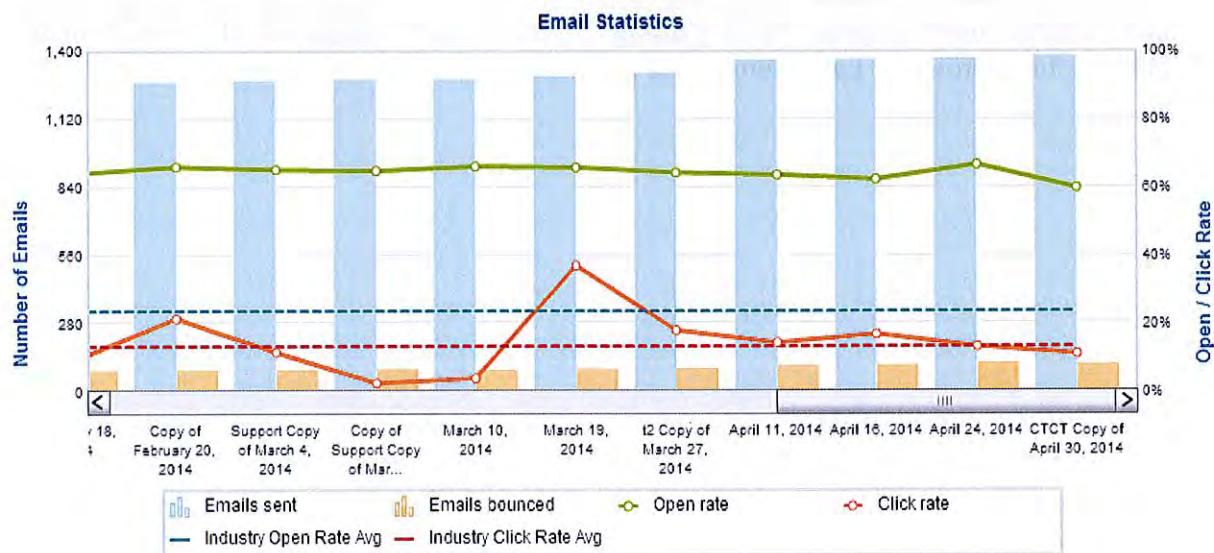
- The fiscal year 2015 budget was approved in April, following expenditure cuts of \$609,000. The final budget totals \$50.2 million across all funds and satisfies the Village's reserve balance of 20%, allowing a continued safety net against the \$36.25 million of outstanding debt (\$26.68 million related to the TIF). This budget was developed with the strategic goal of fiscal sustainability in mind, which is without doubt the Village's greatest priority and most difficult challenge in the coming years.
- The Committee of the Whole budget workshop in early April allowed a productive discussion and policy direction from the Village Board on the final draft of the fiscal year 2015 budget. Following the direction set at this workshop, a phased-in municipal utility tax on gas and electricity was approved and implemented, beginning at 2.5% and increasing to 5% after the first six months. Such a phased-in approach is intended to provide the community relief on expenses related to air conditioning over the summer months. This new revenue stream is projected to generate \$900,000 in new revenue in the first year.
- Incremental downtown improvements continued in April, per the redevelopment agreement with the owner of DiPiero's. In addition to the DiPiero's kitchen expansion project which is currently underway, demolition of the vacant and dilapidated inn on Old Rand Road was completed, allowing space for a future shared public/private parking lot that will be installed towards the end of summer.
- The annual TIF Joint Review Board meeting was held in April, providing a forum for local taxing bodies to understand TIF finances and ask questions about the proposed 12 year extension. After a review of the TIF finance report, most taxing bodies did not have any objections to moving forward with the extension.
- A new three year electricity aggregation contract with Homefield Energy was finalized, allowing Village residents and small businesses to continue the savings of the first two years of the aggregation program. A total of four electricity suppliers submitted bids, with Homefield Energy offering the lowest three-year rate along with an option for a 100% renewable energy opt-in program, with is available for those who wish to pay slightly higher rates to support the green energy industry.

- An executive leadership position was the focus of an expedited recruitment process in April, as Parks and Recreation Manager Dave Peterson announced his resignation with the Village in order to take a management position with the Dundee Township Park District. Ms. Bonnie Caputo has been appointed as the new Parks and Recreation Manager. Ms. Caputo has extensive experience in the recreational field, with nearly 14 years at the Foglia YMCA and strengths in marketing and fundraising.
- An early warning system was installed in the Cedar Creek retention basin in April, allowing staff to measure water levels from 1" to 36." The system is battery operated, uses a solar panel to recharge and a satellite link to send notifications via email, SMS, and phone.
- Following the legalization of video gaming terminals in early April, a process was created to review and approve future terminals. Final applications are expected to be ready for eligible establishments by mid-May, allowing a regulated and structured process for video poker, line-up, and blackjack video machines. The legalization of video gaming could provide a helpful boost to local economic development, allowing a spike in revenues for local businesses as well as attracting additional businesses to Lake Zurich.

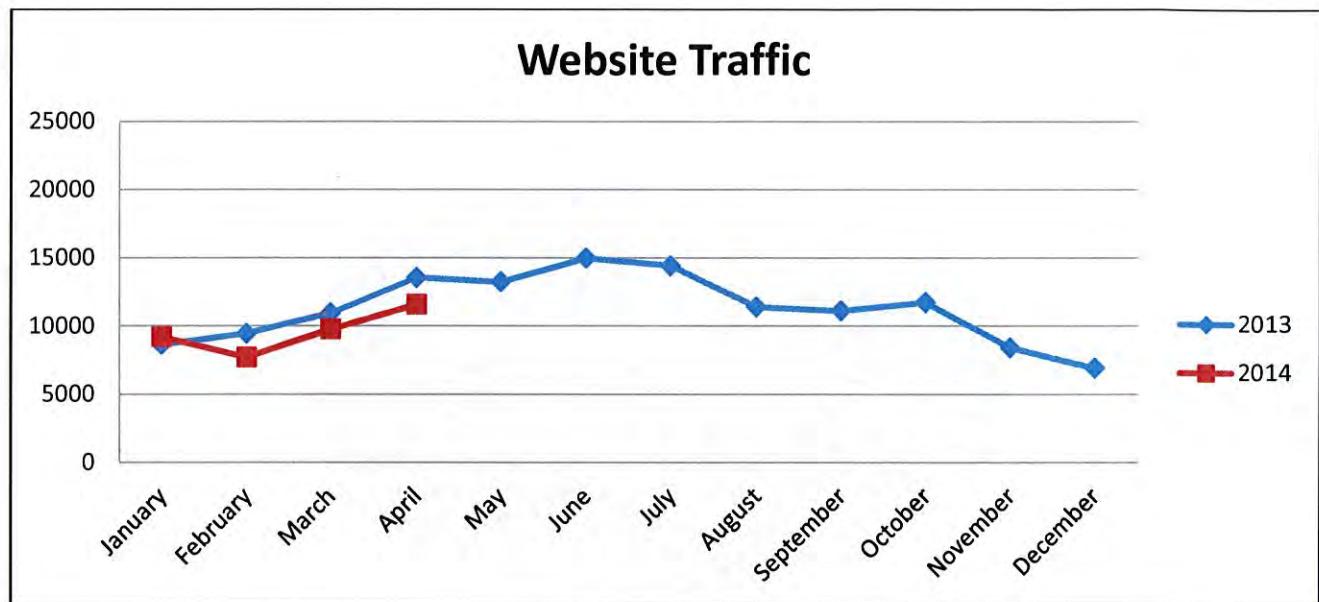
The Illinois Gaming Board reports that by the end of 2013, a total of 878 communities and counties have allowed video gaming. Lake Zurich's approval of video gaming follows the approval of Lake County and subsequently, several other municipalities.



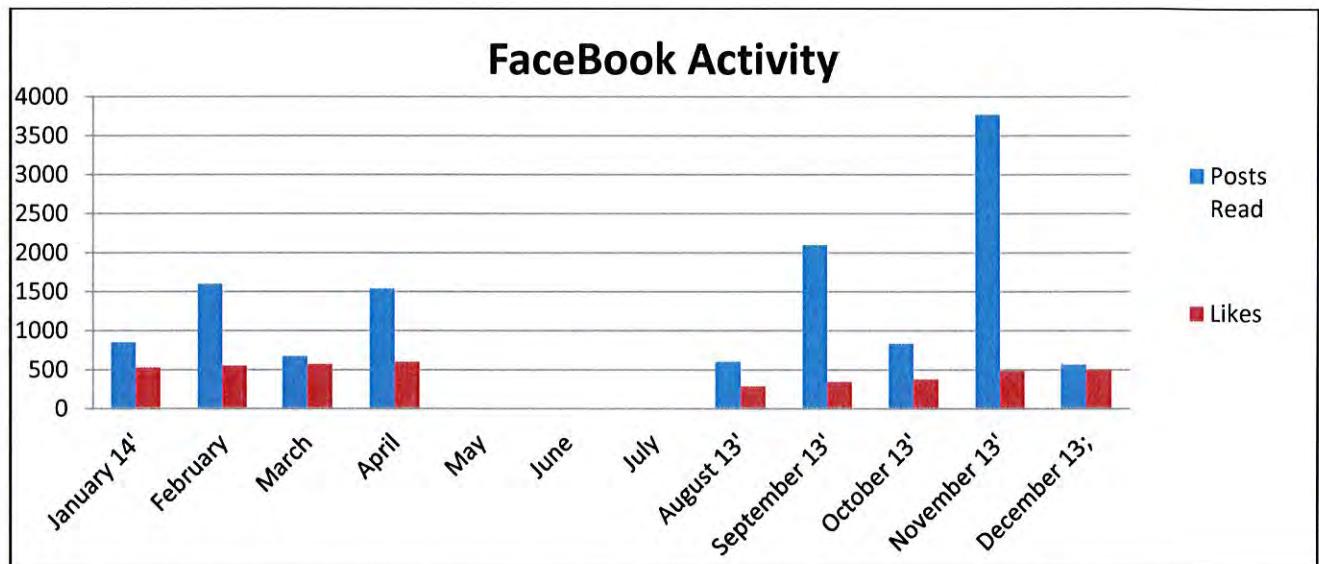
Open and honest government is the cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making process. This graph includes all of the FOIA requests received Village-wide among all departments. It should be noted that several FOIA requests require collaboration among more than one department, resulting in a team effort to obtain the correct information.



Benchmarks is the Village e-newsletter that is used as a central communication device for the public. This graph shows the number of people signed up for *Benchmarks*, as well as the bounce back rate, open rate, and click rate of readers. Subscription numbers are slowly increasing as more households are introduced to this new communication tool. The open rate is consistently over 50%, showing a high interest rate and readership for those that do receive *Benchmarks*, compared to the average open rate for government newsletters of less than 25%. The spike in the click rate on March 19th is due to the video gaming poll included in *Benchmarks*.

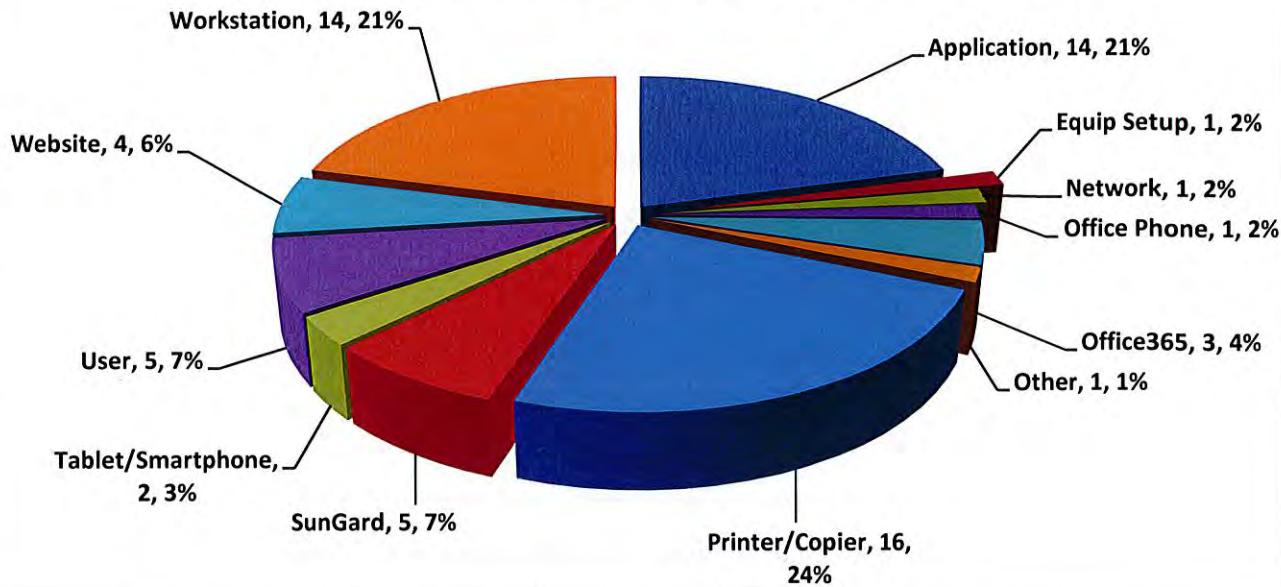


This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing citizen oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision making.



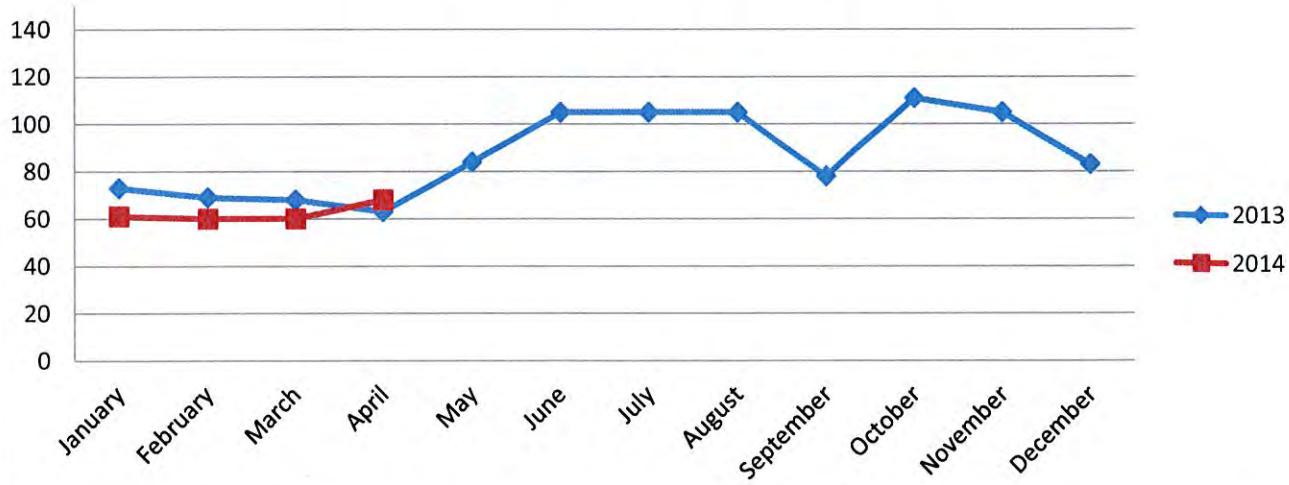
This shows the level of activity on the official Village FaceBook page. There are many opportunities for Lake Zurich to engage the community, especially the younger generation, through the use of social media. Reports indicate 55% of citizens use social media at least once per day, highlighting the importance of an official FaceBook page.

Help Desk Tickets By Category (This Month)



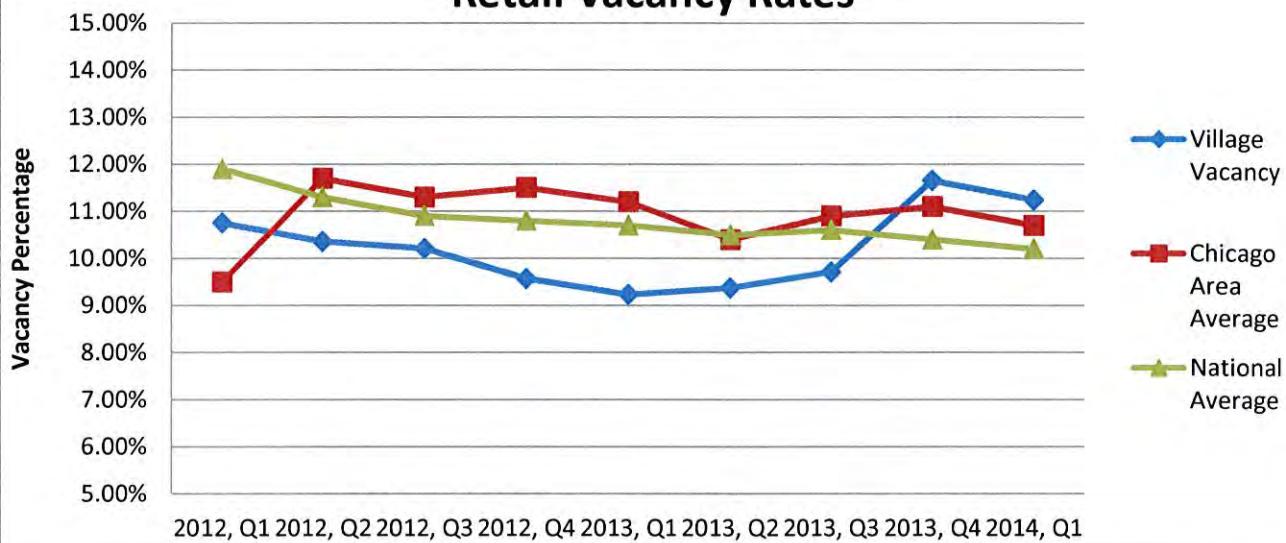
Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for a training workshops or investment in technology upgrades. This graph shows the most common requests for assistance this month.

Helpdesk Ticket Totals (Trend)



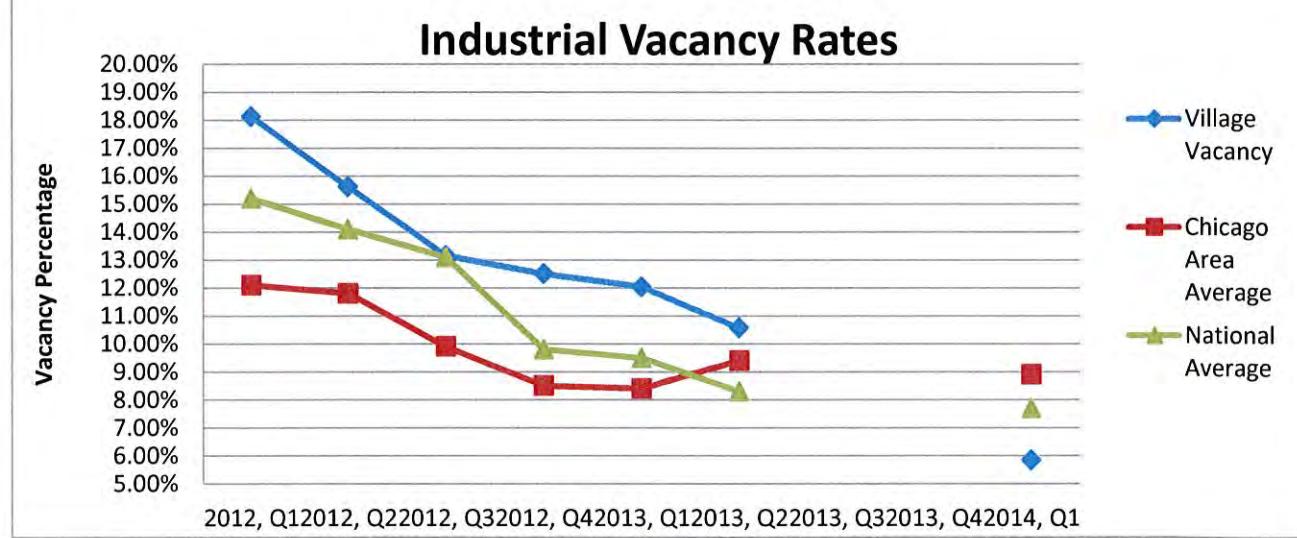
Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for a training workshops or investment in technology upgrades. This graph shows the annual trend of technology problems.

Retail Vacancy Rates



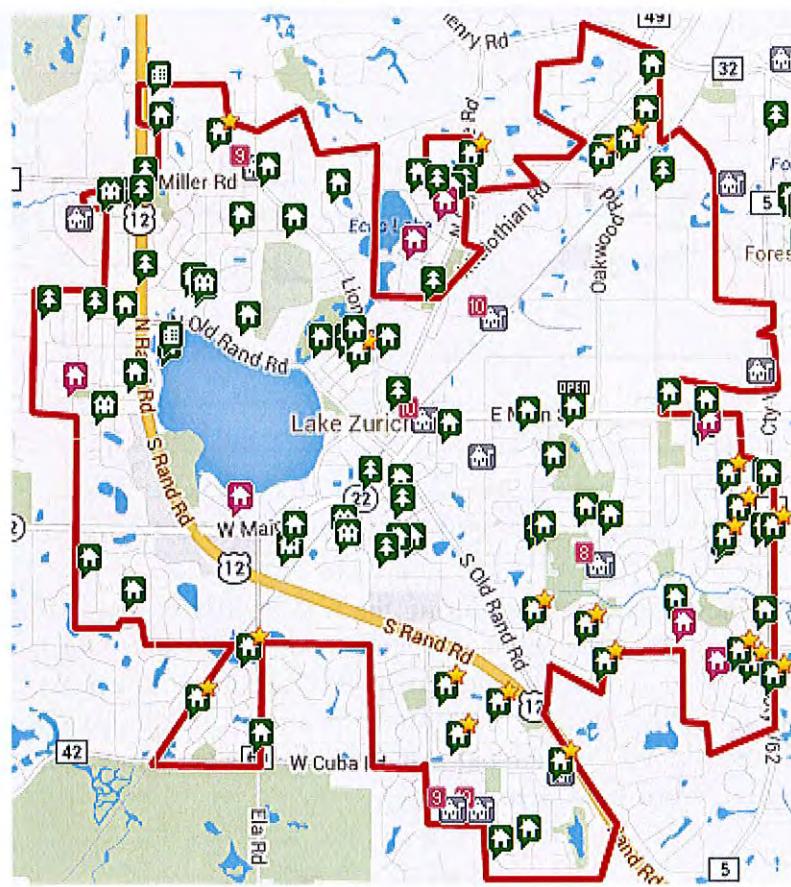
The Lake Zurich retail vacancy rate decreased during the first quarter of 2014 (from 11.65% to 11.24%) bolstered by the opening of the Mariano's store. Another major gain includes Sports Authority, which promptly filled the space vacated by MC Sports. The Lake Zurich retail vacancy rate continues to mirror that of the Chicagoland area retail rate in Q1 (from 11.10% to 10.70%). Lake Zurich outperformed the national average retail vacancy rate, which had only a 0.20 point decrease during Q1 (from 10.40% to 10.20%).

Industrial Vacancy Rates



The Lake Zurich industrial vacancy rate has not been updated since Q2 of 2013 but the reflected occupancy changes in the industrial park since then shows a significant decrease in vacancy. Staff is pleased to report that the estimated industrial vacancy rate in Q1 of 2014 is 5.85%, a significant decrease from the estimated 12.04% vacancy rate during the same quarter one year ago. The Village vacancy rate is lower than the national average of 7.70% and the Chicago area average of 8.90%.

Homes for Sale in Lake Zurich as of April 30, 2014



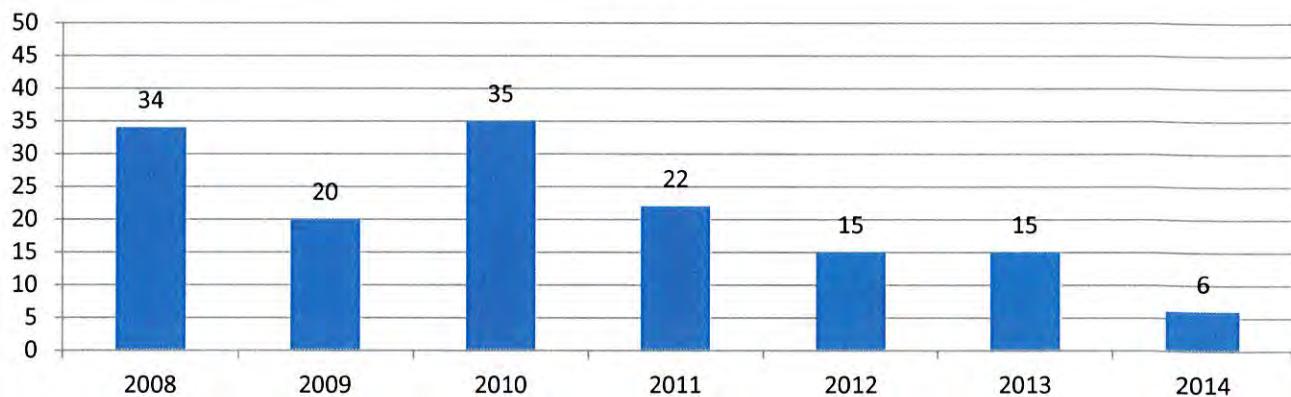
(Source: redfin.com)

Housing Inventory Statistics for April

Homes Reported for Sale:	128	85
Average Price:	\$332,400	\$319,900
Average Beds:	3.4	3.4
Average Baths:	2.5	2.4
Average Square Footage:	2,305	2,217
Average \$/Square Foot:	\$168	\$168
Average Days Listed:	163	131

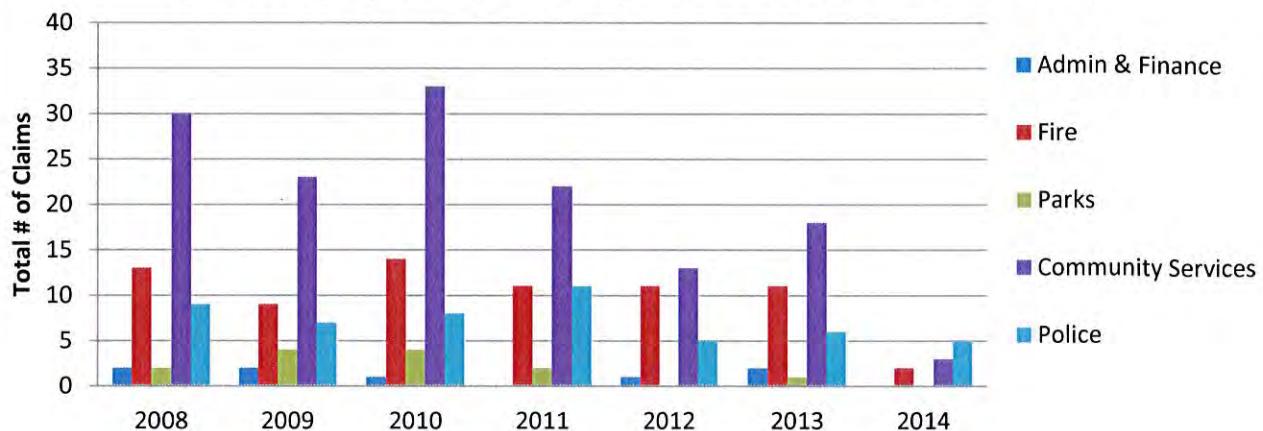
Housing Inventory Statistics for March

General Liability Claims -Total Incidents (Year-to-Date)



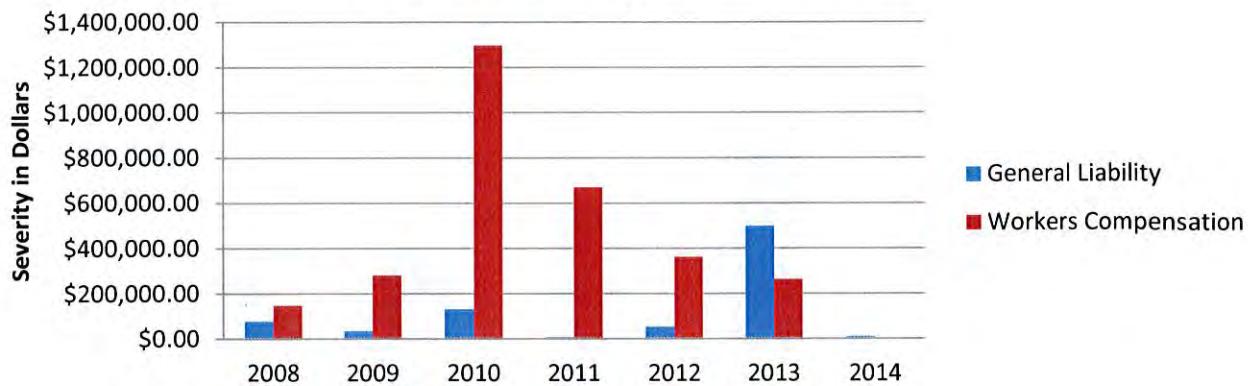
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports total General Liability claims in all departments. The two claims for 2014 are related to a vehicle striking a pot hole and a privately owned vehicle hitting the Village street sweeper.

Claim Frequency By Department (Year-to-Date)



Solid loss prevention programs and a culture of safety that encourages safe work practices will decrease claim frequency rates. This data shows the total number of claims by department, which is an aggregate number of the following claim types: Auto Liability, Auto Physical Damage, General Liability, Property Damage, and Workers Compensation. It is important to realize that the Public Works Division of Community Services is responsible for routine maintenance, so their general liability claims will naturally be high due to claims involving parkway trees, mailboxes, fire hydrants, the municipal fleet, etc.

Claim Severity for General Liability and Workers Compensation (Year-to-Date)



This metric provides a snapshot of the Village's overall liability position. Fewer claims filed against the Village mean less money spent and improved financial stability. The large spike in Workers Compensation claims filed in 2010 has slowly been decreasing in the 3 subsequent years. This data includes the total costs, including net property loss and any other associated expenses, such as attorney fees.



POLICE DEPARTMENT

MONTHLY INFORMATION REPORT

APRIL 2013

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General

- On April 7 Steven Husak was sworn in as the Chief of Police. Chief Husak has 25 years of law enforcement experience with the Buffalo Grove Police Department.
- On April 29 members of the Police Department and IT Director Michael Duebner met with several area Departments to discuss Records Management Systems. All agencies expressed interest in forming a consortium to further investigate available records packages and agency needs. Cost saving and shared information are items to be considered for the consortium.
- On April 9 Retired Chief of Police James Glogovsky (1983 – 1991) passed away. Chief Glogovsky (Ski) started his law enforcement career with the Waukegan Police Department. Members of the Lake Zurich Police and Fire Departments provided an Honor Guard on April 21.
- On April 15 Jack Reck attended his final meeting as a commissioner with the Fire and Police Commission. Mr. Reck has served as a commissioner for 21 years and was involved in the hiring process for 22 of the current officers.
- During the month of April members of the Department's Traffic Enforcement Unit completed the Department's Traffic Safety Challenge application. Members of the traffic unit spent several weeks documenting the Department's traffic education and enforcement programs. The Department has received numerous awards as a result of traffic safety programs conducted by the Department.

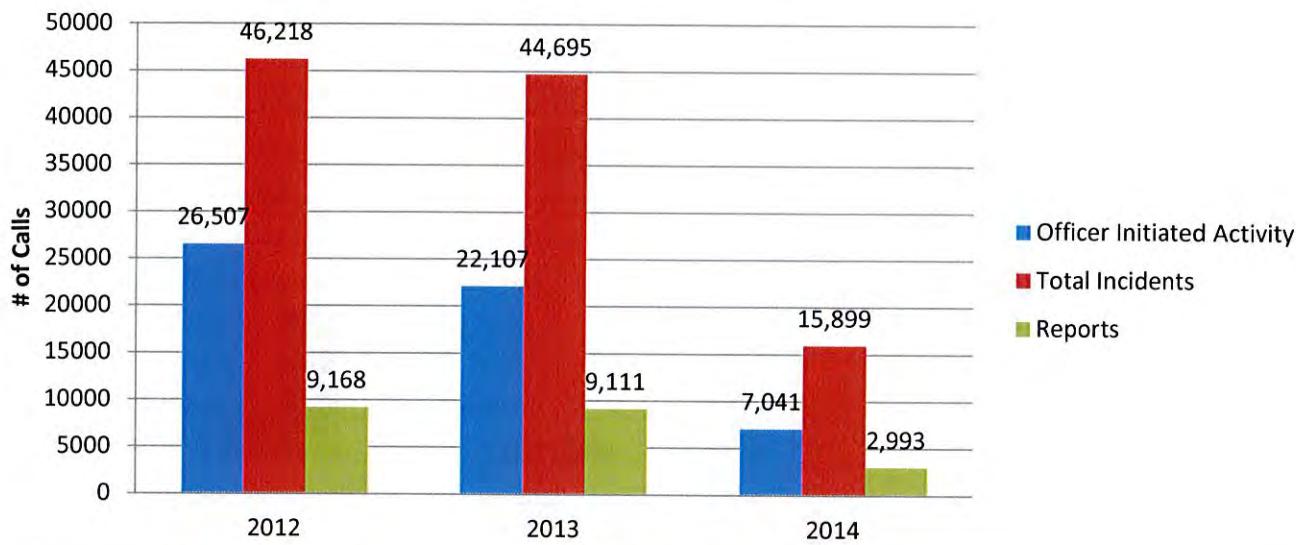
Patrol and Communications

- On April 17 Officer West responded to Mundelein for an active shooter exercise. Several area agencies participated in the annual training exercise.
- In April Commander Quinones participated in a Children of Domestic Violence program with A Safe Place of Lake County. During the program Commander Quinones spoke with and read to children affected by domestic violence.
- During the month of April, Department members along with H.R. Manager Gibson and Management Analyst Kordell met with representatives from both Labor lodges to discuss proposals for successor collective bargaining agreements. Discussions are ongoing.

Investigations

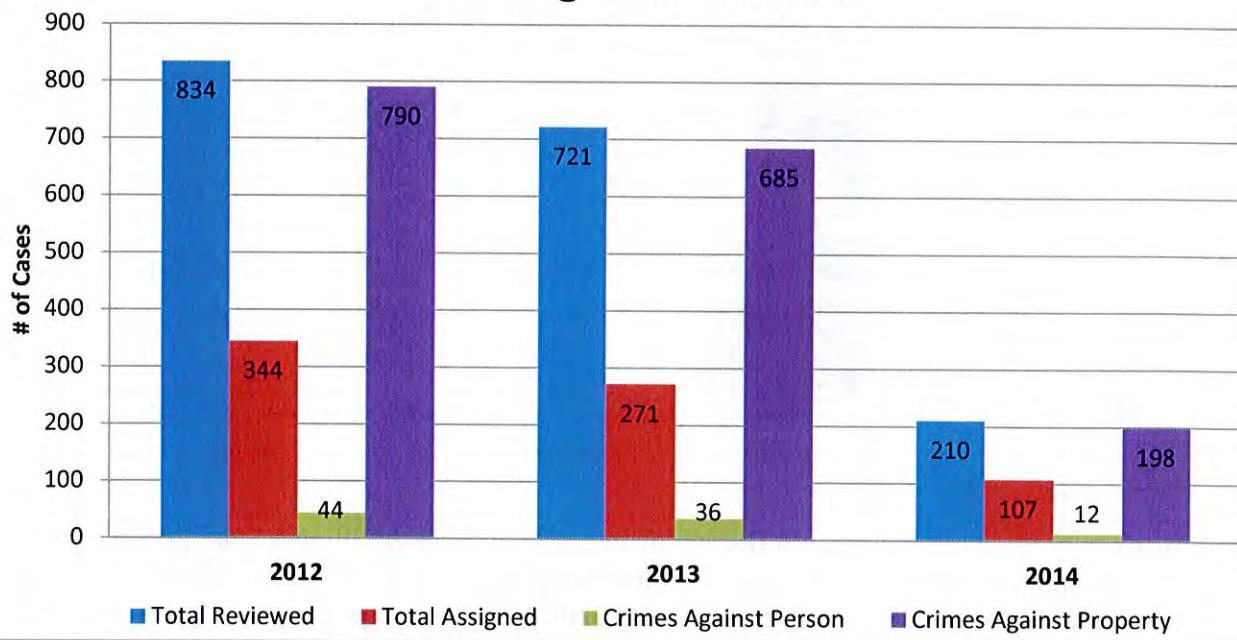
- On April 5th Detective Danielson represented the Department at the Lake Zurich Business Expo.
- On April 24th and 30th Department members met with representatives of District 95 to identify a replacement School Resource Officer (S.R.O.). District personnel interviewed six candidates for the position and selected Officer Mark Frey as the S.R.O. starting next school year.
- On April 26 the Department participated in the National DEA Prescription Drug Take Back program. A total of 307 pounds of unwanted drugs were collected and turned in for proper disposal.

Computer-Aided Dispatch (CAD) Incidents (Year-to-Date)



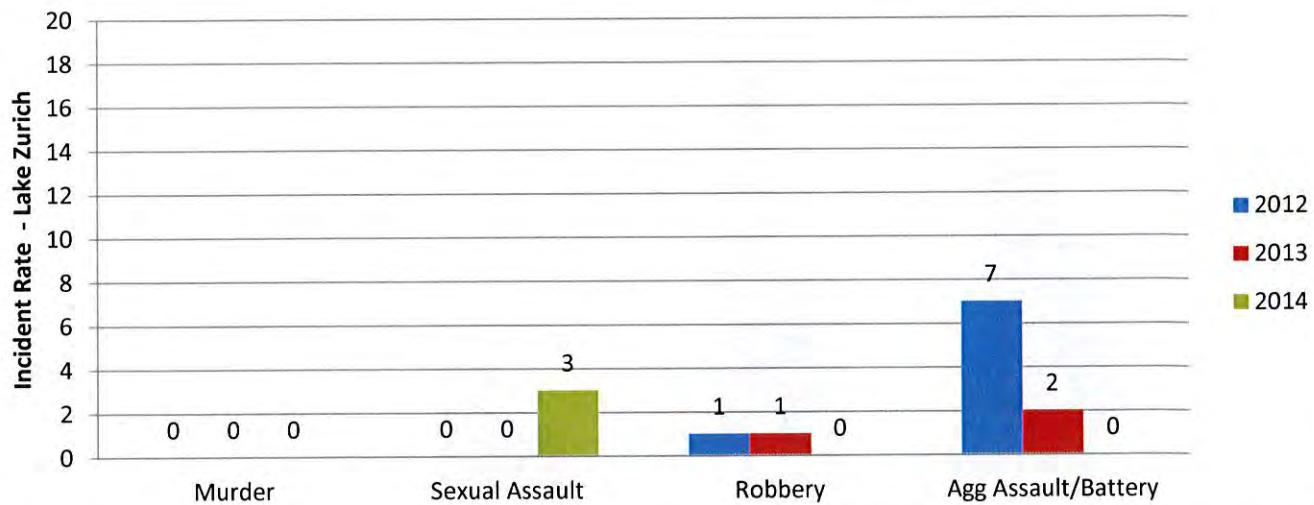
Officer initiated activity includes; DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Reports are incidents that receive a sequential case number and generally a written report. Current year data is year-to-date.

Investigative Caseload



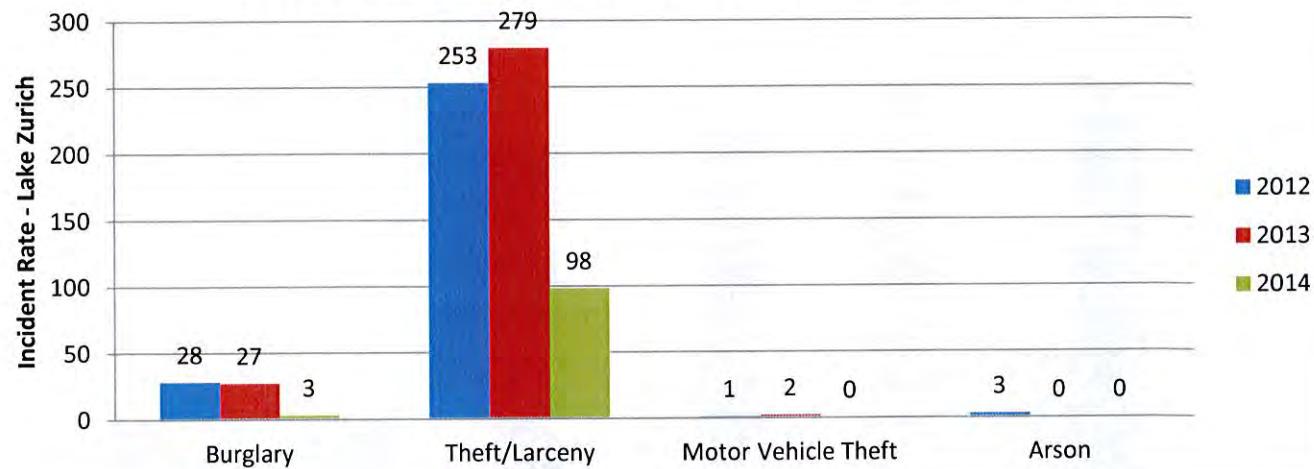
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.

Crime Rate for Violent Crimes (Year-to-Date)



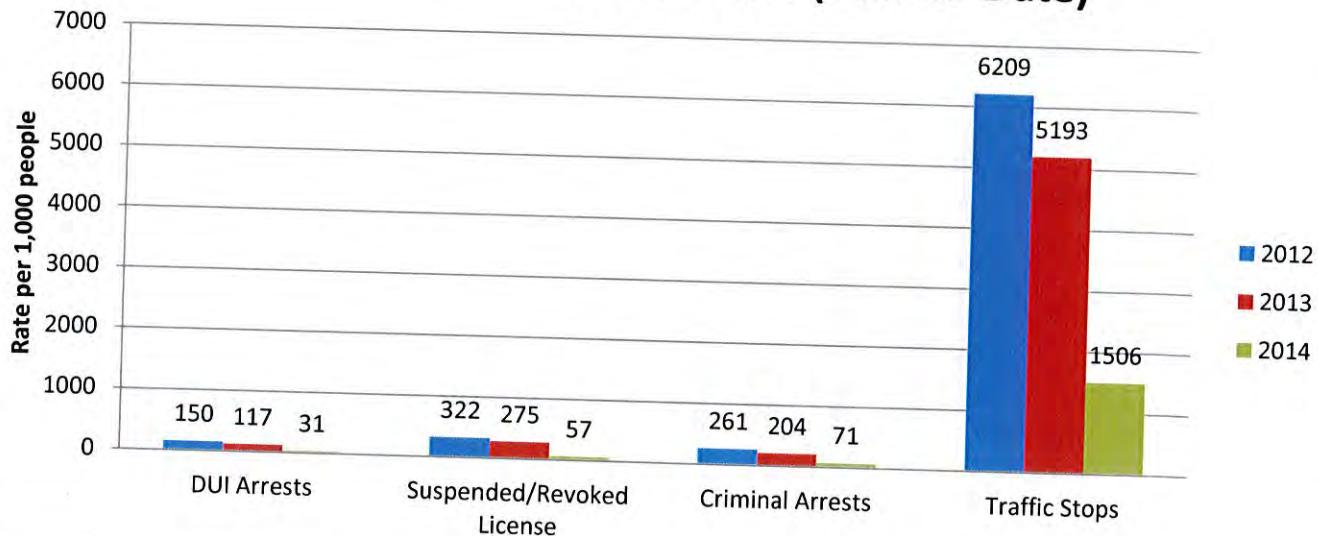
The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this information is converted to incidents per 100,000, although the actual numbers are used for this report. 2014 data is year-to-date.

Crime Rate for Property Crimes (Year-to-Date)



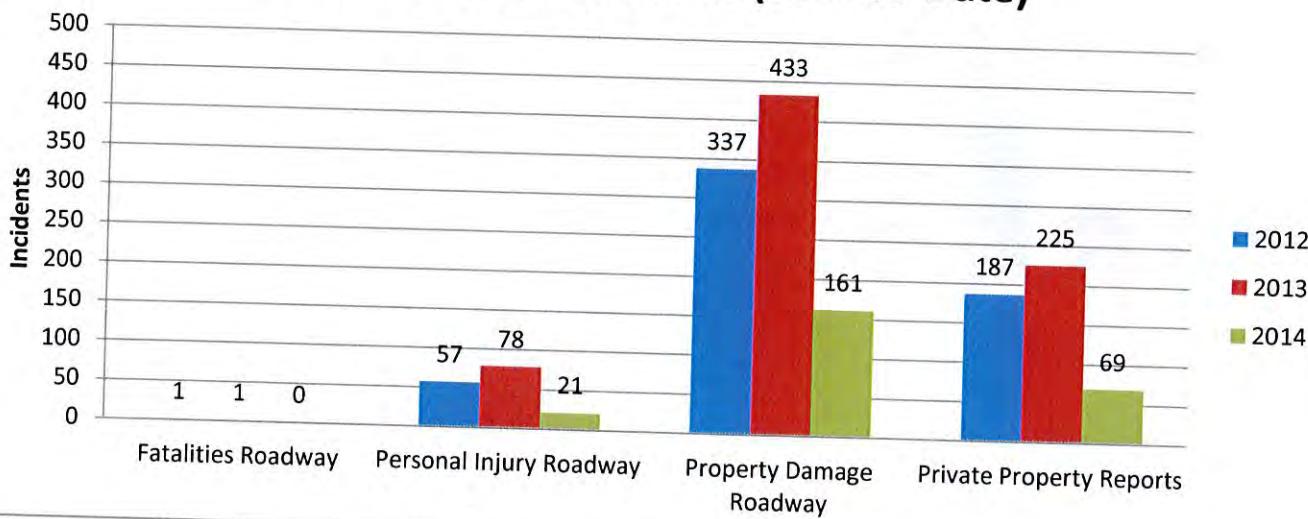
This information is provided to the Federal Bureau of Investigation via the Illinois State Police. These are Crimes against Property and the actual numbers reported are provided. Generally, this information is converted to incidents per 100,000. More information about this can be found at the Illinois State Police website: (<http://www.isp.state.il.us/crime/ucrhome.cfm>). Crime in Illinois provides crime information throughout Illinois. 2014 data is year-to-date.

Criminal and Traffic Offenses (Year-to-Date)



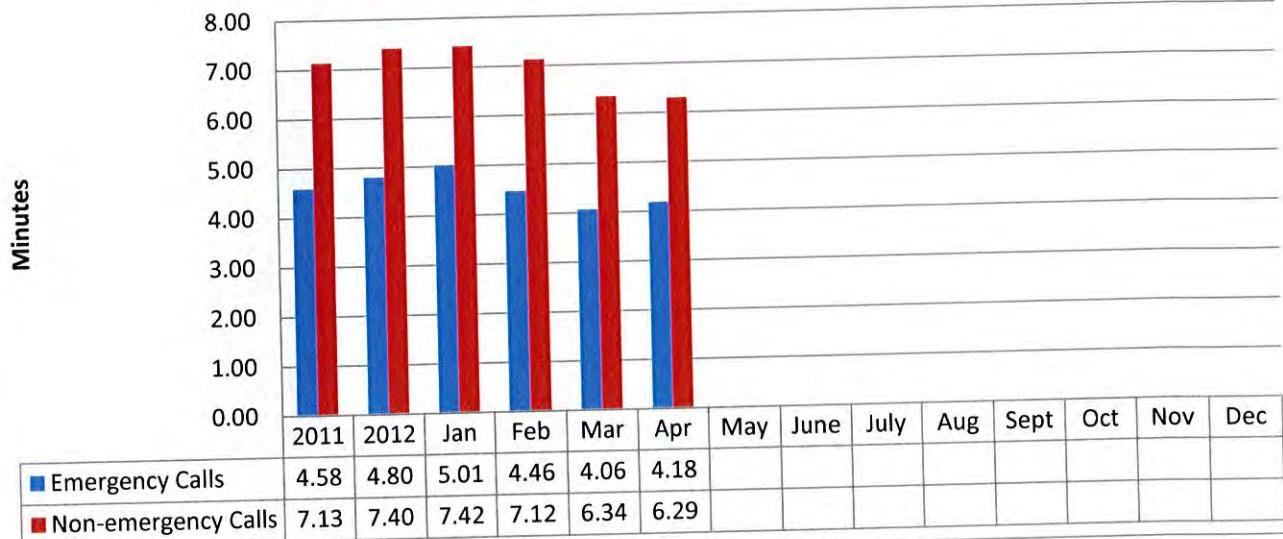
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.), and traffic stops conducted by Department personnel. Past year information is for the full year. The current year information is year-to-date data.

Vehicle Crash Incidents (Year-to-Date)



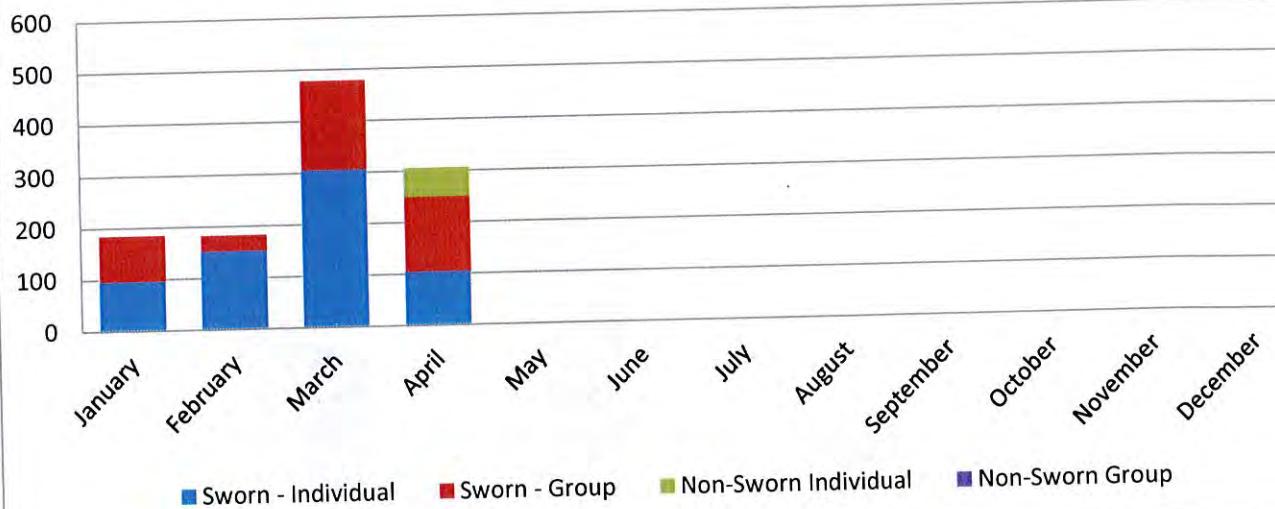
The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic Safety personnel investigate fatal, serious personal injury, and commercial motor vehicles. Previous year data is full year; current year data is year-to-date.

Average Response Time for Police



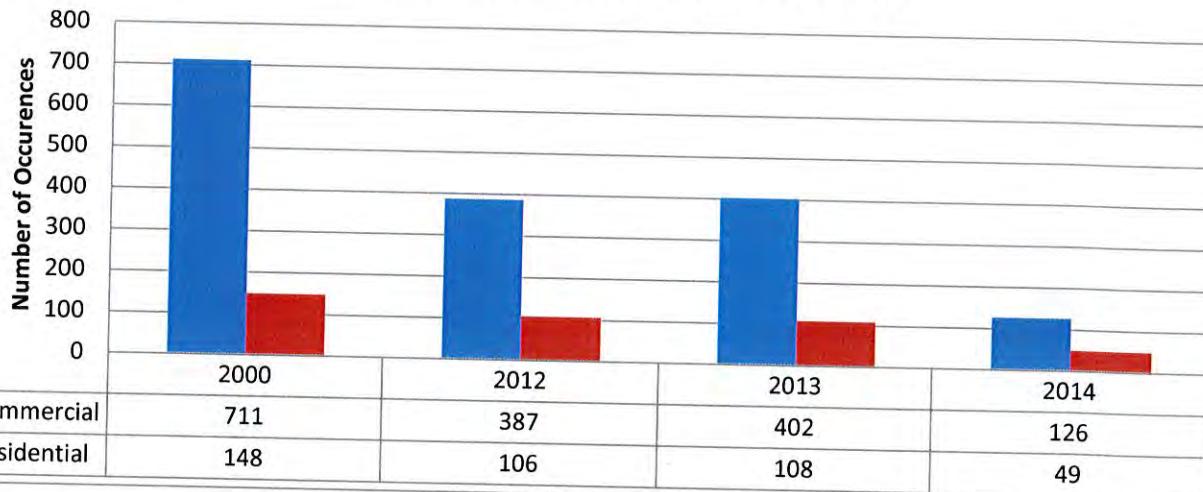
Response time is based on time a call-for-service is dispatched until a unit indicates, through a radio transmission to Dispatch or mobile-data-computer data transmission, they have arrived on-scene. The fraction of the minute is based on sixty seconds. (i.e. .50 = 30 seconds)

Training Time (in Hours)



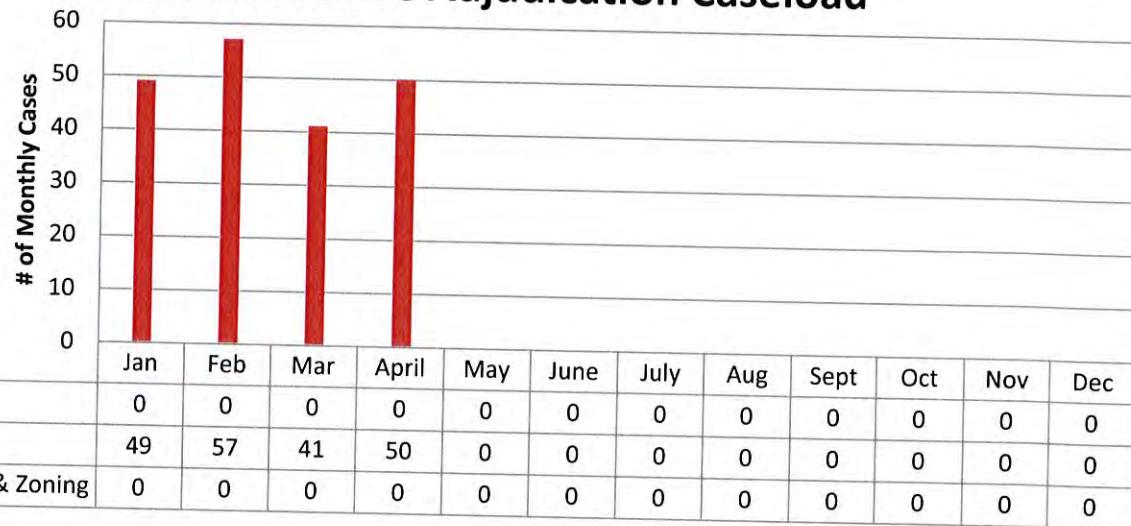
Training is an important element to maintain or improve skills/knowledge/ability. The training categories are divided into four categories: Sworn-Individual (personnel assigned to specific training courses), Sworn – Group (training presented to all sworn personnel multiplied by the number of personnel attending), Non-Sworn – Individual, and Non-Sworn – Group. Sworn personnel include police officers. Non-Sworn includes; telecommunicators, clerks, and Community Service Officers.

Alarm Occurrences (Year-to-Date)



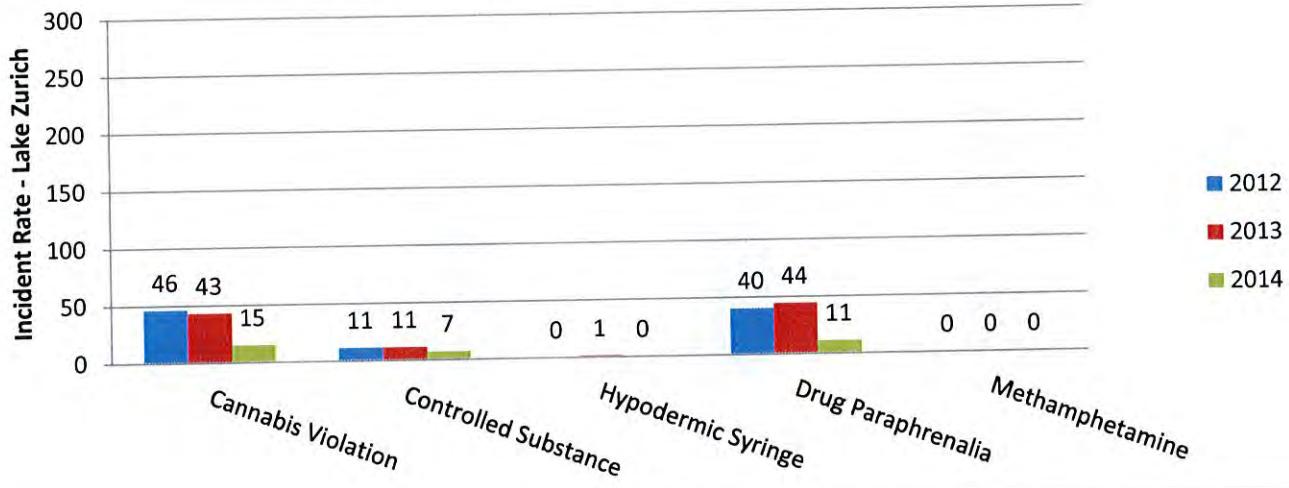
The Crime Prevention/Community Relations function monitors the number of alarms to which Patrol personnel respond – many of the alarms are false. Information from the year 2000 is benchmark information and indicates the progress that has been made regarding the false alarms that the Department has received. Previous year information is full year. Current year information is year-to-date.

Administrative Adjudication Caseload



The Administrative Adjudication process was originally put in place to address automated traffic enforcement citations. This program has been expanded to review vehicle equipment compliance citations, administrative tows, and parking citations. This process can be used by Building and Zoning and Fire Department personnel for code enforcement issues.

Drug Crime Arrests (Year-to-Date)



The Department is required to report Drug Crime Arrests to the Illinois State Police. The violations reported are related to the Cannabis Control Act, Controlled Substances Act, Hypodermic Syringe Act, Drug Paraphrenalia Act, and the Methamphetamine Act. Current year data is year-to-date.



FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

April 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

April 2014

General Operations:

Our Blood Drive was very successful with a total of 47 donors on the day of the event and we have had an additional 32 donors use the LZ code at a donor center. All of our volunteers did a wonderful job promoting the event. Our next event will be the Community Blood Drive to be held on July 19th.

We had a small electrical fire in a home at 14 Elm Pl. in Lake Zurich. No injuries were reported and the home remained habitable.

Labor negotiations culminated with a successor agreement that was ratified in the first few days of May.

We had an ambulance out of service for 9.5 hours during the month. During that time frame – no ambulance was available in one of the response districts.

Training Initiatives:

Five employees attended a Village sponsored Business Writing class held here in Lake Zurich.

We had members attend a course on how to handle social media in the public service realm.

Several members attended a refresher course on CAD system reporting and new computers to be rolled out via the ETSB to our units.

Community Access:

The Bureau personnel monitored and evaluated a number of evacuation drills in numerous schools this past month.

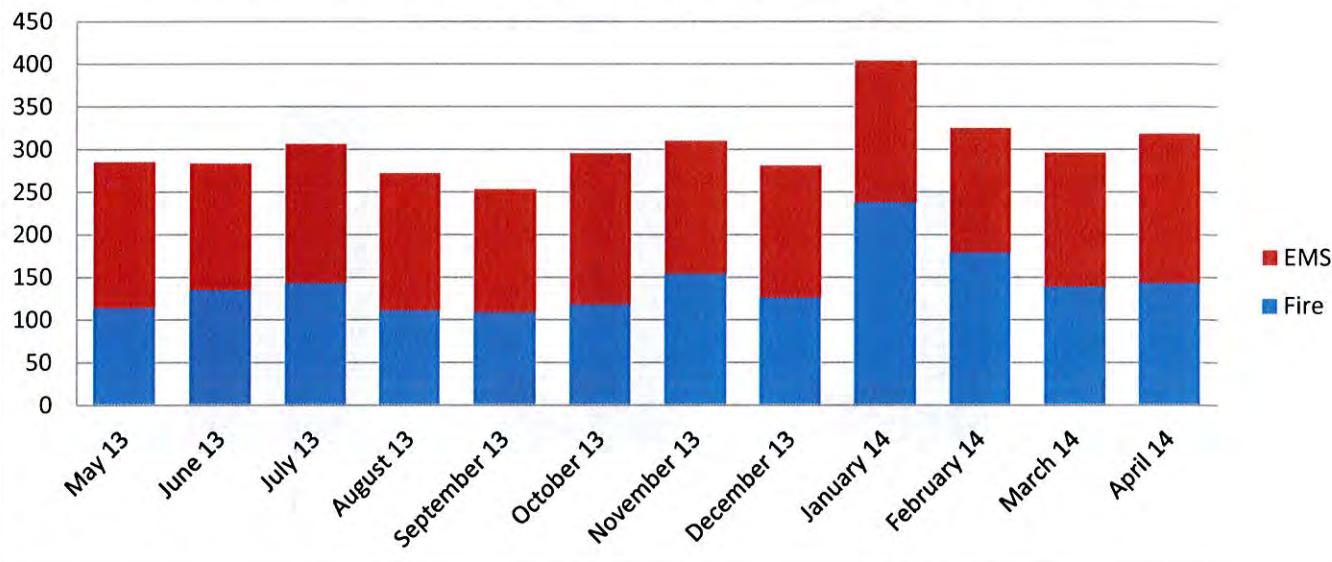
The Bureau assisted Home Depot with their installation of a new fire alarm system.

Building and Development:

The Bureau worked on a number of new business' opening in Lake Zurich, either in April or upcoming.

The Solana project in Deer Park got underway this month. This is a large retirement housing complex.

Fire Rescue Department - Monthly Calls by Type

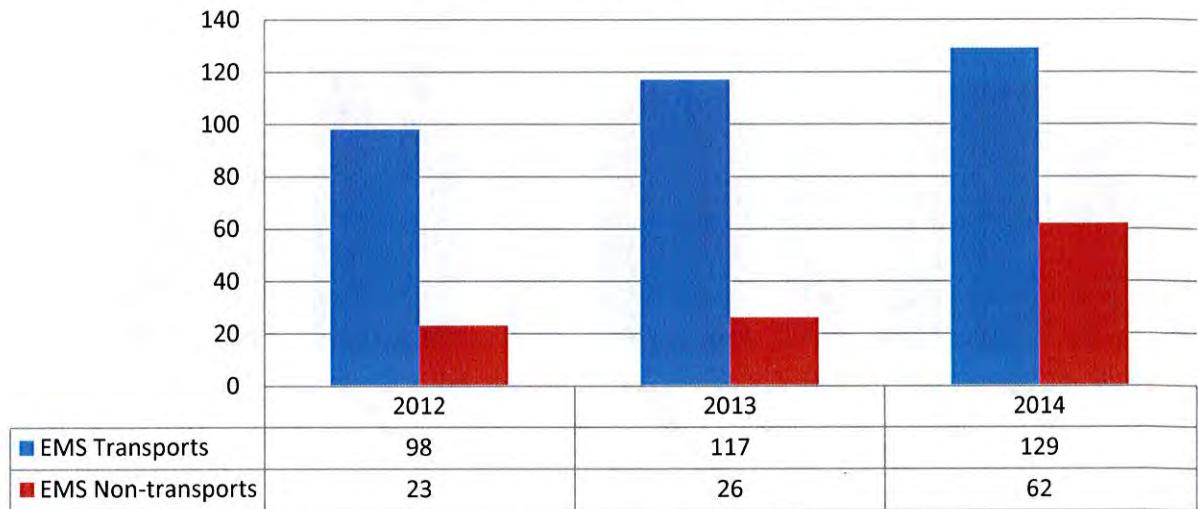


The department ran 318 calls in April 2014. The break out of Fire versus EMS was 143 Fire calls and 175 EMS calls. We continue to be running nearly 30% ahead of last years call volume.

The majority of EMS calls tie up units far longer than most fire calls. With transport, an EMS call can tie up resources for over an hour. It should be noted that most of our "fire" calls are not structure fires, but are alarm related, wires down and other types of service calls.

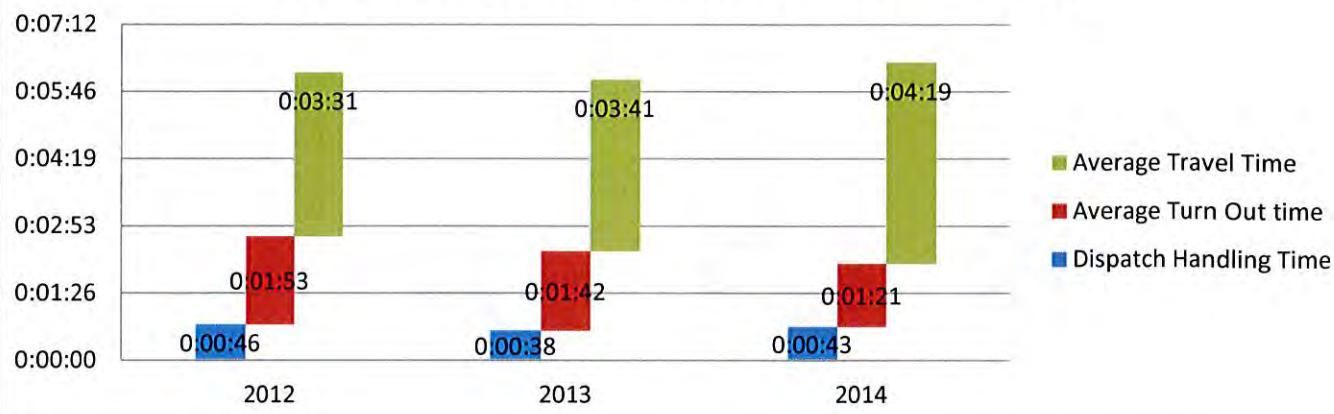
The highest single Fire type incident was calls for checking on fire alarms that were in a "Trouble" status. There were 53 total for that category.

EMS Transports vs Non-Transports - (Patients) Monthly 3 yr - Comparison



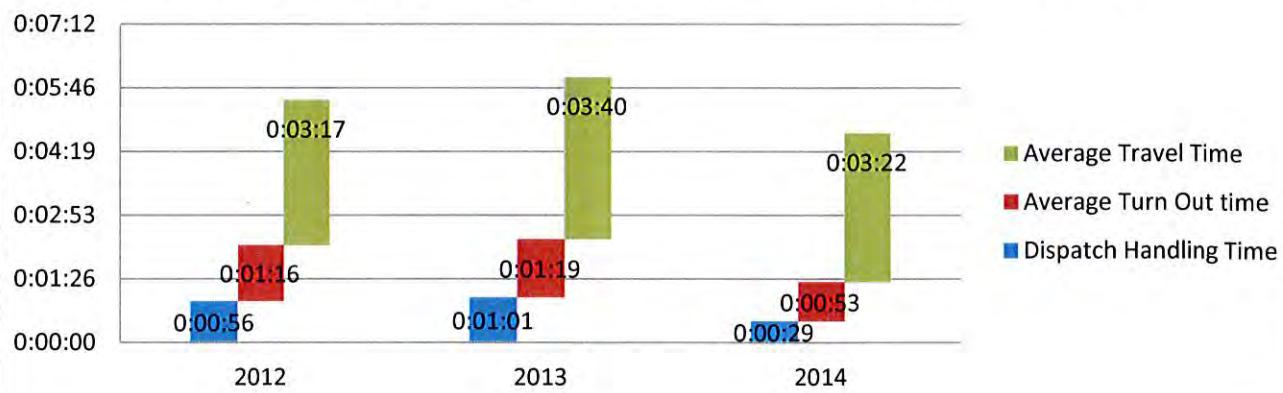
This data reflects activity related to emergency medical services, a core function of the Fire Department. Not every EMS call results in a transport. A prime example is an auto accident where a number of victims decide against transport. EMS transports always outpace refusals. This chart compares the Month of **April** across 3 years. The trend is consistent over the data period. These numbers represent patients seen.

Average Emergency Response Time for Fire

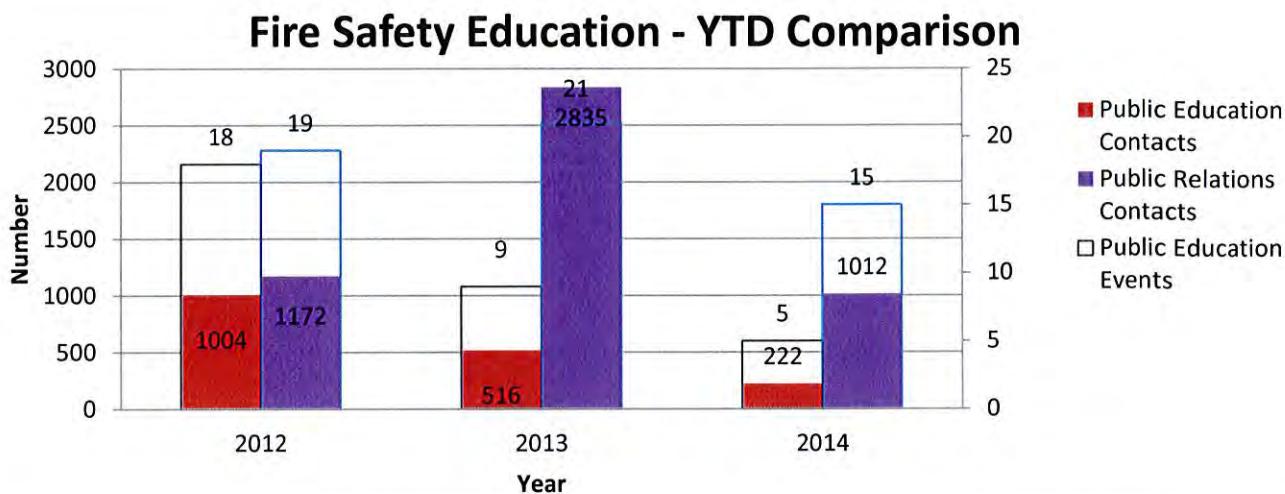


Response time is made up of three key factors – Dispatch handling time – the time for dispatch to take in information and then turn around and dispatch crews. The turn out time is the time for crews to receive the call and then get into the vehicles for response. Travel time reflects the time on the road to the call. Construction and speed limits affect travel time. A safe and rapid response is the foundation in providing a safe and secure community, especially with a medical emergency or with the potential for a rapidly developing fire. The overall goal for Fire response is a total of 6 minutes and 20 seconds, 90% of the time or better. We monitor our times closely and strive to identify factors affecting longer response times.

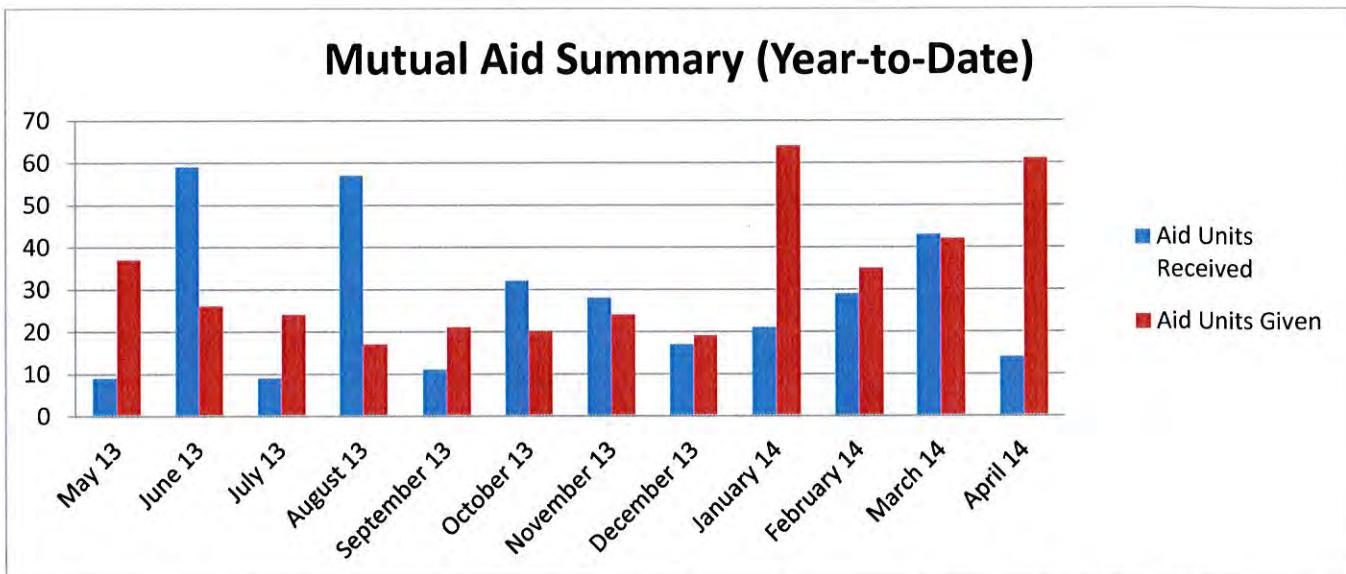
Average Emergency Response Time for Ambulance



Response time is made up of three key factors – Dispatch handling time – the time for dispatch to take in information and then turn around and dispatch crews. The turn out time is the time for crews to receive the call and then get into the vehicles for response. Travel time reflects the time on the road to the call. Construction and speed limits affect travel time. A safe and rapid response is the foundation in providing a safe and secure community, especially with a medical emergency or with the potential for a rapidly developing fire. The overall goal for EMS response is a total of 6 minutes, 90% of the time or better. We monitor our times closely and strive to identify factors affecting longer response times.

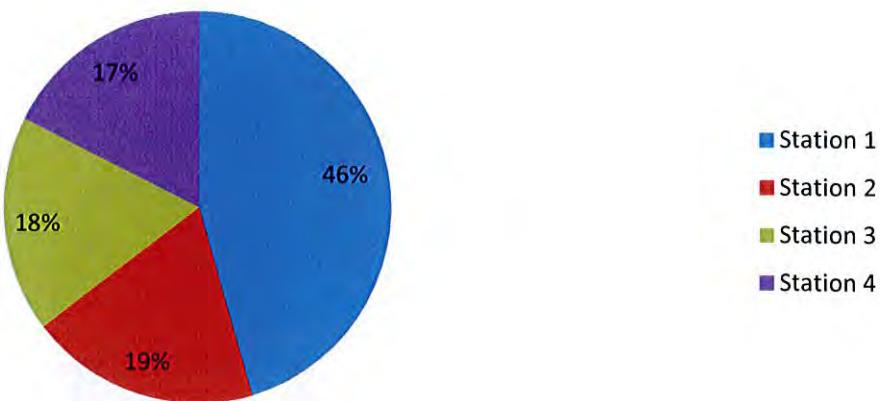


Visits are broken into two main categories. Public Relation Events are primarily events where the fire department has a presence and seeks to answer general questions from the public and demonstrate or explain our capabilities. A Public Education Event has a fire safety or other educational message as the prime objective. Examples are school talks and station tours where a safety message such as stop drop and roll are covered. The fire department stays active within the community by providing a host of programs to promote fire awareness and safety. We monitor fire and severe weather drills in the schools, educate children in fire fighter recognition, water and fire safety and teach exit drills in the home to middle school students.



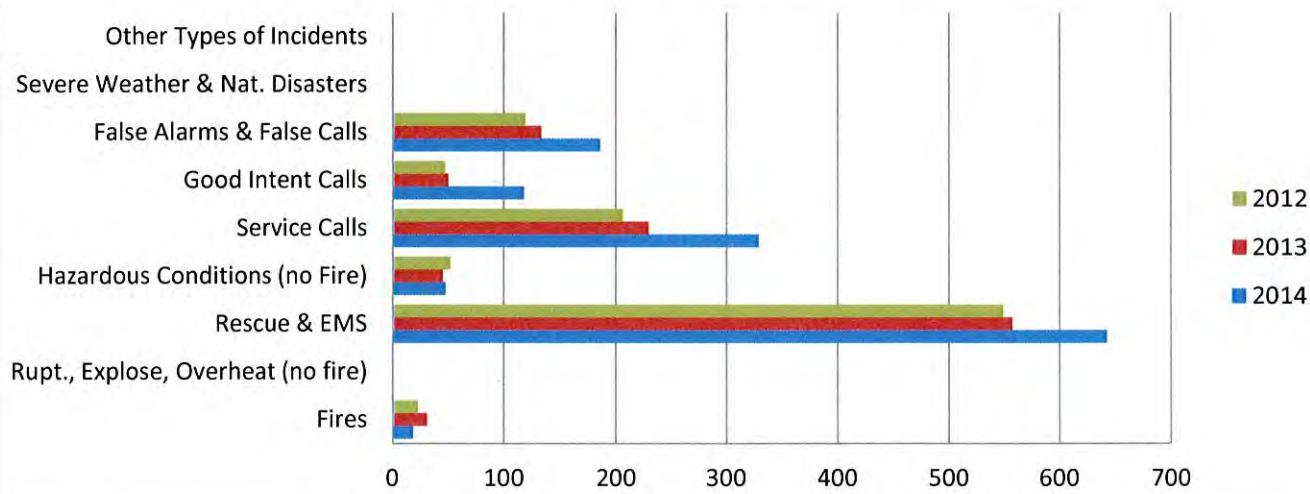
Mutual and Auto-aid are a key component to sharing resources across the region. The spikes seen in aid units received will usually correlate to a structure fire in our area, where we pull in more units to assist or some special rescue incident. Overall, when considered in total, the received versus given is relatively equal on a per unit basis. **We have now completed the first quarter of the year. We will analyze our auto-aid agreements and establish the effectiveness of the various agreements.** Those numbers reflect actual response units – as an example, a fire will bring in a large number of towns – each town is considered as a response to us.

Call Analysis by Area of Call - Month Totals



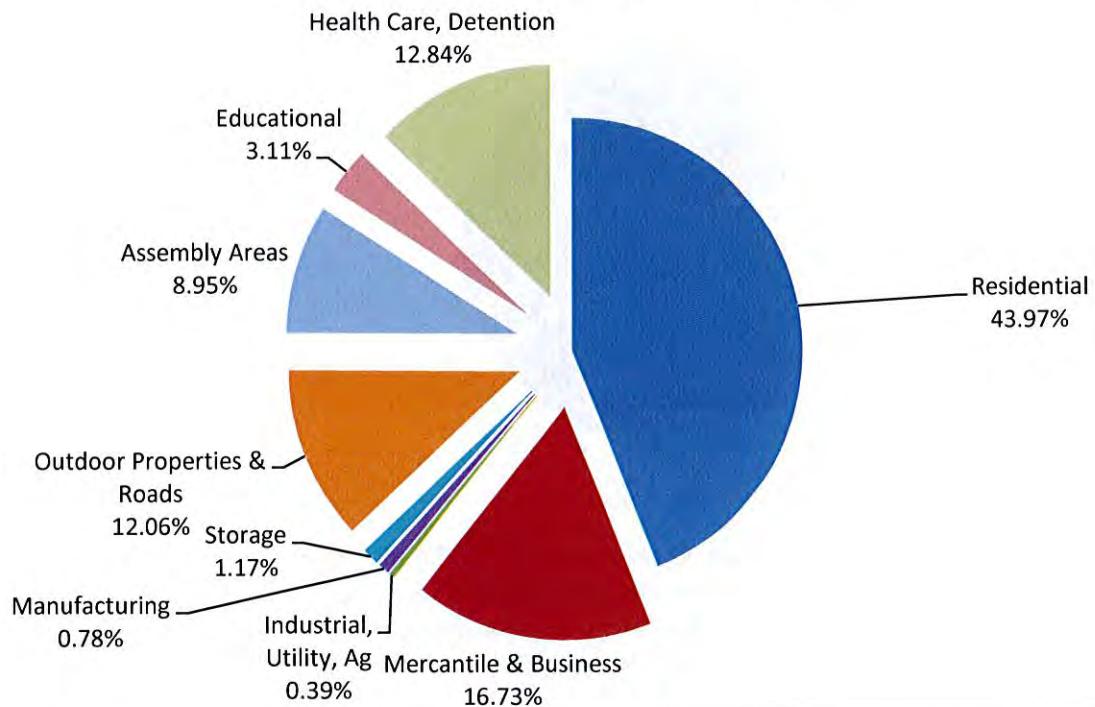
The Village and District are considered together as one area. The placement of the four stations allows the area to be sectorized into what is commonly referred to as first response areas for each station. Thus, the area surrounding the station in which it is the closest unit to respond. This graph simply represents where the calls for April 2014, were from. Station 1 is usually the busiest area. Mutual and Auto aid calls to other communities are not reflected in this chart.

Fire Rescue Call Categories - Year-to-Date



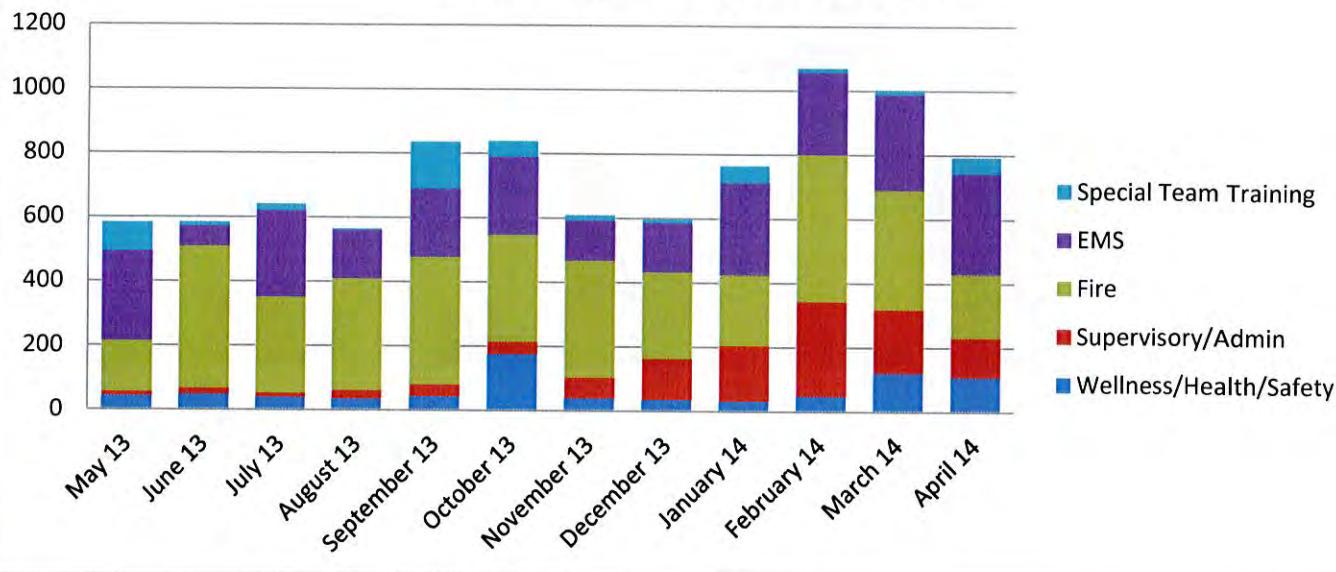
All of the calls that we respond on as a department are coded within the guidelines of the National Fire Incident Reporting System (NFIRS). The codes all relate to the text categories noted in the above chart. You will see that even across the three years, the trends remain essentially the same. Rescue and EMS clearly dominate the number of calls we encounter.

Calls by Property Use Code



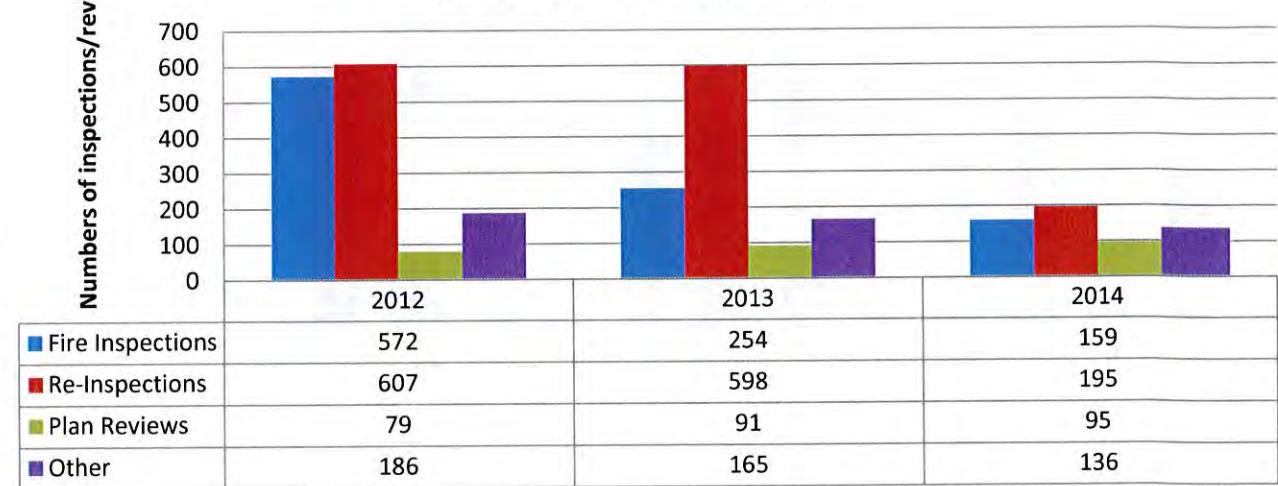
As mentioned in previous sections, there is a national standard for coding the type of occupancy we respond to. How is this relevant?, We can see trends in various types of occupancies and get a sense for how each type of occupancy affects service demand. As an example, the Health Care category could see an increase if additional assisted senior living or nursing centers are opened. Watch this category in the coming months as we get closer to Cedar Lake Center opening. Each month you will see that we continue to respond to residential properties more than any other area. So our residents continue to receive the bulk of our services. Auto accidents – get categorized in the Outdoor properties/roads section.

Training Time (in Hours)



Ongoing continuing education is an essential part of maintaining our high quality services. As a way of quantifying and categorizing our training the sessions are designated with one of the categories noted above. This allows us to review where our emphasis is in any given month, and assess if any changes are required. These are reported by man hours involved, and smaller amounts do not necessarily translate into less emphasis, but rather less personnel partaking in the training.

Year-to-Date Annual Safety Inspections (Village and District)



The Bureau lost two positions in May 2013. There was an additional vacancy until July and there was a slow start in the Captain Inspection program due to personnel changes in those positions. Only 1 of the 3 captains has been there since the start.

Data Information: The Fire Prevention Bureau covers the entire 25 square mile District. We handle all building projects and occupancies that require inspections in the villages we cover. This results in over 1600+ units for inspection. The first inspection is just the start though; many times a re-inspection is required to verify compliance. Plan reviews are the review of new building plans and alarm systems. The "Other" category covers a myriad of visits that the bureau makes. These may include alarm system tests and acceptance as well as sprinkler system reviews. These numbers represent visits or actions on the part of the bureau staff.



COMMUNITY SERVICES DEPARTMENT

MONTHLY INFORMATION REPORT

APRIL 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

505 TELSER ROAD
LAKE ZURICH, IL 60047

DEPARTMENTAL NARRATIVE

Building & Zoning

Business Occupancies or Improvements-Issued 4/2014:

- Henderson Development: 570 Oakwood Dr
- Ativo Capital Development: 1 First Bank Plaza
- Northstar Pickle: 968 Donata Ct
- Sports Authority: 727 W Route 22

Permits Issued for Large Projects:

- Direct Buy: 737 W Route 22
- JSW Plastics Machinery: 540 Capital Drive Suite 140 (expansion of existing business)
- COSTCO: 680 S Rand Rd (remodel of optometrist area)
- DiPiero's: 17 E Main St
- PNC Bank: 111 Quentin Rd

Development Activity

The Plan Commission met in April to discuss two items:

1. El Jardin Restaurant (500 Ela Rd) – The Plan Commission voted unanimously to approve the application for a Special Use Permit to allow outdoor seating at the property.
2. Somerset Townhomes (Lakeview Place in Downtown Lake Zurich) – The Plan Commission voted unanimously to approve an amendment to the Exterior Appearance approval that will allow the applicant to make minor modifications to the façade and ornamentation on the three proposed townhome buildings.

May Plan Commission: Pending: 3

1. Peapod, located at 580 Capital Drive, has submitted an application for Site Plan approval to allow for the expansion of their existing parking lot.
2. Bobbers Restaurant located at 710 N Old Rand Rd has submitted an application for Exterior Appearance approval to allow for improvements to the existing façade on the former Eng's Teahouse building.
3. The Marathon Gas Station, located at 1125 S. Old Rand Rd., is scheduled to re-appear before the Plan Commission. Review IDOT required site changes.

Miscellaneous Item of Interest

Community Service staff completed the ISO Building Code Effectiveness Grading Survey with Crystal Boden of the Insurance Services Office (ISO) during the month of April. ISO evaluates municipal building departments on a 5-year cycle. The evaluation grades the municipality on their adopted codes, permit and inspection activity, staffing levels, budget for code enforcement, current training, and certification.

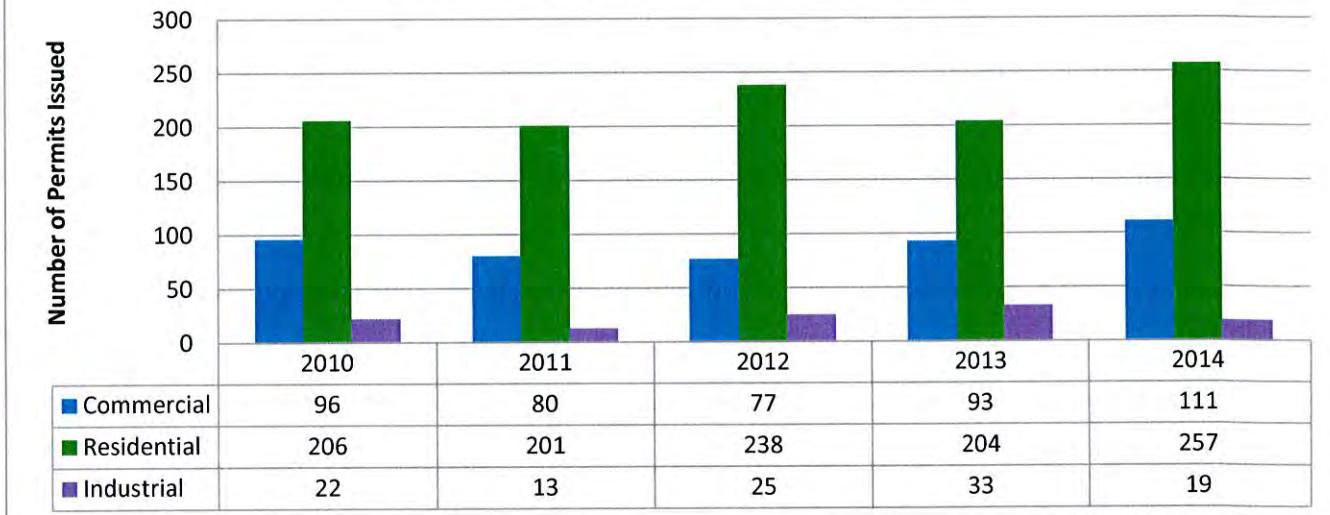
Public Works

- Work began on the major parks in anticipation of the summer season. Preparation of beaches, spray ground, lightning detection systems and other maintenance responsibilities will continue throughout the summer season.
- Work continues on the new playground at Paulus Park. Project is anticipated to be complete by Memorial Day.
- Preliminary field inspections of hazardous concrete for both in house and contracted work have begun.
- All snow fighting equipment has been cleaned, inspected, and stored for the summer.
- Televising of underground storm utilities in areas which will be affected by the 2014 road resurfacing project has been completed.
- The bid for the 2014 road resurfacing project has been awarded to Peter Baker and Son Co. Project is scheduled to begin summer 2014.
- Televising of sanitary sewer main in areas which will be affected by the 2014 road resurfacing project has begun.
- Annual Hydrant Flushing is completed.
- Annual Industrial/Commercial water meter testing is completed.
- The restoration of the Pine Ave/Elm Place water main project is completed.

BUILDING AND ZONING DIVISION

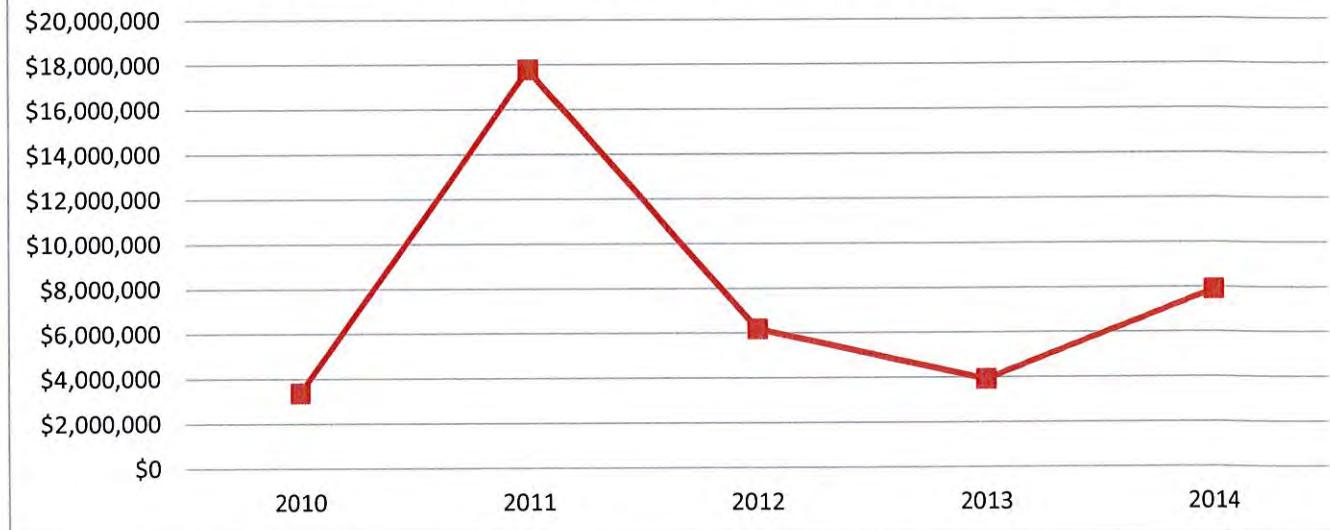
Note: Many of the charts and graphs below have been reconfigured to show a comparison of activity during the time period January – April versus the same time period in recent years.

Permits Issued: January-April



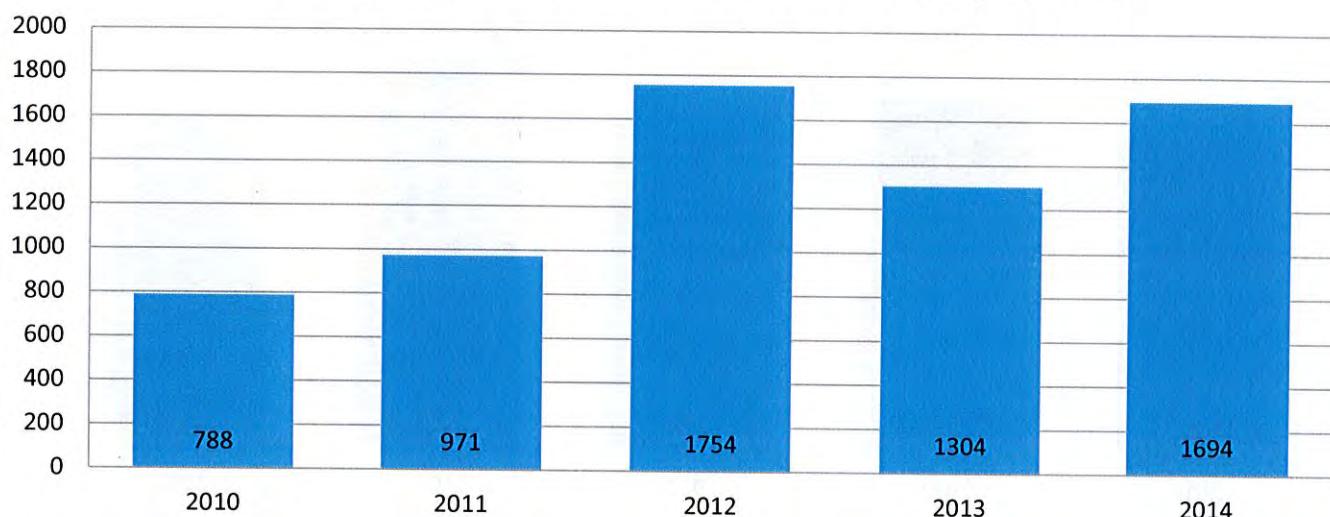
Permit activity to date has seen a slight increase of 17% from previous year.

Construction Value of New Permits January-April



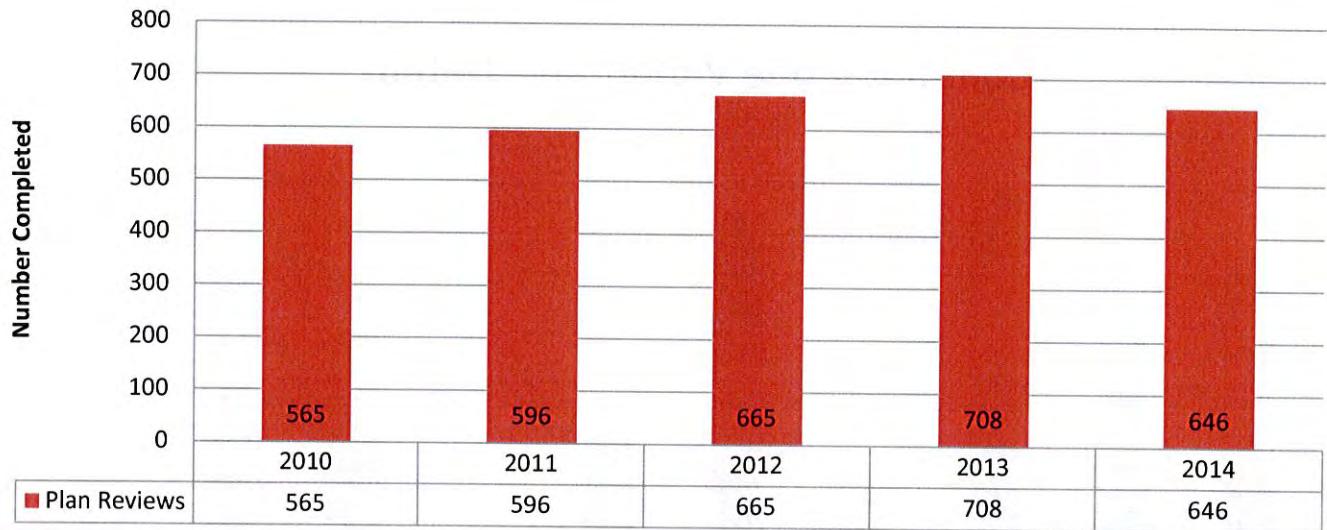
The spike in 2011 was due to Zurich Meadows, a 95 unit senior housing development. 2014 is showing significant increase from prior year construction value that can be attributed to several new home permits having been issued in addition to new commercial/industrial activity involving build outs and new construction.

Monthly Inspection Activity January-April 2014



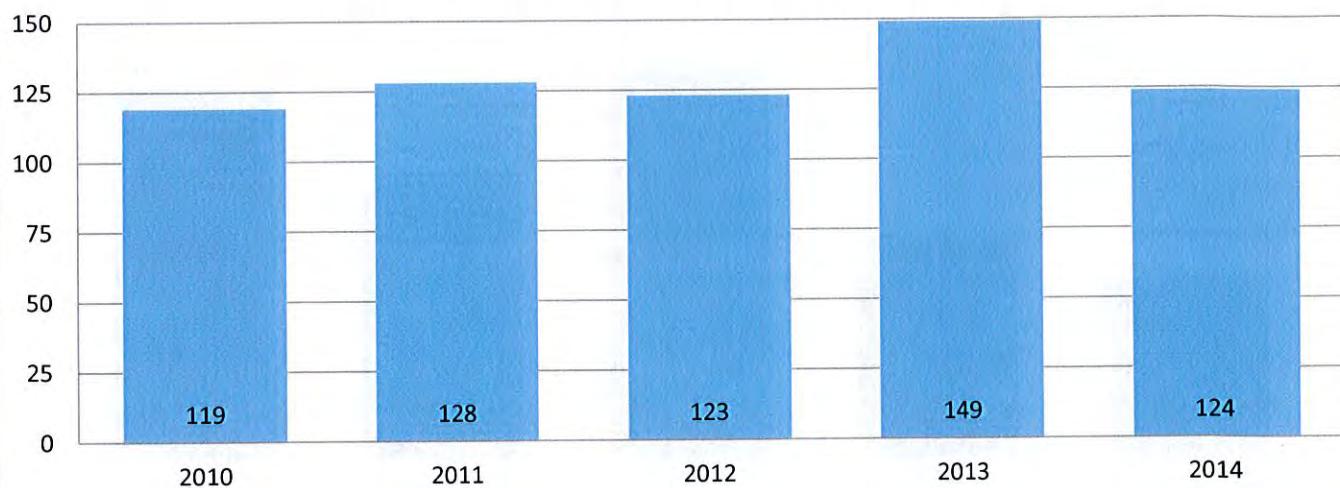
Cedar Lake Assisted Living continues to account for substantial inspection activity as the main common areas and units are now in final stages of construction.

Monthly Plan Reviews Completed: January-April 2014



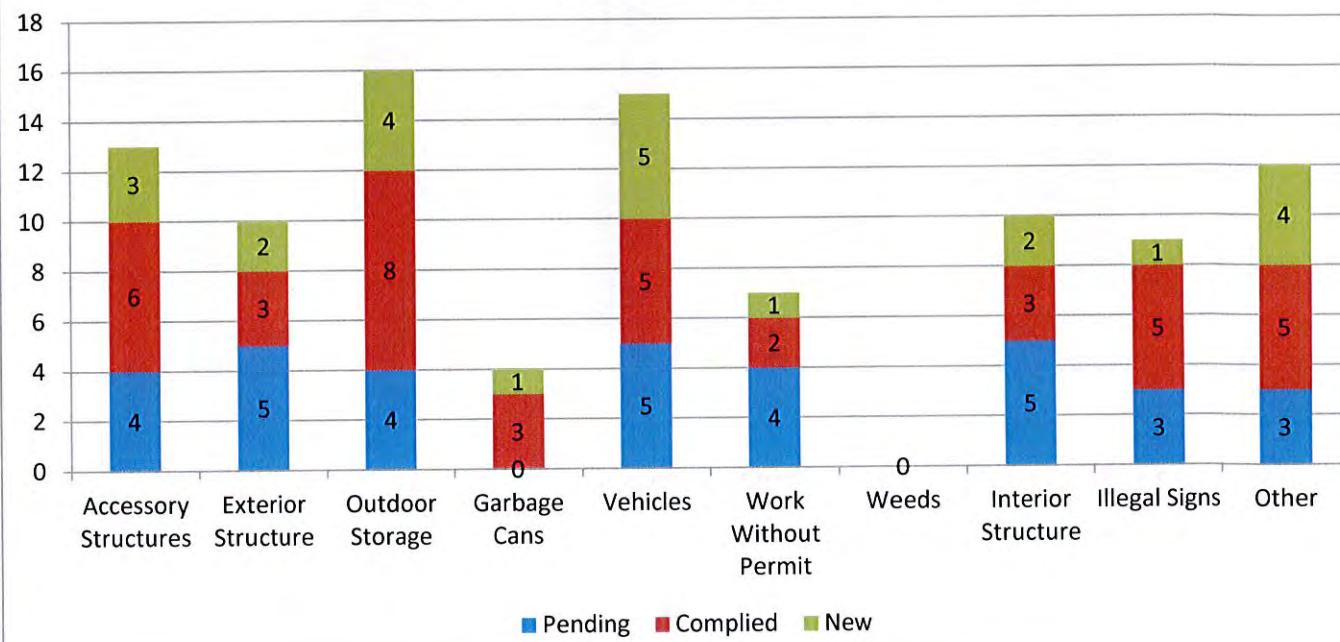
Monthly plan reviews indicate a slight decrease from previous years.

Contractor Registrations January-April 2014 (applied for)



Contractor registration activity continues on a seasonal pace through April. However, on April 12, 2014, a weather event hit the area including Lake Zurich. This event has resulted in increased phone activity regarding permitting and registration requirements for roof permits and contractors. Consequently, a surge in permit applications and contractor registration is being handled by staff in May that will be reported next month.

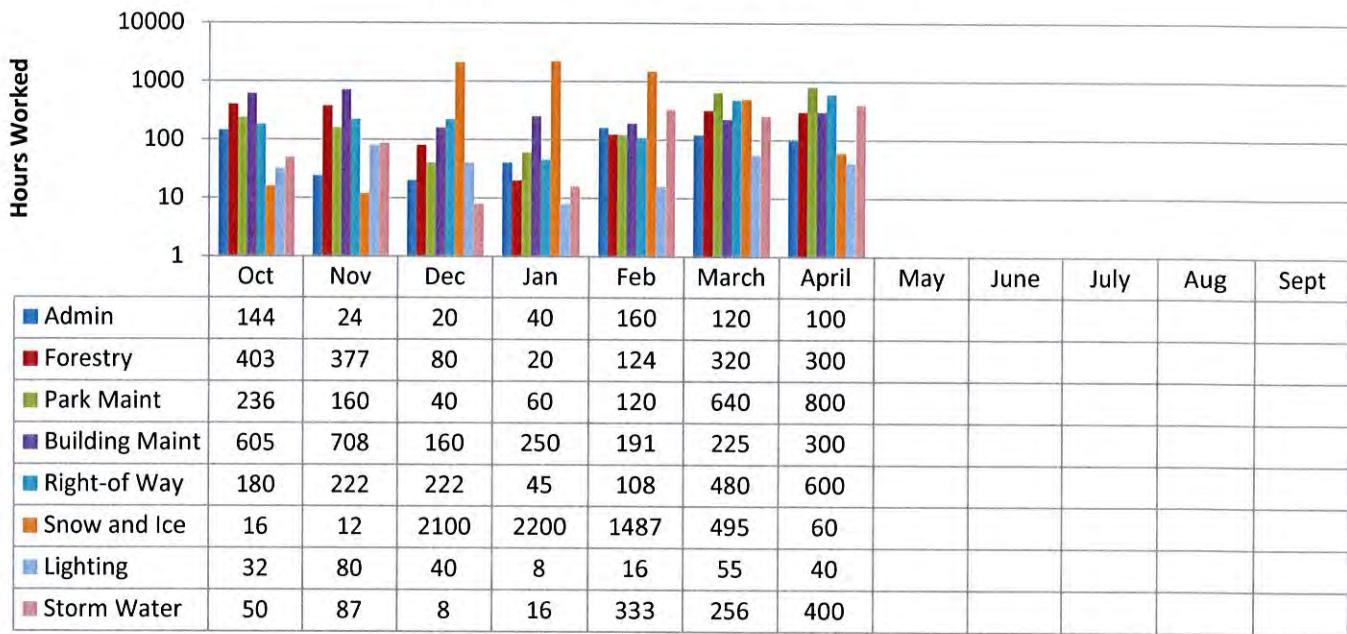
Common Code Violations - Details



Total New Violations in April: 23 including 21 complaints. Court citations: 0 new, 0 pending, 4 resolved

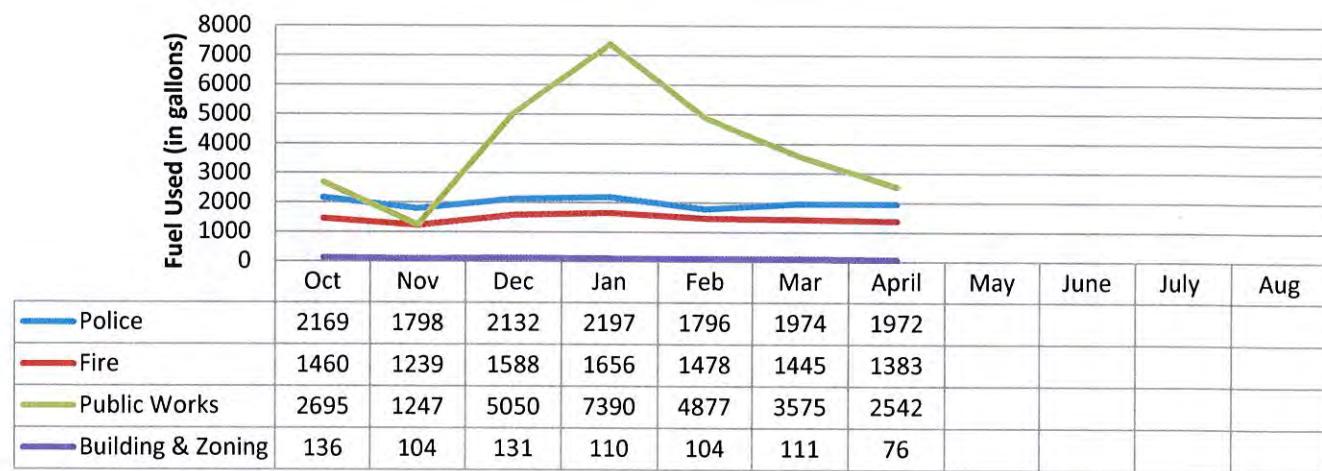
PUBLIC WORKS DIVISION

Workload Concentration



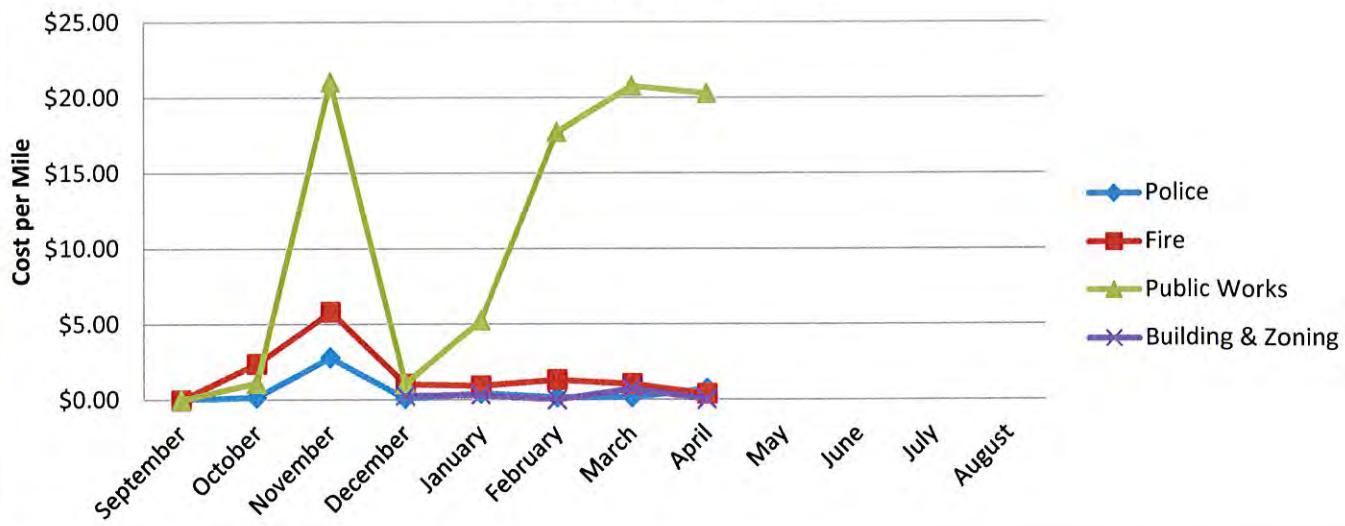
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours worked on major activities.

Fleet Fuel Consumption (By Department)



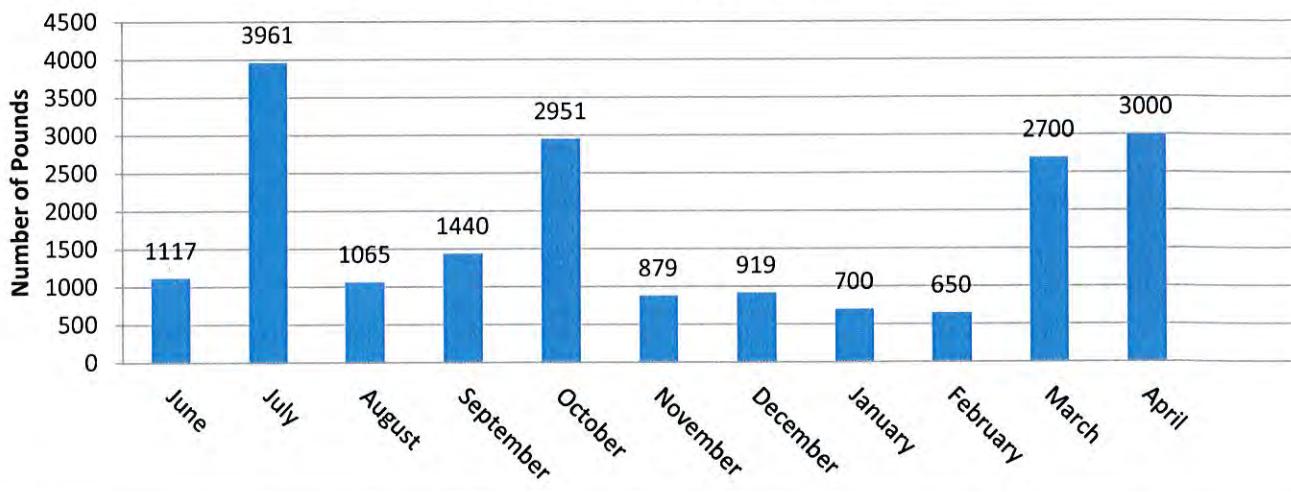
Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy snow storms. (Output measure)

Average Cost per Mile for Village Fleet (By Department)



Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village' vehicle cost per mile, staff can measure other components such as average vehicle age. When vehicles are replaced within their life cycle, the impact is usually positive.

E-Waste Collection (By Weight)



The Village encourages proper disposal of electronics and offers a drop-off site at the Community Services facility. This graph shows, in weight, the amount of electronics that are being collected at this site and disposed of in an environmentally friendly way. (Output measure)



FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

MARCH 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

DEPARTMENT NARRATIVE

During March, the budget preparation was the primary activity outside of day-to-day operations. Staff from both the Village Manager's Office and Finance continued discussions with elected officials and department representatives regarding the budget deficit options. The budget draft was distributed to the village board in mid-March to be finalized in April after the budget workshop. Staff from Finance also was able to launch new online payment options for vendor registration of Rock the Block and the Farmer's Market, adding a new convenience for local businesses and simplifying staff procedures.

GENERAL FUND OPERATING RESULTS SUMMARY

For the month of March, revenues totaled \$1,260,411 and expenditures totaled \$1,733,710 resulting in an operating deficit of \$473,299. From a budget perspective, we had expected expenditures to exceed revenues by \$186,932 in March. Year-to-date figures below represent eleven months of activity. The report has been adjusted to account for March's budget amendment, for General Fund and all other funds.

General Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 1,514,216	\$ 1,260,411	\$ 24,961,044	\$ 25,116,896
Expenditures	1,701,148	1,733,710	23,842,449	22,437,310
Excess (Deficiency)	\$ (186,932)	\$ (473,299)	\$ 1,118,595	\$ 2,679,586

REVENUES

Following is a summary of revenues by type through March 31, 2014. These figures represent eleven months of financial activity. A more detailed analysis can be found on pages 10 through 12.

Revenue Type	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 75,788	\$ 86,234	13.78%	\$ 8,051,100	\$ 8,120,181	0.86%	100.93%
Intergovernmental	1,234,075	901,936	-26.91%	13,634,248	13,363,858	-1.98%	92.32%
Licenses & Permits	37,322	96,586	158.79%	932,119	1,186,899	27.33%	126.22%
Fines and Forfeits	66,667	82,792	24.19%	800,004	835,997	4.50%	104.50%
Charges for Services	74,623	63,511	-14.89%	1,065,376	1,042,057	-2.19%	97.79%
Investment Income	1083	1,428	31.86%	12,996	17,030	31.04%	131.00%
Miscellaneous	24,658	27,924	13.25%	465,201	550,874	18.42%	118.42%
Total Revenue	\$ 1,514,216	\$ 1,260,411	-16.76%	\$ 24,961,044	\$ 25,116,896	0.62%	97.33%

As can be seen above, actual revenues of \$1,260,411 were below our budget estimate of \$1,514,216 by \$253,805, or 16.7%, during the month of March for the General Fund. Year-to-date revenues are currently about \$155,852 higher than expected by this point.

Taxes:

Revenue from taxes came in at \$86,234 in March, a 14% variance from the \$75,788 projected in the budget. Telecommunications tax receipts were about 13.7% higher than expected for the month, with year-to-date revenues for this source exceeding budget by about \$72,000. More information regarding the Telecommunications Tax can be found on page 15. Receipts for the Cable TV Franchise Fee are exceeding budgeted expectations this year due to an additional provider now remitting the tax. Overall, this category is primarily made up of the property tax. A large percentage of property tax distributions of the 2012 levy were received in June and September, but smaller distributions trickle in through December.

Intergovernmental Revenue:

Revenue from other governments totaled \$901,936 in March, which was 27% below the projected \$1,234,075. The large deficit relates to the monthly payment from the Fire Protection District. Due to a change in the percentage share to be paid from the district, the village owed the district a large credit of about \$385,000 for the prior year, of which the district applied towards their March payment. Income Tax receipts came in under expectations, with the receipts for March totaling \$109,328 compared to an expected \$116,066. Due to the extremely high receipt for May, year-to-date revenues for Income Tax are still about 5% higher than budget-to-date. Preliminary forecasters are predicting about 2.5% over this year, except for the May 2013 anomaly. Details on Income Tax are provided on page 17.

State sales tax receipts came in 4.4% over budget at \$684,353 in March, compared to a budget of \$655,660 for the month. This receipt represents sales from December 2013 and was about 7% higher than receipts the same month last year. As the Thanksgiving holiday was later than usual for 2013, many

retailers complained their November sales were lower than usual and the shortened holiday season in December made up for the difference. More information regarding Sales Tax can be found on page 16.

Grant revenues are also included in this category. As the timing of grants is specific to project completion, the village may or may not receive all the budgeted grant revenue during the fiscal year. \$650,000 in budgeted grant funds are have not yet been allocated from a budget perspective and based on staff analysis, will not be received.

Licenses and Permits:

Revenue from the issuance of licenses and permits came in at \$96,586 for March, which was about \$59,260 higher than the projection for the month. The largest variances are attributed to building, electrical and plumbing permits as well as engineering review fees. The difference is due to the variable nature of these types of revenues that fluctuate depending on activity. Plumbing permits have already reached 236% of the annual budget and site plan reviews are at 276% of the annual budget. After eleven months of activity, about 126% of the annual budget for this category has been received.

Fines and Forfeits:

Revenue from police fines totaled \$82,792 in March, which was 24% above the \$66,667 projected. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations. This revenue category has been lagging behind expectations all fiscal year, primarily with red light camera citations. With high receipts for August, September and March, the year-to-date is about 4.5% higher than projections. This category will experience various spikes throughout the fiscal year depending on enforcement campaigns and times of the year or events that tend to trigger more violations than average.

Charges for Services:

Revenue from service charges totaled \$63,511 in March, compared to a projection of \$74,623. The two main revenue sources in this category are ambulance fees and park program fees. As ambulance fees are based purely on activity and need, this revenue source can fluctuate considerably during the year. Year-to-date receipts for this category are off from budget by -2.2%.

Investment Income:

The General Fund investment income in March was \$1,428, compared to an estimate of \$1,083. The annualized rate for March 2014 in the Illinois Fund increased slightly during the month from a monthly average of 0.012% in February to 0.018% in March. The average rate for March 2013 was 0.059%. More detail on investments is provided on page 19.

Miscellaneous:

The General Fund miscellaneous revenue in March was \$27,924, which was above the projected amount of \$24,658. Year-to-date receipts for this category are 18% higher than budgeted expectations. As has been witnessed back and forth all year, the village experienced an increase in unrealized gains during the month, countering negative gains from the prior month. This change is on paper only, as any realized gains or losses on investments are not final until maturity or sale. The village is limited to low risk investments for village funds and as such, has experienced low investment earnings for several months this year. Year-to-date figures include a refund from Lake County related to property taxes paid by the village in prior years. This will affect the revenues in other funds as well, shown as negative monthly revenues in some cases. These property taxes were paid on properties that have now been declared exempt, retroactively, resulting in a refund of over \$27,000.

EXPENDITURES

Expenditures charged to the General Fund in March total \$1,811,943, which is almost 2% below projections of \$1,781,279. The table below presents a summary of General Fund expenditures by department as of March 28, 2014. Additional detail can be found on pages 13 and 14.

General Fund Expenditures by Department

Department Or Program	Current Month's Budget	Current Month's Actual	% Variance	YTD Budget	YTD Actual	% Variance
Legislative	\$ 4,888	\$ 5,868	20.0%	\$ 264,278	\$ 267,645	1.3%
Administration	55,667	53,422	-4.0%	618,334	540,291	-12.6%
Finance	36,243	34,832	-3.9%	449,805	427,079	-5.1%
Technology	39,781	35,774	-10.1%	489,482	391,696	-20.0%
Police	525,319	548,791	4.5%	7,527,785	7,152,629	-5.0%
Fire	666,063	683,795	2.7%	9,556,735	9,104,196	-4.7%
Community Services	286,295	285,889	-0.1%	4,017,731	3,765,242	-6.3%
Park & Recreation	86,892	85,339	-1.8%	918,299	788,532	-14.1%
Total	\$ 1,701,148	\$ 1,733,710	1.91%	\$ 23,842,449	\$ 22,437,310	-5.89%

As can be seen on the table above, the month of March saw spending variable spending compared to budget across all departments. Some departments still have savings from vacant budgeted positions that were not staffed as of March 31st. Year-to-date spending is showing results below budget expectations. After eleven months, expenditures are about \$1.4 million lower than was planned. While this will fluctuate with the timing of expenditures, it is also attributable to departments making a concerted effort to save money where possible.

The Legislative Program is showing over budget during the month due to the need to purchase tables for the lower level conference room, where executive session is held. The Police Department is showing as over budget for the month due to a late purchase of a vehicle that had been budgeted for earlier in the year. This was merely a timing issue. In the Communication Division of the Police Department, the telephone expense line item is also significantly over budget due to the expense of the line charge from AT&T for serving Island Lake. The charge is higher than anticipated and staff is working towards an alternate solution to the current copper circuit.

Fire Department is showing over budget in a few divisions. Administration is over budget due to a retirement payout per the Firefighter Union contract terms. The Emergency Management Division is

over budget for the month due to higher than anticipated equipment maintenance costs for the year. Lastly, EMS is showing as over budget for the month due to the timing of some training courses, which were budgeted for earlier in the year.

Community Services as a department is under budget for the month, but two divisions are showing as over their individual budgets for the month. Inspection Services purchased \$2,245 in code books, which were budgeted for earlier in the year and more significantly, overtime for snow removal for March topped \$10,500 for the month, bringing year-to-date snow removal overtime to about \$127,650 while the entire annual budget for snow removal overtime is only \$40,000. This should be the final expenditure amount for the year. Also, the Engineering Division monthly and year-to-date budgets are both exceeding expectations due to more projects than anticipated.

OPERATING RESULTS OF OTHER FUNDS

Attached to this report is a comparison of actual revenues and expenditures to budget for all funds maintained by the Village. Following are some important observations.

Special Revenue Funds:

Motor fuel tax revenue came in at \$39,874 in March, which was 16% above the budget of \$34,426. Year-to-date revenues are now 7.7% higher than expectations at this point in the fiscal year. The budget amendment added in November's receipt of the Illinois Jobs Now funds, which was not originally budgeted. Expenditures this month from the Motor Fuel Tax Fund were below budget at \$17,070 compared to a budget estimate of \$23,387. Year-to-date spending is well under budgeted expectations.

March revenues for the Hotel Tax Fund totaled \$5,223, which was \$1,145 under budget. Higher than average year-to-date receipts are attributable to the rough winter weather and increased hotel stays. The revenue in this fund is a combination of hotel tax receipts and interest income. There were no expenditures in the fund this month. The fund contains the budget for an open position that would be partly responsible for evaluating tourism options and use the reserves of this fund.

The TIF Tax Allocation Fund revenues were just below the target for the month at 8,186 compared to \$8,211, mostly from rental income. The expenditure side is showing expenditures of \$525 for the month, a payment to Teska and Associations for their assistance with the TIF development options. In February, the annual budgeted transfer of \$1.3M to the TIF debt service fund was reduced to \$1.275M

due to limited cash flow options. For year-to-date, the large expenditure is this transfer of funds to the TIF Debt Service Fund for the upcoming principal and interest payments.

Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2013 and January 2014 as scheduled. Interest payments are paid semi-annually, typically June and December. An exception is the 2009A issuance, of which principal and interest were paid in January. Revenues for the TIF Debt Service Fund are negative due to the reduction of the budgeted \$1.3M transfer from the TIF Capital Project Fund down to \$1.275M. This was reduced due to cash flow limitations of the capital fund. The debt service fund has enough cash to currently meet its obligations for the remained of this fiscal year. Revenues for March represent a small amount of interest earnings.

Capital Projects Funds:

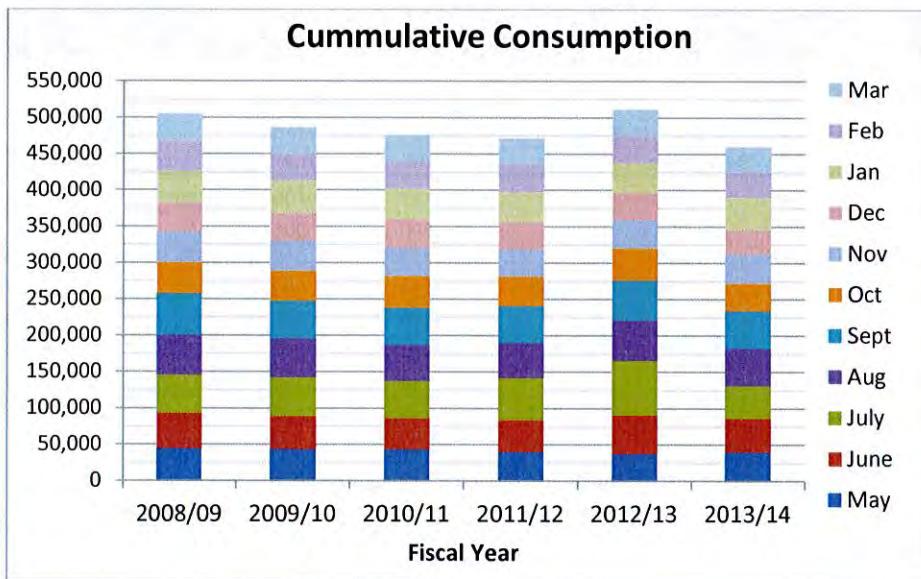
March revenue for the capital projects funds in total came in at \$203,684. The majority of revenue was from the Non-Home Rule Sales Tax (NHRST), with receipts for March of \$206,495, which was just above the budget expectation of \$205,025. March receipts represent sales from December. Similar to the state sales tax, the late Thanksgiving holiday seems to have impacted November sales but December sales have made up the difference for the holiday shopping season. Year-to-date tax revenues are 0.9% higher than budgeted expectations and 2.9% higher than the same periods of the prior year. More detail on the NHRST revenue can be found on page 18.

Expenditures for capital projects was \$156,627 for March, with \$121,764 spent on the installation of the new playground equipment in Paulus Park and \$9,174 on road resurfacing. The remaining items were a combination of smaller items. Due to the timing of the budgeted capital projects, the majority of remaining budgeted expenditures will be spent later in the fiscal year.

Water and Sewer Fund:

March revenue totaled \$567,262, which was 70% above the estimate of \$333,357. The village received grant funds during the month of \$238,178, of which was budgeted for earlier in the fiscal year. Without these grant funds, the fund would have been slightly under budget for revenues for the month, as consumption continues to be lower than budgeted. Consumption billed in March was below average

compared to the past five years, with 33.8M gallons billed compared to an average of 35.6M. The consumption billed in March primarily represents water metered in February. Year-to-date consumption is lower for this fiscal year than it has been for the same time period in any of the past five fiscal years.



Expenditures in the Water Fund came in almost 6% under budget, totaling \$225,575 compared to an estimate of \$239,493. Overall the Water Fund netted a positive \$341,687 for the month of March compared to an expected surplus of \$93,864. This surplus will be used for expenditures later in the year, as well as to help rebuild the working capital of the fund and provide cash flow for improvements to maintain the aging infrastructure.

Internal Service Funds:

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has two active internal service funds: Medical Self Insurance and Risk Management. Vehicle Maintenance expenditures have been included in the General Fund starting with this fiscal year except for the transfers of remaining funds once the final fund balance is determined in the annual audit. Revenues are a combination of user charges from other funds as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund.

Special Service Areas:

While the village does not budget for Special Service Area (SSA) revenues and expenses, as funds are being collected and spent for village SSA's, the following information can be of value to report.

SSA Activity Mar-14										
SSA #	Location	Beginning Balance 5/1/2013		Year-To-Date Revenues Expenses		Ending Balance 3/31/2014	Annual Expected Revenues YTD %		Annual Expected Expenses YTD %	
		Revenues	Expenses	Revenues	YTD %		Expenses	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	68,062	-	10,125	-	78,187	10,105	100.20%	11,662	0.00%
SSA #9	Willow Ponds	101,300	-	11,990	-	113,290	12,005	99.88%	12,750	0.00%
SSA #10	Westberry	8,411	-	1,018	-	9,429	1,015	100.30%	-	N/A
SSA #11	Lake Zurich Pines	19,132	-	3,000	848	21,284	3,000	100.00%	3,100	27.35%
SSA #13	Conventry Creek	240,075	-	40,001	-	280,076	40,001	100.00%	TBD	N/A
SSA #15	Country Club	112	-	4,342	-	4,454	-	N/A	TBD	N/A
SSA #16	Country Club	14	-	-	-	14	-	N/A	TBD	N/A
		437,106	-	70,476	848	506,734	66,126	106.58%	27,512	0.00%

a) Flat amount levied per property.

b) At some point after enough funds have accrued, Willow Ponds will require dredging, estimated at \$120,000

c) Conventry Creek maintenance costs will be determined once subdivision areas have been turned over to the Village.

d) First levy for SSA #15 and SSA #16 will be the 2013 levy, payable in fiscal year 2014/15

For the eleven fiscal periods covered by this report, no major concerns were identified. Major revenue sources are performing at or above expectations and expenditures have been kept to a minimum. As the fiscal year wraps up, we will get a more accurate picture of how these revenues and expenditures will shape up compared to budget.

Respectfully Submitted,

Jodie K. Hartman

Jodie K. Hartman, CPA

Director of Finance

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
March 31, 2014

							% of Annual Budget Collected				
	Current Month		%	Year-to-Date		Amended Annual Budget					
	Budget	Actual		Budget	Actual						
GENERAL FUND											
Taxes											
Property Tax-General	-	-	0.0%	2,123,339	2,067,690	(2.6%)	2,123,339	97.4%			
Property Tax-Police Prot	-	-	0.0%	637,002	637,207	0.0%	637,002	100.0%			
Property Tax-Fire Protec	-	-	0.0%	637,002	637,207	0.0%	637,002	100.0%			
Property Tax-Ambulance	-	-	0.0%	135,894	135,940	0.0%	135,894	100.0%			
Property Tax-IMRF	-	59	0.0%	176,056	176,174	0.1%	176,056	100.1%			
Property Tax-Police Pen	-	-	0.0%	1,258,003	1,258,410	0.0%	1,258,003	100.0%			
Property Tax-Fire Pen	-	-	0.0%	1,723,339	1,724,776	0.1%	1,723,339	100.1%			
Property Tax-SRA	-	-	0.0%	180,000	181,972	1.1%	180,000	101.1%			
Property Tax-Road/Bridge	-	-	0.0%	8,200	11,870	44.8%	8,200	144.8%			
Cable Tv Franchise	-	-	0.0%	211,995	256,248	20.9%	231,062	110.9%			
Telecom Tax	75,788	86,175	13.7%	960,270	1,032,687	7.5%	935,772	110.4%			
Total Taxes	75,788	86,234	13.8%	8,051,100	8,120,181	0.9%	8,045,669	100.9%			
Intergovernmental											
State Income Tax	116,066	109,328	(5.8%)	1,745,189	1,831,110	4.9%	1,809,338	101.2%			
State Use Tax	37,098	44,212	19.2%	327,276	355,889	8.7%	310,327	114.7%			
Personal Prop Repl Tax	2,232	3,137	40.5%	41,714	53,461	28.2%	50,918	105.0%			
State Sales Tax	655,660	684,353	4.4%	6,328,618	6,426,354	1.5%	6,174,409	104.1%			
Municipal Auto Rental Tax	250	400	60.0%	3,000	5,813	93.8%	3,000	193.8%			
Pull Tab & Jar Game Tax	-	-	0.0%	2,000	2,239	12.0%	2,000	112.0%			
IDOT Street Maint Reim	-	3,463	0.0%	13,400	17,142	27.9%	18,000	95.2%			
State Fire/Rescue Trng	-	-	0.0%	147	-	(100.0%)	585	0.0%			
Rand & Paulus Traffic Lgt	-	-	0.0%	3,461	3,504	1.2%	4,500	77.9%			
Grants	-	2,250	0.0%	24,000	50,132	108.9%	674,000	7.4%			
Fire/Rescue Srvc Contract	414,603	26,130	(93.7%)	4,975,236	4,163,990	(16.3%)	4,975,230	83.7%			
Reimbursements	8,166	28,663	251.0%	170,207	454,224	166.9%	453,615	100.1%			
Total Intergovernmental	1,234,075	901,936	(26.9%)	13,634,248	13,363,858	(2.0%)	14,475,922	92.3%			
Licenses & Permits											
Liquor Licenses	-	-	0.0%	80,000	86,091	7.6%	80,000	107.6%			
Business Licenses	-	590	0.0%	96,000	102,241	6.5%	96,000	106.5%			
Building Permits	5,300	19,506	268.0%	108,608	131,414	21.0%	108,980	120.6%			
Electric Permits	690	4,558	560.6%	28,005	46,712	66.8%	28,000	166.8%			
Plumbing Permits	1,200	12,158	913.2%	40,105	94,637	136.0%	40,108	236.0%			
Special Use Permits	542	875	61.4%	6,229	6,303	1.2%	6,500	97.0%			
HVAC/Mechanical	2,898	5,944	105.1%	33,332	51,272	53.8%	34,780	N/A			
Com/Ind Sprinkler Sys	440	1,555	253.4%	7,010	7,550	7.7%	7,000	107.9%			
Build Out Sprinkler Sys	1,500	735	(51.0%)	17,924	8,968	(50.0%)	18,000	49.8%			
Admin Fees	500	1,384	176.8%	7,906	14,399	82.1%	7,875	182.8%			
Contractor Registration	4,700	7,500	59.6%	45,985	80,300	74.6%	46,700	171.9%			
Occupancy Certif-Other	900	3,245	260.6%	15,001	23,113	54.1%	15,000	154.1%			
Admin Plan Review	1,700	11,386	569.8%	80,066	131,304	64.0%	80,000	164.1%			
Site Plan Review	200	2,100	950.0%	13,709	38,596	181.5%	14,000	275.7%			
Engineering Review	160	3,518	2,098.8%	70,321	42,146	(40.1%)	80,000	52.7%			
Engineering Reimbursement	5,000	1,575	(68.5%)	10,000	14,678	46.8%	-	N/A			
Pr-Sprinkler System	1,500	760	(49.3%)	17,841	15,902	(10.9%)	18,000	88.3%			
Pr-Fire Alarm Systems	270	1,555	475.9%	7,010	9,365	33.6%	7,000	133.8%			
Elevator Inspections	-	6,865	0.0%	14,580	23,877	63.8%	14,580	163.8%			
Kildeer Inspection Fees	-	-	0.0%	7,500	2,209	(70.5%)	7,500	29.5%			
Deer Park Inspection Fees	450	350	(22.2%)	25,008	23,748	(5.0%)	25,000	95.0%			
Overweight Truck Permits	200	175	(12.5%)	5,004	5,330	6.5%	5,000	106.6%			
Park Permits	2,375	-	(100.0%)	27,313	19,333	(29.2%)	28,500	67.8%			
Park Fees	2,500	3,130	25.2%	56,101	67,728	20.7%	60,000	112.9%			
Water Shed Devlp	400	1,250	212.5%	7,984	7,250	(9.2%)	8,000	90.6%			
Other Permits	1,850	4,259	130.2%	80,033	91,096	13.8%	80,000	113.9%			
Misc. Licenses And Permits	2,047	1,613	(21.2%)	23,544	41,337	75.6%	23,850	173.3%			
Total Licenses & Permits	37,322	96,586	158.8%	932,119	1,186,899	27.3%	940,373	126.2%			

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
March 31, 2014

							% of Annual Budget Collected	
	Current Month			Year-to-Date			Amended Annual Budget	
	Budget	Actual	% Variance	Budget	Actual	% Variance		
Fines and Forfeits	66,667	82,792	24.2%	800,004	835,997	4.5%	800,000	104.5%
Charges for Services								
Printing/Reproduction Fee	462	710	53.7%	5,544	5,450	(1.7%)	5,550	98.2%
Police-Alarm Fees	500	(225)	(145.0%)	6,000	4,975	(17.1%)	6,000	82.9%
Police-Alarm Rebate Fees	-	-	0.0%	37,500	49,045	30.8%	45,000	109.0%
Police Special Detail	2,917	2,929	0.4%	35,004	53,196	52.0%	35,000	152.0%
Police Admin Tow Fee	7,604	3,370	(55.7%)	91,248	53,875	(41.0%)	91,250	59.0%
Police Lockout Fees	583	825	41.5%	6,996	8,200	17.2%	7,000	117.1%
Fire/Rescue-Special Dtl	1,038	-	(100.0%)	12,456	11,764	(5.6%)	12,450	94.5%
Fire/Rescue Ambulance Fee	34,045	33,327	(2.1%)	408,540	412,923	1.1%	408,540	101.1%
Park Program Fees	26,336	22,444	(14.8%)	446,432	426,233	(4.5%)	439,150	97.1%
Concert Sales	208	70	(66.3%)	2,496	1,478	(40.8%)	2,500	59.1%
Park Special Events	763	-	(100.0%)	9,156	9,310	1.7%	9,150	101.7%
Park Outings	42	-	(100.0%)	504	-	(100.0%)	500	0.0%
Park Concessions	-	-	0.0%	2,000	-	(100.0%)	2,000	N/A
Other Charges for Services	125	61	(51.2%)	1,500	5,608	273.9%	1,500	373.9%
Total Charges for Services	74,623	63,511	(14.9%)	1,065,376	1,042,057	(2.2%)	1,065,590	97.8%
Investment Income	1,083	1,428	31.9%	12,996	17,030	31.0%	13,000	131.0%
Miscellaneous								
Recycling Reimbursement	4,167	5,648	35.5%	50,004	32,863	(34.3%)	50,000	65.7%
Rental Income	18,700	19,457	4.0%	224,400	234,928	4.7%	224,400	104.7%
Sale of Fixed Asset	1,017	-	(100.0%)	20,004	29,596	48.0%	20,000	148.0%
Other Miscellaneous Revenue	774	2,819	264.2%	170,793	253,487	48.4%	170,785	148.4%
Total Miscellaneous Revenue	24,658	27,924	13.2%	465,201	550,874	18.4%	465,185	118.4%
Total General Fund	1,514,216	1,260,411	(16.8%)	24,961,044	25,116,896	0.6%	25,805,739	97.3%
							Benchmark:	91.7%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
March 31, 2014

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Collected
	Budget	Actual	% Variance	Budget	Actual	% Variance		
SPECIAL REVENUE FUNDS								
Motor Fuel Tax Fund	34,426	39,874	15.8%	551,084	593,493	7.7%	567,592	104.6%
Hotel Tax Fund	6,368	5,223	(18.0%)	91,524	100,039	9.3%	93,038	107.5%
TIF Tax Allocation Fund	8,211	8,186	(0.3%)	1,398,532	1,388,834	(0.7%)	1,398,526	99.3%
Total Special Revenue Funds	49,005	53,283	8.7%	2,041,140	2,082,366	2.0%	2,059,156	101.1%
DEBT SERVICE FUNDS								
General Debt Service Fund	42	359	754.8%	1,068,291	1,076,553	0.8%	1,068,287	100.8%
TIF Debt Service Fund	333	15	(95%)	1,840,996	1,814,362	(1.4%)	1,841,000	98.6%
Total Debt Service Funds	375	374	(0.3%)	2,909,287	2,890,915	(0.6%)	2,909,287	99.4%
CAPITAL PROJECT FUNDS								
Capital Project Fund	1,333	(2,467)	(285.1%)	398,026	225,343	(43.4%)	398,030	56.6%
Park Improvement Fund	850	(354)	(141.6%)	10,200	6,376	(37.5%)	10,200	62.5%
Non-Home Rule Capital Projects	205,088	206,505	0.7%	1,964,262	1,980,919	0.8%	2,842,863	69.7%
TIF Redevelopment Fund	417	-	(100.0%)	5,004	-	(100.0%)	5,000	0.0%
Total Capital Projects Funds	207,688	203,684	(1.9%)	2,377,492	2,212,638	(6.9%)	3,256,093	68.0%
ENTERPRISE FUNDS								
Waterworks and Sewerage Fund	333,357	567,262	70.2%	9,040,682	9,345,965	3.4%	9,064,347	103.1%
Total Enterprise Funds	333,357	567,262	70.2%	9,040,682	9,345,965	3.4%	9,064,347	103.1%
INTERNAL SERVICE FUNDS								
Medical Self Insurance Fund	207,244	201,321	(2.9%)	2,279,684	2,314,749	1.5%	2,486,932	93.1%
Vehicle Maintenance Fund		-	0.0%		-	0.0%	-	0.0%
Risk Management Fund	114,583	149,155	30.2%	1,260,413	1,295,421	2.8%	1,375,000	94.2%
Total Internal Service Fund	321,827	350,476	8.9%	3,540,097	3,610,170	2.0%	3,861,932	93.5%
TRUST AND AGENCY FUNDS								
Special Service Area No. 8 Fund	-	-	0.0%	-	10,125	0.0%	-	N/A
Special Service Area No. 9 Fund	-	-	0.0%	-	11,990	0.0%	-	N/A
Special Service Area No. 10 Fund	-	-	0.0%	-	1,018	0.0%	-	N/A
Special Service Area No. 11 Fund	-	-	0.0%	-	3,000	0.0%	-	N/A
Special Service Area No. 13 Fund	-	-	0.0%	-	40,001	0.0%	-	N/A
Special Service Area No. 15 Fund	-	-	0.0%	-	4,342	0.0%	-	N/A
Total Trust and Agency Fund	-	-	0.0%	-	70,476	0.0%	-	N/A
Benchmark:								91.7%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
March 31, 2014

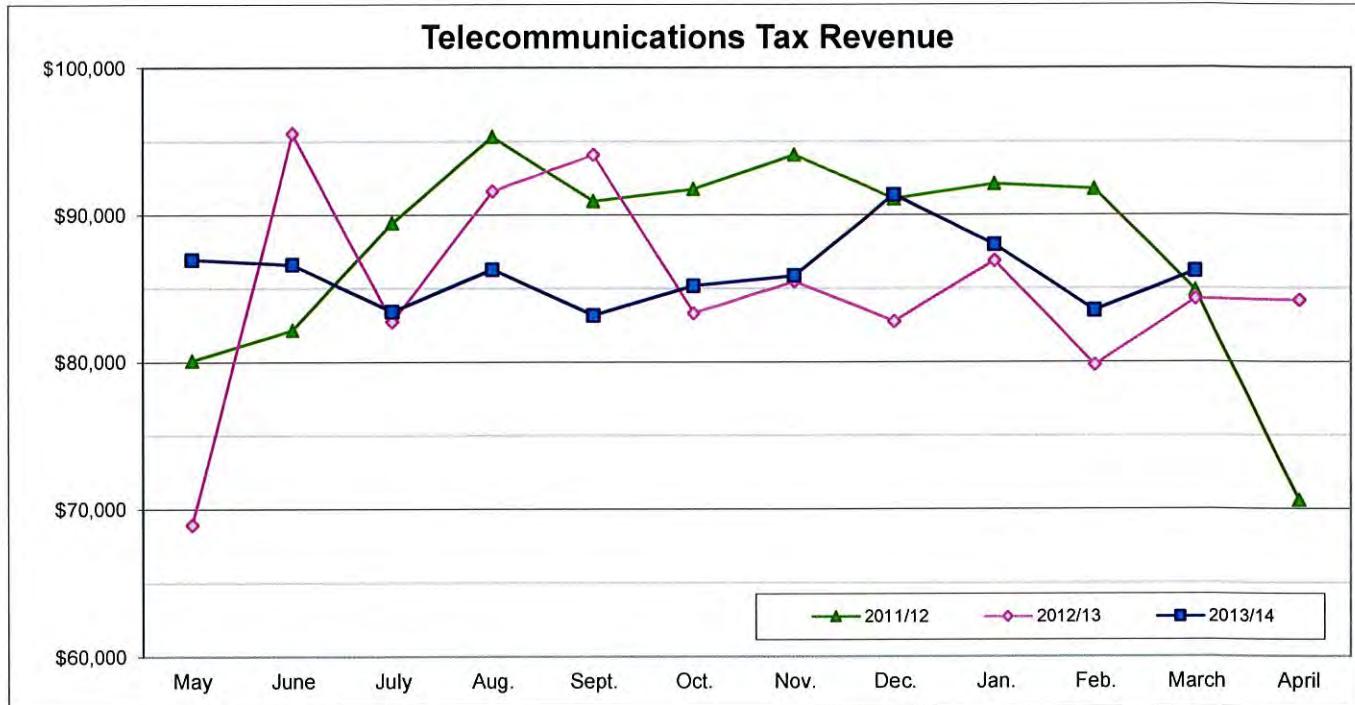
							Amended Annual Budget	% of Annual Budget Expended		
	Current Month			Year-to-Date						
	Budget	Actual	% Variance	Budget	Actual	% Variance				
GENERAL FUND										
Legislative										
Village President and Trustees	3,509	4,610	31.4%	249,072	254,562	2.2%	253,276	100.5%		
Clerk's Office	431	431	0.0%	8,549	8,107	(5.2%)	9,078	89.3%		
Board and Commissions	948	827	(12.8%)	6,657	4,976	(25.3%)	7,161	69.5%		
Total	4,888	5,868	20.0%	264,278	267,645	1.3%	269,515	99.3%		
Administration										
Village Administration	40,880	38,691	(5.4%)	463,782	431,379	(7.0%)	511,584	84.3%		
Human Resources	14,787	14,731	(0.4%)	154,552	108,912	(29.5%)	170,966	63.7%		
Total	55,667	53,422	(4.0%)	618,334	540,291	(12.6%)	682,550	79.2%		
Finance Department										
Financial Administration	16,821	16,205	(3.7%)	222,315	213,203	(4.1%)	241,733	88.2%		
Accounting Services	19,422	18,627	(4.1%)	227,490	213,876	(6.0%)	250,548	85.4%		
Total	36,243	34,832	(3.9%)	449,805	427,079	(5.1%)	492,281	86.8%		
Technology										
	39,781	35,774	(10.1%)	489,482	391,696	(20.0%)	540,310	72.5%		
Police Department										
Police Administration	87,177	71,011	(18.5%)	1,097,474	983,321	(10.4%)	1,194,532	82.3%		
Operations	268,979	304,985	13.4%	4,190,733	4,037,000	(3.7%)	4,501,305	89.7%		
Communications	97,098	104,315	7.4%	1,162,311	1,172,314	0.9%	1,286,734	91.1%		
Crime Prevention	40,201	38,898	(3.2%)	601,445	510,889	(15.1%)	649,722	78.6%		
Intergovernmental	31,864	29,582	(7.2%)	475,822	449,105	(5.6%)	514,385	87.3%		
Total	525,319	548,791	4.5%	7,527,785	7,152,629	(5.0%)	8,146,678	87.8%		
Fire Department										
Fire Administration	106,090	124,960	17.8%	1,266,354	1,247,661	(1.5%)	1,377,243	90.6%		
Emergency Management	3,752	4,373	16.6%	60,712	45,617	(24.9%)	64,899	70.3%		
Fire Suppression	246,823	227,453	(7.8%)	3,605,439	3,495,251	(3.1%)	3,899,335	89.6%		
Emergency Medical Services	263,715	284,556	7.9%	4,013,482	3,794,215	(5.5%)	4,374,153	86.7%		
Special Rescue	20,491	17,776	(13.2%)	303,600	258,568	(14.8%)	331,386	78.0%		
Fire Prevention	25,192	24,677	(2.0%)	307,148	262,884	(14.4%)	339,686	77.4%		
Total	666,063	683,795	2.7%	9,556,735	9,104,196	(4.7%)	10,386,702	87.7%		
Community Services										
Building and Zoning Division										
B&Z Administration	38,432	37,923	(1.3%)	442,755	406,651	(8.2%)	489,156	83.1%		
Inspections	26,704	28,648	7.3%	309,744	303,210	(2.1%)	341,784	88.7%		
Economic Development	5,438	923	(83.0%)	400,974	374,165	(6.7%)	501,882	74.6%		
Sub-Total	70,574	67,494	(4.4%)	1,153,473	1,084,026	(6.0%)	1,332,822	81.3%		
Public Works										
PW Administration	25,051	21,883	(12.6%)	328,870	292,142	(11.2%)	356,689	81.9%		
Forestry	13,523	12,216	(9.7%)	185,370	165,796	(10.6%)	202,782	81.8%		
Park Maintenance	26,547	22,547	(15.1%)	458,678	351,469	(23.4%)	513,989	68.4%		
Municipal Property Maint	18,015	15,235	(15.4%)	243,557	196,693	(19.2%)	263,660	74.6%		
Right-of-Way Maint	26,425	24,344	(7.9%)	360,093	326,335	(9.4%)	393,069	83.0%		
Snow & Ice Control	12,793	22,888	78.9%	222,569	298,337	34.0%	233,922	127.5%		
Street & Traffic Lighting	6,447	5,614	(12.9%)	75,042	71,876	(4.2%)	87,287	82.3%		
Storm Water Control	14,580	12,875	(11.7%)	201,176	183,401	(8.8%)	218,493	83.9%		
Engineering	11,552	20,161	74.5%	119,527	193,436	61.8%	131,587	147.0%		
Vehicle Maintenance	60,788	60,632	(0.3%)	669,376	601,731	(10.1%)	729,040	82.5%		
Sub-Total	215,721	218,395	1.2%	2,864,258	2,681,216	(6.4%)	3,130,518	85.6%		
Total	286,295	285,889	(0.1%)	4,017,731	3,765,242	(6.3%)	4,463,340	84.4%		

Benchmark: 91.7%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
March 31, 2014

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Expended
	Budget	Actual	% Variance	Budget	Actual	% Variance		
Park & Recreation Department								
P&R Administration	22,400	19,033	(15.0%)	277,160	284,059	2.5%	303,542	93.6%
Special Recreation	45,000	41,174	(8.5%)	238,000	160,031	(32.8%)	287,464	55.7%
Dance Program	5,713	7,016	22.8%	59,350	36,125	(39.1%)	65,656	55.0%
Preschool Program	12,658	14,175	12.0%	120,730	100,738	(16.6%)	135,221	74.5%
Youth Program	-	-	0.0%	283	830	193.3%	1,350	61.5%
Camp Program	-	-	0.0%	98,162	80,505	(18.0%)	98,162	82.0%
Athletics Program	-	2,646	0.0%	44,705	50,177	12.2%	44,705	112.2%
Aquatics Program	-	-	0.0%	59,466	47,240	(20.6%)	60,513	78.1%
Special Interest/Events	425	300	(29.4%)	12,585	23,274	84.9%	15,740	147.9%
Fitness Program	621	511	(17.7%)	7,033	5,033	(28.4%)	7,653	65.8%
Miscellaneous	75	484	545.3%	825	520	(37.0%)	900	57.8%
Total	86,892	85,339	(1.8%)	918,299	788,532	(14.1%)	1,020,906	77.2%
Total General Fund	1,701,148	1,733,710	1.9%	23,842,449	22,437,310	(5.9%)	26,002,282	86.3%
							Benchmark:	91.7%
SPECIAL REVENUE FUNDS								
Motor Fuel Tax Fund	23,387	17,070	(27.0%)	472,113	289,919	(38.6%)	545,500	53.1%
Hotel Tax Fund	2,209	-	(100.0%)	74,745	42,321	(43.4%)	82,605	51.2%
TIF Tax Allocation Fund	2,281	525	(77.0%)	1,743,307	1,659,663	(4.8%)	1,775,141	93.5%
Total Special Revenue Funds	27,877	17,595	(36.9%)	2,290,165	1,991,903	(13.0%)	2,403,246	82.9%
DEBT SERVICE FUNDS								
General Debt Service Fund	-	-	0.0%	1,066,278	1,063,018	(0.3%)	1,066,528	99.7%
TIF Debt Service Fund	-	-	0.0%	2,431,665	2,429,572	(0.1%)	2,431,665	99.9%
Total Debt Service Funds	-	-	0.0%	3,497,943	3,492,590	(0.2%)	3,498,193	99.8%
CAPITAL PROJECT FUNDS								
Capital Project Fund	15,000	14,070	(6.2%)	948,736	892,501	(5.9%)	2,331,673	38.3%
Park Improvement Fund	125,000	123,832	(0.9%)	198,650	197,778	(0.4%)	385,000	51.4%
Non-Home Rule Capital Projects	22,016	18,725	(14.9%)	1,251,443	1,196,132	(4.4%)	2,215,500	91.7%
TIF Redevelopment Fund	-	-	0.0%	175,000	201,766	15.3%	415,000	48.6%
Total Capital Projects Funds	162,016	156,627	(3.3%)	2,573,829	2,488,177	(3.3%)	5,347,173	46.5%
ENTERPRISE FUNDS								
Waterworks and Sewerage Fund	239,493	225,575	(5.8%)	3,666,228	4,395,375	19.9%	6,766,914	65.0%
Total Enterprise Funds	239,493	225,575	(5.8%)	3,666,228	4,395,375	19.9%	6,766,914	65.0%
INTERNAL SERVICE FUNDS								
Medical Self Insurance Fund	206,354	159,052	(22.9%)	2,269,894	2,323,730	2.4%	2,476,243	93.8%
Vehicle Maintenance Fund	-	-	0.0%	187,797	187,797	0.0%	187,797	100.0%
Risk Management Fund	88,579	9,245	(89.6%)	974,369	984,733	1.1%	1,062,947	92.6%
Total Internal Service Funds	294,933	168,297	(42.9%)	3,432,060	3,496,260	1.9%	3,726,987	93.8%
TRUST AND AGENCY FUNDS								
Special Service Area No. 8 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 9 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 11 Fund	-	-	0.0%	-	848	0.0%	-	N/A
Special Service Area No. 13 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 15 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 16 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Total Trust and Agency Fund	-	-	0.0%	-	848	0.0%	-	N/A
							Benchmark:	91.7%

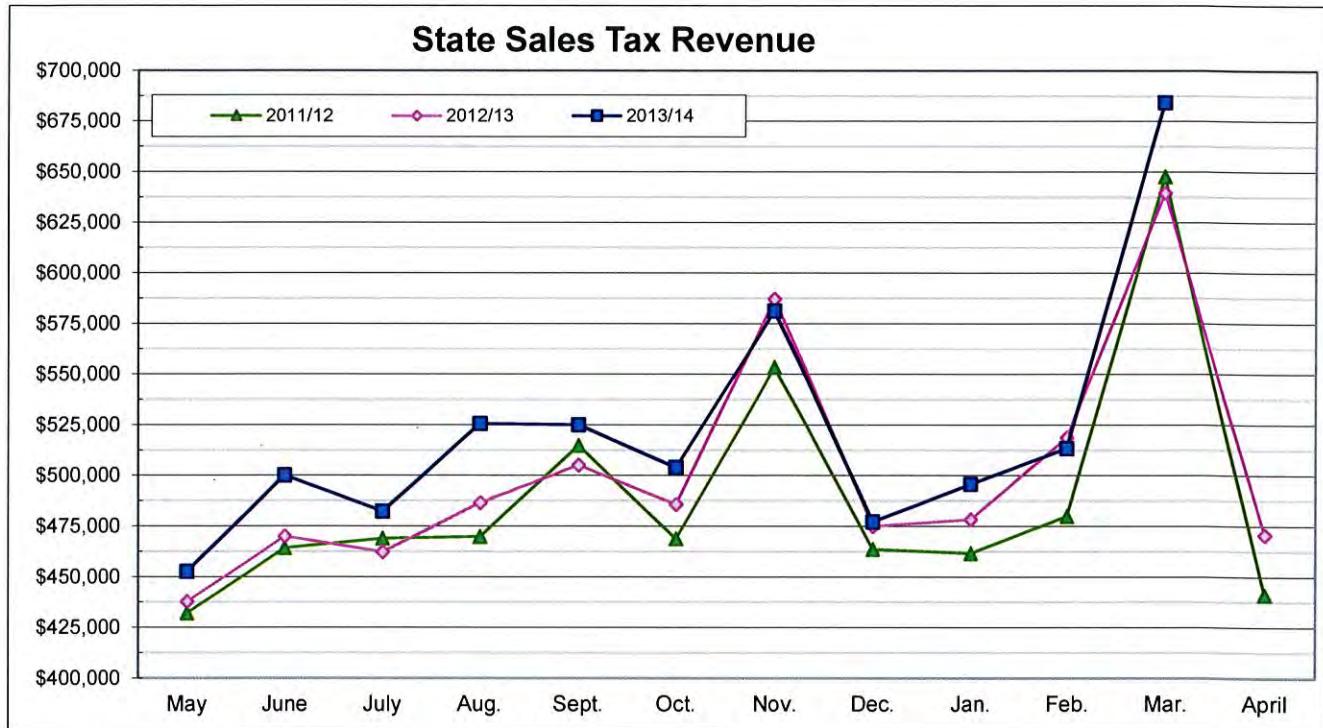
DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



Telecommunications Tax Collection History (Cash Basis)

Voucher Month	FY 2011/12	FY 2012/13	% Change	FY 2013/14	% Change	2013/14 Budget	2013/14 Budget Variance	2013/14 Budget Variance %
May	80,089	68,957	-13.90%	86,963	26.11%	65,509	21,454	32.75%
June	82,168	95,543	16.28%	86,615	-9.34%	90,766	(4,152)	-4.57%
July	89,450	82,755	-7.48%	83,420	0.80%	78,617	4,804	6.11%
Aug.	95,301	91,626	-3.86%	86,290	-5.82%	87,045	(755)	-0.87%
Sept.	90,925	94,091	3.48%	83,173	-11.60%	89,386	(6,213)	-6.95%
Oct.	91,746	83,321	-9.18%	85,182	2.23%	79,155	6,027	7.61%
Nov.	94,072	85,490	-9.12%	85,856	0.43%	81,216	4,640	5.71%
Dec.	91,090	82,776	-9.13%	91,360	10.37%	78,638	12,723	16.18%
Jan.	92,108	86,889	-5.67%	87,973	1.25%	82,545	5,428	6.58%
Feb.	91,755	79,808	-13.02%	83,505	4.63%	75,818	7,687	10.14%
March	84,869	84,297	-0.67%	86,175	2.23%	75,788	10,388	13.71%
April	70,587	84,182	19.26%			63,034		
CASH BASIS TOTAL	1,054,158	1,019,735	-3.27%	946,512		947,516	62,030	6.55%
Y-T-D	983,571	935,553	-4.88%	946,512	1.17%	884,482	62,030	7.01%

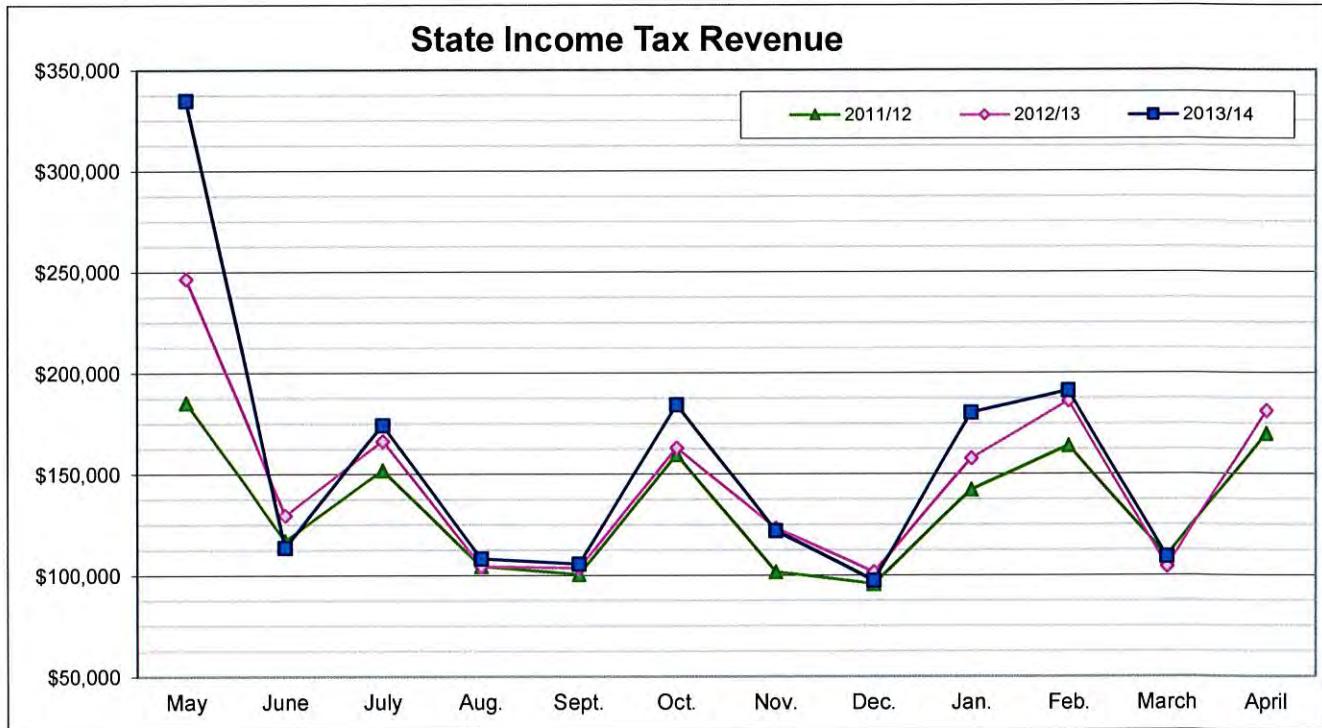
DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



State Sales Tax Collection History (Cash Basis)

Sales Month	Month Received	FY		% Change	FY		2013/14 Budget	2013/14 Budget	
		2011/12	2012/13		2013/14	% Change		Variance	Variance %
Feb.	May	432,121	437,868	1.33%	452,619	3.37%	447,501	5,118	1.14%
Mar.	June	464,280	470,153	1.26%	500,249	6.40%	480,496	19,753	4.11%
April	July	468,983	462,414	-1.40%	482,361	4.31%	472,587	9,774	2.07%
May	Aug.	469,801	486,669	3.59%	525,676	8.02%	497,375	28,301	5.69%
June	Sept.	514,757	505,261	-1.84%	525,059	3.92%	516,882	8,177	1.58%
July	Oct.	468,714	485,876	3.66%	504,041	3.74%	497,051	6,990	1.41%
Aug.	Nov.	553,374	587,280	6.13%	581,348	-1.01%	597,719	(16,371)	-2.74%
Sept.	Dec.	463,576	475,088	2.48%	477,166	0.44%	486,490	(9,324)	-1.92%
Oct.	Jan.	461,609	478,416	3.64%	495,748	3.62%	489,898	5,850	1.19%
Nov.	Feb.	479,880	518,846	8.12%	513,382	-1.05%	531,299	(17,917)	-3.37%
Dec.	Mar.	647,604	639,668	-1.23%	684,353	6.99%	655,660	28,693	4.38%
Jan.	April	441,146	470,763	6.71%			501,451		
	TOTAL	5,865,845	6,018,303	2.60%			6,174,409	69,043	1.12%
	Y-T-D	5,424,699	5,547,540	2.26%	5,742,001	3.51%	5,672,958	69,043	1.22%

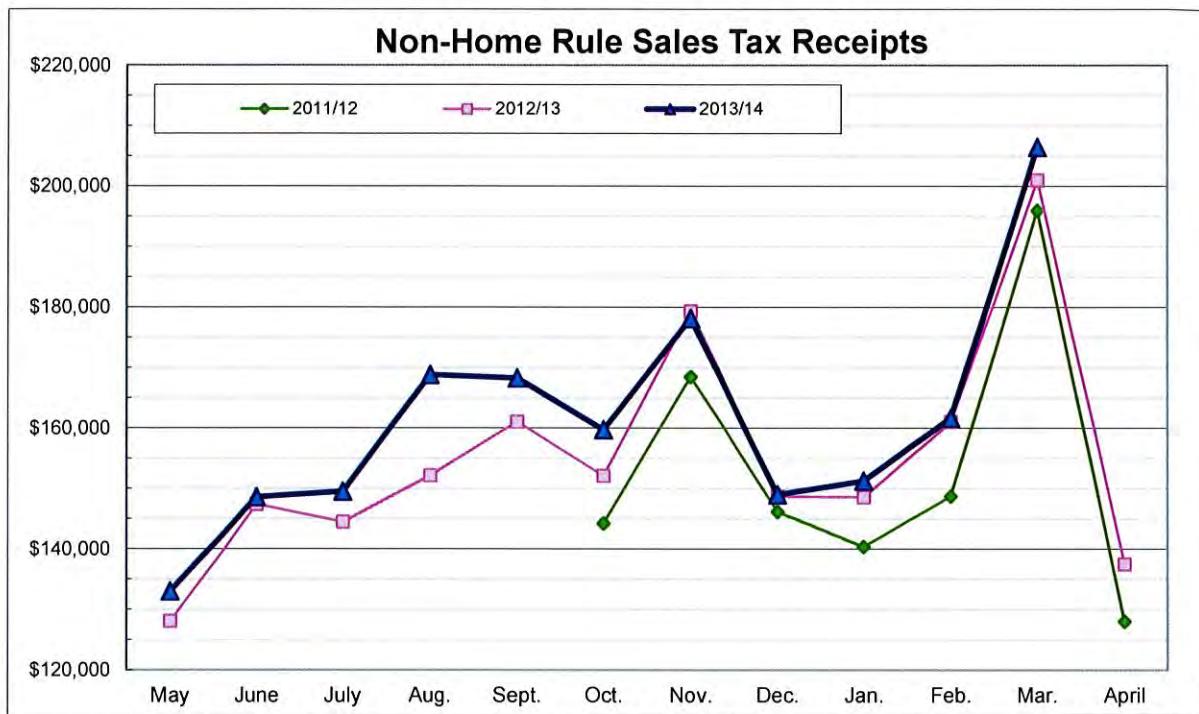
DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



State Income Tax Collection History

Voucher Month	FY		% Change	FY		2013/14 Budget	2013/14 Budget Variance		Budget Variance %
	2011/12	2012/13		2013/14	% Change		Budget	Variance	
May	185,326	246,668	33.10%	334,947	35.79%	251,601	83,346	33.13%	
June	117,185	129,687	10.67%	113,795	-12.25%	132,281	(18,486)	-13.97%	
July	151,807	166,537	9.70%	174,284	4.65%	169,868	4,416	2.60%	
Aug.	104,439	104,504	0.06%	108,283	3.62%	106,594	1,689	1.58%	
Sept.	100,526	103,659	3.12%	105,638	1.91%	105,732	(94)	-0.09%	
Oct.	159,665	163,219	2.23%	184,303	12.92%	166,483	17,820	10.70%	
Nov.	101,684	123,329	21.29%	122,025	-1.06%	125,796	(3,771)	-3.00%	
Dec.	95,740	101,779	6.31%	97,399	-4.30%	103,815	(6,416)	-6.18%	
Jan.	142,244	157,769	10.91%	180,366	14.32%	160,924	19,442	12.08%	
Feb.	164,000	186,239	13.56%	191,414	2.78%	189,963	1,451	0.76%	
March	109,414	104,430	-4.56%	109,328	4.69%	116,066	(6,738)	-5.81%	
April	169,885	181,336	6.74%			180,215			
TOTAL	1,601,915	1,769,156	10.44%	1,721,783		1,809,338	92,660		
Y-T-D	1,432,030	1,587,820	10.88%	1,721,783	8.44%	1,629,123	92,660	5.69%	

DEPARTMENT OF FINANCE
MONTHLY REPORT
MARCH 2014



Non-Home Rule Sales Tax Collection History (Accrual Basis)

Sales Month	Month Received	FY		% Change	FY		2013/14 Budget	2013/14 Budget Variance	
		2011/12	2012/13		2013/14	% Change		Variance	Variance %
Feb.	May	128,146	N/A	133,042	3.8%	130,709	2,333	1.8%	
March	June	147,404	N/A	148,568	0.8%	150,352	(1,784)	-1.2%	
April	July	144,514	N/A	149,534	3.5%	147,404	2,130	1.4%	
May	Aug.	152,154	N/A	168,804	10.9%	155,197	13,607	8.8%	
June	Sept.	161,028	N/A	168,234	4.5%	164,249	3,985	2.4%	
July	Oct.	144,230	152,110	5.5%	159,727	5.0%	155,152	4,575	2.9%
Aug.	Nov.	168,438	179,311	6.5%	178,080	-0.7%	182,897	(4,817)	-2.6%
Sept.	Dec.	146,212	148,685	1.7%	149,002	0.2%	151,659	(2,657)	-1.8%
Oct.	Jan.	140,374	148,581	5.8%	151,254	1.8%	151,553	(299)	-0.2%
Nov.	Feb.	148,742	161,063	8.3%	161,655	0.4%	164,284	(2,629)	-1.6%
Dec.	Mar.	195,983	201,005	2.6%	206,495	2.7%	205,025	1,470	0.7%
Jan.	April	128,087	137,515	7.4%			147,632		
TOTAL		1,072,065	1,861,515	73.6%	1,774,395		1,906,113	15,914	
Y-T-D		943,978	1,724,001	N/A	1,774,395	2.9%	1,758,481	15,914	0.9%

*The Non-Home Rule Sales Tax was enacted with a July 1, 2011 effective date.

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Days to Maturity	Par Value	Purchase Price	(Premium) / Discount	Market Value	Accrued Interest	Total Value	Unrealized Gain (Loss)
MONEY MARKET & CASH												
CASH - INLAND	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4,437,725.62	N/A
MONEY MARKET - IL. FUNDS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7,048,950.32	N/A
IMET CONVENIENCE FUND	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	957,521.07	N/A
CASH - TD AMERITRADE	N/A	N/A	0.000%	920028468	N/A	N/A	N/A	N/A	N/A	N/A	10,855.38	N/A
IDA12	N/A	N/A	0.000%	920028468	N/A	N/A	N/A	N/A	N/A	N/A	10,855.38	N/A
CERTIFICATE OF DEPOSIT												
Ally Bank Midvale	05/01/13	05/01/15	0.600%	02005QW82	396	200,000.00	200,000.00	-	199,878.00	493.15	200,371.15	(122.00)
American Express Bank	11/22/13	07/20/15	1.150%	02587DKL1	476	50,000.00	50,294.00	(294.00)	50,284.00	107.12	50,391.12	(10.00)
Bank Baroda New York	02/26/14	02/06/17	1.000%	06062-AFX2	1,043	240,000.00	239,055.00	945.00	239,659.20	380.00	240,039.20	604.20
Beal Bank USA Las Vegas	12/13/13	12/17/14	0.500%	0737-0WCV4	261	190,000.00	190,015.00	(15.00)	189,948.70	267.60	190,216.30	(66.30)
BMW Bank	05/20/13	12/10/15	2.000%	05568PA98	619	65,000.00	67,141.75	(2,141.75)	66,547.65	395.34	66,942.99	(594.10)
Discover Bank	10/01/12	10/10/14	0.800%	254671GV6	193	75,000.00	75,000.00	-	75,178.50	282.74	75,461.24	178.50
GE Capital	07/18/12	07/21/14	1.000%	36157QHT7	112	125,000.00	125,000.00	-	125,205.00	239.73	125,444.73	205.00
GE Capital	10/25/13	02/09/16	0.850%	36160NTU3	680	113,000.00	112,830.50	169.50	113,222.61	131.58	113,354.19	392.11
GE Money Bank	05/21/13	03/16/16	1.200%	36161NWG9	716	7,000.00	7,071.89	(71.89)	7,048.44	3.45	7,051.89	(23.45)
Goldman Sachs	05/01/13	07/25/14	1.000%	381471EA6	116	75,000.00	75,000.00	-	74,906.25	169.32	75,075.77	(93.75)
Goldman Sachs	07/20/12	07/25/14	1.000%	38143AXD2	116	120,000.00	120,000.00	-	120,204.00	213.70	120,417.70	204.00
Goldman Sachs	10/25/13	01/20/15	1.500%	38143AHB4	295	45,000.00	45,471.25	(471.25)	45,331.65	133.15	45,464.80	(139.60)
Safra National BONY	10/25/13	01/15/15	0.350%	78658AMZ8	290	67,000.00	66,868.68	131.32	66,939.03	107.29	67,046.32	70.35
Sallie Mae Bank Murray Utah	10/01/12	10/10/14	0.850%	795450PS8	193	150,000.00	150,000.00	-	150,357.00	600.82	150,957.82	357.00
Sallie Mae Bank Murray Utah	08/21/12	08/29/14	0.900%	795450PB5	151	100,000.00	100,000.00	-	100,173.00	76.44	100,249.44	173.00
The Edgar County B&T	01/01/13	04/01/15	0.900%	80101	366	237,500.00	237,500.00	-	237,500.00	3,211.00	240,711.00	-
AGENCY												
FNMA	12/03/12	11/27/17	0.900%	31366G07M7	1,337	145,000.00	145,000.35	(0.35)	142,587.20	449.50	143,036.70	(2,413.15)
FNMA	07/17/12	07/30/18	1.300%	31366G07D3	1,582	250,000.00	249,850.00	150.00	245,567.50	534.25	246,101.75	(4,282.50)
FNMA	04/25/12	04/25/14	1.300%	31366G0CE9	25	290,000.00	290,000.00	-	290,176.90	1,621.62	291,798.52	176.90
Fed Farm Credit Bank	11/30/12	08/21/17	0.800%	3133EC3G7	1,239	150,000.00	150,000.00	-	147,648.00	133.33	147,781.33	(2,352.00)
Fed Farm Credit Bank	11/20/12	11/20/17	0.850%	3133EC2Y9	1,330	155,000.00	155,155.00	(155.00)	152,724.60	479.42	153,204.02	(2,430.40)
FHLB Note	04/04/11	04/29/14	1.350%	313337AS1	29	460,000.00	458,776.40	1,223.60	460,446.20	2,603.10	463,049.30	1,669.80
FHLB Bond	11/20/12	11/13/17	0.875%	3133813C7	1,323	275,000.00	274,818.75	181.25	270,264.50	922.40	271,186.90	(4,554.25)
FHLB Bond	10/31/12	11/15/17	0.980%	3133817D1	1,325	440,000.00	439,915.00	85.00	434,231.60	1,628.98	435,860.58	(5,683.40)
FHLB Bond	10/03/11	09/09/16	2.000%	313370TW8	893	305,000.00	315,464.55	(10,464.55)	314,894.20	372.78	315,266.98	(570.35)
FNMA	10/24/12	10/25/17	0.900%	3133G0Q09	1,304	310,000.00	309,792.50	207.50	305,508.10	1,209.00	306,717.10	(4,284.40)
FNMA	10/31/12	09/27/17	1.070%	3135G0PD9	1,276	315,000.00	315,812.50	(812.50)	312,275.25	37.45	312,312.70	(3,537.25)
FIXED INCOME - OTHER												
St. Charles Park Dist Bonds	04/22/13	12/15/16	3.750%	787760HZ3	990	100,000.00	110,565.00	(10,565.00)	105,549.00	1,104.17	106,653.17	(5,016.00)
TOTAL						5,054,500.00	5,076,398.12	(21,898.12)	17,499,308.47	17,908.63	17,517,217.10	(32,142.04)



PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

APRIL 2014

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

Bonnie Caputo was hired to replace Recreation Manager Dave Peterson. Her first day was Monday, May 5. Bonnie brings recreational experience in aquatics, member relations, marketing, program operations, senior programming and much more. She has been employed by the Foglia YMCA for nearly 14 years and has shown progressive experience and leadership qualities throughout. Bonnie brings a great familiarity with the Lake Zurich community having provided services for many years. There will be an overlap of nearly two weeks to allow for a smooth transition.

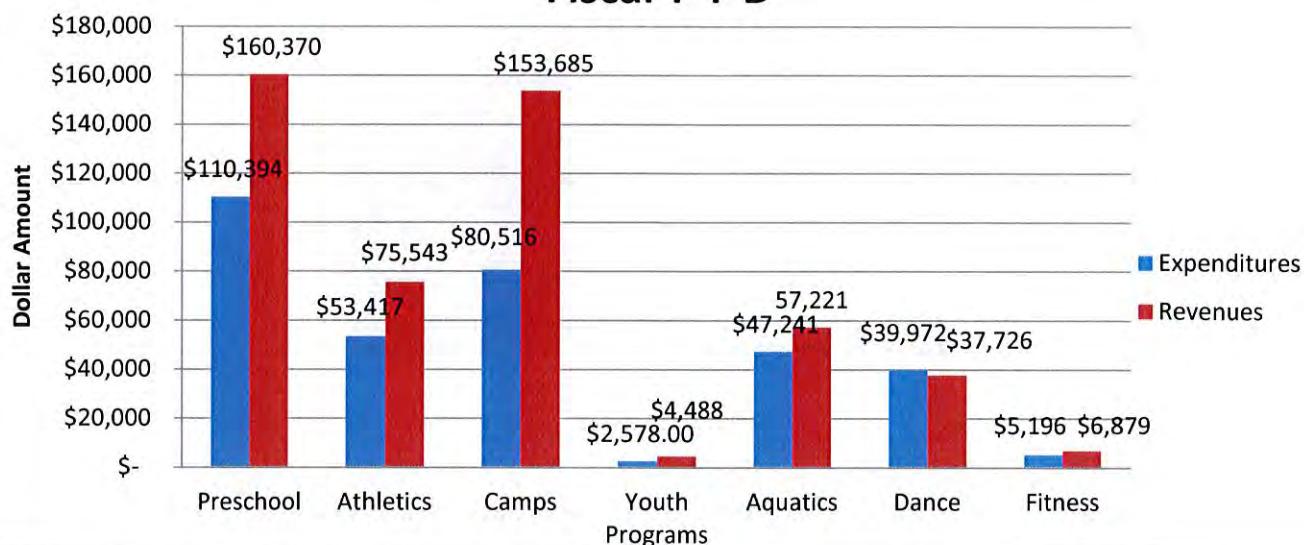
The Paulus Park Playground endeavor has been a highly anticipated project for the community as many phone calls and visits have taken place throughout the spring. The playground is open to the public now with a ribbon cutting ceremony to take place in June. Watch for details of this event. Hacienda Landscaping, the installers of the Little Tykes equipment, has addressed any concerns of the staff and completed the project with the high standards staff holds independent contractors to. An independent audit was completed, satisfying risk management requests.

Summer staff is in place and orientation and training sessions are scheduled. The Paulus Park Beach and Sprayground is scheduled to open Saturday, May 24 through Monday, May 26 and daily beginning May 31. Hours of operation will be 10:00 a.m. – 7:00 p.m. for the sprayground and 11:00 a.m. – 7:00 p.m. for the beach. The 11:00 a.m. opening will allow for camp and public swim lessons to take place in the morning.

Day camps will begin the week of June 16, a week later than planned, due to School District 95's extension of school days as a result of the snow days. Signup has been ongoing as residents look to plan for the children's summer activities. This program continues to be popular with our Lake Zurich community.

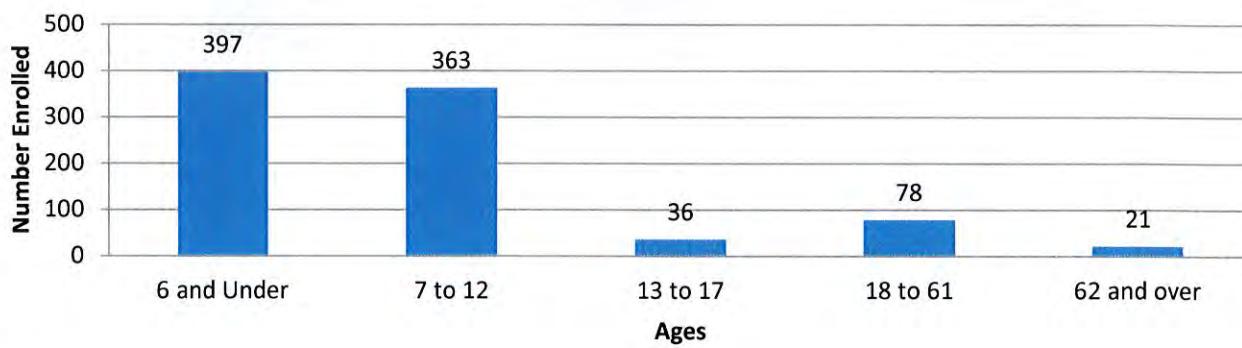
The Lake Zurich Area Farmers Market committee is adding final touches to the season's opening on Friday, June 13. The second year of the Paulus Park location promises to be enhanced with weekly entertainment and many new vendors. A Budding Farmers program will be added to engage the children this year. Each enrolled child will learn about different fruits and vegetables while engaging with the vendors.

Program Cost Recovery Fiscal Y-T-D



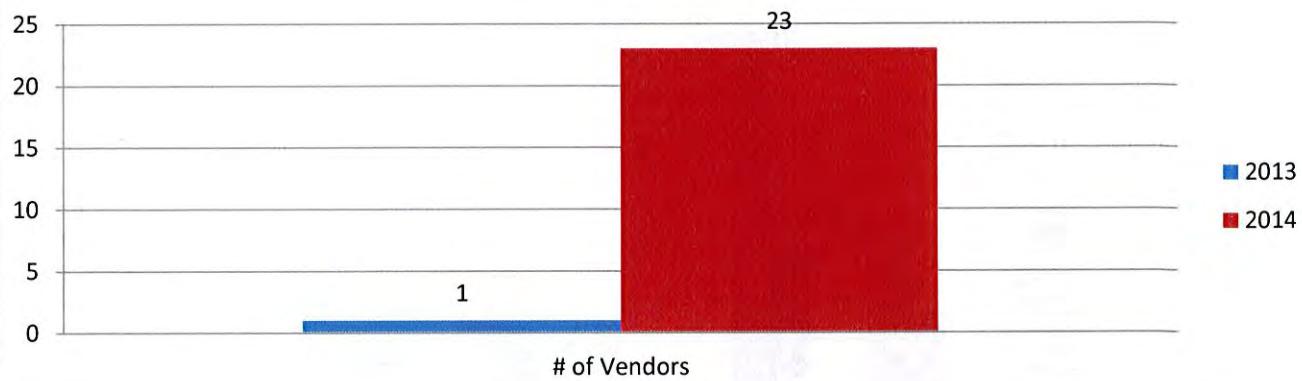
As a service provider, the balance of managing guest service with cost recovery is essential. Staff's approach determines which programs have the best impact and which may need to be reduced or eliminated to ensure investments are made in the services that provide the greatest value to the overall community. One tool used to evaluate the success of recreation programs operations is cost recovery. As this is directly tied into the budget process and decisions on increasing, decreasing or eliminating operations are associated with this measurement, staff is diligent in assessing trends and adjusting offerings.

Enrollment Ages for All Programs Y-T-D



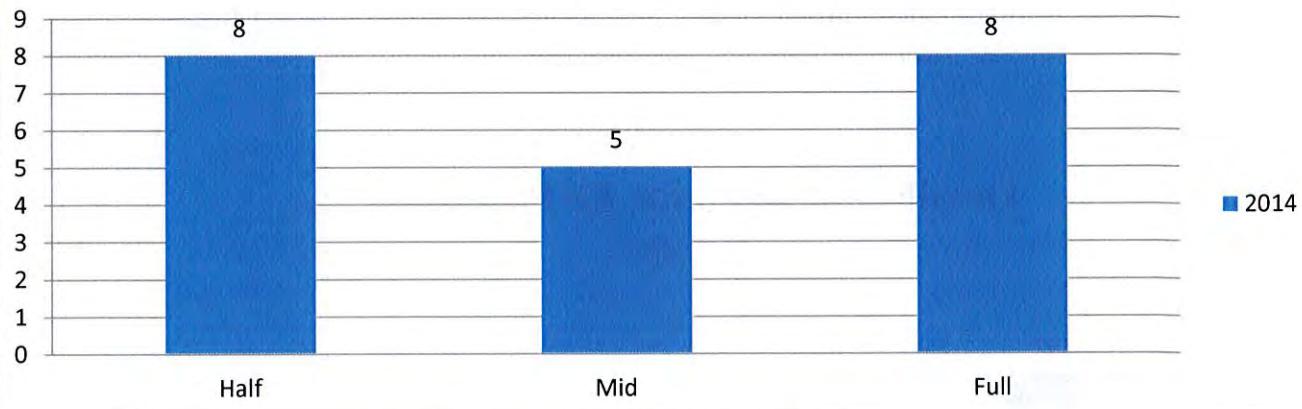
The program enrollment trends are indicative above as the majority of the Village's programs are for individuals 12 years and under. Staff is evaluating programs and looking to add more adult programming.

Farmers Market Vendors YTD



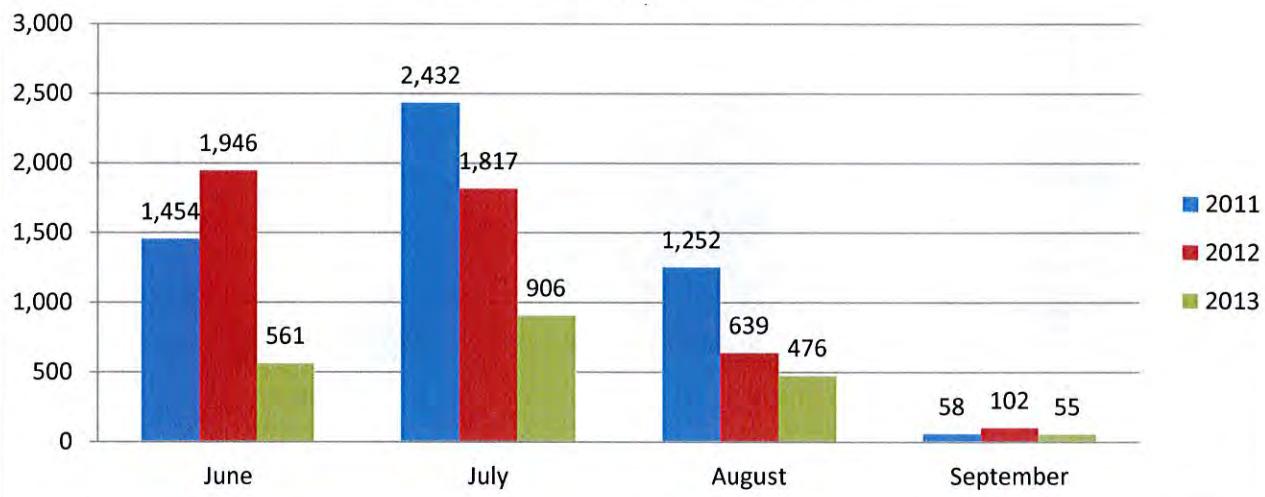
The Farmers Market committee has set a goal of 35 vendors for the 2014 season, up from the 26 vendors who participated in 2013. Many first year vendors have indicated their intentions to return.

Community Garden Plots Reserved YTD



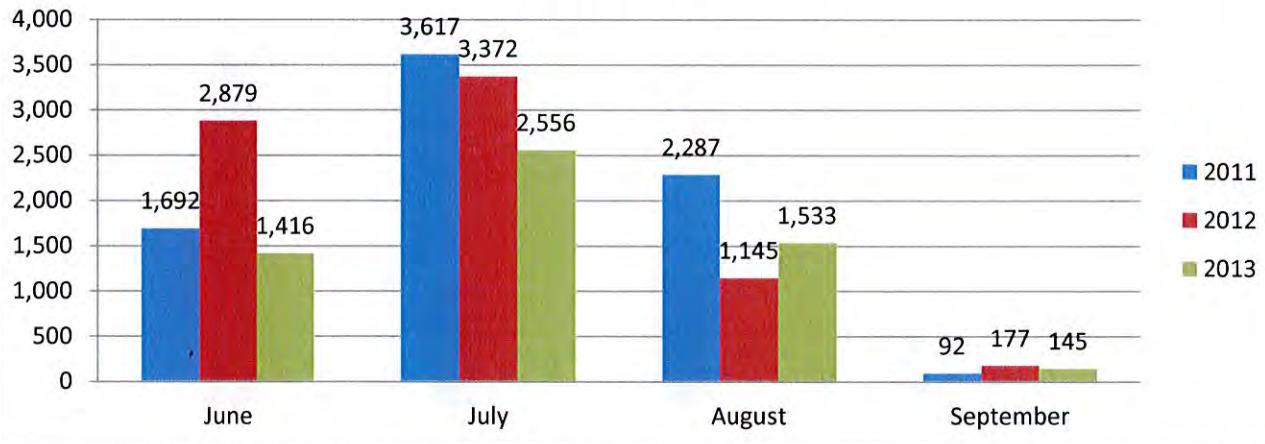
Community Garden Plots are available for rent in this first year of operations. Those interested in planting their own fruits and vegetables will have three choices in garden plot size: Half, Mid and Full. There are a total of 26 garden plots available.

Paulus Park Beach/Sprayground Membership Attendance



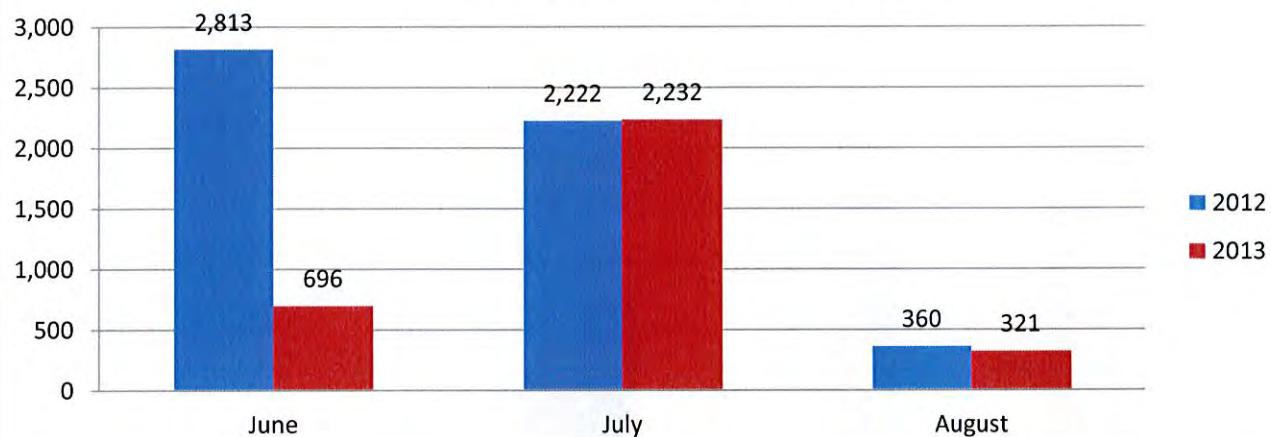
Weather is a driving factor with aquatic facility attendance. The start of the 2013 season was one of the coldest and wettest in history and as a result, attendance was substantially lower than the prior two years. Staff was able to keep personnel expenditures lower than in the past due to the many closed days the beach/sprayground experienced early in the summer.

Paulus Park Beach/Sprayground Daily Fee Attendance



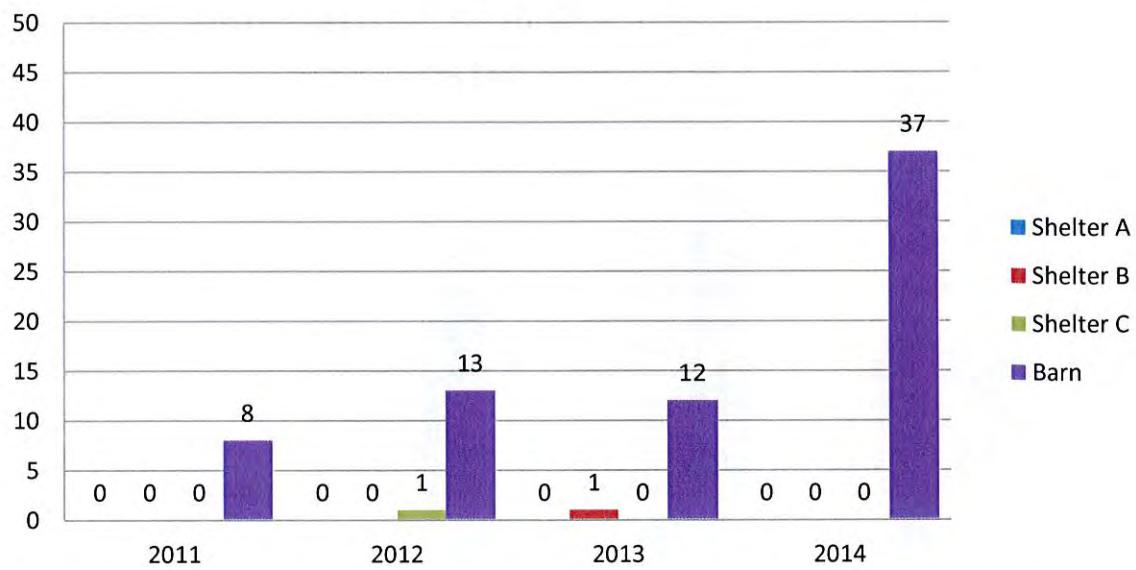
Weather is a driving factor with aquatic facility attendance. The start of the 2013 season was one of the coldest and wettest in history and as a result, attendance was substantially lower than the prior two years. Staff was able to keep personnel expenditures lower than in the past due to the many closed days the beach/sprayground experienced early in the summer.

Breezewald Beach Attendance



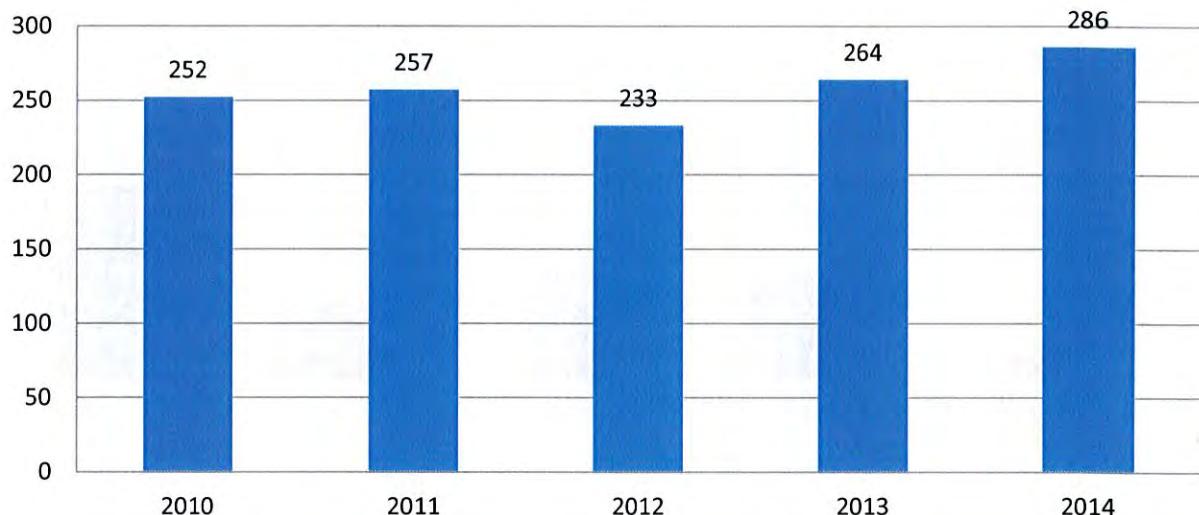
Monitoring attendance at Breezewald beach began in 2012.

Facility Rentals Y-T-D



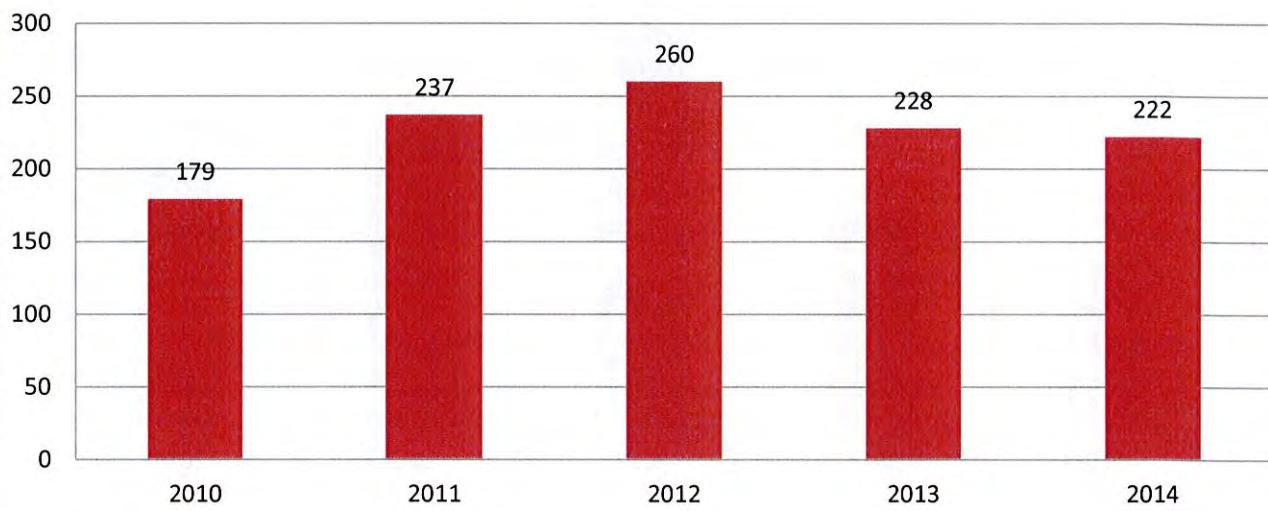
The Barn is seldom used for rentals during the summer months and increases during the fall and winter months. However, the shelters are utilized heavily during the spring and summer and have no usage during the fall and winter.

Athletics Enrollment Y-T-D



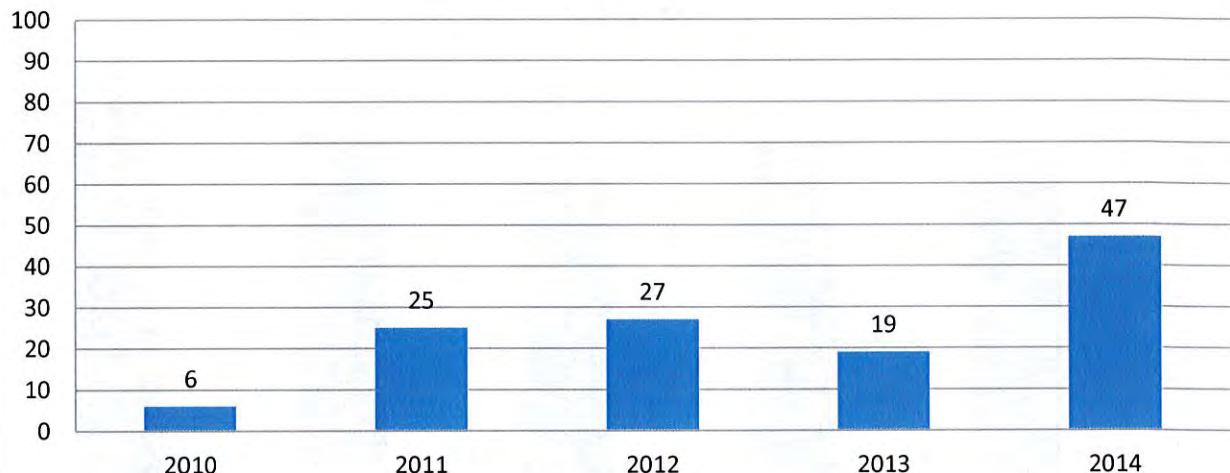
Athletic programs include tennis, karate, tae kwon do, golf, ice skating, soccer and tee ball. Indoor tennis has been added in 2013 and held at Sarah Adams Elementary School.

Camp Enrollment Y-T-D



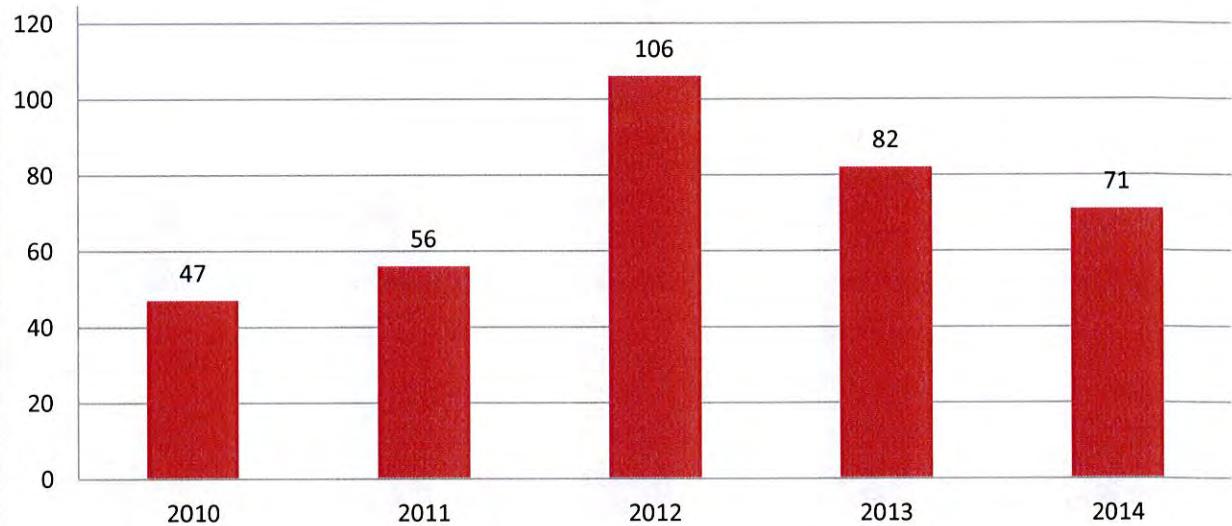
Camp programs include Kiddie camp, Pee Wee camp, Camp Alpine, Teen camp, Extreme All Sports Camp, Soccer Camp and Basketball Camp. Although Camp Alpine continued its trend of filling up, the Teen camp dropped in enrollment from the past several years. Staff is evaluating and looking to change the format.

Dance Enrollment



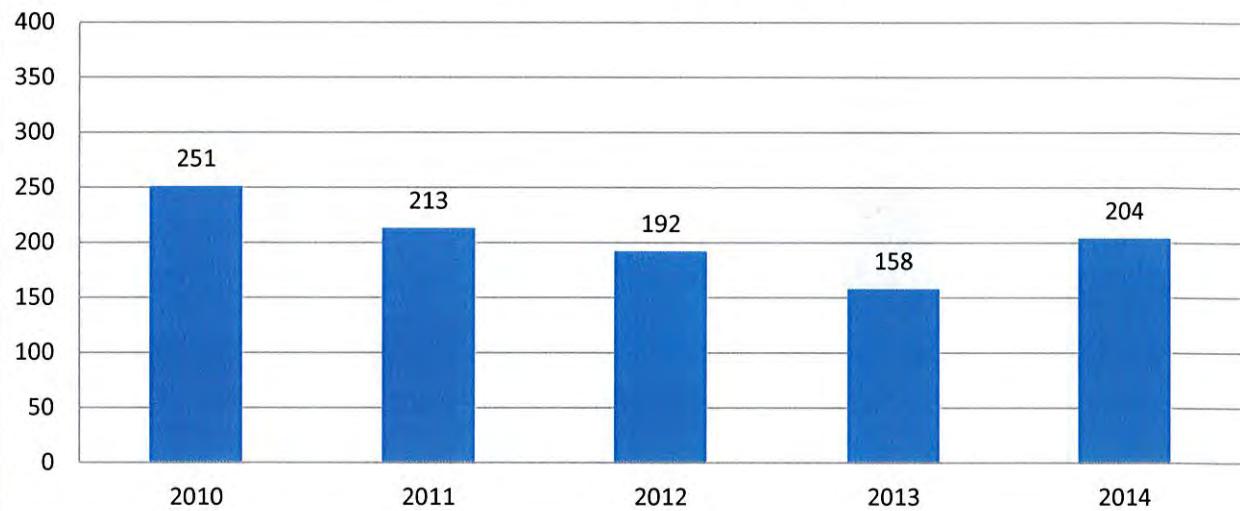
Dance programs include Ballet/Tap, Pointe, Jazz, Company, Poms and Hip Hop. The dance program lost its two instructors at the end of the 2012/2013 season and is rebuilding with four new instructors that began in September.

Fitness Enrollment



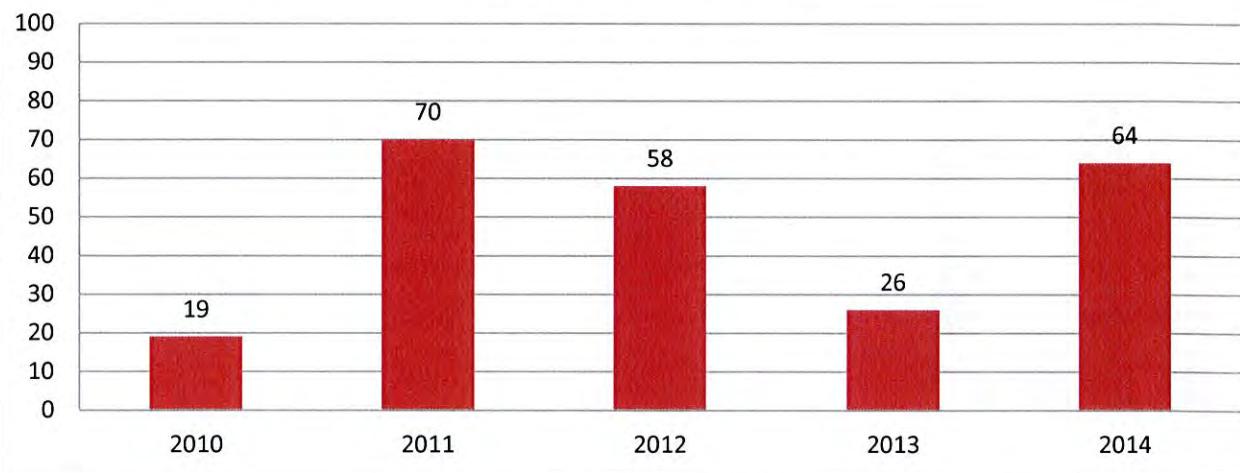
Fitness programs include Yoga, Cardio Fitness Karate, Cardio Circuit, Cardio Blast, Strength & Tone, Power Hour and Strength Training. Facility space limits present challenges to growing the Group Fitness program.

Preschool Enrollment



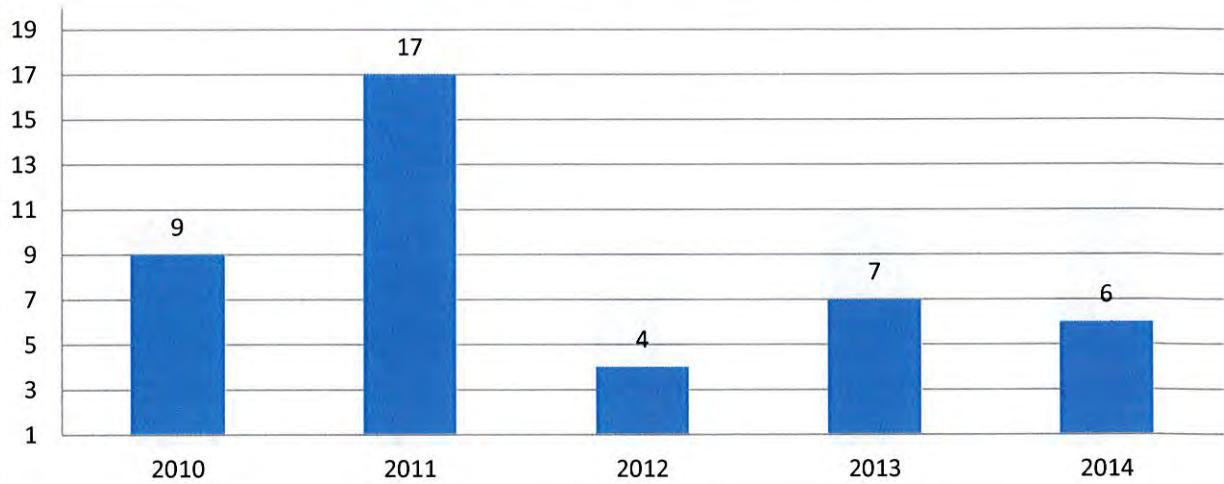
Preschool includes Terrific Twos, Lunch Bunch, Preschool (3yrs-5yrs) and Music Masters. Classes take place in four locations: The Barn, Chalet, St. Peter's Church and Buffalo Creek.

Special Interests



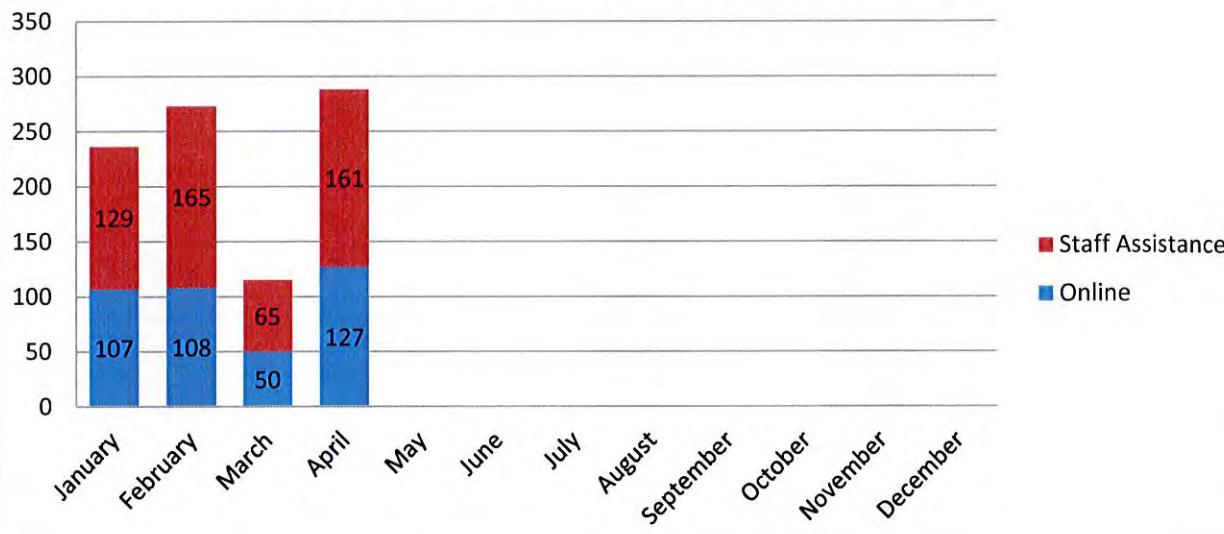
Special Interest programs include birthday parties, weight watchers, chess academy, animals in winter, starts of the circus, winter chillin', three hours to shop, welcome spring, learn to bowl, mother/daughter best friends jewelry, Christmas door wreath, holiday centerpiece and Village Singers.

Youth Activity Enrollment



Youth Activity programs include Glitz Girls Night Out, Bling Boutique, Crafty Halloween Bonanza, Holiday Jewelry Boutique, Guitar Lessons, Ukele Lessons, Magic Classes, Picasso's Workshop, Babysitting Clinic and Sculpture Workshops.

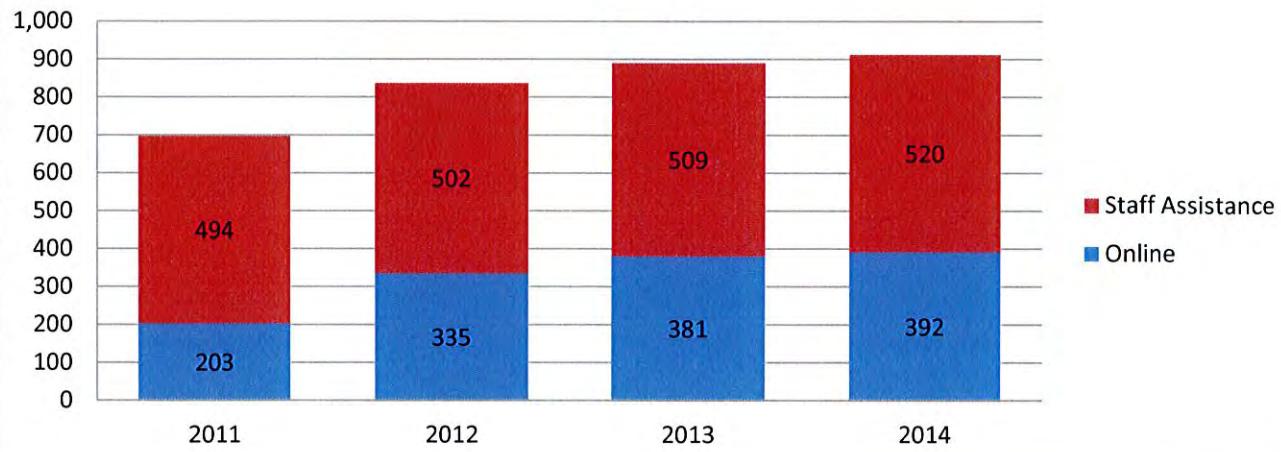
Online Registrations Statistics-2014



Online registration is available to all residents and non-residents enrolling in programs. Beach membership and facility rentals must be made in person at the Barn.

Online Registrations Statistics

Y-T-D



This is the fourth year of recordkeeping for online vs. traditional registration. Traditional registration includes by fax, drop box or in person.

Community Services Dept.
• Building & Zoning
• Public Works
505 Telser Road
Lake Zurich, IL 60047



AGENDA ITEM

12A

Phone: (847) 438-5141
Fax: (847) 540-1768
Web: www.LakeZurich.org

MEMORANDUM

Date: May 9, 2014

To: Jason T. Slowinski, Village Manager

From: Sam Hubbard, Village Planner

Cc: Michael J. Earl, Director of Community Services
Daniel A. Peterson, Manager of Building and Zoning

Subject: Updated Industrial Vacancy Database – 1st Quarter, 2014

Issue: The Community Services Department has updated the Industrial Vacancy Database to reflect occupancy changes within the industrial park through Q1 of 2014.

Analysis: The industrial vacancy database has not been updated since Q2 of 2013. With the help of the Lake Zurich Industrial Council (LZIC), Village staff has been able to complete a comprehensive update to the vacancy database, which has allowed the Village to prepare a much more accurate estimate of the current vacancy rate within the industrial park. Using information from the Lake County Assessor's website, LZIC input, and through online research with Loopnet.com, staff has added missing information and updated the occupancy status for properties within the database. Staff is pleased to report that the estimated industrial vacancy rate in Lake Zurich is 5.85%, a significant decrease from the estimated 12.04% vacancy rate during the same quarter one year ago.

Lake Zurich is performing better than both the national and regional industrial vacancy rates:

Lake Zurich Industrial Vacancy Rate:	5.85%
Estimated National Average Vacancy Rate:	7.70%
Chicago Area Industrial Vacancy Rate:	8.90%

Recommendation: For informational purposes only. No action required.



MEMORANDUM

Date: May 9, 2014

To: Jason T. Slowinski, Village Manager

From: Sam Hubbard, Village Planner

Cc: Michael J. Earl, Director of Community Services
Daniel A. Peterson, Manager of Building and Zoning

Subject: Retail Vacancy Report – 1st Quarter, 2014

Issue: The Community Services Department has compiled the 2014 First Quarter Retail Vacancy Report for the Village of Lake Zurich.

Analysis: The retail vacancy rate in Lake Zurich decreased during the first quarter of 2014, bolstered by the opening of the Mariano's store at the corner of Quentin Rd and Route 22. Other major gains in occupancy include Sports Authority, which promptly filled the space vacated by MC Sports. Average rental rates have remained steady.

The Lake Zurich retail vacancy rate continues to mirror that of the Chicagoland area retail vacancy rate, which experienced a 0.40 point decrease in Q1 (from 11.10% to 10.70%). However, Lake Zurich outperformed the national average retail vacancy rate, which had only a 0.20 point decrease during Q1 (from 10.40% to 10.20%). Lake Zurich's estimated vacancy rate decreased from 11.65% in Q4 of 2013 to 11.24% in Q1 of 2014.

During the quarter the Village experienced the following occupancies:

Gained = 101,962 SF:

Direct Buy – 7,028 SF

Sports Authority - 13,000 SF

Beezur's Bungalo – 1,200 SF

Pizza Factory of Lake Zurich – 1,000 SF

Mariano's – 74,202 SF

Farmer's Insurance – 1,100 SF

Retina Services of Illinois – 2,592 SF

Younis Chiropractic & Wellness Center – 1,840 SF

Lost = 15,035 SF:

MC Spots – 13,000 SF

AAA Motor Club – 2,035 SF

With Jewel's anticipated occupancy of the former Dominick's site in Q2 of 2014, Lake Zurich can expect to see the vacancy rate continue to decrease during the next quarter.

To clarify how vacancy information is calculated, when the Village receives an application for building occupancy, the space is then considered "occupied" and no longer vacant. In conjunction with an occupancy application, interior work on a space may be needed. While this interior work is completed, the business is considered occupied in the vacancy report but may not yet be open to the public for business. Similarly, when a new building (such as Mariano's) is under construction, they have only received a building permit but may not have applied for occupancy as the space is still under construction and not yet suitable for occupancy. Once an occupancy application is received on a new structure, the space is included in the vacancy report.

Spaces are considered "vacant" if they appear for lease or sale through online research or through firsthand knowledge that the site is vacant. Since a business is not required to notify the Village when they vacate a space, this information is a little harder to track. Occasionally, a space may be vacant but not advertised for lease or sale online, in which case it may not be included as vacant in the vacancy report. Once the Village is aware that a site is vacant it is promptly updated in the vacancy report.

Recommendation: For informational purposes only. No action required.

w/Attachments:

1. Available Retail Properties Report First Quarter - 2014

Available Retail Properties

1st Quarter - 2014



Major retailers located along IL Route 22 and US Route 12



Sports Authority has promptly filled the vacant space created by the departure of MC Sports, located at 727 W. Route 22.



Direct Buy has signed a lease to occupy a 9,000 sq. ft. space in the Village Square Shopping Center and expects to be open for business by late May of 2014

Learn More:

www.lakezurich.org

Information contained herein is for reference only. The Village of Lake Zurich assumes no liability for any errors and/or omissions. Featured properties do not represent all properties available for sale or lease in the Village of Lake Zurich.

Market Overview

First Quarter – 2014



Vacancy and Supply

	4th Quarter 2013	1st Quarter 2014		4th Quarter 2013	1st Quarter 2014
Total Units:	263	264	Total Retail Space (Sq. Ft.)	1,979,464	2,067,822
Total Vacant Units:	30	30	Total Vacant Retail Space	230,641	232,461
			Total Occupied	1,748,823	1,823,190
Lake Zurich Retail Vacancy Rate:	11.65%	11.24%			
Chicago Area Retail Vacancy Rate*:	11.10%	10.70%			
National Average*:	10.40%	10.20%			

*Source: National Association of Realtors www.realtors.org/reports/commercial-real-estate-market-outlook

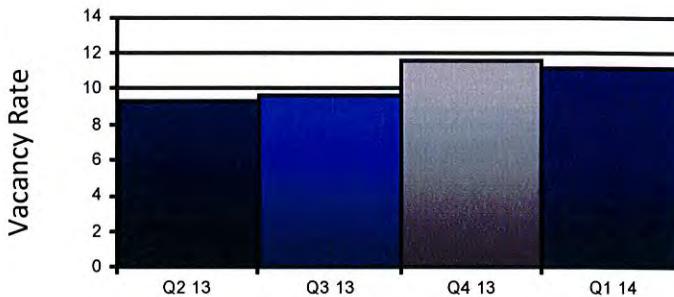
Key Indicators

	Q4 2013	Q4 2013	
Vacancy	11.65%	11.24%	
Rental Rate	\$17.70	\$17.70	-

Year to Year Vacancy Rate

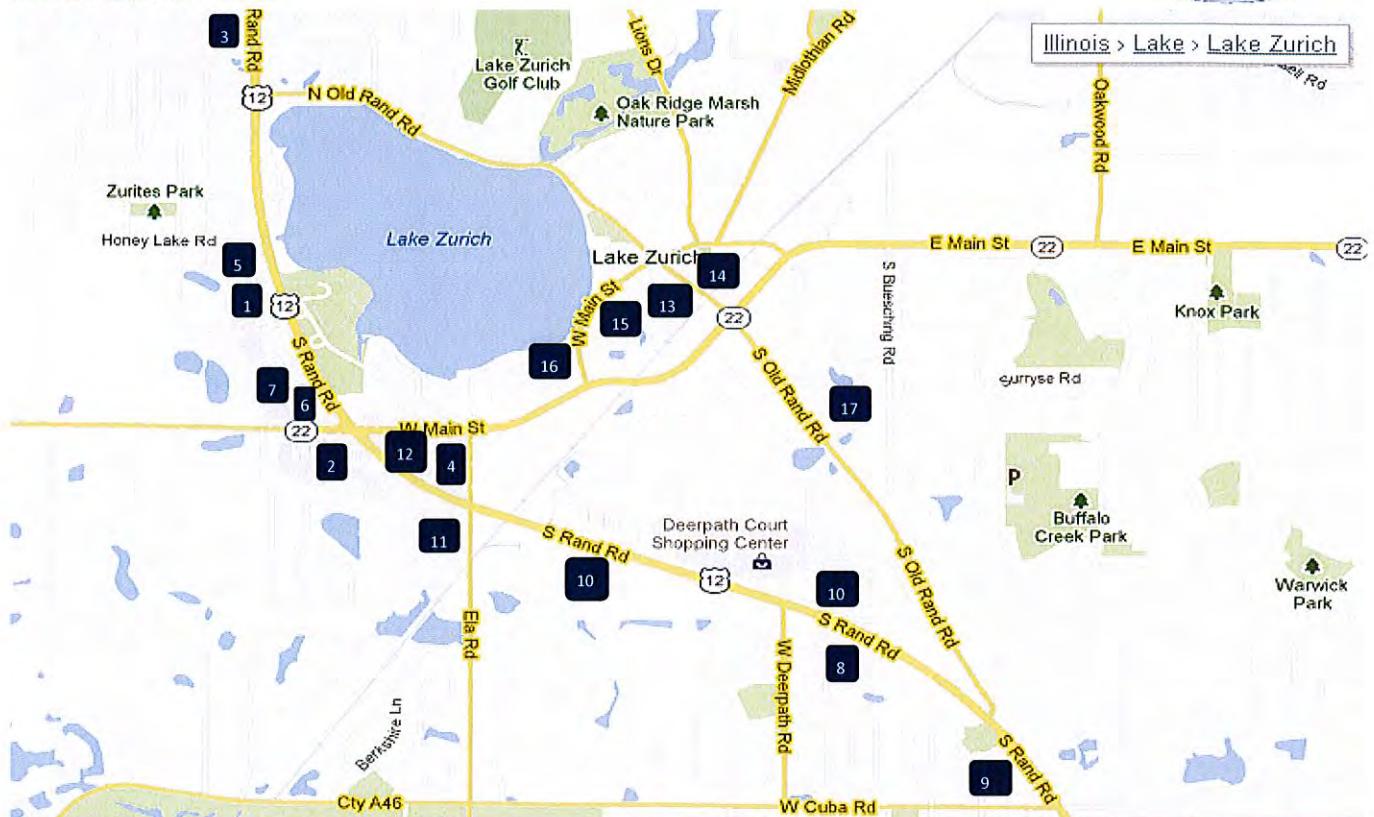
Q1 2012	Q1 2013	Q1 2014
10.75%	9.23%	11.24%

Vacancy Rate: Last Four Quarters



Properties for Sale or Lease

Fourth Quarter- 2013



Num.	Property Address	Unit	Sq.Ft.	Firm	Contact Name	Phone Number	Sale or	Price
1	207 S. Rand Rd.		1,235	SK Lake Zurich Square, Inc	Ki Lim Lee	(224) 612-1703	Lease	\$22.36 SF
1	217 S. Rand Rd.		2,650	SK Lake Zurich Square, Inc	Ki Lim Lee	(224) 612-1703	Lease	\$15 SF
1	225 S. Rand Rd.		88,000	Garden Commercial Properties	Mark Hoffman	(973) 467-5000	Lease	\$10 SF
2	463 S. Rand Rd.	B	1,850	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$16 SF
2	767 W. Rt. 22		1,100	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$16 SF
2	737 W. Rt. 22		2,916	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$16 SF
3	571 N. Rand Rd		1,200	MEI Properties, LTD	Mark Ignas	(847) 574-1620		
4	492 S. Rand Rd.		1,231	Jung Partnerships	Jim Jung	(773) 545-8515		
4	474 S. Rand Rd.		1,215	Crosstown Real Estate Advisors	Jonathan Janas	(773) 293-6901	Lease	\$19 SF
5	189 S. Rand Rd.		4,700	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	185 S. Rand Rd.		1,240	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	181 S. Rand Rd		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	173 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	159 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	133 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	91 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	83 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	153 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	127 S. Rand Rd.		1,260	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	
5	53 S. Rand Rd.		2,520	Mid-America Asset Management	Katie Hennegan	(630) 954-7233	Lease	



Property for Sale or Lease

Fourth Quarter – 2013

Num.	Property Address	Unit	Sq.Ft.	Firm	Contact Name	Phone Number	Sale or Lease	Price
6	449 S. Rand Rd.		5,900	RJ Rymek & Co.	Richard Rymek	(630) 257-8888	Sale or Lease	\$36.61 SF
7	291 S. Rand Rd	A007	8,923	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
7	345 S. Rand Rd	1	77,303	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
7	353 S. Rand Rd	B001	1,051	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
7	850 W. Route 22	B010	1,160	Federal Realty Investment Trust	Susan Ross	(561) 347-2929	Lease	
8	925 S. Rand Rd.		1,650	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$24 SF
9	1261 S. Rand Rd.		1,200	Craig/Steven Development Corp.	David Strusiner	(847) 564-5740	Lease	
12	561 W. Rt. 22		8,000		Ryan Kolar	(312) 859-4821		

Additional Office and Downtown Properties Available

10	755 S. Rand Rd.		40,699	Envision Realty Advisors	Peter Rusnak	(847) 733-4080	Sale	
11	765 Ela Rd.	105	3,396	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	107	1,497	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	203	1,038	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	208	837	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	765 Ela Rd.	302	1,081	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	755 Ela Rd.	200	1,840	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26 SF
11	795 Ela Rd.	115	1,363	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	795 Ela Rd.	120	1,256	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	795 Ela Rd.	200	735	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
11	795 Ela Rd.	212	1,184	The Fidelity Group Ltd.	James Grund	(847) 438-5000	Lease	\$26.50 SF
12	466 S. Rand Rd.	101L	2,314	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	102L	1,914	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	203	534	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	211	1,917	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	212	2,890	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	301	533	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	302	1,208	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
12	466 S. Rand Rd.	310	1,451	Chicagoland Commercial Real Estate	Lindsay Borkan	(847) 246-9633	Lease	\$18 SF
13	27 S. Old Rand Rd.					(847) 438-4689	Lease	
13	45 S. Old Rand Rd.	B	2,000	National Realty		(847) 852-3204	Lease	\$17.50 SF
14	48 S. Old Rand Rd.	105	1,552	National Realty		(773) 972-9320	Lease	\$9.95 SF
14	16 E. Main St.		2,812		Frankie Johnson	(847) 550-0016	Lease	
15	83 W. Main St.				Jack Rackow	(847) 438-2055	Lease	
15	133 W. Main St.		800	Village Owned				
16	228 W. Main St.		4,670	Mazeika Family Limited				
17	365 Surryse Rd.	140	1,573	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	150	1,186	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	160	2,200	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	240	1,088	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF
17	365 Surryse Rd.	260	1,400	Lee and Associates	Rick Scardino	(773) 355-3040	Lease	\$20 SF