



VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

MARCH 2016

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

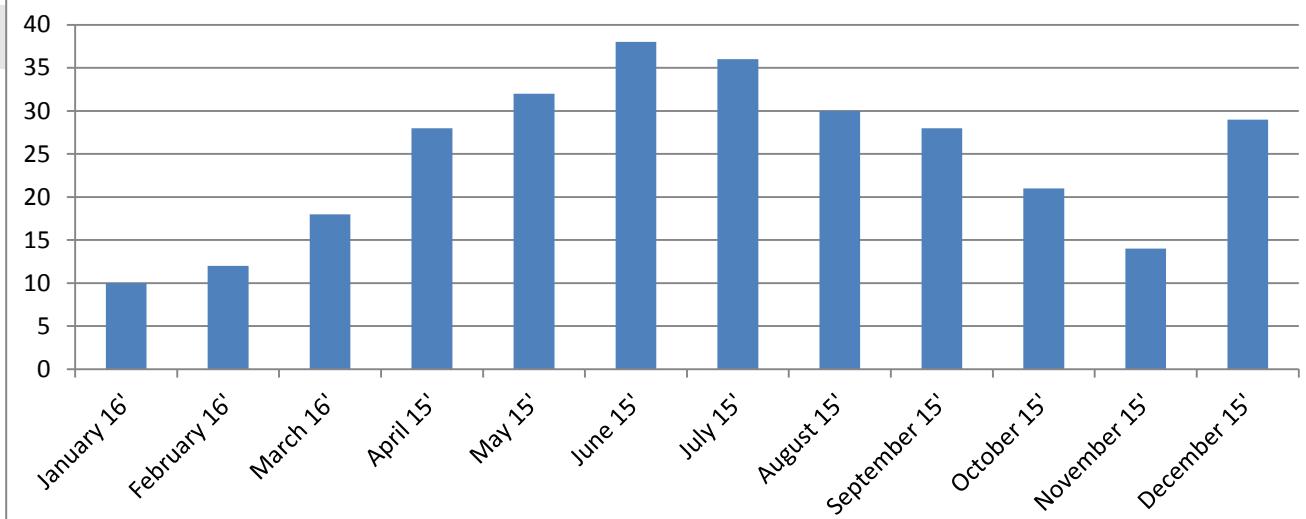
A Look Back at March...

- Lake Zurich's **new Village Manager Ray Keller** began his service to the Village on March 7, with Mayor Poynton swearing him in with an oath of office during that evening's Board meeting. As the chief administrative officer of the Village's municipal staff, Manager Keller plans to focus his efforts on stabilizing the Village's long-term financial position, replacing aging infrastructure, and economic development efforts related to downtown revitalization and new development opportunities along the Route 12 and Route 22 corridors.
- The Village's 2nd Annual **State of the Village Address: A Conversation with the Community** was held on March 22nd in conjunction with the release of the 2nd Lake Zurich Annual Report, which summarizes the Village's service to the community. The *State of the Village Address* will continue to be an annual opportunity for residents and businesses to engage with the Mayor, Village Manager, and Department Heads to ask questions, suggest ideas, and learn more about the strategic direction of the Village. The Address and Report are available to view at LakeZurich.org.
- In mid-March, the Village entered into an agreement with the Lake County Stormwater Management Commission (SMC) for **Paulus Park stormwater management improvements**. Increasingly, the public beach at Paulus has become a stormwater management issue with numerous beach closings required over the past several years due to drainage and water quality issues. Due to its topography, shape, and landscape setting, runoff from the park frequently ponds on the beach. The presence of large numbers of geese at the beach further adds to the stormwater management issues, as such animals are capable of producing large nutrient and bacteria loads, which can be picked up by runoff and ponded surface water on the beach.

The agreement with the SMC includes a project to design, permit, and construct improvements to the public beach, including regrading of the problem area, the installation of drainage infrastructure, the installation of a native vegetative buffer or other goose deterrent, and the replacement of an existing impervious trail with permeable pavement to reduce stormwater runoff volumes. This agreement is a cost-sharing program with the SMC, with the Village's share expected to come mostly from in-kind contributions. The Village has two years to work with the SMC to implement a project timeline for these future improvements.

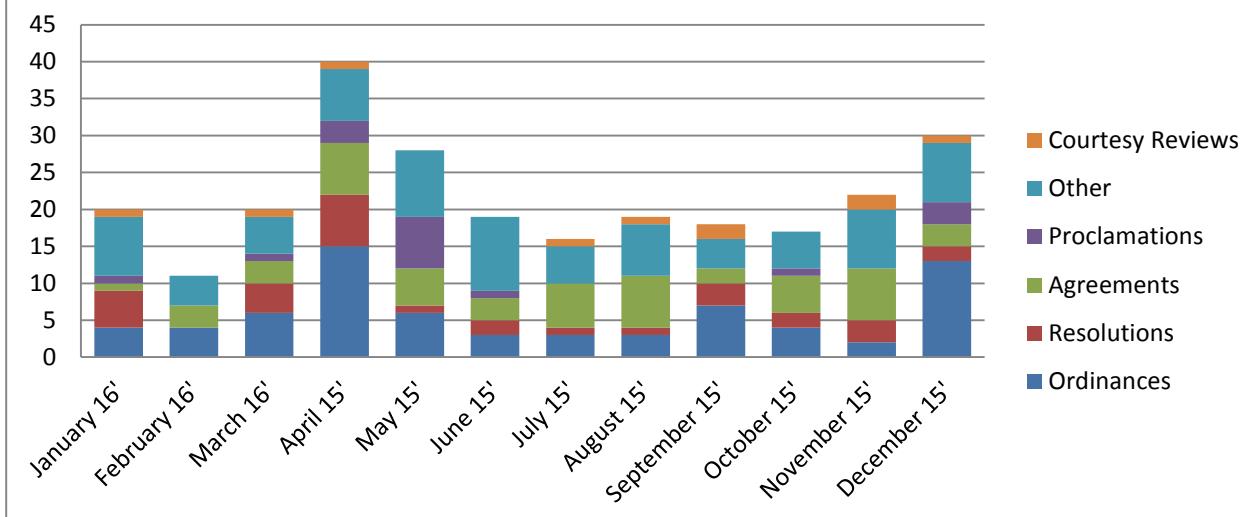
- The developers interested in building 16 single family townhomes on the **downtown Block A site** held a "Growing in Community" workshop and tour of Lake Zurich during the week of March 21st. The purpose of these meetings was to introduce members of the design and development community to new housing concepts intended to appeal to the needs of all age segments, or what it takes to "grow in community." Participants, who included over two dozen leaders in the field of New Urbanism, architecture, marketing, real estate, and home technology solutions, discussed overarching design concepts for showcase homes and plans for how a home's connectivity and integration can work well within the Lake Zurich community. Negotiations are continuing to progress with Streetscape for a formal redevelopment agreement.

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)



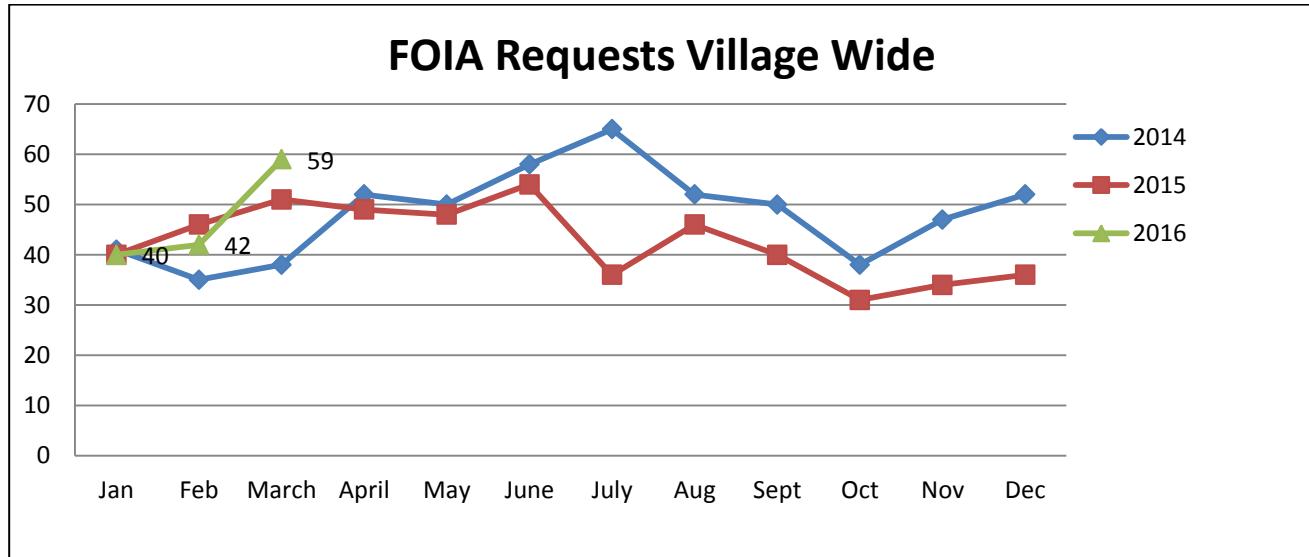
This metric shows the number of action items included on Village Board meeting agendas. As the local legislative governing body, the number of items acted upon by the Village Board has a direct input on Lake Zurich's strategic orientation. This data can be useful in decisions regarding meeting frequency,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

Average length of regular March Village Board meetings:

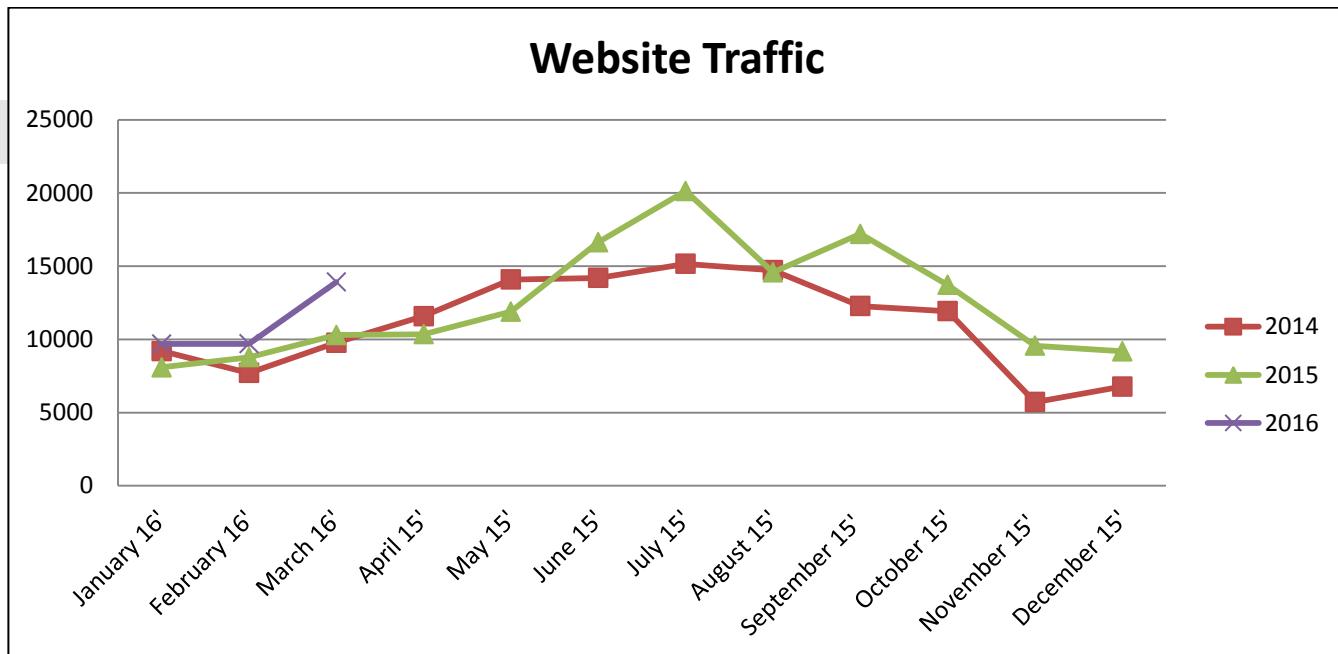
1 hour, 23 minutes



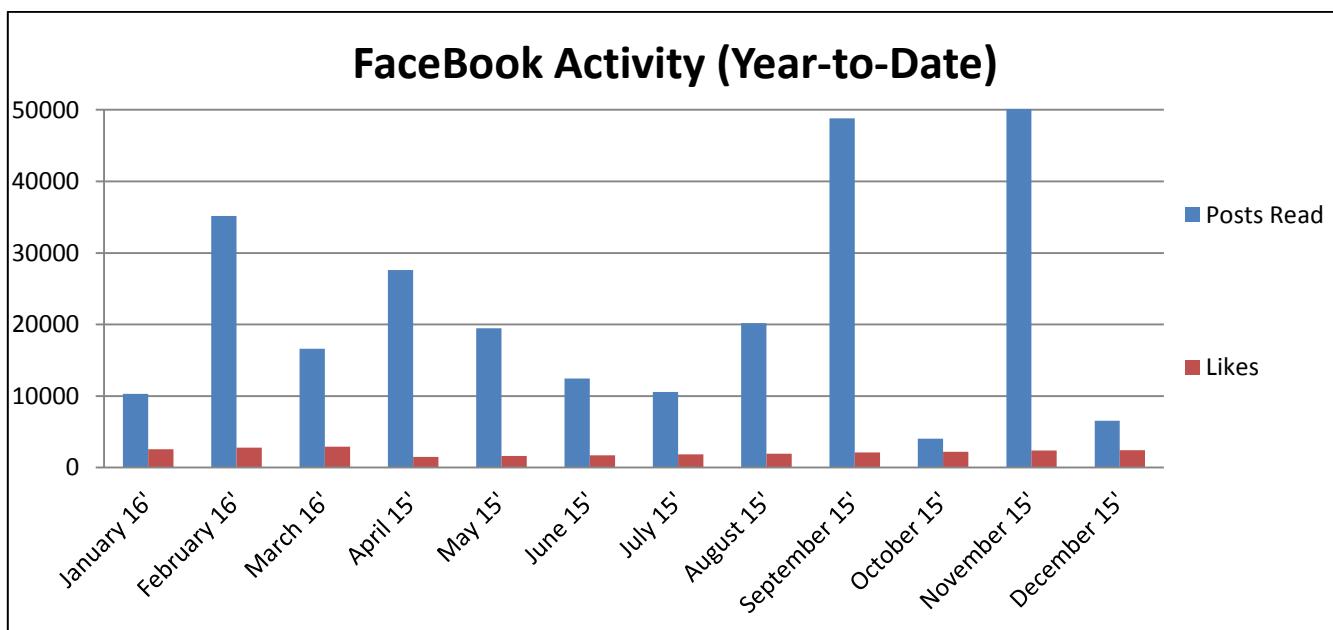
Benchmarks is the official Village e-newsletter that is used as a central communication device for the public. This graph shows the number of people signed up for *Benchmarks*, as well as the bounce back rate, open rate, and click rate of readers. The open rate is consistently over 50%, showing a high 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 1,800 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.

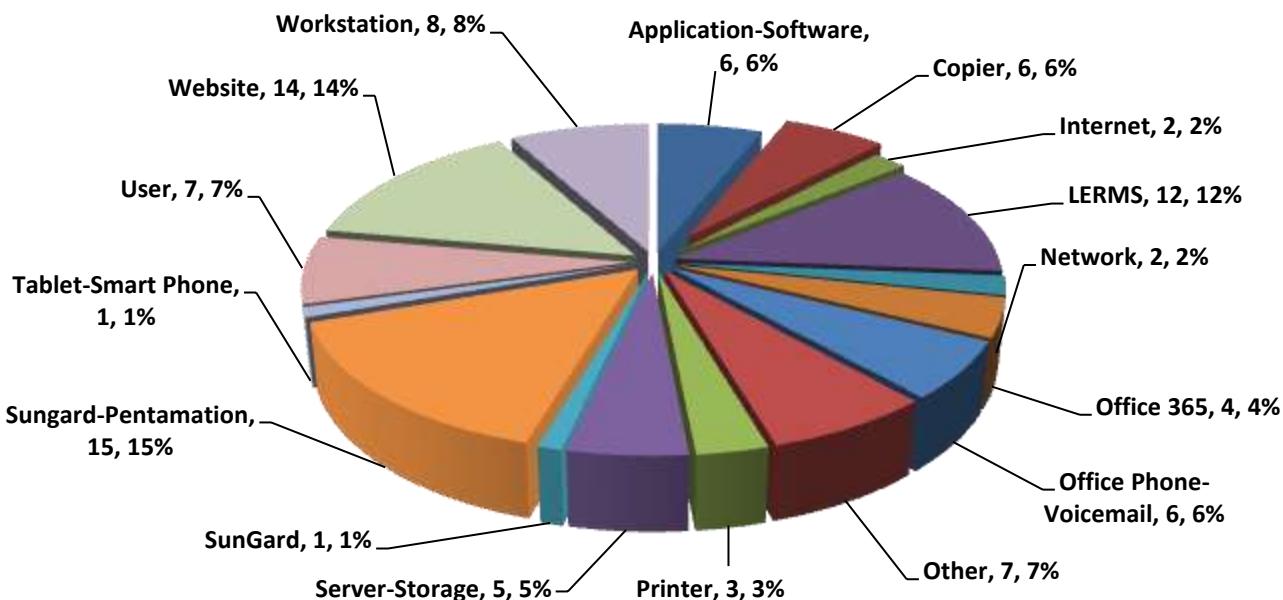


This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing citizen oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating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

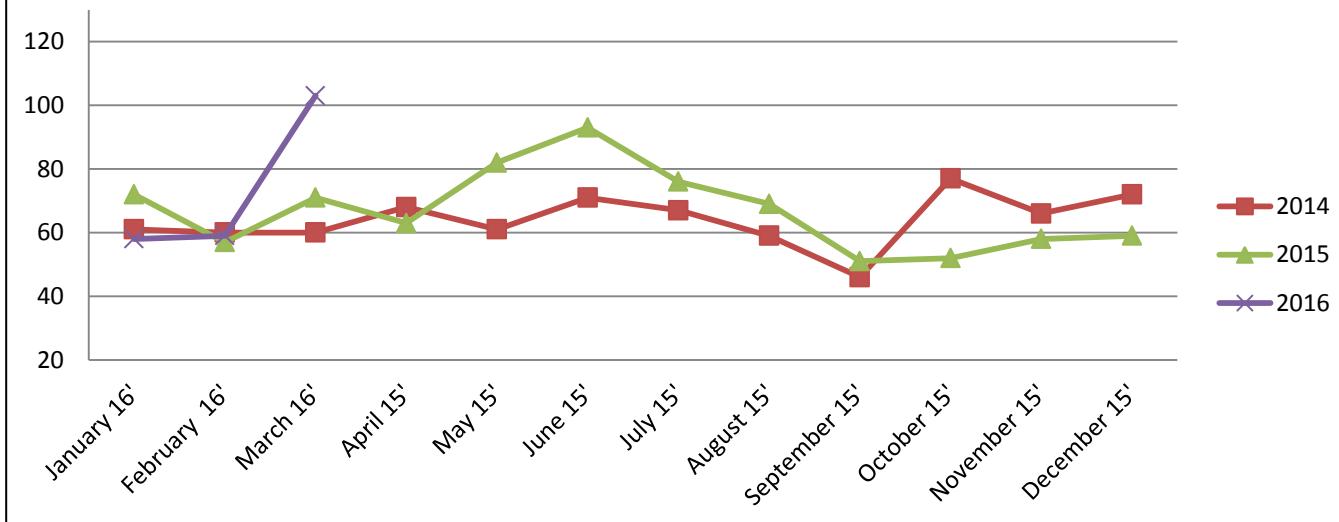
Help Desk Tickets By Category (This Month)



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.

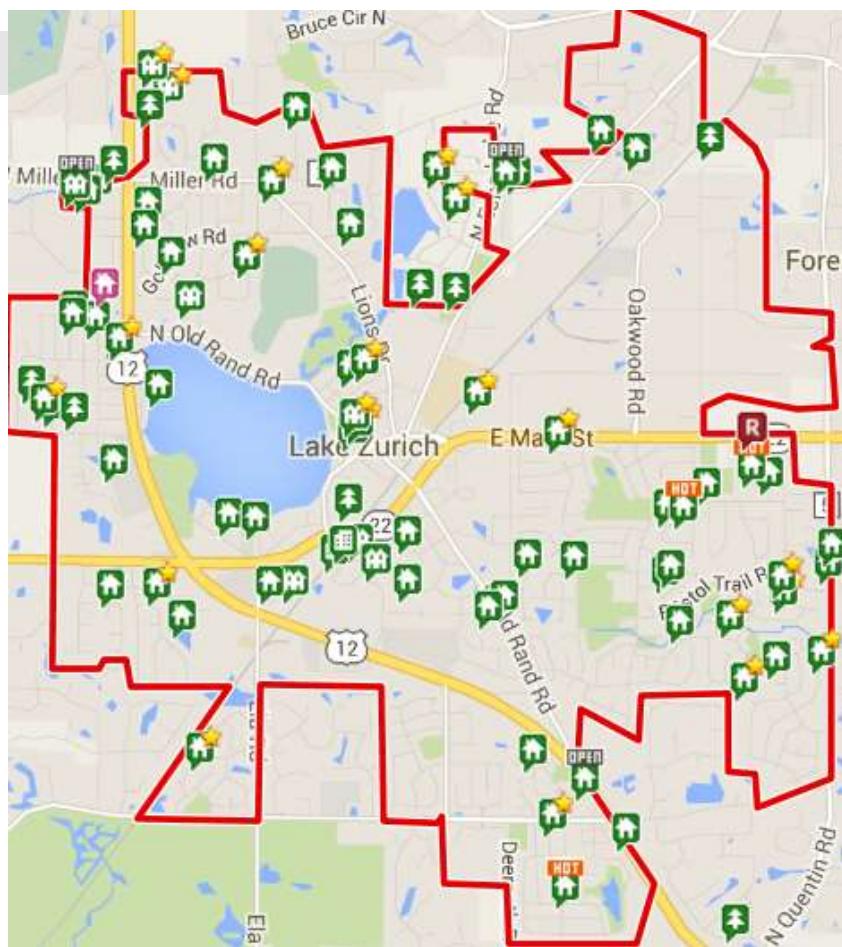
Total number of Help Desk tickets in March: 103

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 March 31, 2016



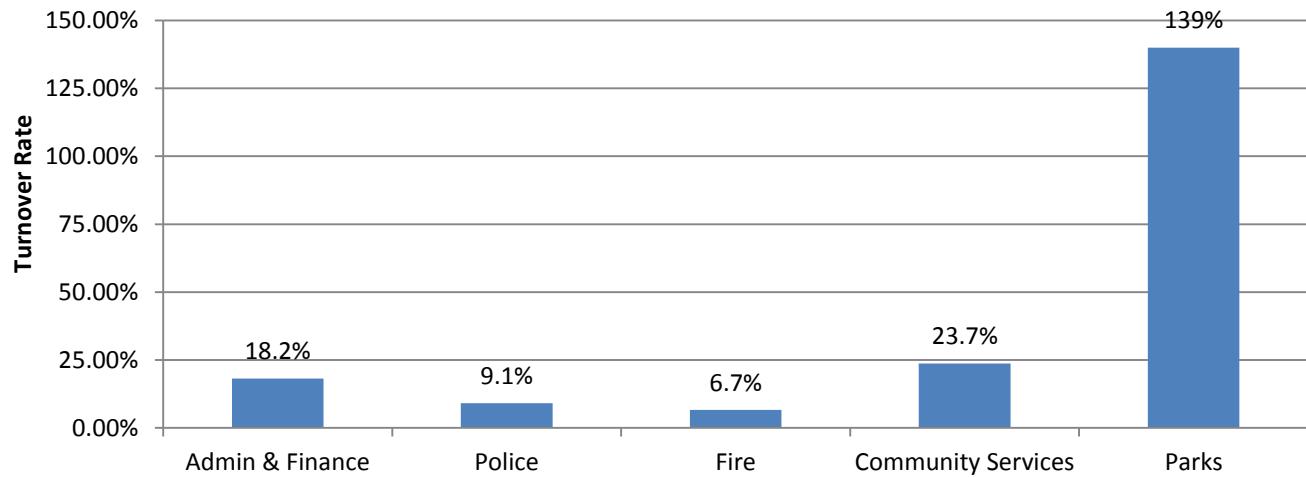
(Source: redfin.com)

Housing Inventory for March

Homes Reported for Sale:	110	94
Median Price:	\$329,450	\$319,900
Median Beds:	3	3
Median Baths:	2.5	2.5
Median Square Footage:	2,167	2,140
Median \$/Square Foot:	\$160	\$159
Median Days Listed:	48	57

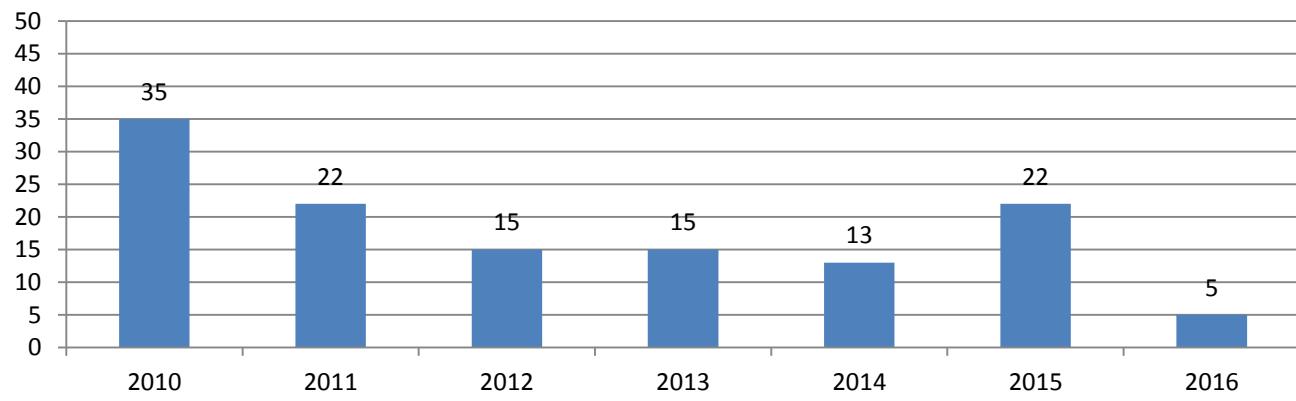
Housing Inventory for February

Employee Turnover Rate by Department (Past 12 Months)



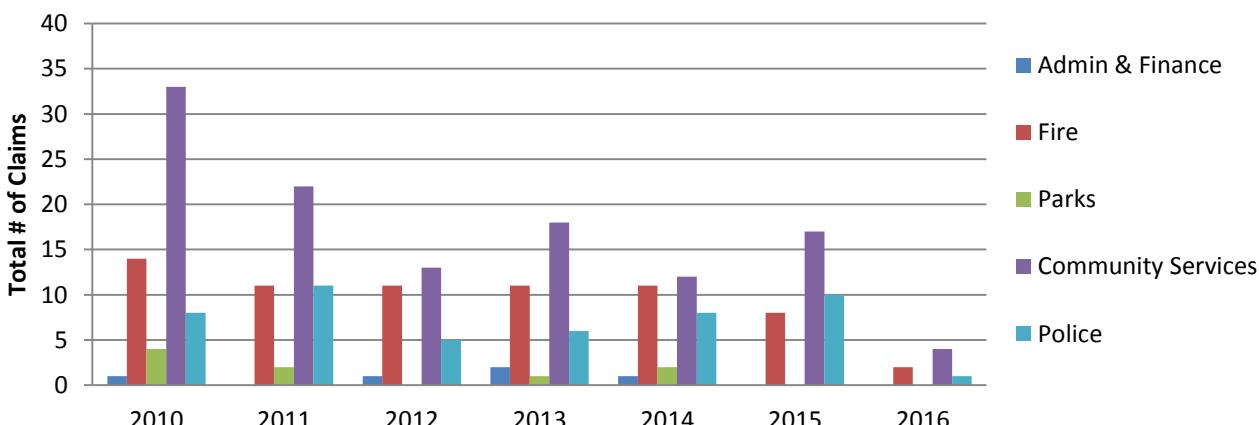
A certain level of turnover is healthy and desirable for organizations. A zero percent turnover rate is not the goal. Regularly tracking turnover rate will facilitate decision making related to employee satisfaction, human resources screening, and succession planning. This metric tracks turnover for 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)



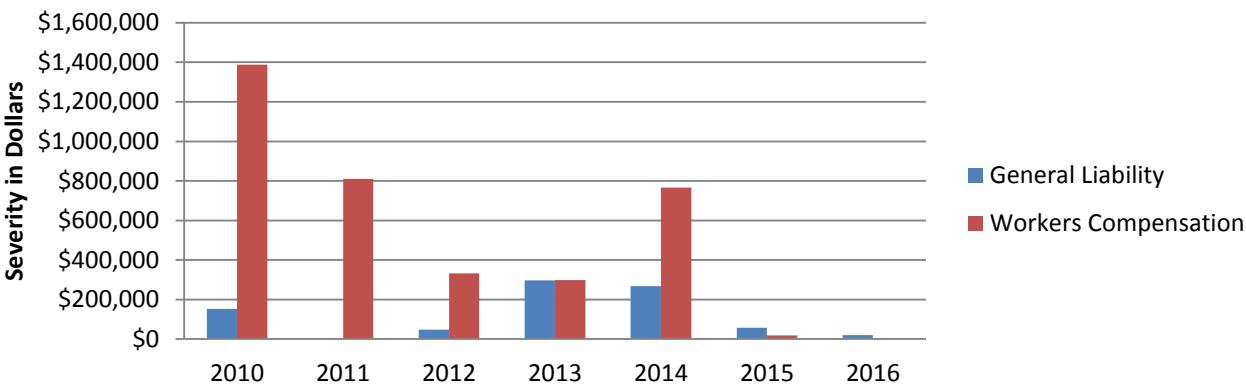
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports total General 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.



FINANCE DEPARTMENT

MONTHLY INFORMATION REPORT

FEBRUARY 2016

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DEPARTMENT NARRATIVE

During February, the budget review team continued 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 participated in discussions regarding potential development agreements currently in progress. Director Hartman also attended the Illinois Government Finance Officers Association Executive Board meeting, as the president of the Chicago Metro Chapter. As we are ten 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 February, revenues totaled \$1.8 million and expenditures \$1.6 million, resulting in an operating surplus of \$166k. From a budget perspective, we had expected revenues to exceed expenditures by \$10k in February. Year-to-date figures below represent the tenth month of activity.

General Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 1,790,901	\$ 1,791,562	\$ 23,852,649	\$ 24,243,988
Expenditures	1,780,583	1,625,889	23,529,447	22,330,670
Excess (Deficiency)	\$ 10,318	\$ 165,673	\$ 323,203	\$ 1,913,318

REVENUES

Following is a summary of revenues by type through February 29,, 2016. These figures represent ten 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
Taxes	\$ 308,080	\$ 295,791	-3.99%	\$ 9,327,674	\$ 9,322,619
Intergovernmental	1,309,093	1,290,157	-1.45%	12,076,295	12,085,727
Licenses & Permits	31,714	28,986	-8.60%	865,370	1,013,946
Fines and Forfeits	47,458	58,804	23.91%	502,080	457,333
Charges for Services	87,225	105,685	21.16%	1,004,970	1,231,206
Investment Income	1,167	3,623	210.45%	11,670	41,513
Miscellaneous	6,164	8,516	38.16%	64,590	91,644
Total Revenue	\$ 1,790,901	\$ 1,791,562	0.04%	\$ 23,852,649	\$ 24,243,988

As can be seen above, actual revenues of \$1.8 million were on target for our budget estimate during the month of February for the General Fund with a variance of only 0.04%.

Taxes:

Revenue from taxes came in at \$296k in February, a -4% variance below the projected budget. A large percentage of property tax distributions of the 2014 levy are received in June and September, but smaller distributions trickle in through December. No further distributions of property taxes are expected before year-end.

Telecommunications tax receipts were above expectations at 2.4% higher than expected for the month as this revenue source continues to stabilize. More information regarding the Telecommunications Tax can be found on page 16.

Taxes from the electric utility tax were below budget by 1%; 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 34% 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 quadrupled our budget in the first ten months of the year.

Intergovernmental Revenue:

Revenue from other governments totaled \$1.3 million in February, which was just below projections. Year-to-date, this category is spot on for budget expectations, reporting only a 0.1% variance above expectations.

Income Tax receipts came in 13% below expectations, with the receipts for February totaling \$212k compared to an expected \$243k. This is 11% lower than receipts the prior February, but year-to-date, this revenue source is up almost 11% from last year. Details on Income Tax are provided on page 18.

State sales tax receipts came in below expectations for the month at \$556k. This represents sales from November 2015 and was 2.2% 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 with the holiday shopping. 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 \$29 for February, which was about \$3k 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 105% 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 \$59k in February, which was 24% above the \$47k 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 \$106k in February, compared to a projection of \$87k. 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 higher than expected for the month and are on-target year-to-date.

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 February was \$3,623, compared to an estimate of \$1,167. The annualized rate for February 2016 in the Illinois Fund increased from 0.204% to 0.239% in February. The average rate for February 2015 was 0.014%, 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 February was \$8,516, which was above the projected amount of \$6,164. Recycling reimbursement has been lower than originally expected, due to changes in recycling options with Waste Management. An increase in market value of investment of over \$4k has helped this category to have a positive month of activity. 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 16% 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 February total \$1.6 million, which is 9% below projections. The table below presents a summary of General Fund expenditures by department as of February 29, 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	\$ 4,418	\$ 5,012	13.4%	\$ 259,646	\$ 259,827	59.33%
Administration	95,528	69,085	-27.7%	1,220,998	1,113,380	68.22%
Finance	36,412	34,894	-4.2%	429,777	412,997	81.34%
Technology	39,273	38,256	-2.6%	406,095	372,500	66.52%
Police	535,906	514,660	-4.0%	7,396,243	7,083,207	83.12%
Fire	711,563	670,354	-5.8%	9,521,511	9,263,248	84.54%
Community Services	312,216	250,304	-19.8%	3,406,123	2,968,998	73.41%
Park & Recreation	45,267	43,324	-4.3%	889,054	856,513	82.40%
Total	\$ 1,780,583	\$ 1,625,889	-8.69%	\$ 23,529,447	\$ 22,330,670	80.61%

As can be seen on the table above, the month of February saw conservative spending compared to budget across most departments. Several positions remain open as of February 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 high for the month based on the timing of membership renewals. Expenditures in the boards and commissions division of legislative remains low for the year. A part-time employee attends the commission meetings for record keeping; as two commissions were combined, the time commitment of the staff has been reduced. 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 February. This is lower than expected, but year-to-date receipts are 18% higher than estimates for ten months. Expenditures this month from the Motor Fuel Tax Fund were \$107k, with \$85k for road salt and other deicing supplies.

February revenues for the Hotel Tax Fund totaled \$5,902, which was on target with expectations. The revenue in this fund is a combination of hotel tax receipts and interest income. The majority of expenditures for the month, \$10k, relate to the annual payment to the Lake County Convention and Visitors Bureau.

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 February totaled \$7k of which the majority was an operating transfer from General Fund. Expenditures for the month totaled \$7k for administrative expenses.

The TIF #1 Tax Allocation Fund revenues of \$229 represent interest income and increase in market value on investments. No expenditures were recorded for February. Year-to-date, the only 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 \$290 were recorded during the month.

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 February 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.

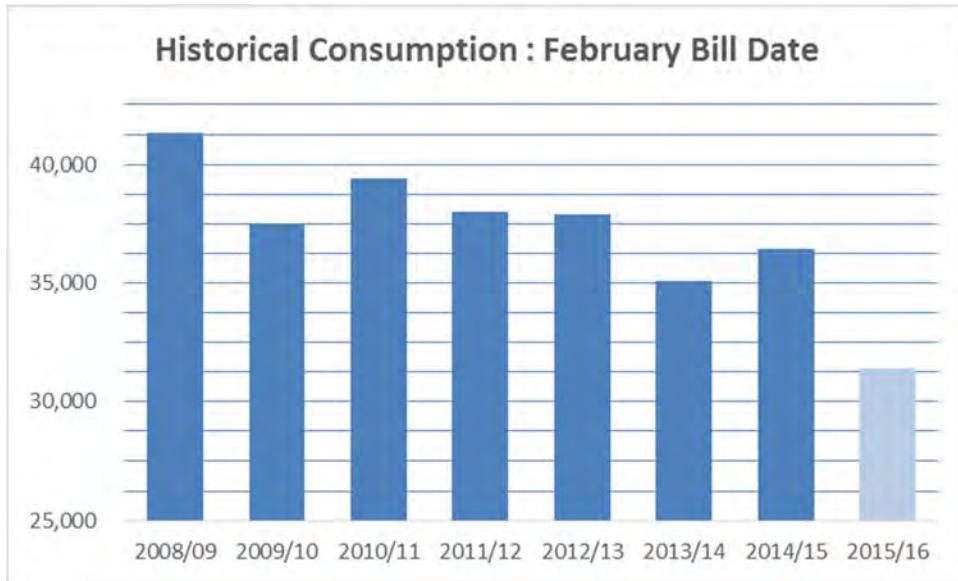
Capital Projects Funds:

February revenue for the capital projects funds in total came in at \$218k. Revenue from the Non-Home Rule Sales Tax (NHRST) for February was \$168k. This was below the budget expectation of \$178k 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 \$55k for February, with \$16k for tree removals, \$18k on lake quality, and \$20k on the roofing improvement at Fire Station 1. 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, 65% of the annual budget for capital projects has been spent after ten months.

Water and Sewer Fund:

February revenue totaled \$328k, which was 16% below the estimate of \$393k. 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 February 2016 was still lower than the average. Consumption billed in February was 31M gallons billed compared to an average of 38M. The consumption billed in February primarily represents water metered in January. A chart comparing February water consumption over the past seven years is provided below.



Expenditures in the Water Fund came in 4% under budget, totaling \$346k compared to an estimate of \$362k. Overall the Water Fund netted a loss of \$69k for the month of February compared to an expected loss of \$17k. 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 Activity Feb-16							
SSA #	Location	Beginning Balance	Year-To-Date		Ending Balance	Annual Expected Revenues	Annual Expected Expenses
		5/1/2015	Revenues	Expenses	2/29/2016	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	40,003	7,900	352,180	40,001	100.00% ^a
SSA #16	Country Club	15,537	1,760	-	17,297	1,760	N/A
		571,369	67,799	16,303	622,865	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 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 \$65k for the month. For February, the fund recorded a gain of \$42k in investment income. Year-to-date gains and losses have fluctuated a great deal from month to month, bringing the total annual loss to \$553k. Total municipal and member contributions for the month totaled \$23k. Expenses for the month were \$117k of which \$115k was for pension and benefit payments and \$2k for various administrative fees and service costs. For the month, the fund experienced a loss of \$53k. As of February 29, 2016, the fund had a net position of \$17.4 million. Additional information can be found on page 21.

The Firefighters' Pension Fund had a similarly improved month for investments, with a gain of \$95k from investments. Year-to-date the fund is reporting losses of \$1.4 million related to investments. Total municipal and member contributions for the month totaled \$36k. Total revenues for the month were \$131k. Expenses for the month were \$70k, of which \$69k was for pension and benefit payments, and \$1k

for professional services. For the month of February, the fund experienced an operating gain of \$61k. As of February 29, the fund had a net position of \$25.66 million. Additional information can be found on page 21.

Conclusion:

For the ten 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
February 29, 2016

							% of Annual Budget Collected	
	Current Month		%	Year-to-Date		%		
	Budget	Actual	Variance	Budget	Actual	Variance	Amended Annual Budget	
GENERAL FUND								
Taxes								
Property Tax-General	-	-	0.0%	1,892,160	1,923,847	1.7%	1,892,160	101.7%
Property Tax-Police Prot	-	-	0.0%	679,990	679,169	(0.1%)	679,990	99.9%
Property Tax-Fire Protec	-	-	0.0%	679,990	679,169	(0.1%)	679,990	99.9%
Property Tax-Ambulance	-	-	0.0%	150,280	150,099	(0.1%)	150,280	99.9%
Property Tax-IMRF	-	-	0.0%	202,500	202,257	(0.1%)	202,500	99.9%
Property Tax-Police Pen	-	-	0.0%	1,445,000	1,445,051	0.0%	1,445,000	100.0%
Property Tax-Fire Pen	-	-	0.0%	1,905,500	1,905,569	0.0%	1,905,500	100.0%
Property Tax-SRA	-	-	0.0%	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	100,166	98,847	(1.3%)	876,580	883,700	0.8%	1,054,945	83.8%
Utility Tax - Gas	53,518	35,130	(34.4%)	256,675	166,978	(34.9%)	330,358	50.5%
Cable Tv Franchise	86,660	86,457	(0.2%)	331,973	338,801	2.1%	334,128	101.4%
Telecom Tax	65,736	67,316	2.4%	703,225	691,670	(1.6%)	824,996	83.8%
Video Gaming Tax	2,000	8,041	302.1%	12,800	65,496	411.7%	16,000	409.4%
Total Taxes	308,080	295,791	(4.0%)	9,327,674	9,322,619	(0.1%)	9,706,847	96.0%
Intergovernmental								
State Income Tax	243,366	212,074	(12.9%)	1,637,880	1,779,374	8.6%	1,950,532	91.2%
State Use Tax	34,434	37,674	9.4%	317,172	364,801	15.0%	390,685	93.4%
Personal Prop Repl Tax	-	-	0.0%	41,058	48,388	17.9%	54,992	88.0%
State Sales Tax	579,826	555,935	(4.1%)	5,529,767	5,453,473	(1.4%)	6,792,482	80.3%
Municipal Auto Rental Tax	357	443	24.1%	5,243	5,683	8.4%	6,000	94.7%
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	-	-	0.0%	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	411,373	0.1%	4,111,430	3,980,201	(3.2%)	4,933,717	80.7%
Reimbursements	39,967	72,658	81.8%	408,770	427,256	4.5%	507,882	84.1%
Total Intergovernmental	1,309,093	1,290,157	(1.4%)	12,076,295	12,085,727	0.1%	14,675,640	82.4%
Licenses & Permits								
Liquor Licenses	1,000	-	(100.0%)	119,000	141,611	19.0%	125,000	113.3%
Business Licenses	1,000	1,105	10.5%	98,000	96,460	(1.6%)	98,000	98.4%
Building Permits	2,000	1,833	(8.4%)	74,000	85,875	16.0%	81,100	105.9%
Electric Permits	500	1,158	131.6%	27,500	44,608	62.2%	31,785	140.3%
Plumbing Permits	3,000	3,077	2.6%	53,000	91,958	73.5%	58,830	156.3%
Special Use Permits	250	875	250.0%	5,000	7,875	57.5%	5,500	143.2%
Hvac/Mechanical	2,692	1,475	(45.2%)	26,920	54,377	102.0%	32,298	168.4%
Com/Ind Fire Alarm Sys	583	465	(20.2%)	5,830	3,430	(41.2%)	7,000	49.0%
Com/Ind Sprinkler Sys	1,000	221	(77.9%)	10,000	3,903	(61.0%)	12,000	32.5%
Admin Fees	831	859	3.4%	8,310	10,553	27.0%	9,975	105.8%
Contractor Registration	5,000	5,000	0.0%	30,000	59,300	97.7%	60,000	98.8%
Occupancy Certif-S/F	250	332	32.8%	7,250	6,047	(16.6%)	8,000	75.6%
Occupancy Certif-Other	1,250	1,155	(7.6%)	12,500	16,685	33.5%	15,000	111.2%
Permit Plan Review	3,000	3,666	22.2%	86,000	83,198	(3.3%)	91,000	91.4%
Site Plan Review	833	724	(13.1%)	8,330	13,486	61.9%	10,000	134.9%
Pr-Sprinkler System	1,000	896	(10.4%)	10,000	4,789	(52.1%)	12,000	39.9%
Pr-Fire Alarm System	708	465	(34.3%)	7,080	3,430	(51.6%)	8,500	40.4%
Elevator Inspections	250	1,105	342.0%	14,330	16,950	18.3%	14,580	116.3%
Kildeer Inspection Fees	-	-	0.0%	3,200	8,747	173.3%	6,000	145.8%
Deer Park Inspection Fees	-	-	0.0%	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	-	305	0.0%	61,950	67,213	8.5%	62,950	106.8%
Water Shed Devlp	417	-	(100.0%)	4,170	13,150	215.3%	5,000	263.0%
Other Permits	4,000	3,035	(24.1%)	124,400	104,486	(16.0%)	130,751	79.9%
Misc. Licenses And Permits	2,150	1,235	(42.6%)	21,600	30,697	42.1%	28,375	108.2%
Total Licenses & Permits	31,714	28,986	(8.6%)	865,370	1,013,946	17.2%	964,644	105.1%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
February 29, 2016

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Collected
	Budget	Actual	% Variance	Budget	Actual	% Variance		
Fines and Forfeits	47,458	58,804	23.9%	502,080	457,333	(8.9%)	593,500	77.1%
Charges for Services								
Printing/Reproduction Fee	292	653	123.6%	2,920	5,303	81.6%	3,500	151.5%
Police-Alarm Fees	417	-	(100.0%)	4,170	6,125	46.9%	5,000	122.5%
Police-Alarm Rebate Fees	10,300	12,877	25.0%	45,000	51,056	13.5%	45,000	113.5%
Police Special Detail	2,000	2,146	7.3%	26,400	31,467	19.2%	28,000	112.4%
Police Admin Tow Fee	3,750	2,810	(25.1%)	37,500	41,190	9.8%	45,000	91.5%
Police Lockout Fees	800	1,150	43.8%	5,900	8,000	35.6%	7,000	114.3%
Fire/Rescue-Special Dtl	-	-	0.0%	10,245	9,029	(11.9%)	10,245	88.1%
Fire/Rescue Ambulance Fee	41,333	53,890	30.4%	413,330	425,190	2.9%	496,000	85.7%
Engineering Fees	1,000	1,411	41.1%	18,250	135,910	644.7%	22,000	617.8%
Park Program Fees	27,166	30,278	11.5%	438,885	515,073	17.4%	505,193	102.0%
Other Charges for Services	167	470	181.4%	2,370	2,863	20.8%	3,400	84.2%
Total Charges for Services	87,225	105,685	21.2%	1,004,970	1,231,206	22.5%	1,170,338	105.2%
Investment Income	1,167	3,623	210.5%	11,670	41,513	255.7%	14,000	296.5%
Miscellaneous								
Recycling Reimbursement	1,667	-	(100.0%)	16,670	1,168	(93.0%)	20,000	5.8%
Rental Income	2,855	3,400	19.1%	29,650	32,635	10.1%	35,360	92.3%
Sale of Fixed Asset	1,000	-	(100.0%)	10,000	34,876	248.8%	515,500	6.8%
Other Miscellaneous Revenue	642	5,116	696.9%	8,270	22,965	177.7%	9,900	232.0%
Total Miscellaneous Revenue	6,164	8,516	38.2%	64,590	91,644	41.9%	580,760	15.8%
Total General Fund	1,790,901	1,791,562	0.0%	23,852,649	24,243,988	1.6%	27,705,729	87.5%
							Benchmark:	83.33%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
REVENUES
February 29, 2016

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Collected
	Budget	Actual	% Variance	Budget	Actual	% Variance		
SPECIAL REVENUE FUNDS								
Motor Fuel Tax Fund	45,539	43,501	(4.5%)	409,989	483,585	18.0%	488,308	99.0%
Hotel Tax Fund	5,902	5,902	0.0%	87,365	97,700	11.8%	100,642	97.1%
Special Events Fund	7,376	7,124	(3.4%)	255,335	296,134	16.0%	295,826	100.1%
TIF #1 Tax Allocation Fund	4	229	5,625.0%	1,199,965	1,204,433	0.4%	1,200,050	100.4%
TIF #2 Downtown Fund	8,850	8,169	(7.7%)	88,500	79,230	(10.5%)	106,200	74.6%
Total Special Revenue Funds	67,671	64,925	(4.1%)	2,041,154	2,161,081	5.9%	2,191,026	98.6%
DEBT SERVICE FUNDS								
General Debt Service Fund	21	130	519.0%	1,620,970	1,619,054	(0.1%)	1,621,010	99.9%
TIF Debt Service Fund	8	342	4,175%	1,970,080	1,972,376	0.1%	1,970,100	100.1%
Total Debt Service Funds	29	472	1,527.6%	3,591,050	3,591,430	0.0%	3,591,110	100.0%
CAPITAL PROJECT FUNDS								
Capital Project Fund	83	50,500	60,743.4%	447,473	333,178	(25.5%)	462,643	72.0%
Park Improvement Fund	83	302	263.9%	830	1,730	108.4%	101,000	1.7%
Non-Home Rule Capital Projects	178,338	167,744	(5.9%)	1,687,482	1,725,012	2.2%	2,070,605	83.3%
TIF #1 Redevelopment Fund	-	-	0.0%	-	-	0.0%	-	N/A
Total Capital Projects Funds	178,504	218,546	22.4%	2,135,785	2,059,920	(3.6%)	2,634,248	78.2%
ENTERPRISE FUNDS								
Waterworks and Sewerage Fund	392,942	328,406	(16.4%)	4,550,996	4,567,936	0.4%	5,331,894	85.7%
Total Enterprise Funds	392,942	328,406	(16.4%)	4,550,996	4,567,936	0.4%	5,331,894	85.7%
INTERNAL SERVICE FUNDS								
Medical Self Insurance Fund	223,014	214,109	(4.0%)	2,230,140	2,173,054	(2.6%)	2,676,164	81.2%
Risk Management Fund	66,667	71,066	6.6%	765,540	844,962	10.4%	900,000	93.9%
Equipment Replacement Fund	77,226	83,029	7.5%	772,255	997,158	29.1%	926,700	107.6%
Total Internal Service Fund	366,907	368,204	0.4%	3,767,935	4,015,174	6.6%	4,502,864	89.2%
TRUST AND AGENCY FUNDS								
Special Service Area No. 8 Fund	-	-	0.0%	-	10,091	0.0%	-	N/A
Special Service Area No. 9 Fund	-	-	0.0%	-	11,947	0.0%	-	N/A
Special Service Area No. 10 Fund	-	-	0.0%	-	998	0.0%	-	N/A
Special Service Area No. 11 Fund	-	-	0.0%	-	3,000	0.0%	-	N/A
Special Service Area No. 13 Fund	-	1	0.0%	-	40,003	0.0%	-	N/A
Special Service Area No. 16 Fund	-	-	0.0%	-	1,760	0.0%	-	N/A
Total Trust and Agency Fund	-	1	0.0%	-	67,799	0.0%	-	N/A
Benchmark:								83.3%

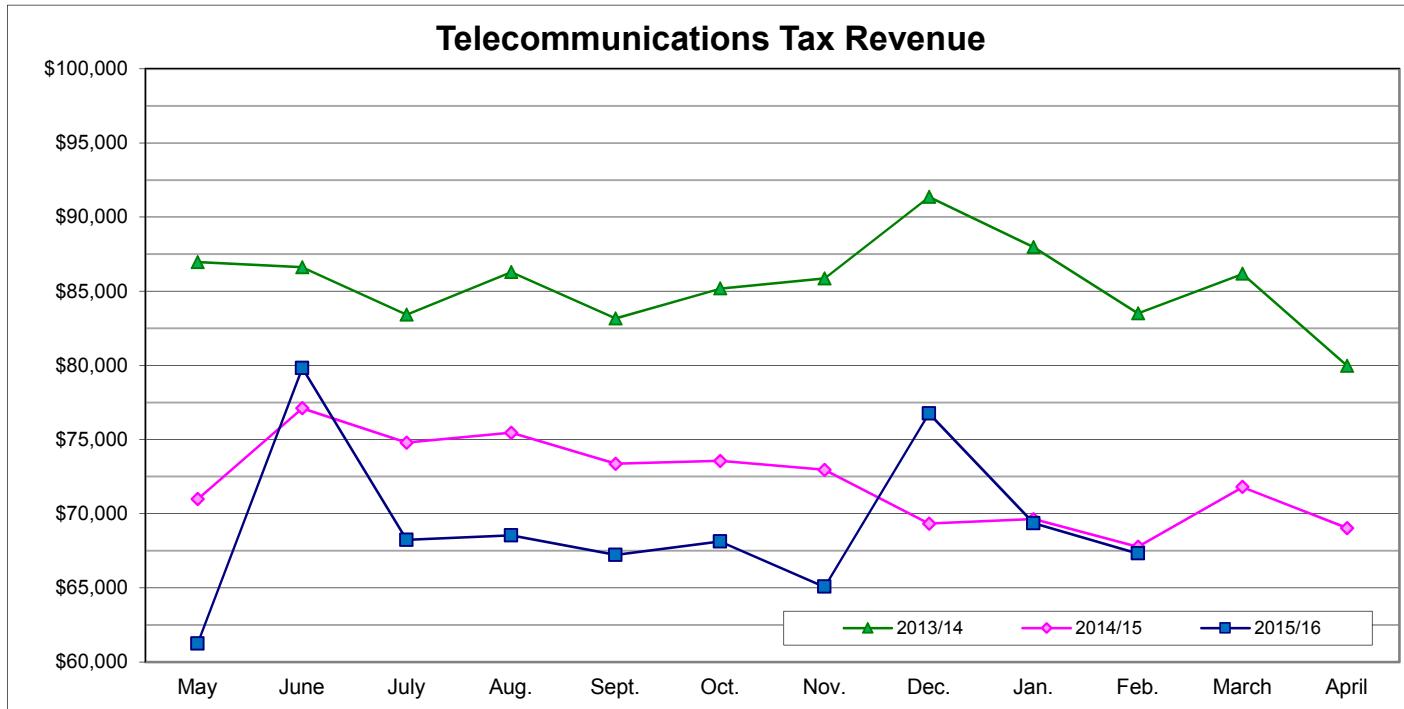
VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
February 29, 2016

							% of Annual Budget Expended	
	Current Month			Year-to-Date			Amended Annual Budget	Annual Budget
	Budget	Actual	% Variance	Budget	Actual	% Variance		
GENERAL FUND								
Legislative								
Village President and Trustees	2,878	4,361	51.5%	246,246	246,896	0.3%	421,437	58.6%
Clerk's Office	431	431	0.0%	8,310	10,396	25.1%	9,168	113.4%
Board and Commissions	1,109	220	(80.2%)	5,090	2,535	(50.2%)	7,306	34.7%
Total	4,418	5,012	13.4%	259,646	259,827	0.1%	437,911	59.3%
Administration								
Village Administration	39,739	21,132	(46.8%)	421,743	337,705	(19.9%)	506,478	66.7%
Human Resources	12,580	16,233	29.0%	131,163	125,535	(4.3%)	156,662	80.1%
Economic Development	43,209	31,720	(26.6%)	668,092	650,140	(2.7%)	968,965	67.1%
Total	95,528	69,085	(27.7%)	1,220,998	1,113,380	(8.8%)	1,632,105	68.2%
Finance Department								
Financial Administration	16,483	16,100	(2.3%)	209,133	205,417	(1.8%)	244,645	84.0%
Accounting Services	19,929	18,794	(5.7%)	220,644	207,580	(5.9%)	263,080	78.9%
Total	36,412	34,894	(4.2%)	429,777	412,997	(3.9%)	507,725	81.3%
Technology								
	39,273	38,256	(2.6%)	406,095	372,500	(8.3%)	559,966	66.5%
Police Department								
Police Administration	88,776	77,662	(12.5%)	1,133,134	988,744	(12.7%)	1,323,422	74.7%
Operations	268,395	251,337	(6.4%)	3,996,427	3,842,667	(3.8%)	4,557,797	84.3%
Communications	105,058	106,802	1.7%	1,168,263	1,168,994	0.1%	1,387,074	84.3%
Crime Prevention	43,934	46,170	5.1%	665,592	658,841	(1.0%)	757,340	87.0%
Intergovernmental	29,743	32,689	9.9%	432,827	423,961	(2.0%)	495,771	85.5%
Total	535,906	514,660	(4.0%)	7,396,243	7,083,207	(4.2%)	8,521,404	83.1%
Fire Department								
Fire Administration	133,848	130,768	(2.3%)	1,421,043	1,460,881	2.8%	1,693,458	86.3%
Emergency Management	4,082	3,234	(20.8%)	46,579	34,275	(26.4%)	56,864	60.3%
Fire Suppression	254,000	237,093	(6.7%)	3,553,592	3,467,113	(2.4%)	4,065,119	85.3%
Emergency Medical Services	276,134	271,805	(1.6%)	3,915,013	3,809,370	(2.7%)	4,460,719	85.4%
Special Rescue	18,302	13,122	(28.3%)	294,518	232,115	(21.2%)	336,139	69.1%
Fire Prevention	25,197	14,332	(43.1%)	290,766	259,494	(10.8%)	345,525	75.1%
Total	711,563	670,354	(5.8%)	9,521,511	9,263,248	(2.7%)	10,957,824	84.5%
Community Services								
Administration	43,726	30,190	(31.0%)	492,979	456,558	(7.4%)	573,985	79.5%
Forestry	17,512	16,446	(6.1%)	194,082	193,423	(0.3%)	229,160	84.4%
Park Maintenance	29,314	21,495	(26.7%)	417,022	353,260	(15.3%)	493,568	71.6%
Municipal Property Maint	19,153	16,213	(15.4%)	230,754	199,085	(13.7%)	269,084	74.0%
Right-of-Way Maint	25,131	23,523	(6.4%)	299,548	283,834	(5.2%)	350,772	80.9%
Snow & Ice Control	26,213	25,605	(2.3%)	197,620	176,755	(10.6%)	228,396	77.4%
Street & Traffic Lighting	4,980	4,761	(4.4%)	53,546	49,479	(7.6%)	63,519	77.9%
Storm Water Control	10,544	9,970	(5.4%)	132,252	126,012	(4.7%)	153,359	82.2%
Engineering	14,087	1,904	(86.5%)	120,938	100,529	(16.9%)	152,092	66.1%
Vehicle Maintenance	64,138	34,431	(46.3%)	544,945	356,964	(34.5%)	674,288	52.9%
Building and Zoning	57,418	65,766	14.5%	722,437	673,099	(6.8%)	856,071	78.6%
Total	312,216	250,304	(19.8%)	3,406,123	2,968,998	(12.8%)	4,044,294	73.4%
							Benchmark:	83.3%

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
EXPENDITURES
February 29, 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	15,330	14,447	(5.8%)	192,830	194,867	1.1%	229,713	84.8%
Special Recreation	1,475	1,469	(0.4%)	178,261	144,723	(18.8%)	207,693	69.7%
Dance Program	4,897	4,660	(4.8%)	45,114	40,136	(11.0%)	70,572	56.9%
Preschool Program	14,198	13,420	(5.5%)	108,986	100,238	(8.0%)	140,935	71.1%
Youth Program	1,275	1,271	(0.3%)	12,675	12,449	(1.8%)	13,400	92.9%
Camp Program	-	-	0.0%	103,758	123,138	18.7%	103,758	118.7%
Athletics Program	-	-	0.0%	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	7,118	0.0%	130,115	127,933	(1.7%)	145,550	87.9%
Fitness Program	974	939	(3.6%)	10,430	8,898	(14.7%)	11,666	76.3%
Miscellaneous	-	-	0.0%	400	1,657	314.3%	600	276.2%
Total	45,267	43,324	(4.3%)	889,054	856,513	(3.7%)	1,039,400	82.4%
Total General Fund	1,780,583	1,625,889	(8.7%)	23,529,447	22,330,670	(5.1%)	27,700,629	80.6%
							Benchmark:	83.3%
SPECIAL REVENUE FUNDS								
Motor Fuel Tax Fund	22,986	107,329	366.9%	531,477	444,856	(16.3%)	585,500	76.0%
Hotel Tax Fund	10,758	10,294	(4.3%)	70,324	70,463	0.2%	71,462	98.6%
Special Events Fund	7,047	6,946	(1.4%)	256,288	244,019	(4.8%)	272,557	89.5%
TIF #1 Tax Allocation Fund	-	-	0.0%	1,375,660	1,368,095	(0.5%)	1,379,743	99.2%
TIF #2 Downtown Fund	269	290	7.8%	44,373	56,436	27.2%	71,725	78.7%
Total Special Revenue Funds	41,060	124,859	204.1%	2,278,122	2,183,869	-4.1%	2,380,987	91.7%
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	-	930	0.0%	2,521,275	2,130,600	(15.5%)	2,521,275	84.5%
Total Debt Service Funds	-	930	0.0%	4,126,050	3,735,044	(9.5%)	4,126,050	90.5%
CAPITAL PROJECT FUNDS								
Capital Project Fund	37,000	36,754	(0.7%)	496,939	454,503	(8.5%)	1,056,187	43.0%
Park Improvement Fund	244	-	(100.0%)	81,417	86,736	6.5%	252,776	34.3%
Non-Home Rule Capital Projects	19,009	17,940	(5.6%)	1,958,725	2,014,286	2.8%	2,641,100	76.3%
Total Capital Projects Funds	56,253	54,694	(2.8%)	2,537,081	2,555,525	0.7%	3,950,063	64.7%
ENTERPRISE FUNDS								
Waterworks and Sewerage Fund								
Water Service	102,356	94,593	(7.6%)	1,807,023	1,551,995	(14.1%)	2,447,184	63.4%
Sewer Service	78,186	74,216	(5.1%)	1,712,027	1,630,764	(4.7%)	3,845,235	42.4%
Administration	43,726	39,729	(9.1%)	658,262	1,165,961	77.1%	794,675	146.7%
Depreciation	137,500	137,500	0.0%	1,375,000	1,375,000	0.0%	1,650,000	83.3%
Total Enterprise Funds	361,768	346,038	(4.3%)	5,552,312	5,723,720	3.1%	8,737,094	65.5%
INTERNAL SERVICE FUNDS								
Medical Self Insurance Fund	219,921	219,389	(0.2%)	2,187,862	2,499,415	14.2%	2,630,410	95.0%
Risk Management Fund	85,076	70,508	(17.1%)	791,366	780,123	(1.4%)	968,730	80.5%
Equipment Replacement Fund	273,000	272,333	(0.2%)	474,900	469,713	(1.1%)	908,500	51.7%
Total Internal Service Funds	577,997	562,230	(2.7%)	3,454,128	3,749,251	8.5%	4,507,640	83.2%
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:	83.3%

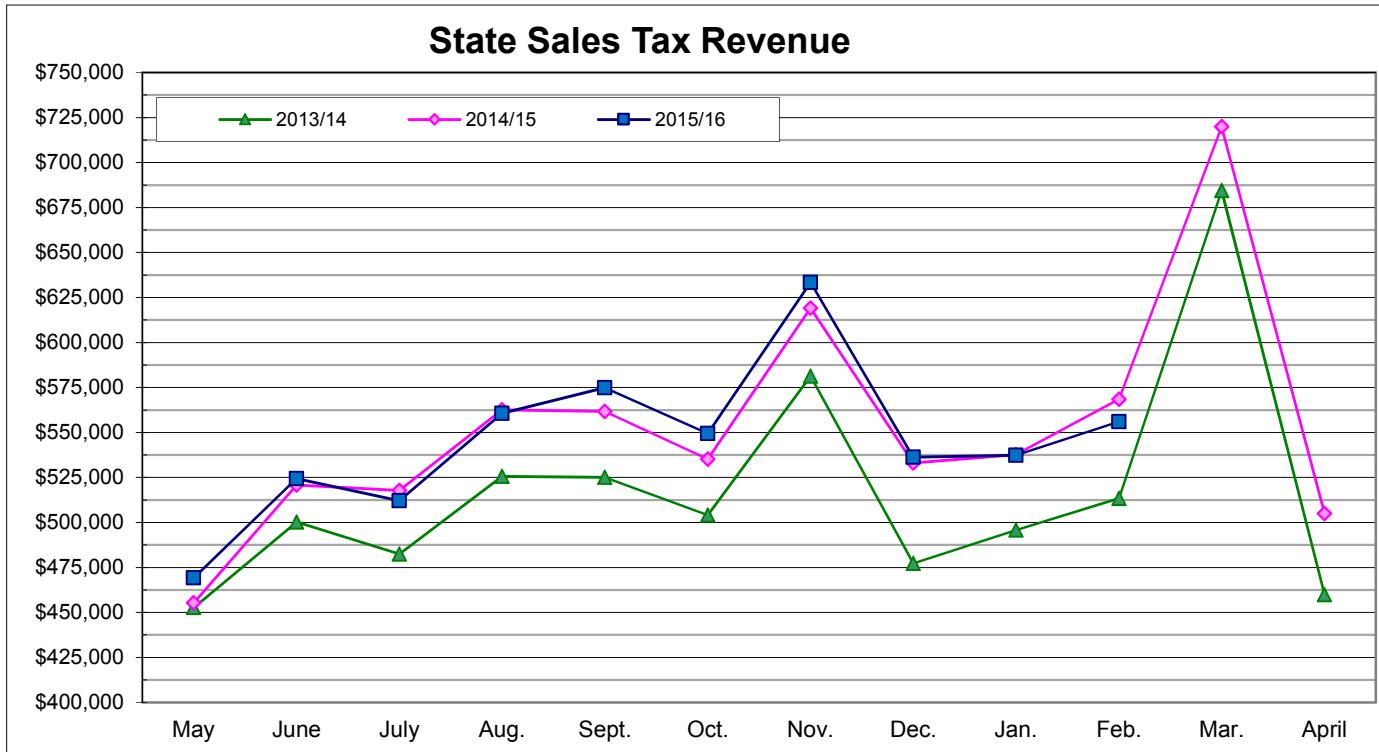
DEPARTMENT OF FINANCE
MONTHLY REPORT
FEBRUARY 2016



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%	67,316	-0.67%	65,736	1,580	1,580	2.40%
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%	691,670		824,996	(11,555)	(11,555)	
Y-T-D	860,337	724,974	-15.73%	691,670	-4.59%	703,225	(11,555)	(11,555)	-1.64%

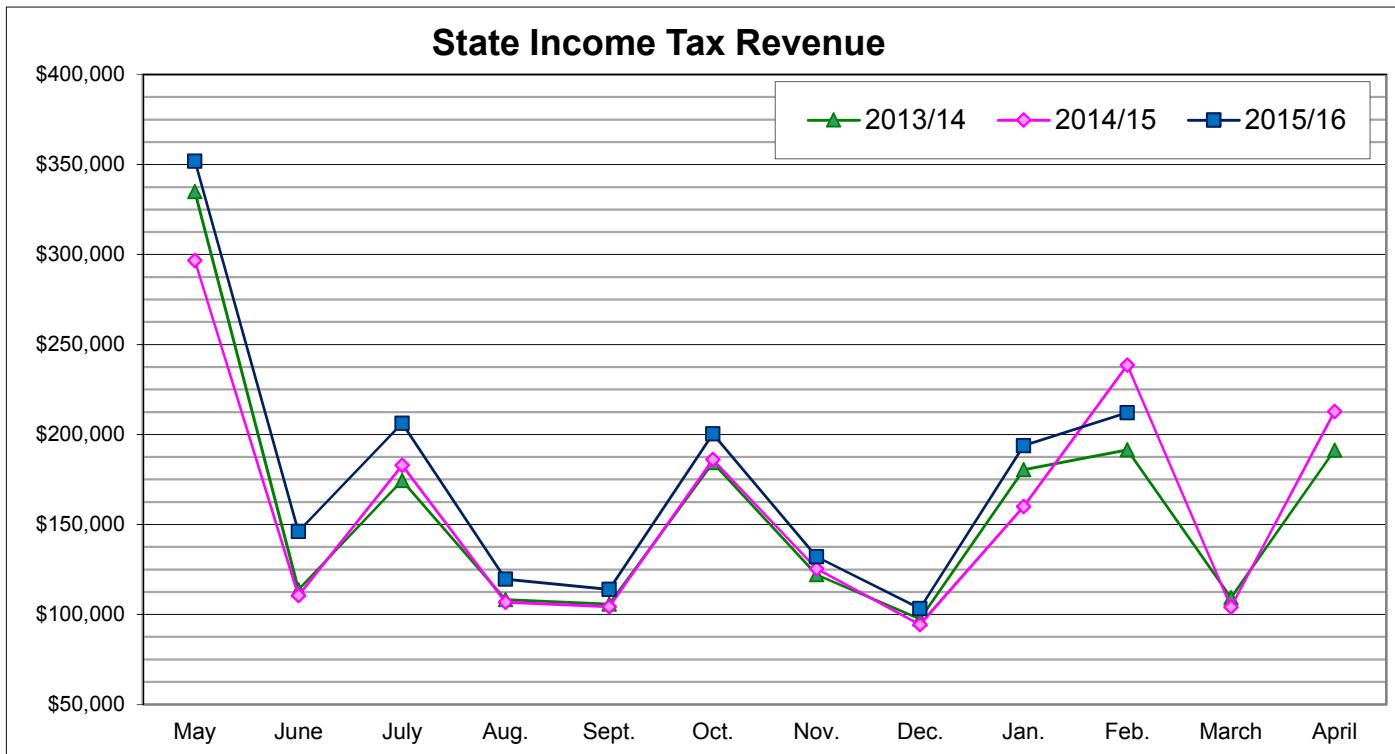
DEPARTMENT OF FINANCE
MONTHLY REPORT
FEBRUARY 2016



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%	555,935	-2.20%	579,826	(23,892)	-4.12%
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%	5,453,474		6,792,482	(76,294)	
Y-T-D		5,057,648	5,411,771	7.00%	5,453,474	0.77%	5,529,768	(76,294)	-1.38%

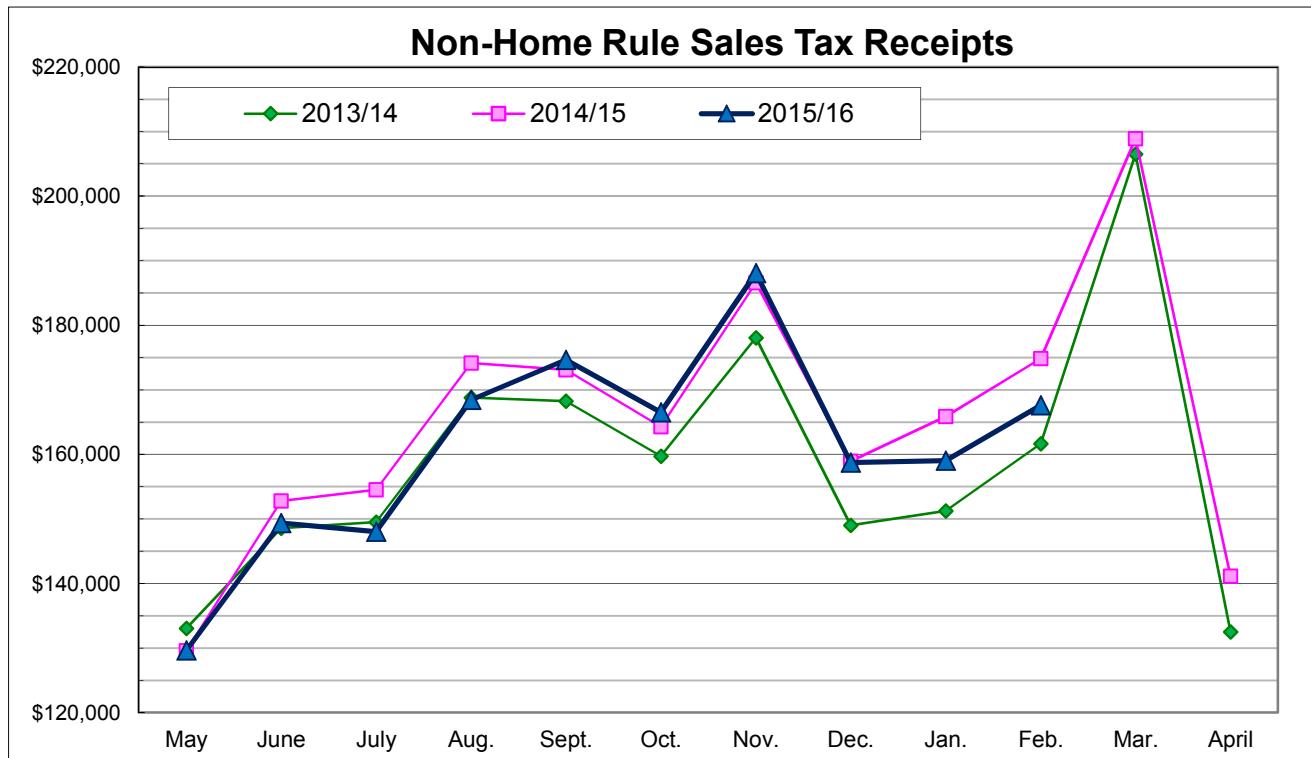
DEPARTMENT OF FINANCE
MONTHLY REPORT
FEBRUARY 2016



State Income Tax Collection History

Voucher Month	FY		% Change	FY		% Change	2015/16		
	2013/14	2014/15		2015/16	Budget		Budget	Variance	Budget
May	334,947	296,711	-11.42%	351,897	302,646	18.60%	49,251	16.27%	
June	113,795	110,516	-2.88%	146,137	112,726	32.23%	33,411	29.64%	
July	174,284	182,908	4.95%	206,191	186,566	12.73%	19,625	10.52%	
Aug.	108,283	106,701	-1.46%	119,656	108,835	12.14%	10,821	9.94%	
Sept.	105,638	104,342	-1.23%	113,966	106,429	9.22%	7,537	7.08%	
Oct.	184,303	186,177	1.02%	200,300	189,900	7.59%	10,400	5.48%	
Nov.	122,025	125,519	2.86%	132,069	128,029	5.22%	4,040	3.16%	
Dec.	97,399	94,382	-3.10%	103,287	96,270	9.43%	7,017	7.29%	
Jan.	180,366	159,915	-11.34%	193,797	163,113	21.19%	30,684	18.81%	
Feb.	191,414	238,594	24.65%	212,074	243,366	-11.12%	(31,292)	-12.86%	
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%	1,779,374	1,950,532		141,494		
Y-T-D	1,612,455	1,605,765	-0.41%	1,779,374	1,637,880	10.81%	141,494	8.64%	

DEPARTMENT OF FINANCE
MONTHLY REPORT
FEBRUARY 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%	167,591	-4.1%	178,317	(10,726)	-6.0%
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%	1,610,090		2,020,355	(57,182)	
Y-T-D		1,567,900	1,634,581	4.3%	1,610,090	-1.5%	1,667,272	(57,182)	-3.4%

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	3,783,694.79	-	3,783,694.79	N/A
MONEY MARKET - IL. FUNDS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10,196,312.27	-	10,196,312.27	N/A
IMET CONVENIENCE FUND	N/A	N/A	N/A	N/A	N/A	N/A	N/A	411.63	-	411.63	N/A
IDA12	N/A	N/A	0.000%	920028468	N/A	N/A	N/A	2,687.61	-	2,687.61	N/A
CERTIFICATE OF DEPOSIT											
Ally Bank Midvale	05/01/15	04/24/17	0.800%	02006LQG1	175,000.00	174,546.75	453.25	175,129.50	494.79	175,624.29	582.75
Ally Bank Midvale	11/02/15	11/06/17	1.150%	02006LVH3	56,000.00	56,000.00	-	56,077.84	204.67	56,282.51	77.84
American Express Bank	07/24/15	01/22/18	1.450%	02587CDV9	57,000.00	56,917.35	82.65	57,297.54	86.05	57,383.59	380.19
American Express Bank	11/02/15	11/06/17	1.200%	02587DF52	150,000.00	150,000.00	-	150,208.50	576.99	150,785.49	208.50
American Express Bank	04/28/15	05/01/17	0.900%	02587DXL7	40,000.00	40,000.00	-	40,007.20	120.33	40,127.53	7.20
Bank Baroda New York	02/26/14	02/06/17	1.000%	06062-AFX2	240,000.00	239,055.00	945.00	240,936.00	166.67	241,102.67	1,881.00
BMW Bank	08/01/14	05/30/17	1.000%	05580AAF1	120,000.00	119,239.20	760.80	120,273.60	299.18	120,572.78	1,034.40
Capital One NA	10/15/15	10/01/18	1.650%	14042RAG6	250,000.00	249,870.00	130.00	251,980.00	1,717.81	253,697.81	2,110.00
Comenity Cap BK Utah	08/01/14	08/04/16	0.750%	20033AFW1	125,000.00	125,015.00	(15.00)	125,067.50	64.21	125,131.71	52.50
Discover Bank	04/02/15	03/27/17	0.900%	254672KR8	24,000.00	23,975.52	24.48	24,028.80	92.91	24,121.71	53.28
Discover Bank	05/01/15	04/24/17	0.800%	254672MC9	100,000.00	99,901.00	99.00	100,074.00	284.93	100,358.93	173.00
Discover Bank Greenwood	04/02/15	04/18/17	1.850%	2546706U1	124,000.00	125,985.24	(1,985.24)	125,362.76	842.18	126,204.94	(622.48)
DMB Community Bank	10/16/14	04/16/16	0.950%	6003011	225,000.00	225,000.00	-	225,000.00	796.44	225,796.44	-
GE Capital	08/26/14	08/29/17	1.350%	36161TY82	125,000.00	125,000.00	-	125,278.75	4.69	125,283.44	278.75
GE Money Bank	05/21/13	03/16/16	1.200%	36161NWG9	7,000.00	7,071.89	(71.89)	7,001.96	38.20	7,040.16	(69.93)
Goldman Sachs	04/02/15	05/02/17	1.850%	38143ARHO	100,000.00	101,680.00	(1,680.00)	100,696.00	603.15	101,299.15	(984.00)
Goldman Sachs	01/16/15	01/08/18	1.500%	38148JGJ4	75,000.00	75,183.00	(183.00)	75,207.75	163.36	75,371.11	24.75
Medallion Bank	11/03/15	05/14/18	1.350%	58403B2P0	250,000.00	249,890.00	110.00	250,970.00	157.19	251,127.19	1,080.00
Merrick Bank South Jord Utah	12/10/14	06/30/16	0.700%	59013JCU1	195,000.00	194,995.50	4.50	195,081.90	-	195,081.90	86.40
Sallie Mae Murray Utah	02/09/16	01/22/18	1.250%	795450XT7	120,000.00	120,060.00	(60.00)	120,606.00	164.38	120,770.38	546.00
Wells Fargo Bank	11/17/15	12/03/18	1.450%	9497482W6	200,000.00	199,915.00	85.00	201,146.00	214.52	201,360.52	1,231.00
Wex Bank Midvale	11/05/15	11/20/17	1.150%	92937CDD7	120,000.00	120,000.00	-	120,166.80	381.86	120,548.66	166.80
AGENCY											
FNMA	12/03/12	11/27/17	0.900%	3136G07M7	145,000.00	145,000.35	(0.35)	144,836.15	333.50	145,169.65	(164.20)
Fed Farm Credit Bank	11/30/12	08/21/17	0.800%	3133EC3G7	150,000.00	150,000.00	-	150,001.50	26.67	150,028.17	1.50
Fed Farm Credit Bank	11/20/12	11/20/17	0.850%	3133EC2Y9	155,000.00	155,155.00	(155.00)	154,843.45	362.31	155,205.76	(311.55)
FHLB Bond	10/31/12	11/15/17	0.980%	3133817D1	440,000.00	439,915.00	85.00	440,000.00	1,245.69	441,245.69	85.00
FHLB Bond	10/03/11	09/09/16	2.000%	313370TW8	305,000.00	315,464.55	(10,464.55)	307,156.35	2,880.56	310,036.91	(8,308.20)
FNMA	10/31/12	09/27/17	1.070%	3135G0PD9	315,000.00	315,812.50	(812.50)	315,034.65	1,423.10	316,457.75	(777.85)
FNMA	11/18/15	04/29/19	1.300%	3135G0G23	310,000.00	308,930.00	1,070.00	310,105.40	1,455.28	311,560.68	1,175.40
First Priority Bank Malvern	12/10/15	12/29/17	1.300%	33612JGA1	70,000.00	70,000.00	-	70,063.00	152.08	70,215.08	63.00
Freddie Mac	06/01/15	06/29/18	1.250%	3134G6V26	300,000.00	300,015.00	(15.00)	300,549.00	625.00	301,174.00	534.00
FIXED INCOME - OTHER											
St. Charles Park Dist Bonds	04/22/13	12/15/16	3.750%	787760HZ3	100,000.00	110,565.00	(10,565.00)	101,691.00	770.83	102,461.83	(8,874.00)
TOTAL					5,168,000.00	5,190,157.85	(22,157.85)	19,164,985.20	16,749.53	19,181,734.73	(8,278.95)

Village of Lake Zurich
 Police and Firefighters' Pension Funds
 Statement of Net Position
 February 29, 2016

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND	
	Fiscal Year 2015/16 YTD		Fiscal Year 2015/16 YTD
Feb-16	Feb-16	Feb-16	Feb-16
Revenues:			
Municipal Contributions	-	\$ 1,445,052	1,905,569
Member Contributions	22,643	256,393	407,399
Total Contributions	22,643	1,701,445	2,312,967
Investment Income	41,923	(553,258)	(1,352,057)
Total Revenues	64,567	1,148,187	960,910
Expenses:			
Pension and Benefits	114,879	1,043,225	764,389
Insurance	-	-	3,008
Professional Services	2,620	18,270	48,753
Investment Expenses	-	40,155	40,625
Other Expenses	-	7,608	6,982
Total Expenses	117,499	1,109,258	863,755
Operating Income (Loss)	(52,933)	38,929	97,155
Beginning Net Position	17,448,718	17,356,857	25,597,990
Ending Net Position	17,395,786	\$ 17,395,786	25,659,136
Assets			
Cash and Investments	17,335,603	25,541,075	
Other Assets	65,284	135,419	
Total Assets	<u>17,400,887</u>	<u>25,676,494</u>	
Liabilities			
	5,102	17,359	
Net Position 2/29	17,395,786	25,659,136	



COMMUNITY SERVICES DEPARTMENT

MONTHLY INFORMATION REPORT

MARCH 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:

- 16 E Main : Seattle Sutton Healthy Eating (relocation)
- 350 Telser: Housh's Construction Co.
- 133 W Main: American Family Insurance
- 83 W Main, Unit 102: Ethnic Media Verbum Inc.

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

- 645 N Rand: Culvers remodel
- 805 Telser: Sunny Du LLC
- 259 N Rand: Irene's Café

Permits issued for Single Family and Multi Family Residential: None

Permits issued for Commercial/Industrial Projects:

- 955 S Rand Rd: Archdiocese of Chicago (House of Hope)
- 570 Oakwood : Esscoe LLC
- 515 Ela: Salon VCO
- 890 B Rand Rd: Lacy's

Development Activity: The Planning & Zoning Commission met on March 16^h to consider approval of:

- An application for Special Use permit for massage therapy at 925 S. Rand Road, in Deerpath Commons was recommended for approval.
- An application for Text Amendment to allow residential driveway be maintained and replaced with their existing setbacks was recommended for approval.
- An application for approvals related to the Termax expansion at 200 Telser was continued to allow certain drainage issues be evaluated, and additional data be submitted.

Development Planning: Staff had meetings/discussions regarding anticipate development including:

- K-Mart redevelopment
- Copper Fiddle approval for interior live entertainment
- Cummings Property development
- U-Haul resubmittal

Unique Service Requests:

- The Building & Zoning Division responded to 14 FOIA (Freedom of Information Act) requests during March.

PUBLIC WORKS

EAB Tree Removal: Total to date of EAB infected ash trees removed is 3068 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 summer 2016.

Snow and Ice: No winter events occurred during March. Staff has begun the process of cleaning and preparation of equipment for the off-season. Chemicals used during winter operations can be corrosive to vehicles and equipment. Extensive cleaning is done to ensure proper functionality and to prolong life expectancy.

Upcoming Contracts: The Municipal Partnering Initiative has requested bids for 2016 sidewalk and curb replacement. This initiative allows multiple Villages to secure favorable pricing through a joint bid. The low bidder is Globe Construction from Addison, Illinois. Lake Zurich Public Works staff has begun initial field work in anticipation of summer construction.

Storm Water Infrastructure: The Grand Avenue improvements are in the final stages. Final grading and replacement of items disturbed during construction are scheduled to be completed in April.

The Partridge Lane pond (Lot 42) project has begun. Public Works crew aided Copenhaver Construction in the initial de-watering of the pond. Copenhaver crews have begun executing the approved plan with the installation of new infrastructure carrying storm water to and from the pond. New electric, and pump equipment will be installed with a completion date of summer 2016.

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 145 water meters have been replaced to date.

Robertson Road/Ironwood Court/South Shore Lane Water Main Replacement: Village Engineer, Manhard Consulting, has completed the final design, applied for IEPA permits, and is 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 serviced at Layne's Aurora facility. After cleaning and inspection of the column pipe, it was determined that partial replacement was necessary which has postponed reinstallation and testing until April. Partial column pipe replacement was anticipated and included in the project cost estimate.

March water main break repair locations:

None

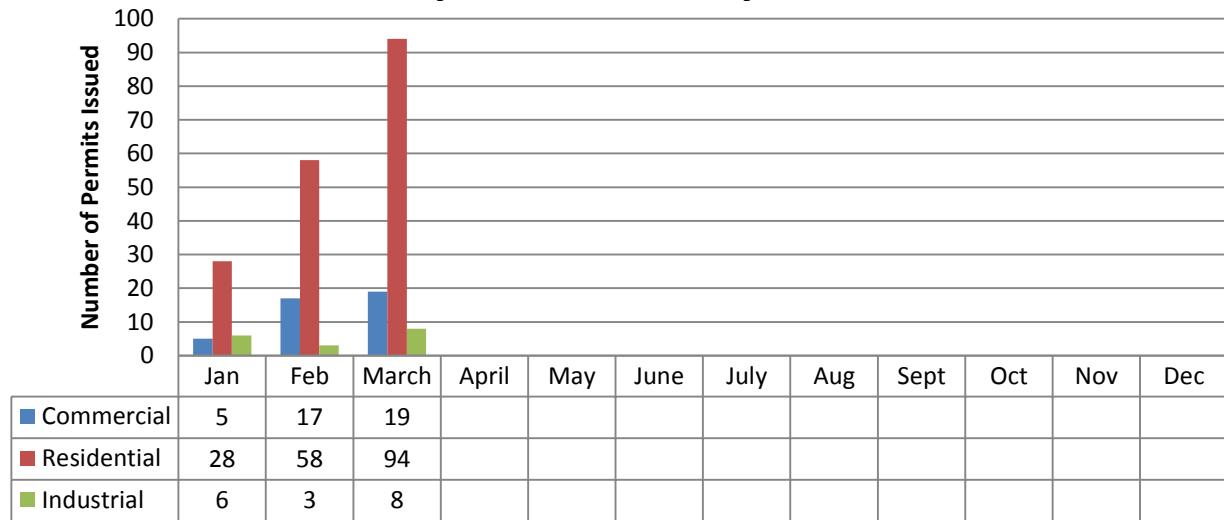
EMPLOYEE TRAINING

Each month, Environmental Quality Supervisor Betty Harrison, conducts a safety training session for the Public Works staff. The session for March was held in the Public Works training room and focused on hearing loss prevention.

On March 22nd, 23rd and 24th, Utilities Superintendent Steve Schmitt and Environmental Quality Supervisor Betty Harrison attended the annual Illinois Section American Water Works Association Water Conference in Springfield, Illinois.

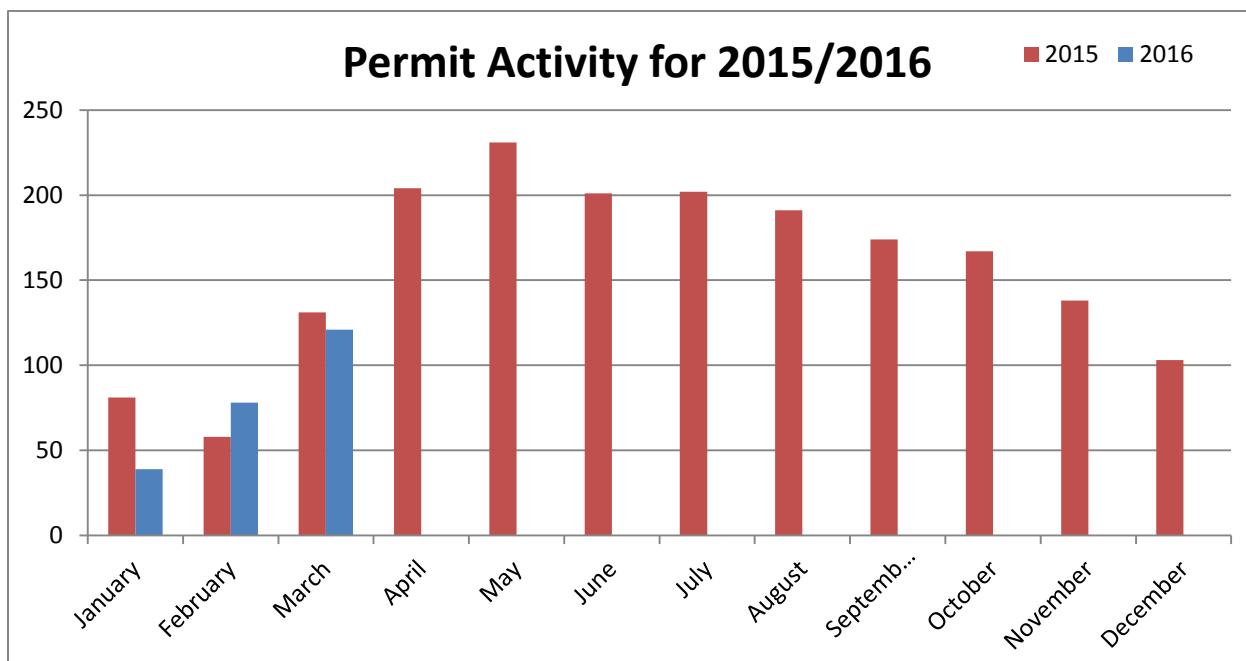
BUILDING AND ZONING DIVISION

Monthly Permit Activity for 2016



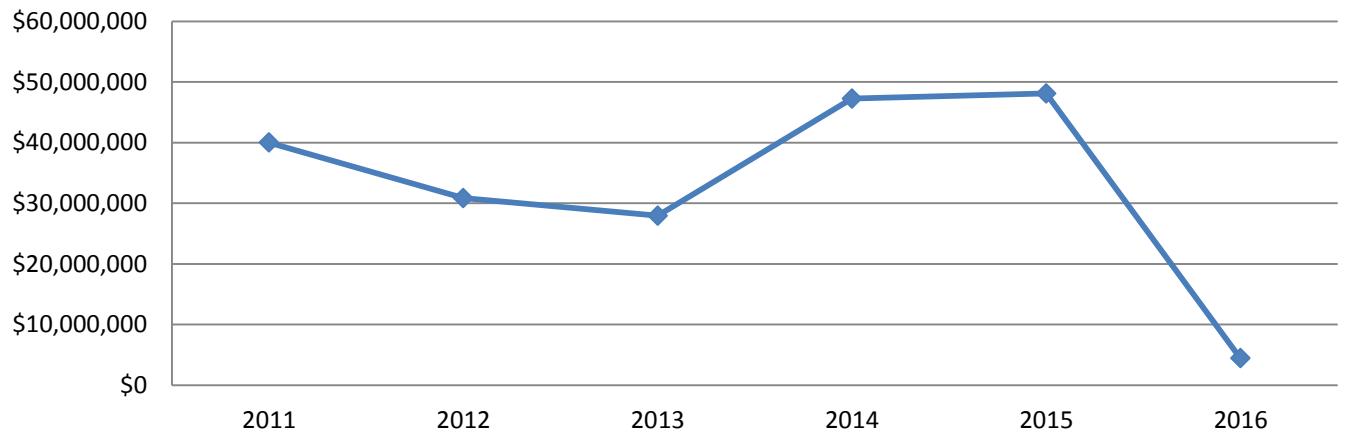
The chart above represents the total of permit activity by month during 2016. As is typical in the Village, the highest amount of permits issued were for residential projects.

Permit Activity for 2015/2016



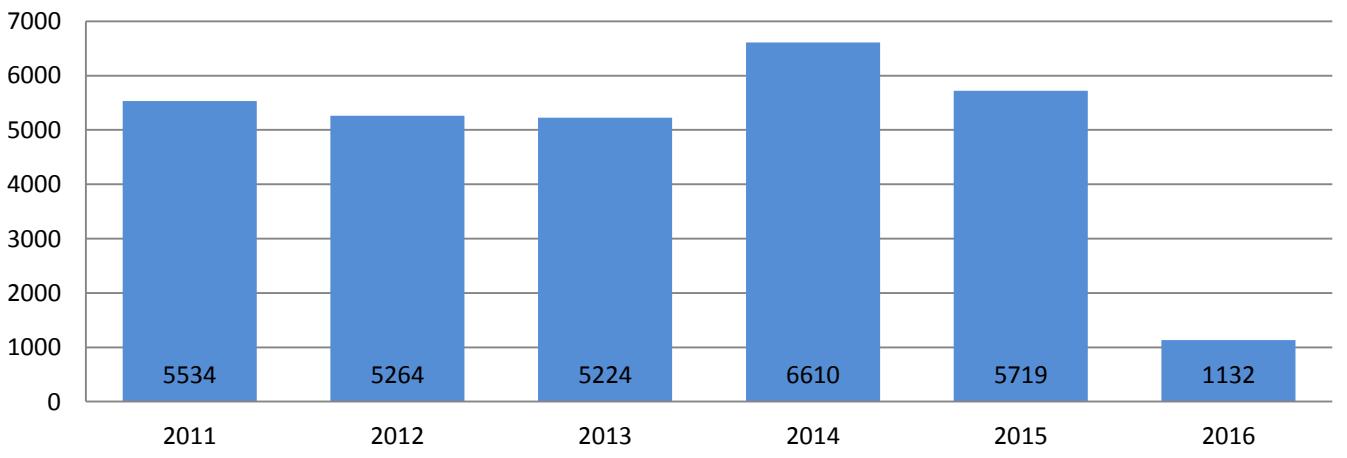
The chart above shows permit activity by month during the years of 2015 and 2016.

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



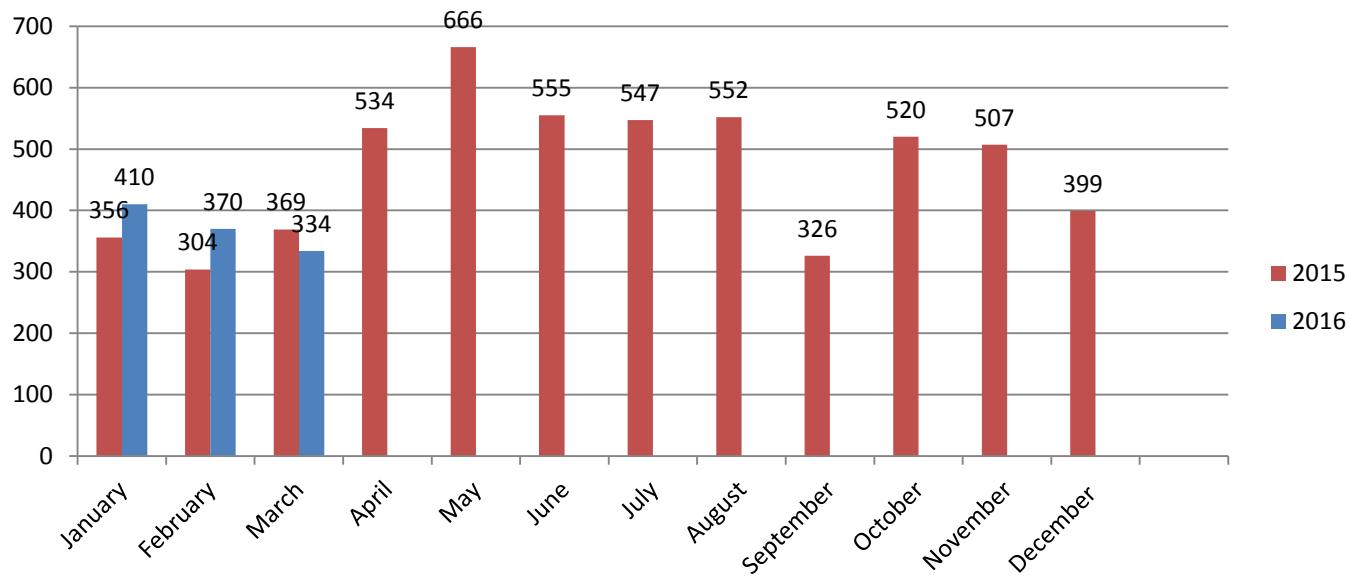
This chart tracks construction value of permit activity by year. Staff is projecting 2016 to yield a similar value of construction activity as 2014 and 2015, but comparable data will not be available until the end of the year.

Inspection Activity: January-December 2011-2016



This graph illustrates the number of inspections performed by year. 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.

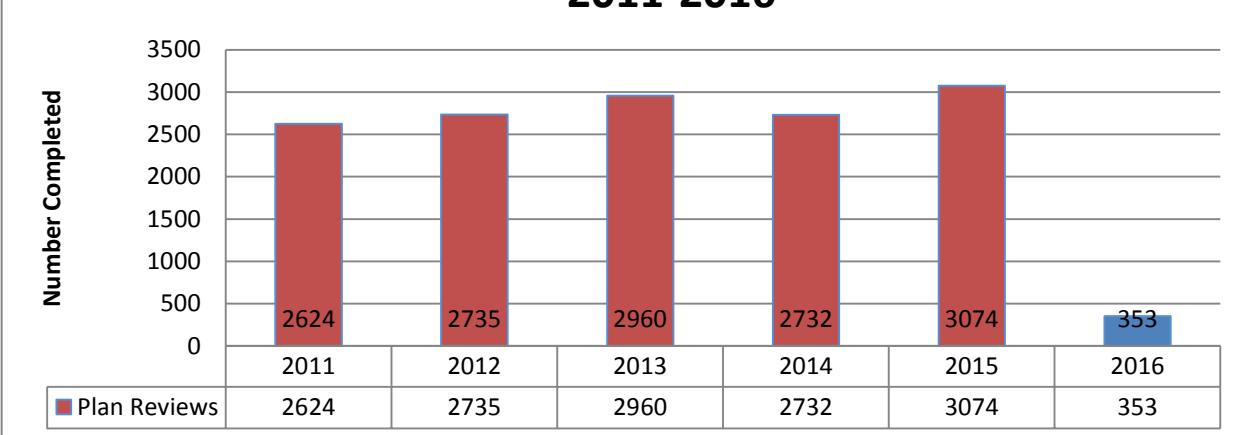
Monthly Inspection Activity 2015/2016



This chart indicates monthly totals of inspection activity.

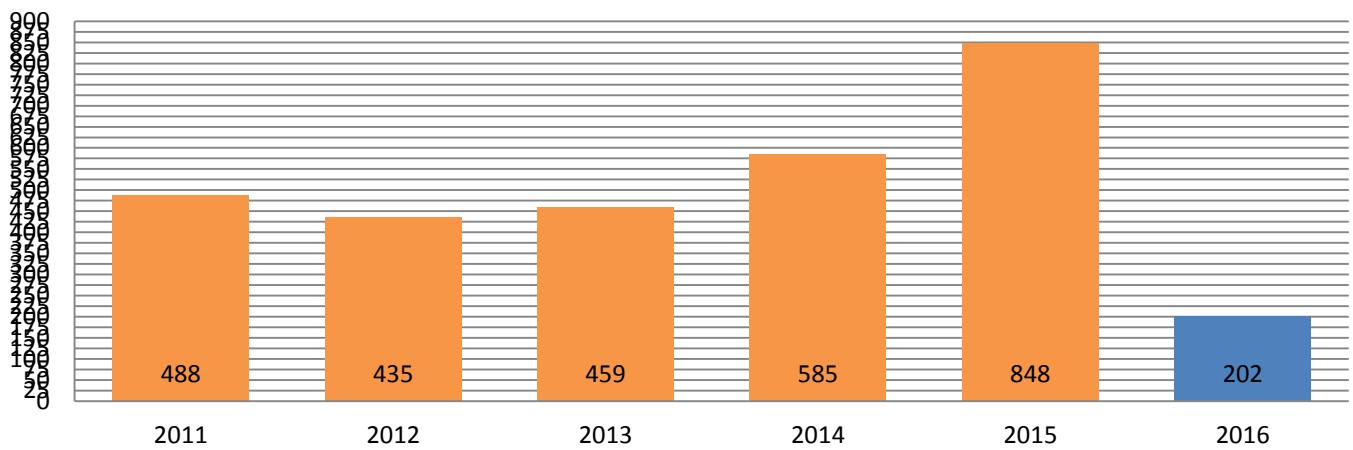
Plan Reviews Completed: January-December

2011-2016



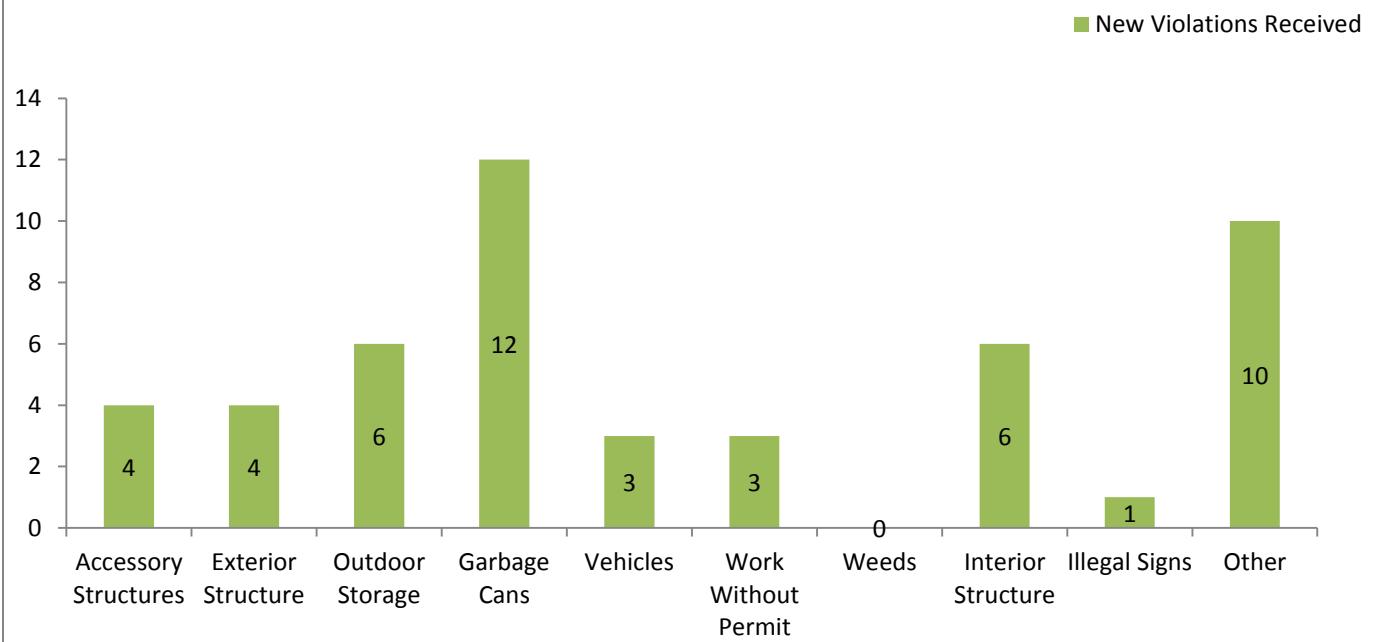
This graph illustrates the number of plan reviews performed by year. Comparable data for 2016 will not be developed until the end of the year, but the chart above allows us to continue to track the growth in the amount of plan reviews as the year progresses.

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



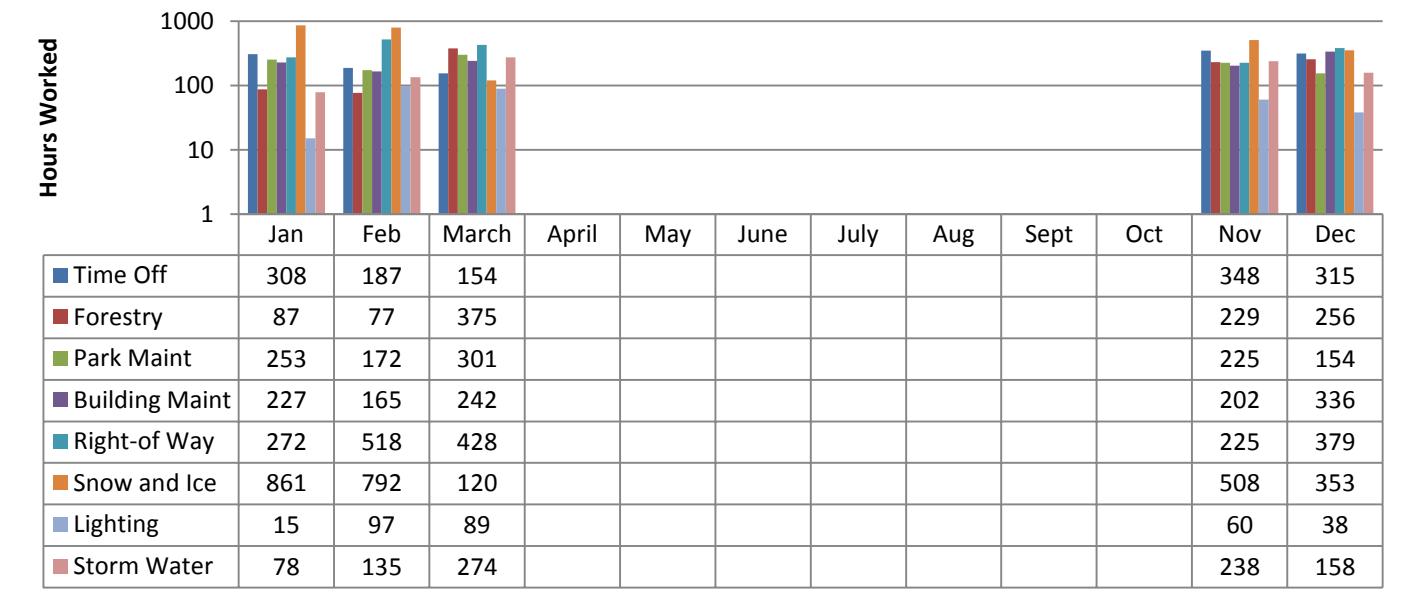
Contractor registration continues to remain high. It appears that we will continue to have high numbers of contractor registrations either at or above the same numbers as 2015.

Common Code Violations - Details



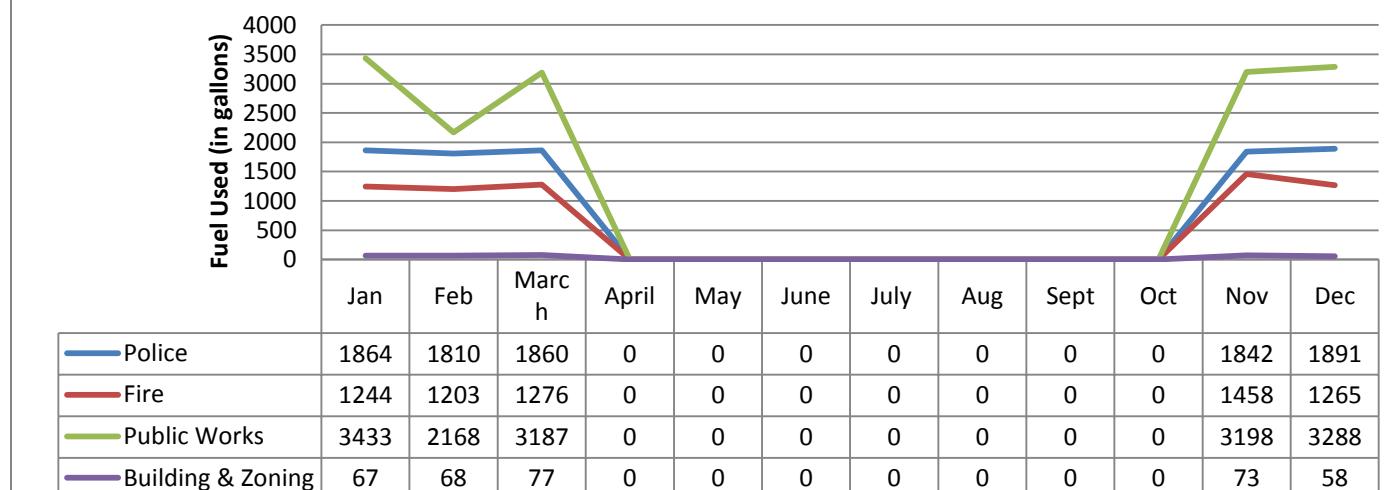
PUBLIC WORKS DIVISION

Workload Concentration



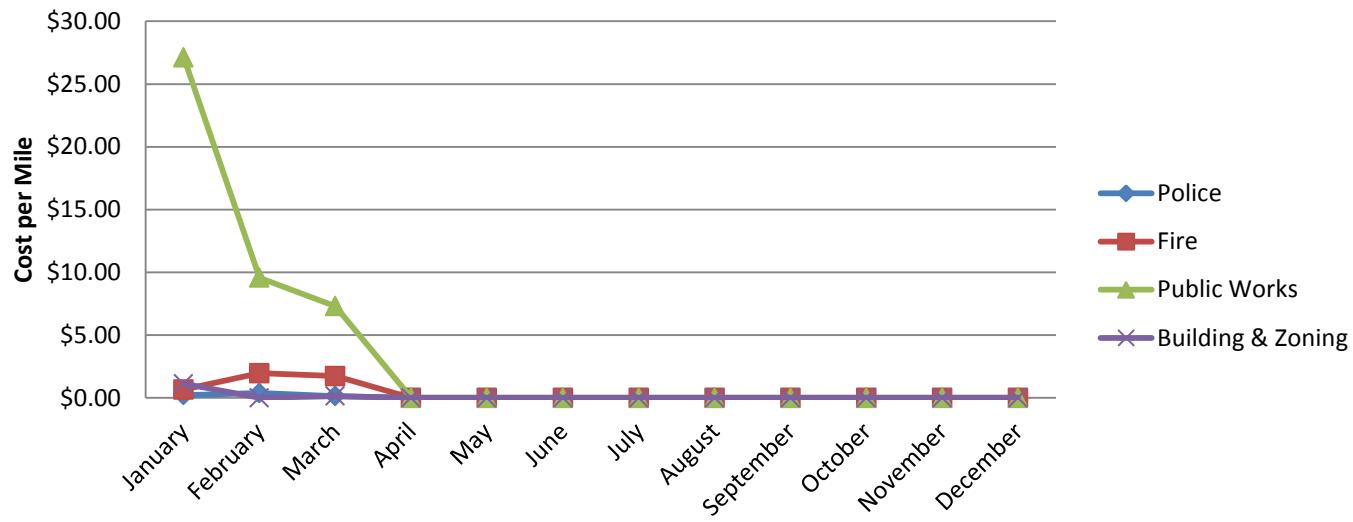
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours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

Fleet Fuel Consumption (By Department)

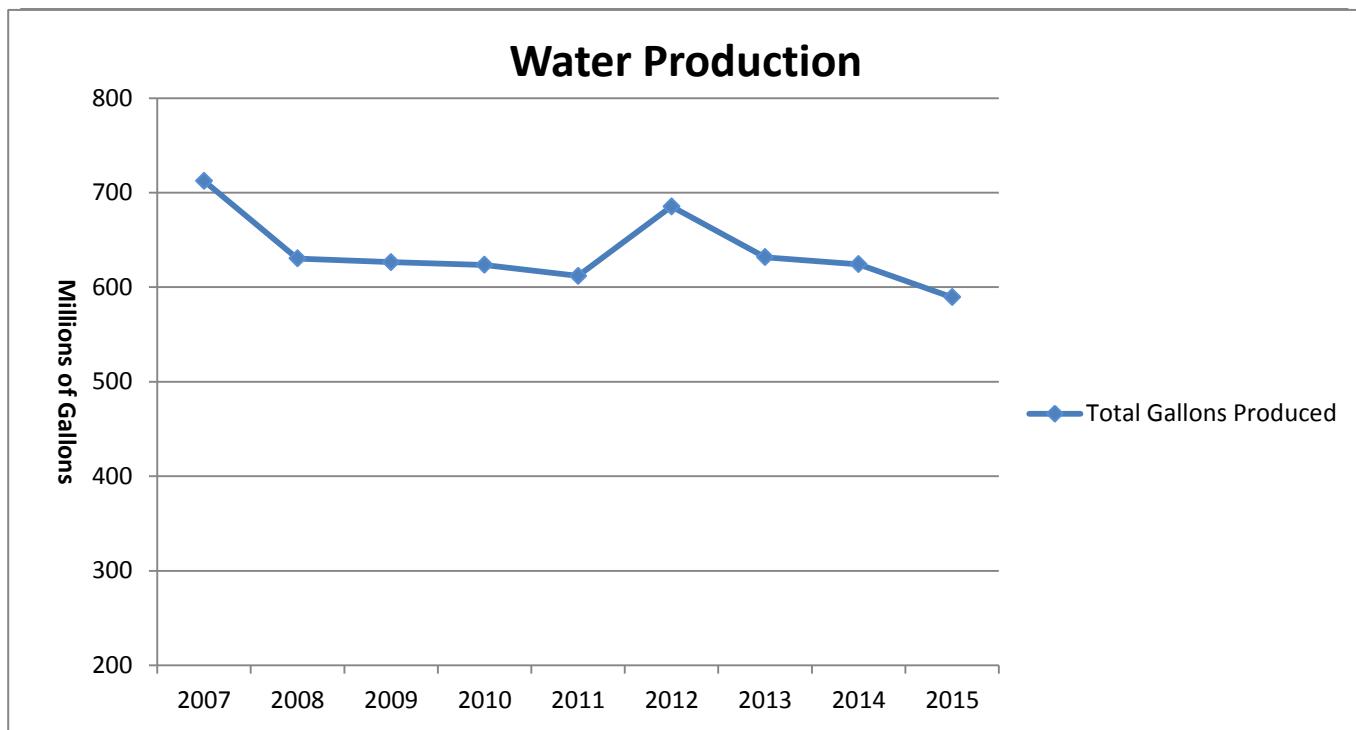


Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy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

Average Cost per Mile for Village Fleet (By Department)



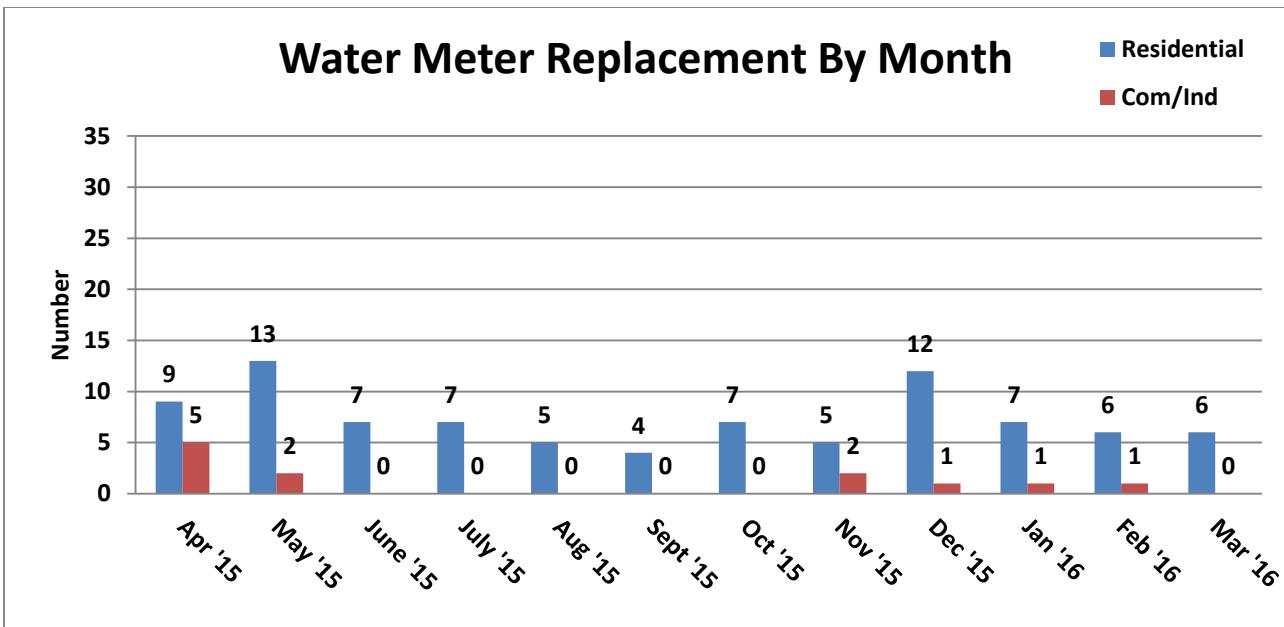
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village' vehicle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



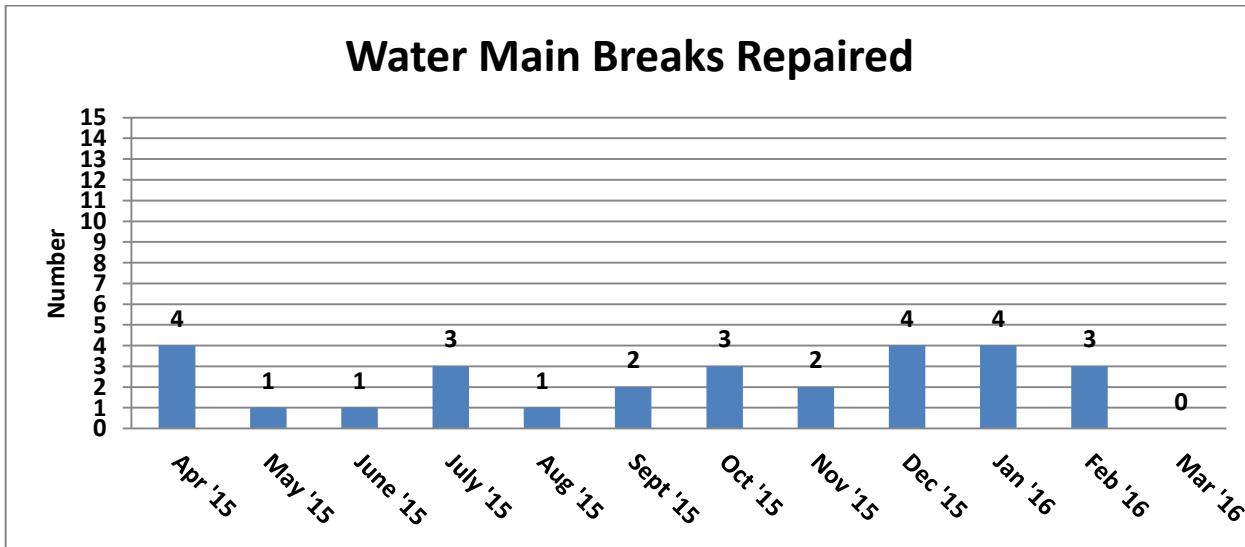
As shown, there has been a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2012 due to dry weather leading to increased watering of lawns and landscaped areas.

	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	53.467
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	148.569
Avg	1.722	1.716	1.708	1.676	1.873	1.731	1.710	1.615	1.633
% 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.

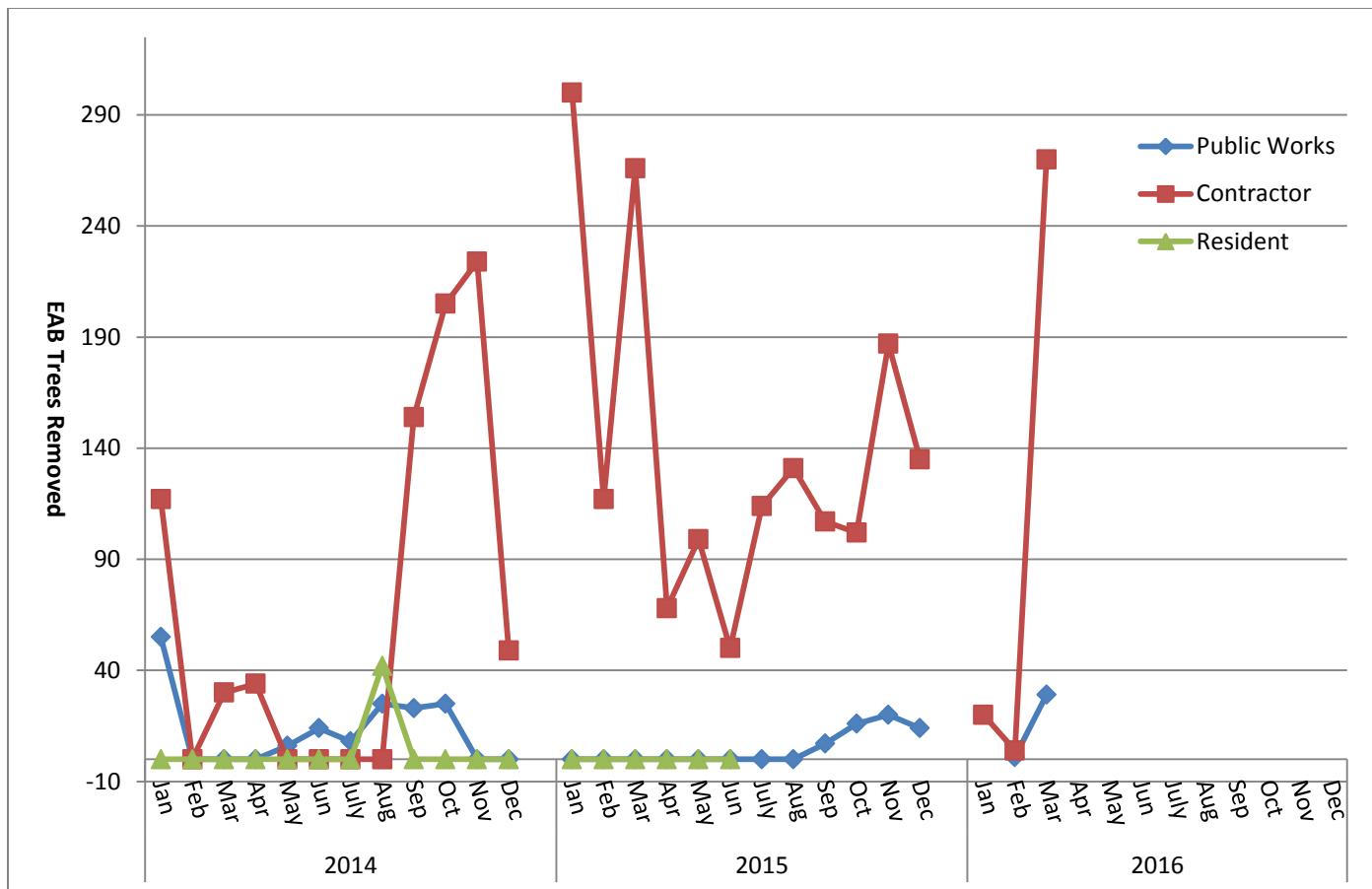


The commercial and industrial water meter replacement program targets meters that do not have the ability to be read with radio-read technology and obsolete meters that do not meet accuracy standards. Residential meters will be replaced on an as needed basis (requiring repair) until the commercial and 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.



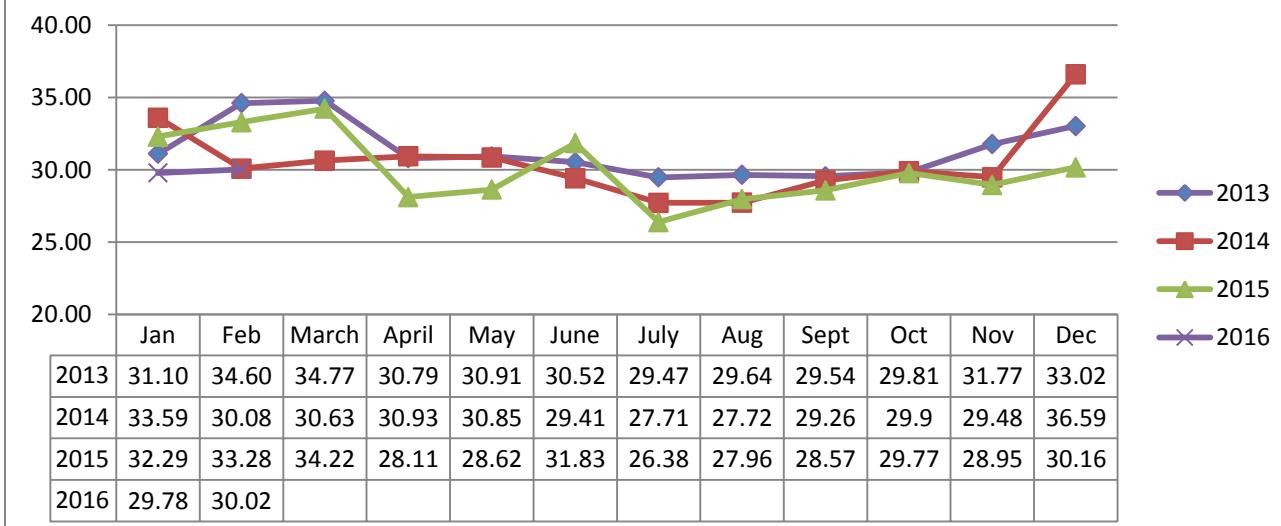
A water main break can be a hole or crack in the water main. Common causes of breaks in the water main include: age, pipe material, shifting in the ground attributed to fluctuations in moisture and temperature (below and above the frost line), corrosive soil that causes a thinning of the water main pipe, 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, 3068 EAB infected trees have been removed. The bulk of tree removals are done by a contractor. PW staff removes trees as operations allow.

Percentage of Refuse Recycled by Month/Year





FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

MARCH 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 **290** calls for service in the month of March which averaged **9.35** 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 CPR recertification, shift walk-through of Echo Incorporated to review fire system/alarm locations, company inspections, in-service training on the new ambulance operations, and mentoring of the newest members that completed the recent promotional process for Captain and Lieutenant.

Emergency Medical System training for the month included respiratory distress and O2 delivery including intubation practical.

Special Rescue Team members completed practical drills in technical rescue, hazardous material technology review, open water dive and the fire investigation team members attended strike force training.

Updates:

- Deputy Chief Rick Johnson and Lieutenant Jeff Ritchie were promoted into their respective positions in March and are settling into their new roles.
- A new generator was approved for Station 3 and replacement roadway warning lights for Station 2.
- The new ambulance, A321 has been placed in service.



Mayor Poynton & Deputy Chief Johnson



Mayor Poynton & Lieutenant Ritchie

Community Access/Focus:

- Several fire department members with their families took part in the Purple Plunge. The FD team raised \$2,854 for cancer research.
- The Tree of Life Lutheran preschool students visited Station 1 this past month to tour the facility and Learn fire safety.



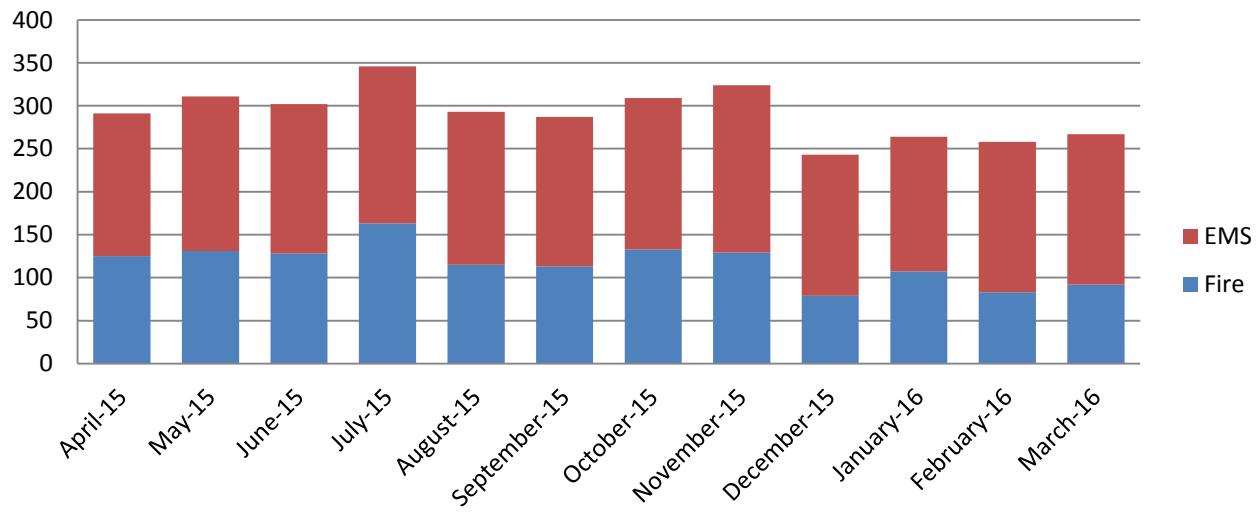
LZFRD Purple Plunge Team

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.

- The Fire Prevention Bureau issued a final occupancy for Solana Deerpark, an 180 bed independent/assisted/memory care facility.

Fire Rescue Department - Monthly Calls by Type



The Department ran 290 calls in March 2016.

The breakdown of fire versus EMS was 92 fire calls, 175 EMS calls, and 23 mutual-aids given.

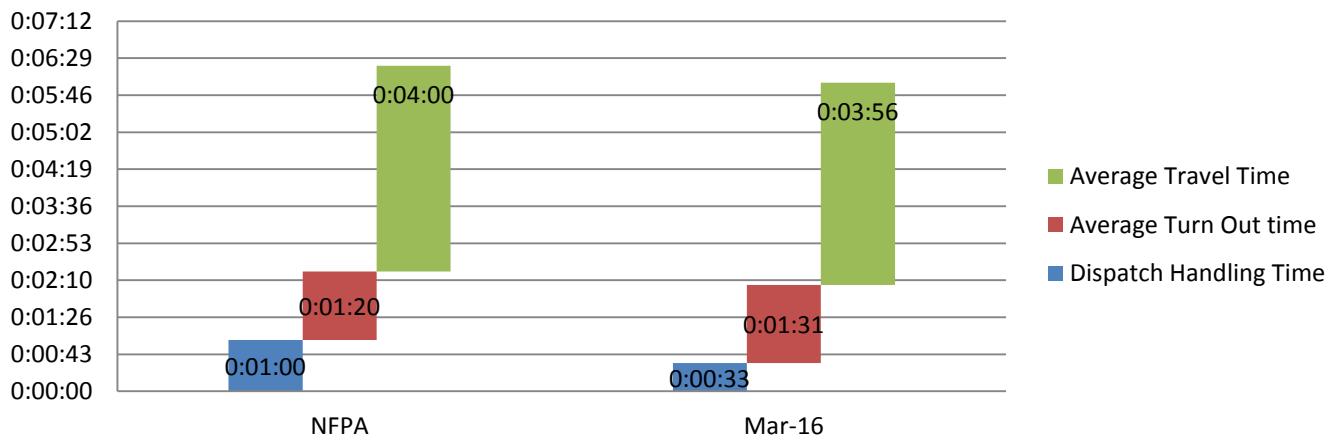
The majority of EMS calls tie up units far longer than most fire calls. An average EMS call can tie up resources for over an hour. It should be noted that our fire calls include structure fires, car fires, grass fires, dumpster fires, wires down, and other types of service calls.

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

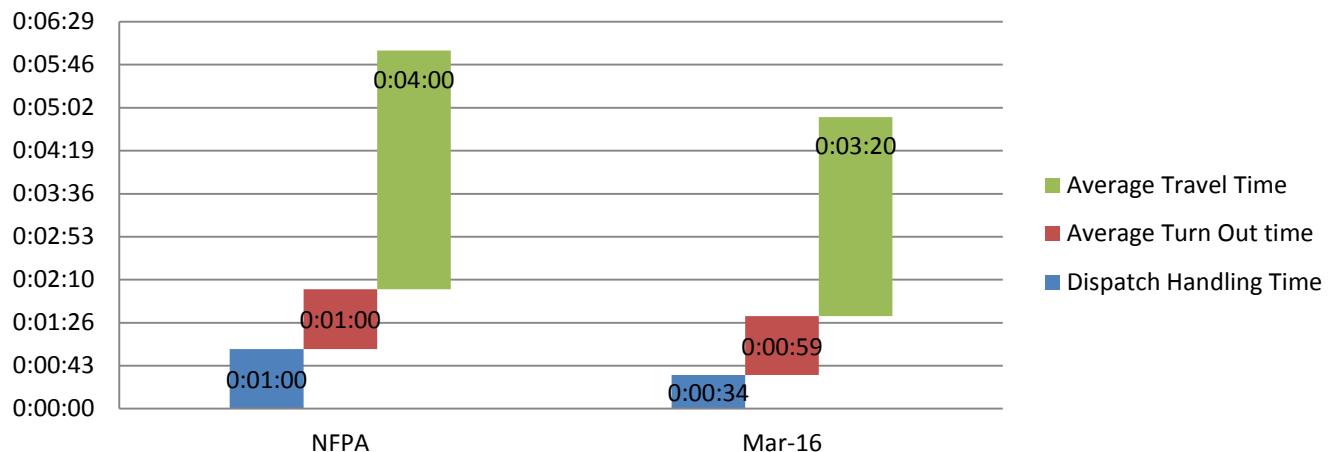


This data reflects activity related to emergency medical services; a core function of the fire department. Not every EMS call results in a transport. A prime example of this is an auto accident where a number of victims may refuse transport. EMS transports always outpace refusals. This chart compares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

Average EMERGENT Response Time for Fire

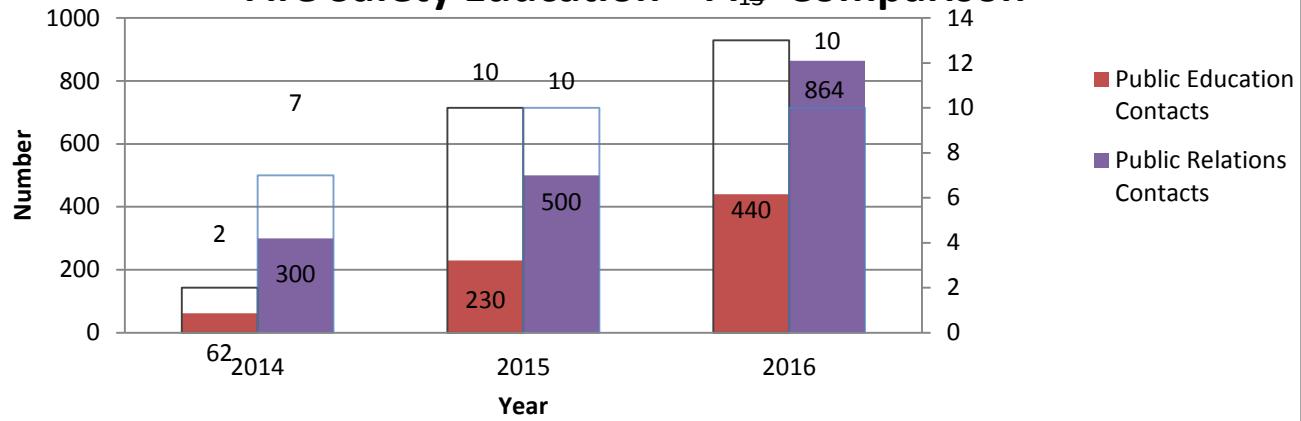


Average EMERGENT Response Time for EMS



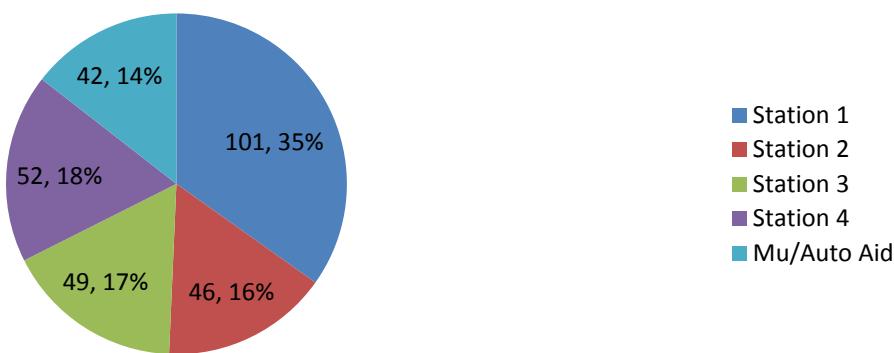
Response time is made up of three key factors: dispatch handling time, turnout time, and travel time. Dispatch handling time is the time for dispatch to take in information and then dispatch crews. The turnout time is the time the crews receive the call to the time they get into the vehicles and hit 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 - YTD Comparison



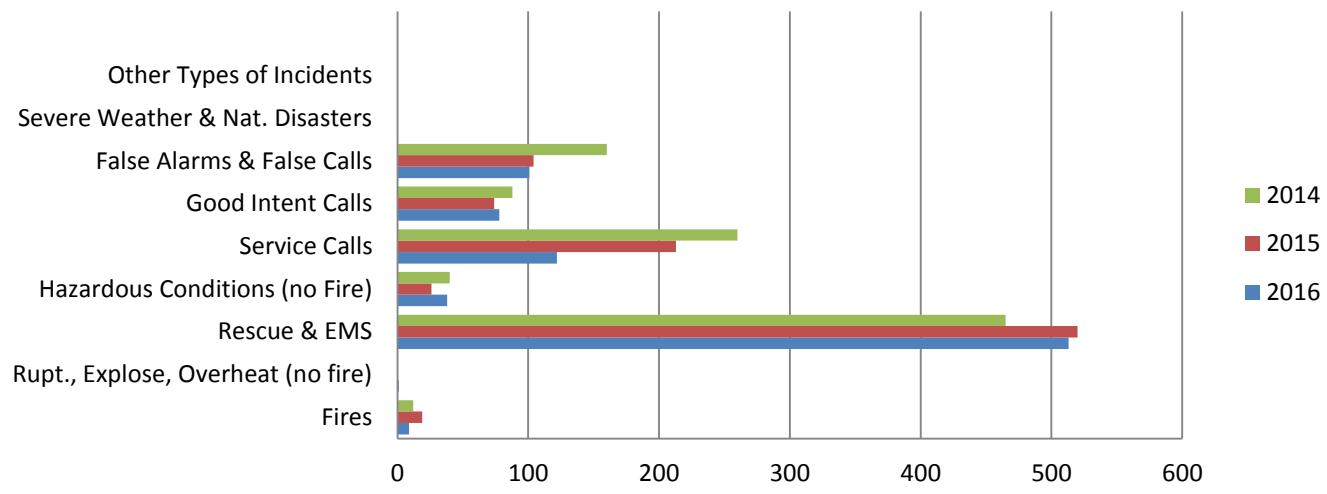
Fire safety education visits are broken into public relations and public education. Public relation events are primarily events where the fire department has a presence to answer general questions from the public and to explain or demonstrate our capabilities. A public education event has a fire safety 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. 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



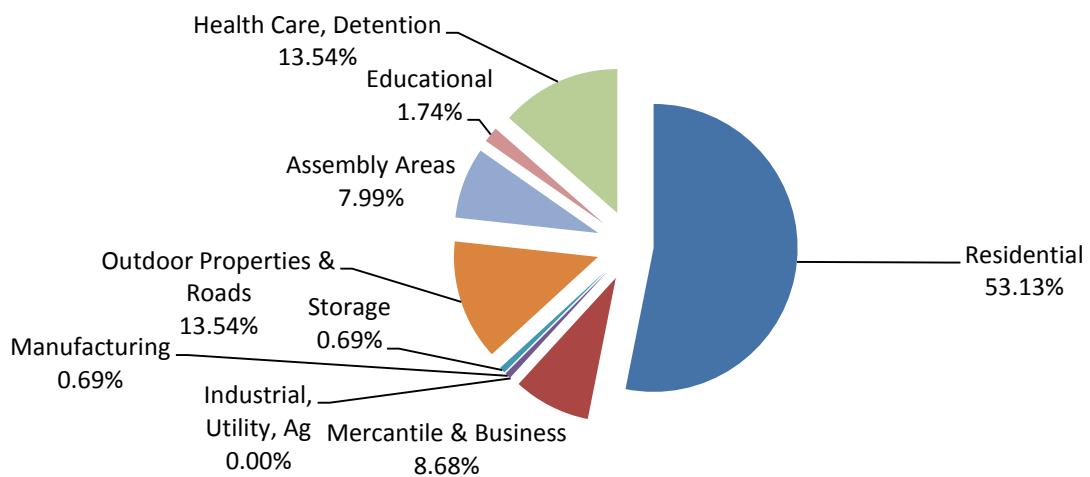
The Village and District are considered together as one area. The placement of the four stations allows the area to be divided into what is commonly referred to as first response areas for each station. This graph simply represents the percentage of calls by station for **March 2016**. Station 1 is usually 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



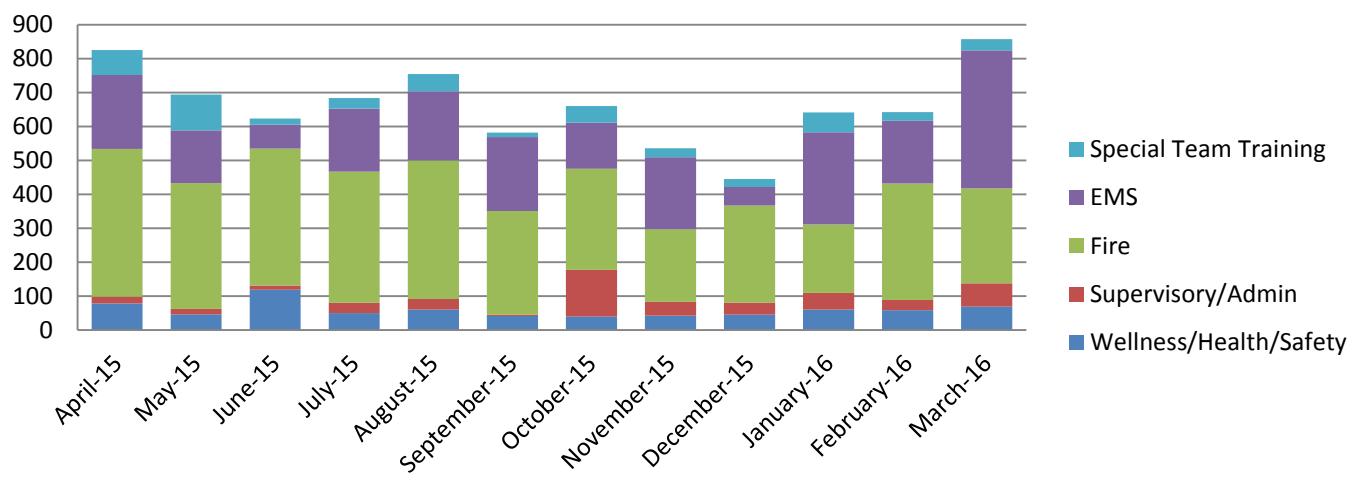
All calls we respond to as a Department are coded within the guidelines of the National Fire Incident Reporting System (NFIRS). The codes all relate to the text categories noted in the above chart. You will see across the three years that the trends remain essentially the same. Rescue and EMS clearly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

Calls by Property Use Code

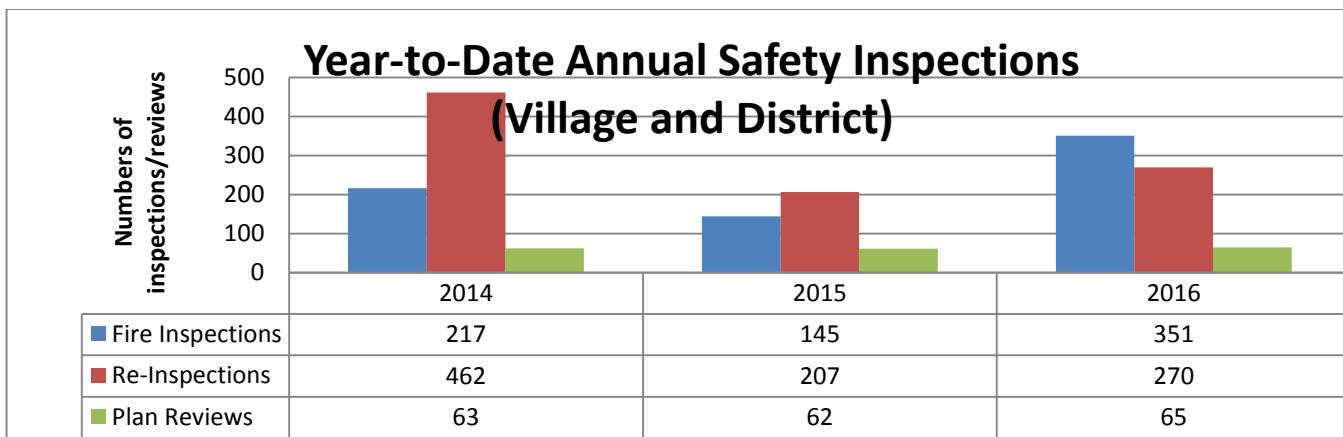


As previously mentioned, there is a national standard for coding the type of property use. How is this relevant? We see trends in various types of occupancies and use this to determine the impact on our service demand. As an example, the health care category might see an increase if additional assisted living or nursing homes are opened. As you can see, we continue to respond to residential properties more than any other area (53.13%). Outdoor Properties & Roads and Health Care, Detention tied at the second highest at 13.54% of all calls.

Training Time (in Hours)

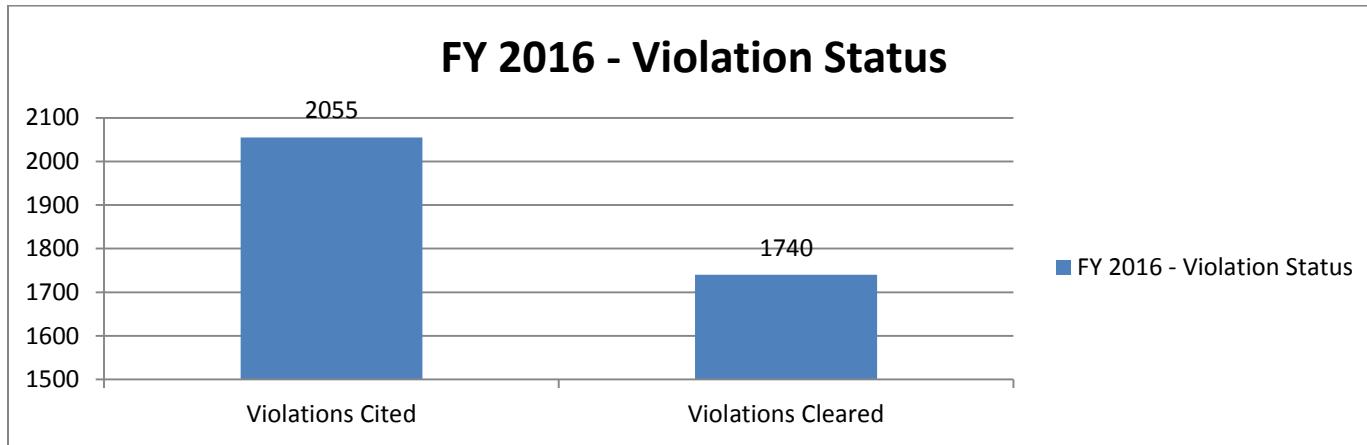


Ongoing continuing education is an essential part of maintaining high quality service. We quantify and categorize our training into one of the categories noted above. This allows us to review where our emphasis is in any given month and assess if any changes are necessary. Total training hours are tracked 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 147 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

MARCH 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 went live the week of March 7th. There have been a few issues to work through along the way but staff are quickly learning the new program. The mobile version of the program for the officers to use will debut soon.
- The Lake Zurich Explorers participated in three details during the month of March.
- Chief Husak and Detective Danielson, along with members of other Village departments, attended the LZACC Business and Community Showcase that was held on March 12th at the Lake Zurich High School.
- Employees of the PD met with employees of Park and Rec to begin planning for the 2016 Blue and You event. A tentative date of Friday, July 29th was chosen for the event.

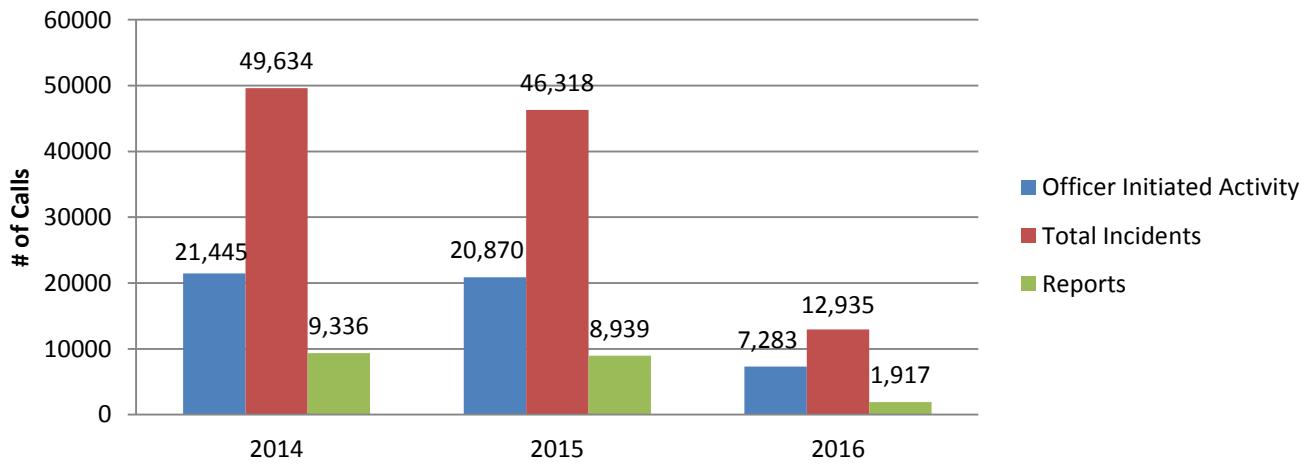
Patrol and Communications

- On March 7th, Robert Johnson was sworn in to his new position of Commander. Michael Parlberg was also sworn in as Sergeant.
- Two new patrol officers were hired on March 21st. Colleen Burke started at the College of Dupage Suburban Law Enforcement Academy (SLEA) on March 28th. Jennie Alber, who was an officer with Island Lake prior to coming to Lake Zurich, began her field training on March 24th.
- A new Solocom phone system was installed in dispatch on March 8th. This new system brings some welcome changes to the Communications center.

Investigations

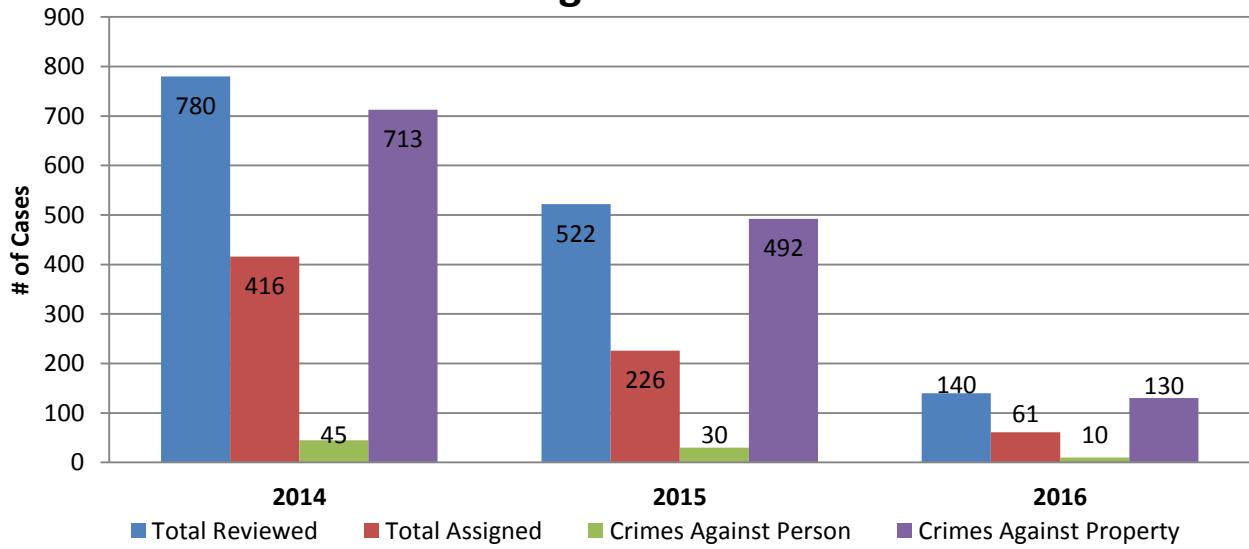
- 22 solicitation permits were processed and approved in March, and one solicitation permit was denied. Four raffle permits and four background investigations were also processed throughout the month of March.
- Detective Shaun Knight responded to two Lake County Major Crimes Task Force callouts.
- March 7-8th Detective Danielson and Sergeant Pavlock attended a recruiting event at U.W. Platteville, WI.
- On March 9th, Sergeant Pavlock spoke to residents of Lake Zurich Meadows regarding crime prevention and scams in area.
- There were three juvenile arrests at the high school this month, bringing the total to 11 arrests this school year.
- 29 parking violation citations were written this month at the high school. 95 parking violations have been written to date.

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



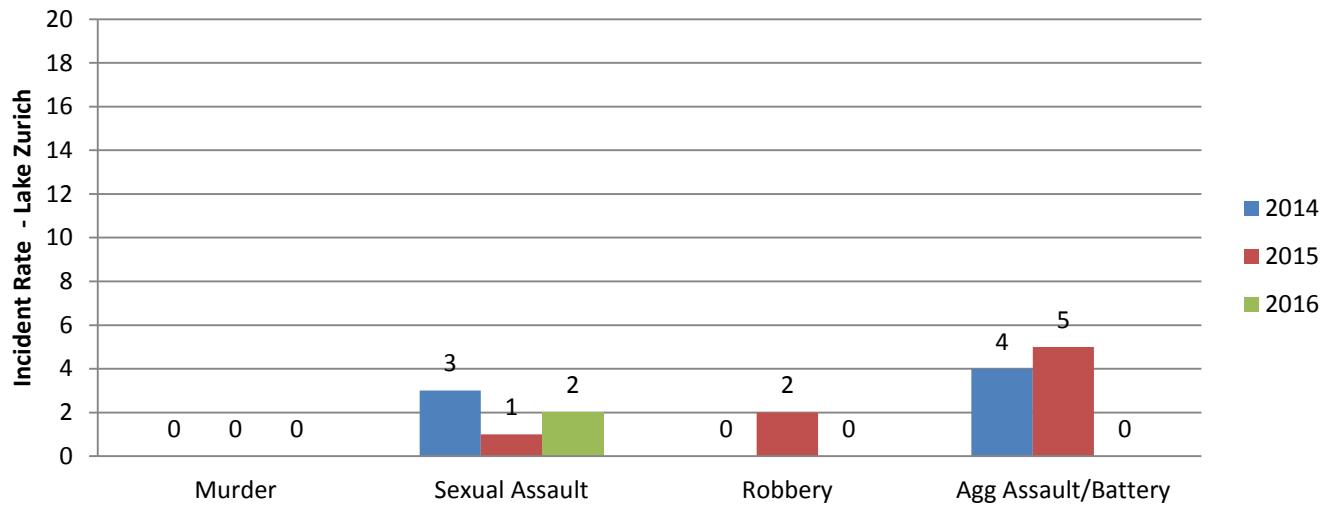
Officer initiated activity includes; DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents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

Investigative Caseload



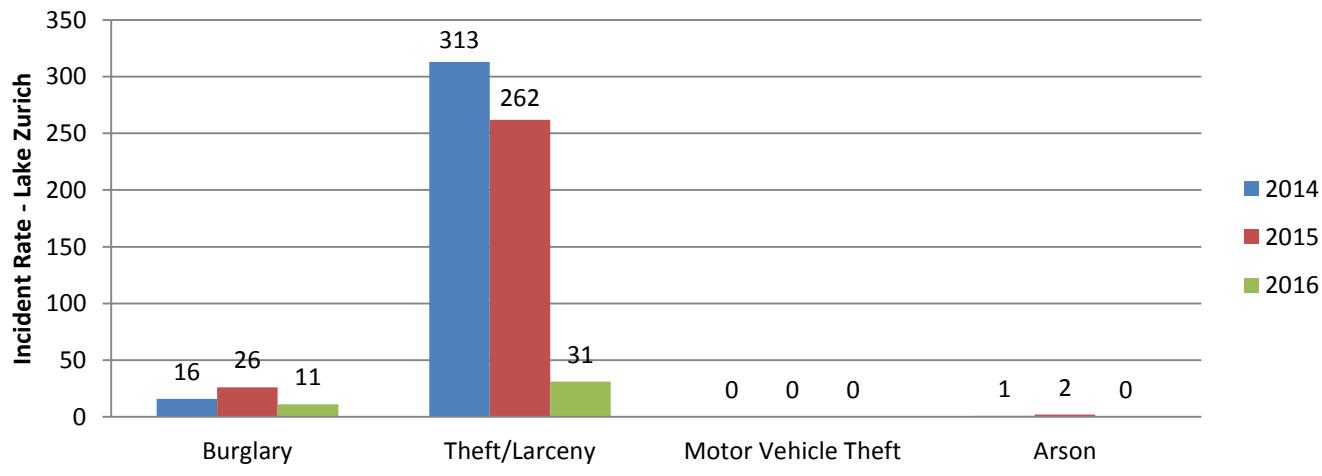
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.

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



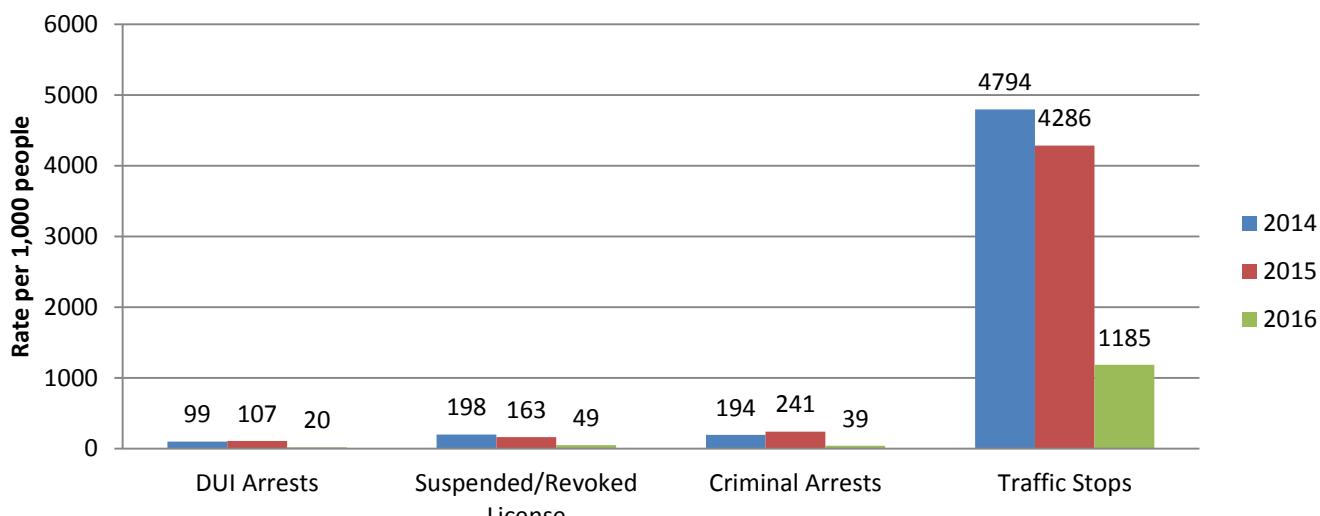
The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this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

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



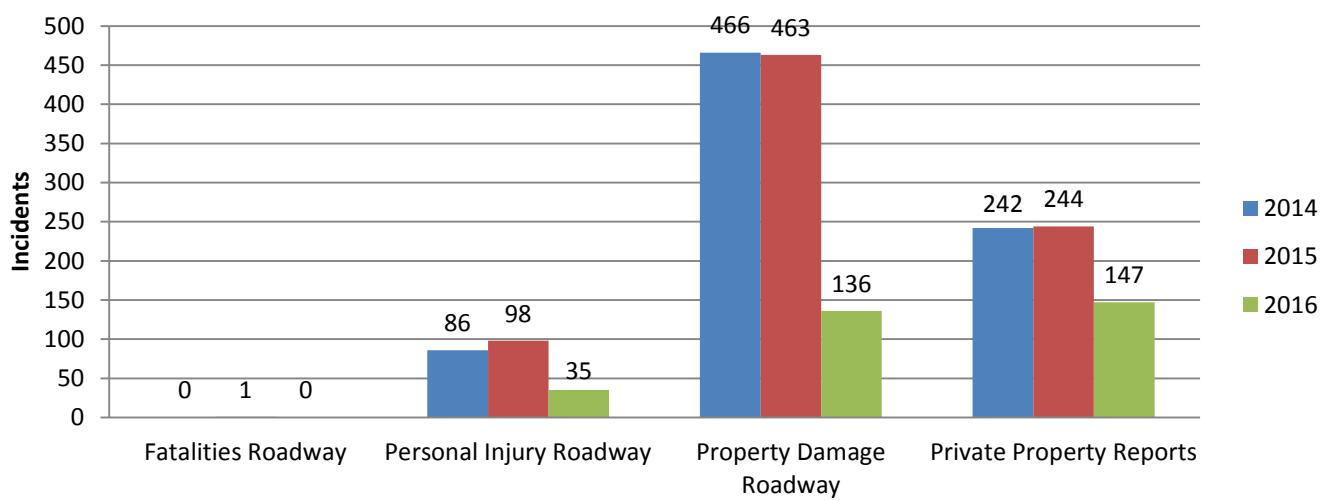
This information is provided to the Federal Bureau of Investigation via the Illinois State Police. These are Crimes against Property and the actual numbers reported are provided. Generally, this information is converted to incidents per 100,000. More information about this can be found at the Illinois 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)



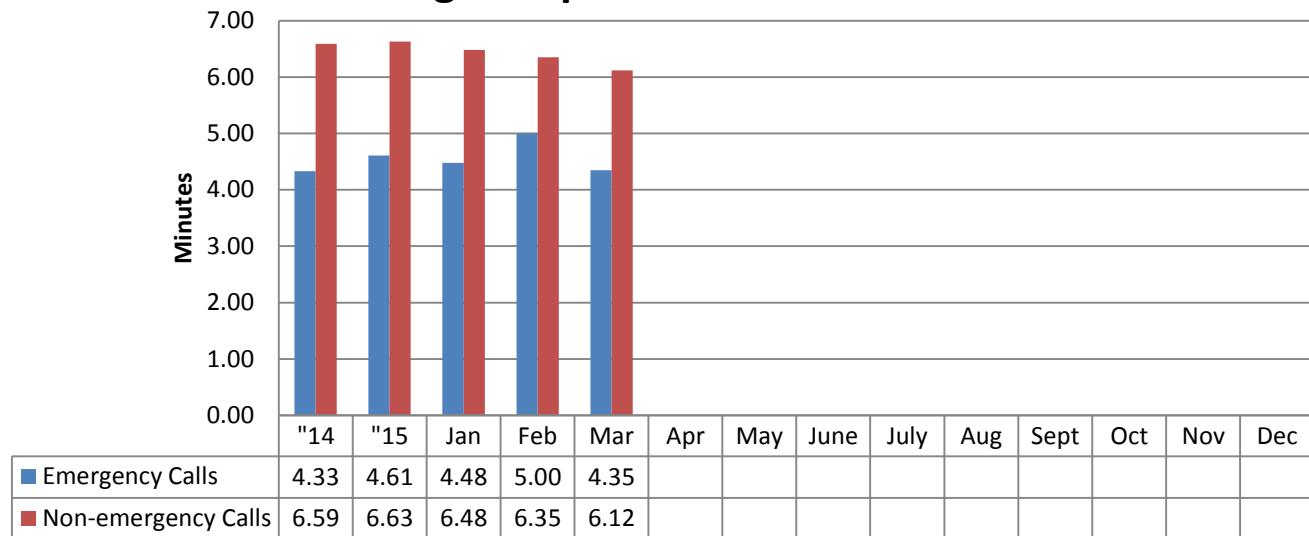
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.), and traffic stops conducted by Department personnel. Past year information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

Vehicle Crash Incidents (Year-to-Date)



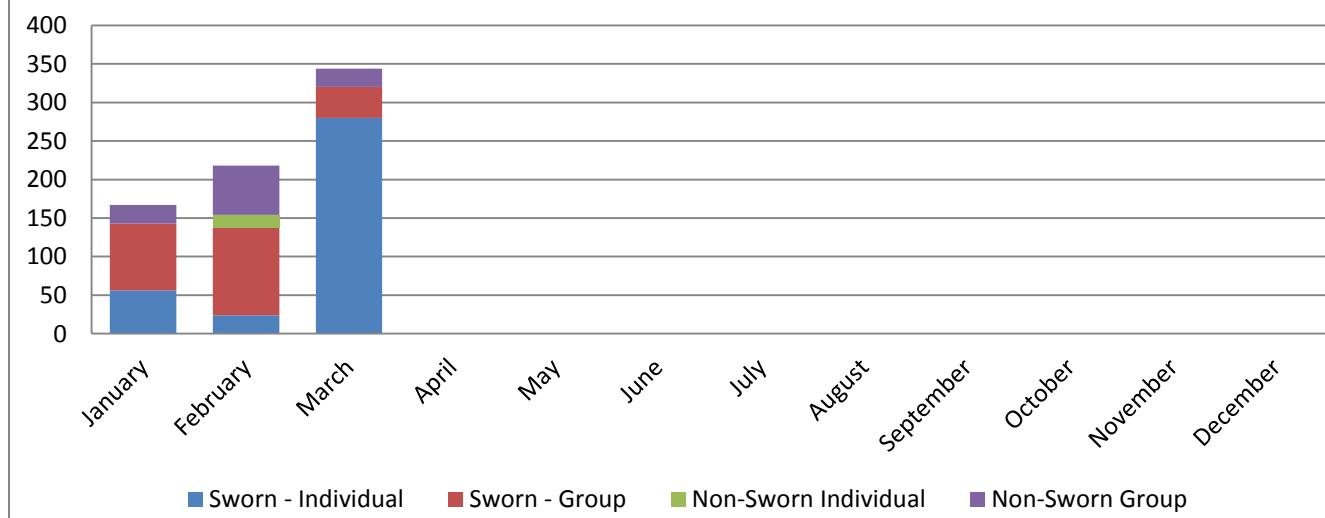
The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic 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



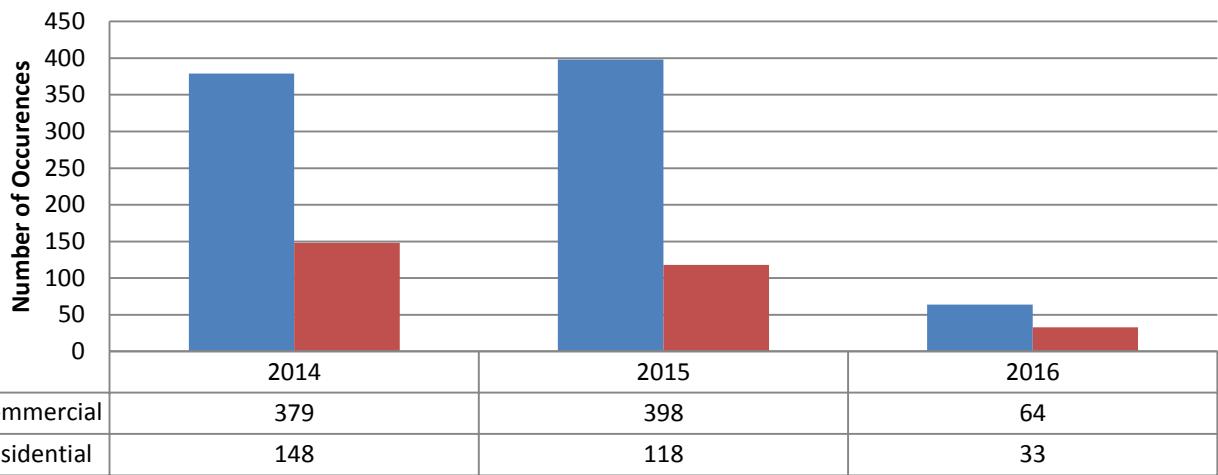
Response time is based on time a call-for-service is dispatched until a unit indicates, through a radio transmission to Dispatch or mobile-data-computer data transmission, they have arrived on-scene. The fraction of the minute is based on sixty seconds. (i.e. .50 = 30 seconds)

Training Time (in Hours)



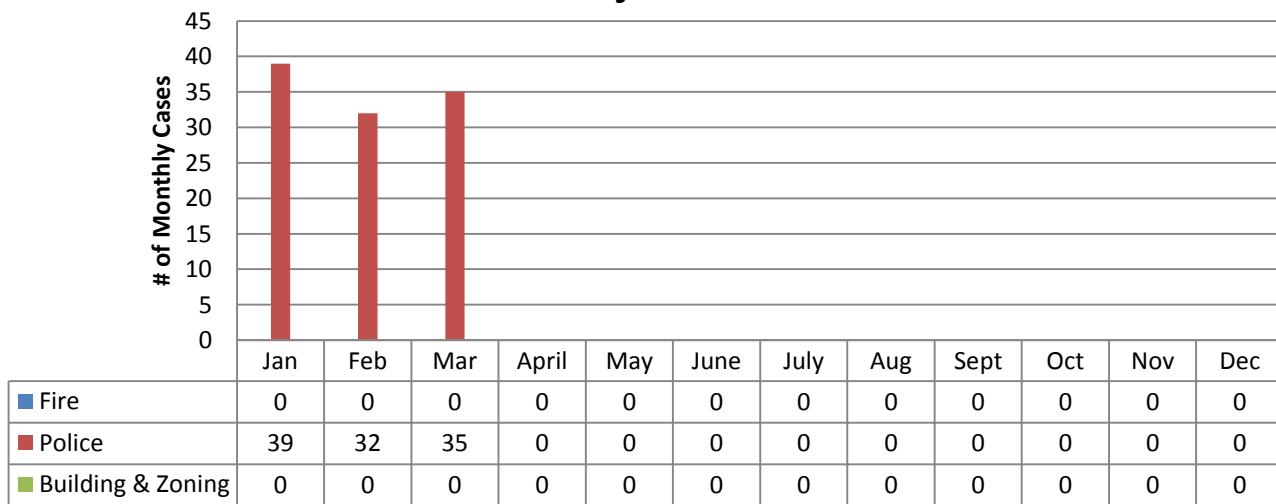
Training is an important element to maintain or improve skills/knowledge/ability. The training categories are divided into four categories: Sworn-Individual (personnel assigned to specific training courses), Sworn – Group (training presented to all sworn personnel multiplied by the number of personnel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



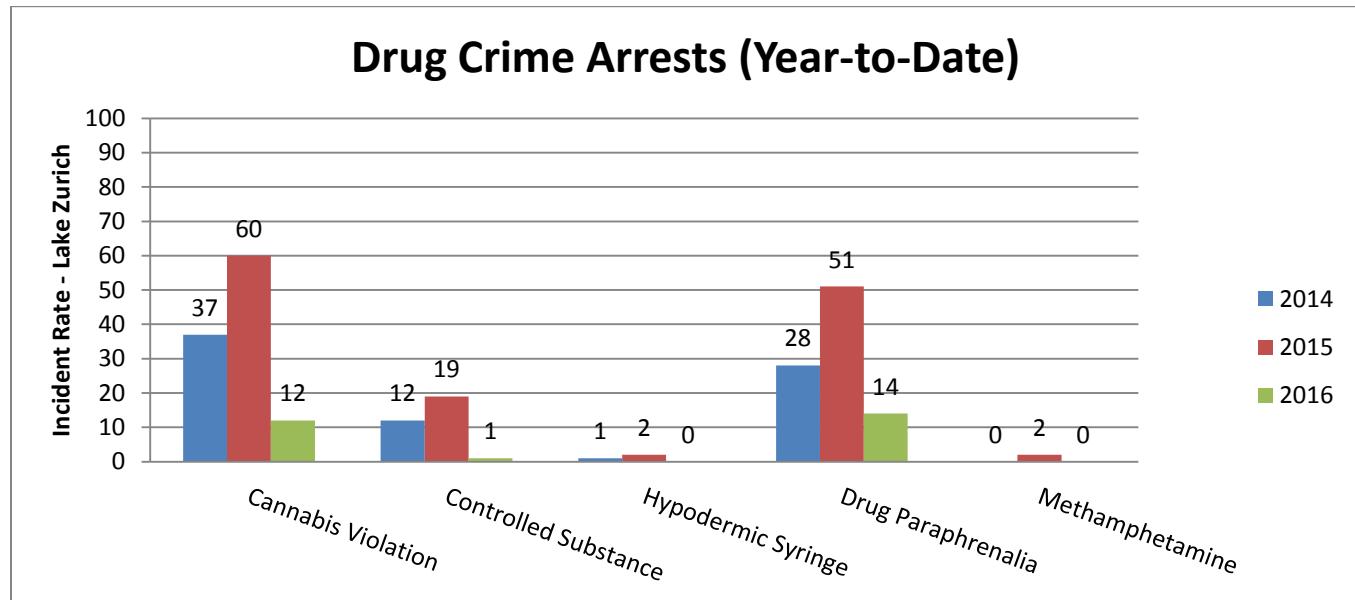
The Crime Prevention/Community Relations function monitors the number of alarms to which Patrol personnel respond – many of the alarms are false. Information from the year 2000 is benchmark information and indicates the progress that has been made regarding the false alarms that the Department has received.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

MARCH 2016

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

The Park & Recreation Department would like to invite you to our Annual Arbor Day event held on Saturday, April 30th from 9am-12pm! Individuals, families, community groups, or scout groups can sign up to help cleanup any of our 32 parks. Arbor Day 2016 will start at Paulus Park with a volunteer appreciation breakfast followed by a tree planting ceremony by our Village Arborist and members of the Lake Zurich Tree Commission. Volunteers will depart for their assigned parks to clean up (and once finished, will leave). We provide the bags, please bring work gloves, and dress appropriately. Please sign yourself or your group up to clean a park at <http://www.signupgenius.com/go/20f0548aeac23a6fd0-arbor>

The Breakfast with the Bunny event that took place at the Retired Fire Fighters Association Hall facility from 8am- 11am brought over 325 people out to enjoy the hot breakfast and festive atmosphere. After attendees joined an even larger group for the Annual Egg Hunt there were inflatables, a DJ and KITS running games for the kids. A BIG THANK YOU to our event sponsors include the Lions Club, Retired Fire Fighters Association and Kildeer's Chick-fil-A. Other event sponsors and donors included Egg Shells, Foglia YMCA, Starbucks, Girls Scouts, NHS, Explorers, Fresh Market, Target, McDonalds, Marianos, and Oberweiss.

The NiteLite Egg Hunt held for tweens on Friday, March 25th at Paulus Park saw over 140 tweens come out for 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 still underway with 22 vendors online. We are currently focusing our energy on securing the rotating non-profit booths as well as the monthly artists. 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. The committee for Rock the Block is continuing to meet for the Saturday, September 17th event. Again all contracts have been finalized and bands 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 brochures have arrived in households as of last week. Please note the **correct day** for the 4th of July event is **MONDAY, JULY 4th**. Due to conflicting information listed in the Park and Recreation Summer brochure that arrived in household this week (correct day listed inside the guide and incorrect day listed on the back page), we are taking immediate steps to clearly communicate our event date to our community. For more information on our July 4th event, please visit <http://www.lakezurich.org/464/4thof-July-Celebration>. We have already seen an increase in traffic for registration including youth sports, day camp, youth activities and even beach passes. The department has finalized all hiring for the beach and will be wrapping up day camp hiring within the next week or so. Orientations for all seasonal staff are scheduled for end of May and early June.

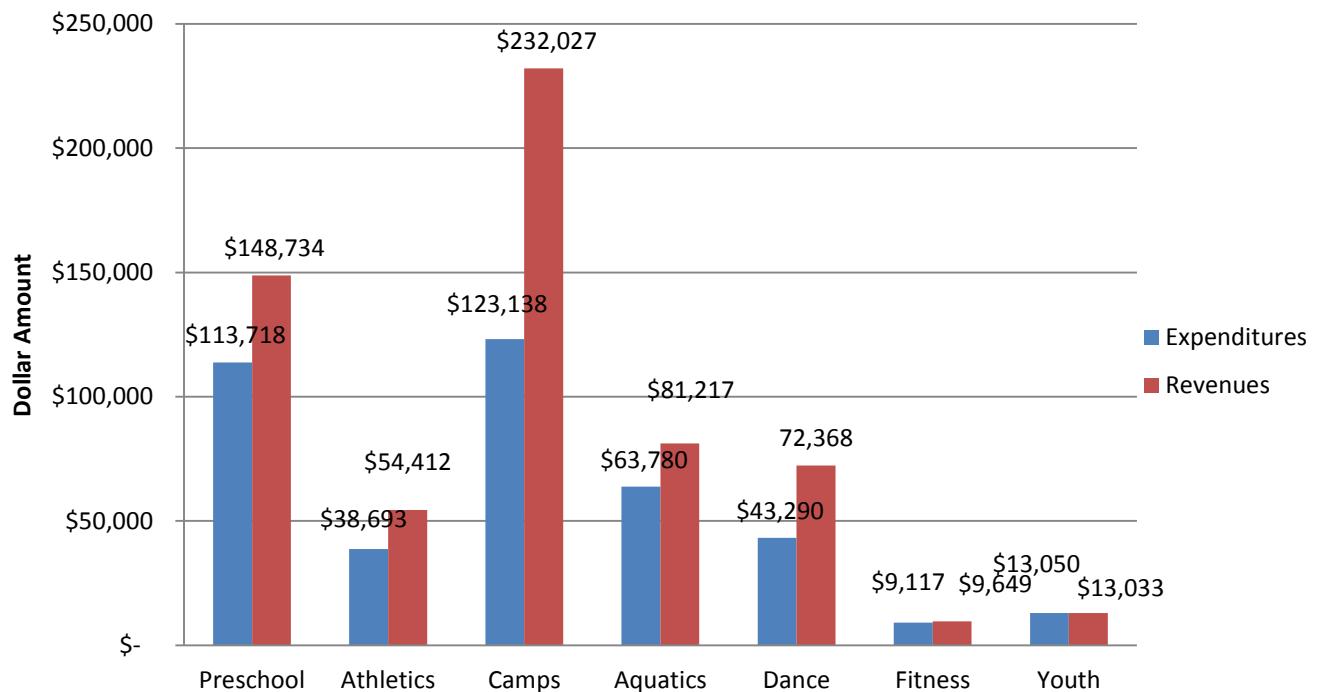
The department is continuing to work towards their ACA (American Camping Association) accreditation in preparation for the accreditation visit tentatively scheduled for August (date moved back to accommodate the transition with the new Recreation Supervisor). Our Spring Dance Recital, Kaleidoscope, is on Saturday, May 7th at the Lake Zurich High School Performing Arts Center. Due to the increase in dancers, we will be holding three shows this year. Tickets for the three shows will be available as of April 15th at www.tututix.com/LakeZurich

This past month Staff finished installation of a new sprinkler system at the Barn. It was determined that the addition of a sprinkler system was necessary to improve safety and capacity issues due to the layout of the lower level of the Paulus Park emergency exits. Fire Inspection Specialist Kleinheinz was able to secure donated pipes to lower the cost of the addition. Installation included overhead sprinklers and a self-contained 300 gallon water tank. This has increased the capacity allowed in the Paulus Park Barn lower level from 40 individuals to 130+. The approximate cost for the project is expected to come in under \$13,000.

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 2,400 individuals registered for the event. We are anticipating an increase from last year's participation (5,005) due to the fact that the annual race in Gurnee was canceled recently due to icy conditions. For registration information, please visit: <http://www.thecolorvibe.com/lakezurich.php>

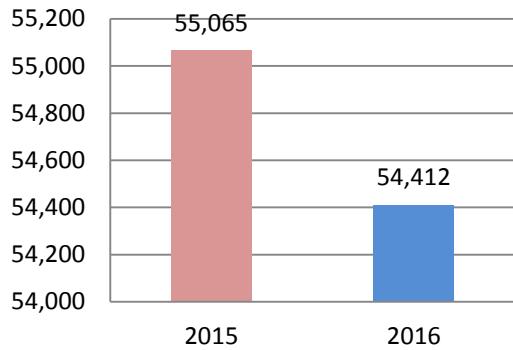
Other external events to be held at our parks in 2016 include A Long Swim, Relay for Life, LZ Tri, Alpine Races, AHCF Walkathon, and Taste of the Towns. Village sponsored events that will continue in 2016 include the Downtown Cruise Night (Fuzzy Dice Productions), and Ancient Oaks Foundation quarterly 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

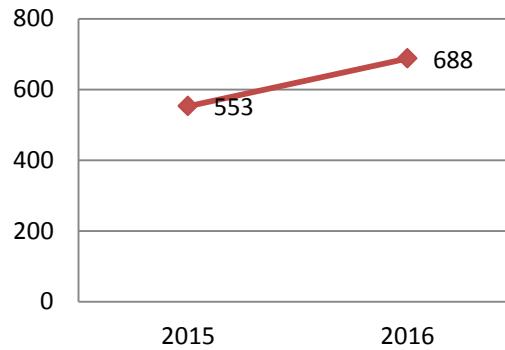


As a service provider, the balance of managing guest service with cost recovery is essential. Staff's approach determines which programs have the best impact and which may need to be reduced or eliminated to ensure investments are made in the services that provide the greatest value to the overall community. 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

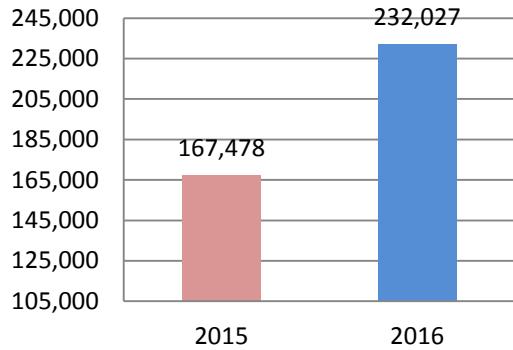


Athletics Year over Year Enrollment

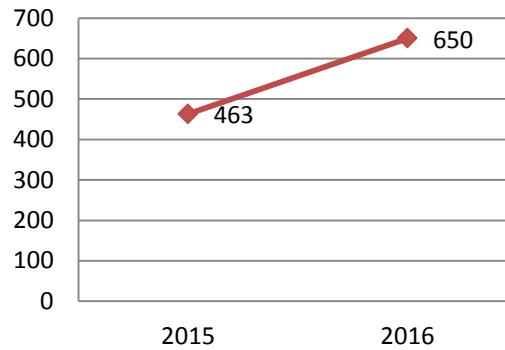


Athletic programs include tennis, karate, tae kwon do, golf, soccer and tee ball. We have seen a decline in our athletics program over the course of the past year for our more expensive programs such as tennis and karate. We have seen increased participation in our newer, less expensive options. We have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

Camp Year over Year Rev Y-T-D

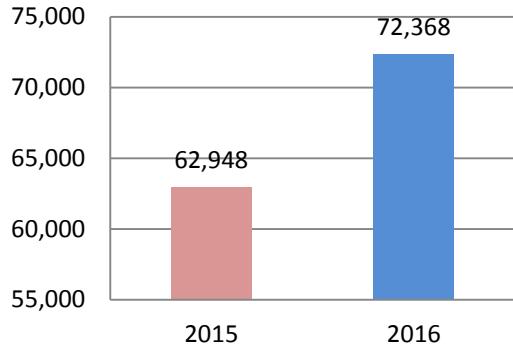


Camp Year over Year Enrollment

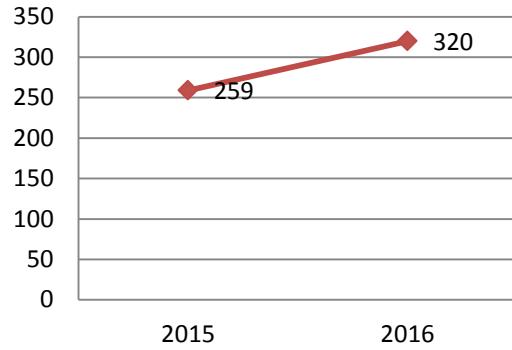


Camp programs include Kiddie camp, Pee Wee camp, Camp Alpine, Teen camp, Safety Town Camp and, new to 2015, weekly Variety camps.

Dance Year over Year Revenue Y-T-D

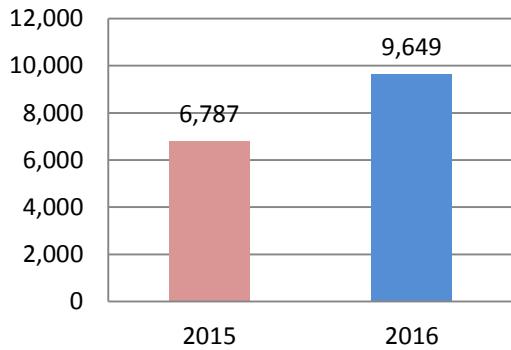


Dance Year over Year Enrollment

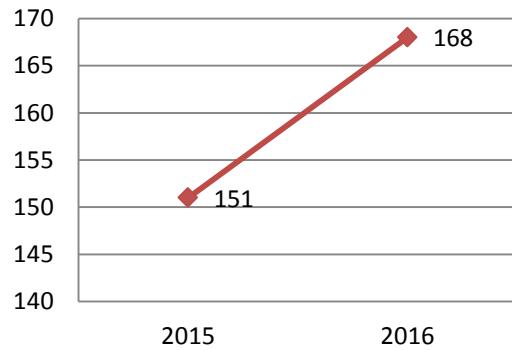


Dance programs include Ballet/Tap, Pointe, Jazz, Company, Poms and Hip Hop. We have seen a slow start to registration. Dance begins the second- third week in September. We anticipate later registration this year.

Fitness Year over Year Revenue Y-T-D

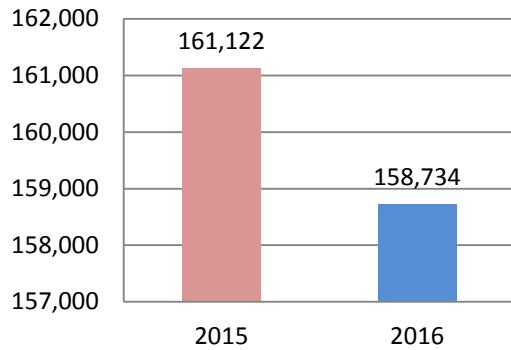


Fitness Year over Year Enrollment

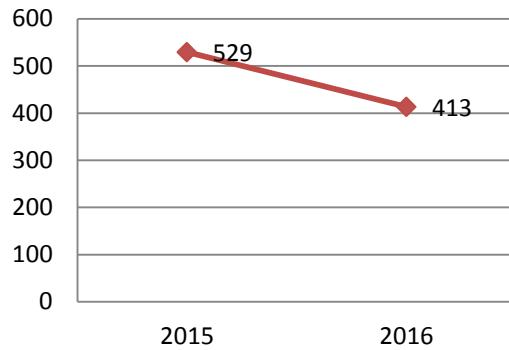


Fitness programs include Yoga, Cardio Fitness Karate, Cardio Circuit, Cardio Blast, Strength & Tone, Power Hour and Strength Training. Facility space limits present challenges to growing the Group Fitness program. Less participation this year due to the cancelation of the Barn renovation for rehoming 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

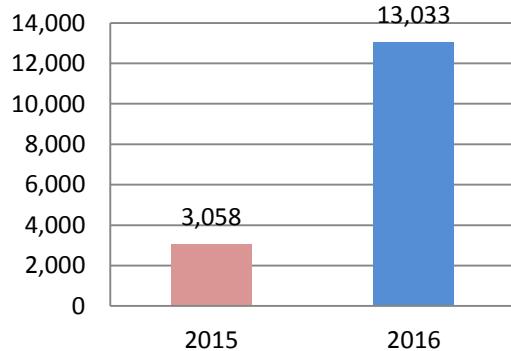


Preschool Year over Year Enrollment

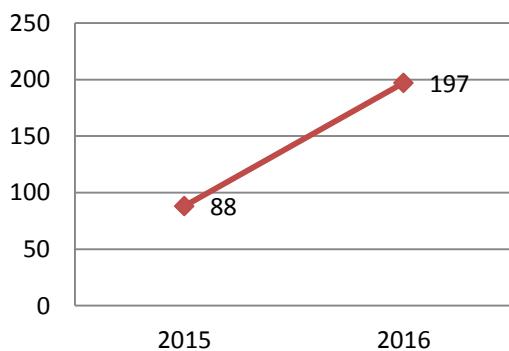


Preschool includes Terrific Twos, Lunch Bunch, Preschool (3yrs-5yrs) and Music Masters. Classes take place in four locations: The Barn, Chalet, St. Peter's Church and Buffalo Creek. This reflects registration deposits and two month payments for the upcoming year. Enrollment for next year is off to a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

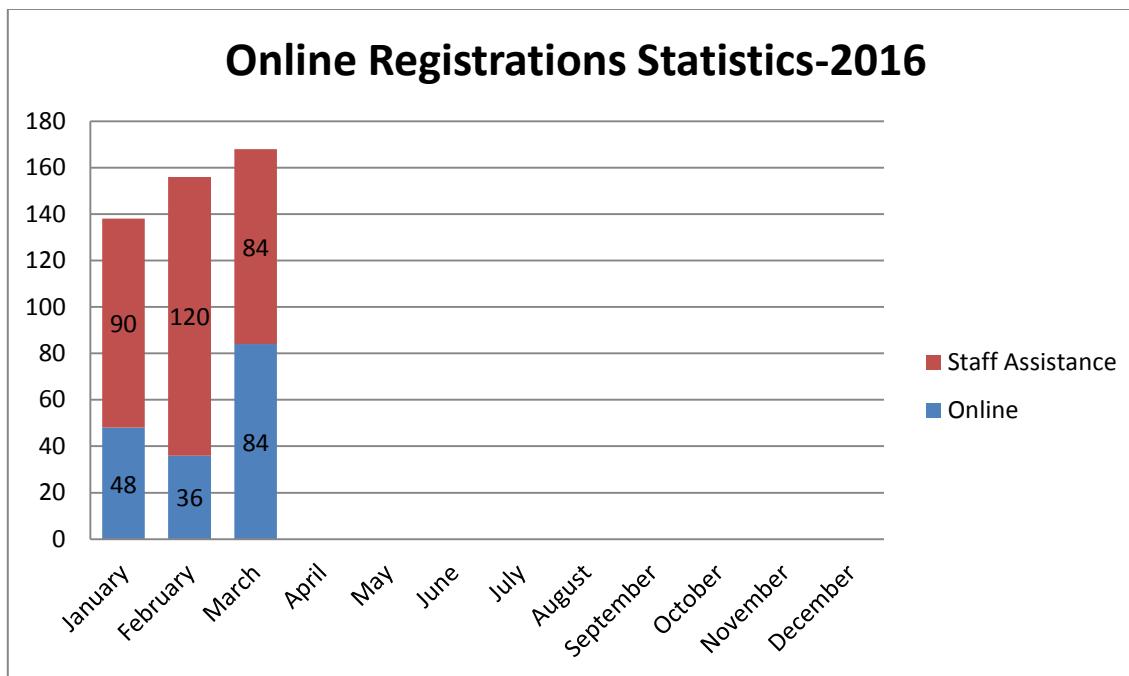
Youth Year over Year Revenue Y-T-D



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.

