



VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

FEBRUARY 2016

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

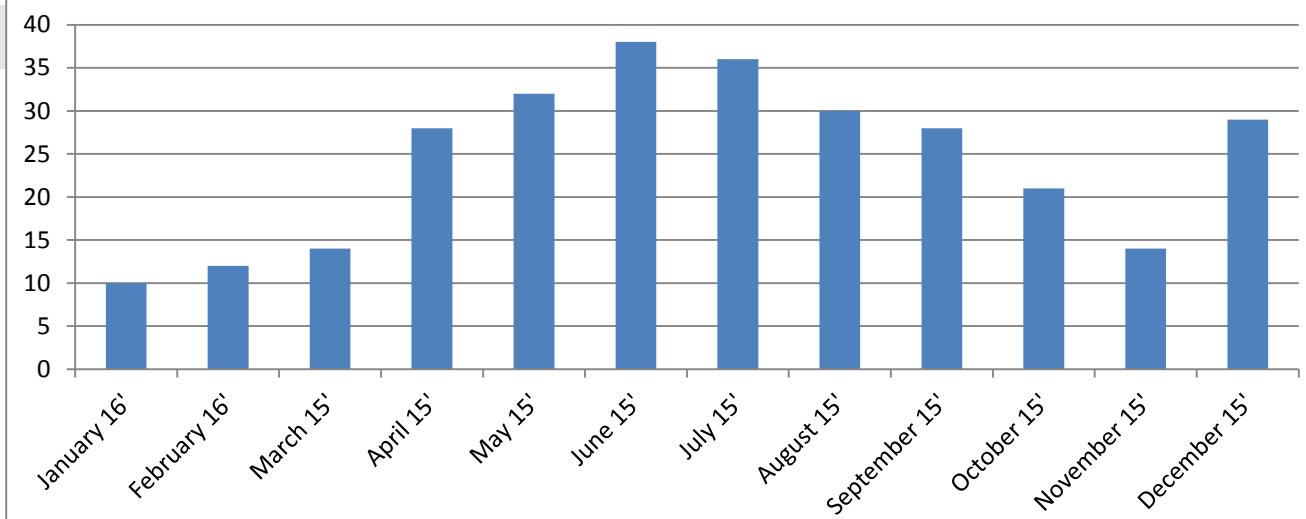
A Look Back at February...

- The Village Manager's Office and Finance Department have completed preliminary budget reviews with all operating departments to go over items for the upcoming eight month fiscal year 2016b budget. Due to responsible financial stewardship and some important accomplishments in restructuring significant debt burdens, the Village's financial forecast has slowly been improving. As such, the Village is not in as dire a situation as it has been in recent years and personnel cuts are not required to balance the upcoming budget. The Board of Trustees and Staff have done a fantastic job addressing Lake Zurich's financial challenges while continuing to provide municipal services at a relatively high degree. This is something the community should be proud of.

The Village's financial forecast, specifically for fiscal years 2018, 2019, and 2020, are heavily burdened with many capital infrastructure projects that total millions of dollars. One of the Village's goals for Fiscal Years 2016b and 2017 is to create fund balances that are healthy enough to prepare for these looming projects, per the Village's Strategic Goal of Financial Sustainability.

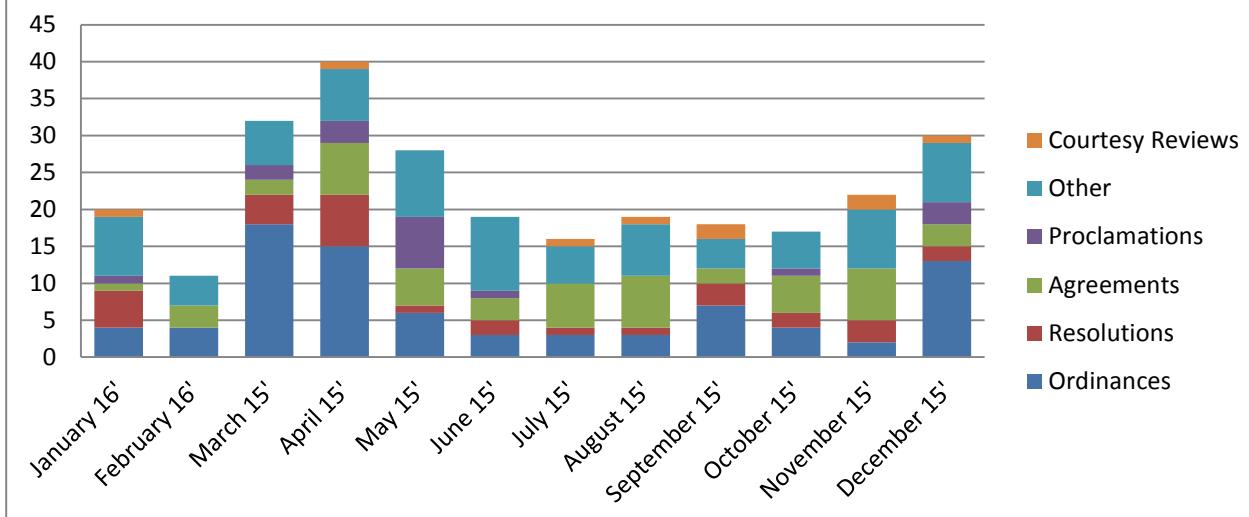
- **Black Belt Brewery, Lake Zurich's first craft micro-brewery**, celebrated a taste testing in early February at the 6,700 square foot facility at 932 Donata Court. Some 100 people from the community showed up for the taste testing and tours of the large fermenters and tanks. The Village Board and Planning and Zoning Commission have unanimously approved Black Belt Brewery to manufacture up to 930,000 gallons of beer annually for consumption off premises with on-site sampling.
- Negotiations are progressing with Streetscape USA for a redevelopment of Block A, consisting of 16 single family homes with a center courtyard design. The proposed concepts and architectural designs are thought to be a good fit for Lake Zurich's community character and the continuing negotiations are mostly related to financial assistance the Village may provide to help with site development expenses, such as upgrading water mains and sanitary sewer, which would serve the entire area, not just Block A. Future public hearings and reviews by the Planning and Zoning Commission and Village Board will occur if a tentative redevelopment agreement can be reached.
- The major infrastructure project of relining portions of the Village's primary sanitary sewer transmission line started in February via a contract with Michel's Pipe Services. The lining project is intended to reinforce the internal stability of underground pipes that carry Lake Zurich's sanitary waste to the Lake County Treatment Facility in Buffalo Grove. The lining project is beginning at the Twin Orchards Golf Club and will later occur at portions of Route 22 and Old Mill Grove Road.
- Lake Zurich's regional emergency dispatch center at the Police Department is continuing the progress towards further expansion as the Village continues to negotiate an intergovernmental agreement with the Village of Wauconda and the Wauconda Fire District. Collaborative working groups have been established that are focusing on technical knowledge transfer and management aspects of the dispatch transfer. Lake Zurich anticipates a "go-live" date in April, which is largely dependent on completion of the Lake County Sheriff's Starcom 21 radio network with Motorola.

New Lake Zurich Move-Ins



This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not include tenets in rental units, but only new single residential owners.

Village Board Agenda Items (Year-to-Date)

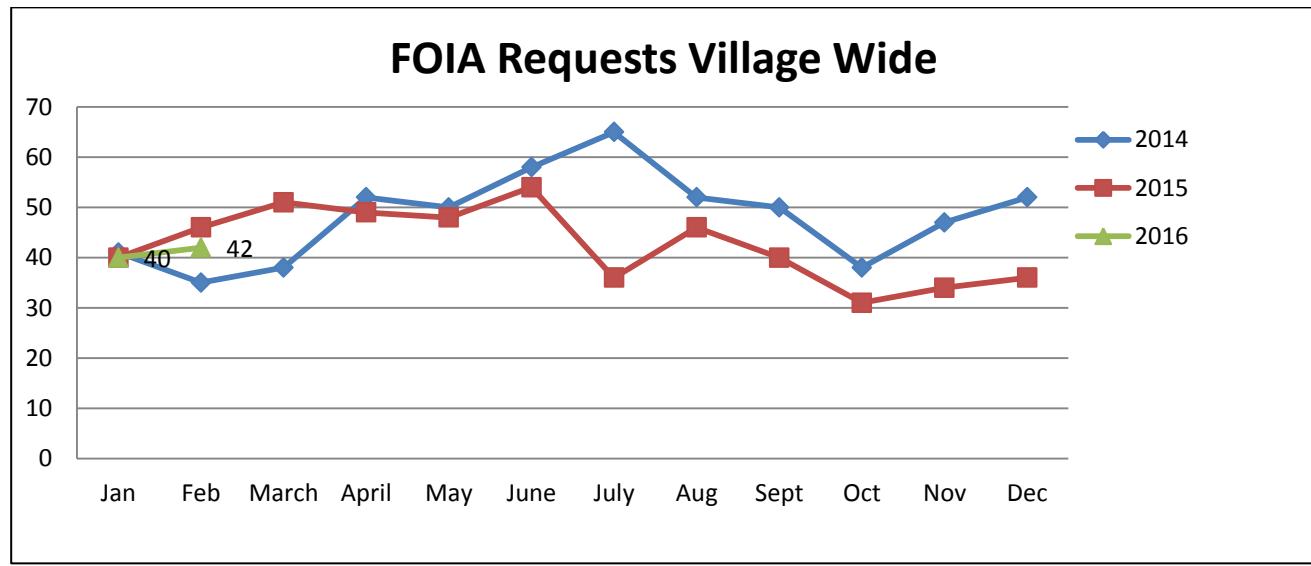


This metric shows the number of action items included on Village Board meeting agendas. As the local legislative governing body, the number of items acted upon by the Village Board has a direct input on Lake Zurich's strategic orientation. This data can be useful in decisions regarding meeting frequency, agenda preparation, activity levels, etc.

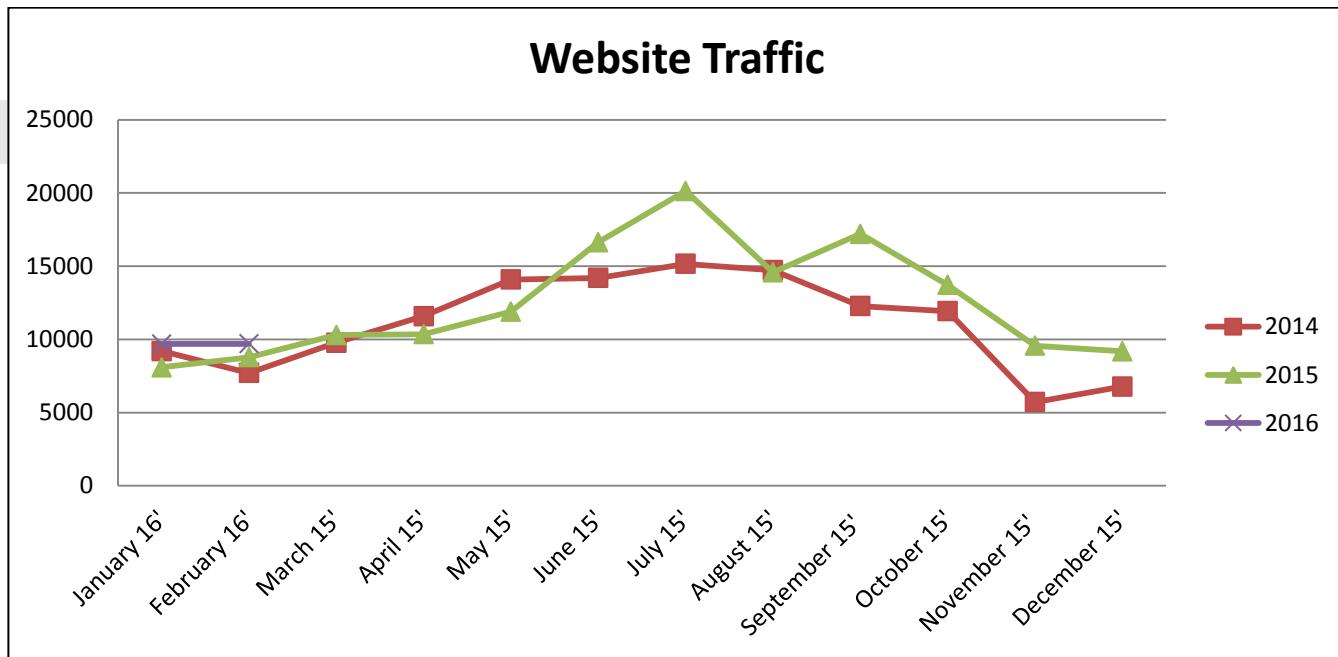
Average length of regular February Village Board meetings: 33 minutes



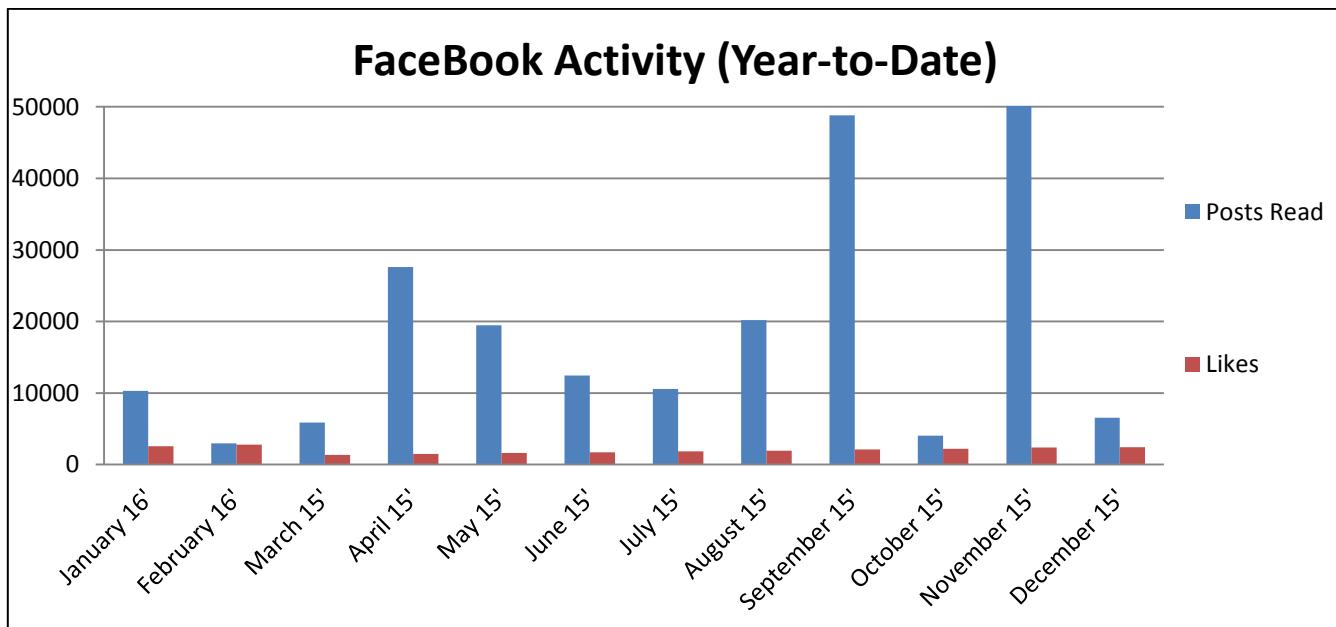
Benchmarks is the official Village e-newsletter that is used as a central communication device for the public. This graph shows the number of people signed up for *Benchmarks*, as well as the bounce back rate, open rate, and click rate of readers. The open rate is consistently over 50%, showing a high interest rate and readership for those that do receive *Benchmarks*, compared to the average open rate for government newsletters of less than 25%. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 1,750 subscribers.



Open and honest government is a 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 processes. 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 multiple departments, resulting in a team effort to obtain the correct information.

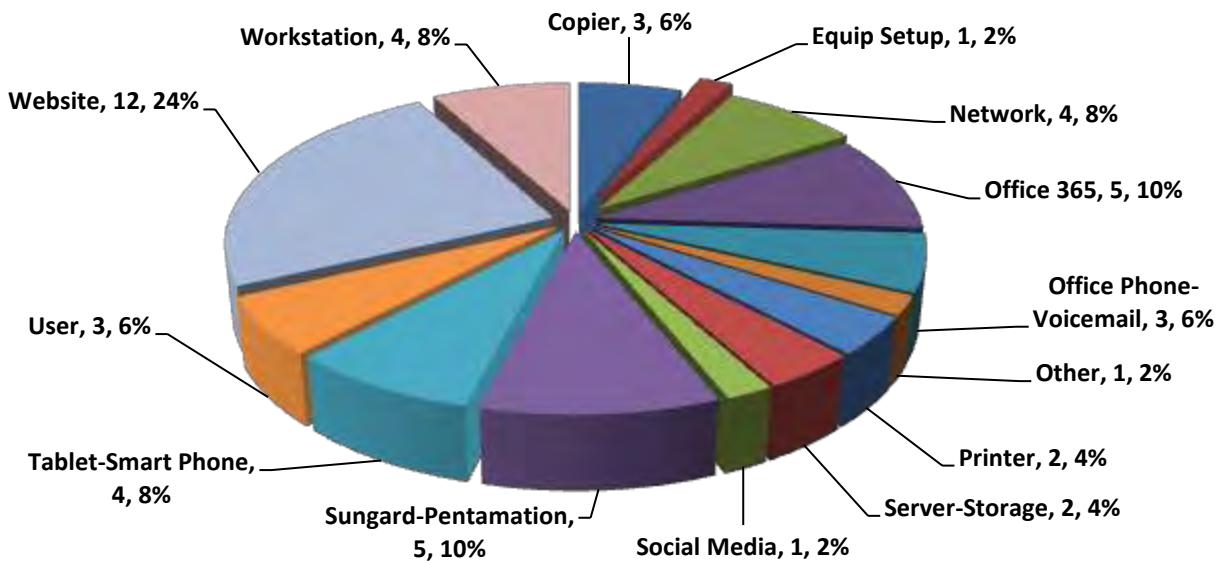


This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing citizen oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating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



This shows the level of activity on the official Village FaceBook page. There are many opportunities for Lake Zurich to engage the various segments of the community 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.

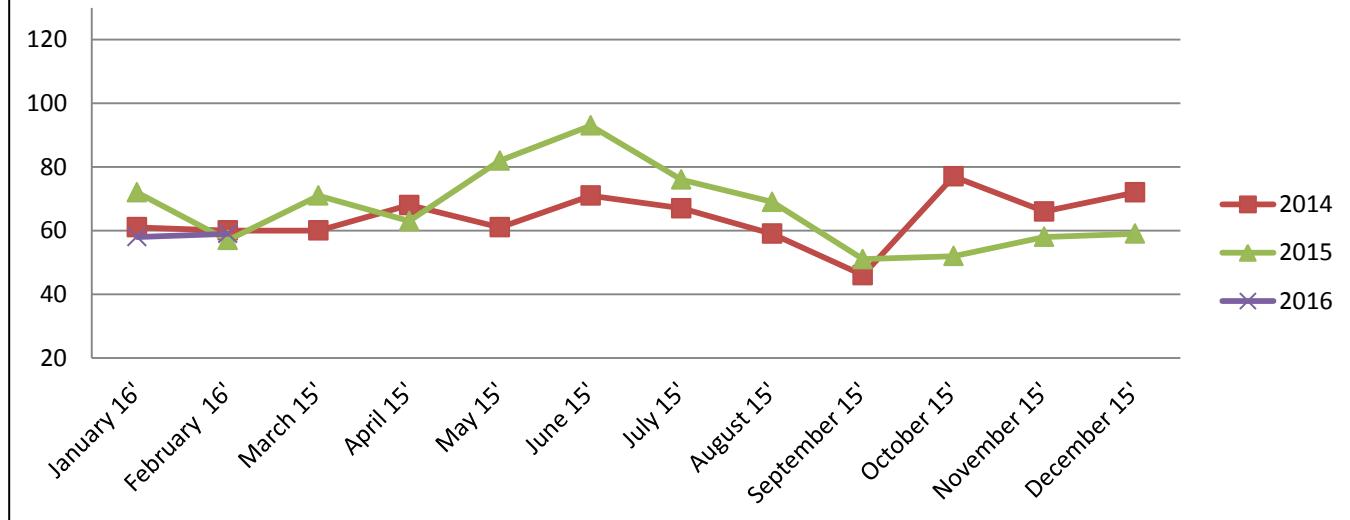
Help Desk Tickets By Category (This Month)



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 training workshops or investment in technology upgrades. This graph shows the most common requests for assistance this month.

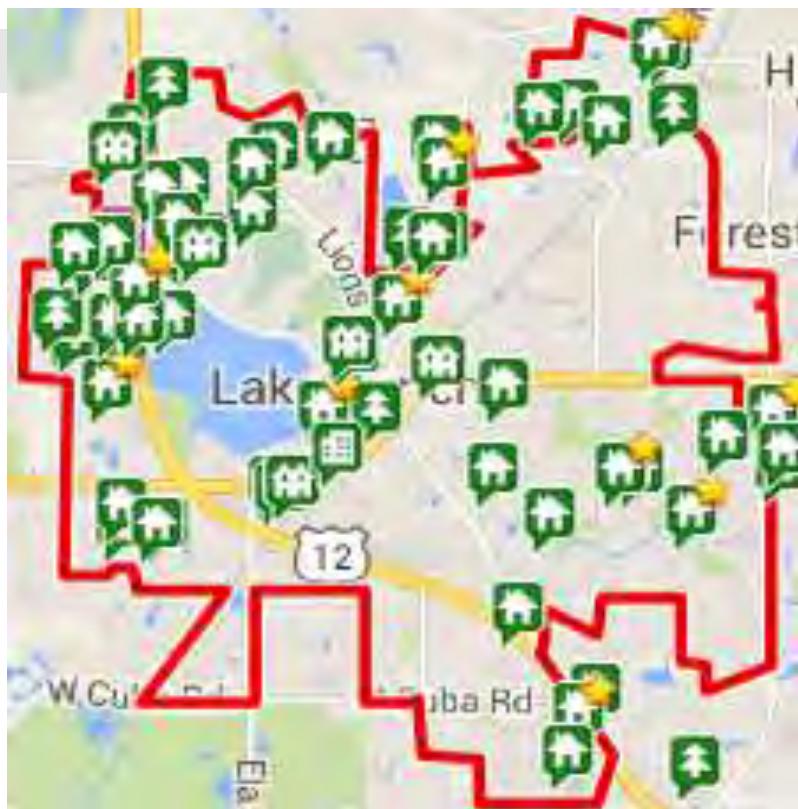
Total number of Help Desk tickets in February: 50 tickets

Helpdesk Ticket Totals (Year-to-Date)



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 training workshops or investment in technology upgrades. This graph shows the annual trend of technology problems.

Homes for Sale in Lake Zurich as of February 29, 2016



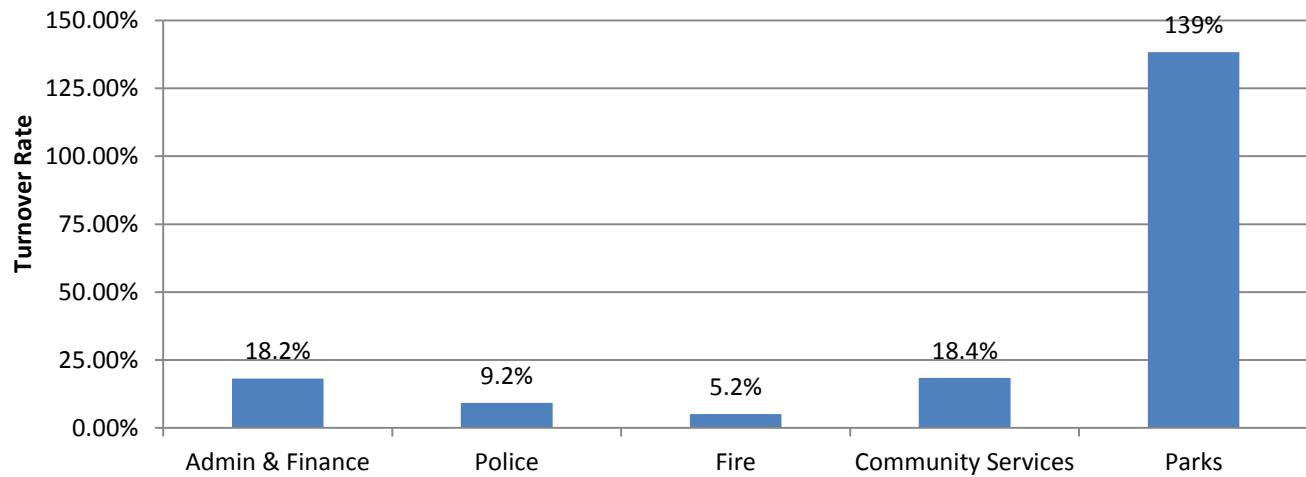
(Source: redfin.com)

Housing Inventory for January

Homes Reported for Sale:	87	94
Median Price:	\$319,900	\$319,900
Median Beds:	3	3
Median Baths:	2.5	2.5
Median Square Footage:	2,144	2,140
Median \$/Square Foot:	\$159	\$159
Median Days Listed:	90	57

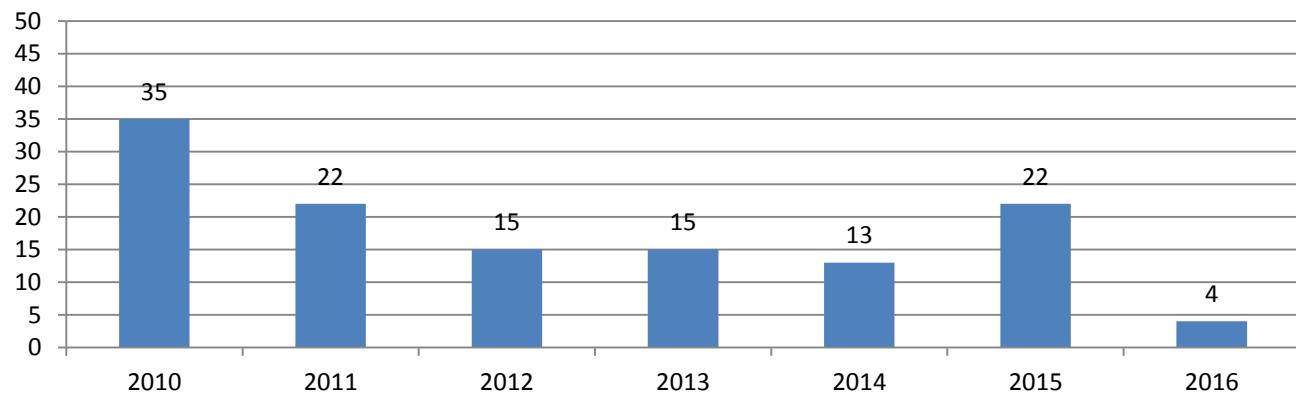
Housing Inventory for February

Employee Turnover Rate by Department (Past 12 Months)



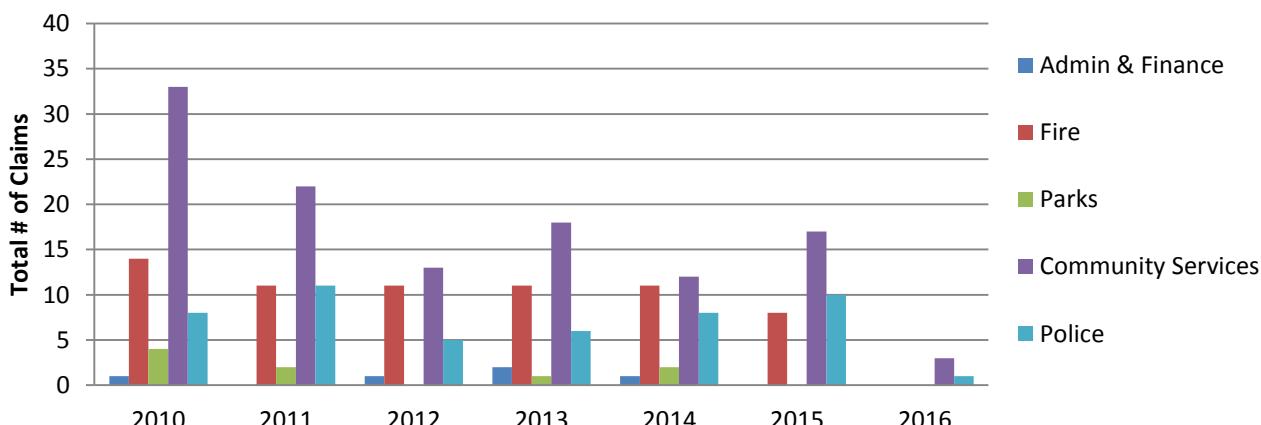
A certain level of turnover is healthy and desirable for organizations. A zero percent turnover rate is not the goal. Regularly tracking turnover rate will facilitate decision making related to employee satisfaction, human resources screening, and succession planning. This metric tracks turnover for all Village employees, including full-time, part-time, and seasonal on a rotating basis for the past 12 months. The size of the department is an important factor when analyzing this data. Note: Parks is staffed almost entirely by part-time seasonal personnel, resulting in a turnover rate that is technically very high but this is not a cause for concern.

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



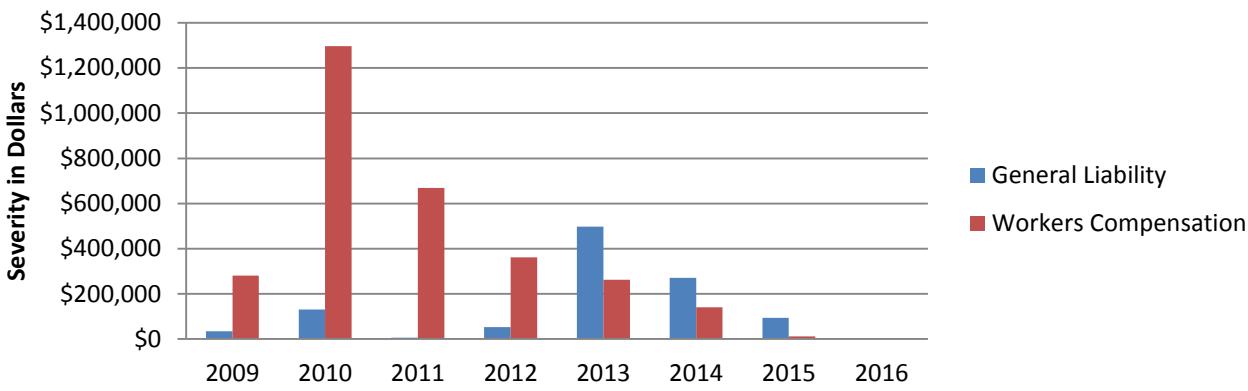
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports total General Liability claims (both open and closed claims) in all departments since January 1 of the current year.

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)



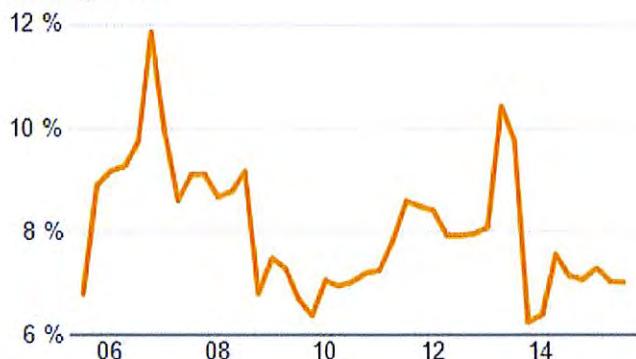
This metric provides a snapshot of the Village's overall liability position. Fewer claims filed against the Village mean less money spent and improved financial stability. The large spike in Workers Compensation claims filed in 2010 has slowly been decreasing in the five subsequent years. This data includes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

Lake Zurich Retail Summary

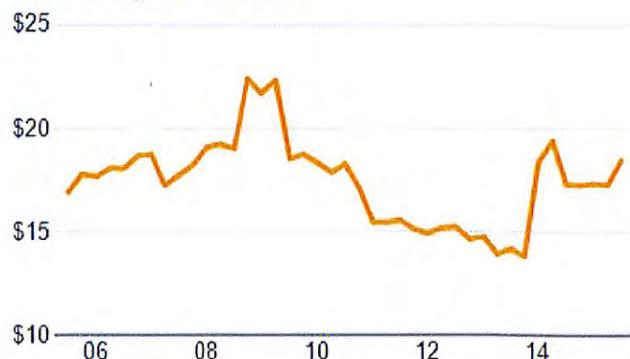
Availability	Survey	5-Year Avg	Inventory	Survey	5-Year Avg
NNN Rent Per SF	\$18.48	\$16.74	Existing Buildings	123	123
Vacancy Rate	7.0%	7.8%	Existing SF	2,446,899	2,400,708
Vacant SF	172,139	186,890	12 Mo. Const. Starts	6,300	32,832
Availability Rate	13.1%	8.8%	Under Construction	11,760	24,211
Available SF	321,006	211,666	12 Mo. Deliveries	0	42,415
Sublet SF	76,401	24,025			
Months on Market	11.4	22.6			

Demand	Survey	5-Year Avg	Sales	Past Year	5-Year Avg
12 Mo. Absorption SF	11,034	13,811	Sale Price Per SF	\$393	\$226
12 Mo. Leasing SF	37,568	53,070	Asking Price Per SF	\$292	\$224
			Sales Volume (Mil.)	\$36	\$15
			Cap Rate	7.0%	7.9%

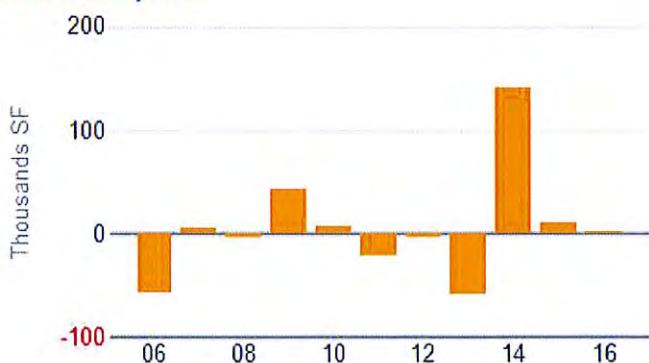
Vacancy Rate



NNN Asking Rent Per SF



Net Absorption

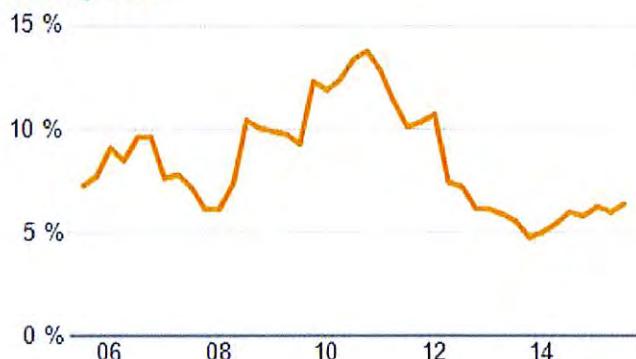


Lake Zurich Ind/Flex Summary

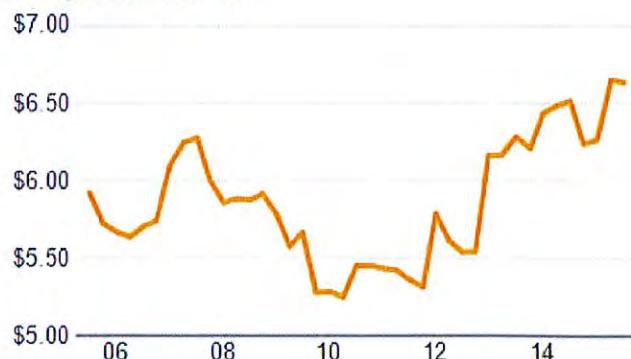
Availability	Survey	5-Year Avg	Inventory	Survey	5-Year Avg
Rent Per SF	\$6.64	\$5.84	Existing Buildings	101	100
Vacancy Rate	6.4%	8.1%	Existing SF	5,272,214	5,247,414
Vacant SF	338,371	424,002	12 Mo. Const. Starts	20,000	34,000
Availability Rate	11.5%	12.7%	Under Construction	20,000	17,000
Available SF	607,632	664,690	12 Mo. Deliveries	31,000	31,000
Sublet SF	0	22,597			
Months on Market	11.1	13.6			

Demand	Survey	5-Year Avg	Sales	Past Year	5-Year Avg
12 Mo. Absorption SF	-20,292	68,767	Sale Price Per SF	\$60	\$57
12 Mo. Leasing SF	205,458	246,672	Asking Price Per SF	\$64	\$63
			Sales Volume (Mil.)	\$29	\$16
			Cap Rate	6.2%	6.8%

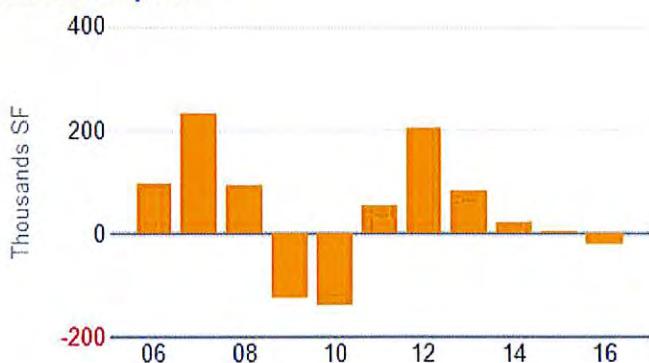
Vacancy Rate



Asking Rent Per SF



Net Absorption

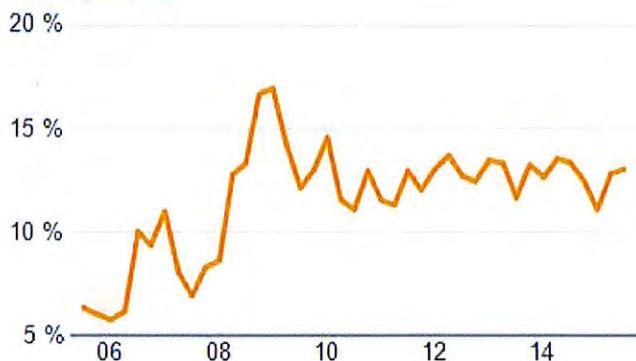


Lake Zurich Office Summary

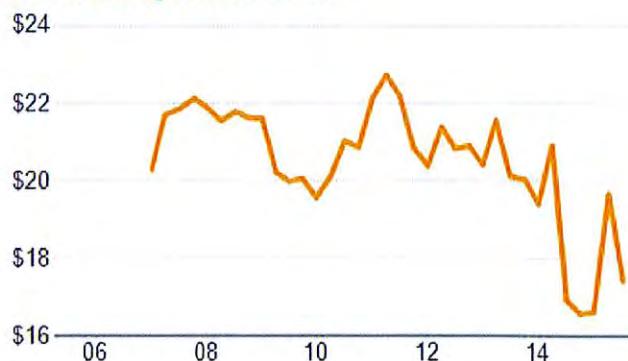
Availability	Survey	5-Year Avg	Inventory	Survey	5-Year Avg
Gross Rent Per SF	\$17.45	\$20.45	Existing Buildings	52	52
Vacancy Rate	13.1%	12.6%	Existing SF	430,139	430,129
Vacant SF	56,225	54,173	12 Mo. Const. Starts	0	0
Availability Rate	13.5%	13.0%	Under Construction	0	0
Available SF	57,989	55,771	12 Mo. Deliveries	0	0
Sublet SF	0	430			
Months on Market	27.7	28.9			

Demand	Survey	5-Year Avg	Sales	Past Year	5-Year Avg
12 Mo. Absorption SF	2,135	-1,062	Sale Price Per SF	\$169	\$133
12 Mo. Leasing SF	9,821	8,351	Asking Price Per SF	\$202	\$182
			Sales Volume (Mil.)	\$0.2	\$0.9
			Cap Rate	-	-

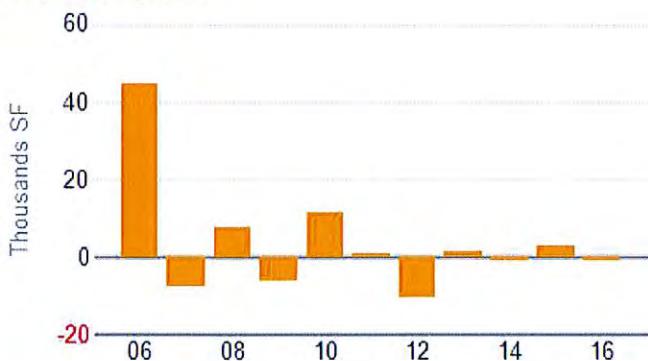
Vacancy Rate



Gross Asking Rent Per SF



Net Absorption





FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

JANUARY 2016

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

DEPARTMENT NARRATIVE

During January, the budget review team began conducting department budget meetings to review the submitted requests. Each department was asked to prepare their draft budget from a status quo perspective and provide separate request for any new initiatives or new items. As this budget will cover an eight month period instead of twelve, it is important to first see where the baseline falls out between revenues and expenditures. The final proposal will be prepared for the Board in March in advance of the budget workshop in early April. Director Hartman also attended the Illinois Financial Forecast Forum and coordinated a Fraud Prevention Seminar for the Illinois Government Finance Officers Association. As we are nine months into the fiscal year, staff is focusing on analyzing mid-year financial performance and preparing for the upcoming change of fiscal years.

GENERAL FUND OPERATING RESULTS SUMMARY

For the month of January, revenues totaled \$1.59 million and expenditures \$1.84 million, resulting in an operating deficit of \$250k. From a budget perspective, we had expected expenditures to exceed revenues by \$334k in January. Year-to-date figures below represent the ninth month of activity.

General Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 1,600,115	\$ 1,590,658	\$ 22,061,748	\$ 22,452,426
Expenditures	1,934,616	1,841,225	21,748,866	20,704,781
Excess (Deficiency)	\$ (334,501)	\$ (250,567)	\$ 312,883	\$ 1,747,645

REVENUES

Following is a summary of revenues by type through January 31, 2016. These figures represent nine months of activity. A more detailed analysis can be found on pages 11 through 13.

Revenue Type	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% of Annual Budget
Taxes	\$ 203,734	\$ 197,821	-2.90%	\$ 9,019,594	\$ 9,026,828	92.99%
Intergovernmental	1,209,219	1,219,411	0.84%	10,767,202	10,795,570	73.56%
Licenses & Permits	42,564	25,005	-41.25%	833,656	984,960	102.11%
Fines and Forfeits	51,658	33,641	-34.88%	454,622	398,529	67.15%
Charges for Services	85,609	94,599	10.50%	917,745	1,125,521	96.17%
Investment Income	1,167	1,885	61.53%	10,503	37,890	270.64%
Miscellaneous	6,164	18,296	196.82%	58,426	83,128	14.31%
Total Revenue	\$ 1,600,115	\$ 1,590,658	-0.59%	\$ 22,061,748	\$ 22,452,426	81.04%

As can be seen above, actual revenues of \$1.6 million were on target for our budget estimate during the month of January for the General Fund with a variance of only -0.6%.

Taxes:

Revenue from taxes came in at \$197,821 in January, a -3% variance below the projected budget. We received the final expected installment of property taxes for the year. A large percentage of property tax distributions of the 2014 levy are received in June and September, but smaller distributions trickle in through January.

Telecommunications tax receipts were just above expectations at 3% higher than expected for the month as this revenue source struggles to stabilize. More information regarding the Telecommunications Tax can be found on page 16.

Taxes from the electric utility tax were above budget by 7%; from a year-to-date perspective, this revenue source is still on target for the year. The utility tax on gas was significantly off budget, at 43% below expectations. With fracking, gas supply is plentiful and rates have dropped to historic lows. As the year progresses, we will monitor this source and likely amend the budget to better align expectations with results.

Video gaming tax receipts are high for the month, similar to prior months. We are trending much higher than anticipated, having already more than tripled our budget in the first nine months of the year.

Intergovernmental Revenue:

Revenue from other governments totaled \$1.2 million in January, which was on target with projections. Reimbursements from other governments was lower than budgeted, due to timing of activity.

Income Tax receipts came in 19% above expectations, with the receipts for January totaling \$194k compared to an expected \$163k. This is 21% higher than receipts the prior January. Details on Income Tax are provided on page 18.

State sales tax receipts came in below expectations for the month at \$537k. This represents sales from October 2015 and was -0.7% lower than receipts the same month last year. Despite conservative budget projections, this revenue source has struggled all year to keep up with prior year receipts. Overall, the source is currently about 1% down from budget, which we will hopefully make up in the holiday shopping months. More information regarding Sales Tax can be found on page 17.

Licenses and Permits:

Revenue from the issuance of licenses and permits came in at \$25k for January, which was about \$17k lower than the projections for the month. Due to the variable nature of these types of revenues, fluctuations are expected throughout the year based on activity. About 102% of the annual budget for this category has been received, largely in part to permit revenues related to the Pathways Senior Living facility project, recorded in November 2015.

Fines and Forfeits:

Revenue from police fines totaled \$34k in January, which was 35% below the \$52k projected. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations. Both circuit court revenues and red light citation receipts lagged behind expectations. This category will naturally experience spikes throughout the fiscal year depending on enforcement campaigns and times of the year or events that tend to trigger more violations than average. Recent legislation changed may also have affected the number of tickets issued as well as a period of time where the red light camera was turned off by IDOT.

Charges for Services:

Revenue from service charges totaled \$95k in January, compared to a projection of \$86k. The main revenue sources in this category are ambulance fees, engineering fees and park program fees. As ambulance fees are based purely on activity and need, this revenue source can fluctuate considerably during the year. Ambulance receipts were lower than expected for the month but are on-target year-to-date.

Police special detail fees were up considerably based on the timing of reimbursements, with \$11k recorded in January compared to \$5k of budget. As we often offer police services to community benefit outside of normal village operations, these events are often reimbursable. Park fees were high for the month, with receipts year-to-date about 17% higher than had been expected by now. This category is a combination on timing of receipts and increased activity levels and some of the recorded revenue will be reclassified and held for next year's revenue, depending on the original of the receipts.

Investment Income:

The General Fund investment income in January was \$1,885, compared to an estimate of \$1,167. The annualized rate for January 2016 in the Illinois Fund increased from 0.107% to 0.204% in January. The average rate for January 2015 was 0.012%, so the rate has improved noticeably over the prior year. More detail on investments is on page 20.

Miscellaneous:

The General Fund miscellaneous revenue in January was 18,296, which was above the projected amount of \$6164. Recycling reimbursement has been lower than originally expected, due to changes in recycling options with Waste Management. Other items include an increase of \$14k relating to market value of investments, a complete recovery of the \$12k loss recorded the previous month. Receipts for this category are 180% higher than budgeted expectations due to the sale of several old village vehicles and other pieces of equipment at auction, as well as market value gains of investments. Overall, the category is currently at 14% of annual budget. An amendment will be brought forward later in the year to remove the sale of land, of which \$500,000 is budgeted for the General Fund.

EXPENDITURES

Expenditures charged to the General Fund in January total \$1.84 million, which is 5% below projections. The table below presents a summary of General Fund expenditures by department as of January 31, 2016. Additional detail can be found on pages 14 and 15.

General Fund Expenditures by Department

Department Or Program	Current Month's Budget	Current Month's Actual	% Variance	YTD Budget	YTD Actual	% of Annual Budget
Legislative	\$ 5,112	\$ 5,049	-1.2%	\$ 255,228	\$ 254,815	58.19%
Administration	244,340	223,194	-8.7%	1,125,472	1,044,295	63.98%
Finance	39,346	38,822	-1.3%	393,365	378,103	74.47%
Technology	33,349	30,945	-7.2%	366,822	334,244	59.69%
Police	536,853	501,530	-6.6%	6,860,337	6,568,547	77.08%
Fire	712,456	715,804	0.5%	8,809,948	8,592,894	78.42%
Community Services	312,311	281,086	-10.0%	3,093,907	2,718,694	67.22%
Park & Recreation	50,849	44,795	-11.9%	843,787	813,189	78.24%
Total	\$ 1,934,616	\$ 1,841,225	-4.83%	\$ 21,748,866	\$ 20,704,781	74.74%

As can be seen on the table above, the month of January saw conservative spending compared to budget across all departments. Several positions remain open as of January 2016. Some are being held open for the time being, while others will hopefully be filled in the next few months.

Expenditures in the Legislative Department are low for the month due to reduced meeting schedules for boards and commissions. As a part-time employee attends the commission meetings for record keeping, reduced meetings have reduced payroll expenses in this category. Administration is under budget for the month due to the vacancy in the Village Manager position. Low fuel costs have helped keep costs down in the Community Services Department.

The operating departments continue to keep expenditures to a minimum in order to help counter the lack of revenue from sale of land that had been budgeted. With each department contributing to savings in a variety of accounts, staff is hoping to make up a large portion of the deficit.

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 \$43k in January. Fund previously held by the State of Illinois due to the budget impasse have now been released and recorded. Expenditures this month from the Motor Fuel Tax Fund were \$47k.

January revenues for the Hotel Tax Fund totaled \$6,703, which was 0.7% under expectations. The revenue in this fund is a combination of hotel tax receipts and interest income. The majority of expenditures for the month, \$405, relate to a portion of a part-time employees time, who works on marketing materials for the village.

The new Special Events Fund was created to better allocate resources for special events and their corresponding expenditures. It allows for a more transparent view of the revenues and costs of providing these community events. In addition to the July 4th and Rock the Block, Craft Beer Fest and other smaller events have been moved from the General Fund and Hotel Tax Fund and the Farmers Market from the Park Improvement Fund, centralizing event activity. Revenues for January totaled \$7k of which the majority was an operating transfer from General Fund. Expenditures for the month totaled \$15k, with a few straggling invoices of \$2,300 for Rock the Block and \$5,700 on the Craft Beer Festival as well as administrative expenses.

The TIF #1 Tax Allocation Fund revenues of \$534 represent a small distribution of property tax receipts, interest income and about \$460 of increase in market value on investments. Expenditures of \$500k were recorded for legal fees related to our annual reporting requirements. Year-to-date, the only other significant expenditure has been \$465k for the annual impact fee paid to School District 95. For TIF #2 Downtown, revenue of \$8k was recorded during the month for rental of village owned properties within the TIF district. No TIF increment taxes will be generated by the new TIF until the 2015 levy, payable next fiscal year. Expenditures of \$5,500 were recorded during the month for environmental cleanup costs.

Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2015 and January 2016 as scheduled. Interest payments are paid semi-annually, typically June and December. An exception is the 2009A issuance, of which principal and interest is paid in January. Revenues for the debt service funds are from interest at this point in the year. Transfers from other funding sources will occur later in the fiscal year. Revenues for January represent a small amount of interest earnings as interest rates continue to be extremely low for the options available for village investment per law. Year-to-date figures show a delayed recording of bond issuance fees related to the 2015 short-term bonds, issued last year.

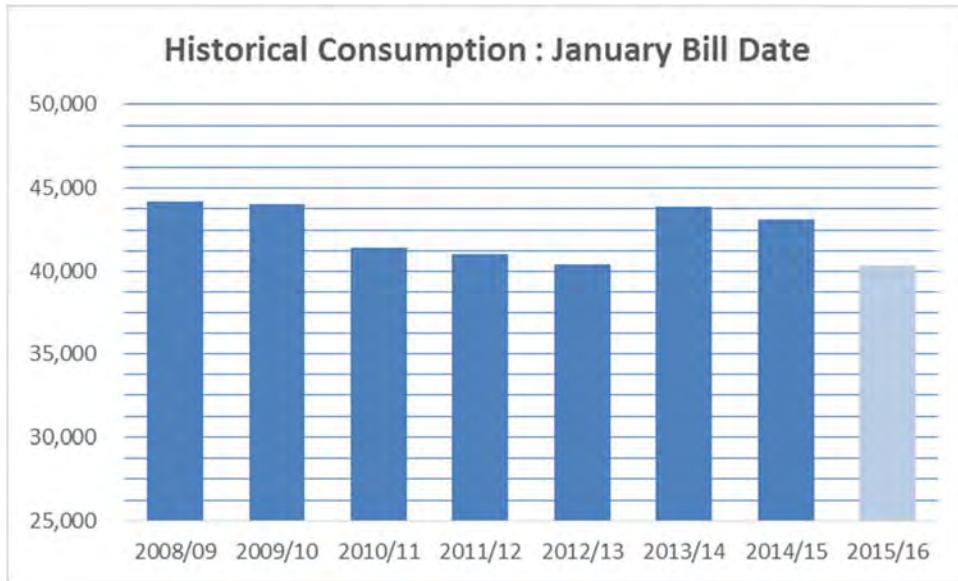
Capital Projects Funds:

January revenue for the capital projects funds in total came in at \$162k. Revenue from the Non-Home Rule Sales Tax (NHRST) for January was \$159k. This was below the budget expectation of \$169k and 4% less than the same month last fiscal year. Year-to-date receipts are about 3% below budget. More detail on the NHRST revenue can be found on page 19. Remaining revenues for capital project funds were interest and market value increases of investments.

Expenditures for capital projects was \$417k for January, with \$39k for tree removals, \$195k on right of way improvements, and \$172k on stormwater infrastructure improvements. 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. Year-to-date, 63% of the annual budget for capital projects has been spent after nine months.

Water and Sewer Fund:

January revenue totaled \$411k, which was 7% below the estimate of \$441k. Revenues relating to water consumption remain low compared to budget. Budget estimates used an average consumption from the past six fiscal years, to smooth out the low consumption figures from last fiscal year. Even still, consumption for January 2016 was still lower than the average. Consumption billed in January was 40.4M gallons billed compared to an average of 42.6M. The consumption billed in January primarily represents water metered in December. A chart comparing January water consumption over the past seven years is provided below.



Expenditures in the Water Fund came in 14% under budget, totaling \$480k compared to an estimate of \$562k. Overall the Water Fund netted a loss of \$69k for the month of January compared to an expected loss of \$121k. This figure will fluctuate during the year and spending monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus will be used for expenditures later in the year 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 three active internal service funds: Medical Self Insurance, Risk Management and Equipment Replacement. Revenues are a combination of user charges from other funds as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund. The Equipment Replacement fund in particular is subject to the funding availability from the General 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 #15 was paid off earlier this year, in advance of the property tax levy.

SSA Activity Jan-16							
SSA #	Location	Beginning Balance 5/1/2015	Year-To-Date		Ending Balance 1/31/2016	Annual Expected Revenues	Annual Expected Expenses
			Revenues	Expenses		YTD %	YTD %
SSA #8	Heatherleigh	81,792	10,091	-	91,883	10,105	99.86%
SSA #9	Willow Ponds	125,264	11,947	6,900	130,311	11,950	99.97%
SSA #10	Westberry	10,433	998	-	11,431	1,000	99.80%
SSA #11	Lake Zurich Pines	18,266	3,000	1,503	19,763	3,000	100.00% ^a
SSA #13	Conventry Creek	320,077	40,002	7,900	352,179	40,001	100.00% ^a
SSA #15	Country Club	-	-	-	-	TBD	N/A ^c
SSA #16	Country Club	15,537	1,760	-	17,297	-	N/A ^d
		571,369	67,798	16,303	622,864	67,816	99.97%
						26,055	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) All expenses for SSA 15 and SSA 16 have already been incurred. Revenues are to recover costs.

Police and Firefighters' Pension Funds:

A snapshot of activity related to the public safety pension funds of the village is now provided as part of the monthly report. It is important to note that a significant revenue source for both pension funds is the annual property tax levy, of which receipts are typically recorded between June and September of each year, affecting the cash flows of each fund.

The Police Pension Fund had total revenues of negative \$452k for the month. Investment income has been fluctuating greatly this year. For January, the fund recorded a loss of \$476k in investment income. Year-to-date gains and losses have fluctuated a great deal from month to month, bringing the total annual loss to \$595k. Total municipal and member contributions for the month totaled \$25k. Expenses for the month were \$126k of which \$112k was for pension and benefit payments and \$14k for various administrative fees and service costs. For the month, the fund experienced a loss of \$578k. As of January 31, 2016, the fund had a net position of \$17.45 million. Additional information can be found on page 21.

The Firefighters' Pension Fund had a similarly poor month for investments, with a loss of \$565k from investments. Year-to-date the fund is reporting losses of \$1.45 million related to investments. Total municipal and member contributions for the month totaled \$39k. Total revenues for the month were negative \$526k. Expenses for the month were \$71k, of which \$68k was for pension and benefit payments, and \$3k for professional services. For the month of January, the fund experienced an operating loss of \$598k. As of January 31, the fund had a net position of \$25.6 million. Additional information can be found on page 21.

Conclusion:

For the nine fiscal periods covered by this report, no major concerns were identified. Major revenue sources are performing within reason and expenditures have been kept to a minimum as staff continues to mitigate the loss of revenue that had been expected for sale of land. Staff will continue to monitor sales tax and non-home rule, adjusting spending accordingly. We will continue to monitor the revenues and expenditures closely throughout the coming months.

Respectfully Submitted,

Jodie K. Hartman

Jodie K. Hartman, CPA
Director of Finance

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
January 31, 2016

							% of Annual Budget Collected	
	Current Month			Year-to-Date			Amended Annual Budget	
	Budget	Actual	% Variance	Budget	Actual	% Variance		
GENERAL FUND								
Taxes								
Property Tax-General	48	(4,518)	(9,512.5%)	1,892,160	1,923,847	1.7%	1,892,160	101.7%
Property Tax-Police Prot	17	25	47.1%	679,990	679,169	(0.1%)	679,990	99.9%
Property Tax-Fire Protec	17	25	47.1%	679,990	679,169	(0.1%)	679,990	99.9%
Property Tax-Ambulance	4	4	0.0%	150,280	150,099	(0.1%)	150,280	99.9%
Property Tax-IMRF	5	7	40.0%	202,500	202,257	(0.1%)	202,500	99.9%
Property Tax-Police Pen	37	2,029	5,383.8%	1,445,000	1,445,051	0.0%	1,445,000	100.0%
Property Tax-Fire Pen	49	2,681	5,371.4%	1,905,500	1,905,569	0.0%	1,905,500	100.0%
Property Tax-SRA	5	7	40.0%	180,001	179,785	(0.1%)	180,000	99.9%
Property Tax-Road/Bridge	-	-	0.0%	11,000	11,028	0.3%	11,000	100.3%
Utility Tax - Electric	88,836	94,867	6.8%	776,414	784,853	1.1%	1,054,945	74.4%
Utility Tax - Gas	45,376	26,025	(42.6%)	203,157	131,848	(35.1%)	330,358	39.9%
Cable Tv Franchise	-	-	0.0%	245,313	252,344	2.9%	334,128	75.5%
Telecom Tax	67,540	69,348	2.7%	637,489	624,354	(2.1%)	824,996	75.7%
Video Gaming Tax	1,800	7,321	306.7%	10,800	57,455	432.0%	16,000	359.1%
Total Taxes	203,734	197,821	(2.9%)	9,019,594	9,026,828	0.1%	9,706,847	93.0%
Intergovernmental								
State Income Tax	163,113	193,797	18.8%	1,394,514	1,567,300	12.4%	1,950,532	80.4%
State Use Tax	36,100	38,230	5.9%	282,738	327,127	15.7%	390,685	83.7%
Personal Prop Repl Tax	8,789	8,775	(0.2%)	41,058	48,388	17.9%	54,992	88.0%
State Sales Tax	548,498	537,393	(2.0%)	4,949,941	4,897,538	(1.1%)	6,792,482	72.1%
Municipal Auto Rental Tax	485	362	(25.4%)	4,886	5,240	7.2%	6,000	87.3%
Pull Tab & Jar Game Tax	-	-	0.0%	2,100	-	(100.0%)	2,100	0.0%
IDOT Street Maint Reim	-	-	0.0%	10,500	7,099	(32.4%)	14,000	50.7%
State Fire Training	-	-	0.0%	-	-	0.0%	750	0.0%
Rand & Paulus Traffic Lgt	1,125	1,168	3.8%	3,375	3,115	(7.7%)	4,500	69.2%
Grants	-	-	0.0%	9,000	16,337	81.5%	18,000	90.8%
Fire/Rescue Srvc Contract	411,143	411,372	0.1%	3,700,287	3,568,828	(3.6%)	4,933,717	72.3%
Reimbursements	39,967	28,314	(29.2%)	368,803	354,598	(3.9%)	507,882	69.8%
Total Intergovernmental	1,209,219	1,219,411	0.8%	10,767,202	10,795,570	0.3%	14,675,640	73.6%
Licenses & Permits								
Liquor Licenses	1,000	2,625	162.5%	118,000	141,611	20.0%	125,000	113.3%
Business Licenses	7,000	8,020	14.6%	97,000	95,355	(1.7%)	98,000	97.3%
Building Permits	4,000	797	(80.1%)	72,000	84,042	16.7%	81,100	103.6%
Electric Permits	1,000	628	(37.2%)	27,000	43,450	60.9%	31,785	136.7%
Plumbing Permits	3,000	1,376	(54.1%)	50,000	88,881	77.8%	58,830	151.1%
Special Use Permits	250	-	(100.0%)	4,750	7,000	47.4%	5,500	127.3%
Hvac/Mechanical	2,692	330	(87.7%)	24,228	52,902	118.4%	32,298	163.8%
Com/Ind Fire Alarm Sys	583	425	(27.1%)	5,247	2,965	(43.5%)	7,000	42.4%
Com/Ind Sprinkler Sys	1,000	-	(100.0%)	9,000	3,682	(59.1%)	12,000	30.7%
Admin Fees	831	713	(14.2%)	7,479	9,694	29.6%	9,975	97.2%
Contractor Registration	5,000	3,600	(28.0%)	25,000	54,300	117.2%	60,000	90.5%
Occupancy Certif-S/F	250	332	32.8%	7,000	5,715	(18.4%)	8,000	71.4%
Occupancy Certif-Other	1,250	1,076	(13.9%)	11,250	15,530	38.0%	15,000	103.5%
Permit Plan Review	5,000	1,542	(69.2%)	83,000	79,532	(4.2%)	91,000	87.4%
Site Plan Review	833	150	(82.0%)	7,497	12,762	70.2%	10,000	127.6%
Pr-Sprinkler System	1,000	-	(100.0%)	9,000	3,893	(56.7%)	12,000	32.4%
Pr-Fire Alarm System	708	425	(40.0%)	6,372	2,965	(53.5%)	8,500	34.9%
Elevator Inspections	250	195	(22.0%)	14,080	15,845	12.5%	14,580	108.7%
Kildeer Inspection Fees	-	369	0.0%	3,200	8,747	173.3%	6,000	145.8%
Deer Park Inspection Fees	1,000	-	(100.0%)	22,500	22,909	1.8%	25,000	91.6%
Park Permits	-	-	0.0%	24,500	22,209	(9.4%)	26,000	85.4%
Park Fees	-	764	0.0%	61,950	66,908	8.0%	62,950	106.3%
Water Shed Devlp	417	-	(100.0%)	3,753	13,150	250.4%	5,000	263.0%
Other Permits	3,000	1,148	(61.7%)	120,400	101,451	(15.7%)	130,751	77.6%
Misc. Licenses And Permits	2,500	490	(80.4%)	19,450	29,462	51.5%	28,375	103.8%
Total Licenses & Permits	42,564	25,005	(41.3%)	833,656	984,960	18.1%	964,644	102.1%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
January 31, 2016

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Collected
	Budget	Actual	% Variance	Budget	Actual	% Variance		
Fines and Forfeits	51,658	33,641	(34.9%)	454,622	398,529	(12.3%)	593,500	67.1%
Charges for Services								
Printing/Reproduction Fee	292	400	37.0%	2,628	4,650	76.9%	3,500	132.9%
Police-Alarm Fees	417	925	121.8%	3,753	6,125	63.2%	5,000	122.5%
Police-Alarm Rebate Fees	-	-	0.0%	34,700	38,179	10.0%	45,000	84.8%
Police Special Detail	5,000	11,335	126.7%	24,400	29,321	20.2%	28,000	104.7%
Police Admin Tow Fee	3,750	3,250	(13.3%)	33,750	38,380	13.7%	45,000	85.3%
Police Lockout Fees	900	1,225	36.1%	5,100	6,850	34.3%	7,000	97.9%
Fire/Rescue-Special Dtl	-	-	0.0%	10,245	9,029	(11.9%)	10,245	88.1%
Fire/Rescue Ambulance Fee	41,333	32,023	(22.5%)	371,997	371,300	(0.2%)	496,000	74.9%
Engineering Fees	750	601	(19.9%)	17,250	134,499	679.7%	22,000	611.4%
Park Program Fees	33,000	44,840	35.9%	411,719	484,795	17.7%	505,193	96.0%
Other Charges for Services	167	-	(100.0%)	2,203	2,393	8.6%	3,400	70.4%
Total Charges for Services	85,609	94,599	10.5%	917,745	1,125,521	22.6%	1,170,338	96.2%
Investment Income	1,167	1,885	61.5%	10,503	37,890	260.8%	14,000	270.6%
Miscellaneous								
Recycling Reimbursement	1,667	-	(100.0%)	15,003	1,168	(92.2%)	20,000	5.8%
Rental Income	2,855	2,485	(13.0%)	26,795	29,235	9.1%	35,360	82.7%
Sale of Fixed Asset	1,000	(53)	(105.3%)	9,000	34,876	287.5%	515,500	6.8%
Other Miscellaneous Revenue	642	15,864	2,371.0%	7,628	17,849	134.0%	9,900	180.3%
Total Miscellaneous Revenue	6,164	18,296	196.8%	58,426	83,128	42.3%	580,760	14.3%
Total General Fund	1,600,115	1,590,658	(0.6%)	22,061,748	22,452,426	1.8%	27,705,729	81.0%
							Benchmark:	75.0%

**VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
January 31, 2016**

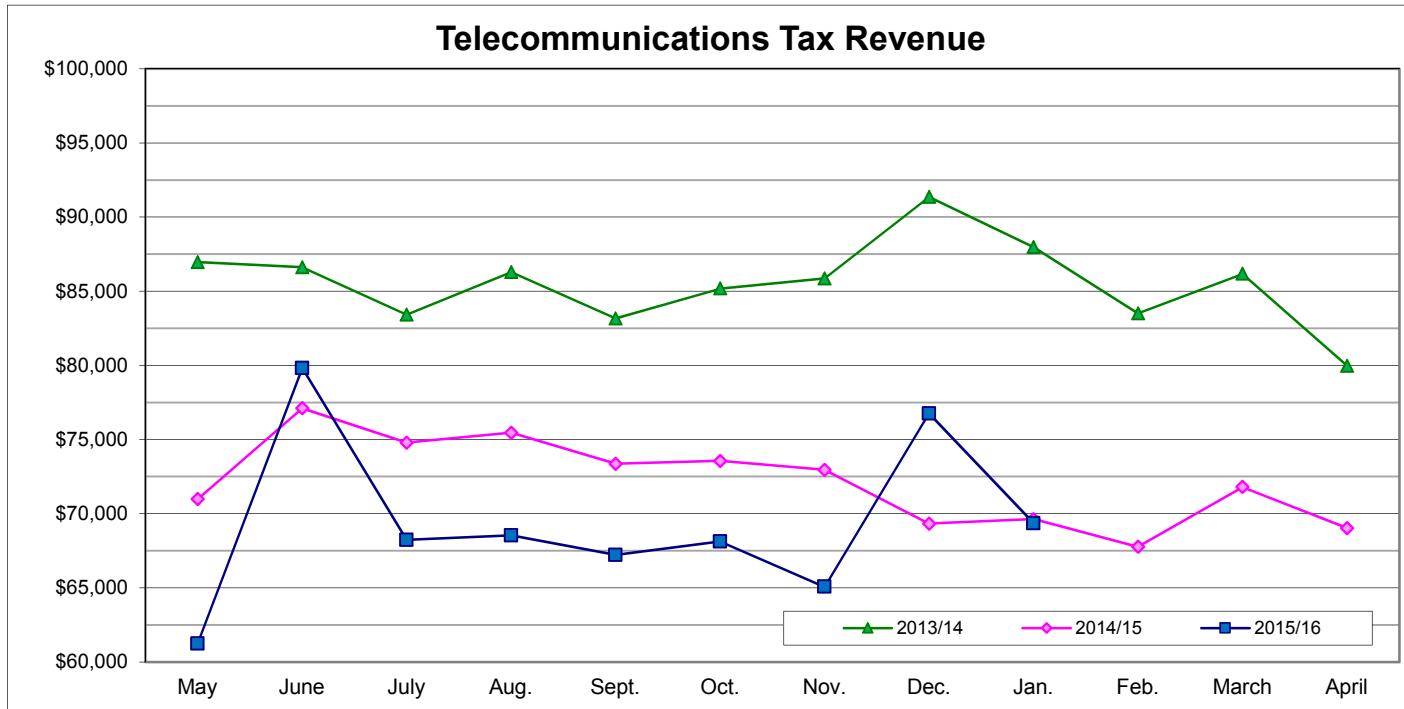
**VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
January 31, 2016**

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Expended		
	Budget	Actual	% Variance	Budget	Actual	% Variance				
GENERAL FUND										
Legislative										
Village President and Trustees	3,822	3,869	1.2%	243,368	242,535	(0.3%)	421,437	57.5%		
Clerk's Office	431	431	0.0%	7,879	9,965	26.5%	9,168	108.7%		
Board and Commissions	859	749	(12.8%)	3,981	2,315	(41.8%)	7,306	31.7%		
Total	5,112	5,049	(1.2%)	255,228	254,815	(0.2%)	437,911	58.2%		
Administration										
Village Administration	40,535	22,707	(44.0%)	382,006	316,573	(17.1%)	506,478	62.5%		
Human Resources	12,603	9,951	(21.0%)	118,583	109,302	(7.8%)	156,662	69.8%		
Economic Development	191,202	190,536	(0.3%)	624,883	618,420	(1.0%)	968,965	63.8%		
Total	244,340	223,194	(8.7%)	1,125,472	1,044,295	(7.2%)	1,632,105	64.0%		
Finance Department										
Financial Administration	18,406	18,426	0.1%	192,650	189,317	(1.7%)	244,645	77.4%		
Accounting Services	20,940	20,396	(2.6%)	200,715	188,786	(5.9%)	263,080	71.8%		
Total	39,346	38,822	(1.3%)	393,365	378,103	(3.9%)	507,725	74.5%		
Technology										
	33,349	30,945	(7.2%)	366,822	334,244	(8.9%)	559,966	59.7%		
Police Department										
Police Administration	89,879	82,290	(8.4%)	1,044,358	911,082	(12.8%)	1,323,422	68.8%		
Operations	262,367	236,266	(9.9%)	3,728,032	3,591,330	(3.7%)	4,557,797	78.8%		
Communications	106,969	104,510	(2.3%)	1,063,205	1,062,192	(0.1%)	1,387,074	76.6%		
Crime Prevention	47,201	50,056	6.0%	621,658	612,671	(1.4%)	757,340	80.9%		
Intergovernmental	30,437	28,408	(6.7%)	403,084	391,272	(2.9%)	495,771	78.9%		
Total	536,853	501,530	(6.6%)	6,860,337	6,568,547	(4.3%)	8,521,404	77.1%		
Fire Department										
Fire Administration	129,192	123,577	(4.3%)	1,287,195	1,330,113	3.3%	1,693,458	78.5%		
Emergency Management	2,662	1,461	(45.1%)	42,497	31,041	(27.0%)	56,864	54.6%		
Fire Suppression	252,221	271,992	7.8%	3,299,592	3,230,020	(2.1%)	4,065,119	79.5%		
Emergency Medical Services	276,740	281,991	1.9%	3,638,879	3,537,565	(2.8%)	4,460,719	79.3%		
Special Rescue	23,092	21,496	(6.9%)	276,216	218,993	(20.7%)	336,139	65.1%		
Fire Prevention	28,549	15,287	(46.5%)	265,569	245,162	(7.7%)	345,525	71.0%		
Total	712,456	715,804	0.5%	8,809,948	8,592,894	(2.5%)	10,957,824	78.4%		
Community Services										
Administration	43,768	46,268	5.7%	449,253	426,368	(5.1%)	573,985	74.3%		
Forestry	18,437	19,531	5.9%	176,570	176,977	0.2%	229,160	77.2%		
Park Maintenance	29,532	24,189	(18.1%)	387,708	331,765	(14.4%)	493,568	67.2%		
Municipal Property Maint	19,186	16,916	(11.8%)	211,601	182,872	(13.6%)	269,084	68.0%		
Right-of-Way Maint	25,224	23,114	(8.4%)	274,417	260,311	(5.1%)	350,772	74.2%		
Snow & Ice Control	31,047	30,496	(1.8%)	171,407	151,150	(11.8%)	228,396	66.2%		
Street & Traffic Lighting	4,990	4,514	(9.5%)	48,566	44,718	(7.9%)	63,519	70.4%		
Storm Water Control	10,581	9,809	(7.3%)	121,708	116,042	(4.7%)	153,359	75.7%		
Engineering	14,092	18,705	32.7%	106,851	98,625	(7.7%)	152,092	64.8%		
Vehicle Maintenance	57,615	38,000	(34.0%)	480,807	322,533	(32.9%)	674,288	47.8%		
Building and Zoning	57,839	49,544	(14.3%)	665,019	607,333	(8.7%)	856,071	70.9%		
Total	312,311	281,086	(10.0%)	3,093,907	2,718,694	(12.1%)	4,044,294	67.2%		
							Benchmark:	75.0%		

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
January 31, 2016

							% of Annual Budget Expended	
	Current Month			Year-to-Date			Amended Annual Budget	
	Budget	Actual	% Variance	Budget	Actual	% Variance		
Park & Recreation Department								
P&R Administration	20,961	20,804	(0.7%)	177,500	180,420	1.6%	229,713	78.5%
Special Recreation	1,480	1,472	(0.5%)	176,786	143,254	(19.0%)	207,693	69.0%
Dance Program	4,180	3,776	(9.7%)	40,217	35,476	(11.8%)	70,572	50.3%
Preschool Program	14,136	10,558	(25.3%)	94,788	86,818	(8.4%)	140,935	61.6%
Youth Program	-	90	0.0%	11,400	11,178	(1.9%)	13,400	83.4%
Camp Program	-	-	0.0%	103,758	123,138	18.7%	103,758	118.7%
Athletics Program	2,000	-	(100.0%)	41,850	38,692	(7.5%)	50,878	76.0%
Aquatics Program	-	-	0.0%	64,635	63,782	(1.3%)	64,635	98.7%
Special Interest/Events	7,118	7,863	10.5%	122,997	120,815	(1.8%)	145,550	83.0%
Fitness Program	974	232	(76.2%)	9,456	7,959	(15.8%)	11,666	68.2%
Miscellaneous	-	-	0.0%	400	1,657	314.3%	600	276.2%
Total	50,849	44,795	(11.9%)	843,787	813,189	(3.6%)	1,039,400	78.2%
Total General Fund	1,934,616	1,841,225	(4.8%)	21,748,866	20,704,781	(4.8%)	27,700,629	74.7%
							Benchmark:	75.0%
SPECIAL REVENUE FUNDS								
Motor Fuel Tax Fund	43,542	46,717	7.3%	508,491	337,527	(33.6%)	585,500	57.6%
Hotel Tax Fund	758	405	(46.6%)	59,566	60,169	1.0%	71,462	84.2%
Special Events Fund	6,808	15,616	129.4%	249,241	237,073	(4.9%)	272,557	87.0%
TIF #1 Tax Allocation Fund	500	500	0.0%	1,375,660	1,368,095	(0.5%)	1,379,743	99.2%
TIF #2 Downtown Fund	7,269	5,477	(24.7%)	44,104	56,146	27.3%	71,725	78.3%
Total Special Revenue Funds	58,877	68,715	16.7%	2,237,062	2,059,010	-8.0%	2,380,987	86.5%
DEBT SERVICE FUNDS								
General Debt Service Fund	-	-	0.0%	1,604,775	1,604,444	(0.0%)	1,604,775	100.0%
TIF Debt Service Fund	752,768	410,132	(45.5%)	2,521,275	2,129,670	(15.5%)	2,521,275	84.5%
Total Debt Service Funds	752,768	410,132	(45.5%)	4,126,050	3,734,114	(9.5%)	4,126,050	90.5%
CAPITAL PROJECT FUNDS								
Capital Project Fund	58,563	43,340	(26.0%)	459,939	417,749	(9.2%)	1,056,187	39.6%
Park Improvement Fund	244	-	(100.0%)	81,173	86,736	6.9%	252,776	34.3%
Non-Home Rule Capital Projects	376,679	373,824	(0.8%)	1,939,716	1,996,346	2.9%	2,641,100	75.6%
Total Capital Projects Funds	435,486	417,164	(4.2%)	2,480,828	2,500,831	0.8%	3,950,063	63.3%
ENTERPRISE FUNDS								
Waterworks and Sewerage Fund								
Water Service	202,331	132,704	(34.4%)	1,704,667	1,457,402	(14.5%)	2,447,184	59.6%
Sewer Service	111,916	99,155	(11.4%)	1,633,841	1,556,548	(4.7%)	3,845,235	40.5%
Administration	109,927	111,076	1.0%	614,536	1,126,232	83.3%	794,675	141.7%
Depreciation	137,500	137,500	0.0%	1,237,500	1,237,500	0.0%	1,650,000	75.0%
Total Enterprise Funds	561,674	480,435	(14.5%)	5,190,544	5,377,682	3.6%	8,737,094	61.6%
INTERNAL SERVICE FUNDS								
Medical Self Insurance Fund	219,921	223,406	1.6%	1,967,941	2,280,026	15.9%	2,630,410	86.7%
Risk Management Fund	84,976	70,943	(16.5%)	706,290	709,615	0.5%	968,730	73.3%
Equipment Replacement Fund	3,800	3,642	(4.2%)	201,900	197,380	(2.2%)	908,500	21.7%
Total Internal Service Funds	308,697	297,991	(3.5%)	2,876,131	3,187,021	10.8%	4,507,640	70.7%
TRUST AND AGENCY FUNDS								
Special Service Area No. 8 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Special Service Area No. 9 Fund	-	-	0.0%	-	6,900	0.0%	-	N/A
Special Service Area No. 11 Fund	-	-	0.0%	-	1,503	0.0%	-	N/A
Special Service Area No. 13 Fund	-	-	0.0%	-	7,900	0.0%	-	N/A
Special Service Area No. 16 Fund	-	-	0.0%	-	-	0.0%	-	N/A
Total Trust and Agency Fund	-	-	0.0%	-	16,303	0.0%	-	N/A
							Benchmark:	75.0%

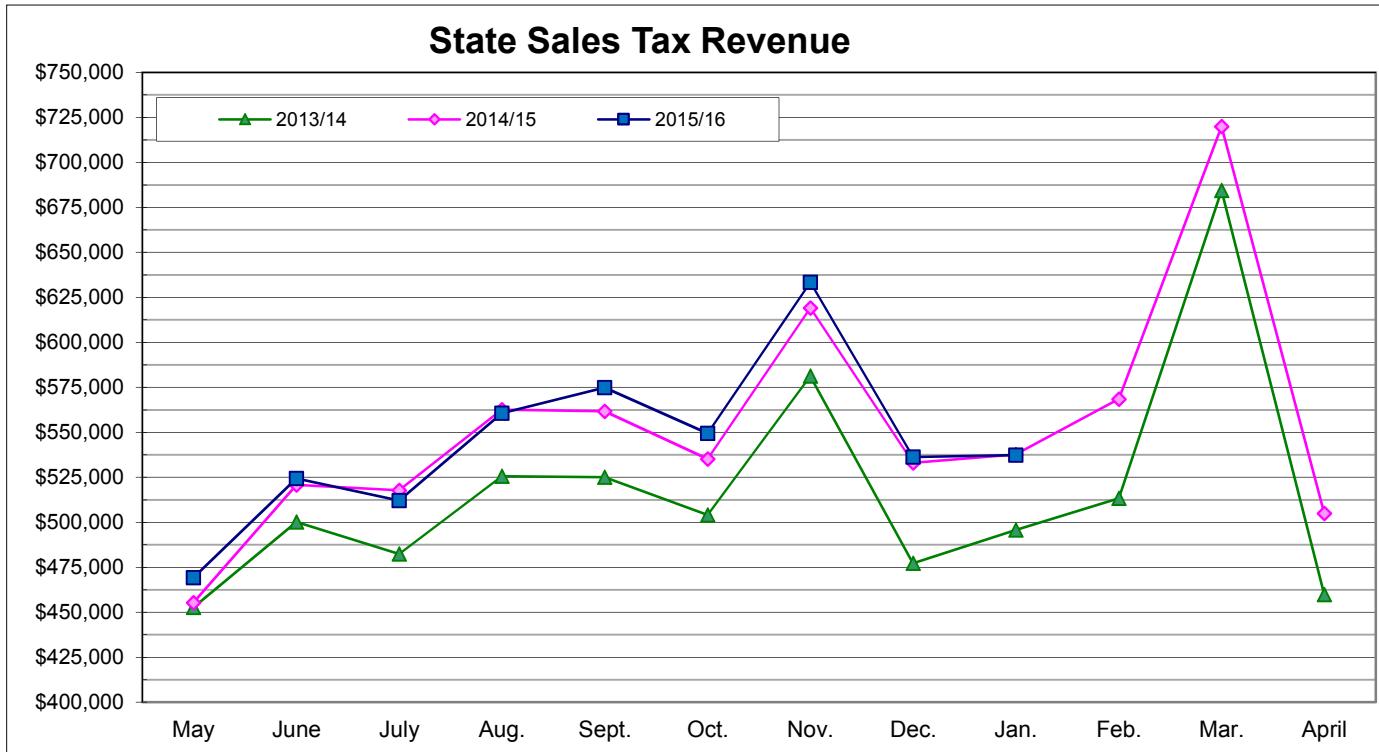
DEPARTMENT OF FINANCE
MONTHLY REPORT
JANUARY 2016



Telecommunications Tax Collection History (Cash Basis)

Voucher Month	FY 2013/14		FY 2014/15		FY 2015/16		2015/16		
							Budget	Variance	Budget Variance %
May	86,963	70,984	-18.38%	61,246	-13.72%	68,854	(7,608)	(7,608)	-11.05%
June	86,615	77,113	-10.97%	79,822	3.51%	74,800	5,022	5,022	6.71%
July	83,420	74,795	-10.34%	68,233	-8.77%	72,551	(4,318)	(4,318)	-5.95%
Aug.	86,290	75,462	-12.55%	68,535	-9.18%	73,198	(4,663)	(4,663)	-6.37%
Sept.	83,173	73,362	-11.80%	67,218	-8.37%	71,161	(3,943)	(3,943)	-5.54%
Oct.	85,182	73,569	-13.63%	68,121	-7.40%	71,362	(3,241)	(3,241)	-4.54%
Nov.	85,856	72,963	-15.02%	65,073	-10.81%	70,774	(5,701)	(5,701)	-8.06%
Dec.	91,360	69,329	-24.11%	76,758	10.72%	67,249	9,509	9,509	14.14%
Jan.	87,973	69,628	-20.85%	69,348	-0.40%	67,540	1,808	1,808	2.68%
Feb.	83,505	67,769	-18.84%			65,736			
March	86,175	71,802	-16.68%			63,050			
April	79,974	69,029	-13.69%			58,721			
	1,026,486	865,805	-15.65%	624,353		824,996	(13,136)	(13,136)	
Y-T-D	776,832	657,205	-15.40%	624,353	-5.00%	637,489	(13,136)	(13,136)	-2.06%

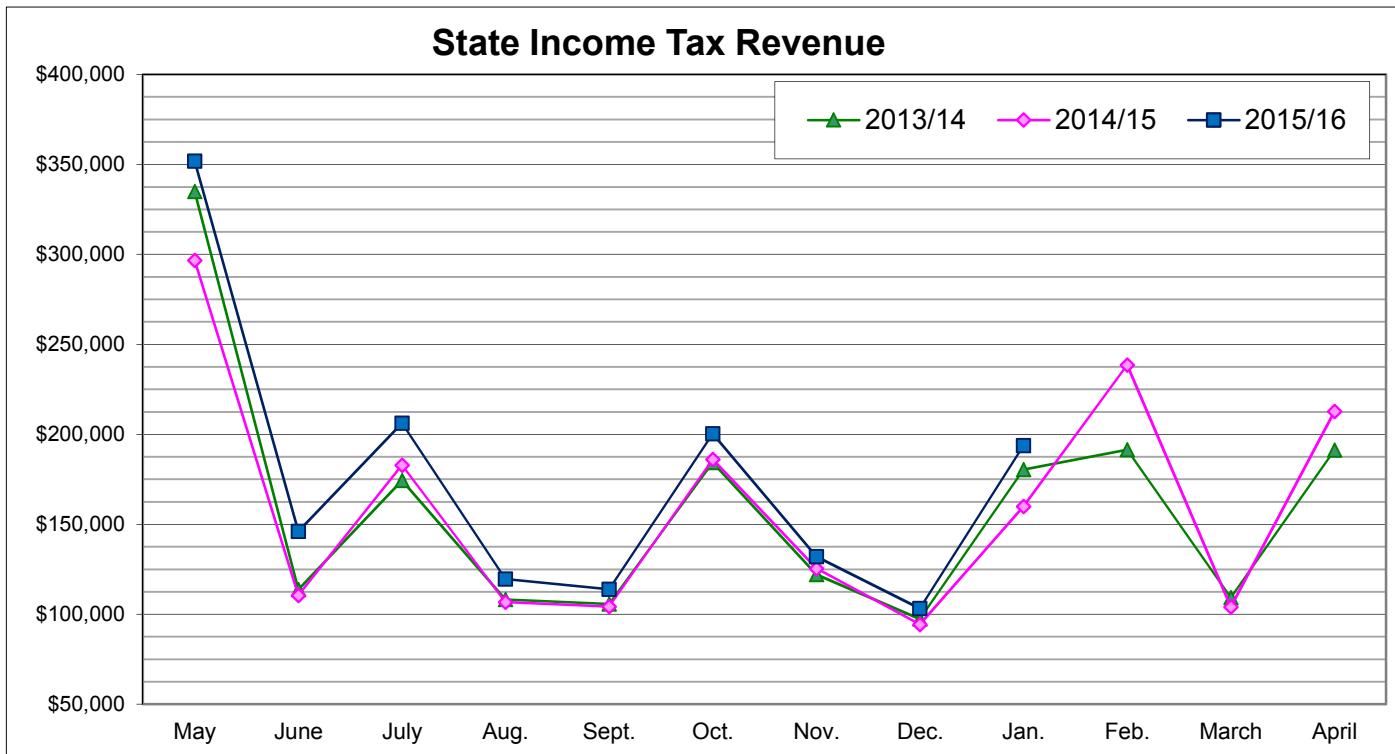
DEPARTMENT OF FINANCE
MONTHLY REPORT
JANUARY 2016



State Sales Tax Collection History

Sales Month	Month Received	2015/16							
		FY 2013/14	FY 2014/15	% Change	FY 2015/16	% Change	Budget	Variance	Budget Variance %
Feb.	May	452,619	455,292	0.59%	469,161	3.05%	468,951	210	0.04%
Mar.	June	500,249	520,842	4.12%	524,302	0.66%	536,467	(12,165)	-2.27%
April	July	482,361	517,732	7.33%	512,030	-1.10%	528,087	(16,056)	-3.04%
May	Aug.	525,676	562,606	7.03%	560,603	-0.36%	573,858	(13,255)	-2.31%
June	Sept.	525,059	561,650	6.97%	574,948	2.37%	572,883	2,064	0.36%
July	Oct.	504,041	535,210	6.18%	549,387	2.65%	545,914	3,473	0.64%
Aug.	Nov.	581,348	619,100	6.49%	633,414	2.31%	631,482	1,932	0.31%
Sept.	Dec.	477,166	533,139	11.73%	536,301	0.59%	543,802	(7,501)	-1.38%
Oct.	Jan.	495,748	537,743	8.47%	537,393	-0.07%	548,498	(11,105)	-2.02%
Nov.	Feb.	513,382	568,457	10.73%			579,826		
Dec.	Mar.	684,353	719,953	5.20%			734,352		
Jan.	April	459,830	504,885	9.80%			528,362		
N/A	13th Adj	32,849	22,216	-32.37%					
	TOTAL	6,234,680	6,658,825	6.80%	4,897,539		6,792,482	(52,403)	
	Y-T-D	4,544,266	4,843,314	6.58%	4,897,539	1.12%	4,949,941	(52,403)	-1.06%

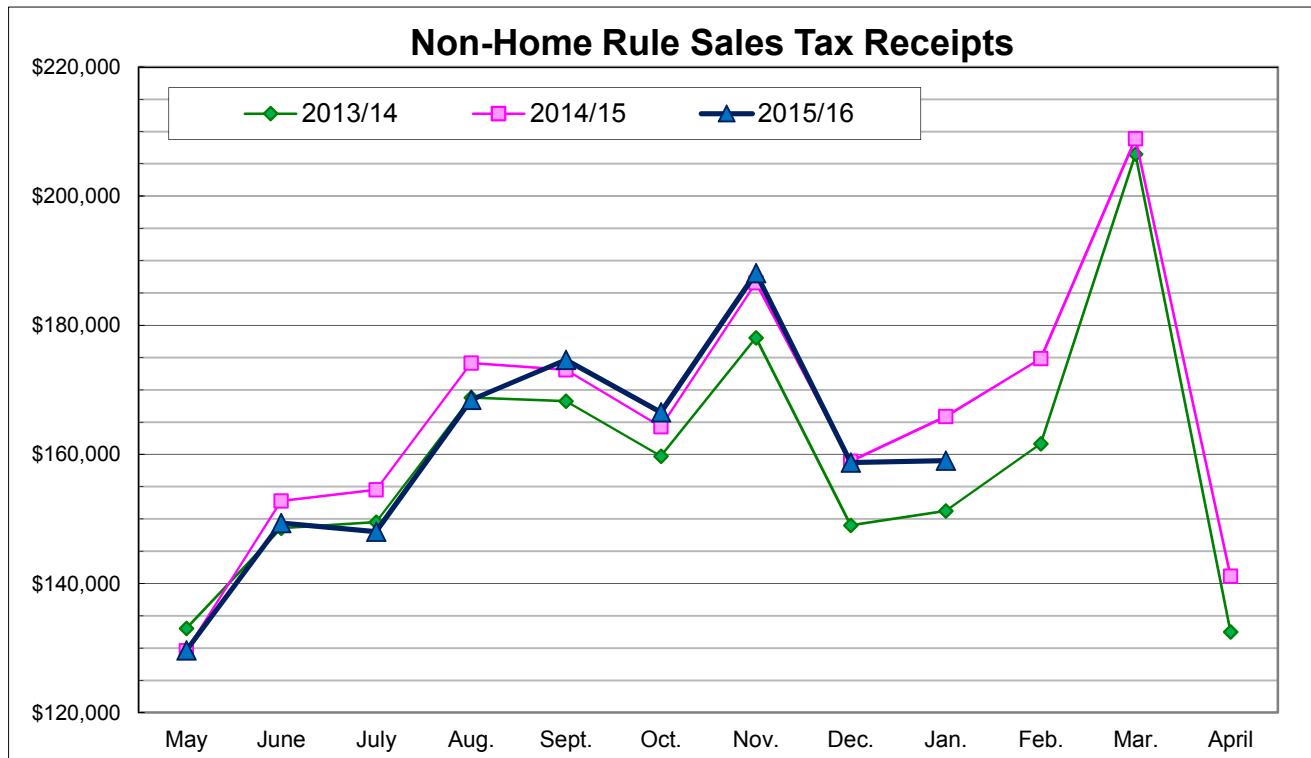
DEPARTMENT OF FINANCE
MONTHLY REPORT
JANUARY 2016



State Income Tax Collection History

Voucher Month	FY 2013/14		FY 2014/15		FY 2015/16		2015/16		
	2013/14	2014/15	% Change	2014/15	% Change	2015/16	Budget	Variance	Budget Variance %
May	334,947	296,711	-11.42%	351,897	18.60%	302,646	49,251	16.27%	
June	113,795	110,516	-2.88%	146,137	32.23%	112,726	33,411	29.64%	
July	174,284	182,908	4.95%	206,191	12.73%	186,566	19,625	10.52%	
Aug.	108,283	106,701	-1.46%	119,656	12.14%	108,835	10,821	9.94%	
Sept.	105,638	104,342	-1.23%	113,966	9.22%	106,429	7,537	7.08%	
Oct.	184,303	186,177	1.02%	200,300	7.59%	189,900	10,400	5.48%	
Nov.	122,025	125,519	2.86%	132,069	5.22%	128,029	4,040	3.16%	
Dec.	97,399	94,382	-3.10%	103,287	9.43%	96,270	7,017	7.29%	
Jan.	180,366	159,915	-11.34%	193,797	21.19%	163,113	30,684	18.81%	
Feb.	191,414	238,594	24.65%			243,366			
March	109,328	104,086	-4.79%			113,745			
April	191,183	212,703	11.26%			198,907			
TOTAL	1,912,965	1,922,554	0.50%	1,567,300			1,950,532	172,786	
Y-T-D	1,421,040	1,367,171	-3.79%	1,567,300	14.64%	1,394,514	172,786	12.39%	

DEPARTMENT OF FINANCE
MONTHLY REPORT
JANUARY 2016



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

Sales Month	Month Received	2015/16							
		FY 2013/14	FY 2014/15	% Change	FY 2015/16	% Change	Budget	Budget Variance	Budget Variance %
Feb.	May	133,042	129,585	-2.6%	129,637	0.0%	132,177	(2,540)	-1.9%
March	June	148,568	152,786	2.8%	149,389	-2.2%	155,842	(6,453)	-4.1%
April	July	149,534	154,498	3.3%	148,030	-4.2%	157,588	(9,558)	-6.1%
May	Aug.	168,804	174,124	3.2%	168,470	-3.2%	177,607	(9,137)	-5.1%
June	Sept.	168,234	173,114	2.9%	174,649	0.9%	176,576	(1,927)	-1.1%
July	Oct.	159,727	164,266	2.8%	166,491	1.4%	167,551	(1,060)	-0.6%
Aug.	Nov.	178,080	186,599	4.8%	188,068	0.8%	190,331	(2,263)	-1.2%
Sept.	Dec.	149,002	158,929	6.7%	158,734	-0.1%	162,108	(3,374)	-2.1%
Oct.	Jan.	151,254	165,859	9.7%	159,031	-4.1%	169,175	(10,144)	-6.0%
Nov.	Feb.	161,655	174,821	8.1%			178,317		
Dec.	Mar.	206,495	208,903	1.2%			213,081		
Jan.	April	132,491	141,115	6.5%			140,002		
TOTAL		1,906,886	1,984,599	4.1%	1,442,499		2,020,355	(46,456)	
Y-T-D		1,406,246	1,459,760	3.8%	1,442,499	-1.2%	1,488,955	(46,456)	-3.1%

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	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	4,998,456.78	-	4,998,456.78	N/A
MONEY MARKET - IL. FUNDS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9,348,886.53	-	9,348,886.53	N/A
IMET CONVENIENCE FUND	N/A	N/A	N/A	N/A	N/A	N/A	N/A	411.40	-	411.40	N/A
1 IDA12	N/A	N/A	0.000%	920028468	N/A	N/A	N/A	5,856.62	-	5,856.62	N/A
CERTIFICATE OF DEPOSIT											
2 Ally Bank Midvale	05/01/15	04/24/17	0.800%	02006LQG1	175,000.00	174,546.75	453.25	174,942.25	383.56	175,325.81	395.50
3 Ally Bank Midvale	11/02/15	11/06/17	1.150%	02006LVIH3	56,000.00	56,000.00	-	55,982.08	153.50	56,135.58	(17.92)
2 American Express Bank	07/24/15	01/22/18	1.450%	02587CDV9	57,000.00	56,917.35	82.65	57,172.71	20.38	57,193.09	255.36
3 American Express Bank	11/02/15	11/06/17	1.200%	02587DF52	150,000.00	150,000.00	-	149,952.00	433.97	150,385.97	(48.00)
2 American Express Bank	04/28/15	05/01/17	0.900%	02587DXL7	40,000.00	40,000.00	-	39,962.00	91.73	40,053.73	(38.00)
2 Bank Baroda New York	02/26/14	02/06/17	1.000%	06062-AFX2	240,000.00	239,055.00	945.00	240,811.20	1,180.00	241,991.20	1,756.20
2 BMW Bank	08/01/14	05/30/17	1.000%	05580AAF1	120,000.00	119,239.20	760.80	120,146.40	203.84	120,350.24	907.20
2 Capital One NA	10/15/15	10/01/18	1.650%	14042RAG6	250,000.00	249,870.00	130.00	250,895.00	1,390.07	252,285.07	1,025.00
2 Comenity Cap BK Utah	08/01/14	08/04/16	0.750%	20033AFW1	125,000.00	125,015.00	(15.00)	125,050.00	69.35	125,119.35	35.00
2 Discover Bank	04/02/15	03/27/17	0.900%	254672KR8	24,000.00	23,975.52	24.48	24,005.76	75.75	24,081.51	30.24
2 Discover Bank	05/01/15	04/24/17	0.800%	254672MC9	100,000.00	99,901.00	99.00	99,967.00	221.37	100,188.37	66.00
2 Discover Bank Greenwood	04/02/15	04/18/17	1.850%	2546706U1	124,000.00	125,985.24	(1,985.24)	125,316.88	659.92	125,976.80	(668.36)
2 DMB Community Bank	10/16/14	04/16/16	0.950%	6003011	225,000.00	225,000.00	-	225,000.00	626.61	225,626.61	-
2 GE Capital	08/26/14	08/29/17	1.350%	36161TY82	125,000.00	125,000.00	-	125,130.00	717.19	125,847.19	130.00
2 GE Capital	10/25/13	02/09/16	0.850%	36160NTU3	113,000.00	112,830.50	169.50	113,005.65	460.51	113,466.16	175.15
2 GE Money Bank	05/21/13	03/16/16	1.200%	36161NWG9	7,000.00	7,071.89	(71.89)	7,005.46	31.53	7,036.99	(66.43)
2 Goldman Sachs	04/02/15	05/02/17	1.850%	38143ARH0	100,000.00	101,680.00	(1,680.00)	100,627.00	456.16	101,083.16	(1,053.00)
2 Goldman Sachs	01/16/15	01/08/18	1.500%	38148JGJ4	75,000.00	75,183.00	(183.00)	75,045.75	73.97	75,119.72	(137.25)
2 Medallion Bank	11/03/15	05/14/18	1.350%	58403B2P0	250,000.00	249,890.00	110.00	250,137.50	175.68	250,313.18	247.50
2 Merrick Bank South Jord Utah	12/10/14	06/30/16	0.700%	59013JCU1	195,000.00	194,995.50	4.50	195,078.00	3.74	195,081.74	82.50
2 Wells Fargo Bank	11/17/15	12/03/18	1.450%	9497482W6	200,000.00	199,915.00	85.00	200,202.00	230.41	200,432.41	287.00
2 Wex Bank Midvale	11/05/15	11/20/17	1.150%	92937CDD7	120,000.00	120,000.00	-	119,948.40	272.22	120,220.62	(51.60)
AGENCY											
3 FNMA	12/03/12	11/27/17	0.900%	3136G07M7	145,000.00	145,000.35	(0.35)	144,837.60	232.00	145,069.60	(162.75)
3 Fed Farm Credit Bank	11/30/12	08/21/17	0.800%	3133EC3G7	150,000.00	150,000.00	-	150,000.00	533.33	150,533.33	-
3 Fed Farm Credit Bank	11/20/12	11/20/17	0.850%	3133EC2Y9	155,000.00	155,155.00	(155.00)	154,846.55	259.84	155,106.39	(308.45)
3 FHLB Bond	10/31/12	11/15/17	0.980%	3133817D1	440,000.00	439,915.00	85.00	440,000.00	910.31	440,910.31	85.00
3 FHLB Bond	10/03/11	09/09/16	2.000%	313370TW8	305,000.00	315,464.55	(10,464.55)	307,476.60	2,406.11	309,882.71	(7,987.95)
3 FNMA	10/31/12	09/27/17	1.070%	3135G0PD9	315,000.00	315,812.50	(812.50)	315,078.75	1,160.95	316,239.70	(733.75)
3 FNMA	11/18/15	04/29/19	1.300%	3135G0G23	310,000.00	308,930.00	1,070.00	310,105.40	1,141.83	311,247.23	1,175.40
3 First Priority Bank Malvern	12/10/15	12/29/17	1.300%	33612JGA1	70,000.00	70,000.00	-	69,912.50	79.78	69,992.28	(87.50)
3 Freddie Mac	06/01/15	06/29/18	1.250%	3134G6V26	300,000.00	300,015.00	(15.00)	300,693.00	333.33	301,026.33	678.00
FIXED INCOME - OTHER											
4 St. Charles Park Dist Bonds	04/22/13	12/15/16	3.750%	787760HZ3	100,000.00	110,565.00	(10,565.00)	101,836.00	479.17	102,315.17	(8,729.00)
TOTAL					5,161,000.00	5,182,928.35	(21,928.35)	19,523,780.77	15,468.11	19,539,248.88	(12,758.91)

Village of Lake Zurich
 Police and Firefighters' Pension Funds
 Statement of Net Position
 January 31, 2016

POLICE PENSION FUND			FIREFIGHTERS' PENSION FUND			
	Jan-16	Fiscal Year 2015/16 YTD		Jan-16	Fiscal Year 2015/16 YTD	
Revenues:						
Municipal Contributions	\$ 2,029	\$ 1,445,052		Municipal Contributions	2,681	1,905,569
Member Contributions	22,643	233,750		Member Contributions	36,008	371,508
Total Contributions	<u>24,672</u>	<u>1,678,802</u>		Total Contributions	<u>38,688</u>	<u>2,277,076</u>
Investment Income	(476,394)	(595,183)		Investment Income	(565,324)	(1,447,045)
Total Revenues	<u>(451,722)</u>	<u>1,083,620</u>		Total Revenues	<u>(526,635)</u>	<u>830,031</u>
Expenses:						
Pension and Benefits	112,297	928,346		Pension and Benefits	68,647	695,741
Insurance	-	-		Insurance	-	3,008
Professional Services	580	15,650		Professional Services	2,980	47,668
Investment Expenses	13,487	40,155		Investment Expenses	-	40,624
Other Expenses	-	7,608		Other Expenses	-	6,982
Total Expenses	<u>126,364</u>	<u>991,759</u>		Total Expenses	<u>71,627</u>	<u>794,022</u>
Operating Income (Loss)	<u>(578,086)</u>	<u>91,860</u>		Operating Income (Loss)	<u>(598,263)</u>	<u>36,009</u>
Beginning Net Position	18,026,804	17,356,857		Beginning Net Position	26,196,252	25,561,981
Ending Net Position	<u>\$ 17,448,718</u>	<u>\$ 17,448,717</u>		Ending Net Position	<u>25,597,990</u>	<u>25,597,990</u>
Assets						
Cash and Investments	17,391,413			Cash and Investments	25,490,982	
Other Assets	62,407			Other Assets	124,367	
Total Assets	<u>17,453,820</u>			Total Assets	<u>25,615,348</u>	
Liabilities						
	5,102			Liabilities	17,359	
Net Position 1/31	<u>17,448,718</u>			Net Position 1/31	<u>25,597,990</u>	



COMMUNITY SERVICES DEPARTMENT

MONTHLY INFORMATION REPORT

FEBRUARY 2016

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

505 TELSER ROAD
LAKE ZURICH, IL 60047

DEPARTMENTAL NARRATIVE

BUILDING & ZONING

Business Certificate of Occupancies Issued:

- None

Permits under review for Commercial/Industrial/Multi Family Projects:

- 890 B Rand –Laceys, interior buildout

Permits issued for Single Family and Multi Family Residential:

- None

Permits issued for Commercial/Industrial Projects:

- 569 W Rt 22 – Consume, interior buildout
- 675 N Rand – Kohl’s, small remodel
- 511 Capital – Titan Machinery, Cell Tower
- 444 S Rand Rd, Unit 100 – Chase Bank, small remodel
- 735 W Rt 22 – Trader Joe’s, rear canopy
- 745 W Rt 22 – Sylvan Learning, interior buildout

Development Activity: The Planning & Zoning Commission met on February 17th to consider one continued item:

- An application for PUD, Subdivision, Site Plan, Exterior Appearance, Rezoning, and Special Use Permits for the proposed Sparrow Ridge shopping center located south of Deerpath Commons. The PZC voted to recommend approval of this project.

Unique Service Requests:

- The Building & Zoning Division responded to 11 FOIA (Freedom of Information Act) requests during February.

PUBLIC WORKS

EAB Tree Removal: Total to date of EAB infected ash trees removed is 2765 from an estimated total inventory of 2800 ash trees on public property, including parkways area and parks. All parkway ash trees have been removed. Crews continue removals from parks, and Village owned open space. Stump grinding will continue with an estimated completion by spring 2016.

Snow and Ice: Eight winter events occurred in February. Four events with a total of 5.9 inches were responded to by plowing and or salting. Four of the events did not require additional overtime or salt due to a proactive anti-ice program. This program is designed to provide safe passage to all motorists with a high residual solution applied during normal working hours.

Upcoming Contracts: Staff has prepared contract documentation for janitorial services at Village facilities and landscape maintenance. Mandatory pre-bid meetings were held with prospective bidders, and the sealed bids are scheduled to be opened on March 15th.

Commercial and Industrial water meter replacement program: This began as an in-house project that was started after the completion of the radio-read installation project that ended in January 2015. Residential meters were added to this program after repair parts became unavailable and to reduce our percentage of non-revenue water (unaccounted for water loss). This replacement project is currently limited to meters that require repair while staff is considering an option of total replacement via a performance contract. A total of 139 water meters have been replaced to date.

Robertson Road/Ironwood Court/South Shore Lane Water Main Replacement: Village Engineer, Manhard Consulting, is completing the final design, applying for IEPA permits, and preparing bid documents.

Well 9 Preventative Maintenance: Layne Christensen Company, the Village's designated deep well contractor, has begun the regular preventative maintenance. The motor, pump assembly and column pipe have been removed from the well. The motor and pump assembly have been inspected and are being serviced at Layne's Aurora facility. The column pipe has been cleaned and inspected. Reinstallation and testing is anticipated to occur by the end of March.

February water main break repair locations:

225 Thistle Lane
12 Aldine Road
60 Ramblewood Lane

STAFF KUDOS

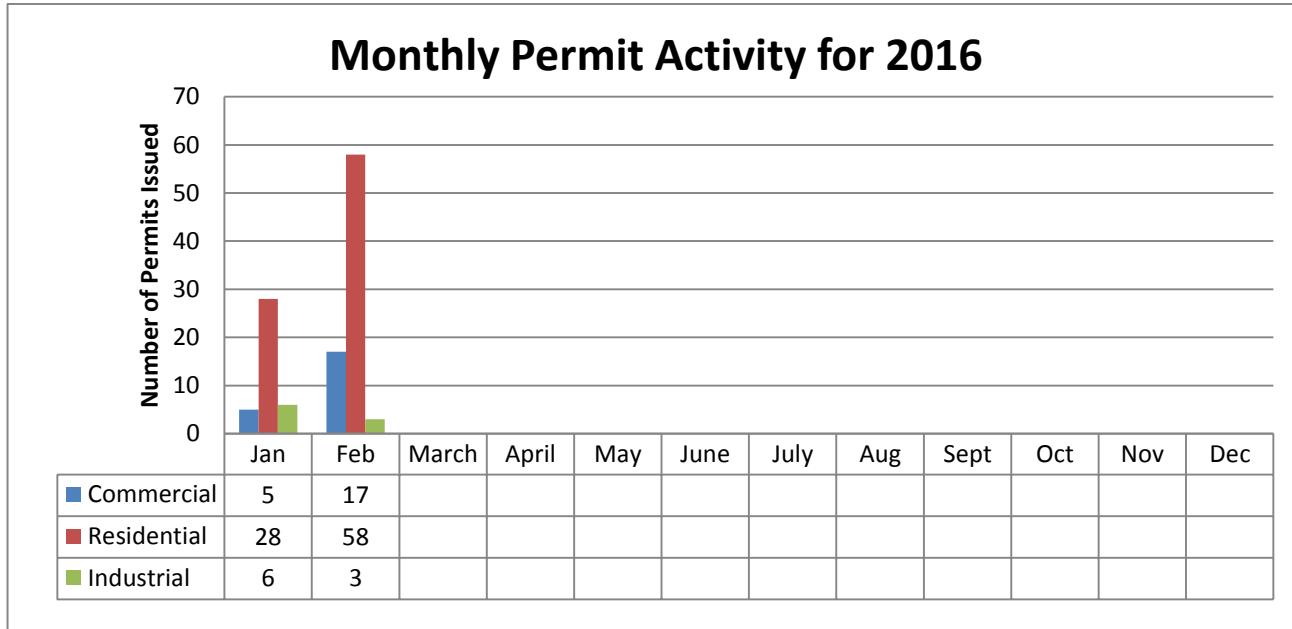
On February 22nd Architect Richard Galik wrote Mike Earl: I just wanted to take a moment to let you know what a pleasure it was to work with your inspector Mr. George B. Swietczak on a project we recently completed at 755 Red Bridge...I would like to commend Mr. Swietczak for his assistance in making this project a success. It is uncommon to find people with both the technical and practical knowledge that Mr. Swietczak possesses, combined with the willingness and ability to successfully apply that knowledge to resolve the given circumstances. It has been my pleasure to work with Mr. Swietczak on this project and felt you should know what a difference it makes when we are able to work with such exceptional personnel.

EMPLOYEE TRAINING

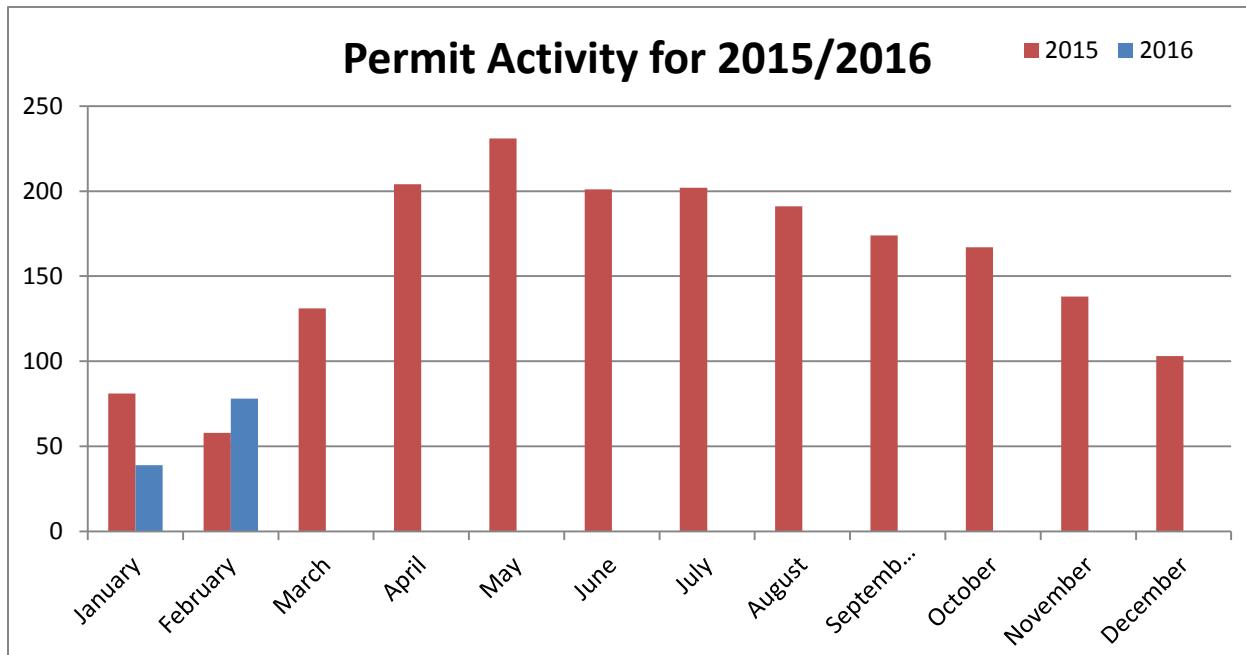
Each month, Environmental Quality Supervisor Betty Harrison, conducts a safety training session for the Public Works staff. The session for February was postponed until March in lieu of a CPR/AED training course. This course was instructed by Firefighter/Paramedic Benny Yee at the main fire station, and attended by all Public Works and Building and Zoning staff.

On February 24th, Utilities Superintendent Steve Schmitt and Utilities Operations Supervisor Dave Pearson attended a Water Wells and Pumping Equipment seminar.

BUILDING AND ZONING DIVISION

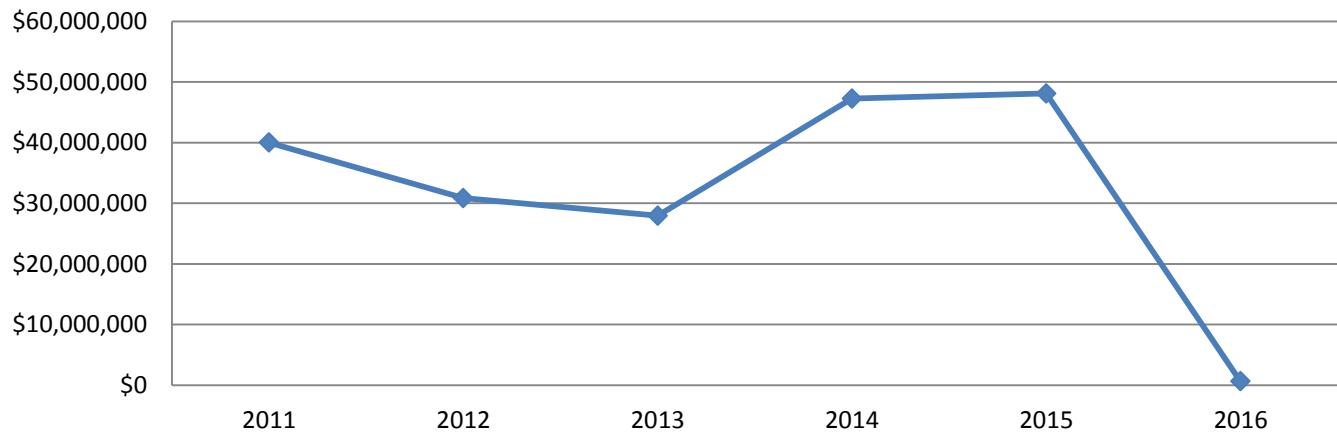


The chart above represents the total of permit activity by month during 2016. As is typical in the Village, the highest amount of permits issued were for residential projects.



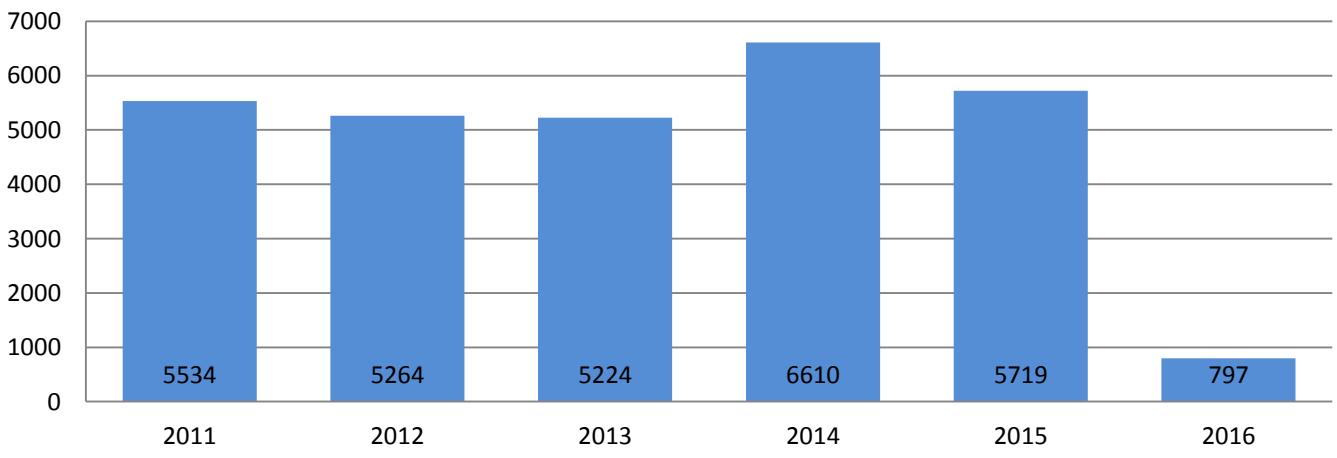
The chart above shows permit activity by month during the years of 2015 and 2016. Permit activity during February 2016 was greater than activity during the same month from last year.

Construction Value of New Permits: January-December 2011-2016

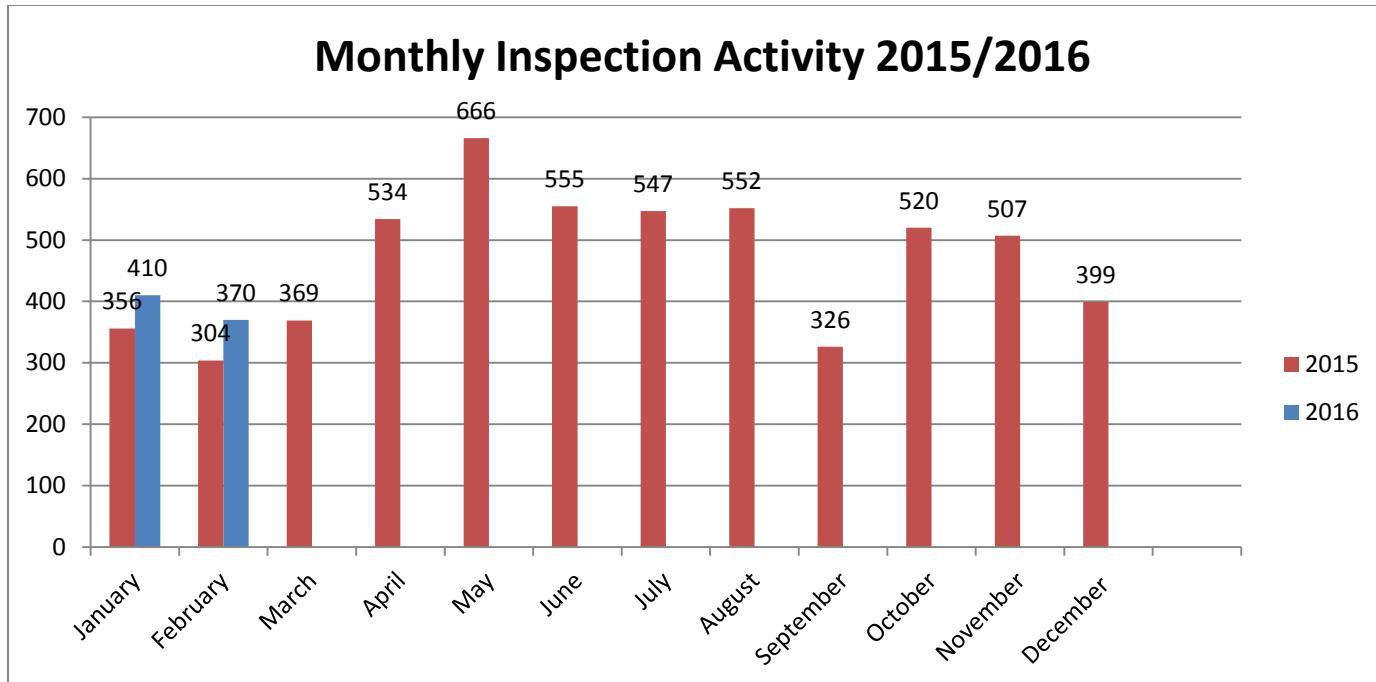


This chart tracks construction value of permit activity by year. Staff is projecting 2016 to yield a similar value of construction activity as 2014 and 2015, but comparable data will not be available until the end of the year.

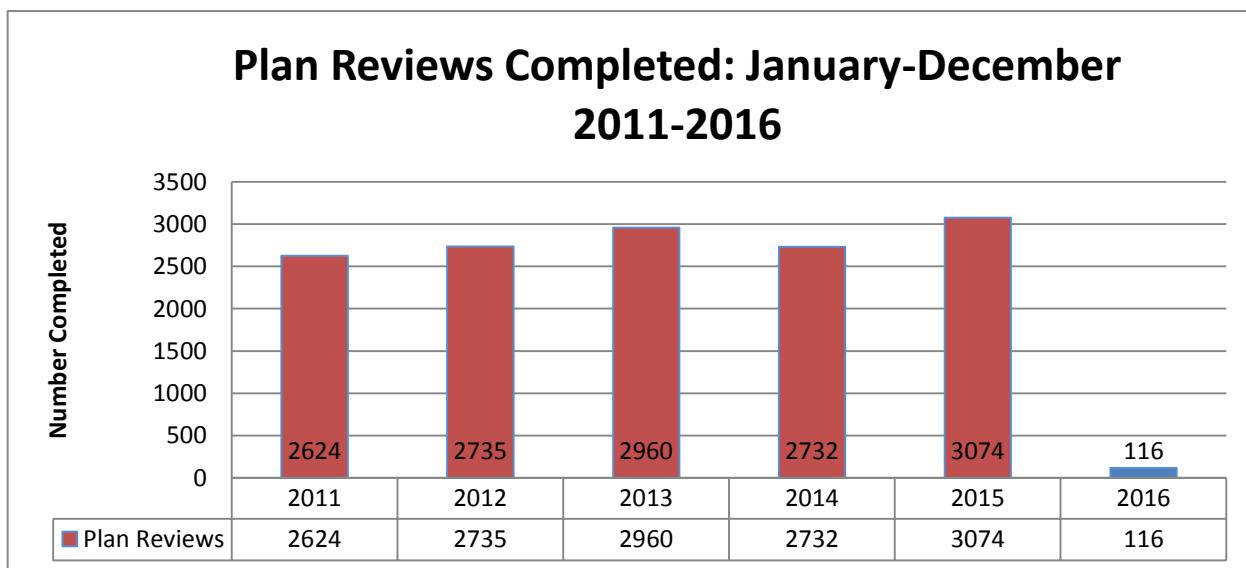
Inspection Activity: January-December 2011-2016



This graph illustrates the number of inspections performed by year. January is one of the slowest months for inspections, as is reflected above. Comparable data for 2016 will not be developed until the end of the year, but the chart above allows us to continue to track the growth in the amount of inspections as the year progresses.

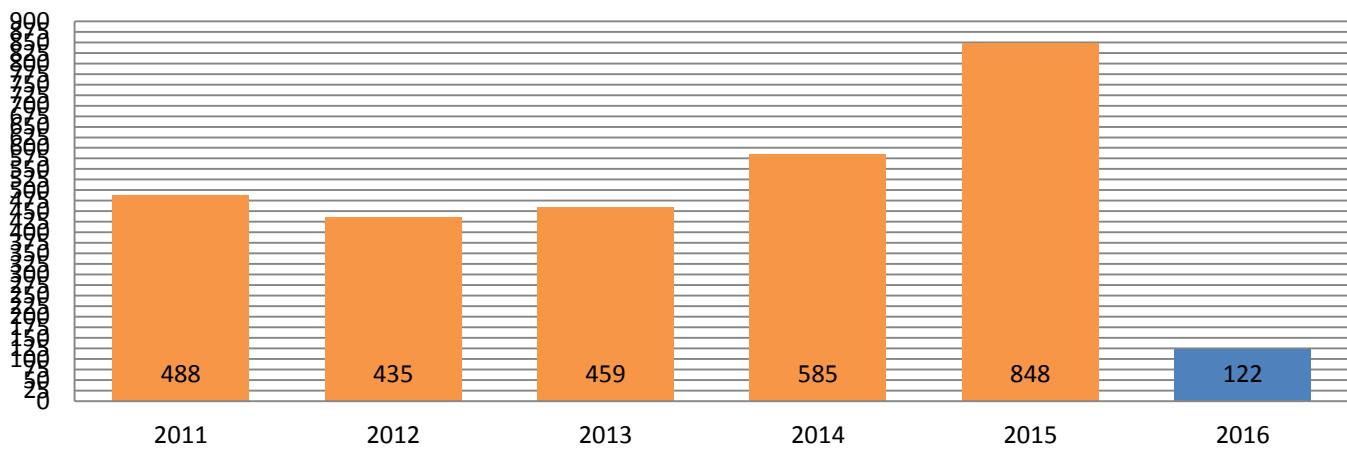


This chart indicates monthly totals of inspection activity. Once again, the current month was more active than the same month from last year.



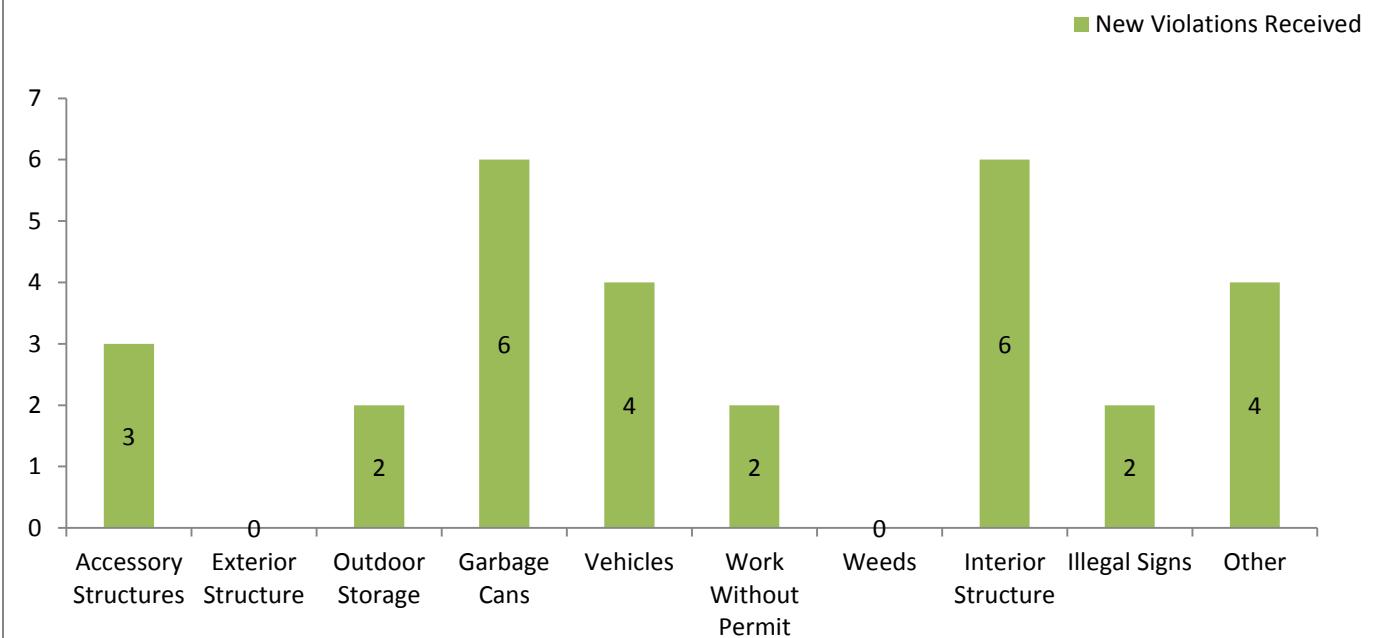
This graph illustrates the number of plan reviews performed by year. February is one of the slowest months for permits, which means that plan reviews will also be low as is reflected above. Comparable data for 2016 will not be developed until the end of the year, but the chart above allows us to continue to track the growth in the amount of plan reviews as the year progresses.

Contractor Registrations January-December (applied for) 2011-2016



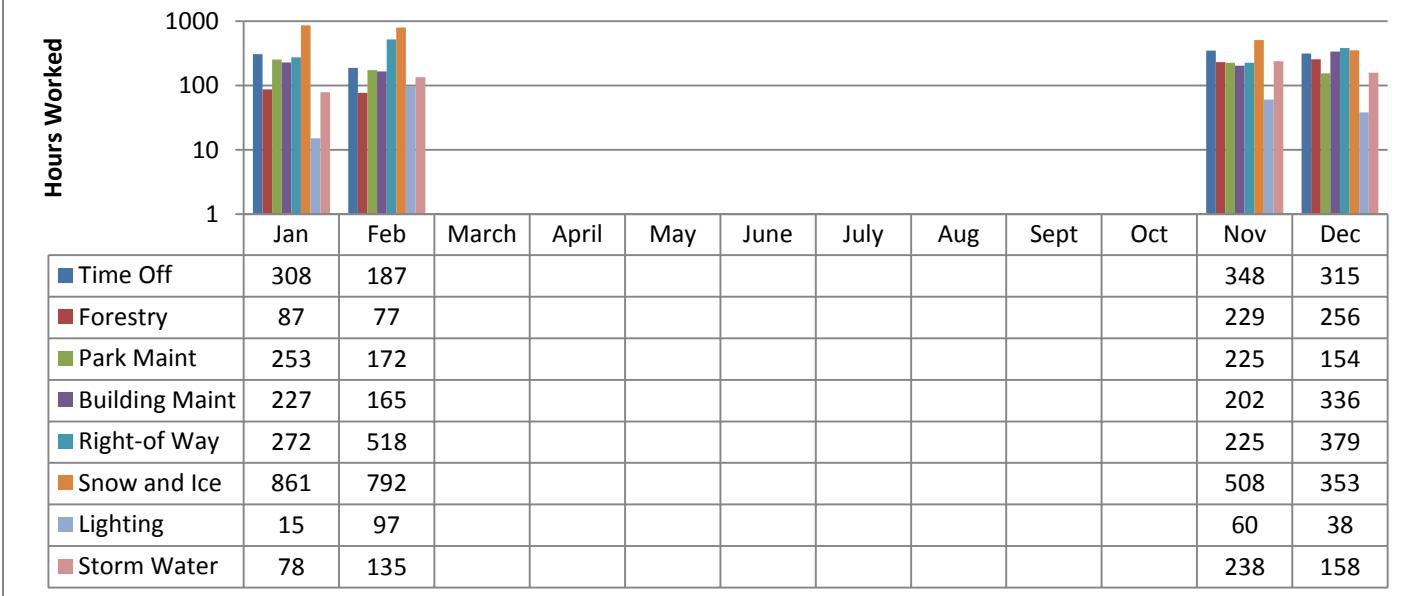
Contractor registration continues to remain high. It appears that we will continue to have high numbers of contractor registrations either at or above the same numbers as 2015.

Common Code Violations - Details



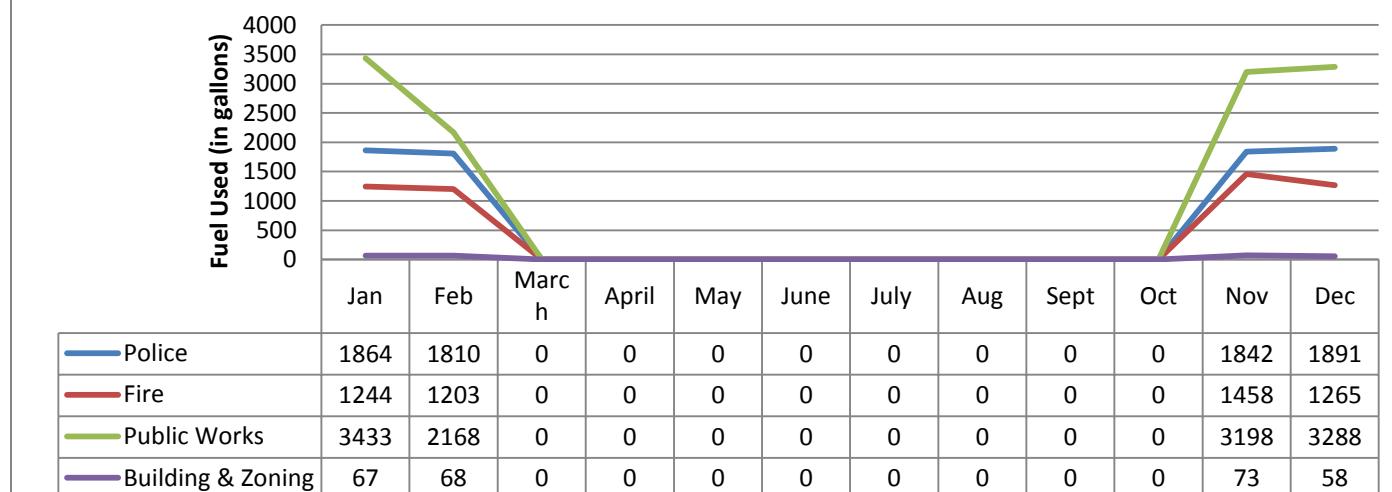
PUBLIC WORKS DIVISION

Workload Concentration



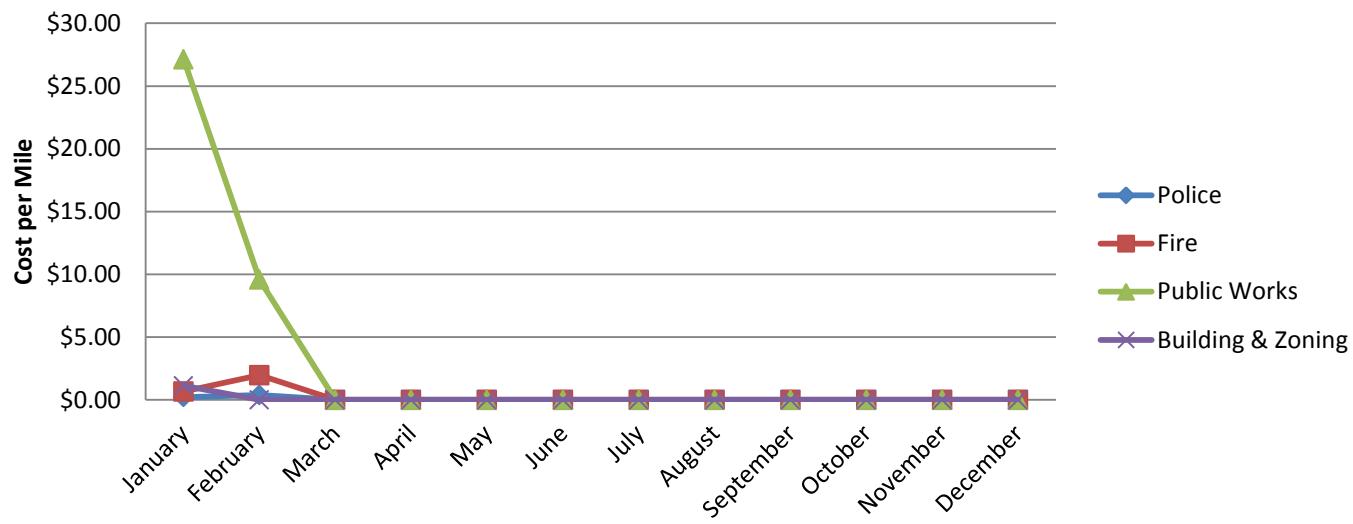
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours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

Fleet Fuel Consumption (By Department)

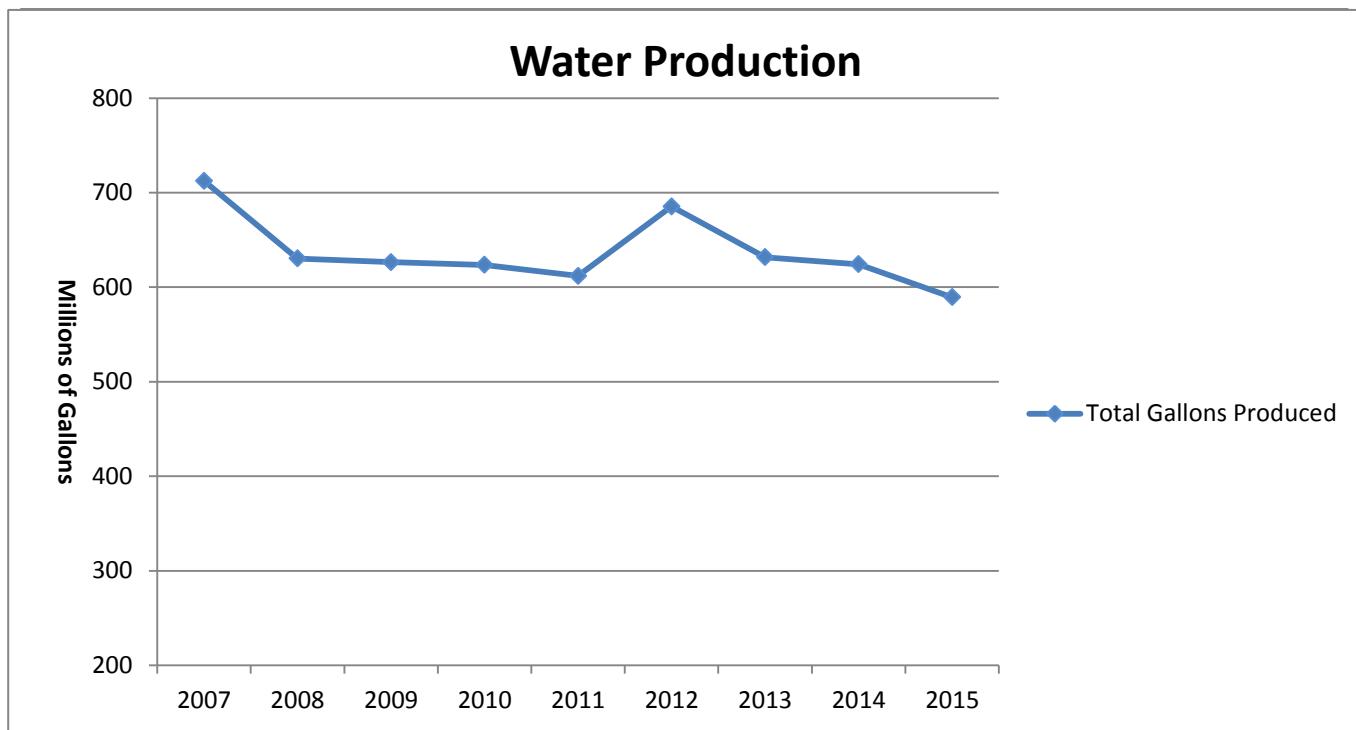


Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy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

Average Cost per Mile for Village Fleet (By Department)



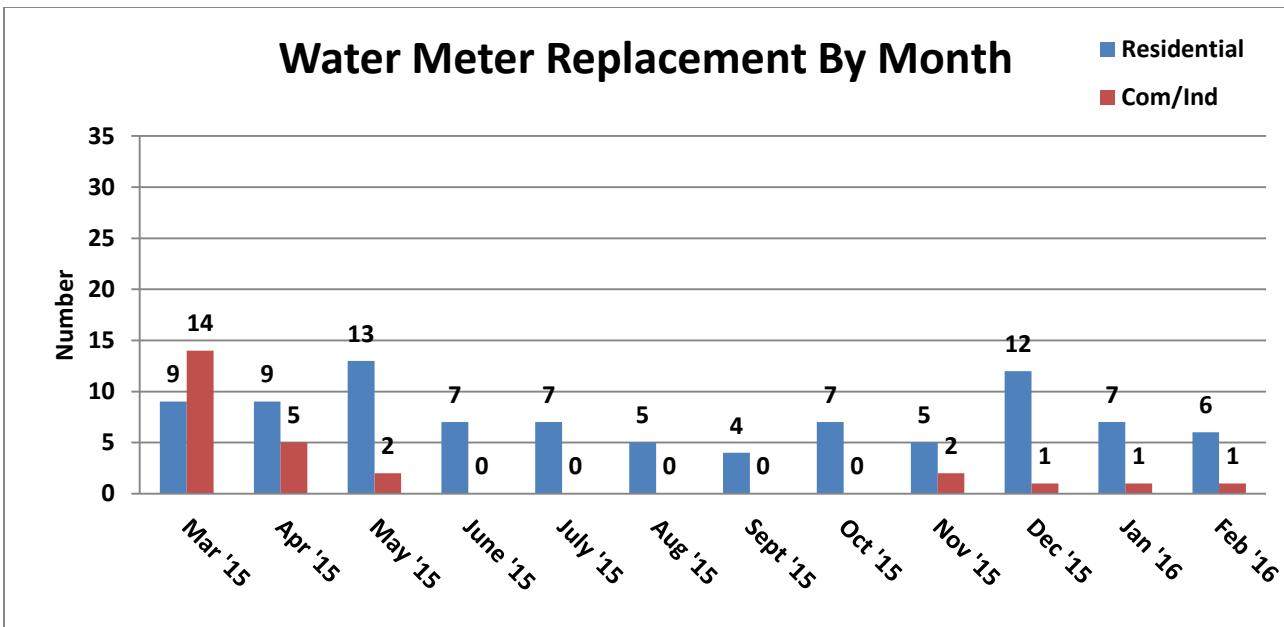
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village' vehicle 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.



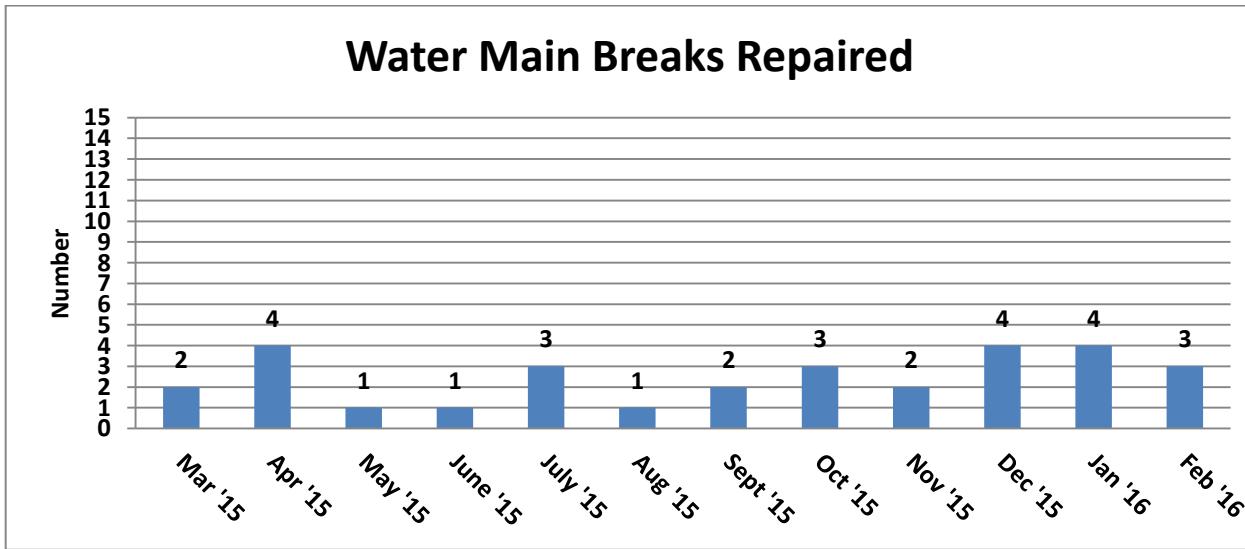
As shown, there has been a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2012 due to dry weather leading to increased watering of lawns and landscaped areas.

	2008	2009	2010	2011	2012	2013	2014	2015	2016
January	50.991	47.797	48.521	48.824	47.229	49.905	53.387	49.414	49.301
February	46.156	44.406	43.666	42.904	44.311	44.679	47.574	44.590	45.801
March	48.087	47.206	46.515	46.491	45.379	47.903	50.717	47.756	
April	50.010	46.603	49.303	47.136	47.426	49.241	48.801	48.025	
May	55.125	53.626	54.173	51.407	55.957	55.637	53.786	51.788	
June	53.993	55.139	51.662	53.502	72.098	52.697	54.277	49.314	
July	58.902	64.525	64.334	70.878	88.490	60.383	57.475	52.978	
August	68.953	63.438	59.346	57.247	71.191	64.299	58.865	57.018	
September	54.028	55.302	53.673	53.318	60.446	54.801	52.535	49.748	
October	50.324	52.052	54.658	48.476	54.287	51.133	50.722	47.667	
November	45.081	47.631	49.050	44.113	48.533	49.229	48.117	44.274	
December	48.651	48.735	48.618	47.561	50.002	51.850	47.938	46.754	
Total	630.301	626.460	623.519	611.857	685.349	631.757	624.194	589.326	95.102
Avg	1.722	1.716	1.708	1.676	1.873	1.731	1.710	1.615	1.585
% incr/decr	-11.53%	-0.61%	-0.47%	-1.87%	12.01%	-7.82%	-1.20%	-5.59%	

Production for June through October and December 2015 was the lowest for each of these months in the last 9 years. The highest monthly production in the last 8 years occurred in July of 2012. In 2015, our daily average was 1.61 million gallons per day.

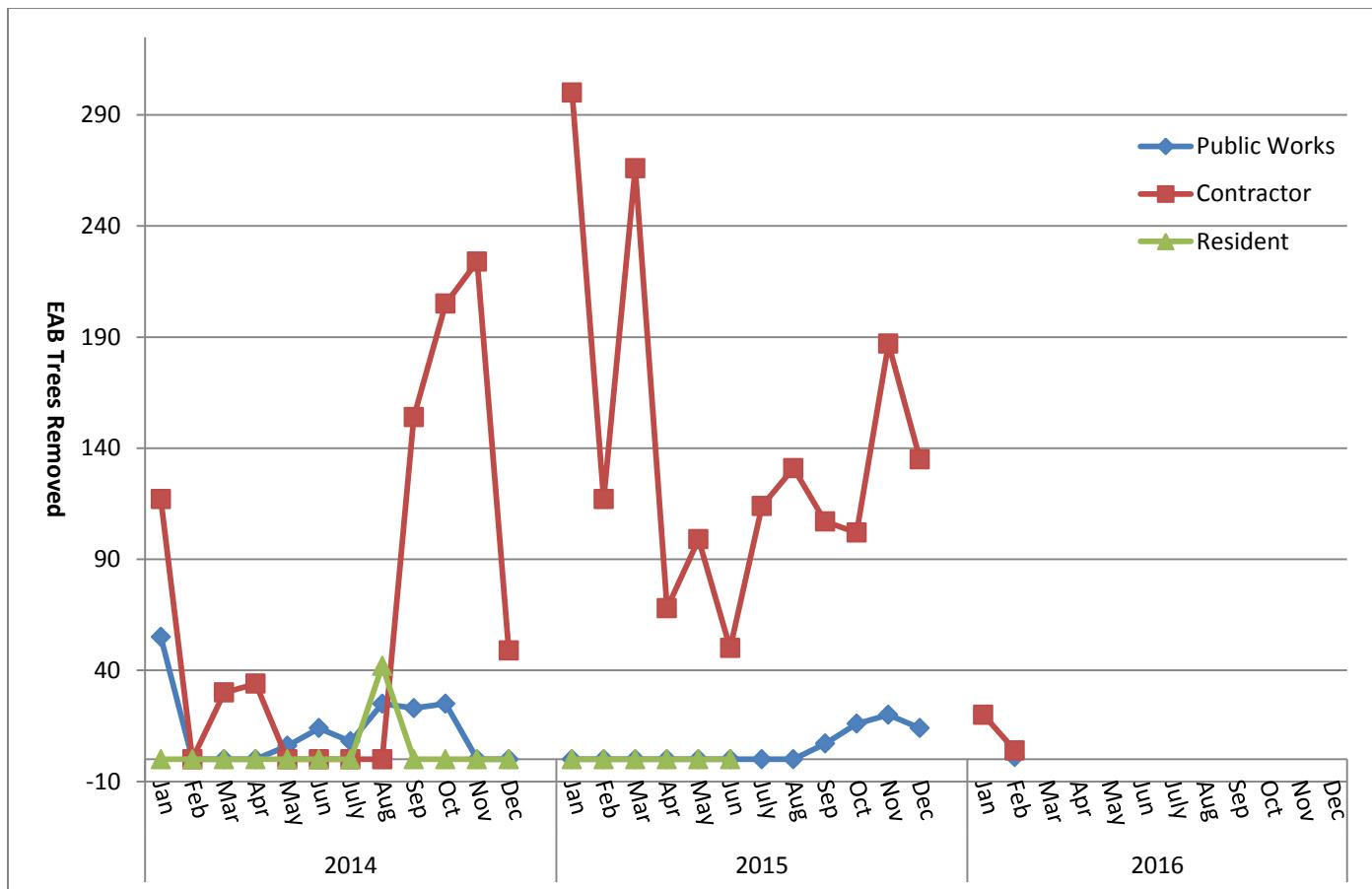


The commercial and industrial water meter replacement program targets meters that do not have the ability to be read with radio-read technology and obsolete meters that do not meet accuracy standards. Residential meters will be replaced on an as needed basis (requiring repair) until the commercial and industrial replacement program is complete, then the residential meter replacement will become the focus of the program. The meter replacement program is also one of a multi-faceted approach to reduce our water loss accountability to within acceptable industry standards. The program is a multi-year program through the CIP. Each year, the program will operate until the dedicated funds for that year are exhausted.

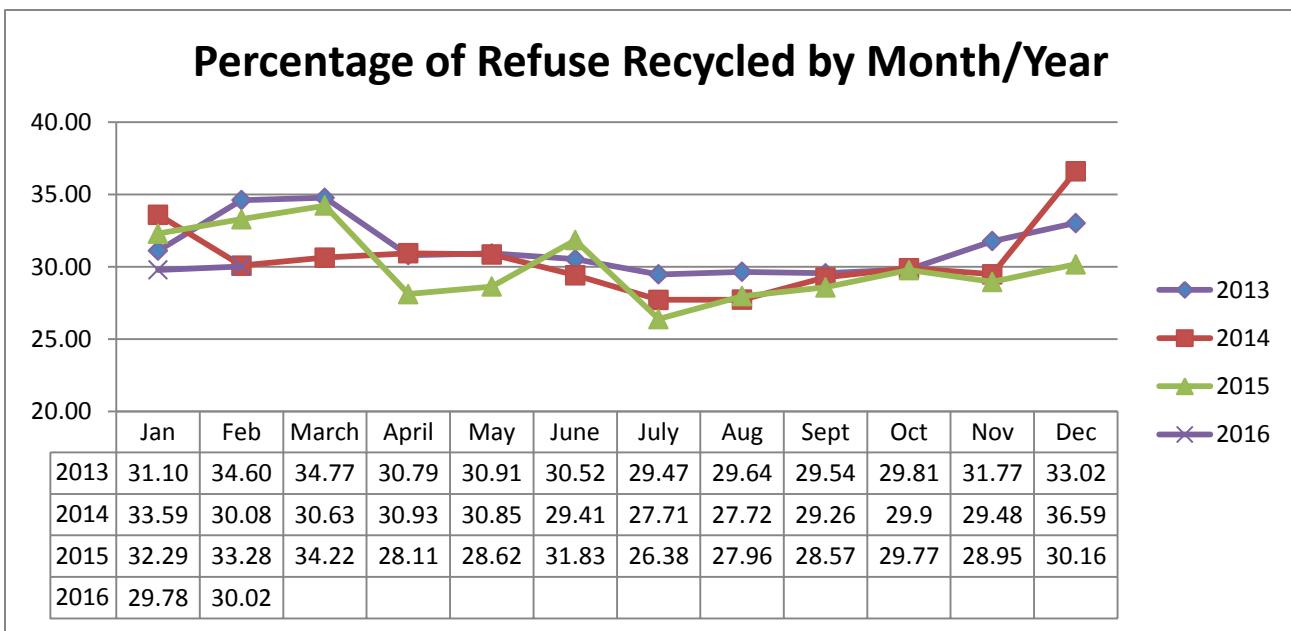


A water main break can be a hole or crack in the water main. Common causes of breaks in the water main include: age, pipe material, shifting in the ground attributed to fluctuations in moisture and temperature (below and above the frost line), corrosive soil that causes a thinning of the water main pipe, improper backfill, severe changes in water pressure (hammer) which has several causes and physical contact (damage) by excavating contractors.

Emerald Ash Borer Tree Removal



This chart shows the number of EAB infected trees that have been removed to date by both the PW staff and the contractor. To date, 2765 EAB infected trees have been removed. The bulk of tree removals are done by a contractor. PW staff removes trees as operations allow.





FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

FEBRUARY 2016

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General Operations:

Our Department responded to **282** calls for service in the month of February which averaged **9.72** calls per day.

Department Thanks:

A number of thank you notes were received this month for calls, extra assistance provided, and public education and/or public relations events. Several letters of appreciation were also received for incidents we responded to with our automatic aid partners.

Training Initiatives:

Fire training this month included basic lock-out/tag-out review, company inspections; walk through of Solana assisted living with our auto aid partners from Palatine and Long Grove Fire Departments, and moving a downed fire fighter with our automatic aid partners from Barrington Countryside and Wauconda Fire Departments.

Emergency Medical System training for the month included febrile pediatrics and communicable disease paramedic in-station, medication assisted intubation and SOG review.

Special Rescue Team members completed practical drills in technical rescue, fire investigations, and dive team pool session and skills review.

UPDATES:

- Deputy Chief Golubski announced his retirement after 27 years of service with our department and we wish him and his family the best.
- The fire prevention bureau placed a new vehicle in service. The primarily use is the transportation of bureau personnel in their day to day duties. However, a dual use for transporting supplies and equipment from an incident scene or between stations will occur. The vehicle can also be used to tow the department boat.



Community Access/Focus:

- St. Francis Public Education for pre-school – two days.
- Industrial council luncheon to introduce Chief Malcolm
- Village employees began their CPR/AED training and/or recertification.

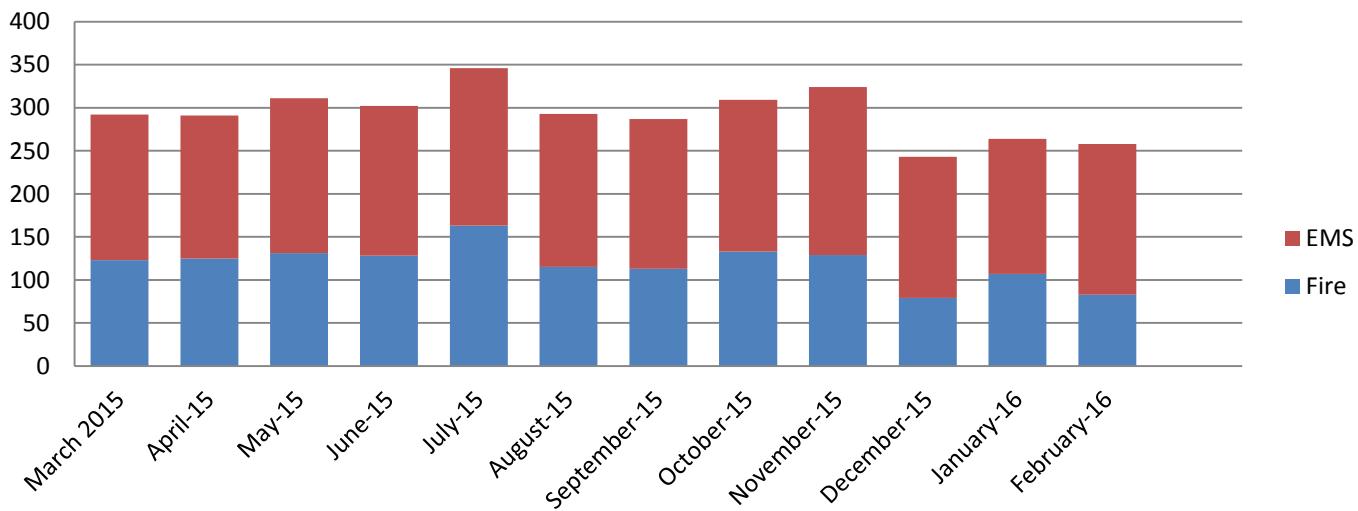
Building and Development:

Fire Prevention personnel review and monitor construction projects in the Village and in the Lake Zurich Rural Fire Protection District (LZRFPD). A number of new developments are under way in the Village and District. The Fire Rescue Department works closely with our partners within the Village of Lake Zurich, as well as those in the LZRFPD.

- Bureau and LZPW personnel demo a new water flow testing device in the industrial park. This unit is safer and more accurate than the traditional handheld devices.



Fire Rescue Department - Monthly Calls by Type

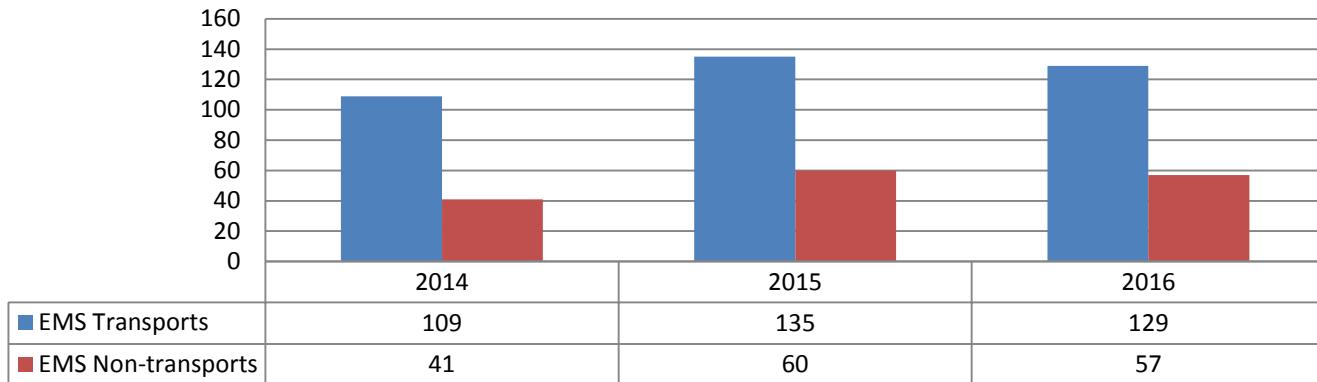


The Department ran 282 calls in February 2016.

The breakdown of fire versus EMS was 83 fire calls, 175 EMS calls, and 50 mutual-aids given.

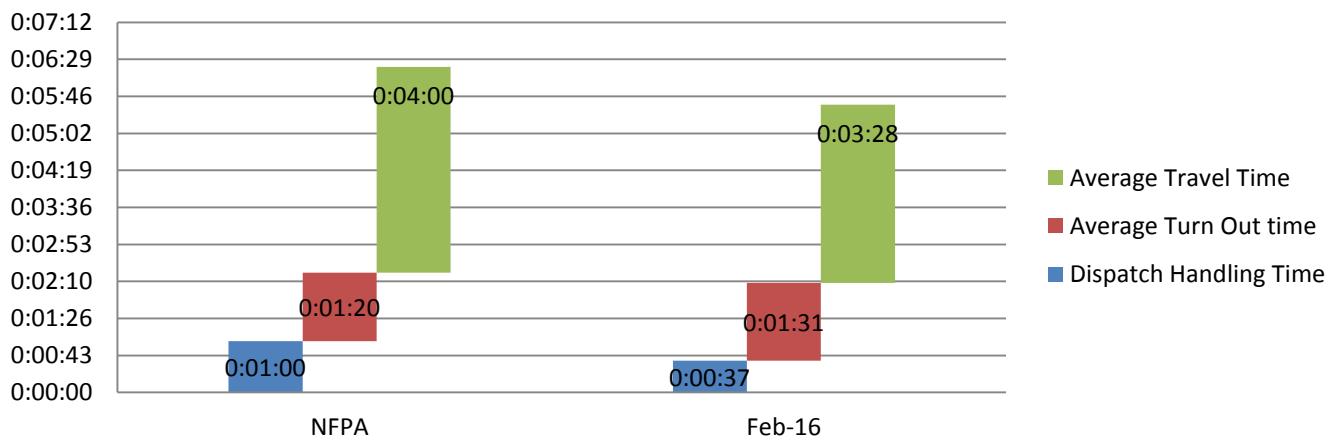
The majority of EMS calls tie up units far longer than most fire calls. An average EMS call can tie up resources for over an hour. It should be noted that our fire calls include structure fires, car fires, grass fires, dumpster fires, wires down, and other types of service calls.

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

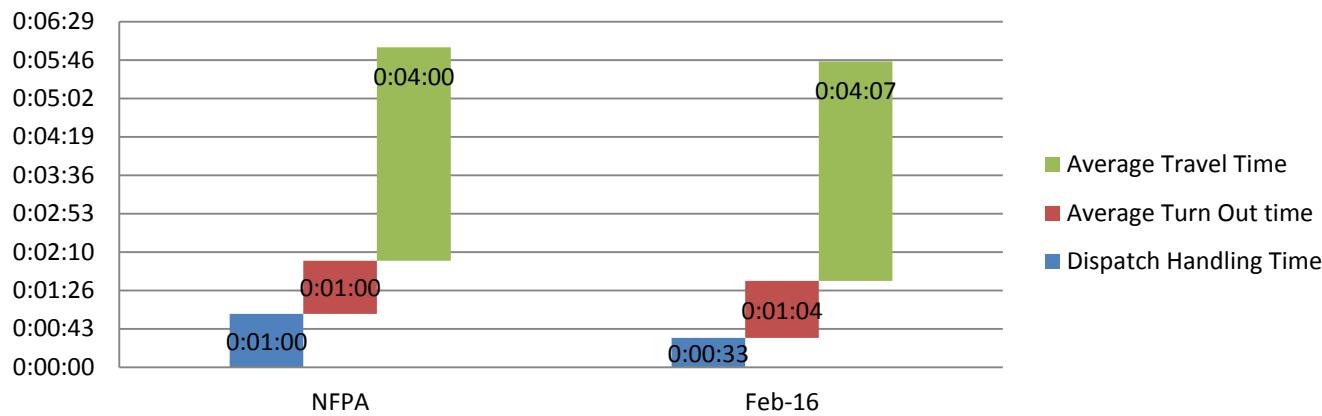


This data reflects activity related to emergency medical services; a core function of the fire department. Not every EMS call results in a transport. A prime example of this is an auto accident where a number of victims may refuse transport. EMS transports always outpace refusals. This chart compares the month of **February** across 3 years. The trend is consistent over the data period. These numbers represent patients seen.

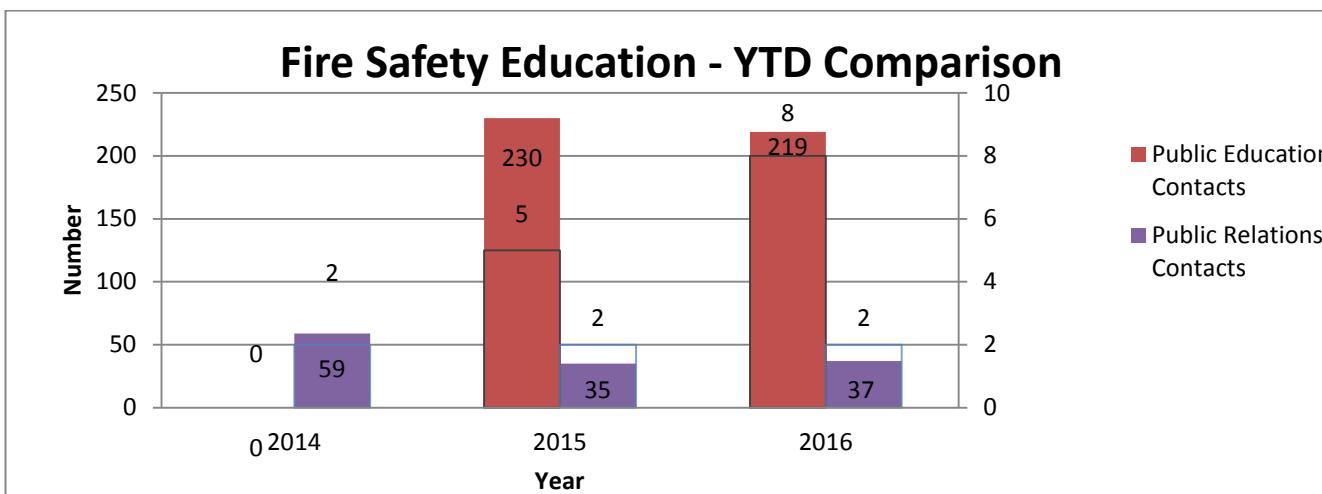
Average EMERGENT Response Time for Fire



Average EMERGENT Response Time for EMS

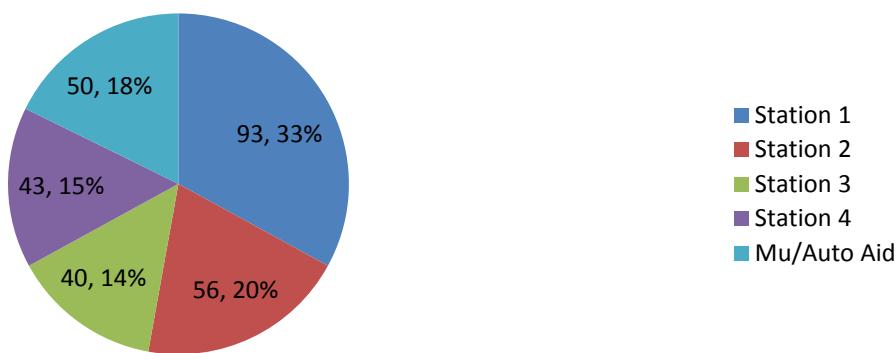


Response time is made up of three key factors: dispatch handling time, turnout time, and travel time. Dispatch handling time is the time for dispatch to take in information and then dispatch crews. The turnout time is the time the crews receive the call to the time they get into the vehicles and hit the enroute button. Travel time reflects the time from enroute to the time they arrive at the scene of the incident. Construction, speed limits, weather, and train traffic can impact travel time. The overall goal for arrival at a fire is a total of 6 minutes and 20 seconds, from the time the call is received until the time the first unit arrives on scene. For response to an EMS incident, this time is 6 minutes. We monitor our times closely and strive to identify factors impacting our response times.



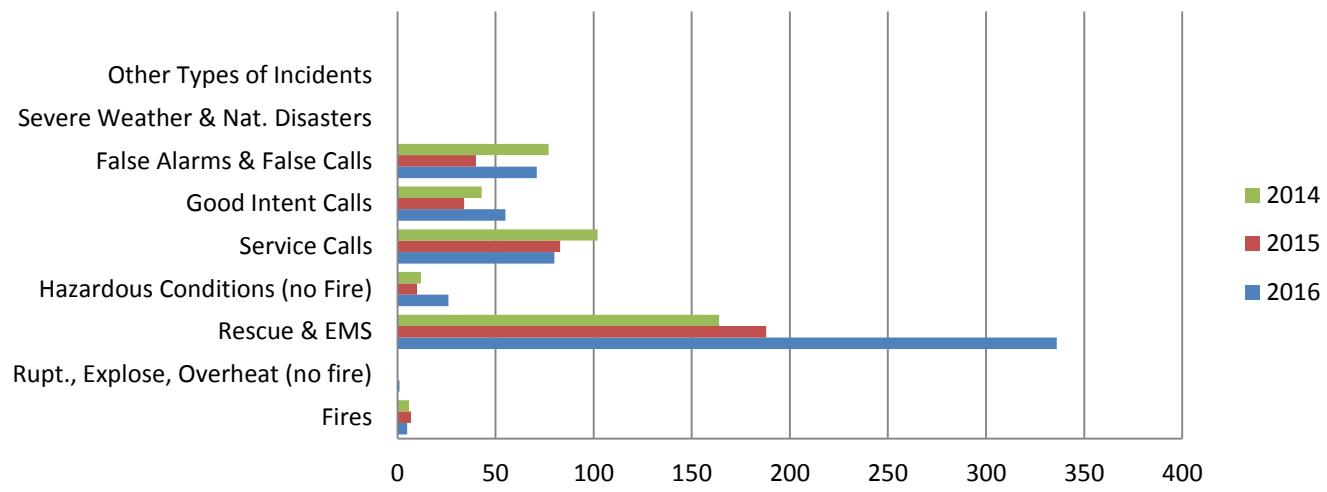
Fire safety education visits are broken into public relations and public education. Public relation events are primarily events where the fire department has a presence to answer general questions from the public and to explain or demonstrate our capabilities. A public education event has a fire safety or other educational message as the prime objective. Examples of public education include 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 safety, and teach exit drills in the home to middle school students.

Call Analysis by Origin of Call - February Totals

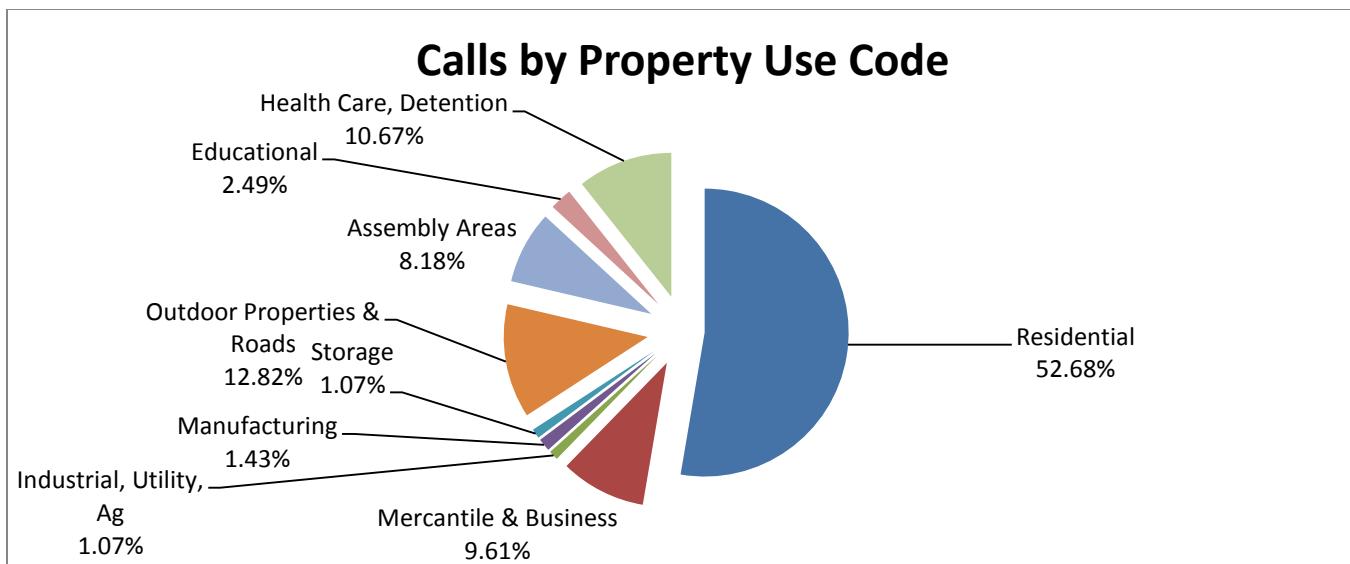


The Village and District are considered together as one area. The placement of the four stations allows the area to be divided into what is commonly referred to as first response areas for each station. This graph simply represents the percentage of calls by station for **February 2016**. Station 1 is usually the busiest station. Mutual and Auto aid calls are now reflected in this chart to show the overall balance of call requests.

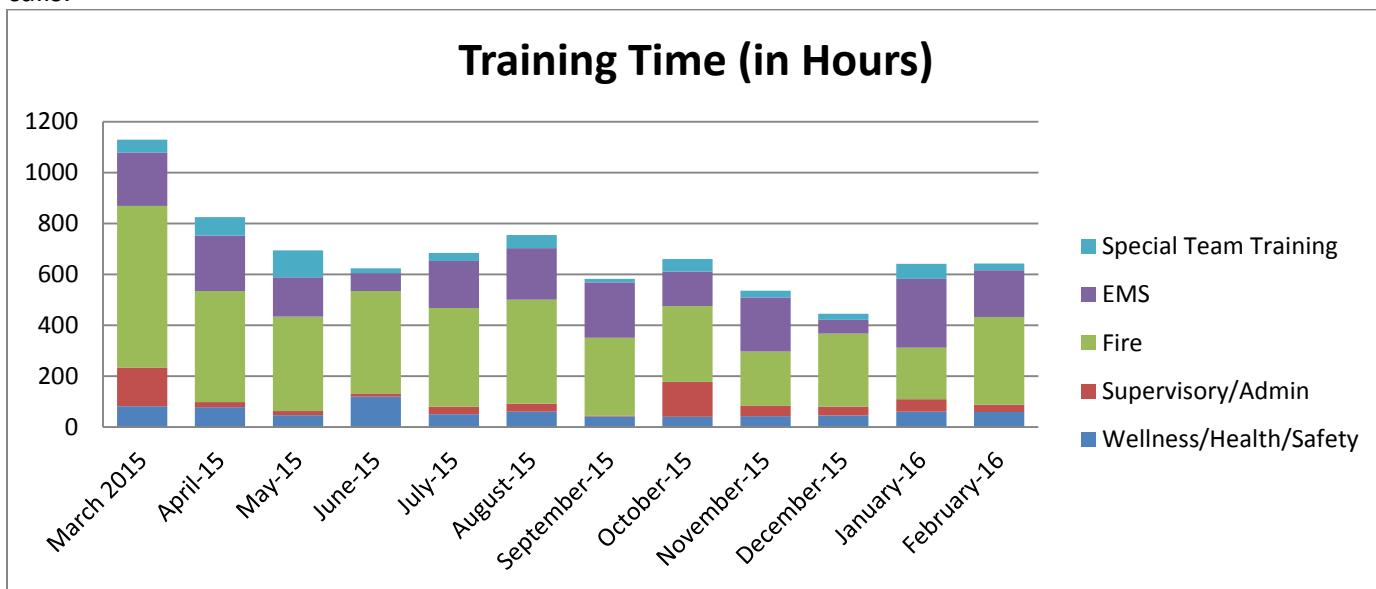
Fire Rescue Call Categories - Year-to-Date



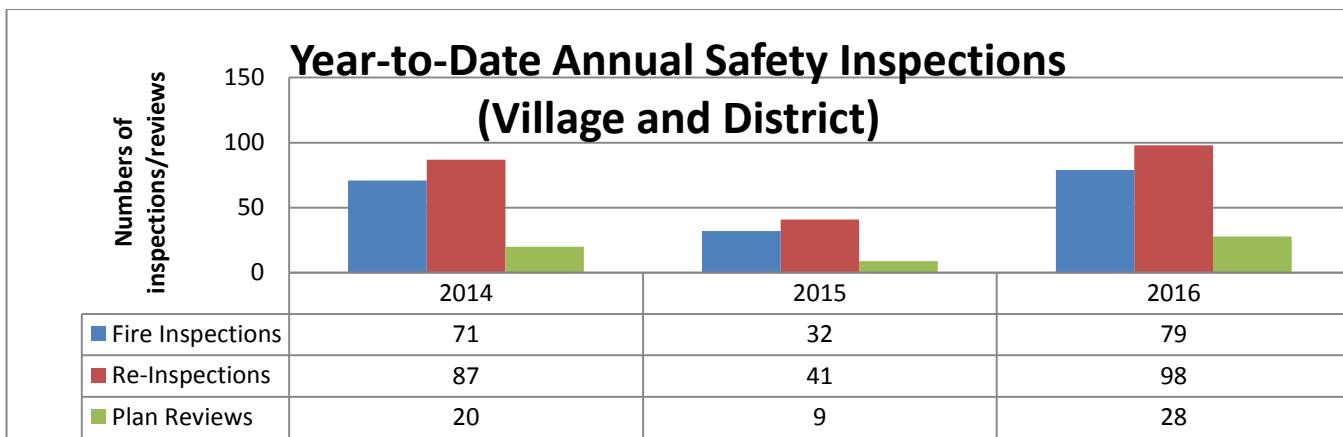
All calls we respond to as a Department are coded within the guidelines of the National Fire Incident Reporting System (NFIRS). The codes all relate to the text categories noted in the above chart. You will see across the three years that the trends remain essentially the same. Rescue and EMS clearly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



As previously mentioned, there is a national standard for coding the type of property use. How is this relevant? We see trends in various types of occupancies and use this to determine the impact on our service demand. As an example, the health care category might see an increase if additional assisted living or nursing homes are opened. As you can see, we continue to respond to residential properties more than any other area (52.68%). Outdoor Properties & Roads is the second highest at 12.82% of all calls.

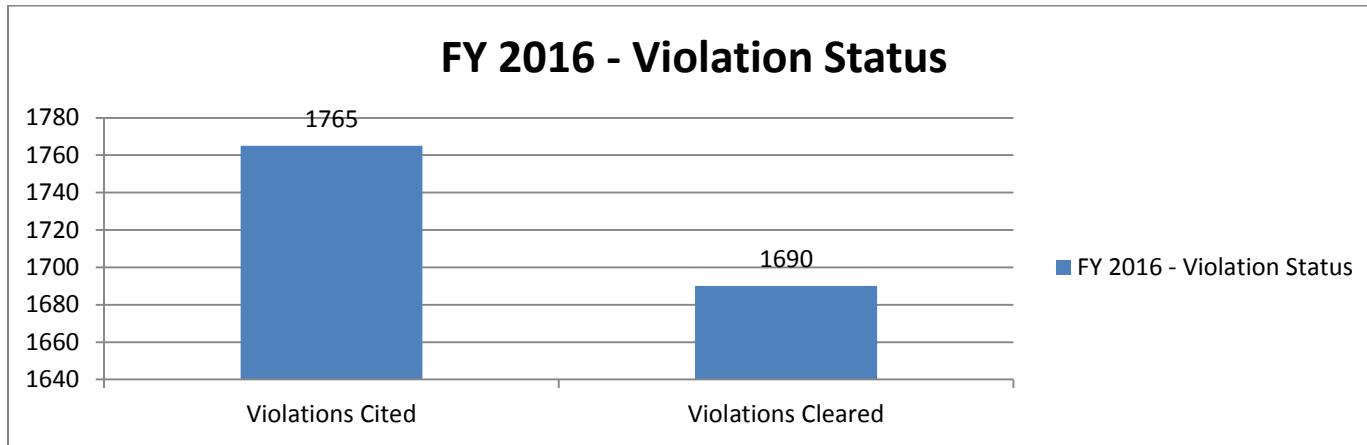


Ongoing continuing education is an essential part of maintaining high quality service. We quantify and categorize our training into one of the categories noted above. This allows us to review where our emphasis is in any given month and assess if any changes are necessary. Total training hours are tracked and smaller amounts do not necessarily translate into less emphasis, but rather less personnel in that particular training.



Year to date, our Company Inspection Program completed 73 inspections. Our ability to meet plan review deadlines remains intact, as this is a priority task for the division.

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 serve. We currently have over 1600+ occupancies we inspect. The first inspection is just the start; many times a follow up inspection is required to verify compliance. Plan reviews are the review of all new building plans as well as the review of sprinkler systems, fire alarm systems and all other suppression systems.



Part of the responsibility of the Fire Prevention Bureau is inspections and enforcement of codes. Property owners are given 30 days to correct violations prior to a follow up inspection. This graph will chart the number of violations found and violations cleared during the fiscal year.



POLICE DEPARTMENT

MONTHLY INFORMATION REPORT

FEBRUARY 2016

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General

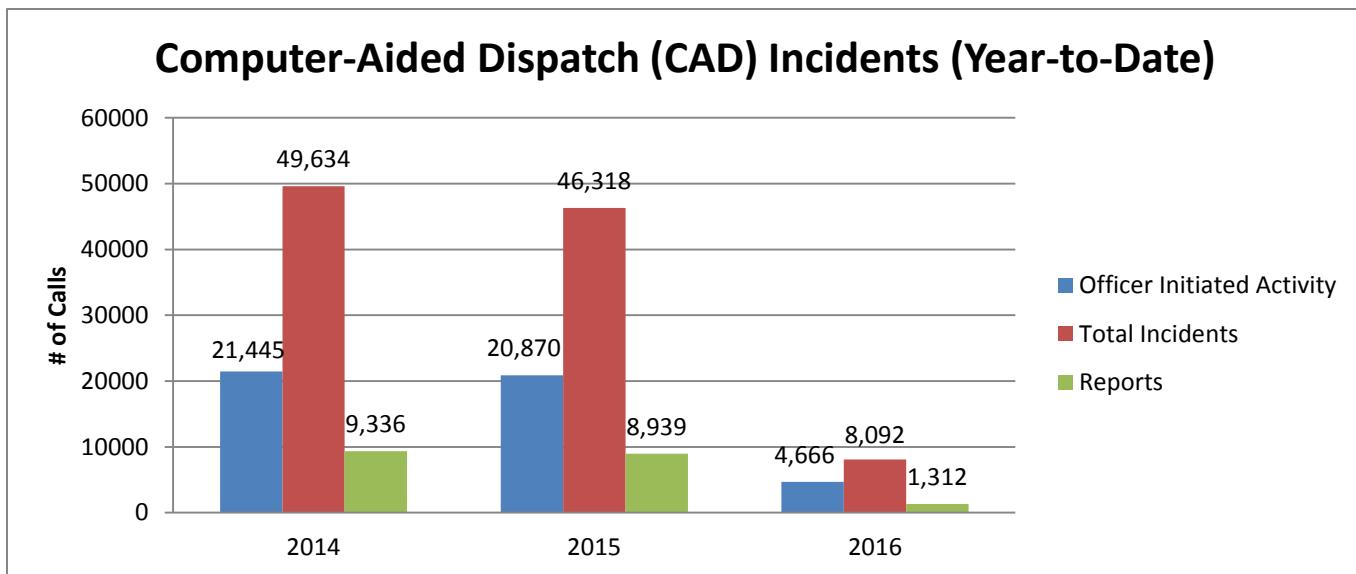
- The new records management system is ready to go and “train the trainer” classes took place the first full week of February. A go-live date of March 7th has been planned for the main program with the mobile version following in a few weeks.
- Our CALEA assessment rounded up 8 “issues” that will need to be addressed. Chief Husak will be attending the spring 2016 CALEA conference where he will be able to address the issues that the on-site assessors recorded.
- Police Chief Steve Husak was the ‘Mystery Reader’ at Ela Township’s Thrive After Three program on February 29. After he read ‘Oh, the Places You’ll Go’ by Dr. Seuss, the Chief and Officers Bereza and Young talked with the kids, answered questions about police work and showed them some of their equipment. Thrive After Three meets at the Ela Township Community Center and provides supervised after school services such as school homework help and recreational activities to children in kindergarten through fifth grade who live in Ela Township.

Patrol and Communications

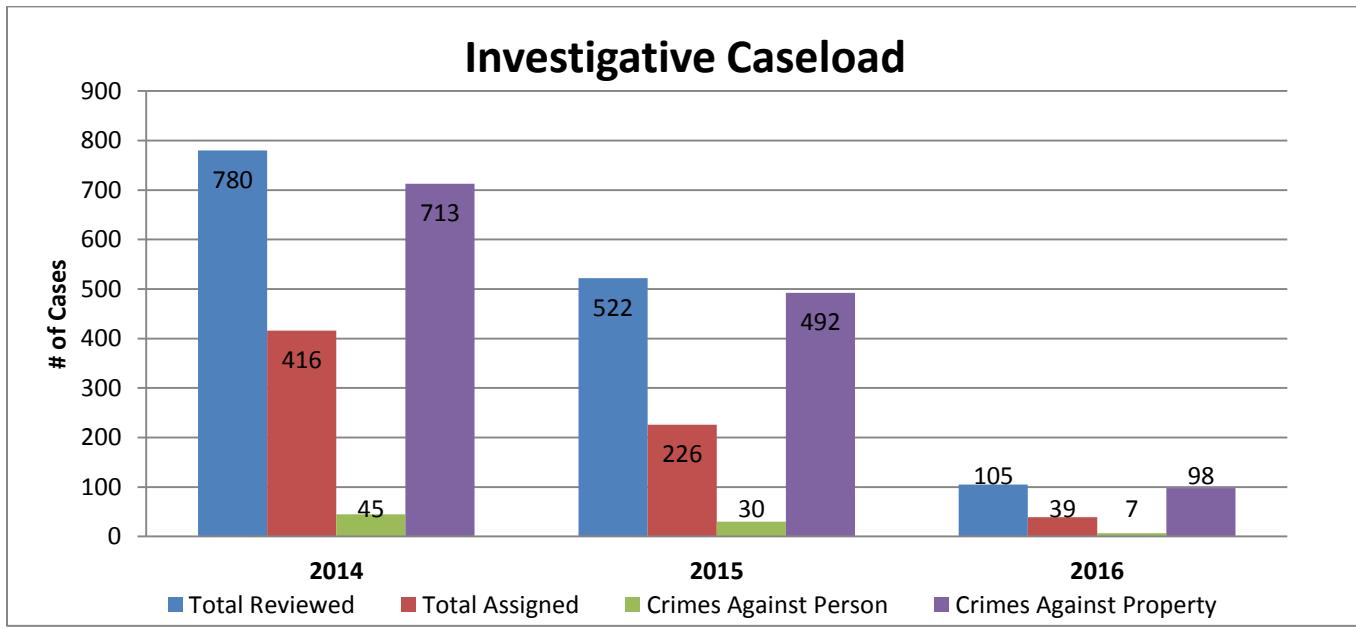
- Officer Michael Parlberg has been promoted to Sergeant. His promotional ceremony is scheduled to take place at the Village Board meeting March 7th. Sergeant Robert Johnson will also have his Commander promotion on March 7th.
- Sergeant Scott Pavlock has been selected to be the next CID Sergeant.
- The Village finalized their agreement with the Wauconda Police Department and is working to finish the agreement with their Fire Department to come to Lake Zurich for dispatch.
- The Fire and Police Commission gave the next two police officer candidates conditional offers, pending their psychological and medical testing. The Department plans to have them hired at the beginning of March. One candidate will need to attend the academy at SLEA, while the other candidate is already a sworn officer and will begin field training right away.
- Dispatchers have been trained on the new Solocom phone system that will be installed on March 8th.

Investigations

- 18 solicitation permits, 2 raffle permits, and 3 background investigations were processed throughout the month of February.
- On February 10th, Detectives Shaun Knight and Colin Gaffney met with approximately 60 residents in the Braemar Subdivision to speak about recent burglaries and home safety.
- Detective Colin Gaffney was able to solve a residential burglary in less than seven hours by locating the stolen item on LeadsOnline.
- Detective Mark Frey attended NIPAS training on February 16th.

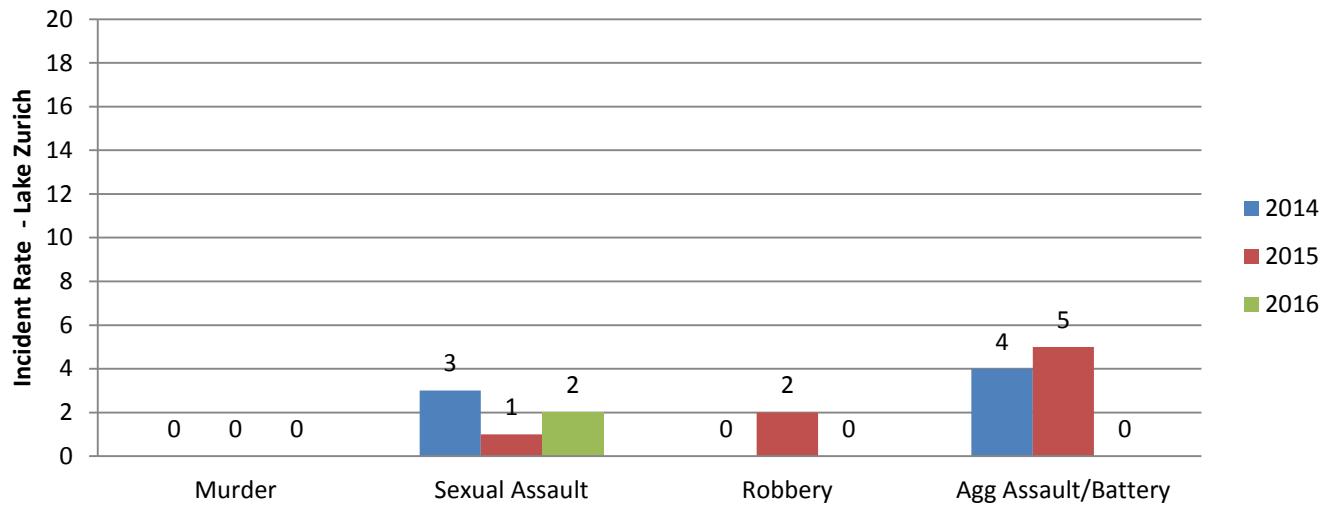


Officer initiated activity includes; DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents 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.



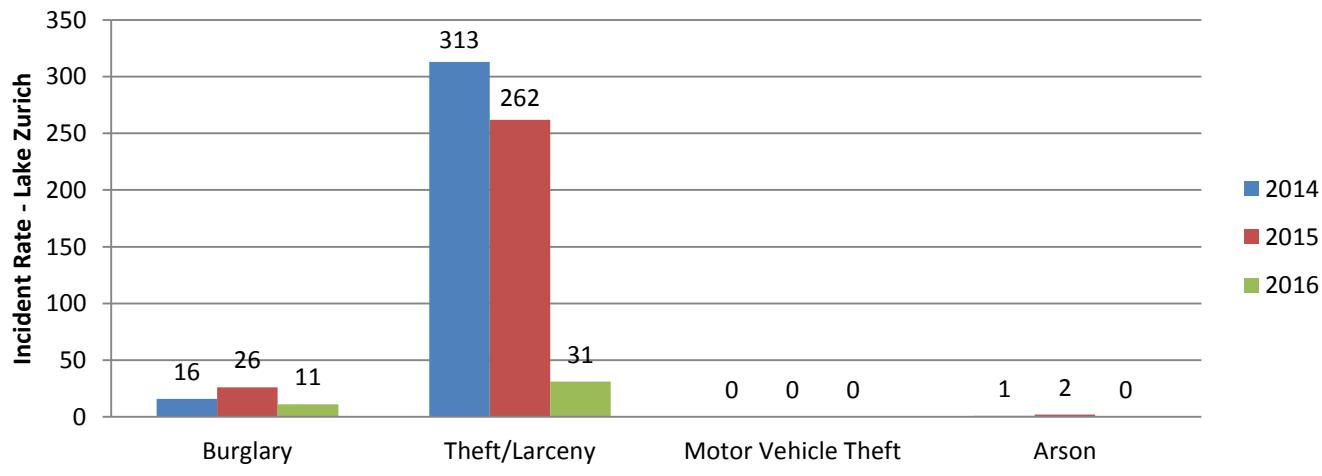
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.

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



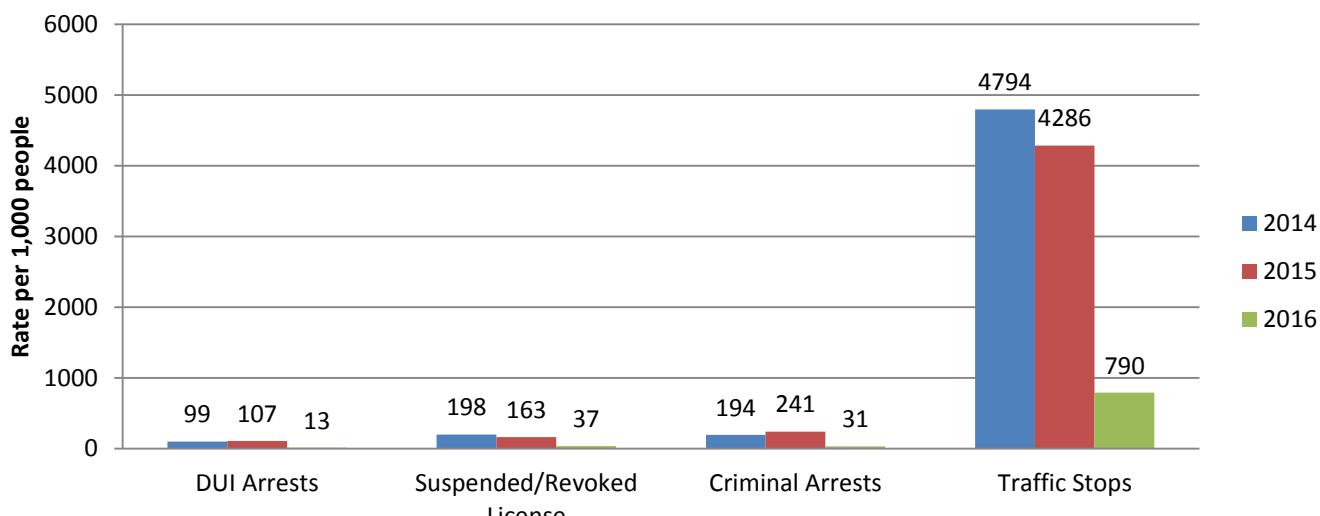
The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this information is converted to incidents per 100,000, although the actual numbers are used for this report. 2015 data is year-to-date.

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



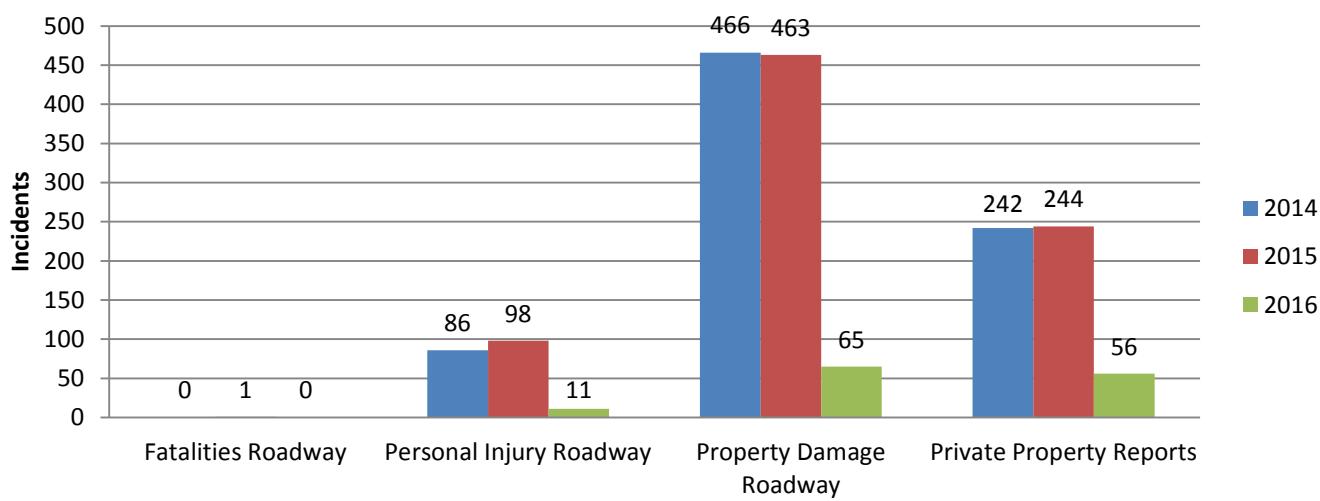
This information is provided to the Federal Bureau of Investigation via the Illinois State Police. These are Crimes against Property and the actual numbers reported are provided. Generally, this information is converted to incidents per 100,000. More information about this can be found at the Illinois State Police website: (<http://www.isp.state.il.us/crime/ucrhome.cfm>). Crime in Illinois provides crime information throughout Illinois. 2015 data is year-to-date.

Criminal and Traffic Offenses (Year-to-Date)



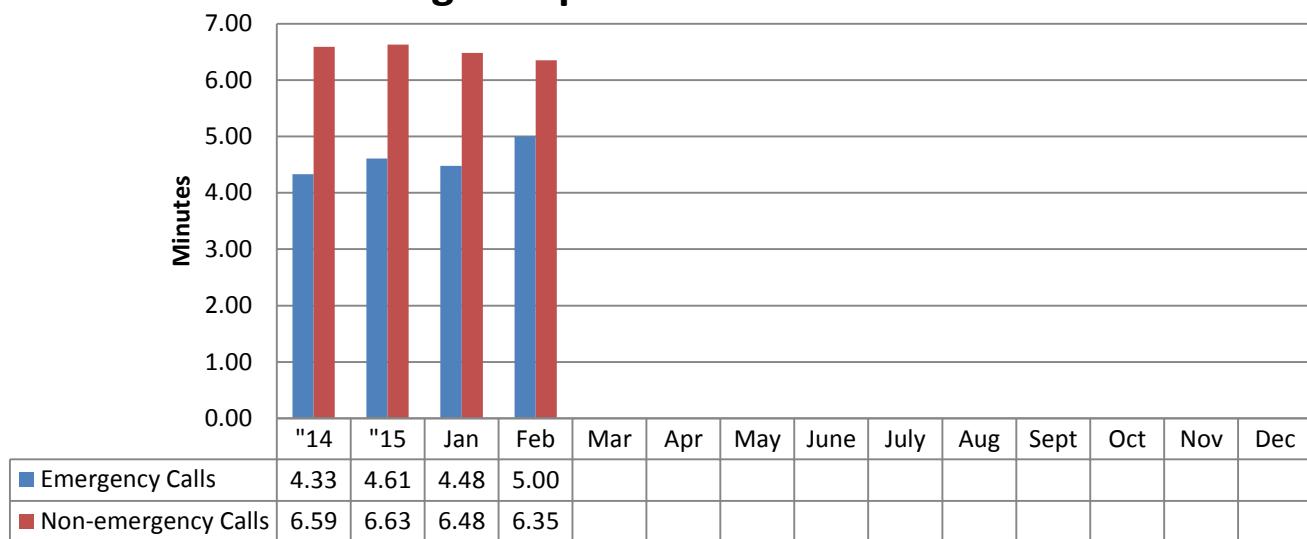
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.), and traffic stops conducted by Department personnel. Past year information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



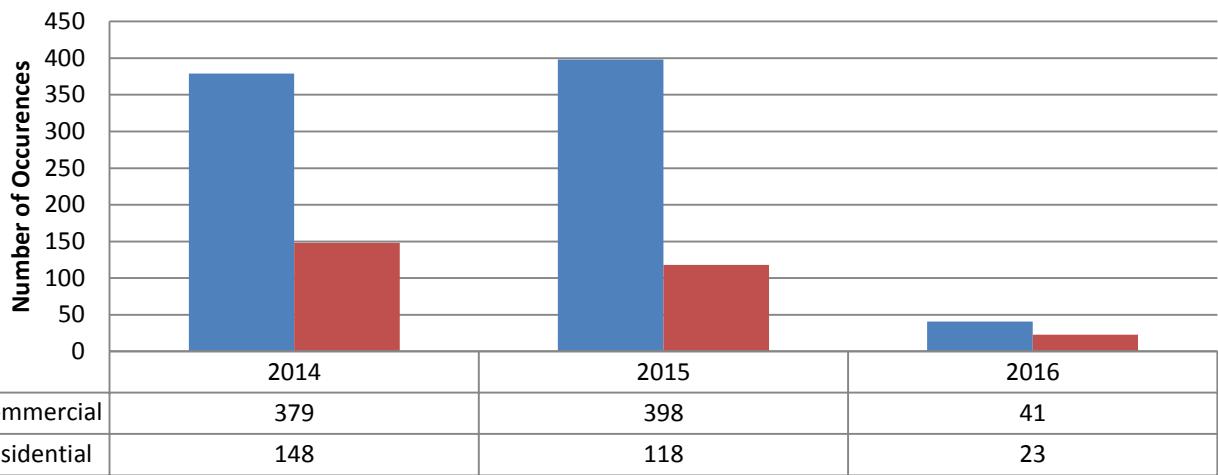
Response time is based on time a call-for-service is dispatched until a unit indicates, through a radio transmission to Dispatch or mobile-data-computer data transmission, they have arrived on-scene. The fraction of the minute is based on sixty seconds. (i.e. .50 = 30 seconds)

Training Time (in Hours)



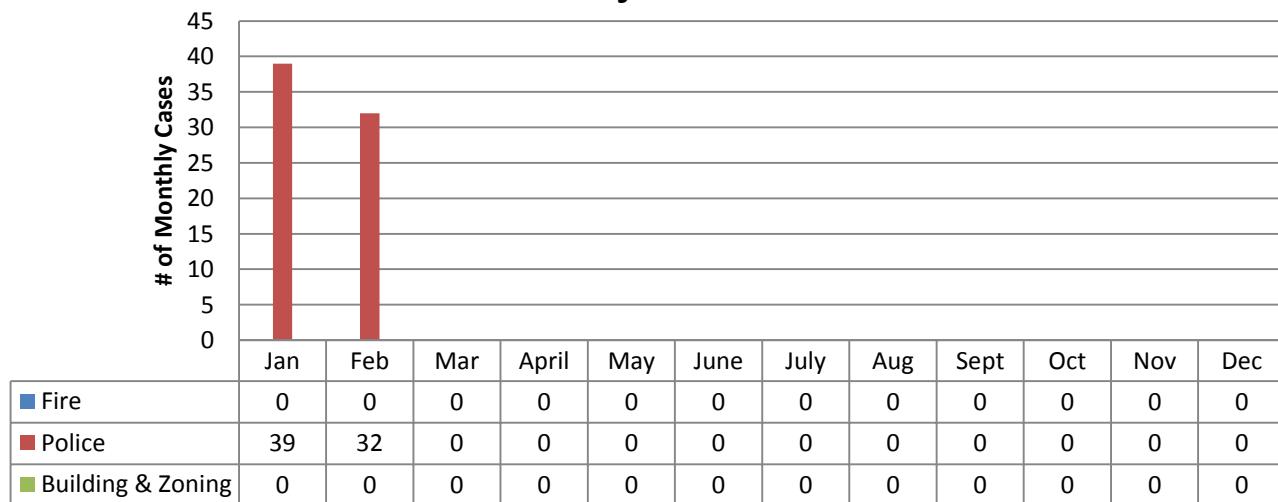
Training is an important element to maintain or improve skills/knowledge/ability. The training categories are divided into four categories: Sworn-Individual (personnel assigned to specific training courses), Sworn – Group (training presented to all sworn personnel multiplied by the number of personnel 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)



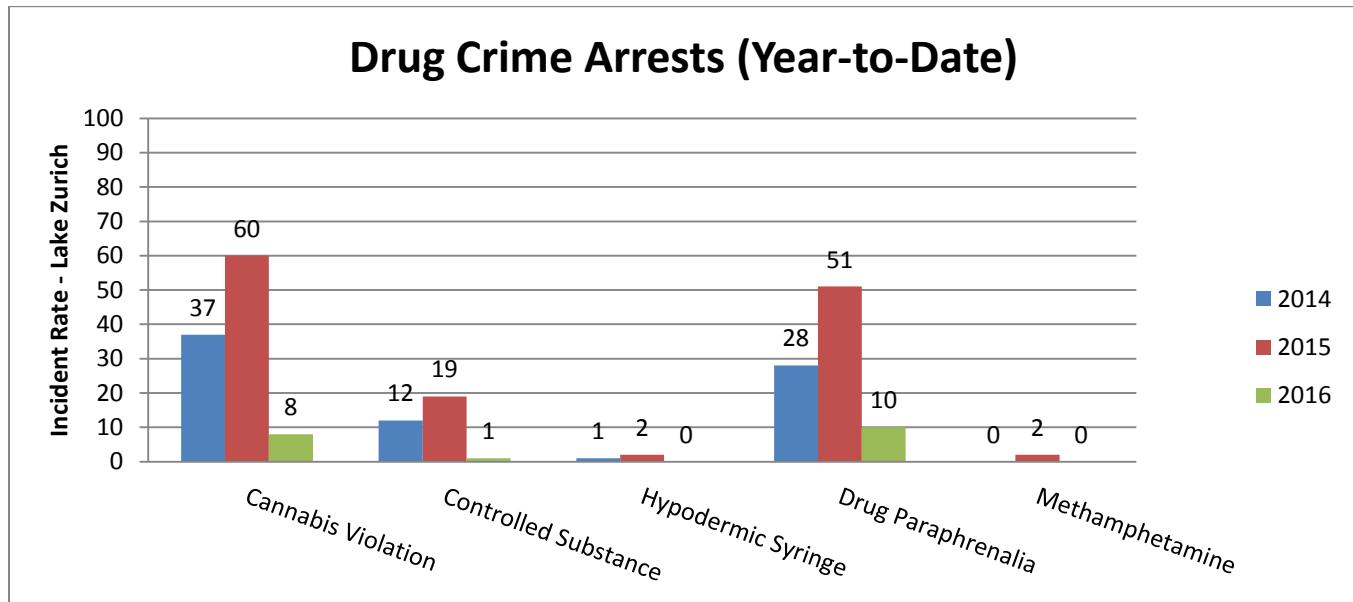
The Crime Prevention/Community Relations function monitors the number of alarms to which Patrol personnel respond – many of the alarms are false. Information from the year 2000 is benchmark information and indicates the progress that has been made regarding the false alarms that the Department has received.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



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.



PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

FEBRUARY 2016

HIGHLIGHTING DATA METRICS
TO IDENTIFY OPERATIONAL TRENDS
AND
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70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

The Park & Recreation Department would like to invite you to the Breakfast with the Bunny and the Annual Egg Hunt events! The Breakfast with the Bunny event would take place at the Retired Fire Fighters Association Hall facility from 8am- 11am. All participants will be encouraged to “hop” on over to Lions Park following the breakfast to take part in the annual egg hunt (approximately begins at 12pm) where we will have inflatables, a DJ and KITS will be present running games for the kids. Event sponsors include the Lions Club, Retired Fire Fighters Association and Kildeer’s Chick-fil-A.



The next event will be the NiteLite Egg Hunt for tweens on Friday, March 25th at Paulus Park. In 2015 we saw over 200 tweens come out for this event which featured an egg hunt in the dark, dancing to the tunes of a DJ and food. Again due to the positive feedback and participation, we are looking to budget for a similar tween event during the October month with a Halloween theme. Further details to come.



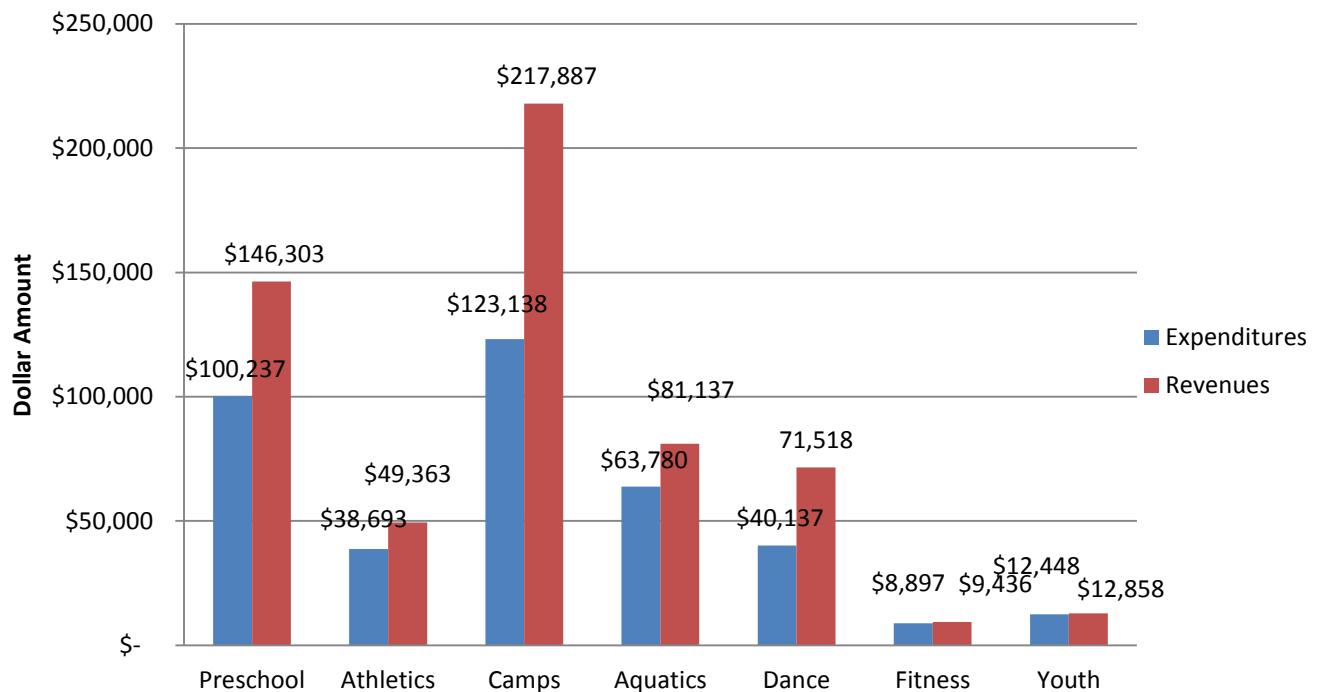
Farmers Market planning is off to a great start with 19 vendors registered. Returning to the market this year will be the rotating non-profit booth as well as an artist area added to the market on the first Friday of each month. We are still accepting new vendor applicants as we hope to have 25-30 weekly vendors. Marketing materials are being finalized by the committee this month. Planning for Rock the Block, Saturday, September 17th from 5pm-11pm, is off to a great start as well. Band secured for this year's event include 7th heaven, Hello Weekend and Rockstar Rodeo. Solicitation of businesses for our annual ad book will continue through April as well as food vendor solicitation through May. The committee is also working hard on securing event sponsors and finalizing marketing materials this month.

The Summer brochure, anticipated to hit households April 1st, highlighting all camp options and beach passes. The department attended the Lake Zurich High School Summer Job Fair on February 26th in hopes to secure additional seasonal staff for the beach and day camp. Any applicants are encouraged to apply online as well as to follow up with Bonnie Caputo for beach and Heidi Stolt for day camp. The department is continuing to work towards their ACA (American Camping Association) accreditation in preparation for the accreditation visit this June. Our Spring Dance Recital, Kaleidoscope, is on Saturday, May 7th at the Lake Zurich High School Performing Arts Center. Tickets for the three shows will be available as of April 15th at www.tututix.com/LakeZurich

The next external event to be held at our parks in 2016 is the Color Vibe 5K on Sunday, May 22nd at Paulus Park. Currently there are 2,000 individuals registered for the event. For registration information, please visit: <http://www.thecolorvibe.com/lakezurich.php>

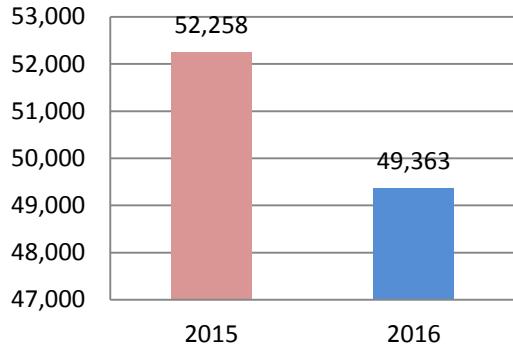
Other external events to be held at our parks in 2016 include Relay for Life, LZ Tri, Alpine Races, AHCF Walkathon, and Taste of the Towns. Village sponsored events that will continue in 2016 include the Downtown Cruise Night (Fuzzy Dice Productions), and Ancient Oaks Foundation quarterly community events (Birds and Breakfast, Saturday, May 7th at Oak Ridge Park). Further details on both Village sponsored and internal events can be found in our seasonal program brochure, online or by contacting the department.

Program Cost Recovery Fiscal Y-T-D

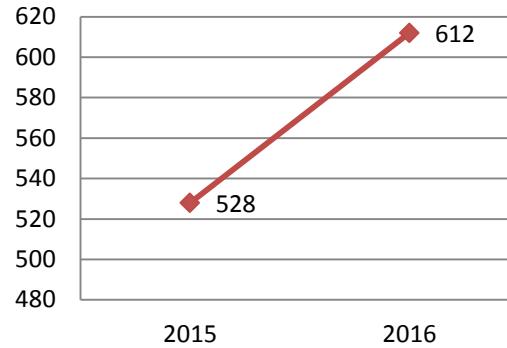


As a service provider, the balance of managing guest service with cost recovery is essential. Staff's approach determines which programs have the best impact and which may need to be reduced or eliminated to ensure investments are made in the services that provide the greatest value to the overall community. 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. Youth and fitness are skewed as some independent contractor invoices hit this year as opposed to FY15 (late submission by contractors).

Athletics Year over Year Rev Y-T-D

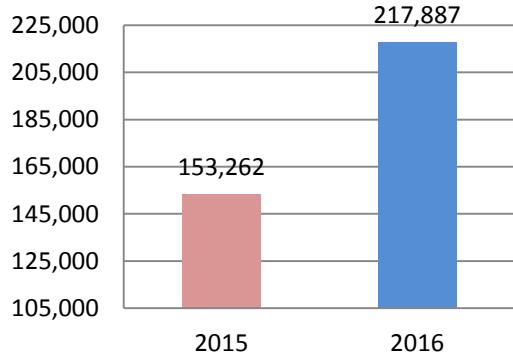


Athletics Year over Year Enrollment

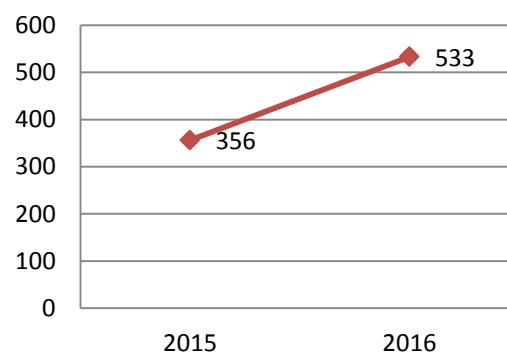


Athletic programs include tennis, karate, tae kwon do, golf, soccer and tee ball. We have seen a decline in our athletics program over the course of the past year for our more expensive programs such as tennis and karate. We have seen increased participation in our newer, less expensive options. We have added additional sports programs in attempts to bring revenue back up.

Camp Year over Year Rev Y-T-D

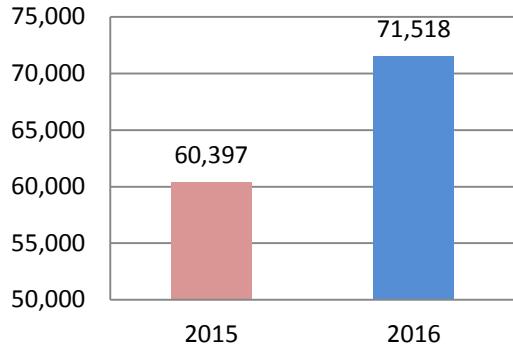


Camp Year over Year Enrollment

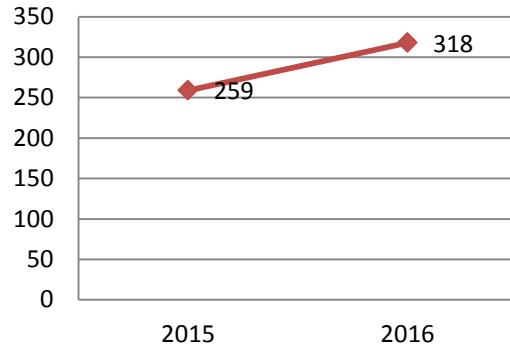


Camp programs include Kiddie camp, Pee Wee camp, Camp Alpine, Teen camp, Safety Town Camp and, new to 2015, weekly Variety camps.

Dance Year over Year Revenue Y-T-D

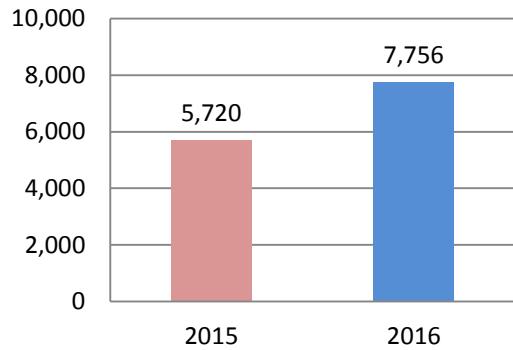


Dance Year over Year Enrollment

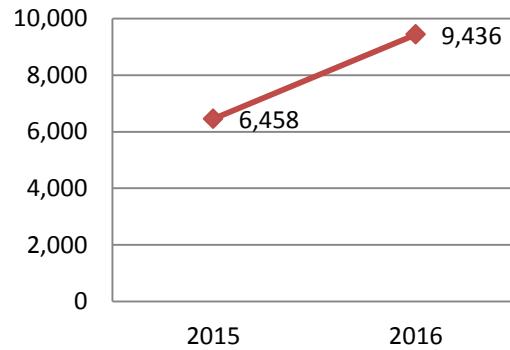


Dance programs include Ballet/Tap, Pointe, Jazz, Company, Poms and Hip Hop. We have seen a slow start to registration. Dance begins the second- third week in September. We anticipate later registration this year.

Fitness Year over Year Revenue Y-T-D

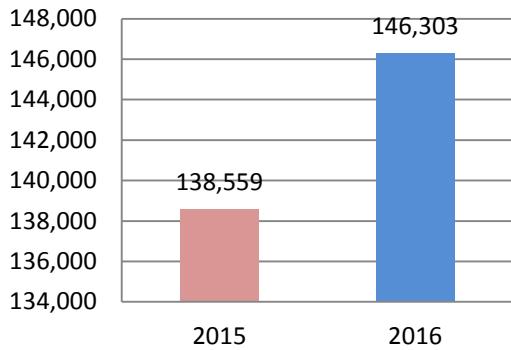


Fitness Year over Year Enrollment

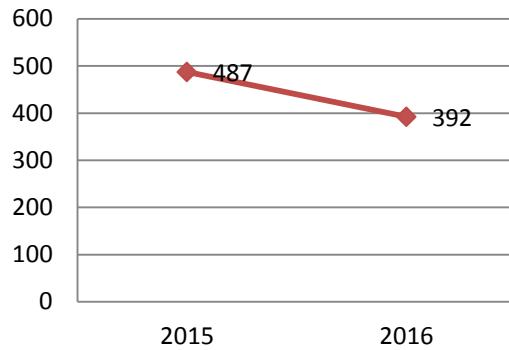


Fitness programs include Yoga, Cardio Fitness Karate, Cardio Circuit, Cardio Blast, Strength & Tone, Power Hour and Strength Training. Facility space limits present challenges to growing the Group Fitness program. Less participation this year due to the cancelation of the Barn renovation for rehoming of programs as well as the popularity of punch cards to provide participants with flexibility and greater exposure to all health and wellness programs.

Preschool Year over Year Revenue Y-T-D

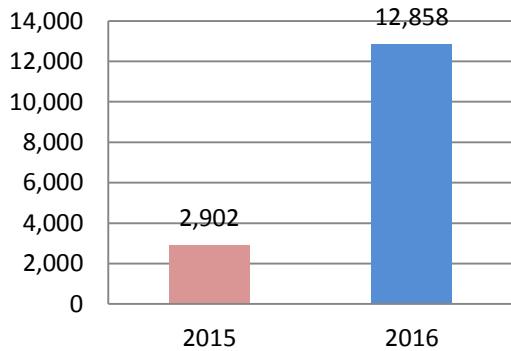


Preschool Year over Year Enrollment

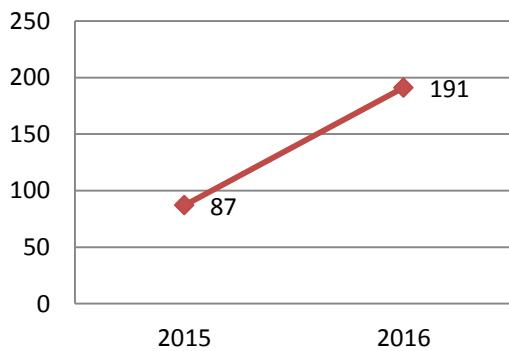


Preschool includes Terrific Twos, Lunch Bunch, Preschool (3yrs-5yrs) and Music Masters. Classes take place in four locations: The Barn, Chalet, St. Peter's Church and Buffalo Creek. This reflects registration deposits and two month payments for the upcoming year. Enrollment for next year is off to a slower start as we changed February to be priority registration for current student. Open houses for prospective students are next month.

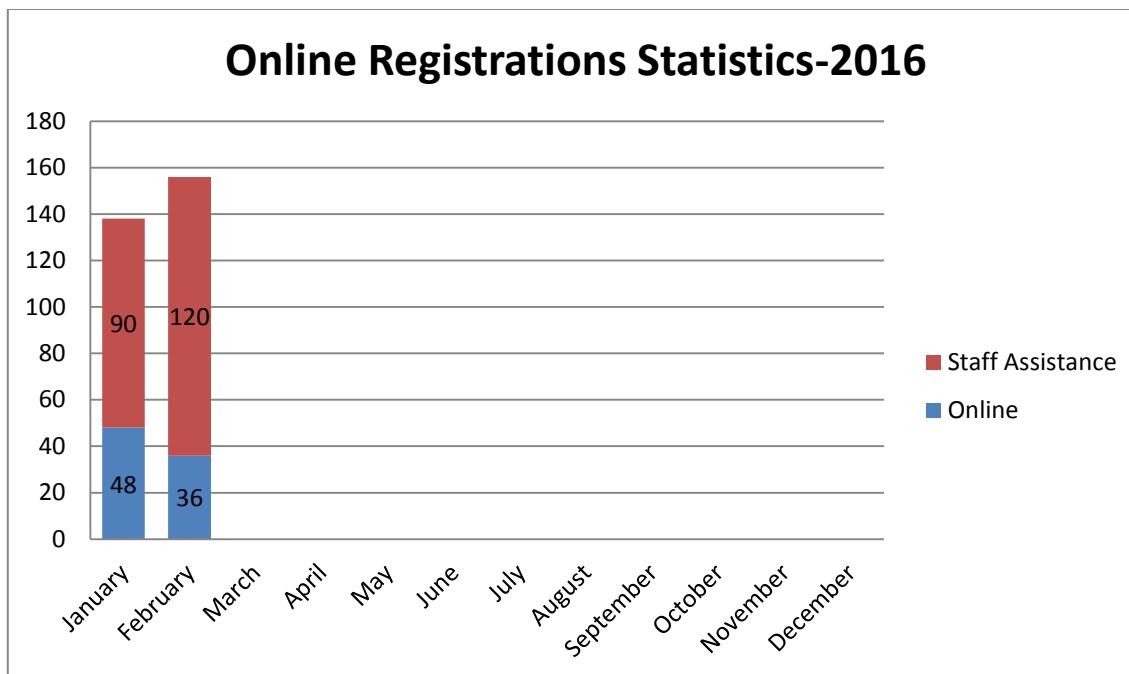
Youth Year over Year Revenue Y-T-D



Youth Year over Year Enrollment



This includes guitar, ukulele, magic, legos, computer design, etc. Some of these classes were reclassified from Special Interest to youth activities. We are still over last year at this time when taking into account actuals from special interest park fees from last year (\$1,076).



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.

