



**AGENDA PACKET**  
**VILLAGE OF LAKE ZURICH**  
**Village Board of Trustees Virtual Meeting**

**June 21, 2021**  
**07:00 pm**

# VILLAGE OF LAKE ZURICH

## VILLAGE BOARD OF TRUSTEES VIRTUAL MEETING

**JUNE 21, 2021**  
**07:00 PM**  
**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider.

**3. PUBLIC COMMENT**

This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and 5 minutes per speaker. Written testimony and comments submitted to [info@lakezurich.org](mailto:info@lakezurich.org) prior to the start of the meeting will be read into the record.

**4. PRESIDENT'S REPORT / COMMUNITY UPDATE**

**A. Proclamation Recognizing June 2021 as LGBTQ Pride Month in Lake Zurich**

**5. CONSENT AGENDA**

(These titles will be read by the Village Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any member of the Board).

**A. Approval of Minutes of the Village Board Meeting, June 7, 2021**

Attachment: [5a.pdf](#)

**B. Approval of Semi-Monthly Warrant Register Dated June 21, 2021 Totaling \$384,332.27**

Attachment: [5b.pdf](#)

**C. Reduction of Letter of Credit for M/I Homes for Avery Ridge Subdivision on Midlothian Road to the Amount of \$395,859.90 and Reduction of Performance Bond to the Amount of \$299,158.50**

**Summary:** M/I Homes has requested a reduction in the Letter of Credit and Performance Bond the Village is holding for its Avery Ridge residential subdivision off Midlothian Road. A Letter of Credit in the amount of \$1,148,869 was provided for performance and payment security for storm water, roadway, water mains, and sanitary sewer improvements and a Bond in the amount of \$1,333,896.30 was provided as performance and maintenance security for earth work improvements, soil erosion, and sediment control. Village Staff concurs with the proposed reductions in the Letter of Credit and Bond amounts to the lower levels.

Attachment: [5c.pdf](#)

**D. Intergovernmental Agreement for Cooperative Emergency Weather and Disaster Warning System by and Between Cuba Township, the Barrington Countryside Fire Protection District, and the Village of Lake Zurich**

**Summary:** In 2016, Cuba Township and the Barrington Countryside Fire Protection District entered into an agreement to have the Village of Lake Zurich provide services related to activation of the Cuba Township early warning system. All entities desire to continue the arrangement and update the intergovernmental agreement to be effective until June 2025.

Attachment: [5d.pdf](#)

**6. OLD BUSINESS - None at this time.**

**7. NEW BUSINESS**

(This agenda item includes matters coming to the Board of Trustees for discussion and possible action).

**A. Special Event Approval for 2021 Alpine Carnival on July 23, July 24, and July 25 at Lions Park and Main Street (Trustee Weider)**

**Summary:** The Lake Zurich Lions Club has announced the planned return of Alpine Fest for 2021, which will be called Alpine Carnival this year to more accurately reflect a scaled-down event. This year's event will feature carnival rides, food vendors, and midway games but have no parade, no beer tent, and no water fights. All carnival rides will be inspected and approved by the State of Illinois and all food vendors are licensed and regulated through the Lake County Health Department.

This is not a Village event nor is it held on public property. Alpine Carnival will occur at Lions Park, which is owned by the Lions Club.

Village Staff is recommending the closure of Main Street for the duration of the event as it has done in recent years in order to maximize public safety as a significant amount of pedestrian traffic crosses the street during the event and youth are frequently along the roadway. Village Staff will send notification letters to Main Street businesses notifying them of the road closures.

**Recommended Action:** A motion to approve the special event request for Alpine Carnival 2021 for July 23 through July 25 and close Main Street from the afternoon of July 23 until the evening of July 25.

Attachment: [7a.pdf](#)

## **8. TRUSTEE REPORTS**

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

## **9. VILLAGE STAFF REPORTS**

(This is an opportunity for the Village Manager or Department Heads to report on matters of interest to the Board of Trustees).

### **A. Police Department -- 2021 Update on Lake Patrols**

### **B. Monthly Data Metric Reports**

Attachment: [Village Managers Office.pdf](#)

Attachment: [Finance.pdf](#)

Attachment: [Community Development.pdf](#)

Attachment: [Public Works.pdf](#)

Attachment: [Parks and Rec.pdf](#)

Attachment: [Fire.pdf](#)

Attachment: [Police.pdf](#)

## **10. ADJOURNMENT**

UNAPPROVED MINUTES  
VILLAGE OF LAKE ZURICH  
Board of Trustees  
70 East Main Street  
*ELECTRONIC ONLINE MEETING*



Monday, June 7, 2021. 7:00p.m

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7.01pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Finance Dir. Bane Thomey, Dir. of Innovation Michael Duebner, Acting Fire Chief Dave Pilgard, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown, Park and Rec. Dir. Bonnie Caputo, H.R. Dir. Doug Gibson. Guests:- Brian Frank, Milieu Landscaping; Peter Starykiewicz, All Community Events; Jack Zak, Andy's Deli.
3. **PUBLIC COMMENT**  
There were none.  
*Public Comment on Agenda Item #7B was held at that time.*
4. **PRESIDENT'S REPORT / COMMUNITY UPDATE**  
There was no report.
5. **CONSENT AGENDA**
  - \* *Trustee Euker requested Agenda Item #5E be removed from the Consent Agenda.*
  - A. **Approval of Minutes of the Village Board Meeting, May 17, 2021**
  - B. **Approval of Semi-Monthly Warrant Register Dated June 7, 2021 Totaling \$1,097,166.61**
  - C. **Ordinance Approving a Special Use Permit for Milieu Landscaping at 525 Enterprise Drive ORD. #2021-06-413**  
**Summary:** Milieu Landscaping is seeking a Special Use Permit to allow outdoor storage associated with a permitted landscape and horticultural services contractor at 525 Enterprise Parkway within the I – Industrial Zoning District. The business proposes to establish a landscape company and office, along with an outdoor storage yard for landscape materials. The Planning and Zoning Commission held a public hearing on May 19, 2021 and voted 5-0 in favor of recommending approval.
  - D. **Agreement with Layne Christensen Company for Preventative Maintenance on Well #9 in the Amount Not-to-Exceed \$150,000**  
**Summary:** The 2021 budget includes \$150,000 in the Water and Sewer Fund for this planned expense. In 2017, the Village Board approved a renewal of a five-

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year professional services agreement with Layne Christensen Company to provide well and pump maintenance. This five-year agreement provides the Village with a 5% discount on labor and equipment rates. The current well maintenance rotation focuses on Lake Zurich's five wells that have the ion exchange water treatment process. Preventative maintenance on Well #9 last occurred in 2016.

- \*E. Ordinance Restricting Parking on Ash Street, Oak Street, and Parkway Avenue**  
ORD. #2021-06-414

\*Removed from the Consent Agenda.

- F. Ordinance Amending Chapters 1 and 4 of Title 6 of the Lake Zurich Municipal Code Regarding All-Terrain Vehicles and Off-Highway Motorcycles** ORD. #2021-06-415

**Summary:** Staff is recommending this ordinance for minor language updates to the Village Code to ensure terminology and definitions are consistent with the Illinois Vehicle Code. Updates to the "All-Terrain Vehicle" definition and the addition of "Off-Highway Motorcycle" are needed so that the language remains consistent with the Illinois Vehicle Code. The rules for the use of these vehicles also require updates.

- G. Ordinance Amending the Village of Lake Zurich Municipal Code to Repeal Ordinance #91-05-448 Establishing a Portion of a Local Street as Residents Permit Parking Only** ORD. #2021-06-416

**Summary:** An ordinance passed in May 1991 created Resident Permit Parking Only on Lake Street intended to "preserve the residential character of said area." This went into effect when both JJ Twigs and Rock n' Roll bar were in the neighborhood. Both businesses have been gone for over 15 years. There are no other Resident Only restrictions on streets in Lake Zurich and the Village has not issued Resident Only parking permits since at least 2008. Staff recommends a repeal of the 1991 ordinance that created these restrictions.

- H. Ordinance Amending the Village of Lake Zurich Municipal Code to Update the Provisions of Title 3, Chapter 5, Section 10 Imposing a Municipal Cannabis Retailers' Occupation Tax** ORD. #2021-06-417

**Summary:** The Village Board adopted an ordinance on April 21, 2021 that amended a previous ordinance adopted on December 21, 2020 which enacted a 3% local tax on the sale of adult use recreational cannabis, should a dispensary decide to locate to Lake Zurich in the future. While this local tax ordinance has already been accepted for meeting the statutory filing deadline, the Illinois Department of Revenue has requested further amendments to correct provisions which are not consistent with the Municipal Cannabis Retailer's Occupation Tax Law.

**Recommended Action:** A motion was made by Trustee Weider, seconded by Trustee Sprawka, to approve the Consent Agenda as amended.

AYES: 6 Trustees Bobrowski, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

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**E. Ordinance Restricting Parking on Ash Street, Oak Street, and Parkway Avenue  
ORD. #2021-06-414**

**Summary:** At the March 17, 2021 Community Police Advisory Committee (CPAC) meeting, members reviewed a request from residents to address parking regulations in the neighborhood east of Breezewald Park. CPAC is recommending to the Village Board to restrict parking on the hydrant side of Ash Street between Beauteau Street and Grove Street, on Grove Street between Ash Street and Parkway Avenue, and on Parkway Avenue between Beauteau Street and Lions Drive. CPAC recommends restricting parking on the non-hydrant side of Oak Street between North Old Rand Road and Lions Drive because of commercial/shoulder parking currently in place on the hydrant side. Restrictions are recommended as the usable width of all roadways are less than 24 feet.

Trustee Euker stated that many of the residents of the affected streets did not receive any notification of the parking changes. She requested that the Agenda Item #5E be tabled so that notifications could be distributed to all residents. Trustee Euker asked for the basis of the CPAP recommendation and statistical data for the decision. She requested tabling to a future meeting. Police Chief Husak and Dir. Brown provided information and Atty. Uhler advised the Board. A motion was made by Mayor Poynton, seconded by Trustee Euker, to table to a future meeting.

AYES: 6 Trustees Bobrowski, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**6. OLD BUSINESS**

None at this time.

**7. NEW BUSINESS**

**A. Special Event Approval for All Community Events for Jack O' Lantern World at Paulus Park for the Whole Month of October Wednesday through Sunday Evenings**

**Summary:** The Village has received an event request from All Community Events, a Lake Zurich business, to operate an autumn family-friendly event called Jack O' Lantern World at Paulus Park throughout the entire month of October, Wednesday through Sunday evenings from 9 pm – 11 pm.

This event would include the exclusive use of the southeast end of the property for the entire month of October and one week in September and November for setup and cleanup efforts, use of electric and restroom facilities, as well as food trucks and adult beverages during event hours.

The ticketed entry event will feature a walk-through of designated pathways at Paulus to enjoy 10-15 stations of 100-200 professionally carved pumpkins with scene sounds at each station. All pumpkins would contain flameless candles only and all sounds would be directed towards Route 12 at all times. Entry fees are still being determined but the organizer has agreed to rental terms of 5% of gross ticket sales or a minimum of \$400 per night, whichever is greater.

Village Special Event guidelines for events with over 100 in attendance required approval by the Park and Recreation Advisory Board and the Village Board. Due to timing concerns, All Community Events has requested Village Board

consideration first and has agreed, pending Board feedback and approval, to present its event to the Park and Recreation Advisory Board at its June 8, 2021 meeting.

Park and Rec. Dir. Caputo stated that besides All Community Events proposal, Phase Three Brewery, Lake Zurich are interested in joining the first weekend of the proposed dates in an event in Paulus Park. Mayor Poynton enquired about the change in process of getting Board approval before the PAB's recommendation to the Board. Dir. Caputo stated that there was a timing problem and she had polled most of the PAB's members on their support of the proposal, and had a favourable response.

All Community Events Peter Starykiewicz, President, gave a PowerPoint presentation of the proposal and he answered the Board's questions. Questions included: dates, hours, handling inclement weather, traffic, possible earlier opening times, entrance fee. Staff also answered the Board's questions.

**Recommended Action:** A motion was made by Trustee Weider, seconded by Trustee Sprawka, to approve the special event request for All Community Events for Jack O' Lantern World at Paulus Park for the Whole Month of October Wednesday through Sunday Evenings.

AYES: 6 Trustees Bobrowski, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**B. Ordinance Granting Approval of a Planned Unit Development, Amendment to the Official Zoning Map, Final Plan, Special Use Permits, and Modifications to the Zoning and Land Development Code for Andy's Deli at 265 North Rand Road ORD. #2021-06-418**

**Summary:** Kolasa Real Estate Investment has filed an application for a new development at 265 North Rand Road, site of the vacant Joe's Barber Shop. The proposal for Andy's Deli underwent a Courtesy Review with the Village Board on July 6, 2020, initial consideration by the Planning and Zoning Commission (PZC) on October 21, 2020, and further PZC consideration on February 17, 2021.

The proposal for Andy's Deli would require a Special use Permit for a Planned Unit Development for the construction of the restaurant with residential uses on the second floor, a Zoning Map Amendment to rezone the property from R-5 single-family residential to B-1 local and community business district, modifications to the zoning and building code requirements, and Site Plan Review and Exterior Appearance Review to approve their proposed building and landscaping design.

At its February 17, 2021 meeting, the PZC recommended denial of the Planned Unit Development and Zoning Map amendment as proposed by the developer. The Zoning Code allows petitioners to continue with the request for consideration of a project to the Village Board.

**Recommended Action:** The Village Board has three options it may choose:

- A) Deny the application for approval of the development concept plan
- B) Refer the application back to the PZC for further consideration of specified matters
- C) Approve the development concept plan, with or without modifications and conditions to be accepted by the applicant

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#### **PUBLIC COMMENT**

Larissa Klavins, 245 Sunrise Lane, addressed the Board on her opposition to the proposal. Ms. Klavins had submitted a letter which was part of the packet.

Ralph Weber, 255 Sunrise Lane, addressed the Board on his opposition of the proposal. Mr. and Mrs. Weber had submitted letters including in the packet.

D.D. Johnson, representing her father, Bob Warren, addressed the Board in opposition of the proposal.

James Oesterreicher, Sunrise Lane, addressed the Board on his opposition of the proposal.

Dir. Saher introduced Jack Zak, General Manager of Andy's Deli, who then gave a PowerPoint presentation of the proposal.

Mayor Poynton stated that he was disappointed that the neighbours say there was little contact with Andy's Deli people about the proposal. The Trustees responded to the presentation and Staff and Mr. Zak answered them. Questions included traffic flow, parking, number of employees, odours and fences. Trustee Sprawka recommended that there be only a right turn exit from the property on Evanston Terr, and that there be a masonry wall instead of fencing. Atty. Uhler advised the Board on the option C which should include the wording of the right turn exit and masonry wall.

A motion was made by Mayor Poynton, seconded by Trustee Spacone, to approve an Ordinance Granting Approval of a Planned Unit Development, Amendment to the Official Zoning Map, Final Plan, Special Use Permits, and Modifications to the Zoning and Land Development Code for Andy's Deli at 265 North Rand Road and approving the development concept plan, with modifications and conditions to be accepted by the applicant including replace the references to "fence" with "stone or masonry wall" and new condition that all traffic exiting the site be directed to take a right turn onto Evanston Terrace in a west-bound direction.

AYES: 5 Trustees Bobrowski, Euker, Gannon, Spacone, Sprawka.

NAYS: 1 Trustee Weider.

ABSENT: 0

MOTION CARRIED.

#### **8. TRUSTEE REPORTS**

Trustee Spacone requested an update of citations and safety concerns by the Marine Patrol at a future meeting.

#### **9. VILLAGE STAFF REPORTS**

There were none.

#### **10. EXECUTIVE SESSION called for the purpose of:**

5 ILCS 120 / 2 (c) (21) approval of executive session minutes

5 ILCS 120 / 2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees

Motion was made by Trustee Weider, seconded by Trustee Euker, to adjourn to Executive Session for the purpose of 5 ILCS 120 / 2 (c) (21) approval of executive session minutes and 5 ILCS 120 / 2 (c) (1) appointment, employment, compensation, discipline, performance or dismissal of specific employees. There will be no further business in Open Session after the close of the Executive Session.



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AYES: 6 Trustees Bobrowski, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

The meeting adjourned to Executive Session at 9.17pm

Respectfully Submitted by:-

Kathleen Johnson, Village Clerk

Approved by:

\_\_\_\_\_  
Thomas M. Poynton, Village Mayor

\_\_\_\_\_  
Date.

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 6/21/2021  
**\$384,332.27**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
<b>Fund 101 GENERAL</b>				
Dept 00000				
101-00000-10216	PETTY CASH SPECIAL EVENTS	PETTY CASH - PARK & RECREATION	4TH OF JULY 2021 - PETTY CASH	4,500.00
101-00000-15001	PREPAID EXPENDITURES	VERMONT SYSTEMS, INC.	MAINTENANCE FOR RECTRAC AND WEBTRAC	3,213.99
101-00000-21455	BUILDING DEPOSIT PAYABLES	M/I HOMES OF CHICAGO	BD PAYMENT REF - PERMIT #PB21-0532 BLD PERMIT	880.00
		Total For Dept 00000		8,593.99
Dept 12001 VILLAGE ADMIN ADMINISTRATION				
101-12001-52111	OTHER PROFESSIONAL SVCS	PADDOCK PUBLICATIONS INC.	LEGAL NOTICES - 224 EAST ROUTE 22	177.10
101-12001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	LEGAL SERVICES - APRIL 2021	5,175.00
101-12001-52202	LITIGATION	KLEIN THORPE & JENKINS	LEGAL SERVICES - APRIL 2021	594.00
		Total For Dept 12001 VILLAGE ADMIN ADMINISTRATION		5,946.10
Dept 12120 VILLAGE ADMIN HUMAN RESOURCES				
101-12120-52111	OTHER PROFESSIONAL SVCS	IL MUNICIPAL LEAGUE	JOB AD POSTING - FINANCE DIRECTOR	35.00
101-12120-52111	OTHER PROFESSIONAL SVCS	ILLINOIS CITY COUNTY M 999-99999	JOB AD POSTING - FINANCE DIRECTOR	50.00
101-12120-54305	EMPLOYEE EXAMS	ADVOCATE OCCUPATIONAL HEALTH	NEW EMPLOYEE SCREENINGS	663.00
		Total For Dept 12120 VILLAGE ADMIN HUMAN RESOURCES		748.00
Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				
101-12180-54308	TAX REBATES	BRADFORD LAKE ZURICH 5 LLC	TAX REBATE - FEBRUARY 2021	13,699.94
101-12180-54308	TAX REBATES	VILLAGE OF HAWTHORN WOODS	TAX REBATE - FEBRUARY 2021	4,374.39
101-12180-54308	TAX REBATES	VILLAGE OF KILDEER	TAX REBATE - FEBRUARY 2021	8,748.77
		Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT		26,823.10
Dept 13001 FINANCE ADMINISTRATION				
101-13001-53207	PRINTING-STATIONERY/FORM	STAPLES CONTRACT & COMMERCIAL, INC	WINDOW ENVELOPES	141.79
101-13001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER, TAPE, RIBBON, STAPLER, RULER, STENOS, NC	180.75
		Total For Dept 13001 FINANCE ADMINISTRATION		322.54
Dept 17001 TECHNOLOGY ADMINISTRATION				
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE *CREATIVE CLOUD 800-443-8	CREATIVE CLOUD - JUN 2021	206.08
101-17001-52111	OTHER PROFESSIONAL SVCS	GOOGLE	GOOGLE SERVICE - JUNE 2021	24.00

**VILLAGE OF LAKE ZURICH**  
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<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
101-17001-52111	OTHER PROFESSIONAL SVCS	LEADINGIT SOLUTIONS, INC	SUPPORT AGMT 2021 - JUL	2,095.60
101-17001-52111	OTHER PROFESSIONAL SVCS	MICROSYSTEMS INC.	MS CLOUD SERVICES - APR 11/MAY 10	92.74
101-17001-52118	SOFTWARE MAINTENANCE	VERMONT SYSTEMS, INC.	MAINTENANCE FOR RECTRAC AND WEBTRAC	3,213.99
101-17001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - JUNE 2021	165.98
101-17001-53203	TELEPHONE & DATA SVCS	AT & T	VH ELEVATOR 540-9255	127.45
101-17001-53203	TELEPHONE & DATA SVCS	CALL ONE, INC	ANALOG LINES - JUNE 2021	1,390.85
101-17001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & CS - COPIER LEASE	164.73
		Total For Dept 17001 TECHNOLOGY ADMINISTRATION		7,481.42
Dept 24001 POLICE ADMINISTRATION				
101-24001-52111	OTHER PROFESSIONAL SVCS	GATSO USA, INC	RED LIGHT CAMERA FEE	4,650.00
101-24001-52111	OTHER PROFESSIONAL SVCS	HUMISTON, KEVIN	DEPARTMENT PHOTOGRAPHS	270.00
101-24001-52602	WASTE REMOVAL	DANIELS SHARPSMART, INC	SHARPS REMOVAL	177.27
101-24001-52602	WASTE REMOVAL	DANIELS SHARPSMART, INC	SHARPS REMOVAL	0.27
101-24001-52701	MAINT-BLDGS & GROUNDS	USW HOLDING COMPANY LLC	FILTERED WATER - JULY 2021	63.00
101-24001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - PD (MAY '21)	301.21
101-24001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - PD (APR '21)	301.21
101-24001-53207	PRINTING-STATIONERY/FORM	K & M PRINTING	LOCKOUT FORMS	175.00
101-24001-53401	CUSTODIAL SUPPLIES	VALDES, LLC	TOWELS, TP, LINERS	400.65
		Total For Dept 24001 POLICE ADMINISTRATION		6,338.61
Dept 24210 POLICE OPERATIONS				
101-24210-51652	TRAINING AND MEETINGS	LAW ENFORCEMENT TRAINING LLC	COURT SMART YEARLY TRAINING FEE	1,700.00
101-24210-51652	TRAINING AND MEETINGS	NORTHEAST MULTI-REGIONAL TRNG.	JUVENILE TRAINING - LONSKI	75.00
101-24210-52111	OTHER PROFESSIONAL SVCS	MOTOROLA SOLUTIONS, INC	RADIO FEE - JUN	1,530.00
101-24210-52204	OTHER LEGAL	ETERNO, DAVID G	ADJUDICATION HEARING FEE	150.00
101-24210-53209	UNIFORMS	EAGLE ENGRAVING, INC	RECOGNITION PINS	143.45
101-24210-53209	UNIFORMS	GALL'S, LLC	KOURTEV - JACKET, GLASSES, SHIRTS	509.07
101-24210-53209	UNIFORMS	GALL'S, LLC	DAVID - MARINE UNIT, BELT, PANTS	71.22
101-24210-53209	UNIFORMS	RAY O'HERRON COMPANY INC.	SIEMERS - PANTS	118.98
101-24210-53209	UNIFORMS	STONE, PATRICK	FIREARM	559.00
101-24210-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	DRILL BITS	7.38
101-24210-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	INSECT KILLER	6.99
		Total For Dept 24210 POLICE OPERATIONS		4,871.09

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<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 24230 POLICE CRIME PREVENTION				
101-24230-51652	TRAINING AND MEETINGS	IL JUVENILE OFFICERS ASSOCIATION	IJOA CONFERENCE FEE - FREY	150.00
101-24230-52111	OTHER PROFESSIONAL SVCS	TLO LLC	INVESTIGATIVE SEARCH ENGINE	75.00
101-24230-52111	OTHER PROFESSIONAL SVCS	TRANS UNION LLC	CREDIT CHECKS	75.00
101-24230-52111	OTHER PROFESSIONAL SVCS	WEST PUBLISHING GROUP	INVESTIGATIVE SEARCH ENGINE	198.05
101-24230-53209	UNIFORMS	GALL'S, LLC	PILASKI - BACKPACK	100.00
Total For Dept 24230 POLICE CRIME PREVENTION				598.05
Dept 24240 POLICE INTERGOVERNMENTAL				
101-24240-53209	UNIFORMS	FREY, MARK	PATCH SEWING	12.00
101-24240-53209	UNIFORMS	GALL'S, LLC	FREY - SHORTS	107.16
Total For Dept 24240 POLICE INTERGOVERNMENTAL				119.16
Dept 25001 FIRE ADMINISTRATION				
101-25001-51654	MEMBERSHIPS & SUBSCRIP	INT'L ASSOC OF FIRE CHIEFS	MEMBERSHIP FEE - PILGARD - 2021-2022	215.00
101-25001-51654	MEMBERSHIPS & SUBSCRIP	INT'L ASSOC OF FIRE CHIEFS	MEMBERSHIP FEE - KELLY - 2021-2022	215.00
101-25001-52111	OTHER PROFESSIONAL SVCS	LEADINGIT SOLUTIONS, INC	SUPPORT AGMT 2021 - JUL	1,128.40
101-25001-53203	TELEPHONE & DATA SVCS	CALL ONE, INC	ANALOG LINES - JUNE 2021	171.91
101-25001-53204	CELL PHONES & PAGERS	AT & T	METRO CELL - FIRE	36.88
101-25001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	129.36
101-25001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	HIGHLIGHTERS, MARKERS, PENS, PAPER	116.69
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	PANTS, SHIRT, SHORTS, HAT - FUHS	69.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	NEW HIRE UNIFORM - BOYD	316.50
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	NEW HIRE UNIFORM - VILLA	561.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	PANTS - PILGARD	141.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	JOB SHIRT, PANTS - ROTSTEIN	281.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	SHIRT, PANTS - TANNER	112.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLO, PANTS - BLAAUW	186.00
101-25001-53210	SMALL TOOLS & EQUIP	CASPER TRUE VALUE HARDWARE INC	SS CLAMPS (4)	13.16
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER TOWELS - ST. 1	45.98
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER TOWELS, TOILET CLEANER, REHAB	98.96
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER TOWELS, Z FOLDS, TRASH BAGS	153.72

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101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	50' XHOSE FOR STATION - CR	(32.99)
101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	WASHING MACHINE HOSE	15.49
101-25001-53405	BLDG & GROUND MAINT SUPP	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	FILTERS - ST. 3	59.80
101-25001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & CS - COPIER LEASE	164.74
Total For Dept 25001 FIRE ADMINISTRATION				4,198.60
Dept 25320 FIRE FIRE SUPPRESSION				
101-25320-51652	TRAINING AND MEETINGS	NIPSTA	COMPANY FIRE OFFICER FALL 2021 - TANNER	1,200.00
101-25320-52111	OTHER PROFESSIONAL SVCS	MOTOROLA SOLUTIONS, INC	RADIO FEE - JUN	1,512.00
101-25320-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	251.32
101-25320-53209	UNIFORMS	FIREGROUND SUPPLY	52 PAIR OF COMMANDER ACE GLOVES, 44 PAIR OF I	5,335.20
101-25320-53209	UNIFORMS	FIREGROUND SUPPLY	GEAR REPAIRS	455.70
101-25320-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER TOWELS, TOILET CLEANER, REHAB	67.86
101-25320-53407	EQUIP MAINT PART&SUPPLIE	MUNICIPAL EMERGENCY SERVICES, INC	SCBA PARTS & REPAIRS	86.26
Total For Dept 25320 FIRE FIRE SUPPRESSION				8,908.34
Dept 25330 FIRE EMS				
101-25330-52118	SOFTWARE MAINTENANCE	LANGUAGELINE SOLUTIONS	LANGUAGE LINE VIDEO INTERPRETATION	7.40
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL	128.16
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL	131.00
Total For Dept 25330 FIRE EMS				266.56
Dept 25340 FIRE SPECIAL RESCUE				
101-25340-53211	OTHER SUPPLIES	FIREGROUND SUPPLY	2 MT-94 HAZMAT SUITS	4,990.00
Total For Dept 25340 FIRE SPECIAL RESCUE				4,990.00
Dept 25350 FIRE FIRE PREVENTION BUREAU				
101-25350-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	160.41
Total For Dept 25350 FIRE FIRE PREVENTION BUREAU				160.41
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
101-28001-52111	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE INC	SEMI-ANNUAL ELEVATOR INSPECTION	172.00
101-28001-52604	SWEEPING & MOWING	MILIEU DESIGN LLC	BZ WEEDS 5/18	165.00

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101-28001-52604	SWEEPING & MOWING	MILIEU DESIGN LLC	BZ WEEDS 5/25	178.75
		Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		515.75
Dept 36001 PUBLIC WORKS ADMINISTRATION				
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/07	69.02
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/11	30.68
101-36001-52701	MAINT-BLDGS & GROUNDS	AMERICAN BACKFLOW & FIRE PREVENTION	BACKFLOW TESTING - MULTIPLE BLDGS	144.00
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/07	55.86
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/11	55.86
101-36001-52701	MAINT-BLDGS & GROUNDS	MARTIN ENTERPRISES HEATING/AIR COND	PD HVAC REPAIR	75.00
101-36001-52701	MAINT-BLDGS & GROUNDS	MARTIN ENTERPRISES HEATING/AIR COND	PD HVAC REPAIR	150.00
101-36001-52701	MAINT-BLDGS & GROUNDS	MC GINTY BROS., INC.	HAZARD TREE REMOVAL	4,200.00
101-36001-52701	MAINT-BLDGS & GROUNDS	MC GINTY BROS., INC.	HAZARD TREE REMOVAL	3,200.00
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHEREEN PEST MANAGEMENT SERVICES	PW PEST CONTROL - JUN	49.00
101-36001-52701	MAINT-BLDGS & GROUNDS	THE DAVEY TREE EXPERT COMPANY	HAZARD CABLING	350.00
101-36001-52702	MAINT-LAWN & LANDSCAPING	SEBERT LANDSCAPING	LANDSCAPE MAINT - MAY 2021	7,498.25
101-36001-52702	MAINT-LAWN & LANDSCAPING	ST. AUBIN NURSERY & LANDSCAPING	2021 NON EAB PLANTING	2,664.00
101-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	LOT 42	29.50
101-36001-53209	UNIFORMS	R S HUGHES CO., INC.	PPE GLOVES	72.28
101-36001-53210	SMALL TOOLS & EQUIP	USA BLUEBOOK	STRAP WRENCH/DEWATER BAG	92.95
101-36001-53401	CUSTODIAL SUPPLIES	VALDES, LLC	BAGS/ROLL/BATH	455.08
101-36001-53403	LANDSCAPING SUPPLIES	ANPING LOVEJOY	MAIN STREET LANDSCAPING	1,710.00
101-36001-53403	LANDSCAPING SUPPLIES	CASPER TRUE VALUE HARDWARE INC	PLANT FOOD	10.57
101-36001-53403	LANDSCAPING SUPPLIES	CONSERV FS, INC	SEED	180.00
101-36001-53403	LANDSCAPING SUPPLIES	CONSERV FS, INC	WEED CONTROL	300.88
101-36001-53403	LANDSCAPING SUPPLIES	POTSIE'S INC.	TOPSOIL 10696 & 10683	75.00
101-36001-53403	LANDSCAPING SUPPLIES	POTSIE'S INC.	TOPSOIL 06/08	75.00
101-36001-53404	RIGHT OF WAY SUPPLIES	USA BLUEBOOK	STRAP WRENCH/DEWATER BAG	50.95
101-36001-53405	BLDG & GROUNDS SUPPLIES	CASPER TRUE VALUE HARDWARE INC	MOUNTING TAPE	7.49
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	PAINT	26.98
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	J BEND	10.40
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	WASP SPRAY	17.01

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101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	PHOTOCELLS	39.44
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		21,695.20
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
101-36420-52701	MAINT-BLDGS & GROUNDS	AMERICAN BACKFLOW & FIRE PREVENTION	BACKFLOW TESTING - MULTIPLE BLDGS	144.00
101-36420-52702	MAINT-LAWN & LANDSCAPING	SEBERT LANDSCAPING	LANDSCAPE MAINT - MAY 2021	25,858.12
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	7 E MAIN ST	25.20
101-36420-53401	CUSTODIAL SUPPLIES	VALDES, LLC	BAGS/ROLL/BATH	823.10
101-36420-53405	BLDG & GROUND MAINT SUPP	FASTENAL COMPANY	MOUNTING HARDWARE	2.60
101-36420-53405	BLDG & GROUND MAINT SUPP	FASTENAL COMPANY	MOUNTING HARDWARE	12.35
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	MOUNTING HARDWARE	51.20
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	MOUNTING HARDWARE, FLOODLIGHTS CHALET	72.68
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	MOUNTING HARDWARE	14.87
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	PLUMBING SUPPLIES	56.04
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	FOOT BATH REPAIR	17.06
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	PLUMBING FITTINGS	11.54
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	OMG BRIDGE REPAIR	23.35
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	OUTLET REPAIR/CONCRETE	37.43
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	PIER BOARD	8.98
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	CHESTNUT PORT-O-POTTY	112.27
		Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE		27,270.79
Dept 36471 PUBLIC WORKS FLEET SERVICES				
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/07	43.70
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/11	43.70
101-36471-52111	OTHER PROFESSIONAL SVCS	MIKE'S TOWING, INC	SAFETY INSPECTION	72.00
101-36471-52118	SOFTWARE MAINTENANCE	SNAP-ON INDUSTRIAL	SOFTWARE UPDATE	796.15
101-36471-52704	MAINT-EQUIPMENT	A-1 EQUIPMENT SALES & SERVICE, INC	A/C MACHINE REPAIR	317.00
101-36471-53206	POSTAGE & SHIPPING	LEACH ENTERPRISES INC.	SHIPPING	157.94
101-36471-53211	OTHER SUPPLIES	AIRGAS USA, LLC	TORCH AGS	135.59
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	SCREWS	3.76
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	PUTTY	8.49
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	CLAMP	3.58

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101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	SCREWS	1.88
101-36471-53211	OTHER SUPPLIES	NAPA AUTO PARTS	RTV	15.18
101-36471-53401	CUSTODIAL SUPPLIES	CASPER TRUE VALUE HARDWARE INC	DRAIN OPENER	13.48
101-36471-53406	AUTO PARTS & SUPPLIES	TEREX USA LLC	TRIGGER 333	20.36
101-36471-53406	AUTO PARTS & SUPPLIES	ACME TRUCK BRAKE & SUPPLY CO	SEAL	80.36
101-36471-53406	AUTO PARTS & SUPPLIES	CASPER TRUE VALUE HARDWARE INC	PIG RING	4.49
101-36471-53406	AUTO PARTS & SUPPLIES	CASPER TRUE VALUE HARDWARE INC	HARDWARE	0.69
101-36471-53406	AUTO PARTS & SUPPLIES	DULTMEIER SALES LLC	PUMP	315.54
101-36471-53406	AUTO PARTS & SUPPLIES	JASPER WELLER, LLC	DIFFERENTIAL 243	4,401.51
101-36471-53406	AUTO PARTS & SUPPLIES	JASPER WELLER, LLC	CREDIT - CORE DEP	(1,709.10)
101-36471-53406	AUTO PARTS & SUPPLIES	LEACH ENTERPRISES INC.	BRAKE CHAMBER	163.90
101-36471-53406	AUTO PARTS & SUPPLIES	MACQUEEN EQUIPMENT, LLC	ROTOR	997.10
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BRAKE PARTS 243	473.32
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	140.30
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FUEL FILTER	11.27
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	SEAL	49.82
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTER	29.66
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BRAKE CALIPER	156.12
101-36471-53406	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER	AXLE SHAFT 243	542.65
101-36471-53406	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER	BRAKE HOSE 243	84.00
101-36471-53406	AUTO PARTS & SUPPLIES	WICKSTROM AUTO GROUP, INC	BRACKET	80.13
101-36471-53407	EQUIP MAINT PART&SUPPLIE	CASPER TRUE VALUE HARDWARE INC	COUPLER	6.78
101-36471-53407	EQUIP MAINT PART&SUPPLIE	CASPER TRUE VALUE HARDWARE INC	OUTLET	3.79
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	AIR FILTER	15.35
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	TRAILER LAMP	8.72
101-36471-53414	CHEMICALS	CASPER TRUE VALUE HARDWARE INC	TEAR MENDER	7.49
101-36471-53415	FUELS	BELL FUELS SERVICE CO	FUEL 6/04	6,597.81
101-36471-53415	FUELS	BELL FUELS SERVICE CO	FUEL 6/04	8,287.80
101-36471-53418	LUBRICANTS & FLUIDS	KELLER-HEARTT OIL., INC	15W40 OIL	2,029.80
101-36471-53418	LUBRICANTS & FLUIDS	NAPA AUTO PARTS	FUEL CLEANER	19.96
Total For Dept 36471 PUBLIC WORKS FLEET SERVICES				24,432.07



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Dept 67001 RECREATION ADMINISTRATION				
101-67001-51654	MEMBERSHIPS & SUBSCRIP	BROADCAST MUSIC, INC	MUSIC LICENSE BALANCE	4.00
101-67001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	WALL DISPLAYS & CC IMPRINT FORMS	273.98
101-67001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PAPER	92.97
101-67001-53211	OTHER SUPPLIES	WESTERN FIRST AID & SAFETY	FIRST AID	293.17
101-67001-53211	OTHER SUPPLIES	WESTERN FIRST AID & SAFETY	REPLENISH CABINETS	479.99
Total For Dept 67001 RECREATION ADMINISTRATION				1,144.11
Dept 67920 RECREATION SPECIAL RECREATION				
101-67920-52116	SRA PROGRAMS	HOMER INDUSTRIES INC.	MULCH 6/10	1,360.00
Total For Dept 67920 RECREATION SPECIAL RECREATION				1,360.00
Dept 67935 RECREATION DANCE				
101-67935-53213	FUNDRAISING EXPENSES	LLOYD, DEVON	COMPETITION/CONVENTION CLASS	200.00
Total For Dept 67935 RECREATION DANCE				200.00
Dept 67945 RECREATION YOUTH PROGRAMS				
101-67945-52115	RECREATION PROGRAM SERVICE	KANTOR, GARY	VIRTUAL PARTICIPANT 1	9.10
Total For Dept 67945 RECREATION YOUTH PROGRAMS				9.10
Dept 67960 RECREATION CAMPS				
101-67960-53209	UNIFORMS	ELEGANT EMBROIDERY INC	STAFF UNIFORMS LONG SLEEVES	112.00
101-67960-53211	OTHER SUPPLIES	WESTERN FIRST AID & SAFETY	REPLENISH CABINETS	573.69
Total For Dept 67960 RECREATION CAMPS				685.69
Dept 67965 RECREATION ATHLETICS				
101-67965-52115	RECREATION PROGRAM SERVICE	HOT SHOTS SPORTS	SPRING II SESSION	5,610.50
101-67965-52115	RECREATION PROGRAM SERVICE	ON COURSE RIDING ACADEMY	2 SPRING PARTICIPANTS HORSE	539.00
Total For Dept 67965 RECREATION ATHLETICS				6,149.50
Dept 67970 RECREATION AQUATICS				
101-67970-53414	CHEMICALS	CASPER TRUE VALUE HARDWARE INC	MURIATIC ACID	91.68

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101-67970-53414	CHEMICALS	CASPER TRUE VALUE HARDWARE INC	SPRAYGROUND CHEMICALS	70.52
		Total For Dept 67970 RECREATION AQUATICS		162.20
Dept 67975 RECREATION SPECIAL INTERESTS/EVENTS				
101-67975-52115	RECREATION PROGRAM SERVICE	DOGZ ARE US, LLC	SPRING I & II - 21 PARTICIPANTS	1,690.50
		Total For Dept 67975 RECREATION SPECIAL INTERESTS/EVENTS		1,690.50
Dept 67985 RECREATION FITNESS				
101-67985-52115	RECREATION PROGRAM SERVICE	KONDIC, JENNIFER	53 YOGA PARTICIPANTS SPRING II	424.00
		Total For Dept 67985 RECREATION FITNESS		424.00
<b>Total For Fund 101 GENERAL</b>				<b>166,104.88</b>
<b>Fund 202 MOTOR FUEL TAX</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
202-36001-52701	MAINT-BLDGS & GROUNDS	LAKE COUNTY DIV OF TRANSPORTATION	LCDOT SIGNAL MAINT QUENTIN/ENSELL 2ND QUAR	206.70
202-36001-52701	MAINT-BLDGS & GROUNDS	SEBERT LANDSCAPING	LANDSCAPE MAINT - QUENTIN APRIL 2021	1,918.00
202-36001-52701	MAINT-BLDGS & GROUNDS	SEBERT LANDSCAPING	LANDSCAPE MAINT - MAY 2021	3,967.53
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	45 S OLD RAND RD	27.60
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	280 CLAIRVIEW	29.51
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		6,149.34
<b>Total For Fund 202 MOTOR FUEL TAX</b>				<b>6,149.34</b>
<b>Fund 207 SPECIAL EVENTS FUND</b>				
Dept 67600 RECREATION SPECIAL EVENTS ADMIN				
207-67600-53212	PROGRAM SUPPLIES	SIGNUPGENIUS WWW.SIGNUP	RECREATION SIGN UP - JUN 2021	9.99
		Total For Dept 67600 RECREATION SPECIAL EVENTS ADMIN		9.99
Dept 67603 RECREATION FARMERS MARKET				
207-67603-45952	VENDOR FEE	PRESTO PESTO, INC	FRMS MKT '21 REF - VENDOR CXL	40.00
207-67603-52115	RECREATION PROGRAM SERV	LAMBERT, JOHN	FRMS MKT '21 ENTERTAINMENT - LAMBERT 7/02	125.00

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207-67603-52115	RECREATION PROGRAM SERV	O'BRIEN, ROBERT C	FRMS MKT '21 ENTERTAINMENT - O'BRIEN 6/25	125.00
		Total For Dept 67603 RECREATION FARMERS MARKET		290.00
Dept 67604 RECREATION FOURTH OF JULY FESTIVAL				
207-67604-52115	RECREATION PROGRAM SERV	CHESSER SR., RODNEY	4TH BAND - BOONE CREEK	1,500.00
207-67604-52115	RECREATION PROGRAM SERV	FAIRWAY GOLF CARS INC.	4TH '21 - GOLF CARTS	1,195.00
207-67604-52115	RECREATION PROGRAM SERV	POTASH, DAVID B	4TH '21 - DJ	800.00
207-67604-52115	RECREATION PROGRAM SERV	SERENDIPITY BAND LLC	4TH '21 - SERENDIPITY BAND	1,500.00
207-67604-52115	RECREATION PROGRAM SERV	TM PRODUCTION SERVICES, INC	4TH SOUND & LIGHTING FOR STAGE	1,200.00
207-67604-54302	PUBLIC RELATIONS	FRANKENSTITCH PROMOTIONS, LLC	JULY 4TH PROMO MATERIALS	744.50
		Total For Dept 67604 RECREATION FOURTH OF JULY FESTIVAL		6,939.50
Dept 67699 RECREATION MISC SPECIAL EVENTS				
207-67699-52115	RECREATION PROGRAM SERV	KEANE, RYAN P	GROOVE GROVE BAND '21	225.00
		Total For Dept 67699 RECREATION MISC SPECIAL EVENTS		225.00
<b>Total For Fund 207 SPECIAL EVENTS FUND</b>				<b>7,464.49</b>
<b>Fund 214 TIF #2 DOWNTOWN</b>				
Dept 10490 GENERAL GOVERNMENT TIF				
214-10490-52201	VILLAGE ATTORNEY	KATHLEEN FIELD ORR & ASSOCIATES	TIF DEVELOPMENT LEGAL SERVICES	682.00
		Total For Dept 10490 GENERAL GOVERNMENT TIF		682.00
<b>Total For Fund 214 TIF #2 DOWNTOWN</b>				<b>682.00</b>
<b>Fund 227 DISPATCH CENTER</b>				
Dept 24220 POLICE DISPATCH				
227-24220-53209	UNIFORMS	GALL'S, LLC	WILSON - JACKET	84.66
		Total For Dept 24220 POLICE DISPATCH		84.66
<b>Total For Fund 227 DISPATCH CENTER</b>				<b>84.66</b>

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<b>Fund 310 TIF #1 DEBT SERVICE</b>				
Dept 10490 GENERAL GOVERNMENT TIF				
310-10490-56604	BOND ISSUE FEES	FEDERAL EXPRESS CORPORATION	SHIPPING - BOND DOCS	32.45
310-10490-56604	BOND ISSUE FEES	SPEER FINANCIAL INC	BOND ISSUANCE FEES	5,000.00
Total For Dept 10490 GENERAL GOVERNMENT TIF				5,032.45
<b>Total For Fund 310 TIF #1 DEBT SERVICE</b>				<b>5,032.45</b>
<b>Fund 401 VILLAGE CAPITAL PROJECTS</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
401-36001-55251	LAND IMPROVEMENTS	HITCHCOCK DESIGN INC	PAULUS PARK PLANNING - OSLAD	7,864.28
401-36001-55251	LAND IMPROVEMENTS	ST. AUBIN NURSERY & LANDSCAPING	2021 EAB PLANTING	49,913.00
401-36001-55251	LAND IMPROVEMENTS	VANDERSTAPPEN LAND SURVEYING INC	SURVEYING PAULUS PARK OSLAD PROJECT	3,300.00
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				61,077.28
<b>Total For Fund 401 VILLAGE CAPITAL PROJECTS</b>				<b>61,077.28</b>
<b>Fund 405 NHR CAPITAL PROJECTS</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
405-36001-53416	CONCRETE & ASPHALT	PETER BAKER & SON COMPANY	BLACKTOP 6/3	389.06
405-36001-55253	INFRASTRUCTURE IMPROVEMT	SOIL ENG & TESTING CONSULTANTS, LLC	MATERIAL TESTING	2,436.75
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				2,825.81
<b>Total For Fund 405 NHR CAPITAL PROJECTS</b>				<b>2,825.81</b>
<b>Fund 501 WATER &amp; SEWER</b>				
Dept 00000				
501-00000-21206	WATER BILLING REFUNDS	FICK, TISHEN	UB REF A/C #005161-02	37.30
501-00000-21206	WATER BILLING REFUNDS	HARTKE, ELIZABETH & JONATHAN	UB REF A/C #004670-03	65.09
501-00000-21206	WATER BILLING REFUNDS	TELEPCHUK, NATALIJA & ANDRII	UB REF A/C #000873-03	54.31
501-00000-27104	WATER METER LEASE OBLIG	US BANK NATIONAL ASSOC.	WATER METER LEASE PAYMENT #12	26,529.65
Total For Dept 00000				26,686.35

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 6/21/2021  
**\$384,332.27**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 36001 PUBLIC WORKS ADMINISTRATION				
501-36001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	LEGAL SERVICES - APRIL 2021	575.00
501-36001-53203	TELEPHONE & DATA SVCS	CALL ONE, INC	ANALOG LINES - JUNE 2021	111.63
501-36001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - JUNE 2021	663.93
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/07	26.52
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 06/11	31.74
501-36001-53209	UNIFORMS	R S HUGHES CO., INC.	PPE GLOVES	72.27
501-36001-56603	INTEREST	US BANK NATIONAL ASSOC.	WATER METER LEASE PAYMENT #12	17,113.09
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				18,594.18
Dept 36530 PUBLIC WORKS WATER BILLING				
501-36530-52111	OTHER PROFESSIONAL SVCS	DATAPROSE, LLC	WATER BILL PROCESSING - MAY 2021	729.95
501-36530-53206	POSTAGE & SHIPPING	DATAPROSE, LLC	WATER BILL PROCESSING - MAY 2021	2,753.79
Total For Dept 36530 PUBLIC WORKS WATER BILLING				3,483.74
Dept 36550 PUBLIC WORKS WATER SERVICE				
501-36550-52113	ENGR/ARCHITECTURAL	CDM SMITH, INC	RRA SERVICES - JUNE 5TH	5,940.00
501-36550-52113	ENGR/ARCHITECTURAL	ENGINEERING ENTERPRISES, INC	WATER SOURCE STUDY	14,377.25
501-36550-52701	MAINT-BLDGS & GROUNDS	SEBERT LANDSCAPING	LANDSCAPE MAINT - MAY 2021	749.09
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #7	1,181.89
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #8	4,614.58
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #9	4,618.53
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #11	1,660.15
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #12	5,708.73
501-36550-53211	OTHER SUPPLIES	JOSEPH D FOREMAN & COMPANY, INC	HYDRANT REPAIR PARTS	358.83
501-36550-53403	LANDSCAPING SUPPLIES	POTSIE'S INC.	TOPSOIL 10696 & 10683	75.00
501-36550-53403	LANDSCAPING SUPPLIES	POTSIE'S INC.	PULVERIZED TOPSOIL FOR LANDSCAPE REPAIRS	75.00
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #9	2,336.64
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #12	2,341.44
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #10	2,356.87
501-36550-53416	CONCRETE & ASPHALT	TERRAIN GROUP	REPAIR/RELAY BRICK PAVER DRIVEWAYS DAMAGED	2,000.00
501-36550-55252	BLDG & BLDG IMPROVEMENTS	MCNELLY SERVICE, INC	WELL 7 EXTERIOR DOOR REPLACEMENT	2,918.80

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 6/21/2021  
**\$384,332.27**

<i><b>GL Number</b></i>	<i><b>GL Desc</b></i>	<i><b>Vendor</b></i>	<i><b>Invoice Description</b></i>	<i><b>Amount</b></i>
501-36550-55252	BLDG & BLDG IMPROVEMENTS	MCNELLY SERVICE, INC	WELL 7 SIDING, GUTTERS, FASCIA & SOFFIT	16,970.00
		Total For Dept 36550 PUBLIC WORKS WATER SERVICE		68,282.80
Dept 36560 PUBLIC WORKS SEWER SERVICE				
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	HYDRO SULFIDE REDUCTION - QUENTIN PUMP STA	2,549.16
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	HYDRO SULFIDE REDUCTION - NW PUMP STA	1,533.67
501-36560-52607	WATER SAMPLE ANALYSIS	FIRST ENVIRONMENTAL LABORATORIES, I	QUENTIN PUMP STATION EFFLUENT SAMPLE ANALY	895.50
501-36560-52710	MAINT-INST & SCADA	VORTEX TECHNOLOGIES INC.	ANNUAL LIFT STATION FLOW METER CALIBRATIONS	4,972.50
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	FLOW CONTROL	45.99
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	VACUUM PRIME	28.13
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1160 BRISTOL TRAIL	115.41
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 700 OLD MILL	44.02
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 620 CHURCH ST	213.69
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 61 W MAIN ST	48.15
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1100 QUENTIN RD	666.61
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1005 MARCH ST	74.84
		Total For Dept 36560 PUBLIC WORKS SEWER SERVICE		11,187.67
<b>Total For Fund 501 WATER &amp; SEWER</b>				<b>128,234.74</b>
<b>Fund 601 MEDICAL INSURANCE</b>				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
601-10001-52342	LOCAL 150 HEALTH INS PRE	MIDWEST OPERATING ENG L/150	LOCAL 150 INS - JULY 2021 SIKORSKI	798.00
		Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION		798.00
<b>Total For Fund 601 MEDICAL INSURANCE</b>				<b>798.00</b>
<b>Fund 603 RISK MANAGEMENT</b>				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
603-10001-52114	LIABILITY INSURANCE CLAIMS	GRECO ELECTRIC	EMG ELECTRICAL REPAIRS - VLG	2,985.11
		Total For Dept 10001 GENERAL GOVERNMENT ADIMINISTRATION		2,985.11

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 6/21/2021  
**\$384,332.27**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 12125 RISK EVENT MANAGEMENT				
603-12125-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	DRINKING FOUNTAIN POWER CORD/CLEANING SUPI	47.05
603-12125-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	ELECTRICAL WHIP	12.49
603-12125-53405	BLDG & GROUND MAINT SUPP	INTL FIRE EQUIPMENT	EXTINGUISHERS - PAULUS PK	232.24
Total For Dept 12125 RISK EVENT MANAGEMENT				291.78
<b>Total For Fund 603 RISK MANAGEMENT</b>				<b>3,276.89</b>
<b>Fund 710 PERFORMANCE ESCROW</b>				
Dept 00000				
710-00000-18651	PROJECT FEES SUSPENSE	KLEIN THORPE & JENKINS	LEGAL SERVICES - APRIL 2021	638.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	ABC	BD PAYMENT REF - PERMIT #PB21-0109	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	API ARCHITECTS	BD PAYMENT REF - PERMIT #PB20-0301	510.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	FELDCO FACTORY	BD PAYMENT REF - PERMIT #PB21-0466	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	KONSOR, DANIEL & MADELINE	BD PAYMENT REF - PERMIT #PB21-0327	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	LASTRES, KATHLEEN & ENRIQUE	BD PAYMENT REF - PERMIT #PB21-0286	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	MEYERS, TRACY & THOMAS	BD PAYMENT REF - PERMIT #PB20-0903	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	PAMELA JARKA	BD PAYMENT REF - PERMIT #PB20-0603	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	SABO, ROBERT	BD PAYMENT REF - PERMIT #PB21-0648	105.00
Total For Dept 00000				1,883.00
<b>Total For Fund 710 PERFORMANCE ESCROW</b>				<b>1,883.00</b>
<b>Fund 731 SSA #8 HEATHERLEIGH SUBDV</b>				
Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				
731-10099-52604	SWEEPING & MOWING	SEBERT LANDSCAPING	LANDSCAPE MAINT - MAY 2021	347.55
Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				347.55
<b>Total For Fund 731 SSA #8 HEATHERLEIGH SUBDV</b>				<b>347.55</b>

**VILLAGE OF LAKE ZURICH**  
WARRANT REPORT - 6/21/2021  
**\$384,332.27**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Fund 734 SSA #11 LZ PINES SUBDV				
Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				
734-10099-52604	SWEEPING & MOWING	SEBERT LANDSCAPING	LANDSCAPE MAINT - MAY 2021	13.80
Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				13.80
<b>Total For Fund 734 SSA #11 LZ PINES SUBDV</b>				<b>13.80</b>
 <b>Fund 735 SSA #13 CONVENTRY CRK SUB</b>				
Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				
735-10099-52604	SWEEPING & MOWING	SEBERT LANDSCAPING	LANDSCAPE MAINT - MAY 2021	357.38
Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				357.38
<b>Total For Fund 735 SSA #13 CONVENTRY CRK SUB</b>				<b>357.38</b>
 <b>Fund Totals:</b>				
Fund 101 GENERAL				166,104.88
Fund 202 MOTOR FUEL TAX				6,149.34
Fund 207 SPECIAL EVENTS FUND				7,464.49
Fund 214 TIF #2 DOWNTOWN				682.00
Fund 227 DISPATCH CENTER				84.66
Fund 310 TIF #1 DEBT SERVICE				5,032.45
Fund 401 VILLAGE CAPITAL PROJECTS				61,077.28
Fund 405 NHR CAPITAL PROJECTS				2,825.81
Fund 501 WATER & SEWER				128,234.74
Fund 601 MEDICAL INSURANCE				798.00
Fund 603 RISK MANAGEMENT				3,276.89
Fund 710 PERFORMANCE ESCROW				1,883.00
Fund 731 SSA #8 HEATHERLEIGH SUBDV				347.55
Fund 734 SSA #11 LZ PINES SUBDV				13.80
Fund 735 SSA #13 CONVENTRY CRK SUB				357.38
<b>Total for All Funds</b>				<b>\$ 384,332.27</b>





*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

AGENDA ITEM

5C

MEMORANDUM

Date: June 2, 2021  
To: Ray Keller, Village Manager *PK*  
From: Michael J. Brown, Public Works Director  
Subject: **Reduction of Letter of Credit – M/I Homes-Avery Ridge**

**Issue:** Village staff received the attached request to reduce the Letter of Credit dated May 27<sup>th</sup> 2021 from Nick Mercadante, representing M/I Homes, regarding Avery Ridge Subdivision located off of Midlothian Rd.

**Background:** A Letter of Credit (LOC) in the amount of \$ 1,544,728.90 was provided as a performance and payment security for Storm sewer, roadway, water main, and sanitary improvements. As per attachment the majority of this work has been completed. Thus a request to reduce the LOC by \$1,148,869.00. Final LOC amount equals \$395,859.90

A Bond in the amount of \$1,333,896.30 was provided as performance and maintenance security for earth work improvements, soil erosion, and sediment control. As per attachment the majority of this work has been completed. Thus a request to reduce the Bond by \$1,034,737.80 to a final Bond amount equals \$299,158.50

**Analysis:** The proposed reduction is based on substantial completion of the items denoted in the Engineer's Cost Estimate. Village Engineer and Staff have reviewed the request and concur.

**Recommendation:** Staff recommends a reduction in the LOC to \$395,859.90 and a Bond reduction to \$299,158.50

**W/Attachments:** Developer's release request dated May 27<sup>th</sup> 2021 (2 pages)  
Engineer's Cost Estimated dated April 2<sup>nd</sup> 2020 (1 page)



May 27, 2021

Ray Keller  
Village Manager  
505 Telser, Lake Zurich, IL 60047  
847-540-1760

**RE: Request for City of Lake Zurich Reduction in Avery Ridge Bond and LOC Amounts**

Mr. Ray Keller,

M/I Homes kindly requests the City of Lake Zurich to reduce the bond and LOC amounts at the Avery Ridge community. Below is a list of the items, amounts and percentage of completion.

- A. Earthwork Improvements**
  - Bond amount \$1,041,663
  - We are 100% complete with all items in this category (minus houseline re-spread which will be completed as homes are constructed)
- B. Storm Sewer**
  - LOC amount \$316,226
  - We are 100% complete with all items in this category
- C. Roadway Improvements**
  - LOC Amount \$617,985
  - We are complete with items 2-8 in this category. 1,9,10,11 are still to be complete
- D. Water Main Improvements**
  - LOC amount \$241,088
  - We are 100% complete with all items in this category
- F. Sanitary Sewer Improvements**
  - LOC amount \$229,000
  - We are 100% complete with all items in this category
- G. Soil Erosion and Sediment Control**
  - Bond amount \$170,970
  - We are 100% complete with the install of all items in this category. Maintenance of these items will continue for the life of the job

M/I Homes truly appreciates the cooperation of the Lake Zurich during the improvement project. Please feel free to contact me at (630) 945-6537 or via email at [nmercadante@mihomes.com](mailto:nmercadante@mihomes.com) should you have any questions. I have also provided the reduction breakdown provided by the Village of Lake Zurich

Sincerely,

A handwritten signature in black ink, appearing to read "N. Mercadante".

Nick Mercadante  
Land Development Manager  
M/I Homes  
630-945-6537  
[nmercadante@mihomes.com](mailto:nmercadante@mihomes.com)

400 E. Diehl Road, Suite 230, Naperville, IL 60563  
Tel: (630) 577-5200 Fax: (630) 577-5220 [mihomes.com](http://mihomes.com)



May 27, 2021

Ray Keller  
Village Manager  
505 Telser, Lake Zurich, IL 60047  
847-540-1760

**RE: Request for City of Lake Zurich Reduction in Avery Ridge Bond and LOC Amounts**

This is how your bond and LOC breakdown.

The original bond amount is \$ 1,333,896.30.

The items covered by the bond are the earthwork improvements, soil erosion and sediment control.

Cost remaining for earthwork improvements is \$ 45,000 for respreads site.

Cost remaining for soil erosion is \$ 21,500; wetland seeding is \$ 108,095 for site seeding & blanket;

11 wetland signs is \$ 3,300

10% contingency based on EOPC is \$ 121,23.50

Reduction amount is \$ 1,034,737.80

Final reduction amount for new bond equals \$ 299,158.50

The original LOC amount is \$ 1,544,728.90

The items covered by the LOC are storm sewer, roadway, water main and sanitary sewer.

Cost remaining for storm sewer is \$0. Storm sewer tape to be provided upon completion of lateral storm sewer connections.

Cost remaining for roadway improvements is \$ 76,650 2" bituminous surface course;

Sign panels with post (credit for 2) is \$ 780

P.C.C. Sidewalk us \$ 108,000

Light standard pole is \$ 60,000

Street light controller is \$ 10,000

Cost remaining for sanitary sewer is \$0.

10% contingency based on EOPC is \$ 140,429.90

Reduction amount is \$ 1,148,869

Final reduction amount for new LOC equals \$ 395,859.9

400 E. Diehl Road, Suite 230, Naperville, IL 60563  
Tel: (630) 577-5200 Fax: (630) 577-5220 mihomes.com



FILE NAME: Engineers estimate Avery Ridge  
5/27/2021Engineer's Opinion of Probable Construction Cost**RAUPP PARCEL**

ITEM	QNTY	UNIT	UNIT PRICE	AMOUNT
<b>A. Earthwork Improvements</b> <i>100% complete</i>				
1. EARTHWORK (BUDGET)	35	UNIT	\$7,500	\$262,500
2. BLOCK RETAINING WALLS (8,730)	6,000	S.F.	\$45	\$270,000
3. TREE CLEARING	1	L.S.	\$10,000	\$10,000
A. Earthwork Improvements Sub-Total =				<b>\$532,500</b>
<b>B. Storm Sewer</b> <i>100% complete</i>				
1. STORM SEWER, RCP, CL IV, 12"	1,250	L.F.	\$28	\$35,000
2. STORM SEWER, RCP, CL IV, 15"	1,300	L.F.	\$30	\$39,000
3. STORM SEWER, RCP, CL IV, 18"	950	L.F.	\$35	\$33,250
4. STORM SEWER, RCP, CL IV, 24"	460	L.F.	\$50	\$23,000
5. STORM SEWER, RCP, CL IV, 30"	100	L.F.	\$65	\$6,500
6. INLET, TYPE A, 24" DIA	15	EACH	\$900	\$13,500
7. CATCH BASIN, TYPE A, 48" DIA	15	EACH	\$2,200	\$33,000
8. CATCH BASIN, TYPE A, 60" DIA	3	EACH	\$3,500	\$10,500
9. MANHOLE, TYPE A, 48" DIA	14	EACH	\$2,200	\$30,800
10. MANHOLE, TYPE A, 60" DIA	5	EACH	\$3,500	\$17,500
11. CONTROL STRUCTURE	3	EACH	\$5,000	\$15,000
12. F.E.S. WITH GRATE	13	EACH	\$2,500	\$32,500
13. TRENCH BACKFILL	1,600	L.F.	\$18	\$28,800
14. TELEVIEW STORM SEWERS	4,080	L.F.	\$2	\$8,120
B. Storm Sewer Sub-Total =				<b>\$326,470</b>
<b>C. Roadway Improvements</b> <i>2-10 complete 1 and 11 still to be done</i>				
① 2" H.M.A. BITUMINOUS SURFACE COURSE	8,200	S.Y.	\$8	\$65,600
② 3" H.M.A. BITUMINOUS BINDER COURSE	8,200	S.Y.	\$8	\$65,600
③ 9" H.M.A. BITUMINOUS BASE COURSE	150	S.Y.	\$36	\$5,400
④ 12" CRUSHED AGGREGATE BASE COURSE	8,200	S.Y.	\$8	\$49,200
⑤ BITM MATLS, PRIME COAT	4,100	GAL.	\$3	\$12,300
⑥ SIGN PANELS WITH POST	10	EACH	\$300	\$3,000
⑦ CURB & GUTTER- B-6.12	4,800	L.F.	\$18	\$86,400
⑧ P.C.C. SIDEWALK	22,400	S.F.	\$5	\$106,400
⑨ LIGHT STANDARD - POLE	10	EACH	\$7,500	\$75,000
⑩ CONTROLLER	1	L.S.	\$11,000	\$11,000
⑪ RIGHT TURN LANE IMPROVEMENTS	1	EACH	\$100,000	\$100,000
C. Roadway Improvements Sub-Total =				<b>\$579,900</b>
<b>D. Water Main Improvements</b> <i>100% complete</i>				
1. 8" WM, DI CL 52 W/FITTINGS	2,700	L.F.	\$45	\$121,500
2. WATER SERVICE	35	EACH	\$1,200	\$42,000
3. 8" VALVE IN 48" VAULT	3	EACH	\$3,500	\$10,500
4. CONNECTION TO EXISTING	1	EACH	\$3,000	\$3,000
5. 12 X 8 PRESSURE CONNECTION IN 60" VAULT	1	EACH	\$6,000	\$6,000
6. FIRE HYDRANT	8	EACH	\$4,000	\$32,000
7. 24" STEEL CASING, AUGERED	100	L.F.	\$200	\$20,000
8. TRENCH BACKFILL	1,200	L.F.	\$20	\$24,000

RAUPP PARCEL, LAKE ZURICH

Page 1 of 3

FILE NAME: Engineers estimate Avery Ridge  
5/27/2021

### Engineer's Opinion of Probable Construction Cost

<u>E. Sanitary Sewer Improvements</u> <i>100% complete</i>					
1. 8" SANITARY SEWER, PVC SDR 26	2,500	L.F.	\$37		\$92,500
2. 48" SANITARY MANHOLE, TYPE A	17	EACH	\$2,500		\$42,500
3. SANITARY SERVICE	35	EACH	\$1,800		\$63,000
4. CONNECT TO EXISTING SEWER	1	EACH	\$4,500		\$4,500
5. SANITARY TRENCH BACKFILL	2,500	L.F.	\$28		\$70,000
6. TELEVIEW SANITARY LINES	2,500	L.F.	\$2		\$5,000

E. Sanitary Sewer Improvements Sub-Total = **\$277,500**

<u>F. SOIL EROSION AND SEDIMENT CONTROL</u>					
1. STABILIZED ENTRANCE	1	EA.	\$3,000		\$3,000
2. SILT FENCING	5,300	L.F.	\$3		\$15,900
3. OUTLET PROTECTION	13	EACH	\$1,200		\$15,600
4. INLET EROSION CONTROL	38	EACH	\$400		\$15,200
5. SEEDING	8.0	AC	\$2,500		\$20,000
6. CONCRETE WASHOUT AREA	1.0	EACH	\$2,500		\$2,500
7. MAINTENANCE	26	WEEK	\$500		\$13,000
8. MONITORING VCBMP	3	YEAR	\$3,000		\$9,000

F. SOIL EROSION AND SEDIMENT CONTROL Sub-Total = **\$94,200**

**TOTAL = \$2,074,670**

20% CONTINGENCY = **\$414,914**

**TOTAL = \$2,489,484**



*At the Heart of Community*

FIRE DEPARTMENT

321 South Buesching Road  
Lake Zurich, Illinois 60047

(847) 540-5070  
LakeZurich.org

AGENDA ITEM

5D

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MEMORANDUM

Date: June 15, 2021

To: Ray Keller, Village Manager *RK*

From: Steven D. Husak, Police Chief

Subject: **Intergovernmental Agreement for cooperative emergency weather and disaster warning system by and between the Village of Lake Zurich, Cuba Township, and the Barrington Countryside Fire Protection District**

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**Issue:** In 2016, Cuba Township and the Barrington Countryside Fire Protection District entered into an agreement to have the Village of Lake Zurich provide certain services related to activation of Cuba Township's early warning weather/disaster system. The involved entities desire to continue the arrangement and update the intergovernmental agreement.

**Analysis:** The Barrington Countryside Fire Protection District provides fire, emergency medical services, specialty, and inspectional services to Cuba Township. The governing boards of the Township and the Fire Protection District have determined that it is in the best interests of their constituents that they work together to maintain the existing early warning weather/disaster system consisting of nine sirens.

The Village of Lake Zurich is willing to continue to provide certain services related to activation of Cuba Township's early warning weather/disaster system. Cuba Township has reviewed Lake Zurich's policy, procedures, and general orders and agreed with our methodology. Lake Zurich currently provides similar siren testing and activation services for the Village of Deer Park.

**Village Strategic Plan:** This initiative is consistent with the following goals and objectives of the Strategic Plan:

Goal #3 – Financial Sustainability:

- *Identify areas where services may overlap with other organizations, both public and private, within a defined region.*
  - *Identify opportunities to provide services to other agencies.*
- Goal #4 – Service Sustainability:
- *Identify methods of alternate service delivery.*

**Recommendation:** Adopt an Intergovernmental Agreement for cooperative emergency weather and disaster warning system by and between the Village of Lake Zurich, Cuba Township, and the Barrington Countryside Fire Protection District

w/Attachments:

IGA and associated policies

**AN INTERGOVERNMENTAL AGREEMENT FOR  
COOPERATIVE EMERGENCY WEATHER AND  
DISASTER WARNING SYSTEM BY AND  
BETWEEN CUBA TOWNSHIP, THE BARRINGTON  
COUNTRYSIDE FIRE PROTECTION DISTRICT,  
AND THE VILLAGE OF LAKE ZURICH**

This Intergovernmental Agreement (hereinafter, "Agreement") is entered into this 4<sup>th</sup> day of June, 2021, by and between Cuba Township, an Illinois township, ("Township"), and the Barrington Countryside Fire Protection District, an Illinois unit of local government ("Fire Protection District"), and the Village of Lake Zurich, an Illinois municipality.

**RECITALS**

WHEREAS, Cuba Township is a township lawfully organized and existing under the Constitution and laws of the State of Illinois; and

WHEREAS, the Barrington Countryside Fire Protection District is a unit of local government lawfully organized and existing under the Constitution and laws of the State of Illinois; and

WHEREAS, the Village of Lake Zurich ("Village") is a non-home rule municipality lawfully organized and existing under the laws of the State of Illinois; and

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois provides that units of local government may contract among themselves, to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance; and,

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et. seq. provides additional powers to units of local government that work together; and

WHEREAS, the governing boards of the Township, Village and the Fire Protection District have determined that it is in the best interests of their constituents that they work together to maintain the existing early warning weather/disaster system, consisting of nine sirens as depicted on the attached map ("Attachment 1"); and



WHEREAS, the Village is willing to provide certain services related to activation of the Township's early warning weather/disaster system; and

WHEREAS, the Township has been provided a copy of the Village's policy, entitled Severe Weather Operations ("Attachment 2"), which outlines the methodology and activation of its sirens, and agrees to said methodology and activation of its sirens; and

WHEREAS, the Township, the Fire Protection District, and the Village have determined that it is desirable to memorialize the parties' agreement about the maintenance and operation of the sirens in this Intergovernmental Agreement;

NOW, THEREFORE, in consideration of the mutual agreements contained herein, the sufficiency of which the parties hereby agree, and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed by and between the parties as follows:

**SECTION I: RECITALS.** The recitals set forth above are incorporated herein as part of this Intergovernmental Agreement.

**SECTION II: TOWNSHIP'S RESPONSIBILITIES.**

- A. The Township agrees to maintain and be responsible for an early warning weather/disaster system consisting of 9 sirens, as detailed on the attached map, without cost or expense to the Fire Protection District or Village.
- B. The Township will, at the Township's expense, install and maintain all silent testing, encoding, and necessary equipment so the District can perform its duties listed in Section III. This equipment will be installed in the Fire Protection District's Headquarters Station.
- C. The Township will pay any costs that may be required to modify the Village's Federal Communications Commission's license as may be required due to the adoption and implementation of this Agreement.

- D. The Township will pay costs incurred by the Village to reprogram its radio equipment and/or the Township's sirens as may be required due to the adoption and implementation of this Agreement.

**SECTION III: FIRE PROTECTION DISTRICT'S RESPONSIBILITIES.**

Routine Maintenance: The Fire Protection District agrees to perform routine maintenance on the sirens and system, which may include, the following:

- A. On the first Tuesday of each month, the Fire District will, whenever they are available, position personnel to listen for the actual activation of the sirens throughout the portions of the Township that are also located within the Fire Protection Districts boundaries. The District will develop a schedule of which sirens will be listened to as well as a reporting medium to communicate the results of the siren testing. The Fire Protection District will report to Cuba Township any noticed need for repair and/or noticed maintenance of any sirens as soon as the Fire Protection District observes it.
- B. The Township will arrange for and provide training to Fire District personnel on the equipment to be located in the Fire Station. After training, the Fire Protection District personnel will check the encoder and associated equipment for each siren daily. The Fire Protection District will conduct silent testing of the sirens on an agreed schedule.
- C. The Fire Protection District will check the encoder and cause it to operate twice a year in January and July, on first Tuesday of those months, after the normal activation testing, starting with the first Tuesday in July 2021.
- D. Each month the Fire District will report which sirens were monitored and either activated, or failed to activate, to the Township. The Fire District will also report their inability to

listen for the activations on the months where no persons were available.

**Alarm Activation:**

The Members of the Fire Protection District shall be authorized to initiate the activation of the sirens upon:

- A. Visual sighting of a tornado or severe weather event by Fire Protection District staff;
- B. Notice from National Oceanic and Atmospheric Administration ("NOAA"); or
- C. On request from on duty local law enforcement.

**Federal Communications Commission License**

The Fire Protection District shall be responsible for the preparation and submission of any applications or documents necessary to modify the Village's Federal Communications Commission's license as may be required due to the adoption and implementation of this Agreement. The Township shall pay any costs incurred by the Township or Village due to the submission of said license.

**SECTION IV: VILLAGE'S RESPONSIBILITIES.** The Village shall permit the Township's warning sirens to remain connected to the Village's warning siren activation system and shall cause the Township's warning sirens to be activated in accordance with the procedures described in Attachment 2. The Village shall notify the Township as soon as reasonably possible if it becomes aware of any malfunction, failure, or disconnection of the Village's siren activation system and/or the connection of the Village's siren activation system to the Township's sirens.

**SECTION V: EFFECTIVE DATE.** This Agreement shall be effective after the Township, Fire Protection District and Village's Boards have approved it and their chief executive officers have executed it.

**SECTION VI: INDEMNIFICATION.** The Fire Protection District, its employees and contractors shall indemnify and hold harmless the Township and the Village and any of their officers, officials, employees, or agents from any and all claims, demands, liability, loss, damages, fines, penalties,

attorney's fees, and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the acts or omissions of the Fire Protection District or any of its officers, officials, employees, contractors, or agents. The Township, its employees and contractors shall indemnify and hold harmless the Fire Protection District and the Village and any of their officers, officials, employees, or agents from any and all claims, demands, liability, loss, damages, fines, penalties, attorney's fees, and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the acts or omissions of the Township or any of its officers, officials, employees, contractors or agents. The Village, its employees and contractors shall indemnify and hold harmless the Township and the Fire Protection District and any of their officers, officials, employees, or agents from any and all claims, demands, liability, loss, damages, fines, penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property to the extent caused by the acts or omissions of the Village or any of its officers, officials, employees, contractors or agents. The parties shall name each other as an additional insured on their insurance policies and provide each other with copies of their certificates of insurance policies so stating.

**SECTION VII: DURATION.** This Agreement shall be in effect until June 19, 2025. The obligations to indemnify and hold harmless contained in Section V above shall survive the termination of the agreement. This Agreement will automatically renew for up to five successive one-year periods unless any party provides sixty days written notice to the other parties. This Agreement may be cancelled by any party upon sixty days written notice.

**SECTION VIII: PUBLIC LIABILITY INSURANCE.** The parties shall each carry public liability insurance in an amount of not less than \$1,000,000.00 per person, per occurrence, and such policies shall name the other parties as additional insured for the terms performed pursuant to this Agreement. The parties shall provide each other with copies of the certificates of insurance, policies, and endorsements so stating.

**SECTION IX: SEVERABILITY.** If any part of this Agreement shall be held invalid for any reason, the remainder of this Agreement shall remain valid to the maximum extent permitted by law.

**SECTION X: RELATIONSHIP OF PARTIES.** Nothing in this Agreement is intended or shall be construed as establishing a separate legal entity, or the relationship of principal and agent, partnership, or joint venture between or among the parties. Each party hereto shall retain the sole right to control its own employees, and the affairs and conduct of its employees and representatives, including the payment of compensation and benefits, shall be the sole responsibility of the respective party.

**SECTION XI: PRIOR AGREEMENTS.** This Agreement supersedes all oral agreements and negotiations between the parties hereto relating to the subject matter hereof as well as any previous agreements presently in effect between the parties hereto relating to the subject matter hereof.

**SECTION XII: AMENDMENTS.** Any alterations, amendments, deletions, or waivers of any provisions of this Agreement shall be valid only when expressed in writing and duly executed by the parties hereto.

**SECTION XIII: SUCCESSORS AND ASSIGNS.** This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns, provided however, that no party hereto shall assign any interest hereunder without the prior written consent and approval of the other parties and any such assignment, without prior written consent and approval by the other parties, shall be null and void and of no force or effect.

**SECTION XIV: VENUE.** The terms of this Agreement will be construed in accordance with the laws of Illinois, and if any disputes arise, said disputes shall be decided under the jurisdiction and governed by the laws of Illinois. The venue for the filing of any legal action shall be in the Circuit Court of Lake County, Illinois.

**SECTION XV: AUTHORITY TO EXECUTE.** Each person signing below on behalf of one of the parties hereto agrees, represents, and warrants that he or she has been duly and validly authorized to sign this Agreement on behalf of his or her party.

**SECTION XVI: NO THIRD-PARTY RIGHTS.** This Agreement creates no rights, title or interest in any person or entity whatsoever (whether a third-party beneficiary thereof or otherwise) other than the parties to this Agreement. Nothing in this Agreement shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township, the Fire Protection District, or the Village and/or any of their respective officials, officers, and/or employees.

**IN WITNESS THEREOF,** the parties have executed this Agreement on the day and date appearing before their respective signatures.

CUBA TOWNSHIP

BARRINGTON COUNTRYSIDE FIRE PROTECTION DISTRICT

By: Christopher Karam  
Christopher Karam, Supervisor

By: \_\_\_\_\_  
Keith Hanson, President

Attest: Heidi M. Shannon  
Heidi M. Shannon, Township Clerk

Attest: \_\_\_\_\_  
Paul J. Struck, Secretary

Dated: June 4, 2021

Dated: \_\_\_\_\_, 2021

By: \_\_\_\_\_  
Tom Poynton, Mayor

Attest: \_\_\_\_\_  
Kathleen Johnson, Village Clerk

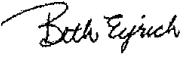
Dated: \_\_\_\_\_, 2021

Attachment 1



CUBA TWP. WHELEN OUTDOOR WARNING SIREN SYSTEM



PR		TYPE OF COVERAGE	AGREEMENT NUMBER	EFFECTIVE DATE (MM/DD/YYYY)	EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
<b>CERTIFICATE OF COVERAGE</b>							
<b>TOWNSHIP OFFICIALS OF ILLINOIS RISK MANAGEMENT ASSOCIATION</b>  c/o Cannon Cochran Management Services, Inc. Towne Centre Building 2 East Main Street Danville, IL 61832				THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE AGREEMENTS BELOW.			
<b>COVERED MEMBER</b>  Christopher Karam, Supervisor Cuba Township 28000 West Cuba Road Barrington IL 60010				<b>COVERAGE PROVIDED BY</b> Township Officials of Illinois Risk Management Association			
				Coverage Provider: <b>A</b>			
				Coverage Provider: <b>B</b>			
				Coverage Provider: <b>C</b>			
				Coverage Provider: <b>D</b>			
				Coverage Provider: <b>E</b>			
THIS IS TO CERTIFY THAT COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE MEMBER NAMED ABOVE FOR THE COVERAGE PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE AGREEMENTS DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH AGREEMENTS.							
A	X	GENERAL LIABILITY	0786027	6/1/2021	6/1/2022	GENERAL AGGREGATE	
		COMMERCIAL GENERAL LIABILITY				PRODUCTS-COMP/OPS AGG.	
		CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV. INJURY	
		OWNER'S & CONTRACTOR'S PROT.				EACH OCCURRENCE	5,000,000
	X	BROAD FORM CGL				FIRE DAMAGE (Any one fire)	
		LIQUOR LIABILITY				MED. EXPENSE (Any one person)	
A	X	AUTOMOBILE LIABILITY	0786027	6/1/2021	6/1/2022	COMBINED SINGLE LIMIT	5,000,000
		ANY AUTO				BODILY INJURY (Per person)	
		ALL OWNED AUTOS				BODILY INJURY (Per accident)	
		SCHEDULED AUTOS				PROPERTY DAMAGE	
		HIRED AUTOS					
		NON-OWNED AUTOS					
		GARAGE LIABILITY					
A		PUBLIC OFFICIALS AND EMPLOYEES LIABILITY	0786027	6/1/2021	6/1/2022	EACH WRONGFUL ACT	3,000,000
	X	CLAIMS MADE				ANNUAL AGGREGATE	3,000,000
A		WORKERS COMPENSATION AND EMPLOYERS LIABILITY	0786027	6/1/2021	6/1/2022	EACH ACCIDENT	1,000,000
						DISEASE - COVERAGE LIMIT	INCL
						DISEASE - EACH EMPLOYEE	INCL
A		PROP / IM / APD	0786027	6/1/2021	6/1/2022	Limits on File with the Association	
<b>DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/RESTRICTIONS/SPECIAL ITEMS</b> Certificate Holder is named Additional Insured as respects agreement with Cuba Township Road District for Cooperative Emergency Weather and Disaster Warning System							
<b>CERTIFICATE HOLDER</b>  Village of Lake Zurich Attn: Mayor Tom Poynton				<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED AGREEMENTS BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING PROVIDER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE PROVIDER, ITS AGENTS OR REPRESENTATIVES.  AUTHORIZED SIGNATURE 			



Policy  
**338**

Lake Zurich Fire Department  
Policy Manual

## Severe Weather

### 338.1 PURPOSE AND SCOPE

The purpose of this policy is to establish certain department guidelines when severe weather is threatening the area.

### 338.2 POLICY

All personnel shall exercise extreme caution when operating during severe weather conditions. All personnel have a duty to themselves and the communities to identify, notify, and assist during possible during severe weather events.

### 338.3 UPON RECEIPT OF A TORNADO WATCH

- The Shift Supervisor will notify all Company Supervisors to monitor the weather and area visually for early confirmation of any incoming severe weather. Spotters are to have an "eye to the sky". With the location of the four fire stations, the on-duty crews, if available, can provide regular updates of severe weather approaching from all directions. Supervisors shall carry a radio to communicate any warning information to the dispatch center timely.
- Supervisory and dispatch personnel shall monitor radio frequencies from adjacent jurisdictions to identify any incoming hazards or changing conditions re: Barrington, Palatine, Wauconda, and Long Grove.
- The Shift and Company Supervisors shall monitor weather conditions via applications and web pages on department electronic devices.
- Company Supervisors shall secure all buildings and outdoor equipment as much as possible and move department vehicles indoors as space allows.

### 338.4 UPON RECEIPT OF A TORNADO WARNING

- Ensure above tornado watch items have been implemented.
- Supervisors/personnel should attempt to ascertain/confirm any general public/non-trained citizen reported tornado sighting prior to siren activation if conditions warrant.
- Weather sirens should be activated per dispatch procedures.
- Supervisors shall advise and prepare crews, and stations, that may be in direct harm to seek shelter. Station personnel shall seek shelter: station 1- Lower level classroom, all sub-stations should shelter in the interior locker room/restrooms if in the immediate path.
- Non emergency calls should be held until the Tornado Warning Threat has passed, then calls prioritized for appropriate response.

## Lake Zurich Fire Department

### Policy Manual

#### *Severe Weather*

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##### **338.5 SUMMERY**

- Weather spotters should advise dispatch immediately by radio of funnel cloud /tornado sightings to speed the siren activation process.
- The department's responsibilities include being prepared for possible environmental disasters and if possible provide adequate warning to our citizens. The welfare of department personnel is of the utmost concern, in order to ensure that we are capable of responding to the event.
- The dispatch policy See attachment: LZPD Emergency Weather Warning System clearly show situations that the dispatch center may be looking for direction from FD personnel. It also allows understanding of what the dispatch center's responsibilities are during these situations.

**Lake Zurich Police Department****General Order**

Effective Date March 28, 2003		Revised Date May 28, 2020		Number 200.507	
Subject <b>Emergency Weather Warning System</b>				Action	
Reference				Related General Orders 200.530, 200.532	
Distribution All		Re-Evaluation Date Periodically		Number of Pages 5	
Approved:					
 Steven D. Husak - Chief of Police		 David K. Anderson - Deputy Chief of Police		 Robert Johnson - Deputy Chief of Police	

**Policy:** The Village of Lake Zurich is prepared for environmental disasters and, when possible, endeavors to warn citizens in the Village of Lake Zurich and surrounding areas.

**Procedure:****I. Emergency Weather Warning - Testing**

- A. Communications Division personnel shall test the emergency outdoor and indoor warning system on the first Tuesday of every month at 1000 hours.
- B. Lake Zurich Outdoor Warning System Test
  1. To activate the outdoor warning system:
    - a. Select the radio on the public-works frequency.
    - b. Announce, "Clear the air for the outdoor warning system test."
    - c. Press the **LZ SIREN STEADY** mode button to transmit the tones.
    - d. While on the public-works frequency, press the **LZ SIREN CANCEL** button to transmit the tones.
    - e. Press the **CUBA SIREN STEADY** button.
  2. Siren Sites for Lake Zurich
    - a. Well 8 at Oakwood Road and Ensell Road-Lake Zurich Police Dept.
    - b. Rand Road and Miller Road-Lake Zurich Police Dept.
    - c. 500 block of Cuba Road-Lake Zurich Fire Dept.
    - d. Paulus Park-Lake Zurich Police Dept.
    - e. 500 block of Old Mill Grove Road-Lake Zurich Fire Dept.
    - f. Lake Zurich Fire Station 1, 321 South Buesching Road-Lake Zurich Fire Dept.
    - g. Charlie Brown Park-Deer Park Township
  3. Siren Sites for Cuba Township
    - a. Biltmore Golf Course-Lake Zurich Fire Dept.
    - b. Stonehenge Golf Course, Barrington-Countryside Fire Dept.
    - c. White Cemetery, Barrington-Countryside Fire Dept.
    - d. Cuba Garage-Cuba Township Office
    - e. Knights of Columbus, Kelsey Road and Pepper Road, Barrington-Countryside Fire Dept.
    - f. Kelsey Road and Alice Lane, Barrington-Countryside Fire Dept.

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**Emergency Weather Warning System**

Page 2

- g. River Road and Kazimour Drive-Wauconda Fire Dept.
- h. Indian Trail and Oakwood Drive-Wauconda Fire Dept.
- i. North Barrington Elementary School-Wauconda Fire Dept.
- C. Indoor Warning System Test
  - 1. To activate the indoor warning system:
    - a. Select the radio on the public-works frequency.
    - b. Announce, "Stand by to clear the air for the Industrial Early Warning System test."
    - c. Press the **LZ IND SIREN** button to transmit the tones.
    - d. After the tone, announce, "This is a test of the Industrial Early Warning System. Repeating, this is a test of the Industrial Early Warning System on <DATE> at <TIME>, KKH532."
- D. Wauconda Outdoor Warning System Test
  - 1. To activate the outdoor warning system:
    - a. Select the radio on the WA Local 3 frequency.
    - b. Press the **WA STEADY SIREN** mode button to transmit the tones.
  - 2. Siren Sites for Wauconda
    - a. Route 12 north of Cook Street
    - b. Anderson Road and Saddlewood Drive
    - c. Gossell Road and Russell Road
    - d. Edgewater Parkway
    - e. 311 South Main Street-Wauconda Police Dept.
    - f. Slocum Lake Road and Francis Street
    - g. North Main Street and Garland Road
    - h. Gilmer Road and Liberty Lakes-Public Works Facility
    - i. Route 12 and McNally Lane, Volo
    - j. Water tower, Volo
    - k. South Circle Avenue, Port Barrington
    - l. Burnett Road and Spruce Terrace, Island Lake
    - m. Waterford Way and Newport Court, Island Lake
    - n. Arbor Road, Wauconda Fire Station 2, Island Lake
    - o. Porten Road and South Hampton, Island Lake
    - p. Neville Road and Dowell Road, Island Lake
- E. Siren Test Documentation
  - 1. Telecommunicators shall utilize village employees to monitor the specific siren sites for proper operation whenever possible.
  - 2. Documentation in the siren test logbook should be recorded indicating the success or failure of each siren site. A Computer-Aided Dispatch (CAD) incident under LZPD (nature TCD) shall be created to document siren testing was completed and any actions taken.
  - 3. If a siren does not activate:
    - a. For Lake Zurich, the telecommunicator shall contact Braniff Communications by telephone at 708-597-3200 to report the problem and ascertain when they will be responding.
    - b. For Wauconda, the telecommunicator shall contact the Director of Emergency Management (Kevin Timony, ktimony@wauconda-il.gov).
    - c. For Cuba Township, the telecommunicator shall contact the Cuba Township Clerk (Nicole Knapick, 847-381-1924).

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**Emergency Weather Warning System**

Page 3

- d. The telecommunicator shall send an electronic mail message including who was contacted and any information on repairs to the appropriate Fire Chief and Communications Division supervisors.

**II. Tornado Watch**

- A. When a tornado watch is received from the National Weather Service or which affects Lake Zurich and surrounding areas, the telecommunicator shall simulcast over the police, fire, and public-works frequencies:
  - 1. Announce, "Clear the air for an emergency weather announcement."
  - 2. Press the **LZ IND SIREN** and the **LZ/WA All Call** fire tone to transmit the tones.
  - 3. Following the tones, announce the tornado watch using the verbiage: "District 32 and 34, special weather statement, a tornado watch is in effect until <time>. KTO570, KKH532."
- B. The telecommunicator shall monitor reports of severe weather from police and fire personnel, public-safety radio traffic, and reports from the public.
- C. Trained weather spotters from all departments should have an "eye to the sky" and be prepared to notify the 911 Dispatch Center of any emergency notifications.
- D. Upon receipt of information that affects the Lake Zurich, Wauconda, and/or Cuba Township areas, the telecommunicator shall notify the EMA Director/Fire Chief, on-duty patrol supervisor, and on-call Communications Division supervisor.
- E. Fax a copy of LEADS weather alerts affecting the Lake Zurich and Wauconda areas to Lake Zurich Fire Station 1 and Wauconda Fire Station 1.
- F. To prepare **Lake Zurich** for any potential outcall notifications, the fire telecommunicator shall log into Everbridge.
- G. The telecommunicator should review emergency weather procedures in the event of an upgrade to a warning.
- H. Fire shift commanders will alert the substations for trained weather spotters to monitor the weather and area visually for early confirmation of any incoming severe weather.
- I. Telecommunicators and fire personnel should monitor radio frequencies for nearby jurisdictions to identify any incoming hazards or changing conditions. This would especially pertain to Lake County Quad 3 to monitor Barrington since most storms approach from the southwest.
- J. The radio rooms at Lake Zurich Fire Station 1 and Wauconda Fire Station 1 will be staffed to listen to additional alerts.
- K. Telecommunicators and fire personnel should monitor the weather radar and weather on the internet, if available.
- L. Fire shift commanders and station officers should have a radio ready to communicate any warning information to the 911 Dispatch Center.

**III. Tornado Warning**

- A. When a tornado warning is received from the National Weather Service or there is a sighting verified which affects the Lake Zurich and surrounding areas, the telecommunicator shall immediately notify the EMA Director/Fire Chief and/or fire and patrol supervisors via radio of the warning.
- B. Upon receipt of a warning in our area, the Emergency Warning System will

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## Emergency Weather Warning System

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be activated. The telecommunicator shall:

1. Activate the Emergency Outdoor Warning System using the **LZ SIREN STEADY** mode, **WA SIREN STEADY** mode, and the **CUBA SIREN STEADY** mode (a steady three-minute solid tone).
  - a. Select the radio on the public-works frequency.
  - b. Announce, "Clear the air for an emergency weather announcement."
  - c. Press the **LZ SIREN STEADY AND CUBA SIREN STEADY** buttons to transmit the tones.
  - d. Select the radio on WA Local 3 frequency and press the **WA SIREN STEADY** button to transmit the tones.
2. Immediately after activating the **SIREN STEADY** tones, select the police, fire, and public-works frequencies (so that all tones and information will be simulcast over all three frequencies) and press the **IND SIREN and LZ/WA All Call** tone and announce the tornado warning information. Example: *"District 32 and 34, a tornado warning is in effect until <time>." REPEAT and end with KTO570, KKH532.*
3. Telecommunicators shall transmit the Everbridge page by:
  - a. Choosing the *Notification Templates* (Message, Groups, and Methods are prefilled.)
  - b. Selecting the edit pencil for the *Tornado Warning*
  - c. Clicking *Send Now* at the bottom of the page
4. Initiate a CAD incident and document the activation and all other pertinent information as time permits.
5. Notify the on-call Communications Division supervisor and ensure on-duty supervisors for Lake County, Lake Zurich, Hawthorn Woods, Wauconda, Tower Lakes, Island Lake, and Kildeer Police Departments are advised.
6. Fax a copy of LEADS weather alerts affecting the Lake Zurich area to Lake Zurich Fire Station 1 and Wauconda Fire Station 1.

#### IV. Tornado Touchdown

- A. When a verified tornado touchdown is received which affects the Lake Zurich and surrounding areas, the telecommunicator shall immediately notify the EMA Coordinator/Fire Chief and/or fire and patrol supervisors via radio of the touchdown.
- B. Upon receipt of the touchdown in our area, the Emergency Warning System will be activated. The telecommunicator shall:
  1. Activate the Emergency Outdoor Warning System using the **LZ SIREN STEADY, WA Siren Steady, and the Cuba Siren Steady** mode (a steady three-minute solid tone).
    - a. Select the radio on the public-works frequency.
    - b. Announce, "Clear the air for an emergency weather announcement."
    - c. Press the **LZ SIREN STEADY** and the **CUBA SIREN STEADY** buttons to transmit the tones.
    - d. Select the radio on WA Local 3 frequency and press the **WA Siren Steady** button to transmit the tones.
  2. Immediately after activating the **SIREN STEADY** tones, select the police, fire, and public-works frequencies (so all tones and information

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**Emergency Weather Warning System****Page 5**

will be simulcast over all three frequencies).

3. Simulcast the **IND SIREN** and **GENERAL** for Lake Zurich or Wauconda tone over the police, fire, and public-works frequencies and announce:
  - a. The tornado touchdown information including direction, etc.
  - b. State this is a general alarm for all fire personnel to report to their stations.
4. Notify the Lake County Emergency Services Department Communications Center of the touchdown (847-377-7100).
5. Initiate a CAD incident for the alarm and document the activation and all other pertinent information as time permits.
6. Ensure on-duty supervisors for Lake County, Lake Zurich, Hawthorn Woods, Kildeer, Wauconda, Tower Lakes, and Island Lake Police Departments are advised.
7. Begin implementation of the Lake Zurich/Wauconda Disaster Plan as required.



*At the Heart of Community*

OFFICE OF THE VILLAGE MANAGER

70 East Main Street  
Lake Zurich, Illinois 60047

(847) 438-5141  
LakeZurich.org

AGENDA ITEM

7A

MEMORANDUM

Date: June 15, 2021  
To: Ray Keller, Village Manager *RK*  
From: Kyle Kordell, Assistant to the Village Manager  
Subject: **Event Road Closure for Alpine Carnival 2021**

**Issue:** After a one-year hiatus due to the pandemic, the Lake Zurich Lions Club has announced the planned return of Alpine Fest for 2021, which will be called Alpine Carnival this year to more accurately reflect a scaled-down event. This year's event will feature carnival rides, food vendors and midway games but have no parade, no beer tent, and no water fights.

The 2021 planned hours are slightly scaled back from previous years:

- o Friday, July 23 5 pm – 11 pm
- o Saturday, July 24 1 pm – 11 pm
- o Sunday, July 25 Noon – 8 pm

Alpine Carnival will occur at Lions Park, which is owned by the Lions Club. This is not a Village event nor is it held on public property. All carnival rides will be inspected and approved by the State of Illinois and all food vendors are licensed and regulated through the Lake County Health Department.

**Main Street Closure:** Without a parade for 2021, the typical request to IDOT for Route 22 road closure is not necessary this year. However, the Village does intend to close Main Street for the duration of the event as it has done in recent years in order to maximize public safety as too much potential exists for pedestrian injury from vehicular traffic. A significant amount of pedestrian traffic crosses the road during the event and youth are frequently along the roadway.

The Village's top priority in assisting Lions Club with Alpine Carnival coordination is to ensure public safety, as this event results in large crowds in the thousands. The Village is planning on closing Main Street from the afternoon of Friday, July 23 until the evening of Sunday, July 25 after cleanup is complete.

**Recommendation:** Approval of Alpine Carnival 2021 and the associated Main Street road closures.





# VILLAGE MANAGER'S OFFICE

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## MONTHLY INFORMATION REPORT

**MAY 2021**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

### **A Look Back at May 2021...**

**Andy's Deli Moves Forward on Rand Road** – In the first week of May, Mr. Jack Zac of Andy's Deli informed the Village that they intend to move forward with their application to establish a Polish deli with two residential apartments above at 265 N. Rand Road.

This application was first presented to the Planning and Zoning Commission (PZC) on October 21, 2020. Following discussion by the PZC and hearing testimony of surrounding property owners, the Applicant requested that the item be continued give them the opportunity to address these comments. The Applicant returned to the PZC on February 17, 2021 with revisions to further mitigate the impact of the development on the residences to the east through renderings of the proposal.

Members of the PZC acknowledged the complexity of the proposal at this location, stated that they understood the intentions of both sides (developer and adjacent property owners), and shared their concerns regarding the proposed rezoning and intended development. Following the close of the hearing and deliberation, the PZC voted to recommend denial (3 yes and 4 no) on the development proposal.

Andy's Deli will appear on a Village Board agenda in June 2021 for final action.

### **Zurich Newspaper Correspondent Traces Village Origins**

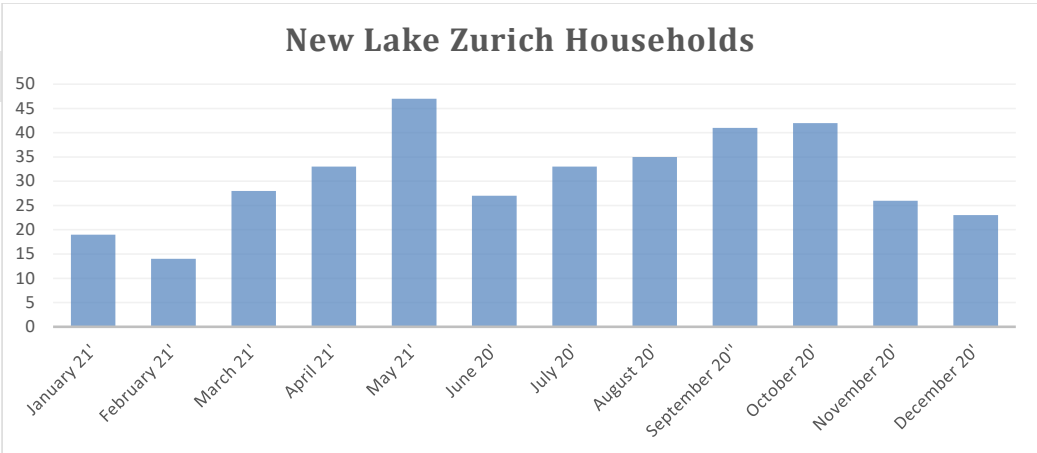


The US-correspondent of the Swiss newspaper "Neue Zürcher Zeitung" (NZZ) that is published in Zurich, Dr. David Signer and his photographer wife Katja visited Lake Zurich the first week of May to learn about the history of our name sake Village.

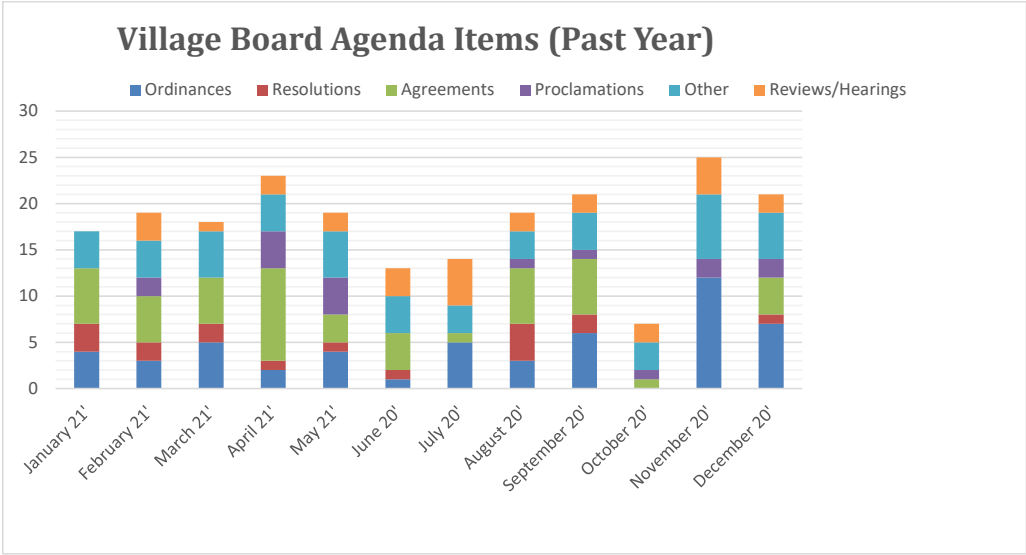
Of particular interest was the connection of Seth Paine and his dream of organizing a communal system as described by the French philosopher Charles Fourier, which was practiced by some Swiss cantons, as the connection to the

name (Zurich).

Signer's visit to the Ela Historical Society provided much information about the early days of Lake Zurich to be featured in an upcoming article in NZZ. The visit included a meeting with Mayor Poynton and Manager Keller at Village Hall, a tour the Lake and several neighborhoods.



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.



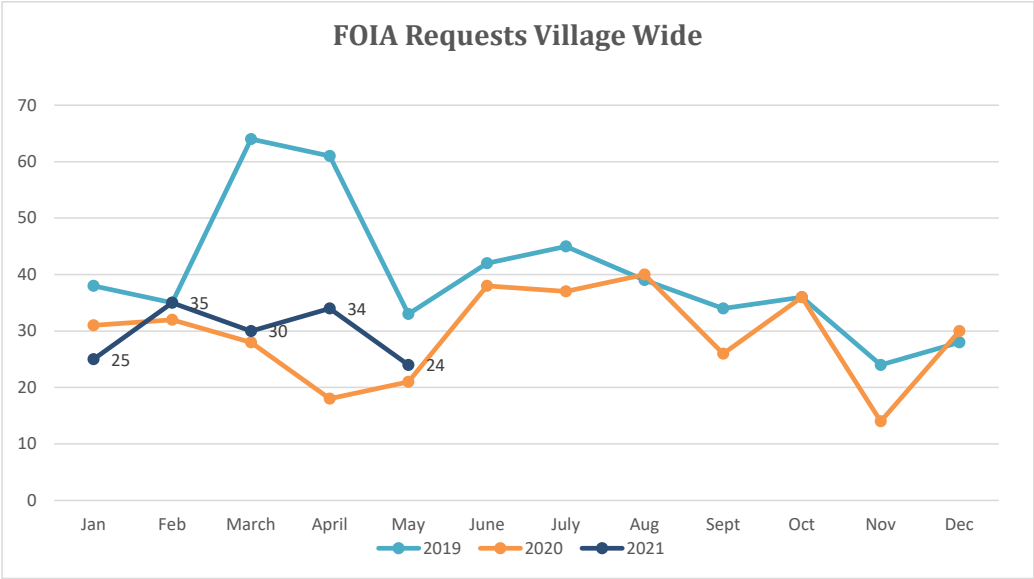
This metric shows the number of action items included on Village Board meeting agendas. As the local legislative governing body, the number of items acted upon by the Village Board has a direct input on Lake Zurich's strategic orientation. This data can be useful in decisions regarding meeting frequency,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

**Average length of regular May Village Board meetings: 1 hour 38 minutes**

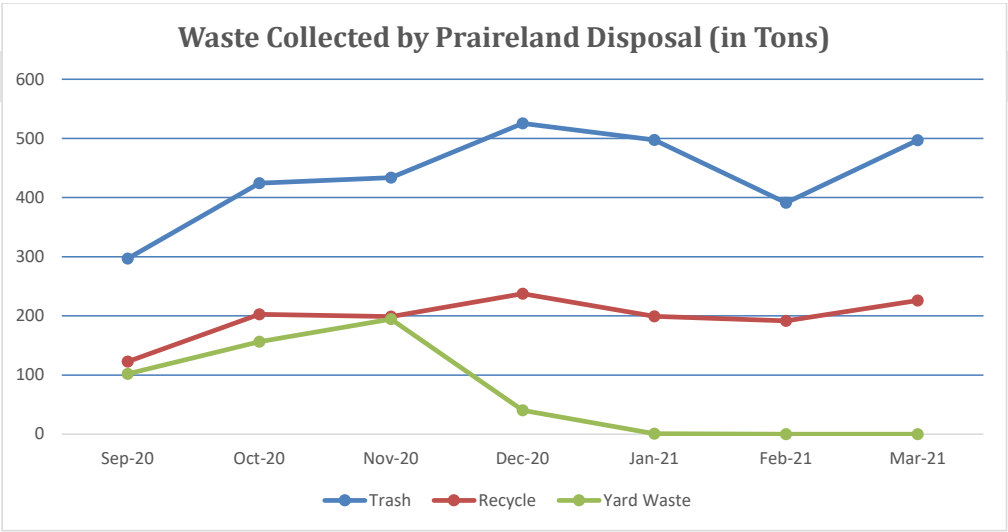
**Benchmarks Rates – Past Month**



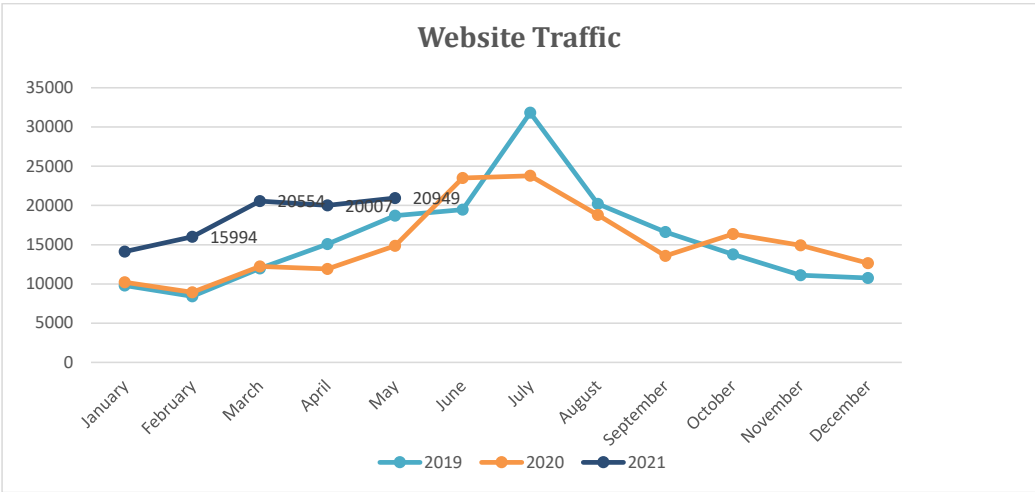
*Benchmarks* is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 6,600 subscribers.



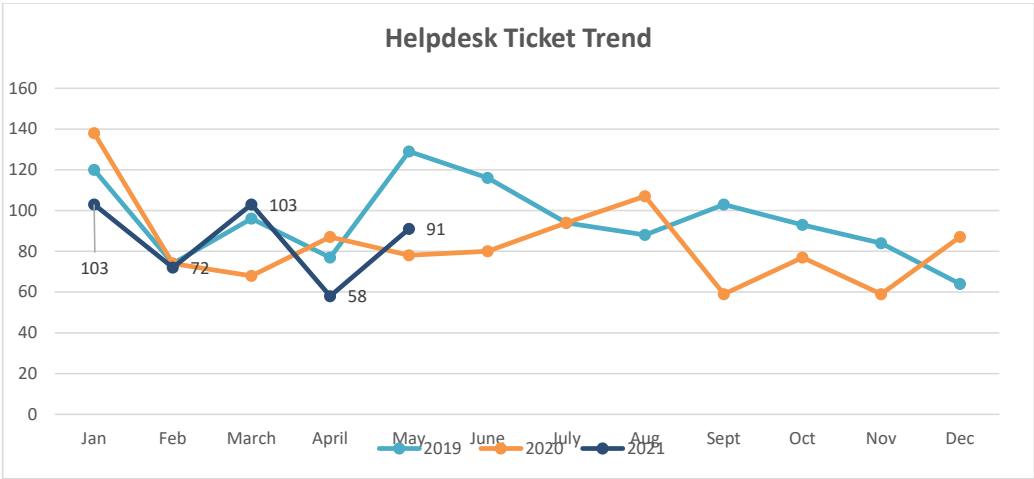
Open and honest government is a cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making processes. This graph includes all of the FOIA requests received Village-wide among all departments.



Praireland Disposal began service to Lake Zurich on September 1, 2020. The above metric reports the volume of waste collected each month including trash, recycling, and yard waste. This metric is updated once per quarter.

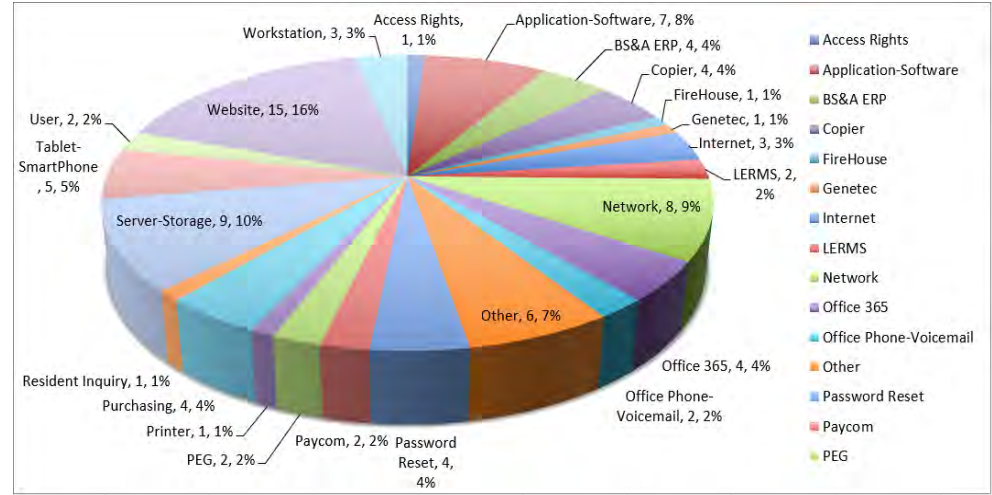


This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing resident-oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision-making. This metric tracks the number of visits to LakeZurich.org. **Most Visited Page on LakeZurich.org for May: Beaches and Fees**



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 Help Desk tickets in May: 91**

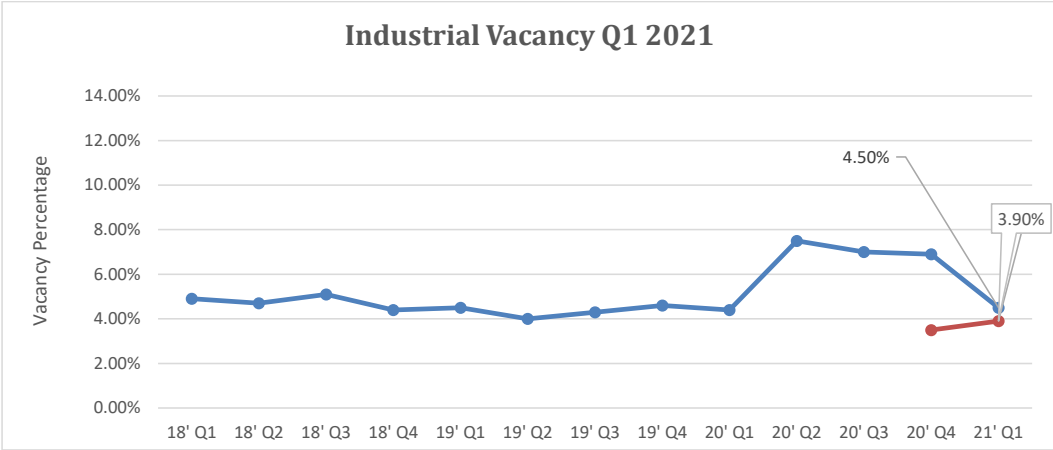
**Help Desk - May**



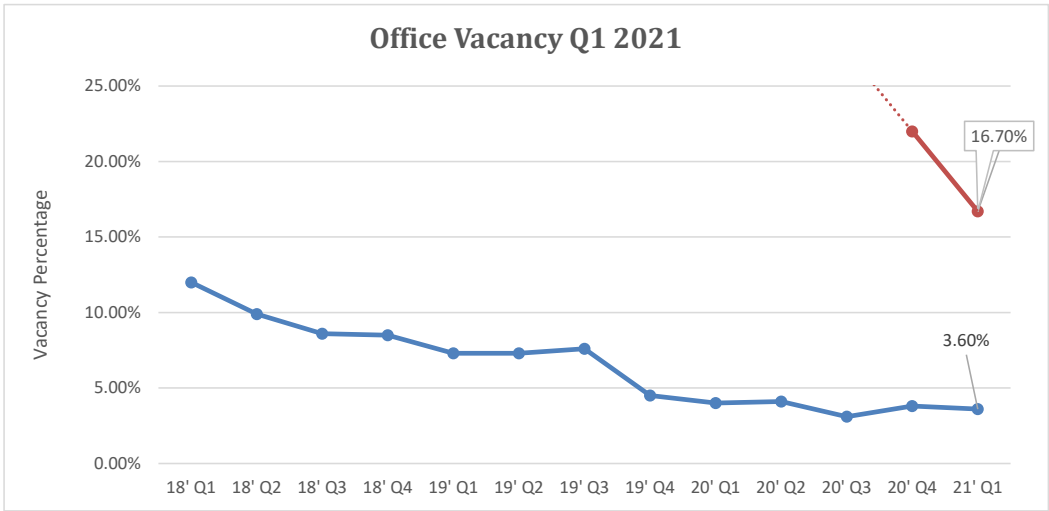
Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for training workshops or investment in technology upgrades. This graph shows the most common requests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



The Lake Zurich retail vacancy rate decreased in the first quarter of 2021 to 5.4% vacant from 8.5% in the fourth quarter (*based on Lake County Partners data*). As of March 31, 2021, there was 140,272 square feet of retail space reported vacant in Lake Zurich, with average rates at \$15.42 per square foot (nnn). *Chicagoland retail vacancy rate from CBRE (red line)*.



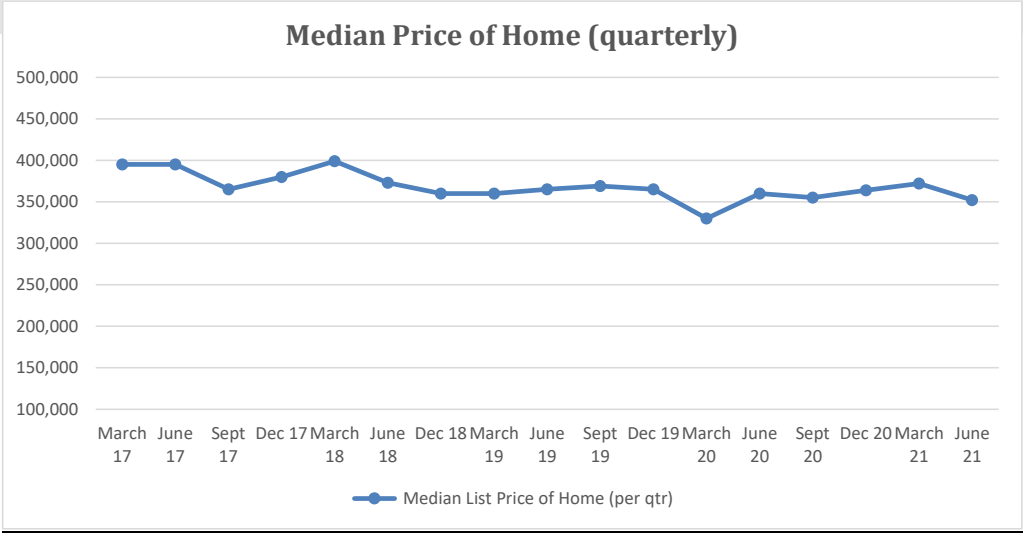
The Lake Zurich industrial vacancy rate decreased to 4.5% in Quarter 1 of 2021 compared to Quarter 4 when 6.8% was reported vacant (*based on Lake County Partners data*). As of March 31, 2021, there was 253,723 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$4.65 per square foot (nnn). *Midwest industrial vacancy rate from CBRE (red line)*.



The Lake Zurich office vacancy rate decreased from 3.8% in Quarter 4 of 2020 to 3.6% reported vacant in Quarter 1 (*based on Lake County Partners data*). As of March 31, 2021, there was 14,361 square feet of office space reported vacant in Lake Zurich, with average rates at \$24.98 per square foot (full service). *Chicagoland office vacancy rate from CBRE (red line).*



**Real Estate Housing Trends – Residential Inventory**



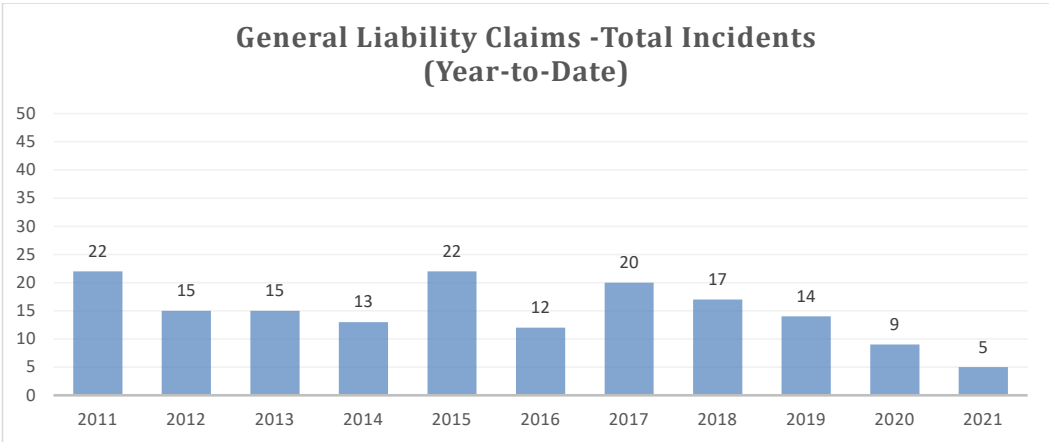
The chart above reports the recent trend for median sale price of Lake Zurich houses. The prices are reported by quarter.

The monthly snapshot below reports more details about the residential real estate market for the most recent month.

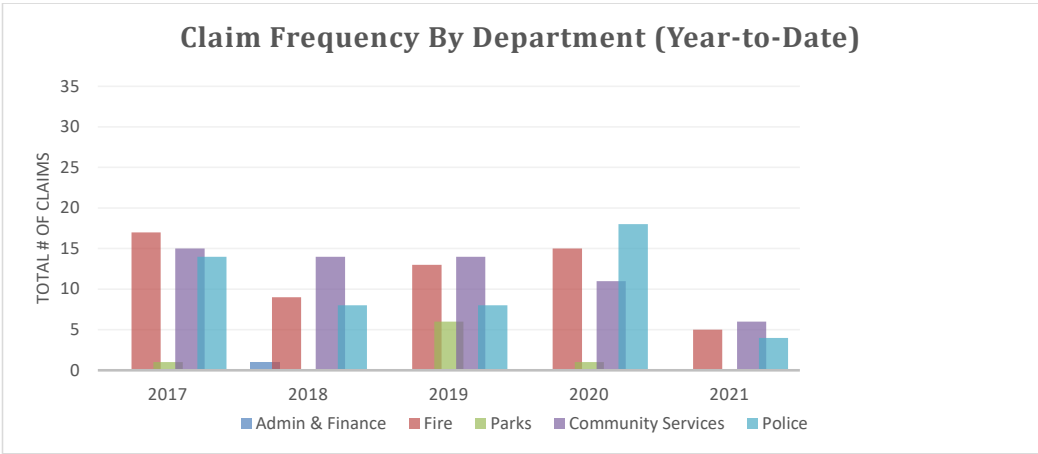
**May Snapshot of Real Estate Trends**

Homes Reported for Sale:	45
Median Sale Price:	\$352,000
Median Days on Market:	8
Number of Homes Sold:	49

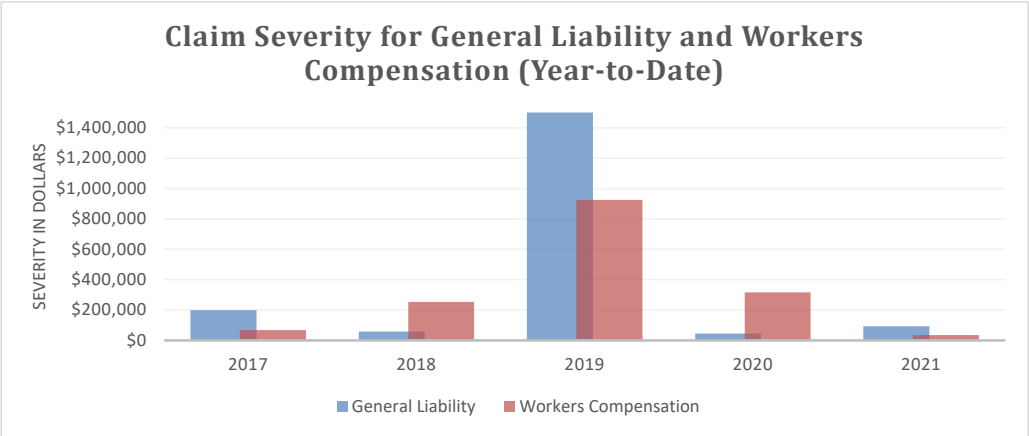
\*Soure: Redfin Corporation



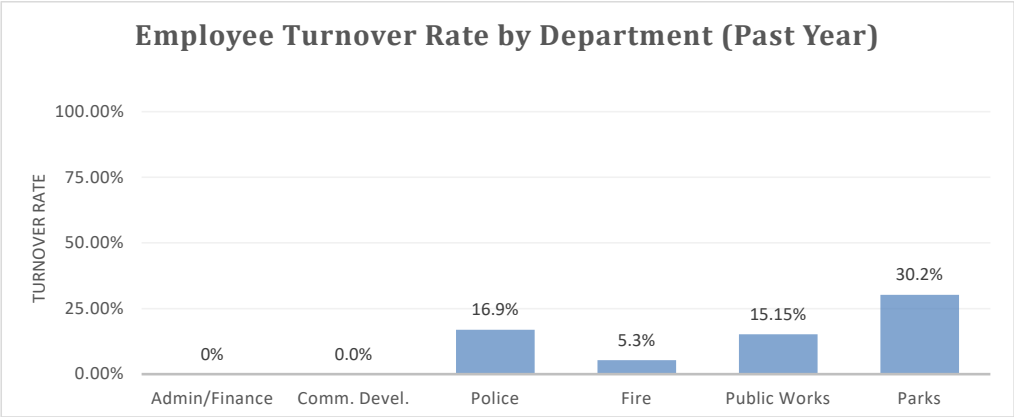
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of approximately 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports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



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 updated quarterly, 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 Community Services is responsible for routine maintenance, so its general liability claims will naturally be high due to claims involving parkway trees, mailboxes, sidewalks, fire hydrants, the municipal fleet, etc.



This metric provides a snapshot of the Village’s overall liability position, separated by General Liability Claims (such as property damage) and Workers Compensation Claims (such as medical bills and lost work-time). Fewer claims filed against the Village mean less money spent and improved financial stability. This data includes the total costs, including net property loss and any other associated expenses, such as attorney fees.



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 and Public Works are heavily staffed by part-time seasonal personnel, resulting in a turnover rate that is technically high but this is not a cause for concern.



# FINANCE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**APRIL 2021**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

Finance Monthly Report – April 2021

### DEPARTMENT NARRATIVE

During April, preparation for the annual audit and closing the financial records for fiscal year 2020 were the primary activities outside of day-to-day operations. Auditors from Baker Tilly began their three-week fieldwork visit on April 5<sup>th</sup> working with staff through the numbers, the safeguards, and the policies. Due to the COVID-19 pandemic, the auditors performed the fieldwork portion of the audit remotely and staff prepared the entire audit to aid in remote fieldwork. Other projects for the month included cleaning up records for old receivables; researching the escrow account activities, internal audits of water billing accounts and preparing for year end reporting. During April, Finance Director Thomey attended the Quarterly Police and Fire Pension Board meetings, met with the Village's investment advisor regarding an investment strategy and attended several webinars on various topics including the American Rescue Plan Funds, Pension Institute and governmental accounting best practices.

### GENERAL FUND OPERATING RESULTS *SUMMARY*

For the month of April, revenues totaled \$1.76 million and expenditures \$2.36 million, resulting in an operating deficit of \$602k. From a budget perspective, we had expected expenditures to exceed revenues by \$954k. Year-to-date figures below represent the fourth month of activity for the year.

#### **General Fund Operating Results**

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 1,513,059	\$ 1,758,676	\$ 6,485,877	\$ 7,260,199
Expenditures	2,467,236	2,360,776	8,029,882	7,549,049
<b>Excess (Deficiency)</b>	<b>\$ (954,177)</b>	<b>\$ (602,100)</b>	<b>\$ (1,544,005)</b>	<b>\$ (288,850)</b>

### *REVENUES*

Following is a summary of revenues by type through April 30, 2021. These figures represent four months of financial activity. A more detailed analysis can be found on page 9.

## Finance Monthly Report – April 2021

	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 163,336	\$ 156,902	-3.9%	\$ 718,184	\$ 718,344	0.02%	7.1%
Intergovernmental	1,115,222	1,331,556	19.4%	4,791,563	5,392,891	12.55%	37.1%
Licenses & Permits	46,974	82,505	75.6%	406,055	448,367	10.42%	62.2%
Fines and Forfeits	51,200	34,288	-33.0%	183,100	138,201	-24.52%	23.7%
Charges for Services	123,086	146,247	18.8%	345,380	498,343	44.29%	33.8%
Investment Income	7,484	(4,030)	-153.8%	14,523	(4,873)	-133.55%	-4.1%
Miscellaneous	5,757	11,207	94.7%	27,072	68,925	154.60%	61.6%
Operating Transfers	0	0	0.0%	0	0	0.0%	0.0%
Total Revenue	\$ 1,513,059	\$ 1,758,676	16.2%	\$ 6,485,877	\$ 7,260,199	11.94%	26.2%

**Taxes:**

Revenues from taxes came in at \$157k in April, 4% below budget expectations. While property taxes are received primarily June through September, the remaining revenues in this category contribute a significant amount of revenue each month all year round.

Telecommunications tax receipts were about 15% higher than expected for the month at \$38k. That is 8% less than the amount received in the same month of the prior year. More information regarding Telecommunications tax can be found on page 12.

Both utility taxes fell short of expectations for the month. The gas utility tax had \$37k in receipts compared to an expected \$42k. Electric utility tax came in at \$70k versus the expected \$74k. Combined, utility taxes were 7% less than expected. The payments are based primarily on March activity. More detail on the Utility Taxes can be found on page 13.

**Intergovernmental Revenue:**

Revenue from other governments totaled \$1.33 million in April, which exceeded budget expectations for the category.

State sales tax receipts were above budget expectations for the month at \$510k. This represents sales from January and was consistent with the same month last year. More information regarding Sales Tax can be found on page 14.

Income Tax receipts came in 49% above expectations with the receipts for April totaling \$242k compared to an expected \$162k. This is 20% higher than receipts from the prior April. Year-to-date

#### Finance Monthly Report – April 2021

receipts are now exceeding budget by 44% after four months. Details on Income Tax are provided on page 15.

Video gaming tax receipts came in 11% above budget expectations at \$21k. The Governor issued shut down ended in January 2021, opening gaming for the entire month of February. Video gaming tax is received two months in arrears; therefore, video gaming tax receipts budgeted for April relate to tax for February activity.

#### **Licenses and Permits:**

Revenue from the issuance of licenses and permits came in at \$83k for April, 76% above budget expectations. Building permits (\$29k), permit plan review (\$16k), zoning development (\$9k), and contractor registration (\$9k) were the biggest contributors. Additional items included in license and permit revenue are electric permits (\$5k), and plumbing permits (\$4k). Due to the variable nature of these types of revenues, fluctuations are expected throughout the year based on activity.

#### **Fines and Forfeits:**

Revenue from police fines were less than expected during April, with receipts of \$34k, which was 33% below the \$51k projected. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations.

#### **Charges for Services:**

Revenue from service charges totaled \$146k in April. The main revenue sources in this category are ambulance, 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 for the month were recorded at \$74k. For park fees, this is a combination on timing of receipts and fluctuating activity levels; receipts in April totaled \$41k, 38% above expectations. Park fees are 80% higher than expectations year-to-date.

#### **Investment Income:**

The General Fund investment income in April was negative \$4k due to changes in market value. Investment returns were balanced between investments in certificates of deposits, treasury obligations, investment pools and interest-bearing money market accounts. Currently, the investments are

## Finance Monthly Report – April 2021

concentrated in certificates of deposit and interest-bearing money market accounts. While longer term maturities are slightly higher, interest rates are still at an all-time low. A detailed cash and investment report can be found on page 17.

**Miscellaneous:**

The General Fund miscellaneous revenue in April was \$11k. Receipts for this category were rental income (\$5k), and pavilion fees (\$3k), as well as other small items.

***EXPENDITURES***

For the month of April, expenditures totaled \$2.36 million for the General Fund, which was 4% below projections of \$2.47 million. The table below presents a summary of General Fund expenditures by department as of April 30, 2021. Additional detail can be found on page 9.

Department Or Program	Current Month's Budget	Current Month's Actual	% Variance	YTD Budget	YTD Actual	% Variance	% of Annual Budget
Legislative	\$ 4,268	\$ 4,589	7.5%	\$ 18,699	\$ 29,216	56.2%	40.1%
Administration	\$ 116,832	\$ 133,833	14.6%	\$ 357,413	\$ 333,362	-6.7%	28.7%
Finance	\$ 58,929	\$ 69,710	18.3%	\$ 193,960	\$ 204,041	5.2%	36.4%
Technology	\$ 83,417	\$ 85,938	3.0%	\$ 209,489	\$ 204,163	-2.5%	40.0%
Police	\$ 666,143	\$ 615,462	-7.6%	\$ 2,155,226	1,921,417	-10.8%	24.3%
Fire	\$ 1,058,309	\$ 950,297	-10.2%	\$ 3,414,005	3,258,526	-4.6%	26.8%
Community Develop.	\$ 80,372	\$ 102,811	27.9%	\$ 263,140	248,757	-5.5%	27.7%
Public Works	\$ 292,293	\$ 299,592	2.5%	\$ 1,008,534	964,061	-4.4%	32.1%
Park & Recreation	\$ 56,114	\$ 47,987	-14.5%	\$ 207,180	183,272	-11.5%	22.1%
Operating Transfers	\$ 50,559	\$ 50,558	0.0%	\$ 202,236	202,233	0.0%	33.3%
Total	\$ 2,467,236	\$ 2,360,776	-4.3%	\$ 8,029,882	\$ 7,549,049	-6.0%	27.2%

**OPERATING RESULTS OF OTHER FUNDS**

Following are some observations regarding the revenues and expenditures of other funds. A financial summary of funds other than General is provided on pages 10-11.



## Finance Monthly Report – April 2021

**Special Revenue Funds:**

Motor fuel tax revenue came in at \$65k in April, which was 52% above the budget of \$43k. The excess is mainly due to the 'Transportation Renewal Fund' (\$27k), in which municipalities will see an increase to their MFT due to the 2019 state capital bill. Conservative estimates for revenues highly sensitive to the economy, such as this one, allow for fluctuations later in the year. Expenditures from the Motor Fuel Tax Fund were for road salt (\$18k), road signs (\$5k), and streetlight electric (\$1k).

April revenues for the Hotel Tax Fund totaled \$7k. The revenue in this fund is a combination of hotel tax receipts and interest income. Per Village Ordinance #2003-10-252, hotel tax receipts are due quarterly. Therefore, the village does not receive receipts each month. Expenditures of \$7k were recorded for the month, most of which is a transfer to the Special Events Fund for the funding of special events.

The Special Events Fund allocates resources for special events and their corresponding expenditures. Revenues for April totaled \$18k, which primarily relates to funding transfers in from other funds. Expenditures for the month totaled \$16k, consisting mostly of normal staff expenses.

**Debt Service Funds:**

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2021. Interest payments are paid semi-annually, typically July and December. Revenues for the debt service fund are from interest and changes in market value of investments at this point in the year. Transfers from other funding sources will occur later in the year. Interest rates continue to be low for the options available for village investment per law. Expenditures include \$253k for debt service interest payments and paying agent fees.

**Capital Projects Funds:**

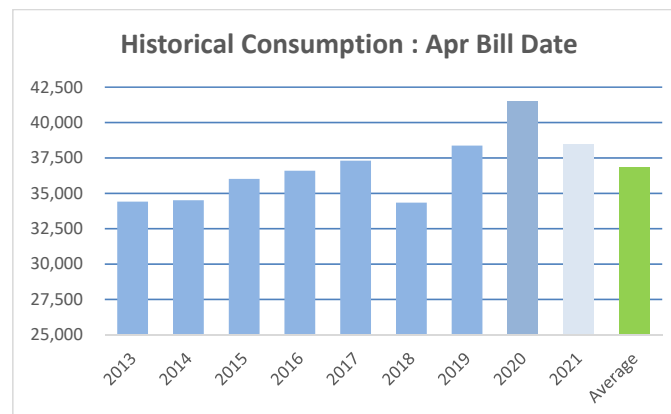
April revenue for the capital projects funds in total came in at \$214k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from April of \$156k. This was 37% higher than budget expectations and 7% higher than the same month last year. April receipts represent sales from January. More detail on the NHRST revenue can be found on page 16. Remaining revenues for capital project funds include park impact fees (\$54k), as well as the electric aggregation civic contribution (\$6k), and residual interest income and change in market value of investments.

# Finance Monthly Report – April 2021

Expenditures for capital projects were recorded in April of \$185k, consisting of 2021 concrete program expenses (\$175k), Paulus Park OSLAD planning (\$6k), as well as other small items. Due to timing of the budgeted capital projects, the majority of remaining budgeted expenditures will be spent later in the year, during and after construction season.

## **Water and Sewer Fund:**

April revenue totaled \$634k, which was 11% higher than the budget estimate of \$570k. Consumption metered in April was 38M gallons, higher than the nine-year average of 37M gallons. The consumption billed in April primarily represents water metered in late March and early April. With about 46M gallons pumped, about 16% of pumped water was lost to main breaks, fire department use, or other small issues. A chart comparing April water consumption over the past eight years provided below.



Expenses in the Water Fund were \$488k for the month. Of this amount, \$160k is a non-cash transaction to record depreciation of the infrastructure assets of the fund. The remaining expenses are personnel expenses, other operational items and other smaller operating items. Throughout the year, spending is monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus would 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

## Finance Monthly Report – April 2021

as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund.

The Equipment Replacement fund in particular is subject to funding availability from the General Fund. April expenses include non-cash depreciation expenses (\$33k).

**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. No revenues or expenses were incurred for the month of April.

SSA Activity  
Apr-21

SSA #	Location	Beginning Balance 1/1/2021	Year-To-Date		Ending Balance 1/31/2021	Annual Expected		Annual Expected	
			Revenues	Expenses		Revenues	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	73,797	-	-	73,797	9,697	0.00%	15,600	0.00%
SSA #9	Willow Ponds	130,932	-	-	130,932	11,851	0.00%	17,306	0.00% <sup>b</sup>
SSA #10	Westberry	16,027	-	-	16,027	1,000	0.00%	-	N/A
SSA #11	Lake Zurich Pines	23,327	-	-	23,327	2,999	0.00% <sup>a</sup>	1,575	0.00%
SSA #13	Conventry Creek	188,041	-	338	187,703	29,894	0.00% <sup>a</sup>	TBD	N/A
SSA #16	Country Club	(3,803)	-	-	(3,803)	1,760	N/A	TBD	N/A
		428,321	-	338	427,983	57,202	0.00%	34,482	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+

**Police and Firefighters' Pension Funds:**

A snapshot of activity related to the public safety pension funds of the village is 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 revenue of \$1.08 million for the month. For April, the fund recorded an unrealized gain of \$998k from investments. Total municipal and member contributions for the month totaled \$81k. Expenses for the month were \$205k of which \$188k was for pension and benefit payments, \$16K was for investment expense, and \$1k was for other expenses. For the month of April, the fund experienced a gain of \$875k. As of April 30th, the fund had a net position of \$31.6 million. Additional information can be found on page 18.

## Finance Monthly Report – April 2021

The Firefighters' Pension Fund had a similar month for investments, with an unrealized gain of \$1.60 million from investments. Total municipal and member contributions for the month totaled \$128k. Total revenues for the month were \$1.73 million. Expenses for the month were \$281k, of which \$253k was for pension and benefit payments, \$24k was for investment expenses, and \$4k was for professional services. For the month of April, the fund experienced a gain of \$1.45 million. As of April 30th, the fund had a net position of \$50.6 million. Additional information can be found on page 18.

**Conclusion:**

For the fiscal periods covered by this report, no major concerns were identified. Some of the major revenue sources are performing above expectations, and will be monitored for indications of continued performance. Expenditures have been kept to a minimum. We will continue to monitor the revenues and expenditures closely throughout the coming months, and the lingering effects of the COVID19 pandemic.

Respectfully Submitted,

*Bane Thomey*

Bane Thomey  
Director of Finance

VILLAGE OF LAKE ZURICH OPERATING REPORT SUMMARY GENERAL FUND April 30, 2021								
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
<b>REVENUES</b>								
<b>Taxes</b>								
Property Taxes	-	-	0.0%	-	-	0.0%	8,191,153	0.0%
Utility Tax - Electric	73,874	70,473	(4.6%)	318,454	313,372	(1.6%)	949,475	33.0%
Utility Tax - Gas	41,782	37,227	(10.9%)	165,037	162,049	(1.8%)	293,052	55.3%
Cable Tv Franchise	15,041	11,581	(23.0%)	97,390	89,604	(8.0%)	314,042	28.5%
Telecom Tax	32,639	37,621	15.3%	137,303	153,319	11.7%	437,770	35.0%
<b>Total Taxes</b>	<b>163,336</b>	<b>156,902</b>	<b>-3.9%</b>	<b>718,184</b>	<b>718,344</b>	<b>0.0%</b>	<b>10,185,492</b>	<b>7.1%</b>
<b>Intergovernmental</b>								
State Sales Tax	413,776	509,698	23.2%	1,943,319	2,261,699	16.4%	5,754,018	39.3%
State Income Tax	161,915	241,823	49.4%	569,293	821,684	44.3%	1,785,209	46.0%
State Use Tax	52,439	57,257	9.2%	285,156	334,462	17.3%	844,005	39.6%
Video Gaming Tax	19,167	21,230	10.8%	76,668	40,782	(46.8%)	230,000	17.7%
Fire/Rescue Srvc Contract	451,902	466,781	3.3%	1,807,608	1,867,124	3.3%	5,601,371	33.3%
Other Intergovernmental	16,023	34,767	117.0%	109,519	67,139	(38.7%)	312,914	21.5%
<b>Total Intergovernmental</b>	<b>1,115,222</b>	<b>1,331,556</b>	<b>19.4%</b>	<b>4,791,563</b>	<b>5,392,891</b>	<b>12.5%</b>	<b>14,527,517</b>	<b>37.1%</b>
<b>Licenses &amp; Permits</b>								
Liquor Licenses	12,000	615	(94.9%)	165,000	146,740	(11.1%)	171,000	85.8%
Business Licenses	2,574	1,195	(53.6%)	103,496	92,316	(10.8%)	103,000	89.6%
Building Permits	13,000	29,105	123.9%	36,500	64,469	76.6%	160,000	40.3%
Permit Plan Review	3,000	15,944	431.5%	27,500	46,787	70.1%	70,000	66.8%
Other Permits	16,400	35,646	117.4%	73,559	98,056	33.3%	217,250	45.1%
<b>Total Licenses &amp; Permits</b>	<b>46,974</b>	<b>82,505</b>	<b>75.6%</b>	<b>406,055</b>	<b>448,367</b>	<b>10.4%</b>	<b>721,250</b>	<b>62.2%</b>
<b>Fines and Forfeits</b>	<b>51,200</b>	<b>34,288</b>	<b>(33.0%)</b>	<b>183,100</b>	<b>138,201</b>	<b>(24.5%)</b>	<b>582,000</b>	<b>23.7%</b>
<b>Charges for Services</b>								
Fire/Rescue Ambulance Fee	67,271	73,600	9.4%	170,394	248,125	45.6%	650,000	38.2%
Park Program Fees	29,900	41,386	38.4%	94,956	170,537	79.6%	417,203	40.9%
Other Charges for Services	25,915	31,260	20.6%	80,030	79,681	(0.4%)	407,750	19.5%
<b>Total Charges for Services</b>	<b>123,086</b>	<b>146,247</b>	<b>18.8%</b>	<b>345,380</b>	<b>498,343</b>	<b>44.3%</b>	<b>1,474,953</b>	<b>33.8%</b>
<b>Investment Income</b>	<b>7,484</b>	<b>(4,030)</b>	<b>(153.8%)</b>	<b>14,523</b>	<b>(4,873)</b>	<b>(133.6%)</b>	<b>118,000</b>	<b>-4.1%</b>
<b>Miscellaneous</b>	<b>5,757</b>	<b>11,207</b>	<b>94.7%</b>	<b>27,072</b>	<b>68,925</b>	<b>154.6%</b>	<b>111,870</b>	<b>61.6%</b>
<b>Total General Fund Revenues</b>	<b>1,513,059</b>	<b>1,758,676</b>	<b>16.2%</b>	<b>6,485,877</b>	<b>7,260,199</b>	<b>11.9%</b>	<b>27,721,082</b>	<b>26.2%</b>
<b>Operating Transfers In</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>
<b>EXPENDITURES</b>								
<b>General Government</b>								
Legislative	4,268	4,589	7.5%	18,699	29,216	56.2%	72,786	40.1%
Administration	116,832	133,833	14.6%	357,413	333,362	(6.7%)	1,160,001	28.7%
Finance	58,929	69,710	18.3%	193,960	204,041	5.2%	561,060	36.4%
Technology	83,417	85,938	3.0%	209,489	204,163	(2.5%)	509,825	40.0%
<b>Total Gen. Govt.</b>	<b>263,446</b>	<b>294,070</b>	<b>11.6%</b>	<b>779,561</b>	<b>770,783</b>	<b>(1.1%)</b>	<b>2,303,672</b>	<b>33.5%</b>
<b>Public Safety</b>								
Police	666,143	615,462	(7.6%)	2,155,226	1,921,417	(10.8%)	7,890,924	24.3%
Fire	1,058,309	950,297	(10.2%)	3,414,005	3,258,526	(4.6%)	12,179,293	26.8%
Community Development	80,372	102,811	27.9%	263,140	248,757	(5.5%)	897,717	27.7%
<b>Total Public Safety</b>	<b>1,804,824</b>	<b>1,668,569</b>	<b>(7.5%)</b>	<b>5,832,371</b>	<b>5,428,700</b>	<b>(6.9%)</b>	<b>20,967,934</b>	<b>25.9%</b>
<b>Streets - Public Works</b>	<b>292,293</b>	<b>299,592</b>	<b>2.5%</b>	<b>1,008,534</b>	<b>964,061</b>	<b>(4.4%)</b>	<b>3,005,542</b>	<b>32.1%</b>
<b>Culture - Park and Recreation</b>	<b>56,114</b>	<b>47,987</b>	<b>(14.5%)</b>	<b>207,180</b>	<b>183,272</b>	<b>(11.5%)</b>	<b>828,388</b>	<b>22.1%</b>
<b>Total General Fund Expend.</b>	<b>2,416,677</b>	<b>2,310,217</b>	<b>(4.4%)</b>	<b>7,827,646</b>	<b>7,346,816</b>	<b>(6.1%)</b>	<b>27,105,536</b>	<b>27.1%</b>
<b>Operating Transfers Out</b>	<b>50,559</b>	<b>50,558</b>	<b>(0.0%)</b>	<b>202,236</b>	<b>202,233</b>	<b>(0.0%)</b>	<b>606,700</b>	<b>33.3%</b>
<b>NET INCOME (LOSS) FOR GENERAL</b>	<b>(954,177)</b>	<b>(602,100)</b>	<b>-36.9%</b>	<b>(1,544,005)</b>	<b>(288,850)</b>	<b>-81.3%</b>	<b>8,846</b>	<b>-3265.3%</b>

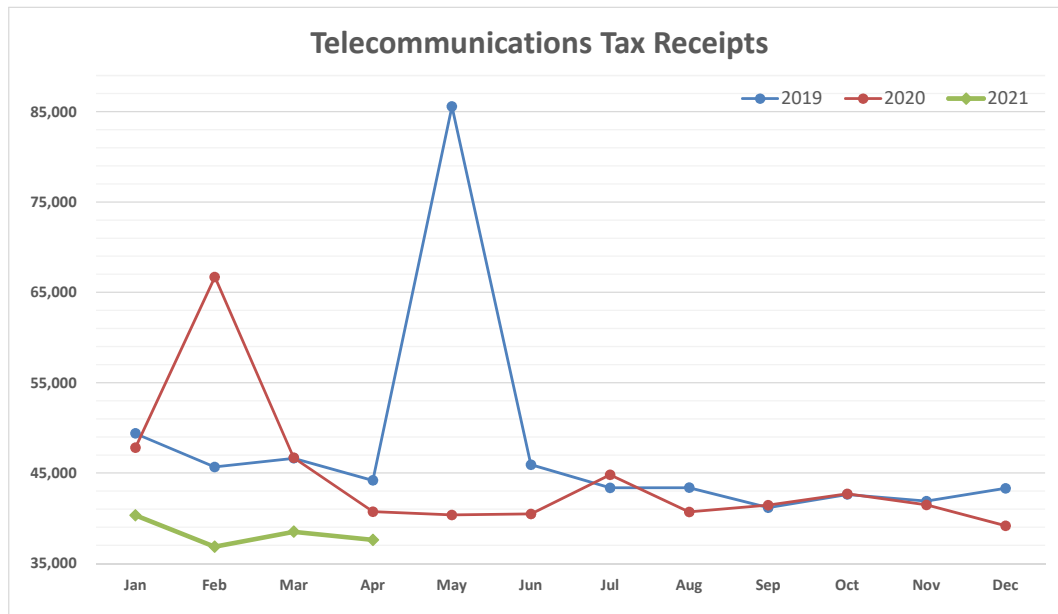
**VILLAGE OF LAKE ZURICH**  
**OPERATING REPORT SUMMARY**  
**April 30, 2021**

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
SPECIAL REVENUE FUNDS								
MOTOR FUEL TAX FUND								
Revenues	42,771	64,780	51.5%	167,064	460,244	175.5%	641,683	71.7%
Expenditures	38,714	24,178	(37.5%)	162,951	100,522	(38.3%)	428,267	23.5%
Net Activity Gain (Loss)	4,057	40,602		4,113	359,722		213,416	
HOTEL TAX FUND								
Revenues	1,835	7,114	287.7%	6,933	15,654	125.8%	28,180	55.5%
Expenditures	6,613	6,596	(0.3%)	26,320	38,674	46.9%	91,808	42.1%
Net Activity Gain (Loss)	(4,778)	518		(19,387)	(23,020)		(63,628)	
SPECIAL EVENTS FUND								
Admin & Miscellaneous								
Revenues	12,281	12,270	(0.1%)	50,115	49,081	(2.1%)	152,450	32.2%
Expenditures	15,214	15,977	5.0%	53,129	47,366	(10.8%)	150,880	31.4%
Net Activity Gain (Loss)	(2,933)	(3,707)		(3,014)	1,715		1,570	
Rock the Block								
Revenues	-	1,000	0.0%	2,000	1,400	(30.0%)	59,800	2.3%
Expenditures	-	-	0.0%	-	1,250	0.0%	46,100	2.7%
Net Activity Gain (Loss)	-	1,000		2,000	150		13,700	
Craft Beer Fest								
Revenues	-	-	0.0%	-	-	0.0%	-	0.0%
Expenditures	-	-	0.0%	-	-	0.0%	-	0.0%
Net Activity Gain (Loss)	-	-		-	-		-	
Farmers Market								
Revenues	1,000	400	(60.0%)	5,150	4,670	(9.3%)	8,500	54.9%
Expenditures	-	-	0.0%	-	-	0.0%	8,383	0.0%
Net Activity Gain (Loss)	1,000	400		5,150	4,670		117	
Fourth of July								
Revenues	4,055	3,655	(9.9%)	16,420	15,019	(8.5%)	58,858	25.5%
Expenditures	-	-	0.0%	-	-	0.0%	57,144	0.0%
Net Activity Gain (Loss)	4,055	3,655		16,420	15,019		1,714	
Winter Festival								
Revenues	1,125	1,125	0.0%	5,000	4,500	(10.0%)	16,300	27.6%
Expenditures	-	-	0.0%	50	48	(4.2%)	16,676	0.3%
Net Activity Gain (Loss)	1,125	1,125		4,950	4,452		(376)	
Special Events Fund Total	3,247	2,473		25,506	26,007		16,725	
TIF #1 TAX FUND								
Revenues	31	8	(73.2%)	120	39	(67.4%)	1,400,350	0.0%
Expenditures	-	-	0.0%	-	-	0.0%	1,332,061	0.0%
Net Activity Gain (Loss)	31	8		120	39		68,289	
TIF #2 - DOWNTOWN								
Revenues	2,117	2,414	14.0%	14,381	12,089	(15.9%)	247,220	4.9%
Expenditures	6,977	1,397	(80.0%)	10,440	1,230	(88.2%)	227,100	0.5%
Net Activity Gain (Loss)	(4,860)	1,017		3,941	10,859		20,120	
TIF #3 - RAND ROAD								
Revenues	-	1	0.0%	-	3	0.0%	26,000	0.0%
Expenditures	-	-	0.0%	-	-	0.0%	1,400	0.0%
Net Activity Gain (Loss)	-	1		-	3		24,600	
DISPATCH CENTER FUND								
Revenues	100,469	98,444	(2.0%)	334,618	496,959	48.5%	1,374,730	36.1%
Expenditures	155,543	152,807	(1.8%)	501,017	490,602	(2.1%)	1,502,467	32.7%
Net Activity Gain (Loss)	(55,074)	(54,363)		(166,399)	6,357		(127,737)	

**VILLAGE OF LAKE ZURICH**  
**OPERATING REPORT SUMMARY**  
**April 30, 2021**

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
DEBT SERVICE FUNDS								
VILLAGE DEBT SERVICE								
Revenues	132	52	(60.7%)	609	257	(57.8%)	1,203,120	0.0%
Expenditures	-	-	0.0%	361,004	-	(100.0%)	1,190,857	0.0%
Net Activity Gain (Loss)	132	52		(360,395)	257		12,263	
TIF #1 DEBT SERVICE								
Revenues	46	(155)	(436.7%)	103	(225)	(318.5%)	1,958,600	(0.0%)
Expenditures	243,191	253,118	4.1%	900,329	972,239	8.0%	2,040,261	47.7%
Net Activity Gain (Loss)	(243,145)	(253,272)		(900,226)	(972,464)		(81,661)	
CAPITAL PROJECT FUNDS								
CAPITAL IMPROVEMENTS								
Revenues	6,149	58,544	852.1%	24,507	335,297	1,268.2%	274,616	122.1%
Expenditures	91,415	7,308	(92.0%)	110,665	10,907	(90.1%)	642,250	1.7%
Net Activity Gain (Loss)	(85,266)	51,236		(86,158)	324,390		(367,634)	
PARK IMPROVEMENTS								
Revenues	-	-	0.0%	-	-	0.0%	-	0.0%
Expenditures	-	-	0.0%	-	-	0.0%	-	0.0%
Net Activity Gain (Loss)	-	-		-	-		-	
NON-HOME RULE SALES TAX								
Revenues	114,319	155,866	36.3%	578,419	714,508	23.5%	1,724,871	41.4%
Expenditures	333	177,217	53,118.4%	14,333	225,642	1,474.3%	2,224,500	10.1%
Net Activity Gain (Loss)	113,986	(21,351)		564,086	488,866		(499,629)	
ENTERPRISE FUND								
WATER AND SEWER								
Revenues	569,976	634,012	11.2%	2,277,322	2,349,270	3.2%	7,052,243	33.3%
Expenses								
Administration	52,294	47,787	(8.6%)	183,271	165,786	(9.5%)	535,078	31.0%
Debt	46,133	24,538	(46.8%)	84,700	69,458	(18.0%)	175,998	39.5%
Depreciation	159,917	159,917	(0.0%)	639,668	639,667	(0.0%)	1,919,000	33.3%
Billing	27,434	28,386	3.5%	85,377	74,557	(12.7%)	240,226	31.0%
Water	154,490	143,633	(7.0%)	512,544	451,989	(11.8%)	2,193,898	20.6%
Sewer	96,533	83,782	(13.2%)	296,935	265,549	(10.6%)	2,727,788	9.7%
	536,801	488,042		1,802,495	1,667,006		7,791,988	
Net Activity Gain (Loss)	33,175	145,970		474,827	682,264		(739,745)	
INTERNAL SERVICE FUNDS								
MEDICAL INSURANCE								
Revenues	245,762	255,217	3.8%	983,308	992,287	0.9%	2,978,503	33.3%
Expenses	246,994	427,773	73.2%	1,054,875	1,204,971	14.2%	2,976,259	40.5%
Net Activity Gain (Loss)	(1,232)	(172,556)		(71,567)	(212,684)		2,244	
RISK MANAGEMENT								
Revenues	97,440	102,228	4.9%	389,727	456,944	17.2%	1,169,679	39.1%
Expenses	27,341	33,062	20.9%	944,796	938,910	(0.6%)	1,328,279	70.7%
Net Activity Gain (Loss)	70,099	69,166		(555,069)	(481,966)		(158,600)	
EQUIPMENT REPLACEMENT								
Revenues	62,958	64,360	2.2%	251,492	252,493	0.4%	957,050	26.4%
Expenses	57,944	33,150	(42.8%)	820,469	748,727	(8.7%)	1,146,450	65.3%
Net Activity Gain (Loss)	5,014	31,211		(568,977)	(496,233)		(189,400)	
TOTAL ALL VILLAGE FUNDS	(1,118,791)	(761,389)		(3,199,590)	(576,453)		(1,861,531)	

DEPARTMENT OF FINANCE  
MONTHLY REPORT  
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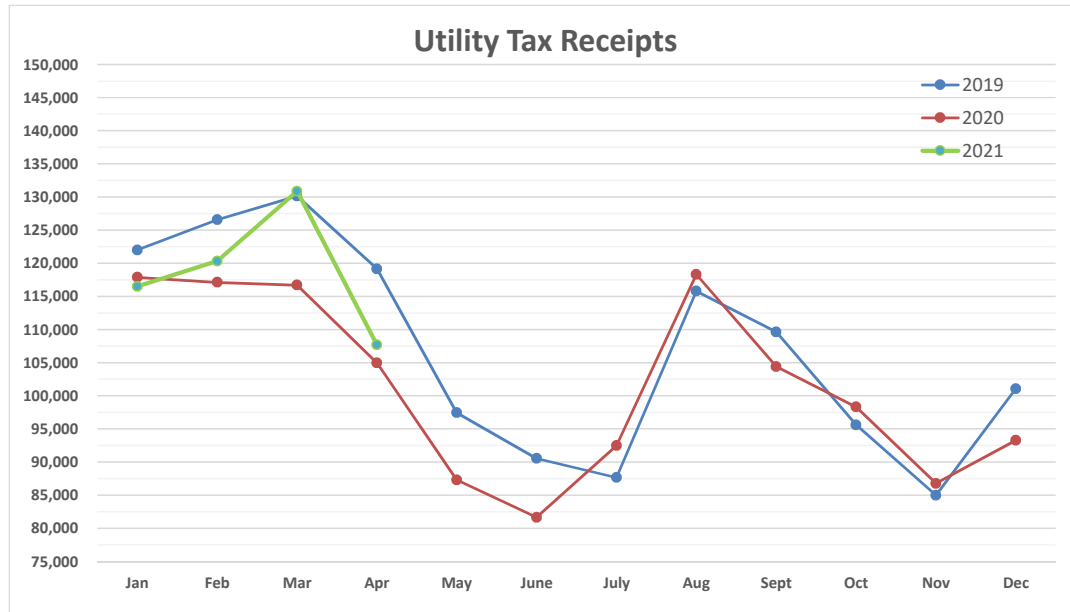


**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		FY 2019	FY 2020	% Change	FY 2021	% Change	Budget	Variance \$	Variance %
January	October	49,387	47,823	-3.17%	40,329	-15.67%	36,479	3,850	10.55%
February	November	45,678	66,708	46.04%	36,855	-44.75%	33,740	3,115	9.23%
March	December	46,633	46,694	0.13%	38,514	-17.52%	34,445	4,069	11.81%
April	January	44,188	40,718	-7.85%	37,621	-7.61%	32,639	4,982	15.26%
May	February	85,580	40,356	-52.84%		-100.00%	63,212	(63,212)	-100.00%
June	March	45,928	40,486	-11.85%		-100.00%	33,924	(33,924)	-100.00%
July	April	43,371	44,824	3.35%		-100.00%	32,035	(32,035)	-100.00%
August	May	43,380	40,706	-6.16%		-100.00%	32,042	(32,042)	-100.00%
September	June	41,173	41,448	0.67%		-100.00%	30,412	(30,412)	-100.00%
October	July	42,628	42,693	0.15%		-100.00%	31,486	(31,486)	-100.00%
November	August	41,893	41,476	-0.99%		-100.00%	30,943	(30,943)	-100.00%
December	September	43,311	39,177	-9.54%		-100.00%	46,413	(46,413)	-100.00%
		573,151	533,107	-6.99%	153,319		437,770	(284,451)	
Y-T-D		185,887	201,942	8.64%	153,319	-24.08%	137,303	16,016	11.66%



DEPARTMENT OF FINANCE  
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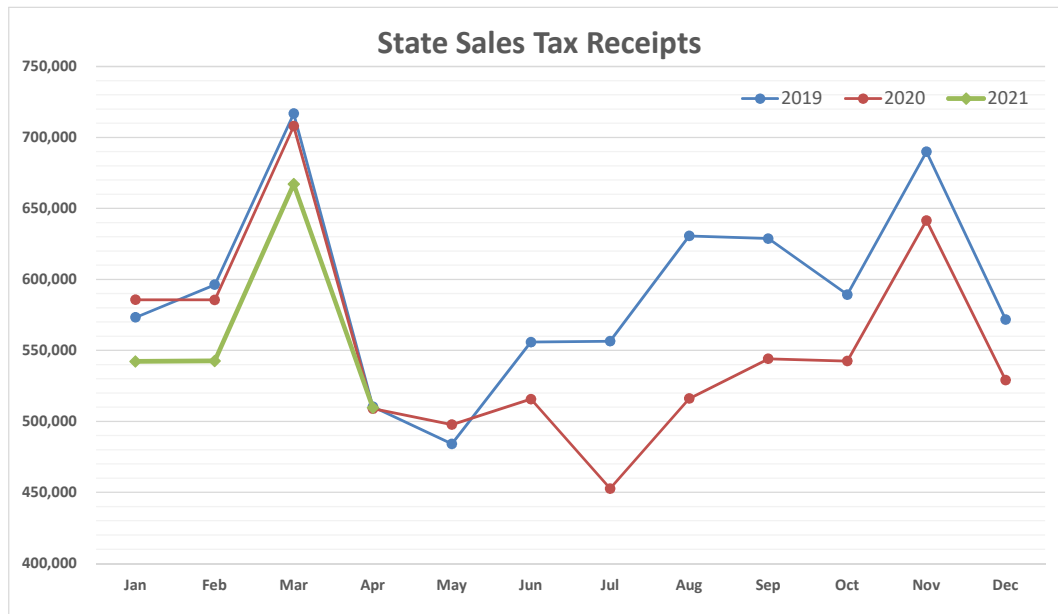


**Collection History**

**COMBINED - ELECTRICITY & GAS**

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2019	2020	% Change	2021	% Change	FY 2021	Variance \$	Variance %
Jan	Dec	122,004	117,886	-3.4%	116,503	-1.2%	118,565	(2,062)	-1.7%
Feb	Jan	126,567	117,123	-7.5%	120,335	2.7%	122,993	(2,658)	-2.2%
Mar	Feb	130,142	116,704	-10.3%	130,883	12.2%	126,277	4,606	3.6%
Apr	Mar	119,145	104,962	-11.9%	107,700	2.6%	115,656	(7,956)	-6.9%
May	Apr	97,442	87,312	-10.4%	-	-100.0%	94,751	(94,751)	-100.0%
June	May	90,545	81,656	-9.8%	-	-100.0%	88,184	(88,184)	-100.0%
July	June	87,662	92,490	5.5%	-	-100.0%	85,492	(85,492)	-100.0%
Aug	July	115,800	118,303	2.2%	-	-100.0%	113,039	(113,039)	-100.0%
Sept	Aug	109,636	104,416	-4.8%	-	-100.0%	107,028	(107,028)	-100.0%
Oct	Sept	95,602	98,328	2.9%	-	-100.0%	93,297	(93,297)	-100.0%
Nov	Oct	84,994	86,781	2.1%	-	-100.0%	82,874	(82,874)	-100.0%
Dec	Nov	101,081	93,274	-7.7%	-	-100.0%	94,371	(94,371)	-100.0%
		1,280,618	1,219,235	-4.79%	475,422	-61.0%	1,242,527	(767,105)	
Y-T-D		497,857	456,675	-8.27%	475,422	4.1%	483,491	(8,069)	-1.7%

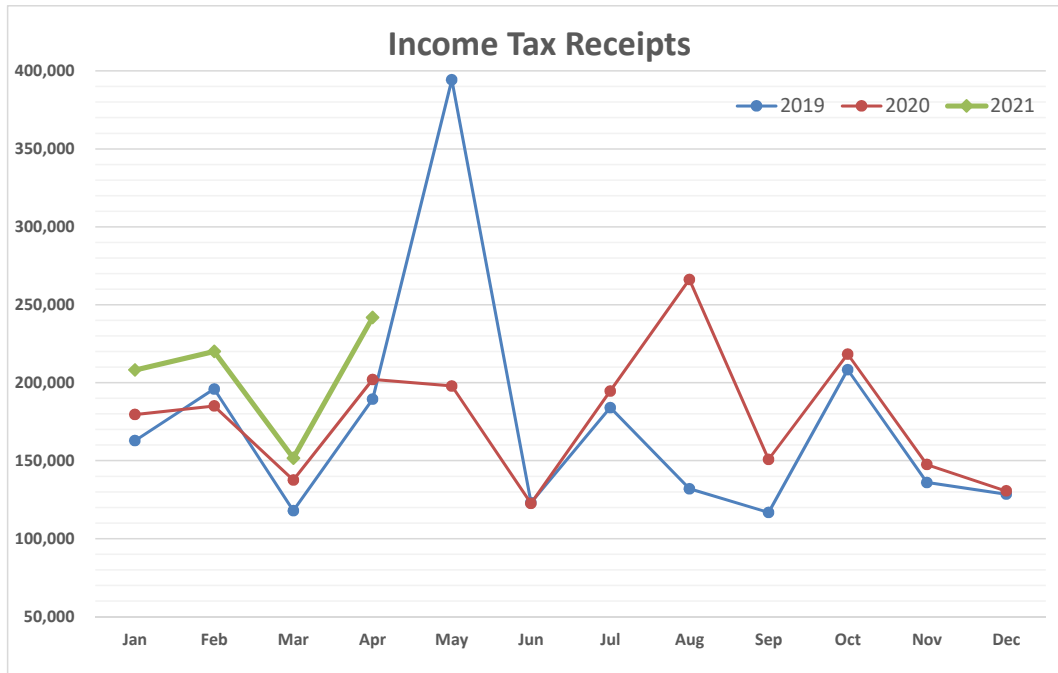
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**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2019	2020	% Change	2021	% Change	Budget	Variance \$	Variance %
January	October	573,338	585,729	2.16%	542,215	-7.43%	464,847	77,368	16.64%
February	November	596,355	585,612	-1.80%	542,675	-7.33%	483,508	59,167	12.24%
March	December	716,833	708,009	-1.23%	667,111	-5.78%	581,188	85,923	14.78%
April	January	510,348	508,950	-0.27%	509,698	0.15%	413,776	95,922	23.18%
May	February	484,267	497,768	2.79%		-100.00%	392,630	(392,630)	-100.00%
June	March	555,869	515,679	-7.23%		-100.00%	450,683	(450,683)	-100.00%
July	April	556,516	452,741	-18.65%		-100.00%	451,207	(451,207)	-100.00%
August	May	630,633	516,160	-18.15%		-100.00%	511,299	(511,299)	-100.00%
September	June	628,856	544,099	-13.48%		-100.00%	509,859	(509,859)	-100.00%
October	July	589,297	542,519	-7.94%		-100.00%	477,786	(477,786)	-100.00%
November	August	689,952	641,526	-7.02%		-100.00%	559,394	(559,394)	-100.00%
December	September	571,876	529,081	-7.48%		-100.00%	457,841	(457,841)	-100.00%
		7,104,140	6,627,872	-6.70%	2,261,699		5,754,018	(3,492,319)	
Y-T-D		2,396,874	2,388,299	-0.36%	2,261,699	-5.30%	1,943,319	318,380	16.38%

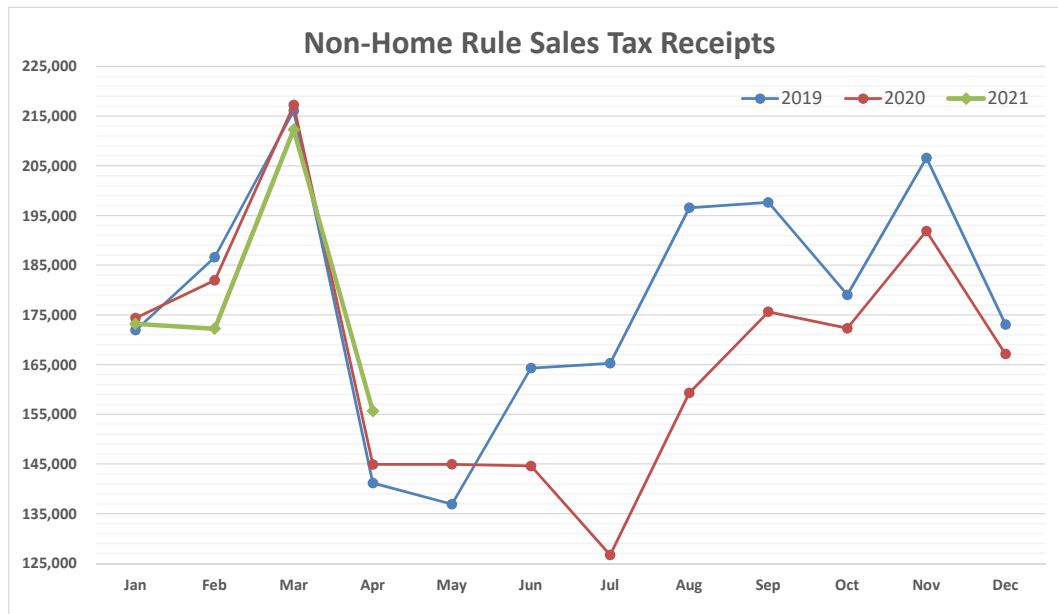
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**Revenue History**

Vouchered	Historical			Current Year Actual		Current Year Budget		
	2019	2020	% Change	2021	% Change	FY 2021	Variance \$	Variance %
January	162,876	179,651	10.30%	208,145	15.86%	139,156	68,989	49.58%
February	195,953	185,089	-5.54%	220,056	18.89%	167,416	52,640	31.44%
March	117,989	137,632	16.65%	151,661	10.19%	100,806	50,855	50.45%
April	189,515	202,147	6.67%	241,823	19.63%	161,915	79,908	49.35%
May	394,217	197,921	-49.79%		-100.00%	336,807	(336,807)	-100.00%
June	123,113	122,594	-0.42%		-100.00%	105,184	(105,184)	-100.00%
July	184,112	194,674	5.74%		-100.00%	157,299	(157,299)	-100.00%
August	131,977	266,162	101.67%		-100.00%	112,757	(112,757)	-100.00%
September	116,806	150,811	29.11%		-100.00%	99,796	(99,796)	-100.00%
October	208,404	218,387	4.79%		-100.00%	178,054	(178,054)	-100.00%
November	136,016	147,566	8.49%		-100.00%	116,208	(116,208)	-100.00%
December	128,529	130,645	1.65%		-100.00%	109,811	(109,811)	-100.00%
	2,089,504	2,133,279	2.09%	821,684	-61.48%	1,785,209	(963,525)	-53.97%
Y-T-D	666,332	704,519	5.73%	821,684	16.63%	569,293	252,391	44.33%

DEPARTMENT OF FINANCE  
MONTHLY REPORT  
APRIL 2021



**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2019	2020	% Change	2021	% Change	Budget	Variance \$	Variance %
January	October	171,944	174,393	1.42%	173,241	-0.66%	138,255	34,986	25.31%
February	November	186,644	181,973	-2.50%	172,248	-5.34%	150,075	22,173	14.77%
March	December	216,076	217,245	0.54%	212,281	-2.29%	173,741	38,540	22.18%
April	January	141,165	144,913	2.65%	155,657	7.41%	113,507	42,150	37.13%
May	February	136,920	144,946	5.86%		-100.00%	109,611	(109,611)	-100.00%
June	March	164,308	144,621	-11.98%		-100.00%	132,116	(132,116)	-100.00%
July	April	165,275	126,701	-23.34%		-100.00%	132,893	(132,893)	-100.00%
August	May	196,564	159,315	-18.95%		-100.00%	158,052	(158,052)	-100.00%
September	June	197,652	175,641	-11.14%		-100.00%	158,927	(158,927)	-100.00%
October	July	179,039	172,331	-3.75%		-100.00%	143,961	(143,961)	-100.00%
November	August	206,609	191,900	-7.12%		-100.00%	166,129	(166,129)	-100.00%
December	September	173,055	167,141	-3.42%		-100.00%	138,304	(138,304)	-100.00%
		2,135,250	2,001,120	-6.28%	713,426		1,715,571	(1,002,145)	
Y-T-D		715,829	718,524	0.38%	713,426	-0.71%	575,578	137,848	23.95%

Village of Lake Zurich  
Investment Report  
April 30, 2021

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Par Value	Purchase Price	(Premium) / Discount	Market Value	Unrealized Gain (Loss)
<b>MONEY MARKET &amp; CASH</b>									
Eagle Bank	N/A	N/A	0.000%	214754-1	177.21	177.21	-	177.21	N/A
IPRIME	NA	NA	0.000%		1,614,660.21	1,614,660.21	-	1,614,660.21	N/A
<b>CERTIFICATE OF DEPOSIT</b>									
Ally Bank	05/11/18	05/17/21	2.900%	02007GCR2	210,000.00	210,000.00	-	210,285.60	285.60
Discover Bank	05/11/18	05/17/21	2.900%	254673PP5	129,000.00	128,815.63	184.37	129,172.34	356.71
Preferred Bank	01/28/21	07/27/21	0.150%		249,986.02	249,800.00	186.02	249,800.00	-
Western Alliance Bank	01/28/21	01/28/22	0.250%		249,933.22	249,300.00	633.22	249,300.00	-
Texas Capital Bank	01/28/21	01/28/22	0.200%		249,999.37	249,500.00	499.37	249,500.00	-
Customers Bank	01/28/21	07/27/22	0.150%		249,959.40	249,400.00	559.40	249,400.00	-
Bank USA/Private Bank	01/28/21	07/27/22	0.150%		249,971.52	249,400.00	571.52	249,400.00	-
Servisfirst Bank	01/28/21	01/30/23	0.160%		249,197.83	248,400.00	797.83	248,400.00	-
Pacific Western Bank	01/28/21	01/30/23	0.210%		249,948.24	248,900.00	1,048.24	248,900.00	-
First Internet Bank of IN	02/10/21	08/11/22	0.080%		249,999.63	249,700.00	299.63	249,700.00	-
GBC International Bank	02/10/21	08/11/22	0.090%		249,946.01	249,600.00	346.01	249,600.00	-
Midland States Bank	02/19/21	02/22/23	0.110%		249,955.94	249,400.00	555.94	249,400.00	-
Allegiance Bank Texas	02/19/21	02/22/23	0.110%		249,953.44	249,400.00	553.44	249,400.00	-
BMW Bank North America	02/19/21	02/22/23	0.150%		249,000.00	249,000.00	-	249,051.05	51.05
Bank 7, OK	03/26/21	03/28/22	0.200%		249,911.56	249,400.00	511.56	249,400.00	-
Centier Bank, IN	03/26/21	03/28/22	0.050%		249,925.59	249,800.00	125.59	249,800.00	-
Wex Bank	03/31/21	03/31/22	0.050%		249,000.00	249,000.00	-	248,965.14	(34.86)
INSBank, TN	03/26/21	03/27/23	0.130%		249,961.56	249,300.00	661.56	249,300.00	-
First National Bank, ME	03/26/21	03/27/23	0.070%		249,950.10	249,600.00	350.10	249,600.00	-
CIBM Bank, WI	03/26/21	03/27/23	0.070%		249,949.92	249,600.00	349.92	249,600.00	-
Commonwealth Bus Bk	03/31/21	03/31/23	0.100%		249,000.00	249,248.74	(248.74)	249,025.90	(222.84)
Royal Business Bank	04/14/21	07/15/22	0.070%		249,923.54	249,700.00	223.54	249,700.00	-
Third Coast Bank	04/19/21	07/27/22	0.100%		249,929.99	249,600.00	329.99	249,600.00	-
US Treasury N/B	04/15/21	01/15/24	0.250%		250,000.00	249,140.63	859.37	248,916.00	(224.63)
US Treasury N/B	04/15/21	01/31/25	0.480%		964,000.00	996,422.03	(32,422.03)	993,748.08	(2,673.95)
US Treasury N/B	04/15/21	07/31/25	0.620%		406,000.00	399,640.39	6,359.61	398,672.92	(967.47)
Alameda Cnty-a-txbl	04/16/21	08/01/23	0.200%		250,000.00	271,707.50	(21,707.50)	270,447.50	(1,260.00)
<b>TOTAL</b>					9,069,240.30	9,107,612.34	(38,372.04)	9,102,921.95	(4,690.39)
Per Statement				PMA Invests	9,069,240.30	9,107,612.34		9,102,921.95	(4,690.39)
				Total	9,069,240.30	9,107,612.34		9,102,921.95	

Village of Lake Zurich  
Police and Firefighters' Pension Funds  
Statement of Net Position  
April 30, 2021

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND	
	April-21	April-21	Year-to-Date
<b>Revenues:</b>		<b>Revenues:</b>	
Municipal Contributions	43,454	Municipal Contributions	53,583
Member Contributions	37,732	Member Contributions	74,201
Total Contributions	81,186	Total Contributions	127,785
Investment Income	998,427	Investment Income	1,600,635
<b>Total Revenues</b>	<b>1,079,613</b>	<b>Total Revenues</b>	<b>1,728,419</b>
<b>Expenses:</b>		<b>Expenses:</b>	
Pension and Benefits	188,342	Pension and Benefits	252,630
Insurance	-	Insurance	-
Professional Services	-	Professional Services	4,283
Investment Expenses	15,416	Investment Expenses	24,544
Other Expenses	1,100	Other Expenses	-
<b>Total Expenses</b>	<b>204,858</b>	<b>Total Expenses</b>	<b>281,458</b>
Operating Income (Loss)	874,754	Operating Income (Loss)	1,446,962
Beginning Net Position*	30,755,753	Beginning Net Position*	49,200,884
<b>Ending Net Position</b>	<b>31,630,508</b>	<b>Ending Net Position</b>	<b>50,647,846</b>
<b>Assets</b>		<b>Assets</b>	
Cash and Investments	31,572,871	Cash and Investments	50,531,223
Other Assets	72,329	Other Assets	141,545
Total Assets	31,645,201	Total Assets	50,672,768
<b>Liabilities</b>		<b>Liabilities</b>	
	14,693		24,923
<b>Net Position 04/30</b>	<b>31,630,508</b>	<b>Net Position 04/30</b>	<b>50,647,846</b>



# COMMUNITY DEVELOPMENT DEPARTMENT

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## MONTHLY INFORMATION REPORT

**May 2021**

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

505 TELSER ROAD  
LAKE ZURICH, IL 60047

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## DEPARTMENT NARRATIVE

During the month of May 2021, the Community Development Department was engaged in the following activities:

### **BUILDING & ZONING DIVISION:**

#### **Commercial Permits issued:**

1110 S Old Rand: Papa Gus Gyros – interior remodel  
800 Church: G2 Revolution LLC – interior remodel

#### **Commercial Occupancy Permits issued:**

820 S Rand: Walmart Buildout  
765 Ela Ste 200 A: Champion Medical  
300 E Rt 22: Cube Smart Self Storage – change of ownership  
410 Telser: Sungor

**FOIA Requests:** Total number of FOIA requests: 16

### **PLANNING DIVISION:**

#### **Planning and Zoning Commission (PZC) Activity:**

The following applications were considered by the PZC in May.

1. *Journey Cremation at 708 Telser Road – Text Amendment and Special Use Permit.* The application for a text amendment and special use permit to establish a “direct cremation” facility at the property was presented by Mr. Paul Chapman of Journey Cremation. Mr. Chapman provided a detailed presentation on the location, design, business model and operation of the proposed business and also clarified a number of comments made prior to the hearing about the technology and operation of cremation facilities. A number of adjacent owners of businesses within the condo building were in attendance to object to the establishment of the use at this property. However, due to the late hour of the meeting, public comment was limited to two interested persons and the hearing was subsequently continued to the next meeting of the PZC scheduled for June 16.
2. *Milieu Landscaping at 525 Enterprise Parkway – Special Use Permit.* The application for a special use permit to allow a landscape contractor with outdoor storage was presented by Mr. Brian Frank, president of Milieu Landscaping. Discussion focused on the visibility of the outdoor storage areas from streets surrounding the property. Staff clarified that the storage area backed up the adjacent ComEd station and the CN railroad and would not be visible from adjacent streets. There were no objections to the petition. At the close of the hearing, the PZC voted unanimously to recommend approval of the special use permit.
3. *The Sanctuary at Lake Zurich - 300 North Rand Road/881 North Old Rand Road and 320 North Rand Road – Planned Unit Development (PUD).* The application for a PUD for the mixed-use project at the northwest corner of the lake was presented by the developer, Mr. Romeo Kapudija and his team consisting of Mr. Jeffrey Funke (architect), Mr. Peter Vargulich (landscape designer) and Mr. Mike Anderson (civil engineer). Public comment was provided by surrounding property owners and a representative of the LPOA. There were no objectors to the project as a whole. The questions that were



asked were answered by the developer. Discussion focused on the potential commercial uses, parking, density, landscaping, storm water management and the health of and safety of boaters on the lake. Following the close of the hearing, the PZC voted unanimously to recommend approval of the PUD.

**New Zoning Applications received (for PZC consideration).**

The following new applications were received for consideration by the PZC at their June 16, 2021 meeting:

*New Application*

1. *Knight Music Academy at 805 Telser Road - Special Use Permit.* Application by Ms. Lauran Knight to establish a new music school to teach students of all ages a variety of different musical instruments with 2 employees and several part-time teaching contractors.

*Continued Application*

2. *Journey Cremation at 708 Telser Road – Text Amendment and Special Use Permit.* The application for a text amendment and special use permit to establish a “direct cremation” facility at the property was continued to the June meeting of the PZC due to time constraints at the last meeting.

**Development Planning:**

1. *Life Time Fitness at 400 N Rand Road.* Building, permitting and inspection staff of the Community Development Department were scheduled to meet with the site superintendent, project manager, project superintendent, field engineer and various trades at the property to discuss schedules, work items, and any pending items that staff had required Life Time to verify after reopening the site. Life Time personnel had already been working on addressing these items including remediation to the waterproofing system and sandblasting steel in some locations impacted by the delay.
2. *265 N Rand Road - Andy's Deli.* Mr. Jack Zac of Andy's Deli informed Community Development staff that they intended to move forward with their application to establish a Polish deli and two residential apartments above. This application was first presented to the PZC on October 21, 2020. Following discussion by the PZC and hearing testimony of surrounding property owners, the Applicant requested that the item be continued give them the opportunity to address these comments. The Applicant returned to the PZC on February 17, 2021 with revisions to further mitigate the impact of the development on the residences to the east through renderings of the proposal. At the February meeting, the four residential property owners to the east on Sunrise Lane were also present among other interested persons and objected to rezoning the property to accommodate a commercial development citing reasons that the proposed land use would not be a good fit, and that the development would generate excessive traffic, noise, odors and activity on the site thereby disrupting the residential environment. They also indicated that the developers had not reached out to them to share their ideas and obtain feedback. Members of the PZC acknowledged the complexity of the proposal at this location, stated that they understood the intentions of both sides (developer and adjacent property owners), and shared their concerns regarding the proposed rezoning and intended development. Following the close of the hearing and deliberation, the PZC voted to recommend denial (3 yes and 4 no) on the development proposal. The video stream of the meeting can be viewed at the following link: <https://play.champds.com/lakezurichil/event/17>.

Since the February meeting, staff had presented alternative locations for the deli with the Applicants and provided information on various available properties in the Main Street Area and along Rt 22. However, the Applicants had indicated that these locations did not provide the high visibility that the

property on Rand Road provides and would therefore like to proceed to the Village Board for consideration of the project as originally submitted.

3. Peapod at 1325 Ensell Road. Staff learned that Provender Partners of Newport Beach, California, had signed a lease with the owner of the building at 1335 Ensell Road, formerly occupied by Peapod, Inc. Provender is a specialized investor operator of Food Related Industrial Buildings with an existing cold storage portfolio of more than 5.5M square feet. Staff reached out to Provender to learn more of the company's plans for this site.
4. Life Storage at 300 E. Route 22 Acquired by CubeSmart. Community Development Director Saher was informed by Mr. Steve Schwartz, the developer of the property for Life Storage that he had sold his interest in the property to CubeSmart. The new owners will continue operating the property in the same manner as approved and have begun the process of applying for signage changes. A temporary sign-face change had been implemented by the new owners to note the change in ownership. CubeSmart will continue with establishment of the outdoor storage area to the east of the building which was approved in January 2020. The review of permits for that area is was ongoing.
5. Regal Theater Reopens. Staff learned that Regal Theaters planned to begin reopening its theaters with a majority open by Memorial Day Weekend. Included in this reopening was its Lake Zurich theater. The representative of Regal informed Assistant Manager Witherow that continued discussions and negotiations were in process between Regal and multiple film studios as to how this would coincide with the numerous subscription options offered the consumer, particularly for the releases of large "blockbuster" films.
6. Jewel Stores Remodeling. Staff of the Community Development Department received a building permit application for the remodeling of the Ela Road store at 485 Ela Road. Staff was also informed by Jewel's architect that plans for a complete remodel of the other Jewel store at 345 S. Rand were also being prepared for submission. To note, Aldi had recently submitted plans for its exterior and interior remodel at Deerpath Commons and Walmart had recently completed a similar project which included a change in the exterior branding colors of the building.

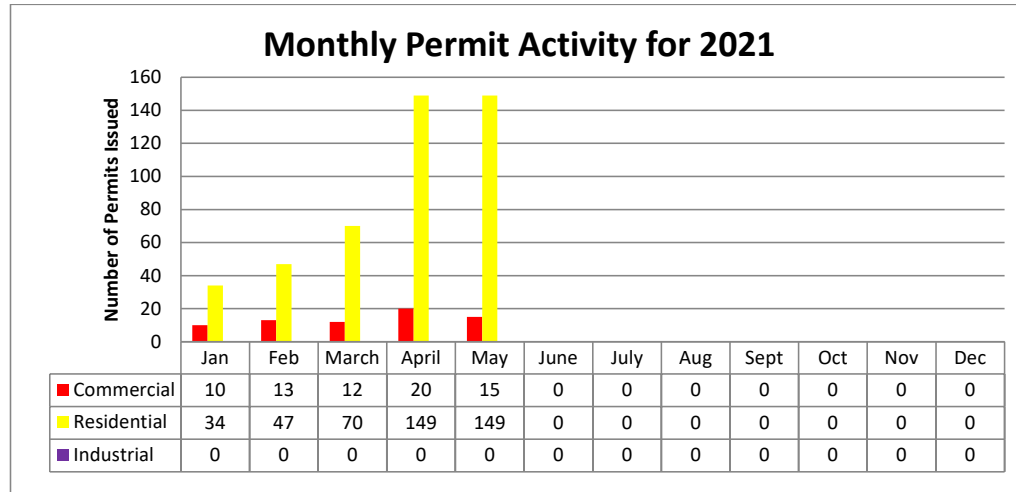
#### **Code Enforcement**

1. Bills Boats Violations. On Friday, May 7, 2021, Village Attorney Carmen Forte of KTJ, Community Development Director Saher and Building Services Supervisor Mary Meyer were in attendance (Zoom call) and prepared for the trial. However, Mr. Joe Morrison (Mr. Dennis Abbott's attorney) attended and immediately filed a motion to continue to a later date citing Mr. Abbott's ongoing illness. The village objected numerous times stating that this was a previously demonstrated pattern of behavior to delay the trial. However, the judge agreed with Mr. Morrison and granted a continuance. A new trial date is now set for July 2, 2021.

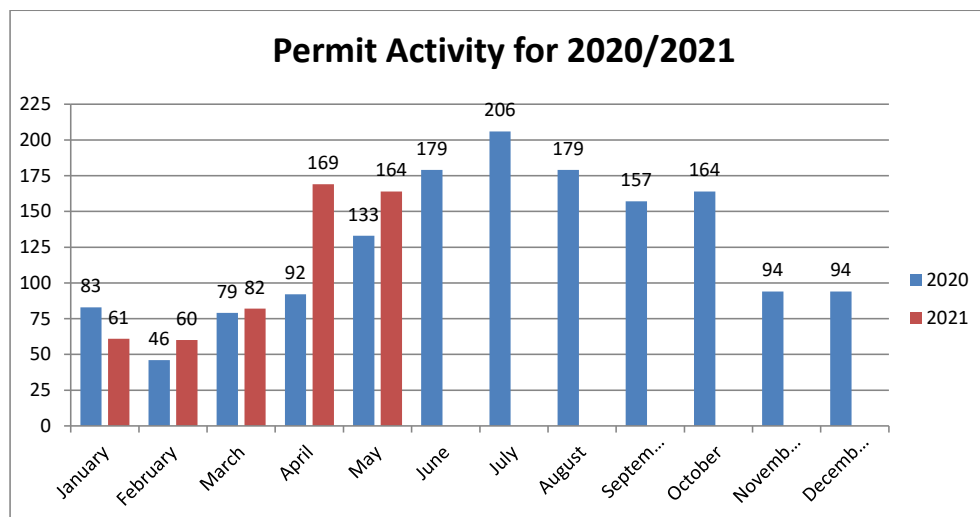
#### **Other Activities**

1. Lake County Partners Annual Report. Lake County Partners issued its annual report this week (attached). Of particular note, page 6 illustrates the importance of manufacturing and professional/technical services in terms of employment in the county. This is particularly relevant in Lake Zurich, where the largest and most rapidly growing industries are in these two sectors. In fact, Lake Zurich has a significantly larger share of these types of jobs than most municipalities around the country. Page 14 notes the top companies in the county, four of which are located in Lake Zurich. Also, of note, 11 of the top Fortune 500 companies are located in Lake County (page 13). Lake County Partners was instrumental earlier this year in assisting small businesses who were not successful in obtaining

assistance from the large national banks to procure PPP funding by partnering with local, smaller lending institutions. They also assisted over 100 Lake Zurich businesses to secure over \$1.85M in funding through the Lake County Small Business Grant Program.

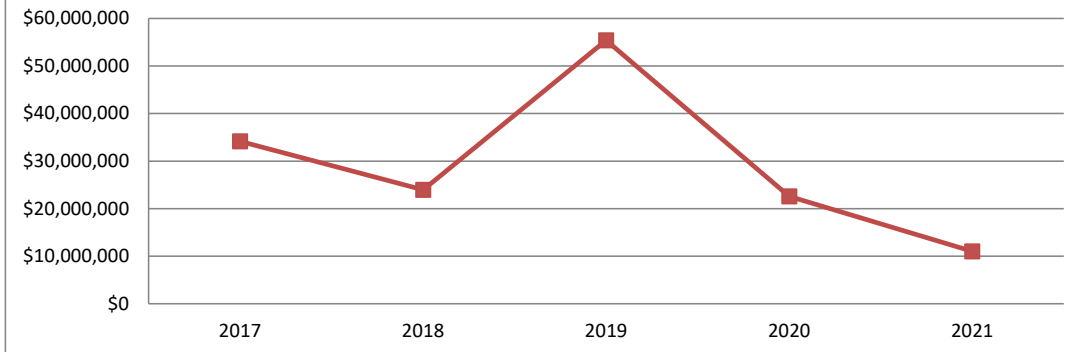


The chart above represents the total of permit activity on a monthly basis for 2021.



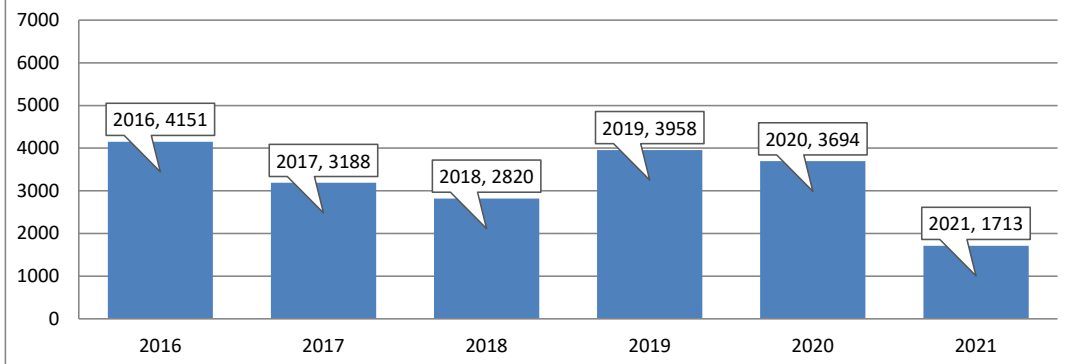
The chart above compares monthly permit activity for 2021 to the previous year 2020.

### Construction Value of New Permits: January-December 2017-2021

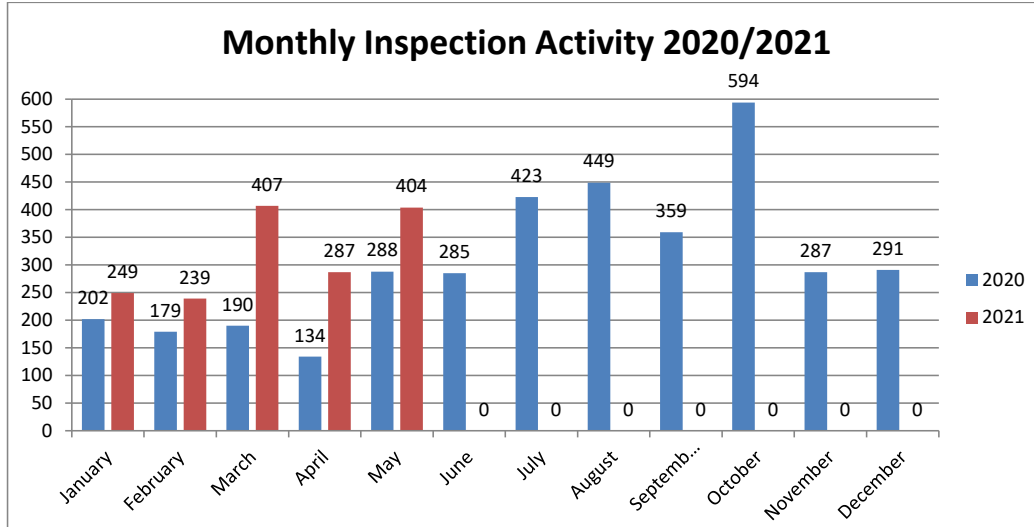


This chart tracks construction value of permit activity by year for 5 years. Comparable data will not be available until the end of the year.

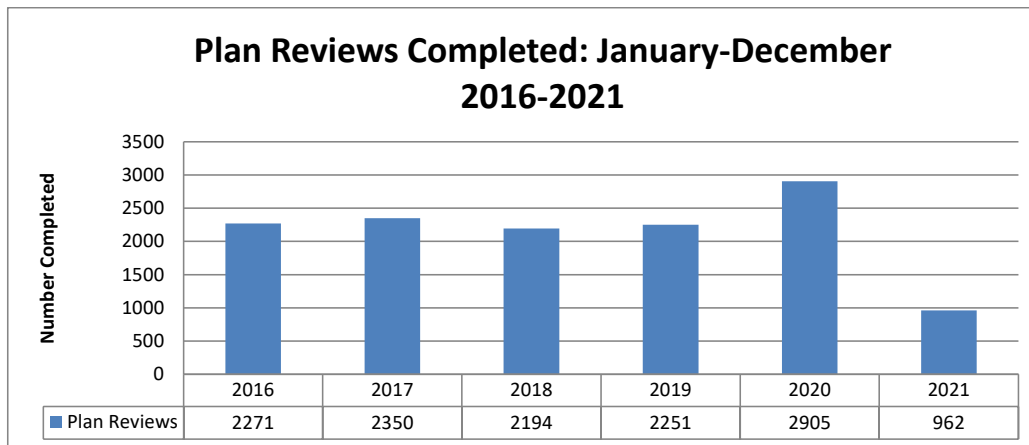
### Inspection Activity: January-December 2016-2021



This graph illustrates the number of inspections performed by year. Comparable data for 2021 will not be available until the end of the year.

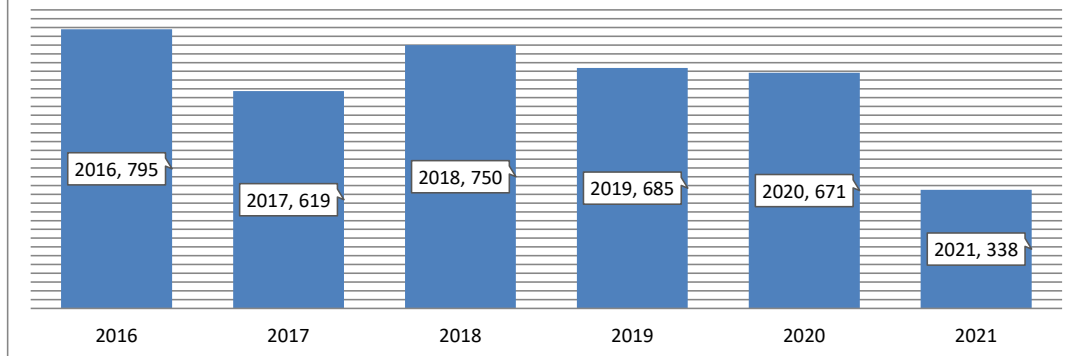


This chart indicates inspection activity on a monthly basis for 2021 compared to the previous year 2020.



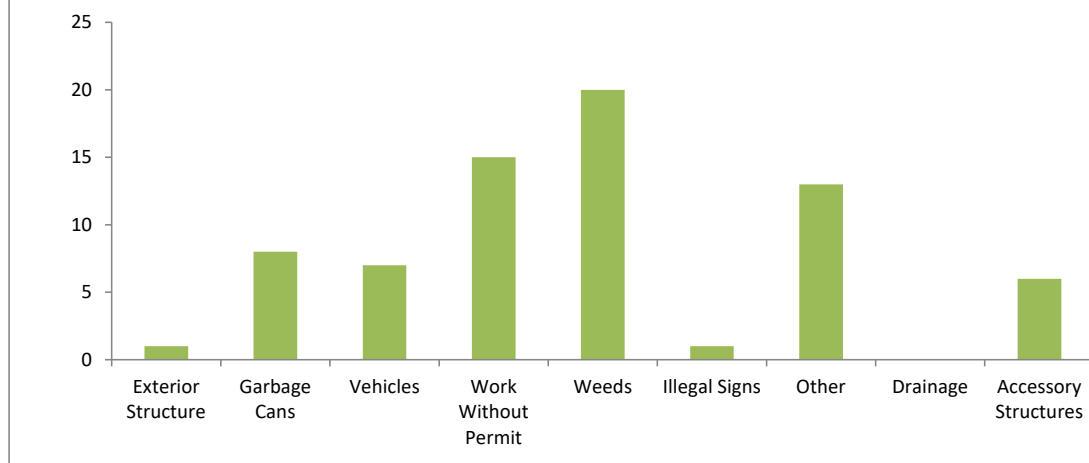
This graph illustrates the number of plan reviews performed by year. Comparable data for 2021 will not be available until the end of the year.

### Contractor Registrations January-December (applied for) 2016-2021



Comparable data for 2021 will not be available until the end of the year.

### Common Code Violations - Details



This graph illustrates the number of code violations reported for the month. The data varies from month to month and is season dependent.



# PUBLIC WORKS DEPARTMENT

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## MONTHLY INFORMATION REPORT

**May 2021**

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

505 TELSER ROAD  
LAKE ZURICH, IL 60047



## DEPARTMENTAL NARRATIVE

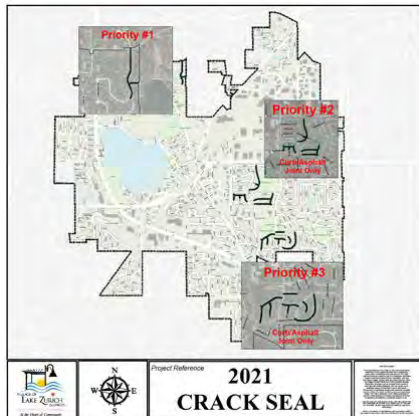
**Park Maintenance:** Crews continue to address both routine and specific maintenance items as needed. Crews have begun preparation for the beach openings. The Breezewald fishing pier has been installed and installation has been completed on the Paulus Park lifeguard piers. Crews replaced a main pump at the splash pad. A replacement has been ordered to serve as a spare. Crews began transferring furniture, equipment, and supplies to the Barn in anticipation of opening.

**Infrastructure Projects:** The 2021 Road Resurfacing Program has been awarded. Concrete and storm water removals, replacements, and repairs are nearing completion with milling and paving to follow.

Crews have completed field work for the 2021 sign replacement program. The program locations mimic the annual Road Resurfacing Program.



Staff has all documents prepared for the 2021 Crack Sealing Program. Work is expected to begin in June.



**May Water Main Break Locations:**

None

**Water Main Replacement:**

The Rt. 12 emergency water main replacement (between L.A. Fitness and Starbucks) has been postponed due to higher than expected cost estimates. Due to field and operational adjustments, this segment will temporarily remain out of service while a reasonable plan & scope can be developed, budgeted for and competitively bid for 2022.

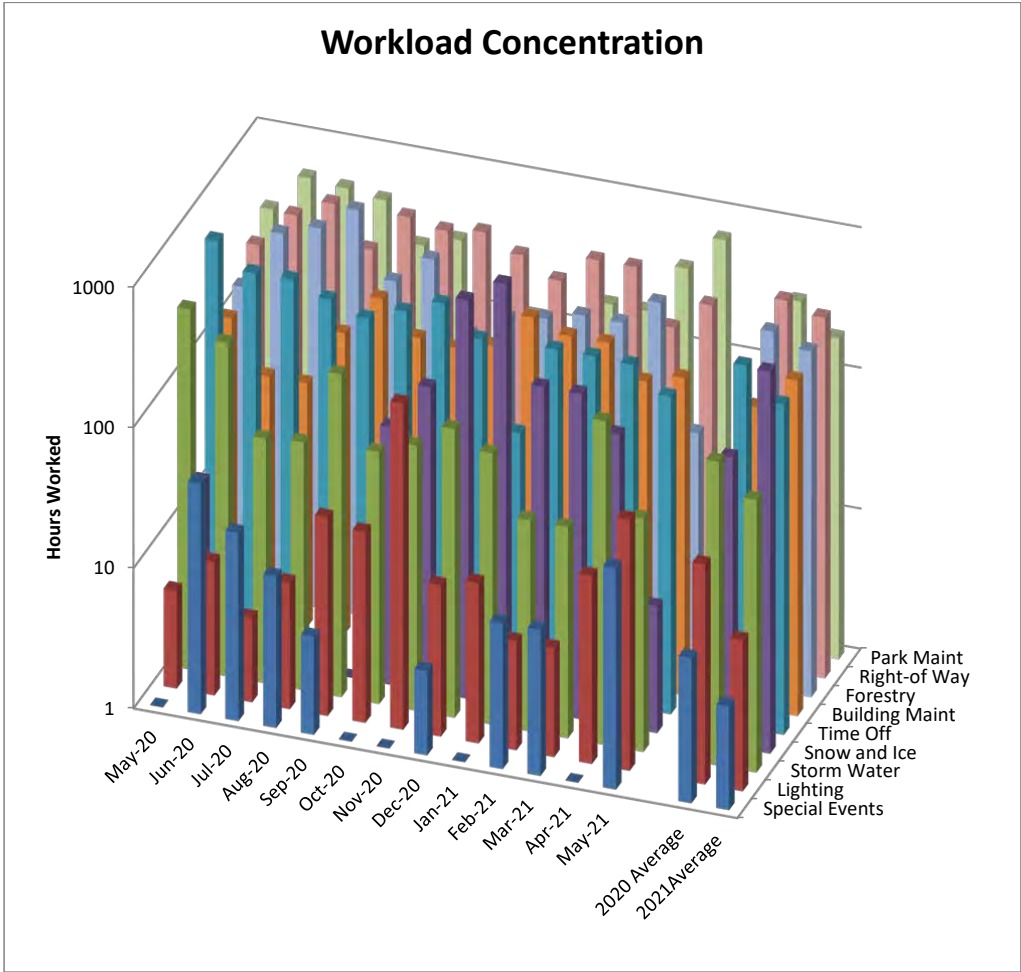
**Employee Training:**

All employees participated in Confined Space Entry Safety Training.

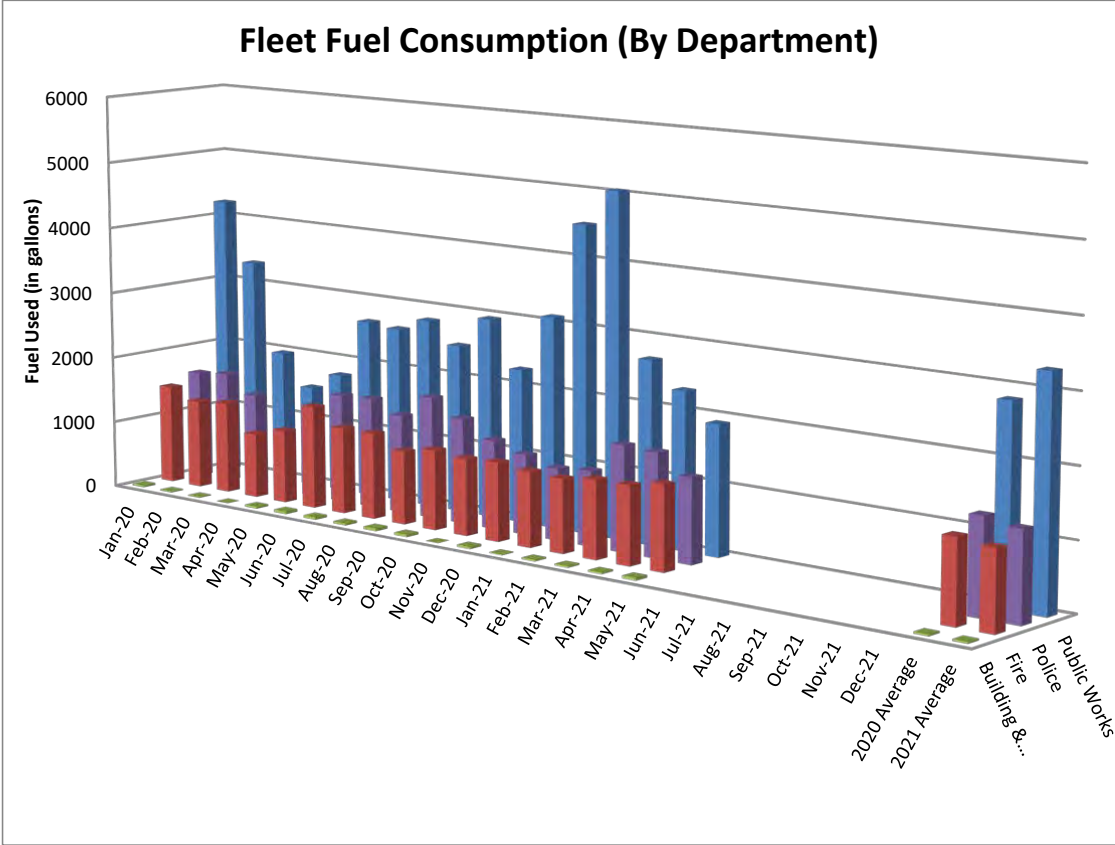
**Anniversaries:**

Frank Stefka, Maintenance Worker I, celebrated 5 years May 16<sup>th</sup>.

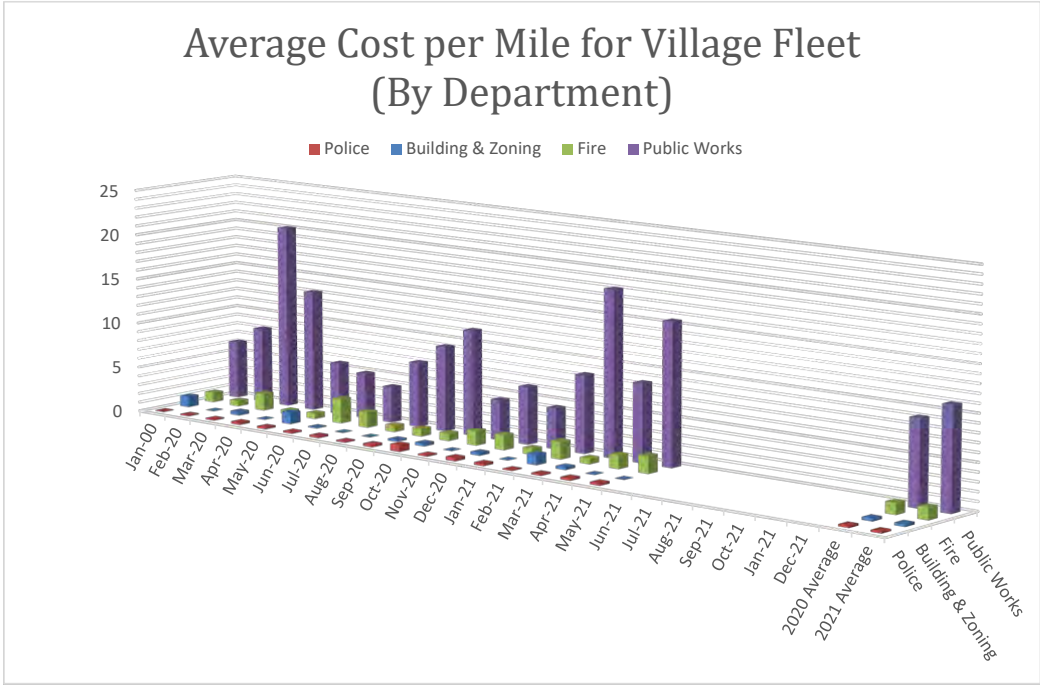
**Staff Kudos:**



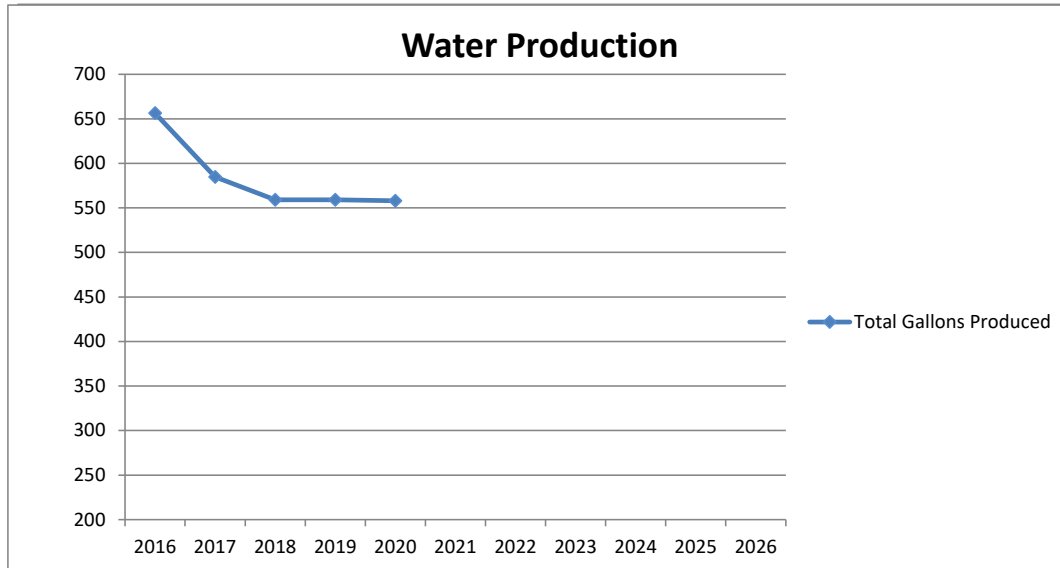
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours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



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 snowstorms. (Output measure)



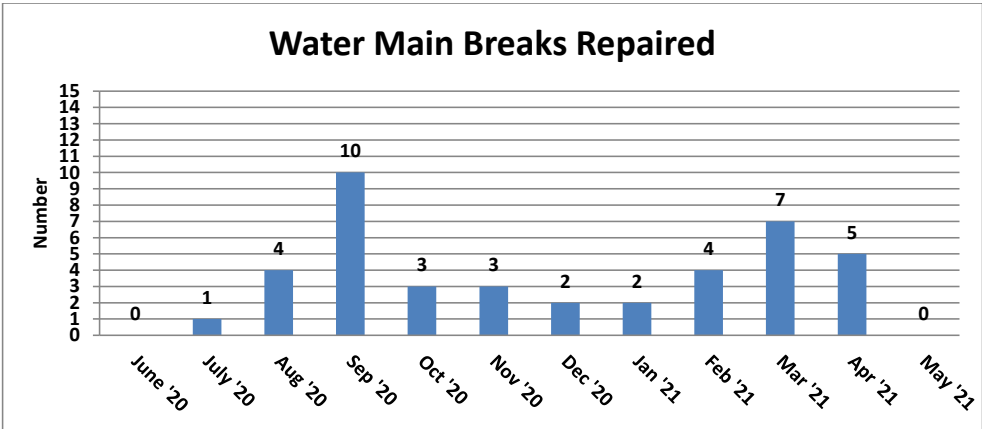
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village’ vehicle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



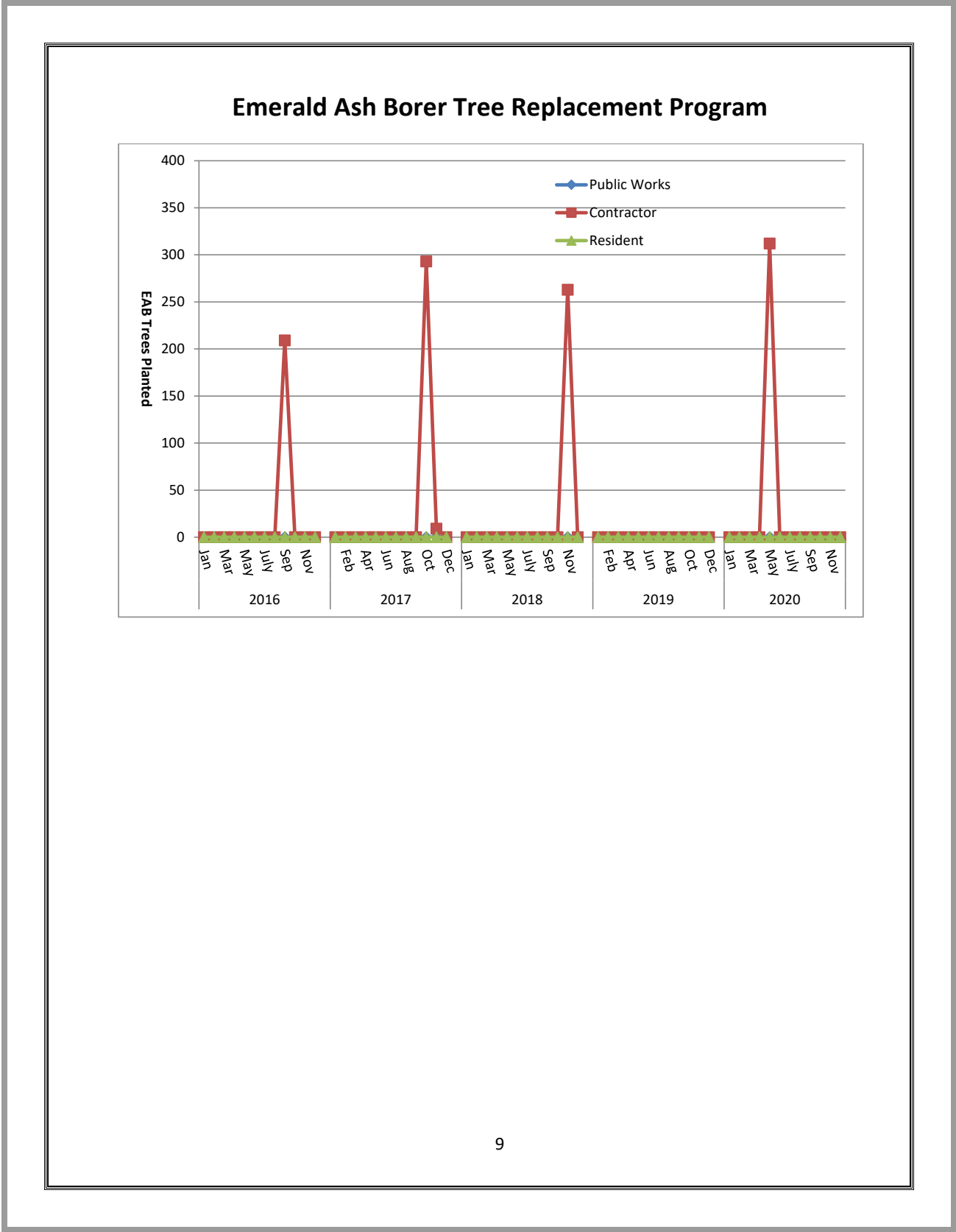
From 2012 to 2015, there was a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2016 due to dry weather leading to increased watering of lawns and landscaped areas.

	2016	2017	2018	2019	2020	2021	2022	2023	2024
January	49.301	46.667	45.868	44.227	43.867	42.319			
February	45.801	40.952	41.098	41.452	41.645	40.367			
March	53.467	44.543	43.155	43.946	43.552	42.924			
April	55.963	49.974	45.098	43.570	40.662	45.129			
May	60.273	49.588	48.065	45.339	44.834	50.031			
June	63.819	56.169	46.114	45.489	51.130				
July	68.751	53.755	57.074	59.526	54.529				
August	66.229	54.746	54.067	61.419	58.959				
September	58.664	53.928	46.809	44.786	51.040				
October	45.838	47.169	44.369	43.476	44.443				
November	42.120	42.335	42.089	41.475	40.680				
December	46.088	44.961	45.305	44.379	42.684				
<b>Total</b>	<b>656.314</b>	<b>584.787</b>	<b>559.111</b>	<b>559.084</b>	<b>558.025</b>	<b>220.770</b>			
<b>Avg</b>	1.793	1.598	1.532	1.532	1.529	1.462			
<b>% incr/decr</b>	11.37%	-12.23%	-4.59%	0%	-0.02%				

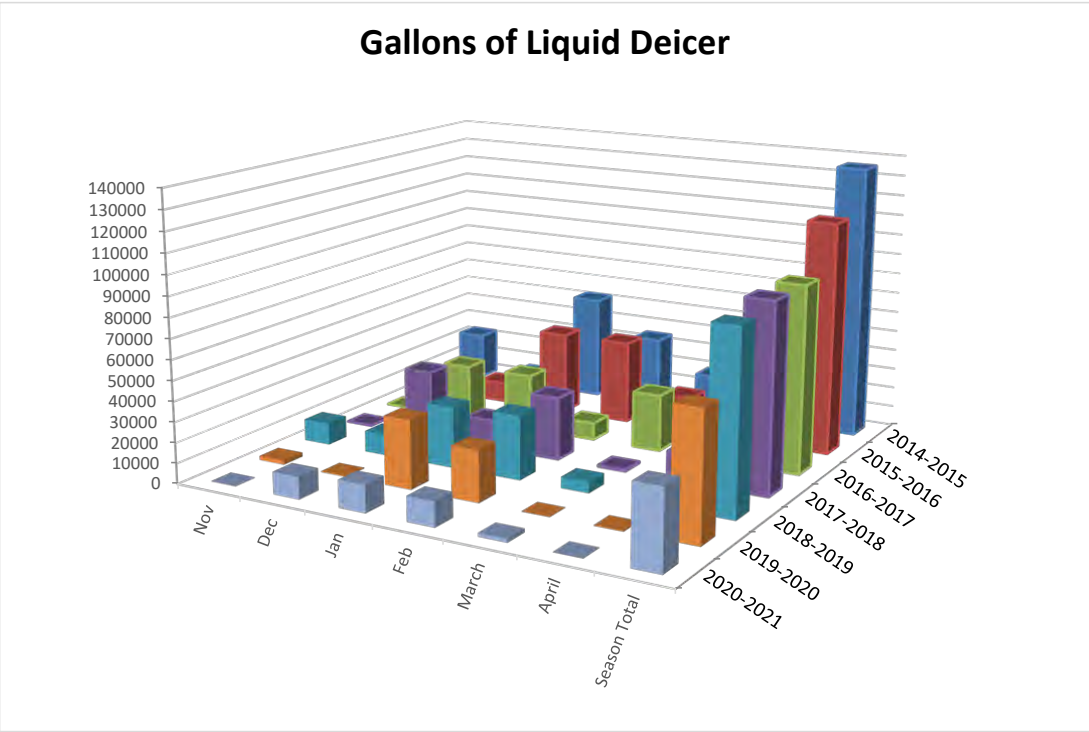
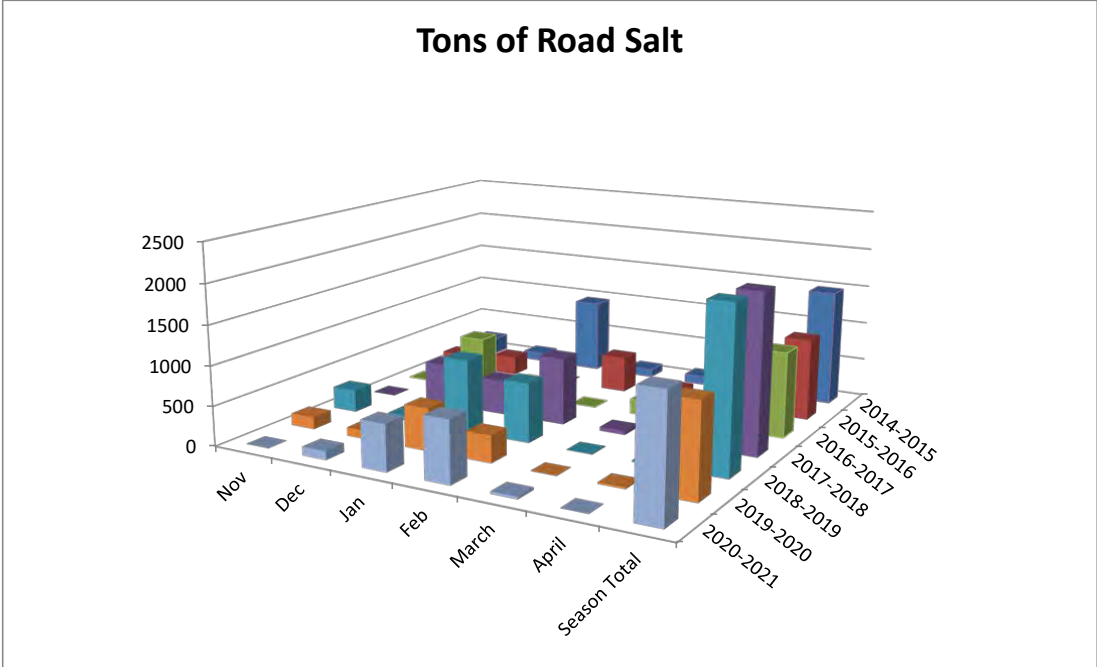
The highlighted months are the lowest for each of these months in the last 6 years. The highest monthly production in the last 5 years occurred in July of 2016. In 2020, our daily average was 1.53 million gallons per day.



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.









# PARKS & RECREATION DEPARTMENT

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## MONTHLY INFORMATION REPORT

**May 2021**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

### Departmental Narrative

The department hired 21 new aquatics team members and approximately 20 new camp counselors for the 2021 season. The focus of May is lifeguard orientation and training. The department sent 3 seasoned beach managers to the American Red Cross Lifeguard Instructor training at Hastings Lake YMCA. All successfully passed and will offer multiple training dates to certify new team members and work to recertify all staff set to expire this summer. Leadership is working with the Public Works team to prep both beaches for Paulus Park to open May 29<sup>th</sup> and Breezewald Beach to open Tuesday, June 1<sup>st</sup> for preseason hours of operation. Day Camp orientation consisted of approximately 40 hours of training which began May 28<sup>th</sup> (thru June 4<sup>th</sup>). As of late May, the first session of Camp Alpine was full with a handful of spaces left for our Teen Camp and Kamp Kiddie programs with limited openings in all camps for the second session (7/5-7/30). The department is continuing to experience a high volume of outdoor, athletic and Summer dance program registration causing many wait listed class participants. The department has accommodated all dance wait lists and is working with contractors to add extra instructors as well as offer additional classes to accommodate most of the wait listed participants prior to the sessions beginning.

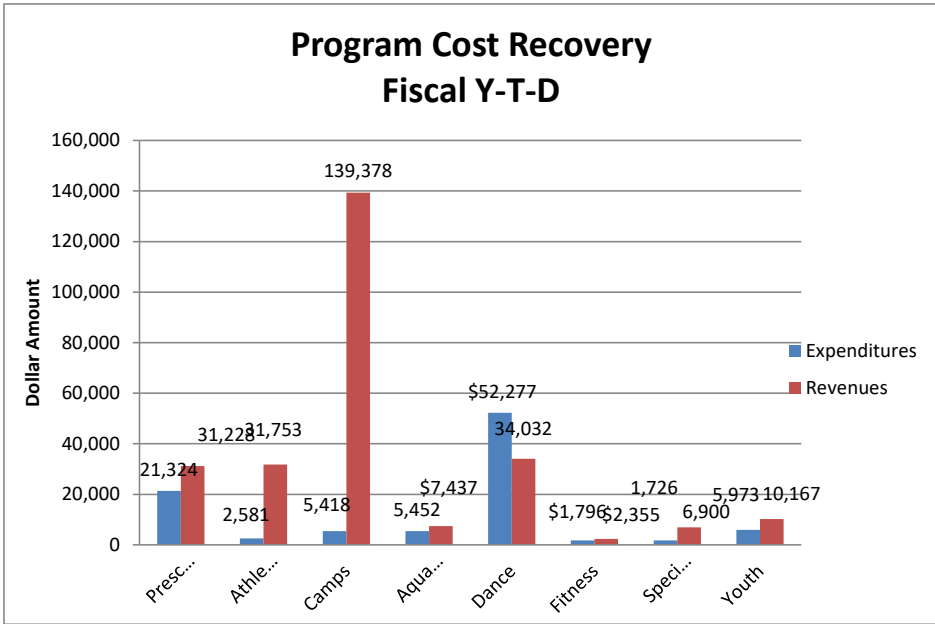
The department has received very positive feedback with the addition of a nonmotorized season boat permit. For the month of May, the department has sold 13 season permits and a handful of daily. Opening weekend at the beaches was extremely positive as well accommodating both residents and nonresidents with both daily and season pass options for this summer. FY21 budget accounted for restrictions on residency and group sizes. Revenue is anticipated to be much better than budget which will be reflected in a budget amendment later this year.

The department is working with the Public Works team on the following budgeted projects this year: renovation of Heatherleigh tennis/pickleball court at Paulus Park and OSLAD grant projects. The Public Works, Innovation Department and Park and Recreation teams began the move from the modular trailers back into the Paulus Park Barn as of Tuesday, June 1<sup>st</sup>. All departments will continue to work together as there are still a variety of items throughout the facility that need to be addressed by ServePro in the coming months. The removal of the modular units is set to begin the second week in June followed by the pad resurfacing and reconstruction of the skate park to be finalized by mid-July.

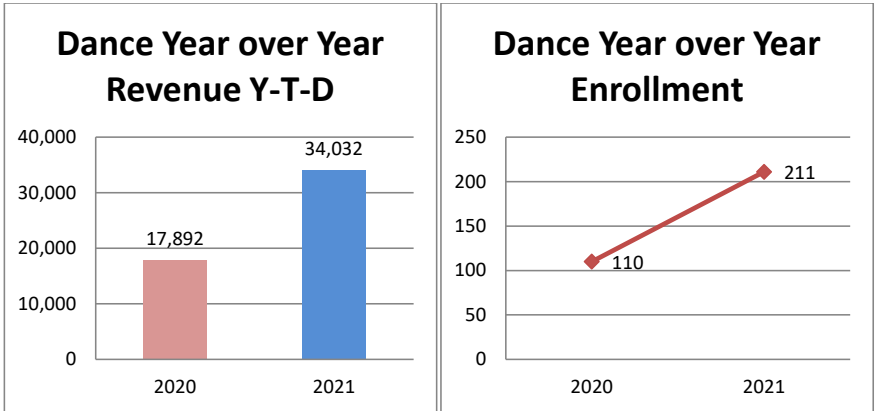
The Farmers Market is set to open Friday, June 4<sup>th</sup> with approximately 30 vendors to be in attendance weekly along with live entertainment, hot food and adult beverages (restrictions thru the Governor's Office have lifted allowing us to add these features back into the market). The market will operate on Fridays thru September 10<sup>th</sup> from 3-7pm at Paulus Park with an extension of the last two Fridays in September for limited, staple vendors. A mailer to Lake Zurich residents will be sent in June promoting the Farmers Markets and July 4<sup>th</sup> events (highlight the new free park entry, paid beach entry and \$5 open carry wristbands). The department is continuing to reach out to food vendors for Groove Grove Fridays, Rock the Block and Miracle on Main Street. All contracts have been secured for Rock the Block and the committee is now turning its attention to securing food trucks and sponsorships.

The department has received applications and Village Board approvals for the following external events to run on Village property for the remainder of FY21: Block A Food Truck Socials

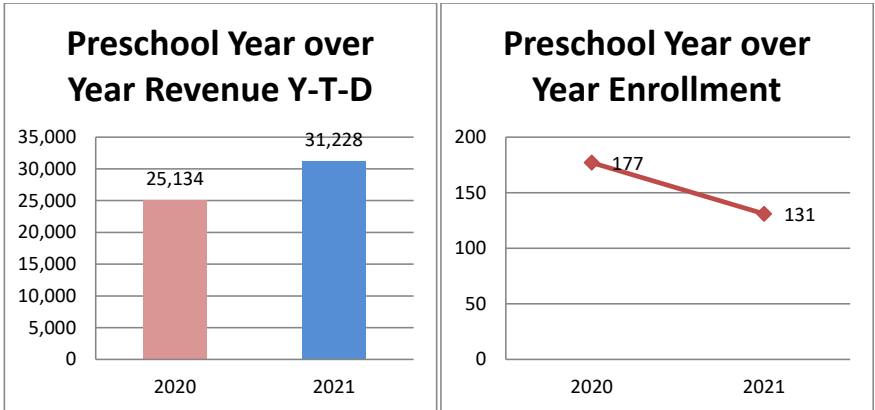
(Wednesdays June-Sept), LZ Tri (7/11), Unplugged Fest (8/1), Lake Zurich Chamber of Commerce's Taste of the Towns (8/15), Boy Scout Overnight (8/21-8/22), Alpine Races (9/26), Jack O'Lantern World (entire month of October), the Stephen Siller Tunnel to Towers 5K (10/3). The department will continue their collaboration with Ancient Oaks Foundation quarterly community events and the Ela Public Library partnership, new Storywalk available at Old Mill Grove and Bristol Trails Parks. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.



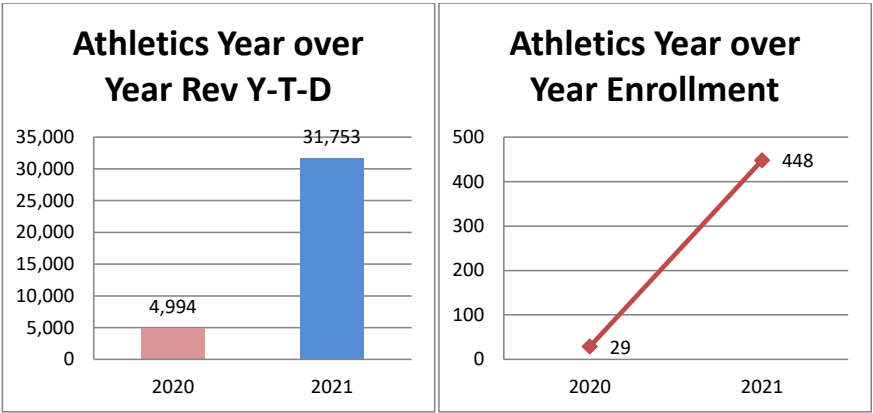
Revenue across all program departments is down due to COVID-19 cancelations/program hiatus. Dance expense show higher than rev as recital costume purchasing takes place in Jan/Feb (rev realized in July-Sept as part of the participant fee for the upcoming year).



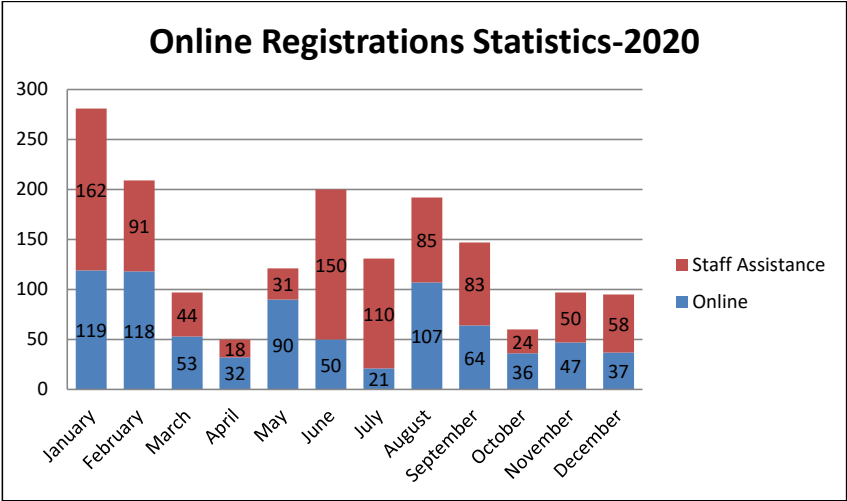
Dance programs include Ballet/Tap, Pointe, Jazz, Company, Lyrical, Hip Hop, Mom & Me classes, etc. The Academy of Performing Arts also offers summer camp/class options. Summer enrollment has doubled over prior years.



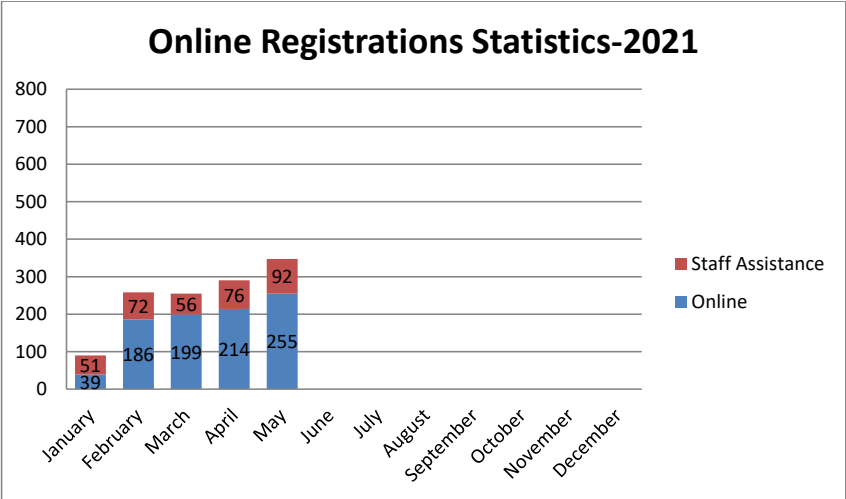
Preschool includes Terrific Twos, Just for Me Almost 3, Lunch Bunch and enrichment programs, Preschool (3yrs-4yrs). Classes in 2020 operated daily in three locations: The Barn, St. Peter's Church and Buffalo Creek. Classes for 2021 were condensed to operate daily at 1 location due to lower enrollment: Buffalo Creek. Experienced over 50+ cancelations for preschool in August 2020 due to COVID with parent feedback conveying they intend to revisit participation as of the new year- Fall 2021.



Athletic programs include the following independent contractors: tennis, karate, tae kwon do, golf, soccer, parent child sports and tee ball.



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. Payments made at the beach are NOT included in these numbers. Decrease in registrations is attributed to new camp registration dates to begin in March (traditionally began camp registrations in November) and lower overall enrollment due to COVID. Registration has been handled during this time solely by the Rec Director and Supervisors; guest service associates have been furloughed since early April 2020. Numbers do not include processing for refunds, credits, POS and rentals.





# FIRE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**May 2021**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047



**OUR MISSION:** To care for and protect our community.

**OUR VISION:** The Lake Zurich Fire Department is dedicated to meeting the ever changing needs of our community, while ensuring a safe and secure environment for all, through professional development, unity and teamwork.

**OUR VALUES:** Professionalism, Responsibility, Integrity, Dedication, Honor

## Departmental Narrative - May 2021 Overview

The Department responded to **349 calls** for service in May, which averaged **11 calls** per day and required **531 individual vehicle responses** to provide the necessary personnel for each incident.

Thirty-six percent (**36%**) of the responses occurred while another call was in progress. Eighteen percent (**18%**) of needs required a response from the non-primary engine, ambulance, or a mutual aid department due to multiple calls in progress.

Our current staffing model increases response times when simultaneous calls occur as the Department is only structured to handle a single response per station. We staff two vehicles with only three personnel using what is called a "jump company." If the call is for the ambulance, the personnel respond with the ambulance, and if it is a fire call, the staff responds with the engine. One of the vehicles remains in the station unstaffed on every incident we respond to due to the limited personnel we have on shift. Once a station commits on a call, the next call for service requires another station or mutual aid to handle the incident.



## Lake Zurich Significant Calls



### **Residential Gas Leak & Fire – May 14, 2021**

The Lake Zurich Fire Department responded to an outdoor natural gas leak in the 21000 block of Old Farm Road in Deer Park. While responding, the dispatch center informed units that the natural gas had ignited next to a home. Responding fire department units upgraded the response to a residential structure fire. Upon arrival, fire crews noted flames from an excavation hole with flame impingement to the side of the house. Fire crews deployed a hose line and applied water to the siding of the house. Fire crews also assisted NICOR with digging a trench to cut off the natural gas supply. Preliminary investigation indicates the homeowner was digging in the area of the natural gas line. Damage to the home was minimal, and there were no reports of any civilian or firefighter injuries. *(Pictured left)*

**Trailer Fire – May 2, 2021**

Engine 324 was called for a vehicle fire on May 2, 2021. While responding, dispatch notified that the vehicle was a trailer fire and battalion 32 was added to the call. Upon arrival, Engine 324 had a long setback and a very narrow road leading to a fully involved landscape trailer with fire impingement on a shipping container. Battalion 32 requested Engine 321 to the scene to assist. Engine 324 used a hoseline to to extinguish the fire around the shipping container and a log pile. Engine 321 arrived and assisted Engine 324 with the fire extinguishment. A dry chemical extinguisher was also used to extinguish a gasoline fire that kept igniting. Companies were able to extinguish the fire within 30-minutes. Post-fire investigation, foam was applied to prevent any re-ignition of the trailer and shipping container contents. Crews cleaned up their hose and equipment and returned to quarters for decontamination.

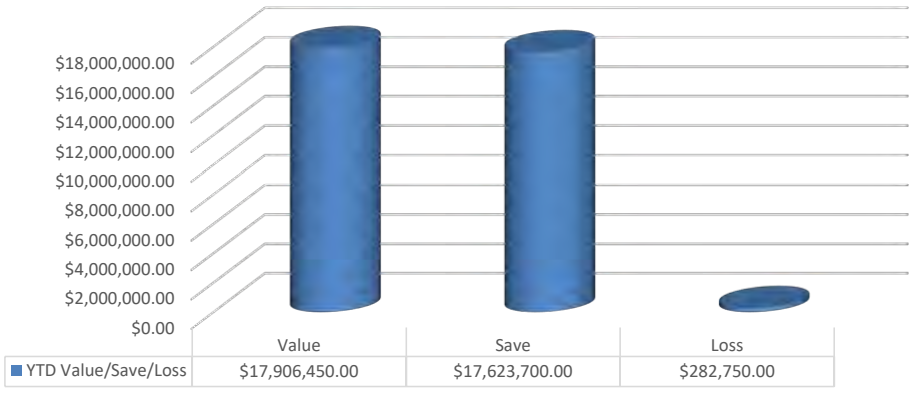
**Hampton Inn – May 2, 2021**

Engine 324 and Battalion 32 arrived for an activated fire alarm at The Hampton Inn, 21660 W. Lake Cook on May 2, 2021. When Engine 324 arrived, they noted audible horns and strobes alarming and no smoke or fire showing. Engine 324 investigated and found a small outside mulch fire tucked in by the front lobby entrance. The crew of Engine 324 started raking the mulch away from the building to remove any active burning while wetting it down with their water pump can. While in the lobby, the Engine 324 Officer used the Thermal Imaging Camera (TIC) and noted hot spots at the base of the floor with wisps of smoke coming from the tiled wall. Engine 324 found burnt insulation and browned drywall next to a ten-inch opening in the floor that leads to the outside. The crew then removed the drywall one stud space in each direction due to the hotspots noted on the TIC. The fire was contained to the initial opened stud space with only a few inches of extension in each for the surrounding stud spaces.



Lake Zurich Fire Department provided an ambulance standby for the Lake Zurich High School 2020/2021 graduation – pictured left.

**Lake Zurich - Year To Date - Fire Value/Save/Loss**



## **Mutual/Auto Aid Significant Fire Calls**

Round Lake Fire Protection District – Engine 323 responded to Round Lake Fire Protection District on May 25, 2021 for a change of quarters assignment. Round Lake had activated MABAS Box Alarm 26-12 due to a structure fire, thus necessitating additional resources. While there, Engine 323 responded to a residential fire alarm.

### **Member Spotlights**

#### **Firefighter/Paramedic Jason Kraus – Pediatric First Aid Article in First Time Parents e-Magazine**

Excellent job to Firefighter/Paramedic Jason Kraus with assisting with the Pediatric First Aid article published in First Time Parents e-Magazine. Please see the below excerpts from the article.



Full article can be viewed here:



"EMT Jason Kraus of the Lake Zurich Fire and Rescue Department teaches first aid courses to parents, teachers, and community leaders. He stresses being prepared with your first aid kit but also being prepared to call emergency services. Kraus says, "Hopefully when an injury happens, basic first aid including washing, antibiotic ointment, and bandaging the injury will be more than enough care. However, it is extremely important to realize when additional medical care is needed. Severe bleeding, airway obstructions, near drowning, and penetrating injuries are a few but not all examples. Don't wait to call 911 when time is a factor. "

"Young children are curious and will put anything into their mouth. Watch what your child eats and look for signs of distress. Kraus confirms that choking is a medical emergency."

"Wound care is also important. Try to avoid peeling back the bandage to check for bleeding. Kraus says, "Direct firm pressure to the injury site. If bleeding does not stop, do NOT remove dressing to look at the injury. Add additional dressings and more pressure to the injury site. If it is still bleeding, seek medical treatment."

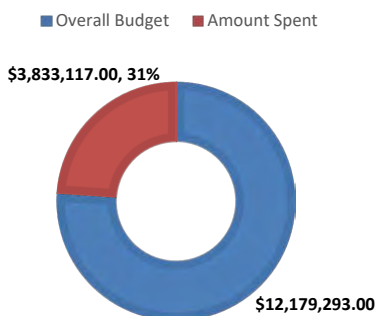
"What if you think your child has a broken bone? This likely requires a call to emergency services. "Broken bones need medical treatment from a physician," says Kraus. "Do not try and straighten any bent bones. Place a cold pack on the injury site for pain management and swelling. If movement is not possible, contact 911 for assistance."

"For new parents, talk to your doctor, be prepared, and try to stay calm and confident. "My advice to new parents regarding first aid is to be alert," Kraus says. "If an injury happens, do your best to calm both yourself and the child. If your basic first aid skills cannot control the situation, contact higher medical care for support."

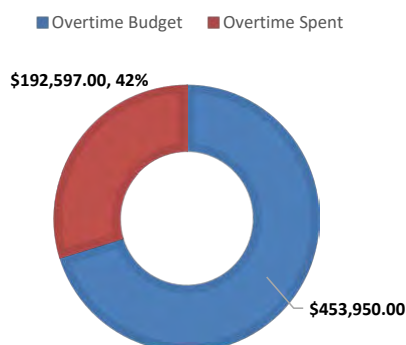
## Administration Division

### Budget Update

#### FIRE DEPARTMENT BUDGET



#### OVERTIME ACCOUNTS

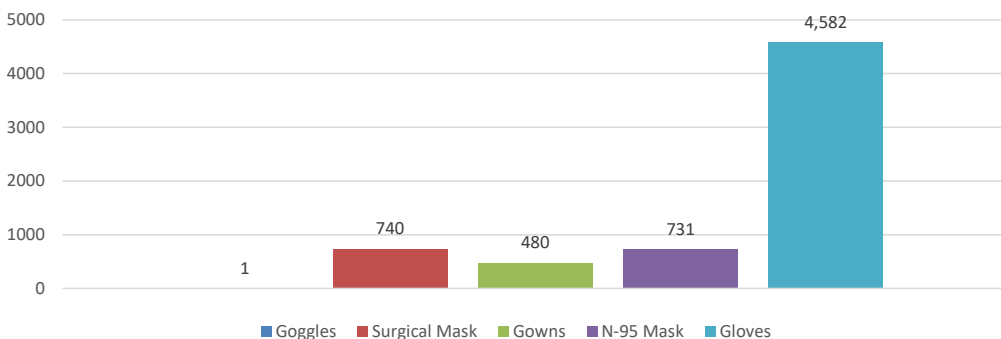


Congratulations to Lieutenant Terry Johnston on his 30 years of service with the Lake Zurich Fire Department!

### COVID-19 Updates

We are currently tracking the Personal Protective Equipment (PPE) that members use and dispose of due to the COVID-19 pandemic. In May, we issued 0 pairs of safety goggles, used 81 surgical masks on patients, 95 - N95 respirators for our personnel, 23 gowns, and approximately 492 pairs of surgical gloves. The graph pictured below shows year-to-date.

#### PPE Utilized & Disposed 2021





### Community Focus/Risk Reduction/Public Education

Examples of community focus/risk reduction/public education include but are not limited to; school talks and station tours where a safety message such as stop, drop, and roll is covered. We monitor fire and severe weather drills in schools and educate children about fire safety. Also, we teach exit drills in the home to middle school students as well as provide CPR/First-Aid training. So far in 2021, these have attended about 18 events and interacted with approximately 6,589 people in public education.

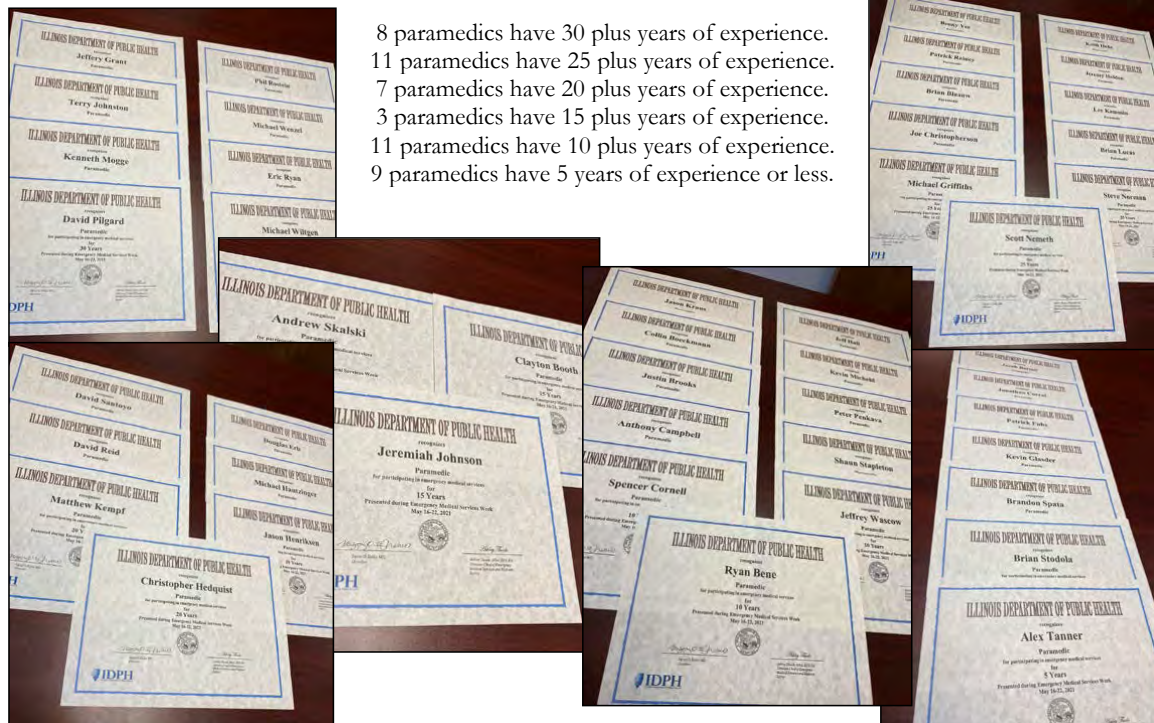
### EMS Division



## This Is EMS: Caring for Our Communities

EMS Week 2021 – May 16 – May 22

In honor of EMS Week - we would like to highlight and thank all of our paramedics at Lake Zurich Fire. We currently have 49 State licensed paramedics, which include 45 line personnel and 4 staff personnel. We are incredibly proud to showcase the years of experience that our paramedics possess.



8 paramedics have 30 plus years of experience.  
11 paramedics have 25 plus years of experience.  
7 paramedics have 20 plus years of experience.  
3 paramedics have 15 plus years of experience.  
11 paramedics have 10 plus years of experience.  
9 paramedics have 5 years of experience or less.

### EMS Action Grant Awarded – Laerdal Little Anne CPR Mannequin

The Fire Department recently applied for and was awarded an EMS Action Grant from Illinois Heart Rescue. The EMS Action Grant will provide the Fire Department with a Laerdal Little Anne CPR training mannequin that features CPR metric feedback and utilizes the Laerdal training application. The Fire Department will incorporate the new training mannequin in its community CPR program.

Illinois Heart Rescue is a state-funded nonprofit and their Heart Rescue Project aims to improve how out of hospital cardiac arrest (OHCA) is recognized, treated and measured in the State of Illinois. With a state population of over 12 million and the nation's third most populous city, Illinois Heart Rescue strives to make a significant public health impact in our nation by creating a model for improving cardiac arrest outcomes in both rural and large urban centers.

The grant was submitted and awarded to us by Teri Campbell, Executive Director of Illinois Heart Rescue. The mission of the EMS Action Grant was developed by the Illinois Heart Rescue EMS CPR Performance Program (ECPP) to provide financial assistance in the form of CPR training materials to EMS agencies within the State of Illinois to develop well-coordinated, high performance CPR resuscitative practices.

The Laerdal Little Anne CPR training mannequin provides a realistic CPR training experience via:

- Life-like anatomy - Perform nose-pinch, head tilt, chin lift and jaw thrust to see chest rise. Anatomically correct oral and nasal passages.
- Correct compression force - See and hear that compressions are done correctly. A built-in clicker signals when the correct compression depth is achieved.
- Quick & easy maintenance - Clean-up is easy with disposable lungs and removable faces. Made with Laerdal's patented design and materials; it's built to last.
- Guideline compliant - With objective feedback on compressions and ventilations, Little Anne QCPR is future proof. It teaches all the parameters of high-quality CPR as defined by the American Heart Association.
- Real-time CPR feedback - Check how every learner is performing with feedback on depth, release, rate and ventilations.
- Intelligent scoring and guidance - Give every learner tips on performance and improvements with intelligent scoring functionality. Motivate learners to go from "passed" to perfection. Performance scores and summaries are saved in the app.
- QCPR race competition - Finish every training session with an informal and fun QCPR race. Increase engagement using the thrill of competition.
- Rock solid connection - Connect every manikin to the instructor app with stable and reliable one-click Bluetooth Smart connection. Built-in tutorials and how-to videos.



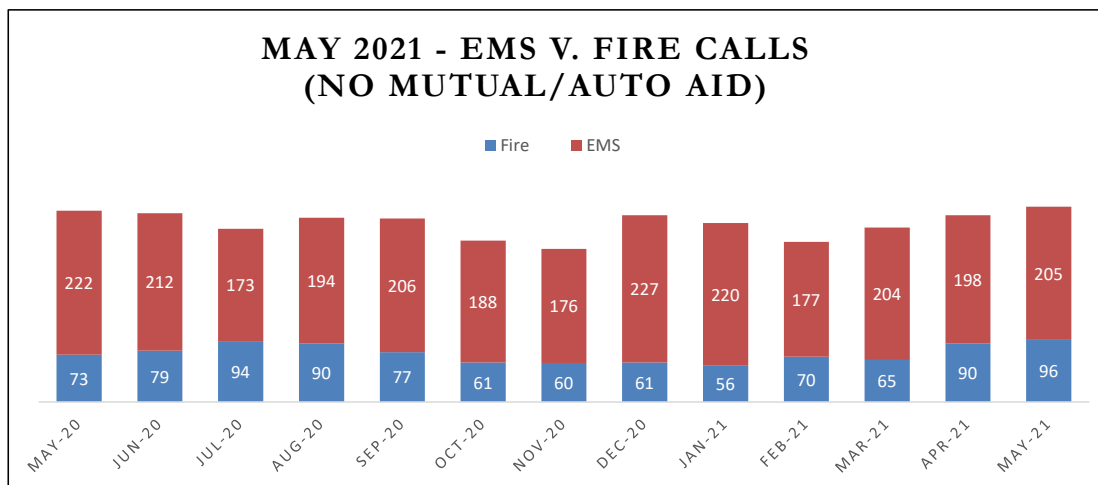
## Operations Division

### Vehicles Out of Service

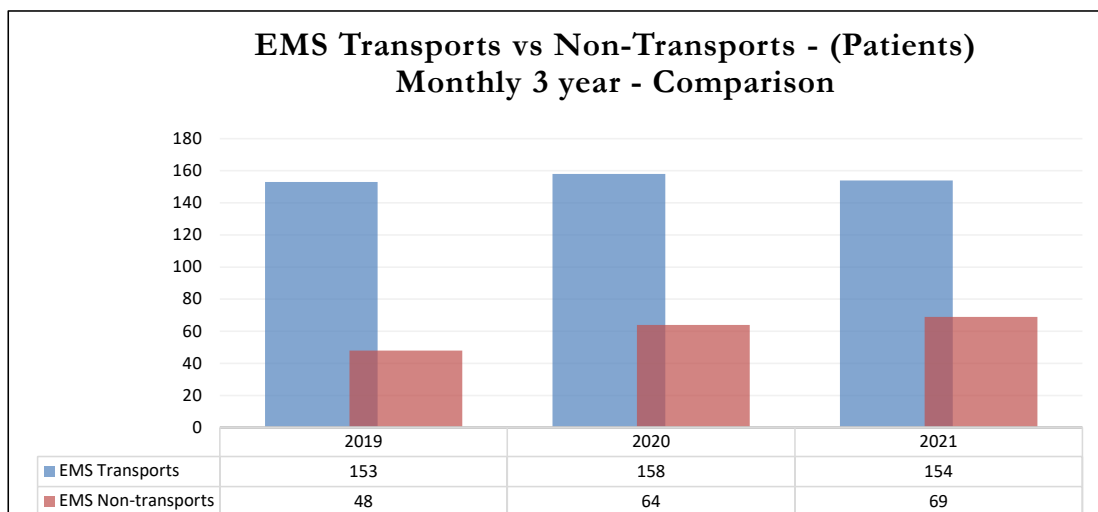
- During May, the following vehicles were out of service due to maintenance, repairs, or breakdowns:
  - Ambulances – 15 hours
  - Engines – 27.25 hours
  - Year-To-Date Hours:

Ambulances: **240.58 hours** | Engines: **658.78 hours**

Below is the breakdown of Fire versus EMS incidents in Lake Zurich – minus aid given. Our fire calls include structure fires, car fires, grass fires, dumpster fires, wires down, and other types of service calls.

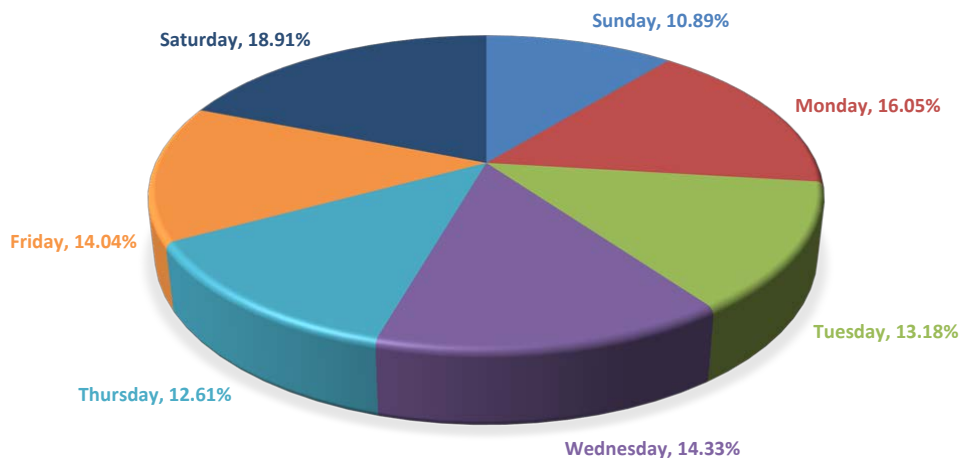


This next chart reflects activity related to emergency medical services, a core function of the fire department — not every EMS call results in transport. A prime example of this is an automobile accident where several victims refuse transport. EMS transports always outpace refusals. This chart compares the month of May across 3 years. The trend is consistent with the data period. These numbers represent the patients seen.

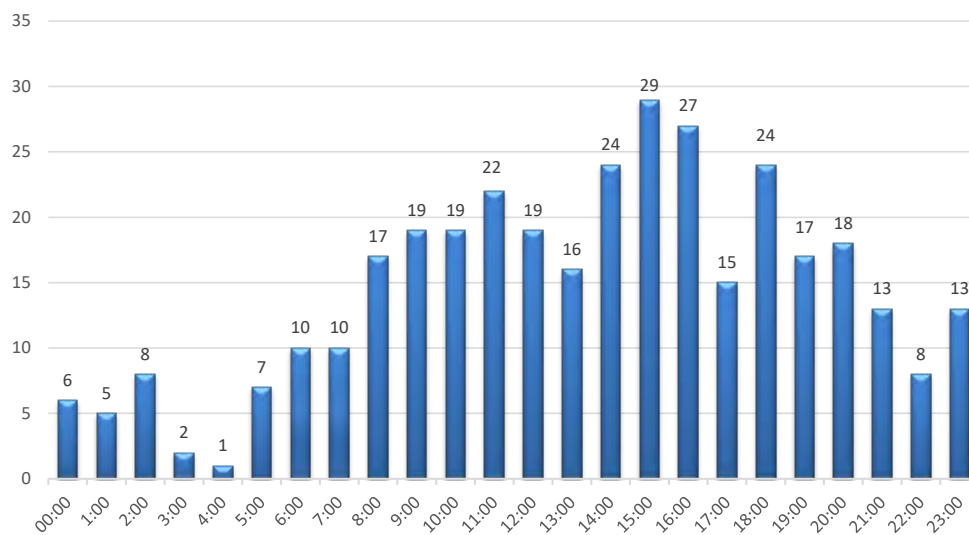


The following two charts break down calls by the day-of-week and hour-of-day.

### RESPONSE BY DAY OF WEEK - MAY 2021



### RESPONSE BY HOUR OF DAY - MAY 2021





## STATIONS & STAFFING | OFFICER FIREFIGHTER/PARAMEDIC

### STATION 1

321 S. Buesching Road  
Lake Zurich, IL 60047

#### APPARATUS & STAFFING BATTALION 32



### STATION 2

350 W. Highway 22  
North Barrington, IL 60010

#### APPARATUS & STAFFING

ENGINE 322  
AMBULANCE 322



### STATION 3

1075 Old McHenry Road  
Lake Zurich, IL 60047

#### APPARATUS & STAFFING

ENGINE 323  
AMBULANCE 323



### STATION 4

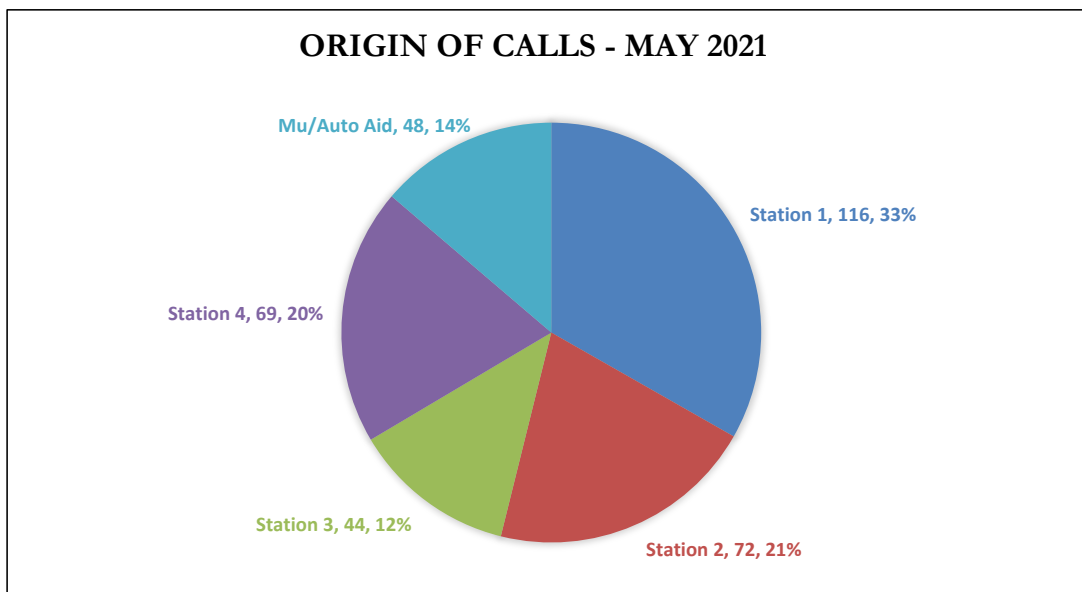
21970 Field Pkwy  
Deer Park, IL 60010

#### APPARATUS & STAFFING

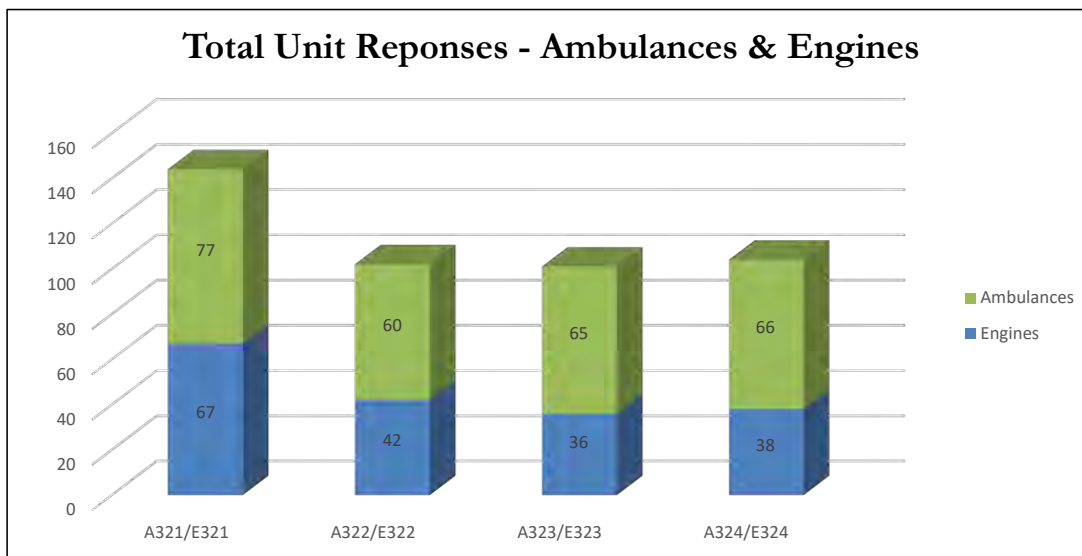
ENGINE 324  
AMBULANCE 324



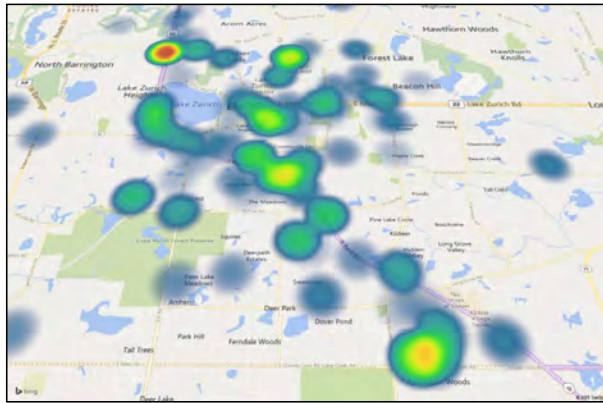
The graph below represents the percentage of calls by each station and mutual/auto aid for May 2021. The chart does **not** represent the station that responded as the primary resource to the area – it means where the call originated. Station 1 is historically the busiest district.



The graph below shows the responses by each unit – Ambulances & Engines – in May 2021.



The next graphic is a visual representation of call distribution for May. As visually displayed, the assisted living/memory care facilities are a large portion of our department calls and are consistently within the top ten locations responded to each month. We frequently respond to doctor offices and health clinics, along with automobile accidents near the Route 12 corridor.



#### Frequent Call Locations:

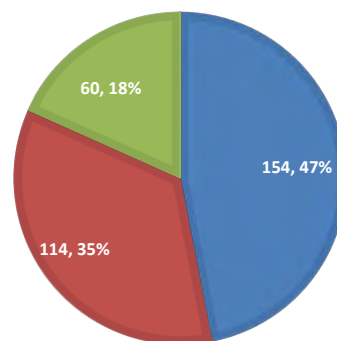
- 795 N. Rand Road – Azpira Place of Lake Zurich – 23 responses
- 21840 Lake Cook Road – Deer Park Village Senior Living – 13 responses
- 777 Church Street – Cedar Lake Assisted Living & Memory Care – 11 responses
- 900 S. Rand Road – Lexington Health Care Center of Lake Zurich – 8 responses
- 21481 N. Rand Road – Northwest Community Healthcare – 7 responses
- 555 America Court – The Auberge at Lake Zurich – 3 responses

#### Mutual/Auto Aid Response Year to Date –

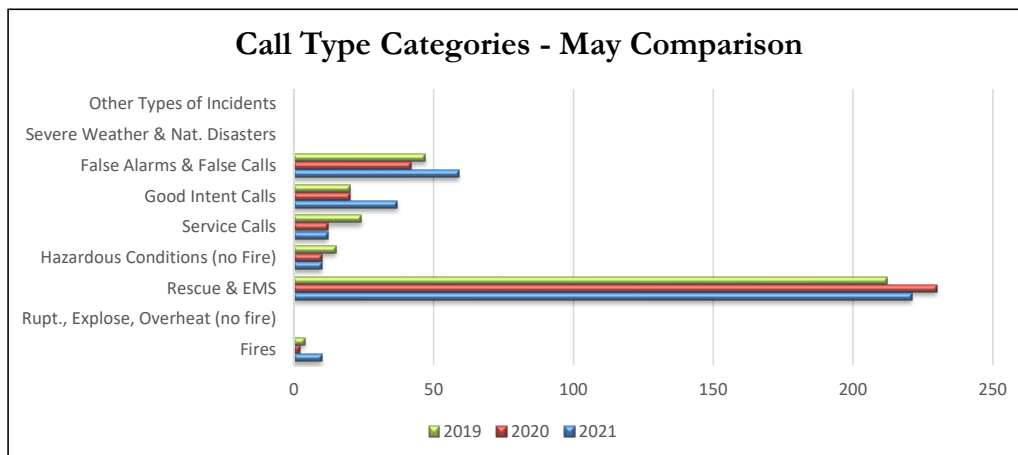
The mutual aid agreements are designed not to overburden any one agency and are looked at carefully for any necessary adjustments. Run cards for the Department have changed, and our partners are responding to assist us more often. In May, we responded to **48 calls** for mutual aid and were **returned 21 times** before our arrival. The chart to the right shows YTD Aid Given/Received and how many times L.Z. returned before their arrival. Many of our response incidents do not require intervention from the LZPD 911 center through automated dispatching and resource sharing. They are entirely handled by the agency requesting our response — direct cost savings to our budget and an added benefit of the automated dispatch system.

#### AID GIVEN/RECEIVED - YEAR TO DATE TOTAL

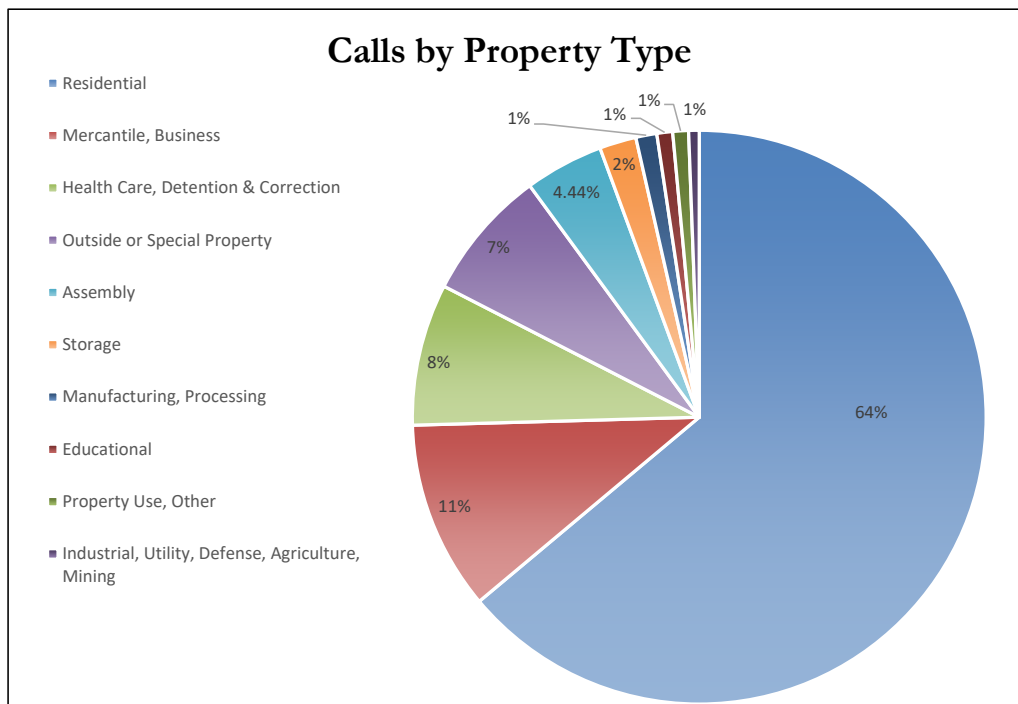
■ Aid given ■ Aid Received ■ LZ Returned



All calls we code as a department within the National Fire Incident Reporting System (NFIRS). The codes all relate to the text categories noted in the chart below. As indicated below, you will see across the three years that the trends remain mostly the same. Rescue and EMS incidents account for the majority of calls we respond to and continue to increase, as indicated below.

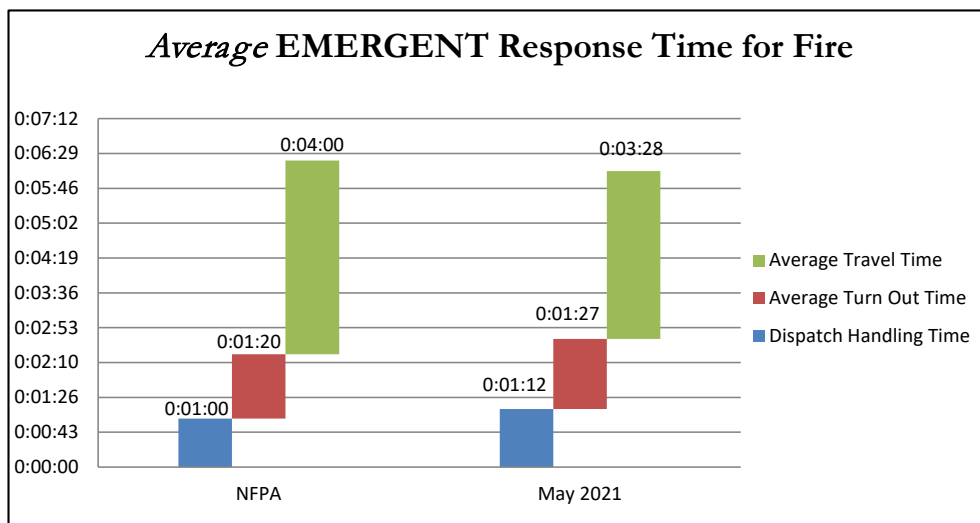
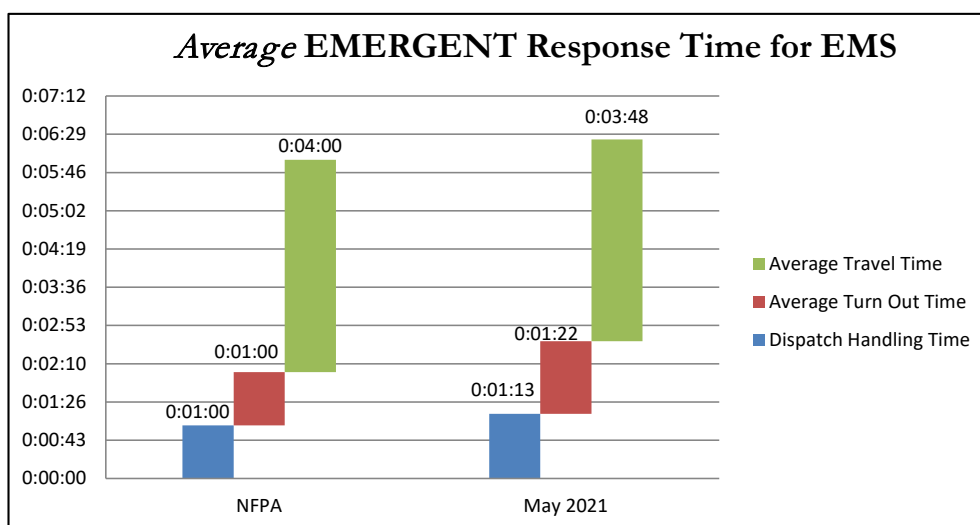


As previously mentioned, there is a national standard for coding the type of property use. How is this relevant? We see trends in various types of occupancies and use them to determine our service demand. For example, the healthcare category would increase if additional assisted living or nursing homes open. As shown below, we continue to respond to Residential Properties more than any other (64%), and Mercantile/Business was second with (11%) of all calls.



Response time includes 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 personnel. The turnout time is when the crews receive the call to the time they get into the vehicles and hit the en-route button. Travel time reflects the time from en route to the time they arrive at the incident scene. Construction, speed limits, weather, and train traffic can impact response times. The overall goal for arrival at an emergency fire call is a total of 6 minutes and 20 seconds from the time of notification until the first unit arrives on the scene. For a response to an EMS incident, this time is 6 minutes.

The following two graphs compare the average emergency response times for both Fire and EMS calls within our first arriving unit's primary response area. These times will vary based in part on the first responding unit's location, multiple calls, weather, time of day, and traffic conditions. \*Dispatch handle times have increased after switching to the new CAD system and delays caused by processing an alarm. The ETSB and Infor continue to work on the issue.



## **Training Division**

During May, we completed the following shift training:

**EMS Continuing Education** – During May, the department's paramedics trained on Cardiac Arrest Management using the Pit Crew method during the practical session. The training was led by a nurse educator.

**Horizontal Ventilation** – Crews practiced the different ways to use horizontal ventilation to clear smoke from a building.

**Vertical Ventilation** – Crews practiced cutting ventilation holes in our new roof simulator. The simulator was designed and built by Lt. Kammin with help from department members. It is also used to practice emergency bailout training

**Multi-Company Fire Suppression** – During this training, all companies and the shift commander trained together at the training tower to conduct a coordinated fire attack with ventilation and rescue.

**Northwest Community Hospital EMS Code of Ethics** – All paramedics reviewed the updated NCH EMS Code of Ethics.

**Boat Operations/Dive Support** – Crews reviewed the department's dive boat operation and practiced dive support skills. *(Pictured right)*

**Department SOG Review** – All members must review and acknowledge the Lexipol SOG's when they are released.

**Mandatory Training Make-up** – Members that needed to complete missed mandatory training worked on completing it.

**Company-Specific Needs** – Company officer-led training on skills/knowledge that they identified as a need of their crew.

Additional Training Classes attended during May:

**Deputy Chief Kelly** – Attended an FSLA webinar

**FF/PM Mike Hautzinger** – Attended an 8 hour Fire Sprinkler Seminar

**FF/PM Jason Kraus, FF/PM Anthony Campbell, FF/PM Pete Penkava, Lieutenant Jeff Wascow & Lieutenant Clayton Booth** – Attended the virtual Hazmat Conference. The conference was held over several days, and each member completed 16 hours of Hazmat continuing education.

**FF/PM Brandon Spata** – Completed the 40-hour Advanced Technician Firefighter class

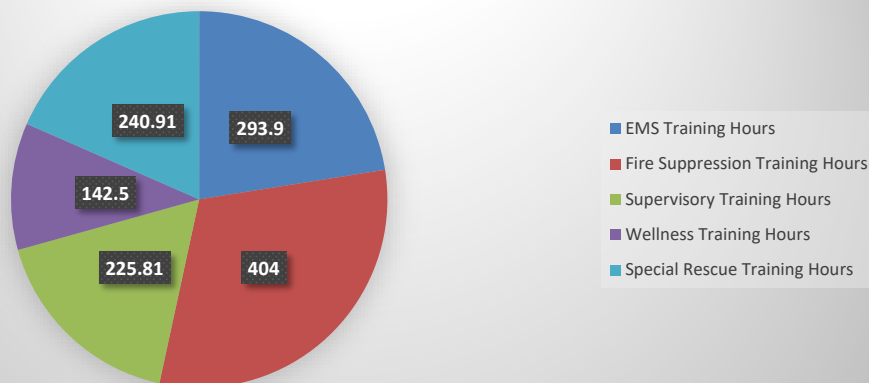
**Deputy Chief Kelly** – Attended the 3 day Community Risk Reduction Virtual Conference

**FF/PM Ryan Bene** – Attended a 3 day Swift Water Technician Class





### May Training Hours - 1,307.12 Total

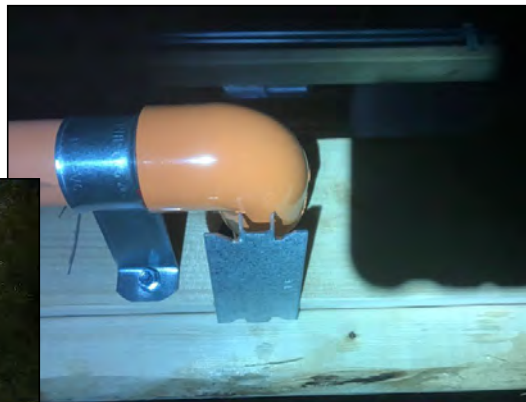


### Fire Prevention Bureau Division

During May, the Lake Zurich Fire Prevention Bureau assisted District 95 with fire drills involving over 5,000 students and 900 staff from every District 95 school. As we had stated previously, every school had to complete multiple drills prior to June 1, 2021.

May also saw two more fires caused by discarded smoking materials and unattended open burning. The smoking material fire spread via mulch into the wall space at The Hampton Inn, causing the lobby to fill with smoke. The open burning spread into a landscaping storage yard, destroying thousands of dollars worth of equipment. Once again, we are using social media to remind people about the dry conditions.

The picture to the right is from a rough inspection of a residential sprinkler system. As you can see, the prongs were accidentally pressed into the plastic pipe. If this is not noticed, a damaged pipe might leak in the future.



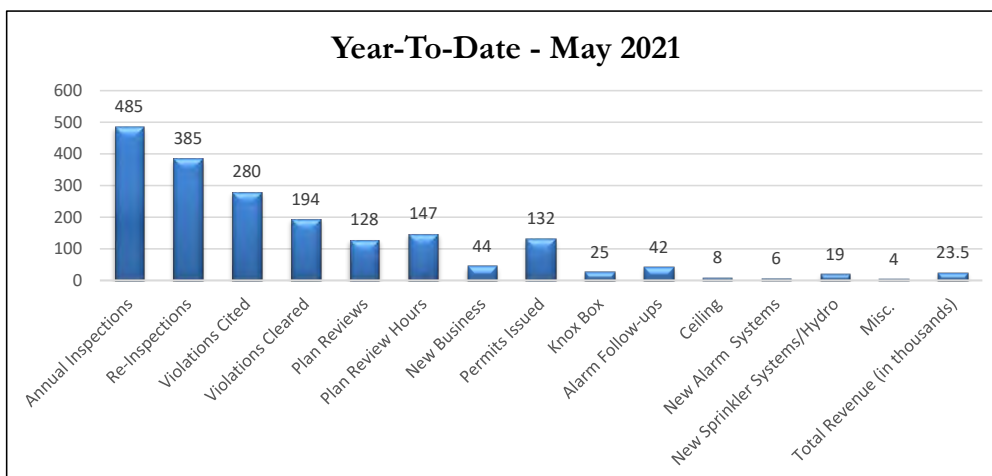
The picture to the left is from a gas main fire in Deer Park. This picture showcases what is involved in setting up a water supply in a non-hydrated area.

The below picture is from a fire investigation class held by IFSI and hosted at Waukegan. We were asked to participate in helping the class with their final practical sessions.



The following summary sheet indicates the Fire Prevention Bureau activities during May.

- The final inspections and testing of all protection systems at the new May Whitney School were completed. We also provided operational tours to the Fire Department staff.
- We attended fireworks meetings with the Village of Hawthorn Woods each Wednesday during May and will continue to do so in June.
- Construction Meetings
  - Fire protection systems meeting with the general contractor and various companies at Life Time Fitness
  - New property owner meeting a 61-95 Oakwood
  - Sprinkler meeting at 300 Church Street
  - Sprinkler break at 650 Church Street
  - Numerous alarm and power issues due to high winds
  - Meeting with new General Manager at Regal
  - Weekly staff meeting







# POLICE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**MAY 2021**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

### General

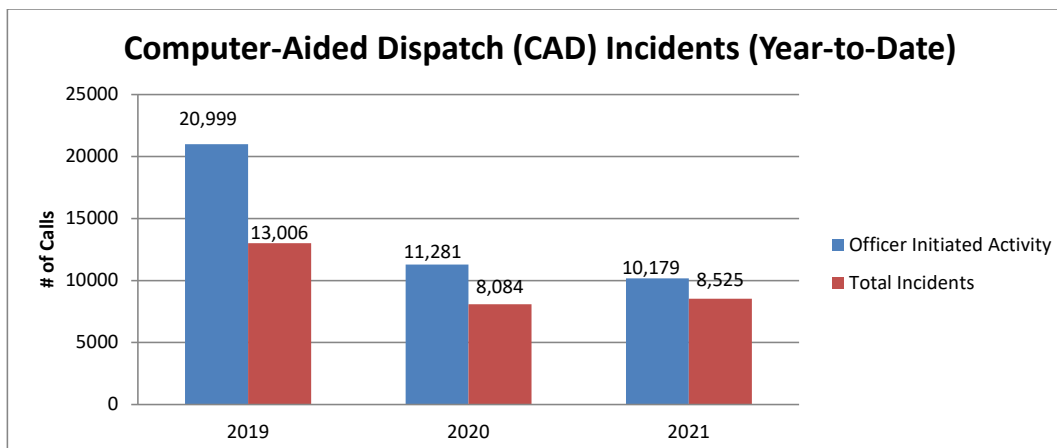
- National Police Week was celebrated by the Department May 9<sup>th</sup> -15<sup>th</sup>.
- The Police Department processed 12 Freedom of Information requests this month.
- \$2,125 in overweight truck permit fees were received during the month of May.
- Chief Husak met with new Village Trustee Dan Bobrowski for a police station tour and to discuss current law enforcement topics.
- In anticipation of state mandated body-worn camera requirements by 2025, Chief Husak and Deputy Chief Johnson attended a product demonstration event in Niles for Axon body-worn cameras and Tasers.
- Individual and group photographs of all Department members were taken on May 25<sup>th</sup>. The last time this was done was 2017.
- Our agency participated in the IDOT Memorial Day campaign. 73 grant hours were worked as part of the campaign. The grant hours yielded the following results: 86 seat belt citations, 3 speeding citations, 19 distracted driving citations, 1 DUI arrest, 3 other arrests, and 6 other citations.
- Department members participated in the annual Memorial Day ceremony at the Veterans' memorial.

### Patrol and Communications

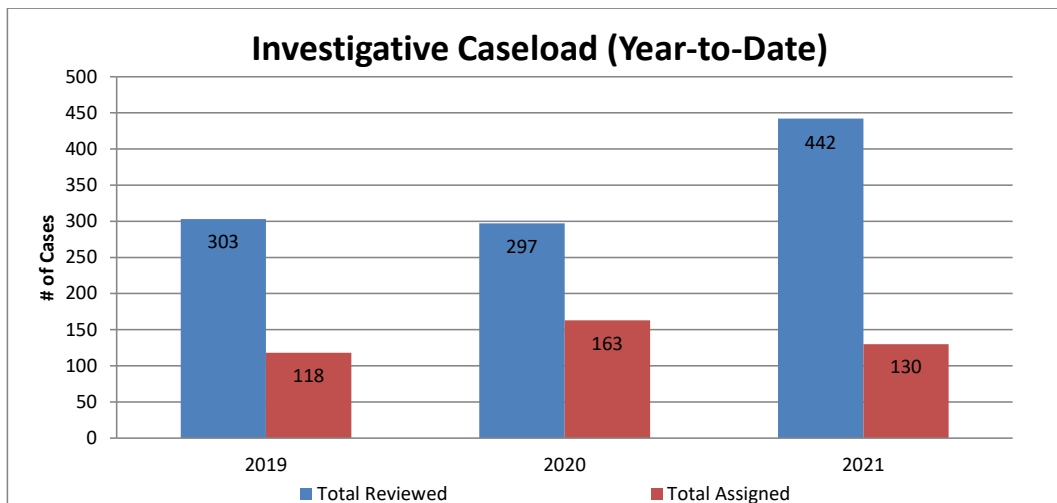
- George Kourtev joined the Department as a patrol officer on May 17, 2021.
- Sergeant Brad Hoops graduated from Northwestern University's School of Police Staff and Command on May 14<sup>th</sup>.
- Year-to-date, officers have conducted 1394 traffic stops and issued 750 traffic citations.
- During May, Dispatch handled 1716 9-1-1 calls and 4480 administrative calls.
- Child Safety Seat technicians inspected two child safety seats this month.
- Officer Zach Panik successfully completed his field training program and was released to solo patrol.
- Officer Frost assisted on one Major Crash Assistance Team (MCAT) callout in May. On May 6<sup>th</sup>, he assisted the Fox Lake Police Department DUI drug arrest by conducting a DRE evaluation.
- Command staff and the Communications supervisors began working with the Wauconda Fire Protection District on a grant application for a medical triage phone line.

### Investigations

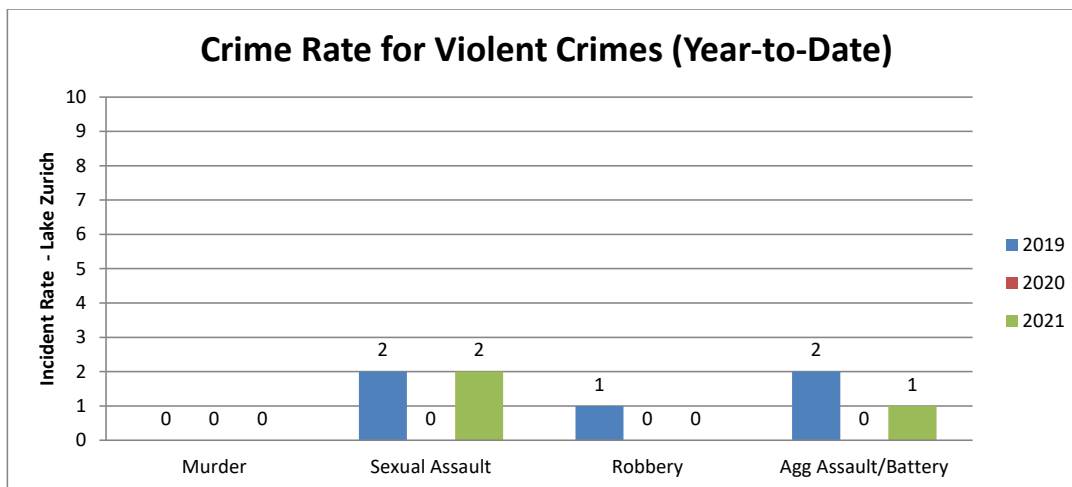
- There is a total of 75 active investigations in CID, averaging 19 cases per detective. Out of the 75 cases being investigated by the Criminal Investigations Division, 12 cases have been sent to the Lake County State's Attorney's Office (LCSAO) to obtain arrest warrants for identified suspects in Lake Zurich criminal cases.
- SRO Frey was a presenter at four driver's education classes at Lake Zurich High School.



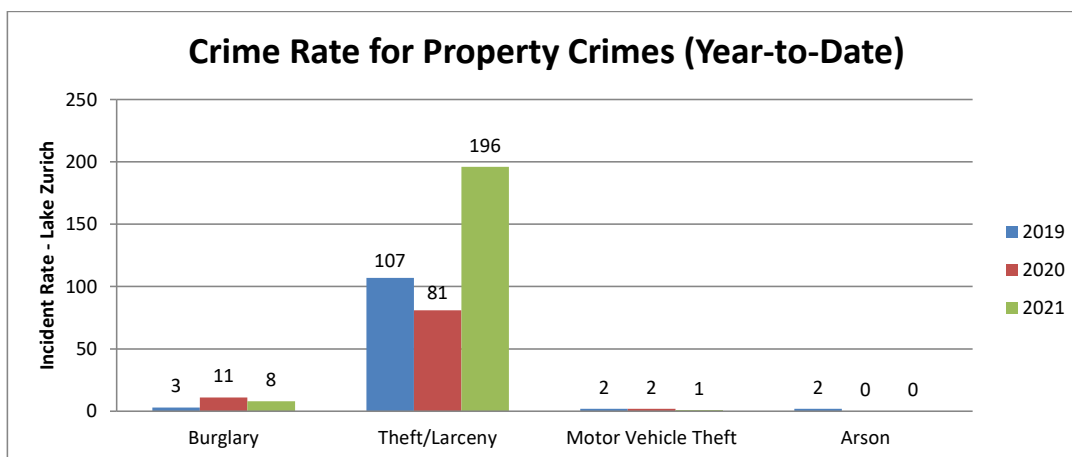
Officer initiated activity includes; DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Frontline data, including vacation watches and directed patrols, are now listed under officer-initiated activity and are no longer CAD incidents.



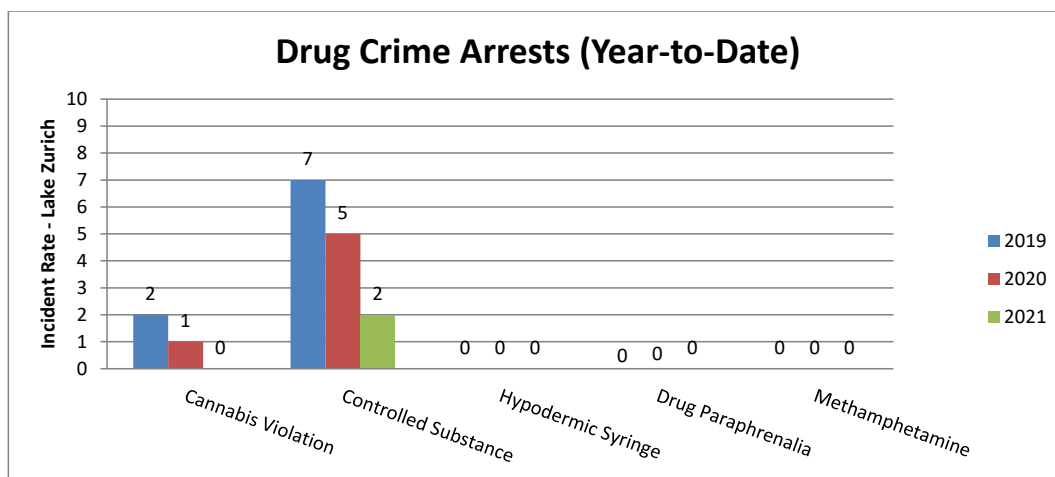
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.



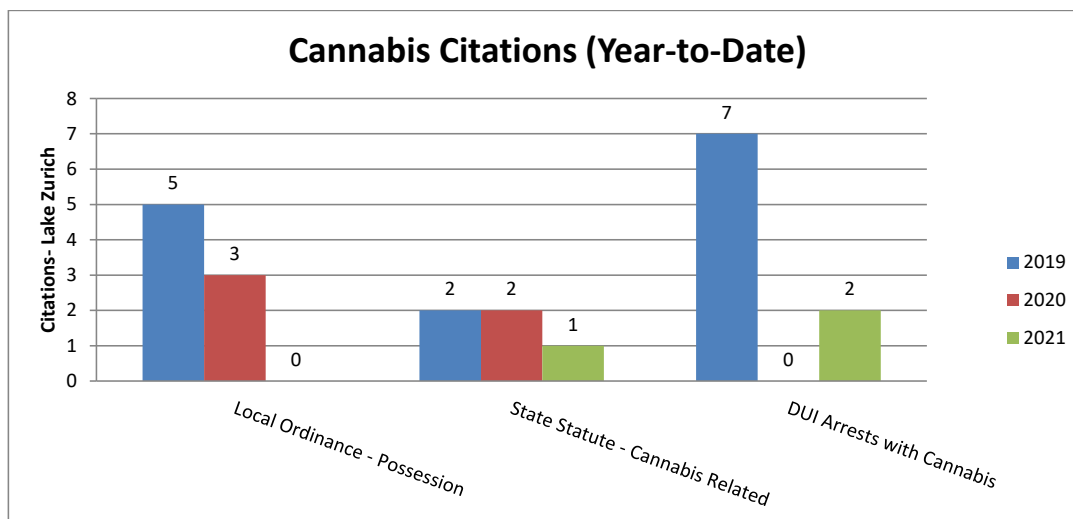
The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this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



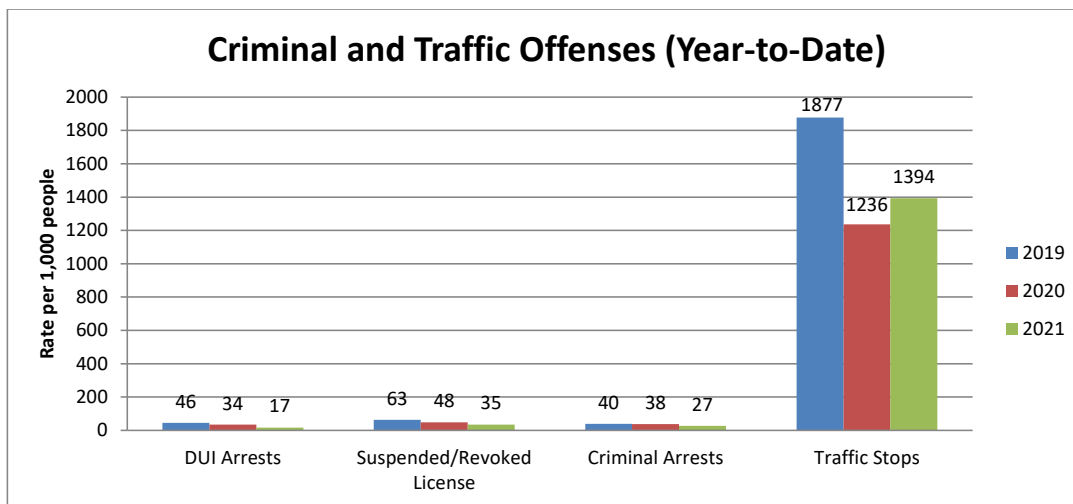
This information is provided to the Federal Bureau of Investigation via the Illinois State Police. Crime in Illinois provides crime information throughout Illinois. More information about this can be found at the Illinois State Police website: (<http://www.isp.state.il.us/crime/ucrhome.cfm>). The high rate of thefts include identity theft reports involving the IDES scam.



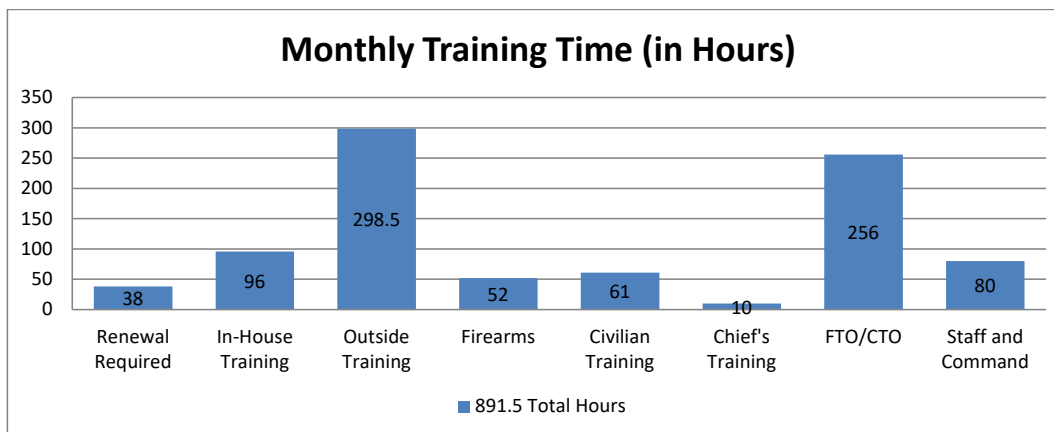
The Department is required to report Drug Crime Arrests to the Illinois State Police. The violations reported are related to the Cannabis Control Act, Controlled Substances Act, Hypodermic Syringe Act, Drug Paraphrenalia Act, and the Methamphetamine Act.



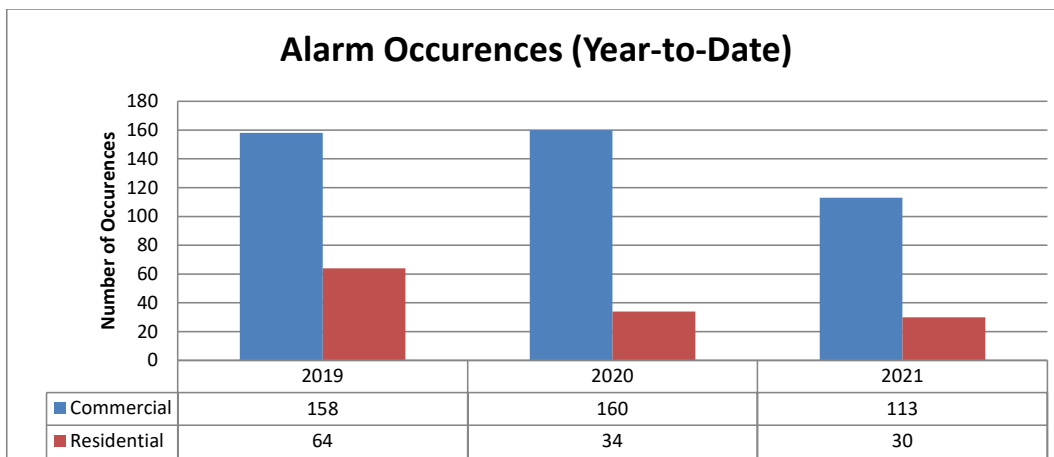
Illinois passed new cannabis rules and regulations that went into effect on January 1, 2020. Information was gathered from previous years to compare what effect the new laws have made on cannabis citations. These citations include local ordinance cannabis possession citations, state statute cannabis related citations (includes possession, delivery, paraphernalia, and DUI), and DUI arrests with cannabis as the primary or contributing factor.



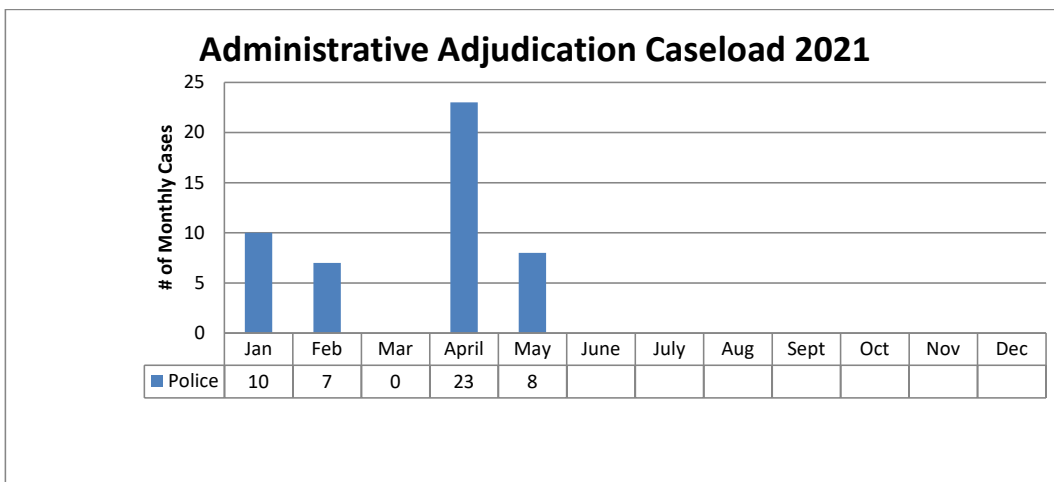
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.), and traffic stops conducted by Department personnel.



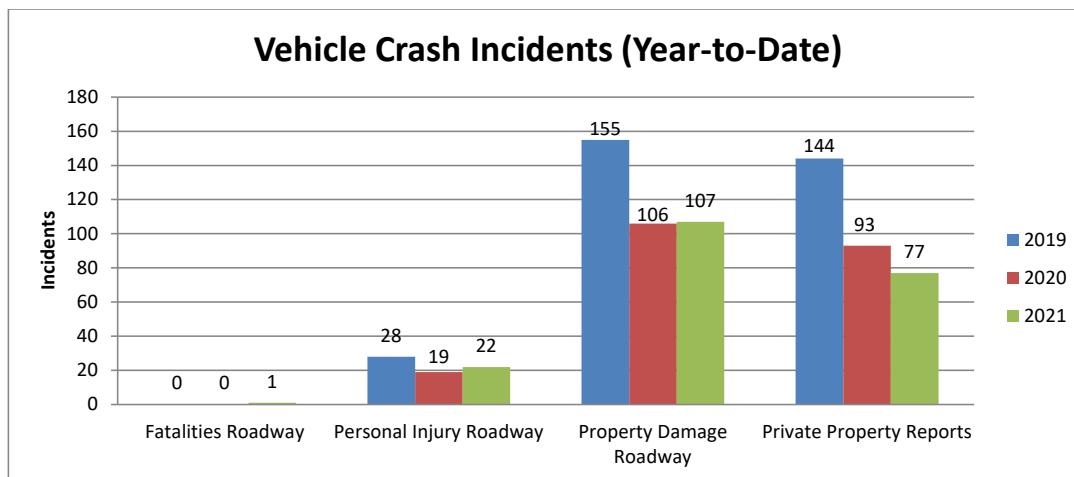
Training is an important element to maintain or improve skills/knowledge/ability.



The Crime Prevention/Community Relations function monitors the number of alarms to which Patrol personnel respond – many of the alarms are false.



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.



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.

### Red Light Camera Violations and Accidents (Year-to-Date)

2021	Red Light Violations		Adjudication for Red Light Violations				Accidents at Red Light Intersections		
	Citations	Net Received	Hearings	Liable	Not Liable	Non-Suit	12/ Miller Road	12/ Route 22	12/ June Terrace
January	266	\$12,270.00	4	4	0	0	1	1	1
February	121	\$17,220.00	3	2	0	1	1	2	1
March	159	\$7790.00	0	0	0	0	0	2	0
April	116	\$10,040.00	13	9	4	0	0	4	2
May	155	\$7700.00	3	2	0	0	0	2	2
June									
July									
August									
September									
October									
November									
December									
Total	817	\$55,020.00	23	17	4	1	2	11	6

Information depicted in this chart relates to red light camera violations, adjudication (court) for those contesting their violation, and accidents that have occurred at intersections with red light cameras.