



AGENDA PACKET
VILLAGE OF LAKE ZURICH
Village Board of Trustees Meeting

November 15, 2021
07:00 pm

VILLAGE OF LAKE ZURICH

VILLAGE BOARD OF TRUSTEES MEETING

NOVEMBER 15, 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. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and 5 minutes per speaker.

5. TRUTH-IN-TAXATION PUBLIC HEARING FOR 2021 PROPERTY TAX LEVY (Trustee Sprawka)

Summary: The total proposed increase to the Village of Lake Zurich property tax levy for 2021 represents a 2.55% increase over the previous year. This levy increase brings the total levy to \$9,671,391. As the proposed property tax levy for 2021 will not exceed 105% of the actual 2020 property tax extension, the Village is not required to hold this Truth-in-Taxation Public Hearing.

However, to promote the transparency of local government operations and finances, the Village has scheduled this Truth-in-Taxation hearing in order for residents to have the opportunity to comment on the proposed levy. The hearing notice was published on November 5, 2021 in the Daily Herald, as well as posted on the Village website and in the official Village newsletter Benchmarks.

Recommended Action #1: A motion to open the Truth-in-Taxation Public Hearing for the 2021 Property Tax Levy.

Recommended Action #2: A motion to close the Truth-in-Taxation Public Hearing for the 2021 Property Tax Levy.

Attachment: [5.pdf](#)

6. CONSENT AGENDA

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

A. Approval of Minutes of the Village Board Meeting, November 1, 2021

Attachment: [6a.pdf](#)

B. Approval of Semi-Monthly Warrant Register Dated November 15, 2021 Totaling \$1,161,595.72

Attachment: [6b.pdf](#)

C. Annual Village of Lake Zurich Meeting Schedule for 2022

Summary: Each year the Village Board approves the annual schedule of meetings for the following calendar year. Upon approval, the schedule for Lake Zurich public bodies and advisory commissions will be published accordingly to fulfil the State of Illinois Open Meetings Act requirements.

Attachment: [6c.pdf](#)

7. OLD BUSINESS - None at this time.

8. NEW BUSINESS

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

A. Collective Bargaining Agreement between the Village of Lake Zurich and Telecommunicators Affiliated with the Illinois Fraternal Order of Police (Trustee Gannon)

Summary: The current collective bargaining agreement with Lake Zurich telecommunicators expires on December 31, 2021. The Village of Lake Zurich has been in negotiations with the Illinois Fraternal Order of Police regarding a successor contract. In the first week of November 2021, members of the telecommunicators FOP Local 190-2 union accepted a new three-year contract. The proposed contract includes annual cost of living salary adjustments of 2.5% for each year during the three-year contract, among other contract revisions outlined in the staff memo.

Recommended Action: A motion to approve the Collective Bargaining Agreement dated January 1, 2022 between the Village of Lake Zurich and Lake Zurich Telecommunicators Affiliated with the Illinois Fraternal Order of Police Local 190-2.

Attachment: [8a.pdf](#)

B. 2021 Property Tax Levy Extension Ordinance and Five Abatement Ordinances Regarding Debt Service (Trustee Sprawka)

Summary: Each year, the Village Board approves a tax levy ordinance to certify with the Lake County Clerk's Office in order to extend property taxes on real estate parcels within Lake Zurich corporate boundaries. The 2021 levy request is based upon the estimated equalized assessed value (EAV) of those properties, as determined by the Elia Township Assessor's Office and the Chief County Assessor's Office.

Applying the rates authorized by the Property Tax Extension Limitation Law (PTELL), the Village is requesting a total levy of \$9,671,391 which represents an increase of 2.55% over the previous year. The tax levy request for 2021 includes \$1,218,878 for debt service and \$4,553,511 for the Police and Fire Pension Funds.

Five ordinances totaling \$2,594,578 regarding debt service abatements are also presented for Village Board action. As sufficient funds are available from other revenue sources to pay scheduled debt service payments as they become due, the need to extend a property tax levy on these issues is not warranted. Therefore, the Village will notify the County Clerk to not extend property taxes on these abatement ordinances.

Recommended Action #1: A motion to approve Ordinance #2021-11-441 authorizing the 2021 Property Tax Levy Extension in the Amount of \$9,671,391.

Recommended Action #2: A motion to approve the following five abatement ordinances regarding debt service via a single roll-call vote:

- a) Ordinance #2021-11-442 Abating Certain Taxes Levied for \$3,800,000 General Obligation Bonds, Waterworks and Sewerage System Alternate Revenue Sources, Series 2013 A.
- b) Ordinance #2021-11-443 Abating Certain Taxes Levied for \$6,325,000 General Obligation Refunding Bonds, Series 2014 A.
- c) Ordinance #2021-11-444 Abating Certain Taxes Levied for \$11,775,000 General Obligation Refunding Bonds, Series 2015 A.
- d) Ordinance #2021-11-445 Abating Certain Taxes Levied for \$7,100,000 General Obligation Refunding Bonds, Series 2016 A.
- e) Ordinance #2021-11-446 Abating Certain Taxes Levied for \$1,000,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source) Series 2016 B.

Attachment: [8b.pdf](#)

C. Courtesy Review with Two Pointo LLC for a Proposed Recreational Cannabis Dispensary at 927 South Rand Road (Trustee Bobrowski)

Summary: Two Pointo LLC proposes to open a Lake Zurich adult-use recreational and medical dispensary at 927 South Rand Road (formerly La Mula Mexican Grill restaurant) pending approval of a Special Use Permit from the Village Board.

Two Pointo LLC secured a State cannabis dispensary license for the Chicago-metro area in the August 19, 2021 lottery that was held for top-scoring applicants with 100% scores. Any future retail operation operated by Two Pointo in Lake Zurich would use a different brand name for the store, pending marketing efforts that are currently underway.

In December 2020, the Village Board approved zoning regulations to allow cannabis dispensaries via a Special Use Permit in non-residential zoning districts and to formalize restrictions on the location, design and operations of such businesses. A Special Use Permit can only be issued via Ordinance by the Village Board after a Public Hearing process at the Planning and Zoning Commission.

The cannabis zoning regulations approved by the Board in December 2020 require cannabis dispensaries to be a minimum of 500 feet from a school, library, day care or group home; 250 feet from a park, and 1,500 feet away from another dispensary. The subject property at 927 South Rand Road meets the adopted zoning criteria for a cannabis dispensary.

The current cannabis zoning regulations adopted by the Village include references to applicable State statutes that apply to this highly-regulated industry, such as security, storage and transportation requirements. The ordinance also references the State statute for hours of operation, which are currently set at 6:00 AM to 10:00 PM.

If the concept for a second cannabis dispensary at 927 South Rand Road is acceptable to the Village Board, Two Pointo LLC intends to request consideration of a Special Use Permit by the PZC at an upcoming scheduled meeting.

Recommended Action: This is a non-voting item at this time. The developer and Village Staff seek to understand the Board's preferences towards the proposed use at this site.

Attachment: [8c.pdf](#)

9. TRUSTEE REPORTS

10. PRESIDENT'S REPORT / COMMUNITY UPDATE

11. VILLAGE STAFF REPORTS

- 2021 National Community Survey Results -- Management Intern Sam Reiss
- Alternative Water Source Study Presentation -- PW Director Mike Brown
- Monthly Data Metric Reports

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

Attachment: [Finance.pdf](#)

Attachment: [Fire.pdf](#)

Attachment: [Police.pdf](#)

Attachment: [Community Development.pdf](#)

Attachment: [Public Works.pdf](#)

Attachment: [Parks.pdf](#)

12. ADJOURNMENT

AGENDA ITEM

5

**NOTICE OF PROPOSED PROPERTY TAX INCREASE
FOR THE VILLAGE OF LAKE ZURICH**

- I. A public hearing to approve a proposed property tax increase for the Village of Lake Zurich for 2021 will be held on Monday, November 15, 2021 at 7:00 p.m. at the Lake Zurich Village Hall, 70 East Main Street, Lake Zurich, Illinois.

Any person desiring to appear at the public hearing and present testimony to Village officials of the taxing district may contact Kyle Kordell, Deputy Village Clerk, 70 East Main Street, Lake Zurich, IL 60047 at (847) 438-5141. Attendance is encouraged.

- II. The corporate and special purpose property taxes extended for 2020 were \$8,228,759. The proposed corporate and special purpose taxes to be levied for 2021 are \$8,452,513. This represents a 2.72% increase over the previous year.
- III. The property taxes extended for debt service for 2020 were \$1,202,465. The estimated property taxes to be levied for debt service and public building commission leases for 2021 are \$1,218,878. This represents a 1.36% increase over the previous year.
- IV. The total property taxes extended for 2020 were \$9,431,223. The estimated total property tax to be levied for 2021 is \$9,671,391. This represents a 2.55% increase over the previous year.

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



AGENDA ITEM

6A

Monday, November 1, 2021 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7:00pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider. Trustee Dan Bobrowski was absent and excused. Also in attendance: Village Manager Ray Keller, Village Atty. Scott Uhler, Management Services Dir. Michael Duebner, Finance Dir. Amy Sparkowski, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
**Mayor Poynton announced that Public Comment on Agenda Item #8C would be held at that time.*
Eric Dubiel, 25 N. Pleasant Dr., addressed the Board on the trick or treating hours and the Rt 12 pedestrian tunnel.
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
There was none.
6. **CONSENT AGENDA**
 - A. Approval of Minutes of the Village Board Meeting, October 18, 2021
 - B. Approval of Semi-Monthly Warrant Register Dated November 1, 2021 Totaling \$1,092,694.11
 - C. Agreement with Eco Clean Maintenance, Inc. for Janitorial Services of Municipal Building in the Amount Not-to-Exceed \$83,232
Summary: The existing janitorial services contract expires on December 31, 2021. Staff has budgeted \$87,210 in the FY22 budget for a janitorial contract, pending final Village Board budget approval at a December 2021 meeting. Six bids were received on September 30, 2021 for this janitorial contract, with ECO Clean Maintenance providing the lowest responsible bid. The three-year contract includes cleaning at the Village Hall, Police Department, Community Services, and Parks and Recreation facilities.
 - D. Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase the Number of Class H Liquor Licenses for Forest Nails and Spa at 1237 South Rand Road and Revoking Class A and Class V Liquor Licenses from La Mula Mexican Grill at 927 South Rand Road ORD. #2021-11-439

Village of Lake Zurich Board of Trustees Regular Meeting, Monday November 1st 2021. 2

Summary: Forest Nails and Spa at 1237 South Rand Road is requesting a Class H liquor license for the complimentary dispensing of beer, wine, and sparkling alcoholic beverages. Forest Nails and Spa completed the requisite documentation and has successfully passed the background check for issuance of a Class H liquor license.

Secondly, La Mula Mexican Grill formerly located at 927 South Rand Rd has permanently closed and revocation of its Class-A restaurant and Class-V gaming terminal license is now appropriate. During its operation, no gaming terminals were installed.

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

AYES: 5 Trustees Euker, Gannon, Spacone, Sprawka, Weider,

NAYS: 0

ABSENT: Trustee Bobrowski

MOTION CARRIED.

7. **OLD BUSINESS**

None at this time.

8. **NEW BUSINESS**

A. **Fire Pension Municipal Compliance Report and Tax Levy Request**

Summary: The Illinois Pension Code requires the Village levy a tax each year to meet the actuarial requirements of the Fire Pension Fund. The Lake Zurich Fire Pension Board is requesting a tax levy in the amount of \$2,774,272 for the Village Board to consider. Last year, the Fire Pension Board requested a levy of \$2,852,427 and the actual levy was \$2,491,121. The Fire Pension Fund is now 68.01% funded, an increase of 4.95% on an actuarial value from last year's status of 63.06% funded.

Lt. Spencer Cornell, of LZFD, represented the Department.

Recommended Action: No Village Board action requested at this point. This tax levy request is for informational purposes only.

B. **Police Pension Municipal Compliance Report and Tax Levy Request**

Summary: The Illinois Pension Code requires the Village levy a tax each year to meet the actuarial requirements of the Police Pension Fund. The Lake Zurich Police Pension Board is requesting a tax levy in the amount of \$2,067,695 for the Village Board to consider. Last year, the Police Pension Board requested a levy of \$2,006,032 and the actual levy was the same amount. The Police Pension Fund is now 53.89% funded, an increase of 1.42% on an actuarial value from last year's funding status.

Sgt. Andy Sieber, LZPD, represented the Department.

Recommended Action: No Village Board action requested at this point. This tax levy request is for informational purposes only.

C. **Ordinance Approving a Special Use Permit for Bloc Cannabis Dispensary at 676 South Rand Road ORD. #2021-11-440**

Summary: Botavi Wellness, LLC, doing business as Justice Cannabis Company, has filed a zoning application for the property at 676 South Rand Road seeking a Special Use Permit to operate a cannabis dispensing organization within the zoning parameters approved by the Village Board on December 21, 2020. Justice

Village of Lake Zurich Board of Trustees Regular Meeting. Monday November 1st 2021. 3

Cannabis Company is a multi-state operator of several recreational and medical dispensaries and cultivation centers with locations in eight states.

The subject property at 676 South Rand Road has been vacant since March 2020 when TGI Friday's closed. The property includes 1.6 acres in the *B-3 Regional Shopping Business District*. The property contains 50 parking spaces in the front of and to the rear of the building and 23 parking spaces across the frontage drive adjacent to the Home Depot and Costco parking lots. No requests for zoning relief are being requested by the applicant.

The Planning and Zoning Commission held a public hearing on October 20, 2021 to consider this new business and recommended approval of the Special Use Permit by a vote of 4-2.

Community Development Dir. Saher stated that there were no changes to the petitioner's application. Mayor Poynton invited Gary Winner, Hamilton Partners, and Mitchell Zaveduk, V.P. of Real Estate for Justice Cannabis Company, to respond to the Trustees comments. The only comment was regarding the traffic flow and Trustee Euker requested a traffic study on this issue. Mayor Poynton stated that the Village had reached out to neighbouring establishments as Justice Cannabis had not contacted them. Dir. Saher said that notices were mailed out to businesses.

Recommended Action: A motion was made by Trustee Sprawka, seconded by Trustee Weider, to approve Ordinance #2021-11-440 approving a Special Use Permit for Block Cannabis Dispensary at 676 South Rand Road.

AYES: 5 Trustees Euker, Gannon, Spacone, Sprawka, Weider,

NAYS: 0

ABSENT: Trustee Bobrowski

MOTION CARRIED.

9. TRUSTEE REPORTS

There were none.

10. VILLAGE STAFF REPORTS

There were none.

11. ADJOURNMENT

Motion was made by Trustee Euker, seconded by Trustee Sprawka, to adjourn the meeting.

AYES: 5 Trustees Euker, Gannon, Spacone, Sprawka, Weider,

NAYS: 0

ABSENT: Trustee Bobrowski

MOTION CARRIED.

The meeting adjourned at 7.25pm.

Respectfully Submitted by:- Kathleen Johnson, Village Clerk

Approved by:

Thomas M. Poynton, Village Mayor

Date.

VILLAGE OF LAKE ZURICH
WARRANT REPORT - 11/15/2021
\$1,161,595.72

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Fund 101 GENERAL				
Dept 00000				
101-00000-10322	DRAWER RECREATION	PETTY CASH - FINANCE	GATEHOUSE FUNDS - OCT 2021	200.00
101-00000-15001	PREPAID EXPENDITURES	E S R I INC.	ARCGIS LIC RENEWAL 2022	2,841.67
		Total For Dept 00000		3,041.67
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
101-10001-42503	GRANTS	LC METROPOLITAN ENFORCEMENT GROUP	2021 1025 MEG JAG GRANT REIMBURSEMENT	140,037.00
		Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION		140,037.00
Dept 11006 LEGISLATIVE MAYOR & BOARD				
101-11006-51652	TRAINING AND MEETINGS	PETTY CASH - FINANCE	CLERKS LUNCHEON	65.00
		Total For Dept 11006 LEGISLATIVE MAYOR & BOARD		65.00
Dept 12001 VILLAGE ADMIN ADMINISTRATION				
101-12001-51652	TRAINING AND MEETINGS	PETTY CASH - FINANCE	LCML - LUNCHEON	27.00
101-12001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	LEGAL EXPENSES THRU 9/30/2021	5,175.00
101-12001-52202	LITIGATION	KLEIN THORPE & JENKINS	LEGAL EXPENSES THRU 9/30/2021	66.00
101-12001-53208	OFFICE SUPPLIES	AMAZON.COM SALES, INC	FILE SORTER, CERT PAPER, CHAIRS - OCT	392.07
101-12001-53208	OFFICE SUPPLIES	AMAZON.COM SALES, INC	OFFICE CHAIRS - OCT	(325.24)
		Total For Dept 12001 VILLAGE ADMIN ADMINISTRATION		5,334.83
Dept 12120 VILLAGE ADMIN HUMAN RESOURCES				
101-12120-52111	OTHER PROFESSIONAL SVCS	CAREERBUILDER EMPL. SCREENING, LLC	EMPLOYMENT SCREENING	64.00
101-12120-54305	EMPLOYEE EXAMS	ADVOCATE OCCUPATIONAL HEALTH	OCCUPATIONAL SCREENINGS1	222.00
		Total For Dept 12120 VILLAGE ADMIN HUMAN RESOURCES		286.00
Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				
101-12180-54308	TAX REBATES	BRADFORD LAKE ZURICH 5 LLC	TAX REBATE - JULY 2021	15,124.15
101-12180-54308	TAX REBATES	VILLAGE OF HAWTHORN WOODS	TAX REBATE - JULY 2021	4,740.66
101-12180-54308	TAX REBATES	VILLAGE OF KILDEER	TAX REBATE - JULY 2021	15,507.32
		Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT		35,372.13

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Dept 13001 FINANCE ADMINISTRATION				
101-13001-53206	POSTAGE & SHIPPING	PETTY CASH - FINANCE	CERTIFIED MAILING - OCT 2021	7.45
101-13001-53207	PRINTING-STATIONERY/FORM	JUMBOPOSTCARD.COM, INC	BUSINESS CARDS - SPARKOWSKI	32.00
101-13001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	BUDGET BOOK SUPPLIES	269.32
Total For Dept 13001 FINANCE ADMINISTRATION				308.77
Dept 17001 TECHNOLOGY ADMINISTRATION				
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE INC	CREATIVE CLOUD - NOV 2021	224.13
101-17001-52111	OTHER PROFESSIONAL SVCS	AWS #140011104 aws.amazon	AWS CLOUD SVCS - AUG 2021	17.53
101-17001-52111	OTHER PROFESSIONAL SVCS	AWS #140011104 aws.amazon	AWS CLOUD SVCS - OCT 2021	18.27
101-17001-52111	OTHER PROFESSIONAL SVCS	GOOGLE	GOOGLE SERVICE - NOV 2021	24.00
101-17001-52111	OTHER PROFESSIONAL SVCS	MICROSYSTEMS INC.	MS CLOUD SERVICES - SEP	92.26
101-17001-52118	SOFTWARE MAINTENANCE	E S R I INC.	ARCGIS LIC RENEWAL 2022	100.00
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM SALES, INC	KINSTON 240GB - OCT	53.98
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM SALES, INC	KINGSTON 240GB - OCT	(53.98)
101-17001-55255	COMPUTER SOFTWARE	E S R I INC.	ARCGIS LIC RENEWAL 2022	158.33
101-17001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & PD - COPIER LEASE	164.74
Total For Dept 17001 TECHNOLOGY ADMINISTRATION				799.26
Dept 24001 POLICE ADMINISTRATION				
101-24001-52111	OTHER PROFESSIONAL SVCS	GATSO USA, INC	RED LIGHT CAMERA FEE - OCTOBER	8,730.00
101-24001-52602	WASTE REMOVAL	DANIELS SHARPSMART, INC	SHARPS REMOVAL	198.19
101-24001-52602	WASTE REMOVAL	DANIELS SHARPSMART, INC	SHARPS REMOVAL	1.74
101-24001-52602	WASTE REMOVAL	STERICYCLE, INC	SHARPS REMOVAL - NOV	29.13
101-24001-52701	MAINT-BLDGS & GROUNDS	CASPER TRUE VALUE HARDWARE INC	MISC. HARDWARE	8.40
101-24001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - PD (SEP '21)	301.11
101-24001-53208	OFFICE SUPPLIES	AMAZON.COM SALES, INC	CD DVD PK - OCT	28.45
101-24001-53208	OFFICE SUPPLIES	AMAZON.COM SALES, INC	CD DVD PK - OCT	(28.45)
101-24001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	CALENDARS, TAPE, ENVELOPES	193.90
101-24001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	TUFFGUARD MAILER	54.99
101-24001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	CREDIT - ENVELOPE	(33.15)
101-24001-53209	UNIFORMS	GALL'S, LLC	BIONDO - PANTS	180.00
101-24001-53407	EQUIP MAINT PART&SUPPLIE	MGN LOCK-KEY & SAFES INC.	TWO DUPLICATE KEYS	5.70
Total For Dept 24001 POLICE ADMINISTRATION				9,670.01

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Dept 24210 POLICE OPERATIONS				
101-24210-51652	TRAINING AND MEETINGS	SUBURBAN LAW ENFORCEMENT ACADEMY	ACADEMY TRAINING - SCARRY	3,735.60
101-24210-52111	OTHER PROFESSIONAL SVCS	MOTOROLA SOLUTIONS, INC	RADIO FEE - NOV	1,530.00
101-24210-52204	OTHER LEGAL	ALBARRAN, LUIS	LOCAL PROSECUTOR - OCT	6,666.67
101-24210-52204	OTHER LEGAL	ETERNO, DAVID G	ADJUDICATION HEARING FEE	112.50
101-24210-52704	MAINT-EQUIPMENT	VILLAGE OF VERNON HILLS	MILO MAINTENANCE AGREEMENT	500.00
101-24210-53209	UNIFORMS	ELEGANT EMBROIDERY INC	EMBROIDERY - KOURTEV	30.00
101-24210-53209	UNIFORMS	GALL'S, LLC	STRUGA - JACKET	31.06
101-24210-53209	UNIFORMS	GALL'S, LLC	VANACKER - BELTS, PANTS	184.54
101-24210-53211	OTHER SUPPLIES	ALL TRAFFIC SOLUTIONS	SPEED SIGN BATTERIES	1,220.00
Total For Dept 24210 POLICE OPERATIONS				14,010.37
Dept 24230 POLICE CRIME PREVENTION				
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
Total For Dept 24230 POLICE CRIME PREVENTION				348.05
Dept 25001 FIRE ADMINISTRATION				
101-25001-52203	LABOR ATTORNEY	KOTLOWSKI, THOMAS	LABOR ATTORNEY	5,843.75
101-25001-53204	CELL PHONES & PAGERS	AT & T	METRO CELL - FIRE	36.79
101-25001-53204	CELL PHONES & PAGERS	AT & T	METRO CELL - FIRE	36.63
101-25001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	140.65
101-25001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	140.26
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	CAP, SHIRT, NAMEPLATE - WELTER	71.50
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	CAP - KINSLEY	40.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	1/4 ZIP, POLOS - HEDQUIST	78.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	JOB SHIRT, SHIRTS - CORRAL	74.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLO - CHRISTOPHERSON	59.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	NEW HIRE CLOTHES - FRANO	80.00
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	PPR TOWELS, COFFEE, CREAMER, H2O, PAPER	289.24
101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	BAMBOO UTENSIL SET, FLY RIBBON	9.98

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101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	BULB	9.49
101-25001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & PD - COPIER LEASE	164.73
		Total For Dept 25001 FIRE ADMINISTRATION		7,074.02
Dept 25320 FIRE FIRE SUPPRESSION				
101-25320-51652	TRAINING AND MEETINGS	STODOLA, BRIAN	GAS REIMBURSEMENT - SEMINAR	69.37
101-25320-52111	OTHER PROFESSIONAL SVCS	MOTOROLA SOLUTIONS, INC	RADIO FEE - NOV	1,512.00
101-25320-52707	MAINT-OTHER	AIR ONE EQUIPMENT INC	AIR TEST	150.10
101-25320-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	273.27
101-25320-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	272.52
101-25320-53209	UNIFORMS	FIREGROUND SUPPLY	4 SETS OF EXPLORER TURNOUT GEAR	4,900.00
		Total For Dept 25320 FIRE FIRE SUPPRESSION		7,177.26
Dept 25330 FIRE EMS				
101-25330-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - SEP 2021	6.88
101-25330-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - OCT 2021	59.69
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	MEDICAL O2	103.04
		Total For Dept 25330 FIRE EMS		169.61
Dept 25340 FIRE SPECIAL RESCUE				
101-25340-53211	OTHER SUPPLIES	AFC INTERNATIONAL, INC	MEDICAL O2	367.89
		Total For Dept 25340 FIRE SPECIAL RESCUE		367.89
Dept 25350 FIRE FIRE PREVENTION BUREAU				
101-25350-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	174.42
101-25350-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	173.94
		Total For Dept 25350 FIRE FIRE PREVENTION BUREAU		348.36
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
101-28001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW SEP '21)	52.80
		Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		52.80

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Dept 36001 PUBLIC WORKS ADMINISTRATION				
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 11-04	34.17
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 10/28	34.33
101-36001-52113	ENGR/ARCHITECTURAL	PATHMANN ARCHITECTS LLC	ARCHITECTURAL SERVICES	300.00
101-36001-52602	WASTE REMOVAL	SAFETY-KLEEN CORPORATION	WASTE OIL REMOVAL	217.00
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 11-04	84.13
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 10/28	53.33
101-36001-52701	MAINT-BLDGS & GROUNDS	FSS TECHNOLOGIES, INC	PD DISPATCH POWER SUPPLY AND BATT	503.50
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHEREEN PEST MANAGEMENT SERVICES	PW PEST CONTROL - NOV	49.00
101-36001-52704	MAINT-EQUIPMENT	INTL FIRE EQUIPMENT	EXTINGUISHER MAINT	75.38
101-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	LOT 42	34.78
101-36001-53203	TELEPHONE & DATA SVCS	FORCE AMERICA	PW TRUCK DATA PLAN	140.00
101-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW SEP '21)	52.80
101-36001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - SEP 2021	1.72
101-36001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - OCT 2021	1.71
101-36001-53207	PRINTING-STATIONERY/FORM	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	WINDOW ENVELOPES	141.79
101-36001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	NOTE BOOKS, FILES, PENS, CALENDARS, PLANNERS	65.02
101-36001-53403	LANDSCAPING SUPPLIES	PETTY CASH - FINANCE	PETTY CASH REPLENISH - OCT 2021	46.29
101-36001-53404	RIGHT OF WAY SUPPLIES	DITCH WITCH OF ILLINOIS	LOCATOR LEADS	167.94
101-36001-53405	BLDG & GROUNDS SUPPLIES	CASPER TRUE VALUE HARDWARE INC	BULBS	7.58
101-36001-53405	BLDG & GROUNDS SUPPLIES	CASPER TRUE VALUE HARDWARE INC	CONDUIT CONNECTOR	2.99
101-36001-53405	BLDG & GROUNDS SUPPLIES	FASTENAL COMPANY	MOUNTING HARDWARE	74.06
101-36001-53405	BLDG & GROUNDS SUPPLIES	GRAINGER	TIE DOWNS	136.08
101-36001-53405	BLDG & GROUNDS SUPPLIES	GRAINGER	TIE DOWNS	160.16
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	TOWELS	24.48
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	EXTERIOR OUTLETS	155.55
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	COMP CAP	1.45
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	BALLAST	21.00
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	L BRACKETS	31.84
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	WEATHER STRIP AND BALLAST	92.42
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	PD WATER FILTER FITTINGS	51.47
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	PD WATER FILTER FITTINGS	4.77
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	PD WATER FILTER FITTINGS	21.85

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101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	505 WINDOW SEALANT	72.14
101-36001-53405	BLDG & GROUNDS SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	VENT BELTS	46.78
101-36001-53407	EQUIP MAINT PART&SUPPLIE	DULTMEIER SALES LLC	LIQUID TANK SUPPLIES	51.40
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		2,958.91
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
101-36420-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 11-04	91.39
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	7 E MAIN ST	25.68
101-36420-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	XMAS DECOR	19.02
101-36420-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	XMAS DECO	133.25
101-36420-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	XMAS DECOR	13.75
101-36420-53211	OTHER SUPPLIES	MENARDS - LONG GROVE	XMAS DECOR & SPLIT RAIL	67.61
101-36420-53403	LANDSCAPING SUPPLIES	RC TOPSOIL INC	TOPSOIL	210.00
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	ZIP TIE	18.97
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	CLEANOUT PLUG	2.34
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	PUNCH REPAIRS	64.75
101-36420-53405	BLDG & GROUND MAINT SUPP	HOME DEPOT CREDIT SERVICES	BARN DOORBELL	30.65
101-36420-53405	BLDG & GROUND MAINT SUPP	MENARDS - LONG GROVE	XMAS DECOR & SPLIT RAIL	12.98
101-36420-53405	BLDG & GROUND MAINT SUPP	SHERWIN WILLIAMS CO	PAINT - BARN BASEMENT	66.12
101-36420-54306	EQUIPMENT RENTAL	RENTAL MAX LLC	SEWER RODDING	96.32
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	CHESTNUT PORT-O-POTTY	116.63
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	PAULUS PARK PORT-O-POTTY	150.80
101-36420-55254	MACHINERY & EQUIPMENT	CLEANSANDS, INC	2021 HD52 DYNAMIC	15,500.00
		Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE		16,620.26
Dept 36471 PUBLIC WORKS FLEET SERVICES				
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 11-04	82.12
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 10/28	49.72
101-36471-52111	OTHER PROFESSIONAL SVCS	MIKE'S TOWING, INC	SAFETY INSPECTIONS	146.00
101-36471-52111	OTHER PROFESSIONAL SVCS	MIKE'S TOWING, INC	SAFETY INSPECTIONS	142.00
101-36471-52703	MAINT-VEHICLES	ALPINE AUTOMOTIVE INC.	ALIGNMENT	109.39
101-36471-52703	MAINT-VEHICLES	ALTORFER INDUSTRIES, INC	TRANSFER SWITCH REPAIR	734.50
101-36471-52703	MAINT-VEHICLES	ALTORFER INDUSTRIES, INC	SWITCH REPAIR CREDIT	(734.50)

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101-36471-52703	MAINT-VEHICLES	ATLAS BOBCAT, LLC	BREAKER RECHARGE	219.01
101-36471-52703	MAINT-VEHICLES	CUMMINS SALES AND SERVICE	PCM REPROGRAM	646.14
101-36471-52703	MAINT-VEHICLES	RUNNION EQUIPMENT COMPANY	CRANE REPAIR	4,693.57
101-36471-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	SPRAY PAINT	7.50
101-36471-53211	OTHER SUPPLIES	INTERSTATE ALL BATTERY CENTER	BATTERIES	9.90
101-36471-53211	OTHER SUPPLIES	LAWSON PRODUCTS INC.	TERMINALS	15.78
101-36471-53406	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	BRAKE PADS	113.48
101-36471-53406	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	BRAKE ROTORS 248	760.38
101-36471-53406	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	BRAKE PADS 248	128.24
101-36471-53406	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	BRAKE PADS	56.74
101-36471-53406	AUTO PARTS & SUPPLIES	CHICAGO PARTS & SOUND LLC	WIPER SWITCH	60.27
101-36471-53406	AUTO PARTS & SUPPLIES	CUMMINS SALES AND SERVICE	CREDIT - CORE DEP	(156.25)
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	FUEL PUMP	262.20
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	GASKET	3.75
101-36471-53406	AUTO PARTS & SUPPLIES	MACQUEEN EQUIPMENT, LLC	STEP LIGHT	99.28
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	BATTERY	132.38
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	CORE CREDIT	(40.28)
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	CORE CREDIT	(81.00)
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	WIPER BLADES 118	35.57
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	PLUG 215	5.76
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	WIPER BLADES 7492	35.57
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	MUD FLAPS	24.02
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	SPARK PLUGS	47.36
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	FUSE BLOCK	51.26
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	CREDIT - MUD FLAPS	(16.45)
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	WIPER BLADE	10.99
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	SPLASH GUARD	39.98
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	MARKER LAMP	28.29
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	MARKER LAMP	69.37
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	FUSE HOLDER	18.99
101-36471-53406	AUTO PARTS & SUPPLIES	MOTOR PARTS & EQUIPMENT CORP	FILTERS	359.35
101-36471-53406	AUTO PARTS & SUPPLIES	O'REILLY AUTOMOTIVE STORES, INC	TIE ROD 337	159.47
101-36471-53406	AUTO PARTS & SUPPLIES	POMP'S TIRE SERVICE	WHEELS 323	870.00

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101-36471-53406	AUTO PARTS & SUPPLIES	RUBBER INC.	TIRE VALVES	56.35
101-36471-53406	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER	DOOR CHECK	58.13
101-36471-53406	AUTO PARTS & SUPPLIES	RUSH TRUCK CENTER	POWER STEERING PUMP	422.80
101-36471-53406	AUTO PARTS & SUPPLIES	WICKSTROM AUTO GROUP, INC	WHEEL COVER	62.62
101-36471-53406	AUTO PARTS & SUPPLIES	WICKSTROM AUTO GROUP, INC	COVER	97.91
101-36471-53406	AUTO PARTS & SUPPLIES	WICKSTROM AUTO GROUP, INC	SPEAKER	47.48
101-36471-53406	AUTO PARTS & SUPPLIES	WICKSTROM AUTO GROUP, INC	LINKS	107.78
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ALEXANDER EQUIPMENT CO., INC	CHIPPER KNIVES	262.00
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ARLINGTON POWER EQUIPMENT	BLOWER PARTS	49.88
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ATLAS BOBCAT, LLC	COUPLER	79.03
101-36471-53407	EQUIP MAINT PART&SUPPLIE	FASTENAL COMPANY	PLOW HARDWARE	750.13
101-36471-53407	EQUIP MAINT PART&SUPPLIE	GEIB INDUSTRIES INC	HYDRAULIC HOSE	784.24
101-36471-53407	EQUIP MAINT PART&SUPPLIE	GRAINGER	HOUR METER	23.89
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MACQUEEN EQUIPMENT, LLC	LATCH	56.74
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	BATTERY	124.34
101-36471-53407	EQUIP MAINT PART&SUPPLIE	MOTOR PARTS & EQUIPMENT CORP	FUEL LINE	25.00
101-36471-53407	EQUIP MAINT PART&SUPPLIE	POMP'S TIRE SERVICE	TRACKS	2,146.30
101-36471-53407	EQUIP MAINT PART&SUPPLIE	R.A. ADAMS ENTERPRISES, INC.	PLOW SHOE	185.48
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ZARNOTH BRUSH WORKS, INC	SWEEPER BROOMS	948.00
101-36471-53414	CHEMICALS	HOME DEPOT CREDIT SERVICES	RUST REMOVER	36.71
101-36471-53415	FUELS	BELL FUELS SERVICE CO	FUEL 10-29	8,730.54
101-36471-53418	LUBRICANTS & FLUIDS	MOTOR PARTS & EQUIPMENT CORP	GREASE	7.57
101-36471-53418	LUBRICANTS & FLUIDS	MOTOR PARTS & EQUIPMENT CORP	OIL	32.31
Total For Dept 36471 PUBLIC WORKS FLEET SERVICES				24,295.08
Dept 67001 RECREATION ADMINISTRATION				
101-67001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - SEP 2021	3.44
101-67001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - OCT 2021	3.42
Total For Dept 67001 RECREATION ADMINISTRATION				6.86
Dept 67935 RECREATION DANCE				
101-67935-53212	PROGRAM SUPPLIES	PETTY CASH - FINANCE	PETTY CASH REPLENISH - OCT 2021	12.99
Total For Dept 67935 RECREATION DANCE				12.99

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Dept 67945 RECREATION YOUTH PROGRAMS				
101-67945-52115	RECREATION PROGRAM SVC	MUSIC IN THE BOX, INC	FALL 1 - MM2 (7 PARTICIPANTS)	441.00
		Total For Dept 67945 RECREATION YOUTH PROGRAMS		441.00
Dept 67965 RECREATION ATHLETICS				
101-67965-52115	RECREATION PROGRAM SVC	LZ FAMILY MARTIAL ARTS ACADEMY	FALL I & II 14 PARTICIPANTS NINJA	824.00
		Total For Dept 67965 RECREATION ATHLETICS		824.00
Dept 67975 RECREATION SPECIAL INTERESTS/EVENTS				
101-67975-52115	RECREATION PROGRAM SVC	DOGZ ARE US, LLC	DOG CLASS - FALL 1 (8 PARTICIPANTS)	644.00
101-67975-52115	RECREATION PROGRAM SVC	MORETTI, KATHRYN A.	FALL I - GUITAR/UKULELE (4 YTH, 1 ADULT)	712.50
		Total For Dept 67975 RECREATION SPECIAL INTERESTS/EVENTS		1,356.50
		Total For Fund 101 GENERAL		270,978.63
Fund 202 MOTOR FUEL TAX				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
202-36001-52701	MAINT-BLDGS & GROUNDS	MEADE, INC	MN STREET SIGNAL MAINT	200.00
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	45 S OLD RAND	29.36
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	CLAIRVIEW DR	33.57
202-36001-55253	INFRASTRUCTURE IMPROVEMT	PATRIOT PAVEMENT MAINTANENCE	2021 CRACK SEAL PROGRAM	39,627.90
202-36001-55253	INFRASTRUCTURE IMPROVEMT	TRAFFIC CONTROL & PROTECTION INC	SIGNS	1,158.45
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		41,049.28
		Total For Fund 202 MOTOR FUEL TAX		41,049.28
Fund 207 SPECIAL EVENTS FUND				
Dept 00000				
207-00000-15001	PREPAID EXPENDITURES	AMERICAN MOBILE STAGING, INC	ROCK THE BLOCK 2022 STAGE DEPOSIT	2,100.00
		Total For Dept 00000		2,100.00

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Dept 67600 RECREATION SPECIAL EVENTS ADMIN				
207-67600-53212	PROGRAM SUPPLIES	HOME DEPOT CREDIT SERVICES	EVENT BANNER HOLDERS	48.00
207-67600-53212	PROGRAM SUPPLIES	HOME DEPOT CREDIT SERVICES	EVENT BANNER HOLDERS	32.92
207-67600-53212	PROGRAM SUPPLIES	SIGNUPGENIUS WWW.SIGNUP	RECREATION SIGN UP - NOV 2021	9.99
Total For Dept 67600 RECREATION SPECIAL EVENTS ADMIN				90.91
Dept 67605 RECREATION WINTER FESTIVAL				
207-67605-53212	PROGRAM SUPPLIES	HOME DEPOT CREDIT SERVICES	MOM EVENT LIGHTING	18.48
Total For Dept 67605 RECREATION WINTER FESTIVAL				18.48
Total For Fund 207 SPECIAL EVENTS FUND				2,209.39
Fund 227 DISPATCH CENTER				
Dept 24220 POLICE DISPATCH				
227-24220-51651	LICENSING/CERTIFICATIONS	IL DEPT OF PUBLIC HEALTH	EMD CERTIFICATIONS	60.00
227-24220-53209	UNIFORMS	GALL'S, LLC	HARPER - JACKET, BELT	88.73
Total For Dept 24220 POLICE DISPATCH				148.73
Total For Fund 227 DISPATCH CENTER				148.73
Fund 401 VILLAGE CAPITAL PROJECTS				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
401-36001-55251	LAND IMPROVEMENTS	HITCHCOCK DESIGN INC	PAULUS PARK PLANNING - OSLAD	3,690.93
401-36001-55251	LAND IMPROVEMENTS	LANDWORKS LTD	PAULUS PARK OSLAD IMPROVEMENTS	78,943.50
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				82,634.43
Total For Fund 401 VILLAGE CAPITAL PROJECTS				82,634.43
Fund 405 NHR CAPITAL PROJECTS				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
405-36001-53416	CONCRETE & ASPHALT	FISCHER BROS FRESH CONCRETE, INC.	CONCRETE 11/2	707.00
405-36001-53416	CONCRETE & ASPHALT	PETER BAKER & SON COMPANY	COLD PATCH	1,013.60

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405-36001-53416	CONCRETE & ASPHALT	PETER BAKER & SON COMPANY	BLACKTOP 10/19	1,602.14
405-36001-53416	CONCRETE & ASPHALT	PETER BAKER & SON COMPANY	BLACKTOP 11/5	409.15
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				3,731.89
Total For Fund 405 NHR CAPITAL PROJECTS				3,731.89
Fund 501 WATER & SEWER				
Dept 00000				
501-00000-15001	PREPAID EXPENDITURES	CORE & MAIN LP	YEAR 5 BASESTATION EXTEN WARR	3,333.33
501-00000-21205	LC TREATMENT CHARGE PAYABLE	LAKE COUNTY PUBLIC WORKS DEPT.	2021 3RD QTR COLLECTIONS	543,680.37
501-00000-27102	IEPA LOAN PAYABLE	IL EPA	2006 IEPA LOAN PRINCIPAL AND INTEREST	56,936.51
Total For Dept 00000				603,950.21
Dept 36001 PUBLIC WORKS ADMINISTRATION				
501-36001-52201	VILLAGE ATTORNEY	KLEIN THORPE & JENKINS	LEGAL EXPENSES THRU 9/30/2021	575.00
501-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW SEP '21)	388.32
501-36001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO.	NOTE BOOKS, FILES, PENS, CALENDARS, PLANNERS	54.38
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 11-04	36.08
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 10/28	33.10
501-36001-53209	UNIFORMS	REDWING BUSINESS ADVANTAGE A/CS	SAFETY BOOTS/HOLUB	200.00
501-36001-53209	UNIFORMS	REDWING BUSINESS ADVANTAGE A/CS	SAFETY BOOTS/WIERER	200.00
501-36001-53209	UNIFORMS	REDWING BUSINESS ADVANTAGE A/CS	SAFETY BOOTS/SIKORSKI	139.49
501-36001-53209	UNIFORMS	REDWING BUSINESS ADVANTAGE A/CS	SAFETY BOOTS/REUSCH	200.00
501-36001-53209	UNIFORMS	REDWING BUSINESS ADVANTAGE A/CS	SAFETY BOOTS/VAZQUEZ	191.24
501-36001-53209	UNIFORMS	REDWING BUSINESS ADVANTAGE A/CS	SAFETY BOOTS/ABBOTT	191.24
501-36001-56603	INTEREST	IL EPA	2006 IEPA LOAN PRINCIPAL AND INTEREST	8,170.79
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				10,379.64
Dept 36530 PUBLIC WORKS WATER BILLING				
501-36530-52111	OTHER PROFESSIONAL SVCS	DATAPROSE, LLC	WATER BILL PROCESSING - OCT 2021	730.63
501-36530-53206	POSTAGE & SHIPPING	DATAPROSE, LLC	WATER BILL PROCESSING - OCT 2021	2,971.83
Total For Dept 36530 PUBLIC WORKS WATER BILLING				3,702.46

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Dept 36550 PUBLIC WORKS WATER SERVICE				
501-36550-52111	OTHER PROFESSIONAL SVCS	CORE & MAIN LP	SENSUS ANNUAL RNI FEE - YR 5	9,300.00
501-36550-52111	OTHER PROFESSIONAL SVCS	CORE & MAIN LP	YEAR 5 BASESTATION EXTEN WARR	666.67
501-36550-52111	OTHER PROFESSIONAL SVCS	WACHS VALVE & HYDRANT SERVICES, LLC	WATER MAIN VALVE ASSESSMENT PROGRAM/YEA	16,080.00
501-36550-52113	ENGR/ARCHITECTURAL	ENGINEERING ENTERPRISES, INC	WATER RESOURCE STUDY	13,590.25
501-36550-52607	WATER SAMPLE ANALYSIS	ENVIRONMENTAL INC. MIDWEST LAB	WATER SAMPLE ANALYSIS	250.00
501-36550-52607	WATER SAMPLE ANALYSIS	SUBURBAN LABORATORIES, INC.	WATER SAMPLE ANALYSIS - OCT	789.00
501-36550-52704	MAINT-EQUIPMENT	ALTORFER INDUSTRIES, INC	WELL 12 GENERATOR REPAIR	884.16
501-36550-52709	MAINT-METERS	CORE & MAIN LP	METERS, PARTS & SUPPLIES	12,050.00
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #7	2,484.25
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #11	92.84
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #12	5,836.26
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #8	6,150.78
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #8	8,117.69
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #9	81.01
501-36550-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	WELL #10	6,134.66
501-36550-53210	SMALL TOOLS & EQUIP	USA BLUEBOOK	PAINT WANDS	89.50
501-36550-53211	OTHER SUPPLIES	HOME DEPOT CREDIT SERVICES	HOSE MENDER/SHERIDAN CT	5.28
501-36550-53211	OTHER SUPPLIES	PRO-SAFETY, INC	JULIE LOCATE MARKING PAINT	307.20
501-36550-53410	METERS PARTS & SUPPLIES	CORE & MAIN LP	3' OMNI METER O-RING	17.91
501-36550-53413	DISTRIBUTION SYS REPAIR	CORE & MAIN LP	HYDRANTS/REPLACEMENT PROGRAM	252.00
501-36550-53413	DISTRIBUTION SYS REPAIR	JOSEPH D FOREMAN & COMPANY, INC	B-BOXES	464.00
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #12	2,304.96
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #10	2,213.84
501-36550-53414	CHEMICALS	COMPASS MINERALS AMERICAN INC	BULK WTR COND SALT - WELL #8	2,332.88
501-36550-55253	INFRASTRUCTURE IMPROVEMT	CORE & MAIN LP	HYDRANTS/REPLACEMENT PROGRAM	10,926.00
Total For Dept 36550 PUBLIC WORKS WATER SERVICE				101,421.14
Dept 36560 PUBLIC WORKS SEWER SERVICE				
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	HYDRO SULFIDE REDUCTION - QUENTIN STA	2,549.16
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	HYDRO SULFIDE REDUCTION - NW PUMP STA	1,533.67
501-36560-52113	ENGR/ARCHITECTURAL	BAXTER & WOODMAN, INC	PROFESSIONAL SVCS/INDUSTRIAL MONITORING-PI	787.50

VILLAGE OF LAKE ZURICH
WARRANT REPORT - 11/15/2021
\$1,161,595.72

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
501-36560-52701	MAINT-BLDGS & GROUNDS	PERFORMANCE PAVING LTD	DRIVEWAY REPLACEMENT/NORTHWEST PUMP ST.	24,000.00
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	FLOW CONTROL	54.54
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	VACUUM PRIME	34.26
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1160 BRISTOL TR	132.07
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 700 OLD MILL GROVE RD	51.99
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 620 CHURCH ST	240.51
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 61 W MAIN ST	43.01
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1100 QUENTIN RD	801.26
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1160 THORNDAL LN	179.16
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1005 MARCH ST	69.23
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1115 BETTY DR	28.25
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1297 BERKSHIRE LN	169.64
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 719 CYPRESS BRIDGE RD	41.53
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1150 DEERPATH RD	48.74
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 90 S PLEASANT RD	81.79
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 750 N RAND RD	958.12
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 825 W MAIN ST	302.06
501-36560-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	LIFT/PUMP STATIONS - 1080 HONEY LAKE RD	38.46
501-36560-53211	OTHER SUPPLIES	PRO-SAFETY, INC	JULIE LOCATE MARKING PAINT	153.60
501-36560-53408	LIFT STATION PARTS & SUP	GRAINGER	RETURN FOR CREDIT/CIRCUIT BREAKER	(195.30)
Total For Dept 36560 PUBLIC WORKS SEWER SERVICE				32,103.25
Total For Fund 501 WATER & SEWER				751,556.70
Fund 603 RISK MANAGEMENT				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
603-10001-52114	LIABILITY INSURANCE CLAIMS	GOLDEN FENCE, INC	CHAIN LINK FENCE REPAIR	1,800.00
603-10001-52114	LIABILITY INSURANCE CLAIMS	INTERGOVERNMENTAL RISK MGMT AGENCY	SEPTEMBER 2021 CLAIMS	1,593.02
603-10001-52114	LIABILITY INSURANCE CLAIMS	INTERGOVERNMENTAL RISK MGMT AGENCY	IRMA JULY 2021 CLAIMS	(629.87)
Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				2,763.15
Total For Fund 603 RISK MANAGEMENT				2,763.15

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Fund 615 EQUIPMENT REPLACEMENT				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
615-10001-55254	MACHINERY & EQUIPMENT	INSIGHT PUBLIC SECTOR, INC	SERVER	1,024.77
Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				1,024.77
Total For Fund 615 EQUIPMENT REPLACEMENT				1,024.77
Fund 710 PERFORMANCE ESCROW				
Dept 00000				
710-00000-18651	PROJECT FEES SUSPENSE	KLEIN THORPE & JENKINS	LEGAL EXPENSES THRU 9/30/2021	484.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	ABC	BD PAYMENT REF - PERMIT PB#21-0561	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	ABC	BD PAYMENT REF - PERMIT #PB21-1389	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	ABC	BD PAYMENT REF - PERMIT #PB21-0373	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	ABC	BD PAYMENT REF - PERMIT #PB21-0474	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	AT INVESTMENT SERVICES	BD PAYMENT REF - PERMIT #PB21-0642	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	BASGALL, DANIEL & MARGARET M	BD PAYMENT REF - PERMIT #PB20-0983	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	DETERS, ROBERT & WENDY	BD PAYMENT REF - PERMIT #PB21-1358	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	DYER, HEATHER L & CHRISTOPHER D	BD PAYMENT REF - PERMIT #PB21-1133	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	FRESH COAST SOLAR	BD PAYMENT REF - PERMIT #PB21-1185	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	GILKEY WINDOW	BD PAYMENT REF - PERMIT #PB21-0935	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	GO PERMITS LLC	BD PAYMENT REF - PERMIT #PB21-0679	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	HOME BUILD	BD PAYMENT REF - PERMIT #PB21-0773	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	HOME DEPOT USA INC	BD PAYMENT REF - PERMIT #PB21-0873	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	HX HOME SOLUTIONS	BD PAYMENT REF - PERMIT #PB21-1226	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	JHAJJ, BHUPINDER S & PARDEEP K	BD PAYMENT REF - PERMIT #PB21-0240	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	KENISTON, KAREN	BD PAYMENT REF - PERMIT #PB21-1327	94.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	KONSOR, DANIEL & MADELINE	BD PAYMENT REF - PERMIT #PB21-0690 PKWY DEI	1,020.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	KONSOR, DANIEL & MADELINE	BD PAYMENT REF - PERMIT #PB21-0132	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	M/I HOMES OF CHICAGO	BD PAYMENT REF - PERMIT #PB21-0189	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	MULROE, MAURICE & ERIN	BD PAYMENT REF - PERMIT #PB21-0526	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	RENEWAL BY ANDERSON	BD PAYMENT REF - PERMIT #PB21-1313	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	ROCA BUILDERS INC	BD PAYMENT REF - PERMIT #PB21-0171	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	SCHROEDER, NANCY LOOMIS & CHARLES	BD PAYMENT REF - PERMIT #PB19-0978	1,100.00

VILLAGE OF LAKE ZURICH
WARRANT REPORT - 11/15/2021
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<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
710-00000-21455	BUILDING DEPOSIT PAYABLES	SCHROLL, GORDON	BD PAYMENT REF - PERMIT #PB21-0716	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	SNIADALA, MICHAL	BD PAYMENT REF - PERMIT #PB21-0680	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	WAGER, RICHARD	BD PAYMENT REF - PERMIT #PB21-1203	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	WINDOW WORKS	BD PAYMENT REF - PERMIT #PB21-0819	105.00
710-00000-25502	PEG CABLE FEES	MATTISON, JUSTIN N	MEDIA CREW - JUNE 2021	108.75
Total For Dept 00000				5,326.75
Total For Fund 710 PERFORMANCE ESCROW				5,326.75
Fund 720 PAYROLL CLEARING				
Dept 00000				
720-00000-22404	SUPPLEMENTAL LIFE INS PAYABLE	NCPERS-IL IMRF - 0157	GROUP LIFE INSURANCE	172.00
Total For Dept 00000				172.00
Total For Fund 720 PAYROLL CLEARING				172.00
Fund Totals:				
Fund 101 GENERAL				270,978.63
Fund 202 MOTOR FUEL TAX				41,049.28
Fund 207 SPECIAL EVENTS FUND				2,209.39
Fund 227 DISPATCH CENTER				148.73
Fund 401 VILLAGE CAPITAL PROJECTS				82,634.43
Fund 405 NHR CAPITAL PROJECTS				3,731.89
Fund 501 WATER & SEWER				751,556.70
Fund 603 RISK MANAGEMENT				2,763.15
Fund 615 EQUIPMENT REPLACEMENT				1,024.77
Fund 710 PERFORMANCE ESCROW				5,326.75
Fund 720 PAYROLL CLEARING				172.00
Total for All Funds				\$ 1,161,595.72



At the Heart of Community

VILLAGE MANAGER'S OFFICE

Lake Zurich Village Hall
70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

AGENDA ITEM

6C

MEMORANDUM

Date: November 9, 2021

To: Ray Keller, Village Manager

From: Kyle Kordell, Assistant to the Village Manager

Subject: 2022 Annual Schedule of Meetings

Issue: Attached is the annual schedule of meetings for calendar year 2022 for all Village of Lake Zurich commissions, advisory panels, and pension boards.

Analysis: Approval and subsequent notification of the proposed meeting schedule for calendar year 2022 fulfills the State of Illinois Open Meetings Act requirement that all public bodies give notice of the dates, times, and places of regularly scheduled meetings.

Several of the public entities' meeting schedules are set by the Municipal Code. Entities which are not set in the Code have held recent discussions regarding their 2022 meeting dates.

Recommendation: Staff recommends the Village Board approve the attached annual schedule of meetings for 2022.

w/ Attachments: Annual schedule of meetings for 2022

Approved on _____

VILLAGE OF LAKE ZURICH, ILLINOIS
Annual Schedule of Meetings for 2022

All meetings are held at the **Village of Lake Zurich, 70 East Main** Street unless otherwise noted below. Village Board and Planning & Zoning Commission meetings are webcast live at **LakeZurich.org** and **Facebook Live**.

BOARD OF TRUSTEES meets the 1st and 3rd Monday each month at **7:00 PM** at Village Hall except for Tuesdays on: February 22, 2022 (*closed February 21, 2022*) and July 5, 2022 (*closed July 4, 2022*), and September 6, 2022 (*closed September 5, 2022*).

COMMUNITY & POLICE ADVISORY COMMITTEE meets the 3rd Wednesday of every 3rd month at **6:30 pm** (Training Room at Police Station).

March 16 June 15 September 21 December 21

FIRE & POLICE COMMISSION meets the 3rd Tuesday each month at **5:00 pm** at the Police Dept, 200 Mohawk Trail.

January 18 February 15 March 15 April 19 May 17 June 21
 July 19 August 16 September 20 October 18 November 15 December 20

FIRE PENSION BOARD meets the 3rd Wednesday of every 3rd month at **8:00 a.m.** at Village Hall.

January 19 April 20 July 20 October 19

FOREIGN FIRE TAX BOARD – meets every 3rd month at Fire Station #1, 321 S. Buesching Road at **8:00 a.m.**

January 12 April 13 July 13 October 12

PARK & RECREATION ADVISORY BOARD meets the 2nd Tuesday of every 2nd month at **6:30 pm** at Village Hall.

February 8 April 12 June 14 August 9 October 11 December 13

PLANNING & ZONING COMMISSION meets the 3rd Wednesday each month at **7:00 pm** at Village Hall.

January 19 February 16 March 16 April 20 May 18 June 15
 July 20 August 17 September 21 October 19 November 16 December 21

POLICE PENSION BOARD meets the 2nd Tuesday of every 3rd month at **8:00 am** at the Police Dept., 200 Mohawk Trail.

January 11 April 12 July 12 October 11

TREE COMMISSION meets the first Tuesday of every month at **6:30 pm** at Community Services, 505 Telser Road.

January 4 February 1 March 1 April 5 May 3 June 7
 July 5 August 2 September 6 October 4 November 1 December 6



At the Heart of Community

OFFICE OF THE VILLAGE MANAGER
Human Resources Division

70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

AGENDA ITEM

8A

MEMORANDUM

Date: November 8, 2021

To: Ray Keller, Village Manager *RK*

From: Douglas Gibson, Human Resources Director

Subject: **Telecommunicators Fraternal Order of Police # 190-2 Collective Bargaining Agreement**

Issue: The collective bargaining agreement (CBA) with the Telecommunicators covered by the Fraternal Order of Police # 190-2 expires December 31, 2021. The Village of Lake Zurich has been in negotiations with the Telecommunicators regarding a successor contract. In November of 2021, members of the Telecommunicators FOP Local 190-2 accepted a new three-year contract. Details of the new contract are listed below.

Contract Modifications:

Title Page

Propose 3-year contract 1/1/22 – 12/31/24

Article V

Section 2-3 Grievance Procedure – Increase timeframe from 14 to 30 days for Chief and Village Manager

Article VII

Section 3 Seniority List – Change “will post” to “upon request”

Article VIII

Section 1 Hours of Work and Overtime – Modify sentence

Section 5 Normal Work Cycle – Move shift bids up to October

Article IX

Section 1 Sick Leave Accrual and Procedures – Remove “accrual at the beginning of the month”

Article XI

Section 1 Amount of Vacation – Add language to reflect that the vacation accrual shall not exceed the intended length of time for years of service

Section 3 Vacation Scheduling – Change from 3 days to 1 for timeframes

Section 4 Limitation on Accumulation of Vacation – Delete sentence regarding Chief authorization

Section 6 Vacation Buy Back – Change language to match FOP 1 contract, “By January 22 of each year...”

Article XII

Wages Wage Scale – January 1, 2022 – December 31, 2024

January 1, 2022 – 2.5%

January 1, 2023 – 2.5%

January 1, 2024 – 2.5%

Add language to hire experienced telecommunicators up to step 2

Article XIII

Section 1 Health and Life Insurance Coverage– Eliminated definition of basic plan, modified language to allow flexibility in percentages for employee rates not to exceed a certain amount

Section 4 Right to Maintain Coverage While on Leave – Remove layoff with recall rights scenario

Section 5 IRS 125 Plan – Remove “cafeteria”

Article XIV

Section 1 Gender of Words – Include reference to non-binary individuals

Article XVIII

Duration and Term of Agreement – Change to expiration of 2024

Recommendation: Approve the attached Collective Bargaining Agreement between the Village of Lake Zurich and the Telecommunicators FOP 190-2.

W/Attachments:

Collective Bargaining Agreement (CBA) with the Telecommunicators Fraternal Order of Police #190-2 and the Village of Lake Zurich.

AGREEMENT

Between

VILLAGE OF LAKE ZURICH

And

**THE LAKE ZURICH
TELECOMMUNICATORS**

**AND THE ILLINOIS FOP LABOR
COUNCIL**

~~May 1, 2018 – December 31,~~
~~2021~~ January 1, 2022 – December
31, 2024

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AGREEMENT

This Agreement is made and entered into by and between the Village of Lake Zurich (hereinafter referred to as the "Village", the Lake Zurich Telecommunicators, and the FOP Labor Council (hereinafter referred to as the "Council").

It is the intent and purpose of this Agreement to set forth the parties' entire agreement with respect to the rates of pay, hours of employment, fringe benefits, and other conditions of employment that will be in effect during the term of this Agreement for employees covered by this Agreement; to prevent interruptions of work and interference with the operations of the Village; to encourage and improve efficiency and productivity; and to provide procedures for the prompt and peaceful adjustment of grievances as provided herein.

NOW, THEREFORE, the parties agree as follows:

ARTICLE I
RECOGNITION AND REPRESENTATION

Section 1. Recognition.

The Village recognizes the Council as the sole bargaining representative for all full-time telecommunicators, (hereinafter referred to as "employees"), but excluding all managerial, supervisory, confidential and professional employees, and all other employees of the Village, as defined by the Illinois State Labor Relations Act, as amended.

Section 2. Council's Duty of Fair Representation.

The Council agrees to fulfill its duty to fairly represent all employees in the bargaining unit.

ARTICLE II
NON-DISCRIMINATION

Section 1. Non-Discrimination.

In accordance with applicable law, neither the Village, nor the Council shall discriminate against any employee covered by this Agreement because of race, sex, age, religion, creed, color, national origin, sexual orientation, gender identity, or Council membership. Other than Council membership, any dispute concerning the interpretation and application of this paragraph shall be processed through the appropriate federal or state agency or court rather than through the grievance procedure set forth in this Agreement. Notwithstanding any other provisions of this Agreement, the parties agree that the Village may take whatever reasonable steps are needed to comply with the provisions of the Americans with Disabilities Act.

ARTICLE III
DUES CHECKOFF, INDEMNIFICATION
AND COUNCIL RIGHTS

Section 1. Dues Checkoff.

During the term of this Agreement the Village will deduct from each employee's paychecks each month, the uniform, regular Labor Council dues for each employee in the bargaining unit who has filed with the Village a lawfully written authorization from, a copy of which is attached as Appendix A, and shall forward such amount to the Fraternal Order of Police Labor Council, Attn: Accounting 974 Clock Tower Drive, Springfield, Illinois 62704, by the 10th day of the month following the month in which the deduction was made, together with a list of employees from whom deductions were made.

The actual dues amount deducted, as determined by the Labor Council, shall be uniform for each employee in order to ease the Village's burden in administering this provision. The Labor Council may change the fixed uniform dollar amount once each year during the life of this Agreement by giving the Village at least thirty (30) days' written notice of any change in the amount of the uniform dues to be deducted.

If an employee has no earnings or insufficient earnings to cover the amount of the dues deduction, the Council shall be responsible for collection of dues. The Council agrees to refund to the employee any amounts paid to the Council in error on account of this dues deduction provision.

Section 2. Indemnification.

The Labor Council shall indemnify and hold harmless the Village, its elected representatives, officers, managers, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the Village for the purpose of complying with the provisions of this Article, or in reliance on any written checkoff authorization furnished under any of such provisions.

Section 3. Council Use of Bulletin Board.

The Village will make available space on a bulletin board for the posting of official Council notices of a non-political, non-inflammatory nature. The Council will limit the posting of Council notices to such bulletin board.

ARTICLE IV
LABOR-MANAGEMENT COMMITTEE

In the interest of efficient and harmonious management and employee relations, at the request of either party, a bargaining unit employee designated by the Council ("Council spokesperson") and the Police Chief or their designees may meet to discuss matters of mutual concern that do not involve negotiations. The Council spokesperson, or his designee, may invite one on-duty Council bargaining unit member from each classification (not to exceed three) to attend such meetings. The Police Chief, or his designee, may invite other Village representatives (not to exceed three) to attend such meetings. Attendance at Labor Management meetings shall be limited to Village employees, unless otherwise agreed upon in advance of a specific meeting. The party requesting the meeting shall submit a written agenda of the items it wishes to discuss at least three days prior to the date of the meeting. The Village will be responsible for taking minutes at these meetings. Minutes of such meetings will be presented to the Council spokesman for review. The Council spokesman will advise the Village within 10 days if there is a discrepancy with the minutes. This section shall not be applicable to any matter that is being processed pursuant to the grievance procedure set forth in this Agreement.

ARTICLE V

GRIEVANCE PROCEDURE

Section 1. Definitions.

A "grievance" is defined as a dispute or difference of opinion raised by an employee against the Village involving an alleged violation of an express provision of this Agreement.

A "grievant" is defined as an eligible employee who has a grievance as defined by this Agreement.

A "union steward" is defined as a Village of Lake Zurich employee who has been elected to serve in this capacity by the bargaining unit.

Section 2. Procedure.

STEP 1: Informal Grievance- Prior to initiating a formal grievance, an employee or union steward, has the responsibility of notifying the appropriate supervisor via email. When the procedure calls for an exchange of emails, only the Village email system will be used. All emails sent related to Step 1, Informal Grievance, shall be sent to the grievant, appropriate supervisor, Lake Zurich Police employees who are currently serving as union representatives and the Deputy Chief of Support Services. The Informal Grievance procedure is as follows:

The grievant shall meet, within fourteen (14) days, and try to settle the informal grievance with the appropriate supervisor: The appropriate supervisor for telecommunicators is a 911 supervisor.

If the grievance is not resolved at the meeting between the supervisor and the grievant, the supervisor shall render a written response via email within fourteen (14) calendar days after their meeting.

STEP 2: Formal Grievance-A formal grievance cannot be filed without first going through Step 1, Informal Grievance. If the grievance is not settled at Step 1 and the employee wishes to appeal the grievance to Step 2 of the grievance procedure, it shall be submitted in writing to the Police Chief within fourteen (14) calendar days after receipt of the Village's answer at Step 1. The grievance shall specifically state the basis upon which the grievant believes the grievance was improperly denied at the previous step in the grievance procedure. The Police Chief, or his designee, shall investigate the grievance and, in the course of such investigation, shall offer to discuss the grievance within ~~fourteen (14)~~thirty (30) calendar days with the grievant and, if requested by the employee, an authorized representative of the Council at a time mutually agreeable to the parties. If no settlement of the grievance is reached, the Police Chief, or his designee, shall provide a written answer to the grievant and the Council within ~~fourteen (14)~~thirty (30) calendar days following their meeting.

STEP 3: If the grievance is not settled at Step 2 and the Council desires to appeal, it shall be referred by the Council in writing to the Village Manager within ~~fourteen (14)~~thirty (30) calendar days after receipt of the Village's answer at Step 2. Thereafter, the Village Manager or his designee and the Police Chief or other appropriate individual(s) as desired by the Village Manager, shall meet with the grievant and a Council representative within ~~fourteen (14)~~thirty (30) calendar days of receipt of the Council's appeal, if at all possible. If no agreement is reached, the Village Manager or designee shall submit a written answer to the grievant and Council within ~~fourteen (14)~~thirty (30) calendar days following the meeting.

Section 3. Grievance Arbitration.

If the grievance is not settled in Step 3 and the Council wishes to appeal the grievance procedure from Step 3, the Council may refer the grievance to binding arbitration, as described below, within ~~fourteen (14)~~thirty (30) calendar days of receipt of the Village's written answer as provided to the Council at Step 3:

(a) In the absence of agreement on a neutral arbitrator, the parties shall file a joint request with the Federal Mediation & Conciliation Service ("FMCS") for a panel of seven (7) arbitrators from which the parties shall select a neutral arbitrator. The parties agree to request the FMCS to limit the panel to members of the National Academy of Arbitrators. Both the Village and FOP shall each have the right to reject one panel in its entirety within seven (7) calendar days of its receipt and request that a new panel be submitted. The parties agree to engage in a ranking process for purposes of determining which of the seven (7) arbitrators on the panel shall serve as the neutral arbitrator, provided that each party may strike or cross out not more than two (2) of the arbitrators on the panel before ranking the remaining arbitrators on the panel. Within ~~fourteen (14)~~thirty (30) calendar days from the date the panel list is received from the FMCS the parties shall simultaneously exchange their panel lists with the arbitrators ranked numerically in the order of preference (1 for first choice, 2 for the second choice, etc.). The arbitrator whose name is on both lists and who has the lowest combined number shall be invited to serve as the arbitrator. If two or more arbitrators have the same combined number, the parties shall alternatively strike until only one name remains, with the determination of who strikes first decided by a coin toss. In the event that the arbitrator declines or is unable to serve, the parties shall invite the next arbitrator in designated order of mutual preference to so serve. In the event that he declines or is unable to serve, the parties agree to jointly request a new panel of seven (7) arbitrators from the FMCS and commence the selection process anew.

(b) The arbitrator shall be notified of his selection and shall be requested to set a time and place for the hearing, subject to the availability of Council and Village representatives.

(c) The Village and the Council shall have the right to request the arbitrator to require the presence of witnesses or documents. The Village and the Council retain the right to employ legal counsel.

(d) The arbitrator shall submit his decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later.

(e) More than one grievance may be submitted to the same arbitrator where both parties mutually agree in writing.

(f) The fees and expenses of the arbitrator and the cost of a written transcript, if any, shall be divided equally between the Village and the Council; provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

Section 4. Limitations on Authority of Arbitrator.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the question of fact as to whether there has been a violation, misinterpretation, or misapplication of the specific provisions of this Agreement. The arbitrator shall be empowered to determine the issue raised by the grievance as submitted in writing at the Second Step. The arbitrator shall have no authority to make a decision on any issue not so submitted or raised. The arbitrator shall be without power to make any recommended decision or award, which is contrary to or inconsistent with, in any way, applicable laws, or of rules and regulations of administrative bodies that have the force and effect of law. The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Village under law and applicable court decisions. Any recommended decision or award of the arbitrator shall be final and binding.

Section 5. Time Limit for Filing.

No grievance shall be entertained or processed unless it is submitted at Step 1 within fourteen (14) calendar days after the first occurrence of the event giving rise to the grievance or within fourteen (14) calendar days after the employee, through the use of reasonable diligence, could have obtained knowledge of the first occurrence of the event giving rise to the grievance. If a grievance is not presented by the employee within the time limits set forth above, it shall be considered "waived" and may not be pursued further. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Village's last answer. If the Village does not answer a grievance or an appeal thereof within the specified time limits, the aggrieved employee may elect to treat the grievance as denied at the step and immediately appeal the grievance to the next step. The parties may, by mutual agreement in writing, extend any of the time limits set forth in

this Article or suspend the process for the purpose of holding a labor-management meeting on the topic of the potential grievance.

Section 6. Miscellaneous.

No member of the bargaining unit who is serving in acting supervisory capacity shall have any authority to respond to a grievance being processed in accordance with the grievance procedure set forth in this Article. Moreover, no action, statement, agreement, settlement, or representation made by any member of the bargaining unit shall impose any obligation or duty or be considered to be authorized by or binding upon the Village unless and until the Village has agreed thereto in writing.

ARTICLE VI
NO STRIKE - NO LOCKOUT

Section 1. No Strike.

During the term of this agreement neither the Council nor any officers, agents, or employees covered by this Agreement will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, slowdown, sit down, concerted stoppage of work, concerted refusal to perform overtime, concerted, abnormal and unapproved enforcement procedures or policies or work to the rule situation, mass absenteeism, or any other intentional interruption or disruption of the operations of the Village, regardless of the reason for so doing. Any or all employees who violate any of the provisions of this Article may be discharged or otherwise disciplined by the Village. Each employee who holds the position of officer or steward of the Council occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article. In addition, in the event of a violation of this Section of this Article, the Council agrees to inform its members of their obligations under this Agreement and to direct them to return to work.

Section 2. No Lockout.

The Village will not lock out any employees during the term of this Agreement as a result of a labor dispute with the Council.

Section 3. Penalty.

The only matter which may be made the subject of a grievance concerning disciplinary action imposed for an alleged violation of Section 1 is whether or not the employee actually engaged in such prohibited conduct. The failure to confer a penalty in any instance is not a waiver of such right in any other instance nor is it a precedent.

Section 4. Judicial Restraint.

Nothing contained herein shall preclude the Village or the Council from obtaining judicial restraint and damages in the event the other party violates this Article.

ARTICLE VII

SENIORITY LAYOFF AND RECALL

Section 1. Definition of Seniority.

Seniority shall be based on the length of time from the last date of beginning continuous full-time employment within the bargaining unit classification. Conflicts of seniority shall be determined on the basis of the employee's hiring date within the bargaining unit, with the employee hired first being the more senior. Seniority shall not accrue during any unpaid leave of absence in excess of thirty (30) consecutive days and in such event the employee's seniority date shall be adjusted accordingly.

Section 2. Probationary Period.

All new employees and those hired after loss of seniority shall be considered probationary employees until they complete a probationary period of twelve (12) months of work within a classification. This probationary period may be extended, at the sole discretion of the Police Chief, in six (6) month intervals not to exceed a total probationary period of twenty-four (24) months. During an employee's probationary period the employee may be suspended, laid off, or terminated at the sole discretion of the Village. No grievance shall be presented or entertained in connection with the suspension, layoff, or termination of a probationary period.

There shall be no seniority among probationary employees. Upon successful completion of the probationary period, an employee shall acquire seniority, which shall be retroactive to his last date of hire with the Village.

Section 3. Seniority List.

~~On or before January 1 each year~~ Upon request, the Village will ~~post, and~~ provide the Council with a seniority list setting forth each employee's seniority date by classification. The Village shall not be responsible for any errors in the seniority list unless such errors are brought to the attention of the Village in writing within fourteen (14) calendar days after the Council's receipt of the list.

Section 4. Layoff.

The Village, in its discretion, shall determine whether layoffs are necessary. If it is determined that layoffs are necessary in a classification, employees covered by this Agreement will be laid off in accordance with their length of service in a classification.

Except in an emergency, no layoff will occur without at least thirty (30) calendar days' notification to the Council and the employee (s). The Village agrees to consult with the Council, upon request, and afford the Council

an opportunity to propose alternatives to the layoff, though such consultation shall not be used to delay the layoff.

Section 5. Recall.

Employees who are laid off shall be placed on a recall list for a period of two (2) years from the effective date of the layoff. If there is a recall within a classification, employees who are on the recall list shall be recalled in the inverse order of their layoff from said classification. Employees who are eligible for recall shall be given fourteen (14) calendar days' notice of recall and notice of recall shall be sent to the employee by certified or registered mail with a copy to the Council, provided that the employee must notify the Police Chief or his designee of his intention to return to work within three (3) days after receiving notice of recall. The Village shall be deemed to have fulfilled its obligations by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee, it being the obligation and responsibility of the employee to provide the Police Chief or his designee with his latest mailing address. If an employee fails to respond to a recall notice in a timely manner, his name shall be removed from the recall list.

Section 6. Termination of Seniority.

Seniority and the employment relationship shall be terminated for all purposes if the employee:

- (a) Quits
- (b) Is discharged for cause (probationary employees without cause);
- (c) Retires (or is retired should the Village adopt and implement a legal mandatory retirement age);
- (d) Falsifies the reason for a leave of absence, or is found to be working during a leave of absence without the written approval of the Village Manager;
- (e) Fails to report to work at the conclusion of an authorized leave of absence or vacation;
- (f) Is laid off and fails to report for work on the day ordered to return to work;
- (g) Does not perform work for the Village for a period in excess of twelve (12) months, provided, however, this provision shall not be applicable to absences due to military service, established work-related injury compensable under workers' compensation, disability pension, or a layoff where the employee has recall rights; or

- (h) Is absent for two (2) consecutive working days without notifying the Village.

Employees who establish to the Village's satisfaction that their absence under subsections 6(e) and 6(f) or their failure to notify under subsection 6(h) was clearly due to circumstances beyond their control shall not be terminated under this Section.

ARTICLE VIII
TELECOMMUNICATOR
HOURS OF WORK AND OVERTIME

Section 1. Application of Article.

This article is intended only as a basis for calculating overtime payments, and nothing in this Article or Agreement shall be construed as a guarantee of hours of work per day, per week, or per work cycle. For purposes of calculating hourly rate, salaries will be based upon a 2080-hour work year.

Section 2. Scope of the Telecommunicator Role.

The responsibilities of a telecommunicator include, but are not limited to the following: interacting with employees of the Department and members of the public at a service window, communicating on telephones and radios, monitoring an alarm board, operating remote access doors, and monitoring a video surveillance system. Telecommunicators must achieve their Emergency Medical Dispatch certification during their probationary period.

Section 3. Telecommunicator Role in Public Safety.

Telecommunicators are an integral part of the delivery of public safety services. As such, telecommunicators share duties and responsibilities with the Village to ensure the efficient and effective delivery of services. Telecommunicators must work in concert with the Village to achieve this goal.

Section 4. Normal Workday.

The normal workday for telecommunicators shall be 8 hours, including a 30-minute paid lunch period.

A telecommunicator who is relieved for his 30-minute lunch period by another EMD certified telecommunicator may take his break elsewhere within the surrounding area and is subject to immediate recall. If no relief is available, telecommunicators may eat their lunch in the 911 Center. A telecommunicator trained in Emergency Medical Dispatch will remain in the 911 Center at all times.

Section 5. Normal Work Cycle.

The telecommunicator's schedule is based on five (5) days on, two (2) days off, followed by five (5) days on, three (3) days off.

Telecommunicators shall bid each ~~November~~October, by seniority, for shifts that will begin the following January. The Police Chief or his designee will appoint personnel to shift vacancies that occur any other times during the year. Such a re-assignment may be required for training purposes to ensure proper staffing or to prevent conflicts of interest that

diminish job performance. The Department will have the sole authority to assign probationary employees to any shift regardless of the impact to shift bidding.

The normal work cycle for telecommunicators covered by this Agreement shall be assigned by the Police Chief or his designee. Forty-eight (48) hour notice shall be given if conditions permit, for change of work cycle. Excluding a Village emergency, telecommunicators who have only one day off in their block of scheduled days off due to working overtime for staffing shortages, shall not be ordered in on their only day off unless all other overtime assignment methods have been exhausted.

Generally, when Department personnel represented under this Agreement are assigned to employment-related training by the Department, the provisions of Article VIII, Section 4, 5, and will not apply. The training day will be an eight-hour day with an unpaid one-half hour lunch period. Travel time will be calculated based on travel to the point of training and from the point of training to the Lake Zurich Police Department that results in an excess of eight and one-half (8.5) hours when combined with the time actively engaged in the training assignment. If an employee voluntarily drives from their residence, he will not be entitled to travel pay unless the employee was directed to use their personal vehicle due to the unavailability of a Department-owned vehicle and will be reimbursed for mileage. When taking a Lake Zurich vehicle, travel time shall start when the employee departs from the Police Department and ends when the employee returns to the Police Department.

In cases where Department employees are assigned to scheduled training on a regularly scheduled duty day over four hours, but less than eight hours, employees will not be required to report for duty during the remaining time to achieve an eight and one-half hour work day. When attending training on a regularly scheduled day off, employees will receive overtime pay for the actual hours worked less a one-half hour unpaid lunch. However, if an employee reports for a training course that is subsequently canceled for unforeseen reasons, the employee must immediately contact his supervisor and advise that the training course was canceled. The employee will be required to report for their regularly scheduled tour of duty to satisfy the work cycle requirement. In this case, the employee will be entitled to travel time or call-in pay (2-hours) whichever is greater.

Section 6. Staffing Levels.

When the Village hires additional patrol officers for special duties (e.g. Alpine Fest, Triathlon, or Village emergencies)- the Village shall consider increasing the on-duty telecommunicator staff as well.

Section 7. Overtime Pay.

A telecommunicator will be paid 1-1/2 times his regular straight-time hourly rate of pay for all hours worked in excess of 8 hours in the employee's normal work day. No overtime shall be paid which is caused by shift transitions unless such transitions are caused by the Department.

Section 8. Holidays.

Telecommunicators who work on July 4th, Thanksgiving Day, Christmas Day, or President's Day will be paid twice his regular straight-time hourly rate.

Section 9. Personal Days.

Telecommunicators receive four personal days on January 1st of each calendar year. Newly-hired telecommunicators receive four personal days upon employment. Personal days not used during a calendar year shall be forfeited. Personal days will be taken at the discretion of the employee with prior written approval from his supervisor. Employees wishing to take a personal day, shall submit a completed Benefit Pay Request form to his supervisor and request the day in the Village payroll system at least three days prior to the day requested. However, under exigent circumstances, the minimum notice can be waived by the Police Chief or his designee. Personal days may be taken in four or eight-hour blocks. Personal days will not be approved if another telecommunicator on the same shift is already off on a vacation or personal day on the date requested. Personal days will not be approved if two telecommunicators are already off, one on a vacation day and one on a personal day on the date requested. Approval for personal days shall not be unreasonably denied provided that the work schedule and manpower needs of the Department are not adversely affected.

Section 10. Call-in Pay.

An employee who is called in to work before or called in after his normal hours of work (i.e., hours not contiguous to his normal shift) will be paid 1-1/2 times his regular straight-time hourly rate of pay for all hours worked outside his normal hours of work, with a minimum of two (2) hours' compensation or his actual time, whichever is greater, at the employee's applicable rate of pay. This section shall not be applicable for a callback where an employee is called back to correct an error or omission which is reasonably determined by the Police Chief or his designee to require correction/completion before the employee's next scheduled shift. This section shall apply to mandatory meetings, training, and/or emergencies.

Section 11. Shift Trades.

Telecommunicators will be permitted to request permission to trade duty hours, subject to the approval of a 911 supervisor. If denied, the telecommunicator may appeal the supervisor's decision to the Deputy

Chief of Support Services. No less than three (3) day's notice must be given to the 911 supervisor. This requirement may be waived by the 911 supervisor with written notice from both telecommunicators. While a request may be made to trade partial shifts, such a request will only be allowed for one (1) telecommunicator per shift. Shift trades must be completed within ninety (90) days and shall not result in the Village being obligated to pay overtime to either of the two employees involved in the trade. For the purposes of FLSA and any other federal/state wage-hour law, the hours that an employee would have worked except for a shift trade shall be considered as hours worked and the hours that an employee actually works as a result of a shift trade shall not be considered as hours worked.

Section 12. Compensatory Time.

Telecommunicators covered by this Agreement shall not accrue compensatory time.

Section 13. Communication Training Pay.

Any employee assigned or acting as a Communication Training Telecommunicator shall receive one half (.5) hour at 1 ½ times his regular rate of pay for each two (2) hour block the employee is training a telecommunicator.

Section 14. Use of Subcontract or Part-time employees.

The parties agree that part-time employees and contract employees may be utilized when it is in the best interest of the Village of Lake Zurich and the Police Department to do so. Consideration shall be given first to all full-time employees covered under this contract taking into consideration the duration and number of hours that need to be filled in relation to the work schedule of each employee.

Section 15. No Pyramiding.

Compensation shall not be paid more than once for the same hours under any provision of this Article or Agreement.

Section 16. Court Time.

Employees shall be paid one-and-one-half (1 ½) times their regular straight-time hourly rate of pay for work-related required attendance if not working their assigned shift. Court attendance outside the telecommunicator's normal hours of work will be computed from the time the employee leaves the employer's site. Employees shall be paid a minimum of two (2) hours, or actual time, whichever is greater.

Section 17. Off-Duty Contact.

- a) Notification of vacant shift positions which occur after overtime has been posted will be accomplished by the Village's mass notification system provided the vacant slot is no more than one (1) week in

advance of the notification. Shift vacancies that occur after the monthly overtime list has been posted and are more than one (1) week in advance will be assigned by a 911 supervisor when the request for benefit time is received. Employees scheduled for duty contiguous to the affected shift will have the right of first refusal for such overtime coverage as well as the responsibility to cover these vacancies should no other telecommunicator(s) want the overtime. Any employee wishing to work the vacant shift position should respond to the notification message. Assignments will be made to the first employee to respond to the notification message.

- b) Employees receiving an electronic message transmitted by the Police Chief, Deputy Police Chief, sergeant, officer in charge, or 911 supervisor are expected to respond in an appropriate and reasonable manner. Such response includes calling or complying with the message.

ARTICLE IX

SICK LEAVE

Section 1. Accrual and Procedures.

The availability of the sick leave buyback program described herein is subject to approval on a yearly basis by the Village Manager. Availability is determined by the financial condition of the Village to provide this program, as determined by the Village Manager. This program is administered on a Village-wide basis; the program will be available to all Village employees or none. The Village will identify each fiscal year (by October 1) if the program will be in place for that year.

Each employee shall earn sick leave with pay at a rate of approximately 3.69 hours per pay period, equal to twelve (12) sick days per year. Prior to February 1 of each year, the Village shall calculate how many sick days above sixty (60) days have been credited to and remain unused by an employee as of December 31 of the previous year. If, between December 31 of the previous year and January 15 following, the employee shall have notified his Department Director and the Finance Department in writing on forms provided and has indicated thereon his desire to continue to accumulate such additional days above sixty (60), then such employee shall be allowed to accumulate those additional days up to the allowed maximum. Prior to May 1 of each year, the Village shall compensate the employee at the rate of fifty percent (50%) of the present years' time accumulated; provided that the employee had sixty (60) days accrued as of January 1 of the year. Up to fifty percent (50%) of those sick days accrued in that following year would be compensated.

Unused sick leave may accumulate up to a maximum number of two hundred-and-forty (240) days. Any uncompensated days may be converted at retirement as additional time in the IMRF system.

Employees other than 24/48 shift personnel accrue sick days initially at the rate of 1 sick day for each month worked up to a maximum of 12 sick days per year. The employee may accumulate these sick days for an indefinite period; however, the maximum number of sick days is not to exceed 240 Days.

~~Employees accrue sick days at the beginning of the month.~~ Sick leave can be taken in one-hour increments.

Section 2 Use of Sick Leave.

If an employee is unable to work due to an illness, the employee must inform his supervisor, if at all possible, two (2) hours before the beginning of his shift, but no later than at least an hour before his assigned shift. Employees shall comply with reasonable reporting rules as may be established by the Police Chief.

Definition: Sick Time

Use of sick time is defined as any absence from work for the employee's personal illness or doctor's appointment which cannot be scheduled during a non-duty time. Sick leave is also defined as any absence from work due to the illness of a member of the employee's household--significant other (as defined herein) or dependent who resides in the same household or a doctor's appointment, which cannot be scheduled during a non-duty time. The number of sick time hours shall be calculated on a calendar year basis.

Employees may take paid sick leave under the following conditions:

- Signed verification by the attending physician ("Medical Report Form - Duty Status Report") shall be required of any absence due to illness or injury after a continuous absence of three (3) days or more.
- The Village does not authorize an employee using paid sick day benefits to work secondary employment while unable to work for the Village unless authorized by the employee's Department Director.
- Paid sick days are for any bona fide personal illness or injury or because of pregnancy.
- Paid sick days are because of quarantine for contagious disease.
- Paid sick days or half-day portions thereof are for doctor/dental appointments.
- In accordance with Public Act 99-0841, an employee may use personal sick leave benefits provided by the employer for absences due to an illness, injury, or medical appointment of the employee's child, step child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury, or another relative at the discretion of the Police Chief.

Section 3. Sick Leave Compensation.

An employee receiving sick leave benefits shall be paid the equivalent of straight-time earnings. Sick leave compensation shall be paid in no less than one hour increments.

ARTICLE X LEAVES OF ABSENCE

Section 1. Funeral Leave.

In the event of the death of a spouse, child, step-child, adopted child, parent, step-parent, parent-in-law, sibling, step-sibling, adopted sibling, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandchild, grandparent, or any relative permanently residing in the employee's household, employees may be granted up to three (3) scheduled work days off for attending the related memorial and funeral services. All full-time employees are paid their regular base pay for such days, upon submission of supporting documentation (*e.g.*, an obituary notice or death certificate). The Village may grant additional time off without pay in appropriate circumstances. An employee may use accrued but unused paid time off for additional funeral leave, excluding sick time.

Section 2. Jury Leave.

Jury leave shall be in accordance with the jury duty provision in the Village of Lake Zurich Policy Manual, as the same may be changed from time to time by the Village for other non-represented employees generally. Notice of call for jury duty shall be given to the Village within five (5) days of the employee receiving notice.

Section 3. Military Leave.

Military leave, including reserve duty and training, shall be in accordance with applicable federal and state law.

Section 4. Educational Leave.

Subject to the discretionary approval of both the Police Chief and the Village Manager, an employee may be granted, upon written request, an unpaid leave of absence.

ARTICLE XI VACATIONS

Section 1. Amount of Vacation.

Vacation accruals shall begin at the first pay period of the employee's start date and end on the last full pay period of employment according to the schedule listed below. Any changes to the accrual rate shall occur on the first full pay period following the employees anniversary date. The amount of vacation accrued will not exceed the amount allocated for years of service.

Completed years of service	Vacation hours awarded per pay period
0-5	3.08
6-10	4.62
11	4.92
12	5.23
13	5.54
14	5.85
15	6.15
16	6.46
17	6.77
18	7.08
19	7.38
20+	7.69

Employees may carry over a maximum of two years accumulation of vacation days per year upon approval of the Police Chief

Section 2. Vacation Pay.

Vacation pay shall be paid at the rate of the employee's regular straight-time hourly rate of pay in effect for the employee's regular job classification on the payday immediately preceding the employee's vacation.

Section 3. Vacation Scheduling.

Vacation may be taken in four or eight hour blocks. Vacations shall be scheduled insofar as practicable at times desired by each employee, with the determination of preference within each work unit being made on the basis of an employee's length of continuous service. Only one telecommunicator may be on vacation at any one time. In November, each telecommunicator, beginning with the senior telecommunicator shall be allowed ~~three~~ one (1) consecutive calendar days to make his first vacation selection. Second and third vacation selections shall follow in a similar manner. Vacation selection shall be conducted in the following manner:

- First selection: Each telecommunicator may, in turn, select up to ten (10) whole vacation days. Each telecommunicator may only select two blocks of vacation during the first selection. A single block may consist of one to five contiguous days.
- Second selection: Each telecommunicator may, in turn, select up to ten (10) whole vacation days. Each telecommunicator may only select two blocks of vacation during the second selection. A single block may consist of one to five contiguous days.
- Third selection: Each telecommunicator may, in turn, select remaining additional vacation days. Each telecommunicator may only select two blocks of vacation during the third selection. A single block may consist of one to five contiguous days.

Submission of any additional benefit time for the following calendar year will not be accepted until after the vacation sign-up process has been completed.

Telecommunicators may hold over vacation days for later in the year to be used on a first come first served basis. It is expressly understood that the final right to designate vacation periods and the maximum number of employee(s) who may be on benefit time at any time is exclusively reserved by the Police Chief in order to ensure the orderly performance of the services provided by the Village.

Section 4. Limitation on Accumulation of Vacation.

Earned vacation shall normally be taken within one year after it is earned. ~~Earned vacation may not be accumulated from one year to another unless authorized in writing by the Police Chief.~~ Under no circumstances may more than two years' vacation time be accumulated.

Section 5. Pay for Unused Vacation Upon Termination.

Except with respect to an employee covered by Section 4 above, if at time of termination an employee has earned but unused vacation time, said vacation time shall be paid at the employee's rate of pay at time of termination. In the event of death, any vacation earned but unused shall be paid to the designated beneficiary of the deceased employee. Employees with less than 12 months of continuous service at termination shall not receive any vacation pay. Except as provided in this section, there shall be no salary payment made in lieu of vacation.

Employees who retire and are eligible to receive a pension from the Illinois Municipal Retirement Fund will receive payment for accrued, unused vacation time in the first regular payroll during the second calendar month after the employee retires. For example, if an employee retires on June 15, the employee will receive payment for their accrued, unused vacation time on the first regular payroll after August 1.

Section 6. Vacation Buy Back.

By January 22 of each year, employees who have accrued more than two (2) weeks of vacation may submit a written request to the Village to accept payment for up to 40 hours of unused vacation time, provided that at least two (2) weeks of vacation have been utilized by the employee during the twelve (12) months of the prior calendar year. The payment, if any, shall be paid on a separate check/direct deposit on the first full pay period in February of each year.

~~Between January 15 and January 22 of each year, employees who qualify for more than two (2) weeks of vacation per year may submit a written request to the Village to accept cash for their remaining unused vacation time, provided that at least two (2) weeks of vacation have been utilized by the employee during the twelve (12) months of the prior calendar year.~~

ARTICLE XII

SALARIES

Section 1. Hourly Wages for Telecommunicators.

Employees still on the active payroll as of the date this bargaining agreement is signed by all parties shall receive retroactive payment. ~~Payment shall be on an hour for hour basis for all hours worked since May 1, 2018.~~

	2.0% <u>1-May-18</u> <u>21</u>	2.05% <u>1-Jan-</u> <u>1922</u>	2.5% <u>1-Jan-</u> <u>2023</u>	2.5% <u>1-Jan-</u> <u>2124</u>
Step 1	26.86 25.0 6	27.53 25.56 5	28.22 26.20 4	28.93 26.86 3
Step 2	27.99 26.1 2	28.69 26.64 1	29.41 27.31 0	30.15 27.99 9
Step 3	29.52 27.5 5	30.26 28.10 4	31.02 28.80 3	31.80 29.52 2
Step 4	30.83 28.7 7	31.60 29.35 6	32.39 30.08 5	33.20 30.83 4
Step 5	32.33 30.1 1	33.14 30.77 0	33.97 31.54 9	34.82 32.33 8
Step 6	34.12 31.8 8	34.97 32.48 7	35.84 33.29 6	36.74 34.12 5
Step 7	36.06 33.6 6	36.96 34.32 5	37.88 35.18 4	38.83 36.06 3

At the sole discretion of the Chief of Police, newly hired telecommunicators with at least one (1) year of experience may be assigned up to Step two (2) in the salary schedule.

Telecommunicators having completed one (1) year through five (5) years of continuous service shall be eligible to receive one thousand dollars (\$1,000.00) for the fiscal year. Telecommunicators having completed six (6) years through seven (7) years of continuous service shall be eligible to receive one thousand two hundred and fifty dollars (\$1,250) for the fiscal year. Telecommunicators having completed eight (8) years of continuous service or more shall be eligible to receive one thousand five hundred dollars (\$1,500.00) for each fiscal year thereafter. Payment shall be made on the second payroll in July of each year on a separate direct deposit.

Section 2. Step Advancement.

Employees who are not at the top step of the foregoing salary schedule shall be eligible to advance to the next step twelve (12) months from the date they initially move to the preceding step provided they have been evaluated by the Police Chief as meeting departmental standards during the preceding year.

ARTICLE XIII INSURANCE

Section 1. Health and Life Insurance Coverage.

The ~~Village will continue to offer a basic health insurance plan with the HMO, as well as a HDPPPO and PPO as supplemental~~ health insurance plans ~~may require requiring~~ a premium contribution by the employee (as listed below), co-pays, deductibles, reimbursement for being out of network, out -of -pocket maximum for being out of network etc. Employees may select single, single plus spouse, single plus child(ren), or family coverage in one of the health programs offered by the Village during the enrollment period established by the Village. The insurance plan year typically commences on January 1 of each year. The Village shall provide group health insurance benefits to employees, with such benefits to be provided in the group insurance policy(s) applicable to all Village employees at the rates assessed under such policy(s) which the Village shall enter from time to time.

Employee contribution to medical insurance premiums.

PPO Plan

~~Not to exceed~~ 20% of the total premium.

HMO Plan

~~Not to exceed~~ 10% of the total premium.

High Deductible PPO Plan

Employees would pay cost as outlined each year by the employer based upon each year's plan.

Should the Village find it necessary, due to financial or other reasons, to change insurance carriers, benefit levels, plan types, self-insurance or other modifications of the policy in effect upon the effective date of this agreement, it may do so, provided the new plans, coverage and benefits, are substantially similar to those in effect upon the effective date of this Agreement.

Section 2. Cost Containment.

The Village reserves the right to institute or modify cost containment measures relative to insurance coverage so long as the basic level of insurance benefits remains substantially the same. Such changes may include, but are not limited to, health maintenance organizations, mandatory second opinions for elective surgery, pre-admissions except in emergency situations, bounty clause, and mandatory outpatient elective surgery for certain designated surgical procedures.

Section 3. Terms of Policies to Govern.

The extent of coverage under the insurance policies referred to in Section 1 of this Article shall be governed by the terms and conditions set forth in said policies. Any questions concerning coverage shall be resolved in accordance with the terms and conditions in said policy and shall not be subject to the grievance procedure set forth in this Agreement; provided, however, any employee who has a question concerning coverage may present it to the Human Resources Director, Village Manager or the Police Chief, if the Manager shall so designate, and the Manager or Chief, in turn shall make appropriate inquiry and shall advise the employee of the status of the matter.

Section 4. Right to Maintain Coverage While on Unpaid Leave or on Layoff.

An employee who is on an approved unpaid leave of absence ~~or who is on layoff with recall rights~~ shall have the right to maintain insurance coverage by paying in advance the full applicable monthly premium for employee coverage and, if desired, for dependent coverage. Late payment shall be cause for termination of coverage in accordance with the insurance plan document.

Section 5. IRS 125 Plan.

The Village has made available to employees an IRS Section 125 ~~cafeteria~~ plan which allows employees to pay for life Insurance, child care and, medical expenses with pre-tax dollars. This benefit shall be made available to employees covered by this contract as long as the plan continues to be allowed by the IRS.

ARTICLE XIV

GENERAL PROVISIONS

Section 1. Gender of Words.

The masculine gender as used herein shall be deemed to include the feminine, masculine, and non-binary genders, unless the feminine or non-binary gender is clearly inappropriate in the context of the provision (s) concerned.

Section 2. Medical Examinations.

If there is any question concerning an employee's fitness for duty or fitness to return to duty following a layoff or leave of absence, the Village may require, at its expense, and sole discretion that the employee have a medical examination and/or psychological examination by a qualified and licensed physician and/or psychologist selected by the Village.

Section 3. Precedence of Agreement.

If there is any conflict between the specific provisions of this Agreement and the specific provisions of any Village ordinance or the specific provisions contained in the Village's Personnel Policy and Procedure Manual which may be in effect from time to time, the specific terms of this Agreement, for its duration, shall take precedence.

Section 4. Uniform Allowance.

Each non-probationary employee required to wear a uniform shall receive a uniform allotment of \$400 for telecommunicators per fiscal year (pro rata if employed less than a full fiscal year) which can be used to order uniform replacement items. If there is any money left in an employee's uniform allotment at the end of the fiscal year, then an amount not to exceed \$200 may be carried over into the following fiscal year. It shall be the responsibility of each employee to wear uniforms that meet Village standards as to condition and appearance. No salary or cash payment shall be paid in lieu of any or all of an employee's unused uniform allotment.

Section 5. Secondary Employment.

Permission from the Police Chief or his designee must be obtained prior to accepting or commencing any secondary employment or business venture (including self-employment). Such permission shall be requested in writing citing all the facts of such employment or business venture including location, hours, days and type of work, and such permission shall not be unreasonably denied by the Village. Employees who engage in employment outside of regular duty hours shall be subject to call back at any time to perform the duties and fulfill the responsibilities of their position with the Village. Secondary employment or business ventures of any nature shall not be conducted during duty hours.

Section 6. Access to Village Premises.

A duly authorized FOP Labor Council representative will be permitted access to the premises of the Village for the specific purpose of representing employees pursuant to the provisions of this Agreement. In order to gain access, the FOP Labor Council representative must provide advance notice to the Police Chief, or his designee and receive approval on each occasion so as not to interfere with Village operations. If such approval is granted, the Police Chief, or his designee shall designate the area where such business is to be conducted and the period of item provided for such purpose. The FOP Labor Council representative may visit with employees during their non-work time if such visit does not disturb the work of any employees who may otherwise be on duty. The privileges granted by this section shall at all times be subject to general department rules applicable to non-employees.

Section 7. Non-Sworn Personnel. Access to Exercise Equipment.

The Department will allow non-sworn personnel access to Department-owned exercise equipment. However, it is expressly understood that such use is voluntary. Therefore, non-sworn personnel will not be compensated in any way for any time spent using the equipment. Non-sworn personnel will not be allowed to use the exercise equipment during their normally scheduled duty hours. Finally, personnel electing to use the exercise equipment assume all risk and agree to hold the Village harmless for any injury.

Section 8. Use of Tobacco Products.

In keeping with the Village's intent to provide a safe and healthy work environment and in conformance with the Smoke-Free Illinois act, smoking by employees on Village property is limited to designated smoking areas during the employee's lunch or break periods. Village property includes Village vehicles and equipment.

Section 9. Training Reimbursement Agreements.

The Village reserves the right to require all new employees to enter into an individual training reimbursement agreement, pursuant to which such employee will be required to reimburse the Village for certain expenses, including training, uniforms, and equipment, should such employee terminate his employment within 24 months of date of hire, not to exceed \$2800.00 in any specific instance. The Council waives any objection to the terms of any such agreement, including the enforcement of such agreements.

ARTICLE XV

MANAGEMENT RIGHTS

Section 1. Management Rights.

Except as specifically modified by other articles of this Agreement, the Council recognizes the Village's exclusive right to make and implement decisions with respect to the operation and management of its operations in all respects. Such rights include, but are not limited to the following: to plan, direct, control, and determine all the operations and services of the Village; to supervise and direct the working forces; to establish the qualifications for employment and to employ employees; to establish specialty positions and to select personnel to fill them; to establish physical and mental fitness standards; to schedule and assign work; to transfer employees; to determine work hours, including shift hours; to establish work and productivity standards and, from time to time, to change those standards; to assign overtime; to determine methods, means, organization, and number of personnel by which operations are conducted; to subcontract or contract out goods and/or services; to determine whether work and/or services are to be provided by employees covered by this Agreement (including which employees) or by other employees or persons not covered by this Agreement; to make, alter, and enforce reasonable rules, regulations, orders and policies; to evaluate employees; to discipline employees for just cause (probationary employees without cause); to determine, change, or eliminate existing methods, facilities, equipment, or facilities; and to carry out the mission of the Village.

Section 2. Emergency Circumstances.

If, in the sole discretion of the President and Board of Trustees or the Village Manager, it is determined that civil emergency conditions exist, including, but not limited to, riots, civil disorders, tornado conditions, floods, or other similar catastrophes, the provisions of this Agreement may be suspended by the President of the Board of Trustees or the Village Manager during the time of the declared emergency, provided that wage rates and monetary fringe benefits shall not be suspended.

ARTICLE XVI
ENTIRE AGREEMENT

This Agreement, upon ratification, supersedes all prior practices and agreements, whether written or oral, unless expressly stated to the contrary herein, and constitutes the complete and entire agreement between the parties, and concludes collective bargaining for its term.

ARTICLE XVII
SAVINGS CLAUSE

In the event any Article, section, or portion of this Agreement should be held invalid and unenforceable by any board, agency, or court of competent jurisdiction or by reason of any existing or subsequently enacted legislation, such decision or legislation shall apply only to the specific Article, section or portion thereof specifically specified in the board, agency, or court decision or subsequent litigation and the remaining parts or portions of this Agreement shall remain in full force and effect.

ARTICLE XVIII
DURATION AND TERM OF AGREEMENT

This Agreement shall be effective as of upon execution, and shall remain in full force and effect until 11:59 p.m. on the 31st day of December ~~2021~~2024. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least one hundred eighty (180) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than one hundred thirty-five (135) days prior to the anniversary date unless the parties mutually agree otherwise. Notwithstanding any provision of this Article or Agreement to the contrary, this Agreement shall remain in full force and effect after the expiration date and until a new agreement is reached unless either party gives at least ten (10) days written notice to the other party of its desire to terminate this Agreement, provided such termination date shall not be before the anniversary date set forth in the preceding paragraph.

Executed this day of _____.

VILLAGE OF LAKE ZURICH

LAKE ZURICH
TELECOMMUNICATORS

Village Manager

Village President

Village Clerk

Telecommunicators

FOP Representative

ILLINOIS FRATERNAL
ORDER OF POLICE
LABOR COUNCIL



At the Heart of Community

FINANCE DEPARTMENT

70 East Main Street
Lake Zurich, Illinois 60047

(847) 438-5141
LakeZurich.org

AGENDA ITEM

8B

MEMORANDUM

Date: November 10, 2021
To: Ray Keller, Village Manager
From: Amy Sparkowski, Director of Finance
Subject: **2021 Property Tax Levy & Abatements**

Issue: By statute, the Village is required to pass an ordinance each year for the annual property tax levy and any necessary abatement ordinances. The 2021 tax levy will be used to fund operations for fiscal year 2022 (January – December 2022). Details as to the 2021 levy are provided below, as well as an attached ordinance for Village Board consideration.

Analysis:

Truth in Taxation

As the proposed property tax levy for 2021 will not exceed 105% of the actual 2020 property tax extensions, the Village was not required to hold a Truth in Taxation Public Hearing on the proposed property tax levy. The total proposed change to the levy is 2.55%. In the interest of transparency and disclosure, staff will hold a Truth in Taxation Hearing on November 15, 2021 where the public has a chance to comment on the proposed increase. The hearing notice was published Friday, November 5, 2021.

Property Tax Levy - Summary

The Village is a non-home rule municipality that is subject to the Property Tax Extension Limitation Law (PTELL) as dictated by the State. The statutes limit the increase in the amount of property taxes extended (for capped funds) to the annual change in the applicable Consumer Price Index which for this levy is 1.4%. The components subjects to the “cap” include Ambulance Service, Corporate Levy, Fire Protection, Firefighter Pension, Illinois Municipal Retirement Fund (IMRF), Police Pension and Police Protection. The 1.4% increase allowable under PTELL is applied to the existing extension base from the 2020 levy of the same capped components, increasing the allowable levy by about \$111k.

In addition, the Village is allowed to “capture” the increase in the equalized assessed valuation (EAV) of the Village that is attributable to new construction. Estimated new Equalized Assessed Value (EAV) for the village from new property is about \$8 million, bringing in another roughly \$73k in taxes. Exhibit A of the attached ordinance summarizes the proposed levy calculations and impact of the CPI and new construction on total property tax extensions.

Distribution

Based on the estimated levy amount, the components of the levy are forecasted to change as shown in the chart below.

SUMMARY BY CATEGORY				
	2020 Extension	2021 Levy	% Change	\$ Change
Capped Funds				
Ambulance	1,004	1,000	-0.39%	(4)
Corporate	-	-	N/A	-
Fire Protection	1,753,862	1,824,405	4.02%	70,543
Firefighter Pension (Capped)	2,366,572	2,361,525	-0.21%	(5,047)
IMRF	42,861	69,194	61.44%	26,333
Police Pension	2,006,037	2,067,695	3.07%	61,658
Police Protection	1,753,862	1,824,403	4.02%	70,541
Total Capped	7,924,199	8,148,222	2.83%	224,023
Non-Capped Funds				
Firefighter Pension (Non-Capped)	124,559	124,291	-0.22%	(268)
Debt Service	1,202,465	1,218,878	1.36%	16,413
Special Recreation	180,001	180,000	0.00%	(1)
Total Non-Capped	1,507,024	1,523,169	1.07%	16,145
Total	9,431,223	9,671,391	2.55%	240,168

The line items for police and fire protection levy amounts represent only a fraction of the actual expenditures for public safety for the village. A large amount of the levies for ambulance service, corporate and IMRF pension were allocated into the Police and Fire Pension line items to help meet pension funding requirements. Total IMRF expense included in the 2022 budget is \$505k. Outside of the public safety pension line items, the capped items are combined into a single line on the tax bills, so the taxpayers are unaffected any shift between the other lines.

Three components of the property tax levy are not subject to the caps of PTELL: Debt Service, Special Recreation and a small portion of the Firefighters’ Pension contribution. As the village abates the majority of bond payments, only about 12% of the tax bill for the village is attributable to debt service. For 2021, only one small issuance remains, the 2022 short-term issuance. Special Recreation is levied each year at \$180,000 to accommodate the special needs of the community.

The special recreation levy allows for services such as interpreters for park programs and improvements to facilities and parks for accessibility so that all patrons can partake in the opportunities and programs. Last is the uncapped portion of the Firefighters' Pension contribution. Per Public Act 93-0689, the increase in pension amounts attributable to spouses and children of deceased firefighters is not subject to the PTELL cap. For this levy, the amount equates to about \$124k; the remainder of the firefighters' pension levy falls in to the capped portion of the levy.

Pension Funds

As required by state statute, the village has retained the services of enrolled actuaries to determine the annual contribution requirement for both pension funds. This is the fourth year using services from Foster and Foster. They have prepared reports for both pension funds. No assumption changes were made from the previous year.

The Village's statutory required funding for the **Police Pension Fund** for this year is \$1,769,707. For the proposed 2021 levy, the Foster and Foster recommended amount is \$2,067,695, an increase of \$62k from the 2020 extension. Staff feels it would be prudent and fiscally beneficial to maintain funding by accepting the recommended amount. With the funding requirement for the 2021 levy, the funding level for the Police Pension Fund increases from 52.5% to 53.9%.

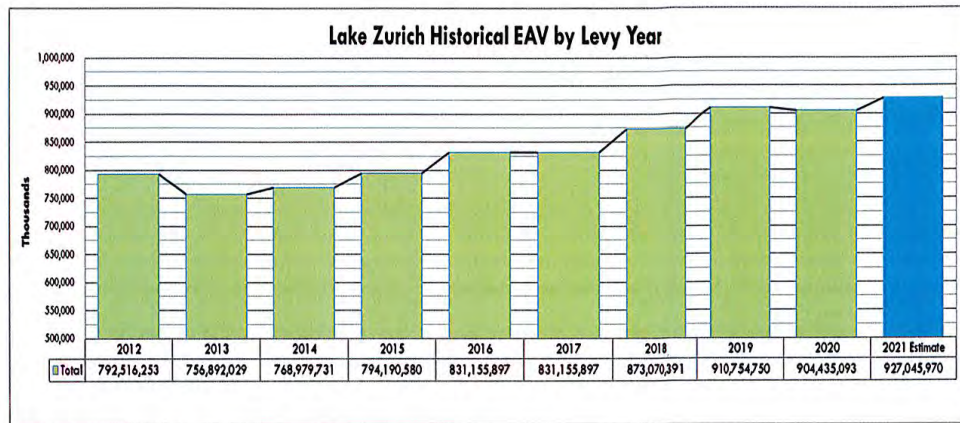
The 2021 levy request for the Police Pension Fund contains a proposed levy of **\$2,067,695**. This amount matches the amount requested by the Police Pension Fund, which utilizes the same report from Foster and Foster for their annual reporting.

The statutorily required funding for the **Firefighters' Pension Fund** this year is \$2,096,654. For the proposed 2021 levy, the Foster and Foster recommended amount is \$2,485,816. This is a decrease of \$5k from the 2020 extension. With the funding requirement for the 2021 levy, the funding level for the Firefighters' Pension Fund increases from 63.6% to 66.5%.

For the Firefighters' Pension Fund, the 2021 levy request contains a proposed levy of **\$2,485,816**. The Firefighters' Pension Fund has chosen, similar to prior years, to retain their own actuary and has submitted their request for funding based on a recommendation from Lauterbach and Amen of \$2,774,272. While the Lauterbach and Amen report generated a statutory minimum of \$1.87 million, the pension fund voted to raise their requested amount to the \$2.77 million level based on their funding policy. As Foster and Foster's report represents the village's official actuary report, the village will fund \$2.49 million as identified in Foster and Foster's report.

EAV Change

The taxable EAV is currently estimated to increase from \$904,435,093 to \$927,045,970, a total increase of 2.5%. This increase is based on a conservative review of preliminary data from Lake County and the Assessor. While the EAV for 2021 will not be finalized for a few months, the estimate provides a reasonable guide at this point. The following graphic shows the past nine (9) years of EAV by category and an additional year showing the estimate EAV for 2021.



Household Impact

It is impossible to predict the exact impact on households, as each homeowner can have varying factors affect their bill. One example would be EAV changes. While the total EAV of the village is estimated to increase, some homeowners may have experienced a decrease in value. Another factor would be exemptions, such as the homeowner exemption or senior exemption. With the rise in EAV, primarily from newly developed properties, the impact to homeowners is anticipated to be negligible for the village portion of the tax bill.

SSA's

Also included is a summary of the levies for the Special Service Areas (SSA's) within the village for the 2021 levy year. The active SSA's are #8, #9, #10, #11, #13, and #16. The SSA's have been filed with the County for levying each year, so no separate ordinance is required.

ACTIVE SSA LEVIES			
SSA	DESCRIPTION	LEVY TYPE	TOTAL AMOUNT
SSA #8	Heatherleigh	Ad Valorem	\$ 10,105
SSA #9	Willow Ponds	Ad Valorem	11,950
SSA #10	Nichols Grove/Westberry	Ad Valorem	1,000
SSA #11	Lake Zurich Pines	Non-Ad Valorem	3,000
SSA #13	Coventry Creek	Non-Ad Valorem	30,000
SSA #16	316 Country Club	Non-Ad Valorem	1,760
Total SSA Levies for 2021			\$ 57,815

Abatements

Five (5) ordinances totaling \$2,594,578 regarding debt service abatements are also being presented to the board for consideration. When the bond issuances were filed with the county, they included provisions for levying the funds necessary to make the debt service payments. These debt service obligations were all issued with the intent of payments being made from Tax Increment Financing (TIF) incremental revenues or water and sewer revenues. The recommended ordinances will notify the county clerk NOT to levy for these debt payments. The issuances to be abated total \$2,046,977.50 for TIF and \$547,600 for water, specifically:

TIF Debt		Water & Sewer	
Series 2009A	-	Series 2013A	437,200.00
Series 2014A	814,300.00	Series 2016B	110,400.00
Series 2015A	413,685.00		547,600.00
Series 2016A	818,992.50		
TIF	2,046,977.50		

Recommendation: Staff recommends the Village Board adopt each of the attached ordinances for the 2021 Village Property Tax Levy and the five debt service abatement ordinances. The filing deadline for this levy year is Tuesday, December 28, 2021.

w/Attachments: Ordinance - Property Tax Levy with Exhibit A - Calculation

Abatement Ordinance – Series 2013A
 Abatement Ordinance – Series 2014A
 Abatement Ordinance – Series 2015A
 Abatement Ordinance – Series 2016A
 Abatement Ordinance – Series 2016B

VILLAGE OF LAKE ZURICH



ORDINANCE NO 2021-11-441

ANNUAL TAX LEVY ORDINANCE

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich, County of Lake and State of Illinois, will on December 6, 2021 consider approval and adoption of the Budget for said Village for the fiscal year commencing January 1, 2022 through December 31, 2022 the amount of said budget being the aggregate sum of \$59,927,735; and

WHEREAS, the Corporate Authorities of the Village of Lake Zurich have ascertained that the total amount of appropriations budgeted for in 2021 and amounts deemed necessary to defray additional expenses and liabilities for all corporate purposes to be provided for by the tax levy for the fiscal year commencing January 1, 2022 and ending December 31, 2022 amounts to \$8,452,413; and

WHEREAS, the Corporate Authorities of the Village of Lake Zurich acknowledge that for accounting purposes the total amount received from the tax levy shall be recognized as revenue during the fiscal year that begins on January 1, 2022 and ends on December 31, 2022, and

WHEREAS, the President and Board of Trustees properly noticed and conducted, on November 15, 2021, a public hearing on the proposed tax levy, all in accordance with the requirements of the Illinois Truth-In-Taxation Act, Illinois Compiled Statutes Ch. 35, §215 et seq.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE ZURICH, LAKE COUNTY AND STATE OF ILLINOIS, as follows:

Section 1. Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings of the President and Board of Trustees.

Section 2. Tax levy. There shall be and is hereby levied on all taxable property within the corporate limits of said Village for the fiscal year commencing January 1, 2022 and ending December 31, 2022, the sum of \$8,148,222 for General Corporate purposes, and the sum of \$304,291 for special purposes, making a combined levy of \$8,452,413 as set forth in the attached Exhibit A, which Exhibit A is by this reference hereby fully incorporated into and made a part of this ordinance.

Section 3. Unexpended Balance. Any unexpended balance of any item or items levied in and by this Ordinance may be expended in making up any deficiency in any items under the same general budget and levy for the same general purpose.

Section 4. Filing with County Clerk. The Village Clerk is hereby authorized and directed to file a certified copy of this Ordinance, with the County Clerk of Lake County, Illinois, prior to December 28, 2021, and in accordance with law, so that said tax may be extended and collected according to law.

Section 5. Severability. Should any clause, sentence, paragraph, or part of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or of any part of this ordinance other than the part so declared to be invalid.

Section 6. Effective Date. This Ordinance shall be in full force and effect immediately on, and after, its passage by two-thirds of all Corporate Authorities now holding office and approval, the corporate authorities hereby finding and declaring that the matters contained herein are matters of urgency. The Village Clerk is hereby authorized and directed to immediately cause this Ordinance to be published in pamphlet form in the manner provided by law.

PASSED this _____ day of November, 2021.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of November, 2021

Thomas Poynton, Village President

ATTEST:

Kathleen Johnson, Village Clerk

TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE

I the undersigned, certify that I am the presiding Chief Executive Officer/Village President of the Village of Lake Zurich, and as such presiding officer, I also certify that Ordinance No. 2021-11-441 a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the tax provisions of Public Act 87-17, Sections 18-60 through 18-85 of the "Truth in Taxation" law. The Village held a public hearing on November 15, 2021 (copy of public notice attached) to give residents an opportunity to comment on the requested levy.

This certificate applies to the 2021 levy.

Date: November 17, 2021.

Village President: _____
Tom Poynton

(SEAL)

EXHIBIT A

Village of Lake Zurich
Property Tax Levy Calculation

Levy Year: 2021
Fiscal Year: 2022

EAV ESTIMATE	
2020 Levy EAV	904,435,093
Growth 2.5%	22,610,877
Estimate Total EAV	927,045,970
New Construction	(8,336,037)
2021 Capped EAV Estimate	918,709,933
Extension Base with 1.4% CPI	8,035,138
Limiting Rate Estimate	0.874611%

PROPERTY TAX EXTENSION ESTIMATE					
	CAPPED	NON-CAPPED			Total
	General Levy	Fire Pension 93-0689	Debt	SRA	Total
2020 Extension	7,924,199	124,559	1,202,465	180,001	9,431,223
Base Extension	7,924,199				7,924,199
CPI Increase -1.4%	110,939	-	-	-	110,939
New Construction	72,908	-	-	-	72,908
Provision for Loss - 0.5%	40,176	-	-	-	40,176
Fire Pension 93-0689	-	124,291	-	-	124,291
Debt for 2021 Levy	-	-	1,218,878	-	1,218,878
SRA for 2021 Levy	-	-	-	180,000	180,000
2021 Levy	8,148,222	124,291	1,218,878	180,000	9,671,391
% Change					2.55%

SUMMARY BY CATEGORY				
	2020 Extension	2021 Levy	% Change	\$ Change
Capped Funds				
Ambulance	1,004	1,000	-0.39%	(4)
Corporate	-	-	N/A	-
Fire Protection	1,753,862	1,824,405	4.02%	70,543
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Total Non-Capped	1,507,024	1,523,169	1.07%	16,145
Total	9,431,223	9,671,391	2.55%	240,168

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2021-11-442

**AN ORDINANCE ABATING CERTAIN TAXES
LEVIED FOR \$3,800,000 GENERAL OBLIGATION
BONDS, WATERWORKS AND SEWERAGE SYSTEM
ALTERNATE REVENUE SOURCE, SERIES 2013A**

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich, adopted Ordinance No. 2013-08-905 on the 19th day of August 2013 titled "An Ordinance authorizing and providing for the issuance of \$3,800,000 General Obligation Bonds, Waterworks and Sewerage System Alternate Revenue Source, Series 2013A of the Village of Lake Zurich, Illinois for the purpose of providing for improvements to said system, prescribing the details of said bonds and providing for collection, segregation and distribution of the waterworks and sewerage system revenues.

WHEREAS, the Bond Ordinance provides for the levy of \$437,200 in real estate taxes for the year 2021 to pay principal and interest due on said bonds in the forthcoming 2022 fiscal year; and

WHEREAS, said Bond Ordinance authorizes the President and Board of Trustees to use Village of Lake Zurich Waterworks and Sewerage Fund revenue in lieu of real estate tax for payment of the 2013A Bonds; and

WHEREAS, the President and Board of Trustees have determined that the Waterworks and Sewerage Fund has sufficient funds available to pay the \$437,200 principal and interest installment that will become due in fiscal year 2022.

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

Section 1 Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings for the President and Board of Trustees.

Section 2 Authorization of Abatement. The President and Board of Trustees hereby authorize and direct abatement of \$437,200 levied for the year 2021 for payment of said principal and interest due in fiscal year 2022.

Section 3 Filing with County Clerk. The Village Clerk is hereby authorized and directed to file a certified copy of this Ordinance, with the County Clerk of Lake County, prior to December 31, 2021 and in accordance with law, so that said real estate tax may be abated.

Section 4 Publication. The Village Clerk is hereby authorized and directed to publish said ordinance in pamphlet form as provided by law.

Section 5. Effective Date. The ordinance shall be in full force and effect from and after passage, approval, and publication as provided by law.

PASSED this ____ day of November, 2021

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of November, 2021

Thomas Poynton, Village President

ATTEST:

Kathleen Johnson, Village Clerk

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2021-11-443

**AN ORDINANCE ABATING CERTAIN TAXES
LEVIED FOR \$6,325,000 GENERAL OBLIGATION
REFUNDING BONDS, SERIES 2014A**

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich, adopted Ordinance No. 2014-08-992 on the 18th day of August, 2014, titled “An Ordinance authorizing and providing for the issue of \$6,325,000 General Obligation Refunding Bonds (Sales Tax Alternate Revenue Source), Series 2014A, of the Village of Lake Zurich, Lake County, Illinois; and

WHEREAS, the Bond Ordinance provides for the levy, of \$814,300 in real estate taxes for the year 2021 to pay principal and interest due on said bonds in the forthcoming 2022 fiscal year; and

WHEREAS, said Bond Ordinance authorizes the President and Board of Trustees to use Village of Lake Zurich Sales Tax Revenue in lieu of real estate tax for payment of the 2014A Bonds; and

WHEREAS, the President and Board of Trustees have determined that the relevant fund has sufficient funds available to pay the \$814,300 principal and interest installment that will become due in fiscal year 2022.

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

Section 1 Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings for the President and Board of Trustees.

Section 2 Authorization of Abatement. The President and Board of Trustees hereby authorize and direct abatement of \$814,300 levied for the year 2021 for payment of said principal and interest due in fiscal year 2022.

Section 3 Filing with County Clerk. The Village Clerk is hereby authorized and directed to file a certified copy of this Ordinance, with the County Clerk of Lake County, prior to December 31, 2021 and in accordance with law, so that said real estate tax may be abated.

Section 4 Publication. The Village Clerk is hereby authorized and directed to publish said ordinance in pamphlet form as provided by law.

Section 5. Effective Date. The ordinance shall be in full force and effect from and after passage, approval, and publication as provided by law.

PASSED this ____ day of November, 2021

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of November, 2021

Thomas Poynton, Village President

ATTEST:

Kathleen Johnson, Village Clerk

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2021-11-444

**AN ORDINANCE ABATING CERTAIN TAXES
LEVIED FOR \$11,775,000 GENERAL OBLIGATION
REFUNDING BONDS, SERIES 2015A**

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich, adopted Ordinance No. 2015-04-057 on the 6th day of April, 2015, titled "An Ordinance authorizing and providing for the issue of \$11,775,000 General Obligation Refunding Bonds (Sales Tax Alternate Revenue Source), Series 2015A, of the Village of Lake Zurich, Lake County, Illinois; and

WHEREAS, the Bond Ordinance provides for the levy, of \$413,685 in real estate taxes for the year 2021 to pay interest due on said bonds in the forthcoming 2022 fiscal year; and

WHEREAS, said Bond Ordinance authorizes the President and Board of Trustees to use Village of Lake Zurich Sales Tax Revenue in lieu of real estate tax for payment of the 2015A Bonds; and

WHEREAS, the President and Board of Trustees have determined that the relevant fund has sufficient funds available to pay the \$413,685 interest installment that will become due in fiscal year 2022.

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

Section 1 Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings for the President and Board of Trustees.

Section 2 Authorization of Abatement. The President and Board of Trustees hereby authorize and direct abatement of \$413,685 levied for the year 2021 for payment of said interest due in fiscal year 2022.

Section 3 Filing with County Clerk. The Village Clerk is hereby authorized and directed to file a certified copy of this Ordinance, with the County Clerk of Lake County, prior to December 31, 2021 and in accordance with law, so that said real estate tax may be abated.

Section 4 Publication. The Village Clerk is hereby authorized and directed to publish said ordinance in pamphlet form as provided by law.

Section 5. Effective Date. The ordinance shall be in full force and effect from and after passage, approval, and publication as provided by law.

PASSED this ____ day of November, 2021

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of November, 2021

Thomas Poynton, Village President

ATTEST:

Kathleen Johnson, Village Clerk

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2021-11-445

**AN ORDINANCE ABATING CERTAIN TAXES
LEVIED FOR \$7,100,000 GENERAL OBLIGATION
REFUNDING BONDS, SERIES 2016A**

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich, adopted Ordinance No. 2016-05-132 on the 16th day of May, 2016, titled "An Ordinance providing for the issue of \$7,100,000 Taxable General Obligation Refunding Bonds (Alternate Revenue Source), Series 2016A, of the Village of Lake Zurich, Lake County, Illinois; and

WHEREAS, the Bond Ordinance provides for the levy, of \$818,992.50 in real estate taxes for the year 2021 to pay interest due on said bonds in the forthcoming 2022 fiscal year; and

WHEREAS, said Bond Ordinance authorizes the President and Board of Trustees to use Village of Lake Zurich Sales Tax Revenue in lieu of real estate tax for payment of the 2016A Bonds; and

WHEREAS, the President and Board of Trustees have determined that the relevant fund has sufficient funds available to pay the \$818,992.50 interest installment that will become due in fiscal year 2022.

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

Section 1 Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings for the President and Board of Trustees.

Section 2 Authorization of Abatement. The President and Board of Trustees hereby authorize and direct abatement of \$818,992.50 levied for the year 2021 for payment of said interest due in fiscal year 2022.

Section 3 Filing with County Clerk. The Village Clerk is hereby authorized and directed to file a certified copy of this Ordinance, with the County Clerk of Lake County, prior to December 31, 2021 and in accordance with law, so that said real estate tax may be abated.

Section 4 Publication. The Village Clerk is hereby authorized and directed to publish said ordinance in pamphlet form as provided by law.

Section 5. Effective Date. The ordinance shall be in full force and effect from and after passage, approval, and publication as provided by law.

PASSED this ____ day of November, 2021

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of November, 2021

Thomas Poynton, Village President

ATTEST:

Kathleen Johnson, Village Clerk

VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2021-11-446

**AN ORDINANCE ABATING CERTAIN TAXES
LEVIED FOR \$1,000,000 GENERAL OBLIGATION
BONDS (WATERWORKS AND SEWERAGE SYSTEM
ALTERNATE REVENUE SOURCE), SERIES 2016B**

WHEREAS, the President and Board of Trustees of the Village of Lake Zurich, adopted Ordinance No. 2016-08-144 on the 1st day of August, 2016, titled "An Ordinance providing for the issuance of \$1,000,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source), Series 2016B, of the Village of Lake Zurich, Lake County, Illinois; and

WHEREAS, the Bond Ordinance provides for the levy, of \$110,400 in real estate taxes for the year 2021 to pay interest due on said bonds in the forthcoming 2022 fiscal year; and

WHEREAS, said Bond Ordinance authorizes the President and Board of Trustees to use Village of Lake Zurich Sales Tax Revenue in lieu of real estate tax for payment of the 2016B Bonds; and

WHEREAS, the President and Board of Trustees have determined that the relevant fund has sufficient funds available to pay the \$110,400 interest installment that will become due in fiscal year 2022.

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

Section 1 Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings for the President and Board of Trustees.

Section 2 Authorization of Abatement. The President and Board of Trustees hereby authorize and direct abatement of \$110,400 levied for the year 2021 for payment of said interest due in fiscal year 2022.

Section 3 Filing with County Clerk. The Village Clerk is hereby authorized and directed to file a certified copy of this Ordinance, with the County Clerk of Lake County, prior to December 31, 2021 and in accordance with law, so that said real estate tax may be abated.

Section 4 Publication. The Village Clerk is hereby authorized and directed to publish said ordinance in pamphlet form as provided by law.

Section 5. Effective Date. The ordinance shall be in full force and effect from and after passage, approval, and publication as provided by law.

PASSED this ____ day of November, 2021

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of November, 2021

Thomas Poynton, Village President

ATTEST:

Kathleen Johnson, Village Clerk



At the Heart of Community

VILLAGE MANAGER'S OFFICE

70 East Main Street
Lake Zurich, Illinois 60047

Phone (847) 540-1693
Fax (847) 726-2182
LakeZurich.org

ACCOMPLISHED

8C

MEMORANDUM

Date: November 15, 2021

To: Ray Keller, Village Manager *PK*

From: Kyle Kordell, Assistant to the Village Manager
Sarosh Saher, Community Development Director

Re: **Courtesy Review Proposal for Cannabis Dispensary at 927 South Rand Road Operated with Two Pointo LLC**

Issue: Two Pointo LLC is proposing to open a Lake Zurich cannabis dispensary at 927 South Rand Road (formerly *La Mula Mexican Grill restaurant*), pending approval of a Special Use Permit from the Village Board. This could potentially be the second recreational / medical cannabis dispensary to locate in Lake Zurich, after the Village Board's approval on November 1, 2021 for "Bloc" Dispensary at 676 South Rand Road.

The State of Illinois has recently finished three lotteries that issued another 185 State licenses for additional dispensary locations. Two Pointo LLC secured a State license for the Chicago metro area on the August 19, 2021 lottery that was held for top-scoring applicants with 100% scores.

On December 21, 2020, the Village Board approved zoning regulations to allow cannabis dispensaries in non-residential zoning districts and to formalize restrictions on the location, design and operation of such businesses. Since that time, the Village Board has also approved a municipal sales tax of 3% of the gross purchase price of recreational cannabis products.

The subject property at 927 South Rand Road owned by Fidelity Group meets all of the adopted zoning criteria for a cannabis dispensary.

Strategic Plan Impacts: This policy item is a strategic decision for the Village Board that could potentially impact the following objectives within the Strategic Plan:

- *Goal #1 Financial Sustainability*
 - Maximize existing and identify potential new revenue sources.
- *Goal #2 Community and Economic Development*
 - Focus on Route 12 corridor development.

- Become more business friendly and customer oriented.
- Partner with business community to identify its needs and determine how they can be met.

Background: Two Pointo LLC is led by Adam Saffro, who is also a managing director of New Era Chicago, LLC - a real estate development, brokerage, property management and investment firm headquartered in Logan Square Chicago. Two Pointo LLC principals and executives have cannabis industry expertise in security, compliance, technology, and operations.

A letter of intent to lease the property at 927 South Rand Road has been secured between Two Pointo LLC and Fidelity Group, the property owner. The property was most recently occupied by La Mula Mexican Grill restaurant.

- **How long has this site been vacant?** La Mula closed in October 2021.
- **What are the LZ zoning regulations for recreational cannabis establishments?** The adult-use recreational cannabis zoning regulations approved by the Village Board in December 2020 allow for the location, design and operation of cannabis establishments within the business, office and industrial zoning districts with the approval of a Special Use Permit after a public hearing process.

Location: Cannabis establishments are required to be a minimum of 500 feet from a school, library, day care or group home; 250 feet from a park, and 1,500 feet away from another dispensary (the State's dispersion requirement).

Design: The building premises shall be designed such that no public viewing of cannabis, or cannabis-related products from any sidewalk, public or private right of way, or any property other than the lot on which such use is located will be allowed. The building exterior will not be allowed the use of flashing lights, search lights, right-of-way spot lights or any similar lighting system.

Operation: All activity related to the land use will be required to be conducted within the enclosed building. The zoning regulations also references the applicable State statutes that apply to this highly-regulated industry, such as security, storage and transportation requirements. The State statute for hours of operation are currently set at 6:00 AM to 10:00 PM. The onsite use or consumption of cannabis and cannabis-related products shall be prohibited.

The subject property at 927 South Rand Road meets all of these zoning criteria.

- **What are the LZ tax implications?** Lake Zurich's 3% local sales tax on the sales generated from a single recreational cannabis dispensary is expected to generate \$400,000 - \$500,000 in new tax revenue. A second cannabis dispensary in Lake Zurich is expected to generate localized market competition and provide increased consumer choices, although market cannibalization between the two could be expected.

Two Pointo LLC estimates annual tax revenue for the Village of Lake Zurich in the range of \$300,000 - \$360,000.

The State of Illinois's Cannabis Regulation and Tax Act provides municipalities the authority to issue a local retail tax on recreational cannabis purchased in the municipality in 0.25% increments, up to a maximum of 3% of the purchase price.

- **What are nearby towns doing?** For municipalities that have allowed adult-use cannabis dispensary, none have reported issues with increased call volume on emergency services.
 - *Wauconda* Board allowed recreational cannabis sales in December 2019, but has not attracted one yet.
 - *Antioch* Board allowed recreational cannabis sales in December 2019, but has not attracted one yet.
 - *Arlington Heights* Board allowed recreational cannabis sales in July 2020 only at one location, the same establishment that has been selling medical cannabis since mid-2018 on Arlington Heights Road. Police Department reports no impact in terms of public safety call volume. Arlington Heights formed a Cannabis Task Force to review any incidents related to the dispensary, but the task force was ultimately disbanded as the impact was minimal to non-existent.
 - *Deerfield* Board allowed recreational cannabis sales in November 2019 but has not attracted one yet. Deerfield does have one medical-only dispensary at 151 South Pfingsten Road.
 - *Buffalo Grove* Board agreed to allow recreational cannabis sales in October 2019 but has not attracted one yet. Buffalo Grove does have a medical-only dispensary at 830 Milwaukee Avenue.
 - *Schaumburg* Board agreed to allow recreational cannabis sales in October 2019 and has attracted three dispensaries, two on Golf Road near Woodfield Mall and one on Barrington Road. Police report they have not seen an increase in call volume associated with these locations.
 - *Skokie* Board agreed to allow recreational cannabis sales in October 2019 and they have attracted one dispensary across the street from Old Orchard Mall on Skokie Boulevard. Police report zero increase in call volume or public safety impact.
 - *Streamwood* Board agreed to allow recreational cannabis in December 2019 but they have not yet attracted one.

- *Rolling Meadows* Agreed to allow recreational cannabis in December 2019. Rolling Meadows police report the only issue is an increase in vehicular and pedestrian traffic around its dispensary at 975 Rohlwing Road and nearby businesses complaining the dispensary customers were using their parking lots.
- *Northbrook* Board agreed to allow recreational cannabis in October 2019. Northbrook Police reports their dispensary has not depleted police resources or generated a notable volume of activity.
- *Deer Park* Amended its zoning code to allow for a dispensary as a Special Use within a limited geographic area but has not attracted one yet.
- *Hawthorn Woods* Banned recreational dispensaries in September 2020. Held an adult-use dispensary discussion in July 2021 to consider such a future use, although at this time no zoning for dispensaries have approved.
- *Kildeer* Banned recreational dispensaries in November 2019.
- *Long Grove* Banned recreational dispensaries in September 2019.
- *Barrington* Banned recreational dispensaries in November 2019.
- *North Barrington* Banned recreational dispensaries in November 2019.
- *Glencoe* Banned recreational dispensaries in December 2019.
- *Lincolnshire* Banned recreational dispensaries in December 2019.
- *Vernon Hills* Banned recreational dispensaries in November 2019.
- *Grayslake* Banned recreational dispensaries in August 2019.

Facts about Cannabis Legalization in Illinois: On January 1, 2020 it became legal for adults 21 and older to purchase, possess, and consume cannabis for recreational purposes.

Here are some important facts to keep in mind:

- Cannabis can only be legally sold at licensed dispensaries and, like alcohol, it is illegal to sell to minors under 21.

- Possession of cannabis by persons under 21 is illegal and can be grounds for revoking a minor's driver's license if a motor vehicle is involved at the time of an offense.
- It is illegal to consume cannabis in any public place, including parks, sidewalks, restaurants, bars, and any other place where smoking is prohibited under the Smoke Free Illinois Act.
- Adults are allowed to consume cannabis in their own residences, although landlords/management companies are able to prohibit the smoking of cannabis in rental properties. Residents in a rental unit or within the common areas of a condominium or apartment complex should check with their management company or landlord on their rules.
- It is still illegal to drive under the influence of cannabis.
- No driver or passenger may possess cannabis within any area of any motor vehicle except in a sealed, odor-proof, child-resistant cannabis container. Violation of this law is a Class A misdemeanor.

Land Use and Zoning Analysis: Staff offers the following information for the Village Board to consider as it relates to the site and proposed development:

1. **Land Use.** The dispensary is proposed to be located within a tenant space in the outlot building within Deerpath Commons Retail Center on Rand Road. The unit is the "end-cap" at the southerly end of the building within the space recently occupied by La Mula and prior to that by Meat and Potatoes restaurants. The building currently houses a total of four tenant spaces, the remaining of which are occupied by HassleLess Mattress, SW Massage and Companion Animal Clinic.

The shopping center also contains a second similar outlot building at its southern end. This building contains Panda Express restaurant, May's Lounge (gaming parlor), T Mobile, Smoke Shop (tobacco and nicotine related products) and a vacant end-cap space.

Other land uses within the main Shopping Center include the Aldi grocery store, Binny's Beverage Depot, The Tile Shop, House of Hope Resale, and the Secretary of State. The two end-caps on this group of retail tenant spaces are currently vacant. They were formerly occupied by The Treehouse (children's recreational space) and a La-Z-Boy furniture store.

The land use across Rand Road (900 South Rand Road) consists of a nursing home recently acquired by Avantara (formerly Lexington). Even though this use could be categorized a "group home," the purpose and intent of the separation limitation from a group home was to protect vulnerable populations in homes such as drug rehabilitation centers, half-way houses (transitional service facilities) and homes serving children under 21 years of age (juvenile homes).

Avantara is a licensed and certified nursing and personal care facility providing full time nursing and health related personal care, with residential accommodation especially for the elderly.

On November 9, 2021, the Avantara Administrator confirmed with Village Staff the following statement on the proposed use of 927 South Rand Road across the street from its location:

Thank you for reaching out and after discussion with our staff, we are neutral on the proposed business.

*Susan Dulaca, Administrator
Avantara Lake Zurich*

The child day care center located at 1065 S Rand Road to the south within Sparrow Ridge Plaza is located approximately 1,025 feet from the subject tenant space.

2. **Bulk Regulations.** All activities related to the proposed land use are proposed to be conducted within the existing tenant space with modifications to the interior to suit the use. There will be no need for zoning relief on bulk regulations such as lot area, setbacks, building height, etc.
3. **Parking.** Within the envelope of its 1.5-acre parcel, the subject property has 72 parking spaces in front of and to the rear of the building. These uses are allocated to the four land uses within the outlot. Additionally, the parking area is part of a larger shared parking lot serving the shopping center. This lot offers additional shared parking should the need arise. The minimum required number of parking spaces by code is 4 spaces per 1,000 square feet of gross floor area. The gross floor area of the tenant space on the subject property is approximately 3,600 square feet and requires a minimum of 15 parking spaces.

Requested zoning approvals. The proposed dispensary will need to request the following zoning relief to be able to establish within the subject tenant space at 927 South Rand Road:

1. *Special Use Permit Approval.* The recently approved ordinance 2020-12-394 provides for cannabis dispensaries as a special use within the B-3 Regional Shopping Business District. The establishment of the cannabis dispensary at the subject property will require consideration through the public hearing process and Village Board approval.

Recommendation: The land owner and proposed user of the property seek to understand the Village Board's preferences towards the proposed use of the property. The Village Board is requested to provide feedback on the potential for a second cannabis dispensary to be located at 927 South Rand Road which can only be approved through a Special Use Permit.

Attachments:

1. Aerial Map of the Subject Property
2. Proposal by Two Pointo LLC

Lake County, Illinois



Sources: Aerial Imagery: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
 Parcels: Lake County, Illinois GIS Division



Lake County, Illinois



Map Printed on 11/8/2021



☐ Tax Parcel Lines

Tax Parcel
Information

Disclaimer:

The selected feature may not occur anywhere in the current map extent. A Registered Land Surveyor should be consulted to determine the precise location of property boundaries on the ground. This map does not constitute a regulatory determination and is not a base for engineering design. This map is intended to be viewed and printed in color.

DISPENSARY 2.0

Two Pointo LLC - Dispensary 2.0 - Lake Zurich

Village of Lake Zurich, Illinois



Two Pointo LLC - Dispensary 2.0 - Lake Zurich

1



Two Pointo LLC - Dispensary 2.0 - Lake Zurich

2



INGRESS AND EGRESS

Two Pointo LLC - Dispensary 2.0 - Lake Zurich



EXAMPLE RENDERINGS

Two Pointo LLC - Dispensary 2.0 - Lake Zurich

4



EXAMPLE RENDERINGS

Two Pointo LLC - Dispensary 2.0 - Lake Zurich

5



Aerial View from Southeast

LOCAL IMPACT

» Job Creation:

- 30-40 full/part time positions
- \$30,000 to \$65,000 annual salary, hired locally.

» Tax Revenue Estimates:

- Estimated recreational cannabis dispensary annual revenues between \$10,000,000 to \$12,000,000.



SECURITY PROGRAM

» All cannabis dispensaries in Illinois must implement certain specific security measures, as provided by state law. Security is a paramount concern for Two Pointo LLC. As such we have developed a security and operational protocol that **exceeds** the statutory requirements. A third party security company will provide on site security during all hours of operation; as well as assist with managing all security and compliance requirements and best practices.



SECURITY PROGRAM

» **Comprehensive Surveillance & Alarm Systems.** Two Pointo LLC will install and maintain a comprehensive 24/7 camera surveillance system, covering both the interior and exterior of the Dispensary, along with a silent alarm system with motion detectors, glass break switches, and panic alarms. Camera Surveillance system will be maintain 90 day cloud backup in compliance with State Law.

» **Customer Flow Protocol.** Upon entering the Dispensary through the Building's main entrance, purchasers will be greeted by a reception desk and attendant specialist, who will verify proper credentials in alliance with Illinois State law for qualified purchasers.



SECURITY PROGRAM

- » **Point of Sale & Inventory Management.** The facility will maintain an industry standard bolted, locked vault room for all cannabis inventory. No cannabis is present within sales cases on the display floor (the product boxes displayed within the cases are empty). The Dispensary will also maintain a statutorily required secure inventory management and point of sale system, which allows us to track all cannabis products from seed to sale. Upon dispensing cannabis to a purchaser, we record sales data including which specific product was dispensed.
- » **Professional Staff.** All Dispensary staff wear photo identification badges and are trained to immediately notify local law enforcement if they observe suspicious activity and/or emergency events with the assistance of 3rd party security staff. All staff needs to complete a state and federal background check. Staff is also trained on how to assist purchasers and handle emergency events, such as active shooter, robbery, and medical emergencies.

Executive Team

» David Berger, Owner

- David Berger is a cannabis expert who works with new license applications and experienced operators to ensure operational excellence and profitability. David is the engineer of many mergers, divestitures, and acquisitions of cannabis assets. David has successfully written merit-based medical and adult-use cannabis applications nationally through state administered implementation and licensing programs in all aspects of the cannabis process including cultivation, manufacturing, processing, and dispensation. While Illinois was formulating the legislation that became the Cannabis and Regulation Tax Act (Adult-Use), David created materials presented to the State outlining the tax generating opportunities imposed to businesses without severely impacting profitable returns.
- David is a highly analytical professional with over 15 years of various corporate and structured finance experiences with a comprehensive knowledge of credit and capital markets. Recent structured finance experience includes origination, underwriting, treasury and credit analysis, with a specific expertise in cannabis, real estate, and energy sectors. David received his Bachelor of Arts in Business Administration and Economics with a concentration in Finance from Michigan State University, East Lansing, Michigan where he won the national club ice hockey championship.

» Adam Saffro, Consultant

- Adam Saffro is a successful business entrepreneur, a seasoned real estate investor/developer and a licensed real estate broker in Illinois. After graduating college, Adam obtained his Cisco Certification Network Associate (CCNA) and worked at Hewitt Associates as a Business Analyst. In 2002, Adam founded Real Time Freight Services LLC, an on-line marketplace developed for the transportation and logistics industry. Real Time Freight offered a suite of products providing virtual connectivity and sophisticated, state-of-the art communication technology between networks of freight carriers and shippers. Under Adam's leadership as CEO, Real Time Freight grew to over 70 full-time employees and serviced over 4,000 customers, ranging from small trucking companies to Fortune 500 companies. Adam was instrumental in helping develop, enhance, and support a suite of products which were consistently recognized as cutting edge and industry-leading technology. In 2008, Adam sold his equity to a third party investor group to pursue other business opportunities.
- Later that year, Adam co-founded New Era Chicago, LLC, and High Alpine Capital Management, LLC, and started buying and redeveloping distressed real estate properties in Chicago. To this day, Adam has completed over 90 projects including single family home conversions, two to four flats, and larger apartment and mixed use buildings. Adam has redeveloped over \$150MM dollars worth of real estate and his company has been awarded "The Good Neighbor Award" by the Chicago Association of Realtors for helping save and transform dilapidated and dangerous buildings into modern, highly sought out, beautiful buildings.
- Adam received his Bachelor of Science in Management Information Systems (MIS) from the University of Illinois at Champaign-Urbana in 2001.

Executive Team

» Edward Farrel, Chief Security Officer

- Edward Farrel is a renowned security expert and educator who has a storied career in law enforcement and training fields. He is currently the Owner and Managing Partner of Silver Star Protection Group ("SSPG") where he is responsible for day-to-day general management and leadership of the company, as well as assisting clients implement highly effective security solutions. Silver Star Protection Group is a Department-approved vendor which has operated in the cannabis industry since 2014. SSPG provides regulatory compliance assessments, security officers, cash and cannabis transport services in multiple states. As an expert on cannabis facility security, Ed has authored numerous security plans for cultivation and dispensary facilities in multiple states. Ed continues to assist these organizations with design and construction of the security components and implementing industry best practices in security operations.
- Prior to Silver Star Protection Group, Ed was a member of the United States Marshal's Service for 23 years, retiring as a Supervisory Inspector where he managed operations on a Task Force that covered three States. He brings extensive knowledge of safety, security and regulatory compliance to the AmeriCanna team. His career includes experience protecting Supreme Court Justices, the Drug Czar and members of the judiciary who were under credible threats. He was a member of the U.S. Marshals Service's national SWAT team known as Special Operations Group (SOG) for eight years where he was regularly deployed across the U.S. to respond to national emergencies.
- Ed maintains Top-Secret SCl clearance. He received his B.A. in Marketing from Loras College in 1991.

DISPENSARY 2.0

SUMMARY

Two Pointo LLC is interested in opening an Adult-Use Cannabis Dispensary in Lake Zurich

- » Estimated recreational cannabis dispensary annualized revenues between between \$10,000,000 to \$12,000,000.
- » Not seeking to open a consumption lounge.
- » Minimal to no expected negative impact on the Village.
- » The proposed Location: 927 S. Rand Road, Lake Zurich, IL
 - Subject to Village's zoning and special use regulations;
 - Easily convertible to a dispensary use; and
 - Readily securable



VILLAGE MANAGER'S OFFICE

MONTHLY INFORMATION REPORT

OCTOBER 2021

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

A Look Back at October 2021...

LZF Blooms Update on Old Rand Road Redevelopment

The Village was informed in mid-October by LZF Booms, Inc. (*Lake Zurich Florist on Main Street*) that the application process and submission of final drawings for its redevelopment project at 7, 15, 19 Old Rand Road is scheduled for November 2021. It is LZF's intention to break ground in March 2022 with final completion of the project to occur by September 2022. He also noted that anticipated construction costs have risen from \$2 million to \$3 million due in large part to supply chain issues and the cost of materials.

LRS Acquires GFL Environmental / Prairieland

Over the summer, Prairieland Disposal was acquired by GFL Environmental, a large company that operates in 27 states and Canada. Surprisingly, in early October 2021 it was announced that GFL Environmental was acquired by LRS (*formerly Lakeshore Recycling Systems*), which is based out of nearby Morton Grove.

This large and surprising corporate acquisition move includes 16 northern Illinois municipal solid waste contracts, 120 employees, as well as nearby waste transfer stations and other facilities in Elburn, Northbrook, Rolling Meadows, Lake Barrington, and Wauconda. The acquisition of GFL assets is LRS' largest and most influential to-date, and includes all assets of Prairieland Disposal.

The Village has been in touch with the Solid Waste Agency of Lake County (SWALCO) and representatives from LRS. It is clear that this shake-up in the hauling industry does indeed transform the waste and recycling landscape across the Midwest.

There will be no impact to Lake Zurich's franchise hauling contract. All established service levels, costs, trucks, and carts will remain the same. In early 2022, letters will eventually be sent to all residents announcing the latest acquisition.

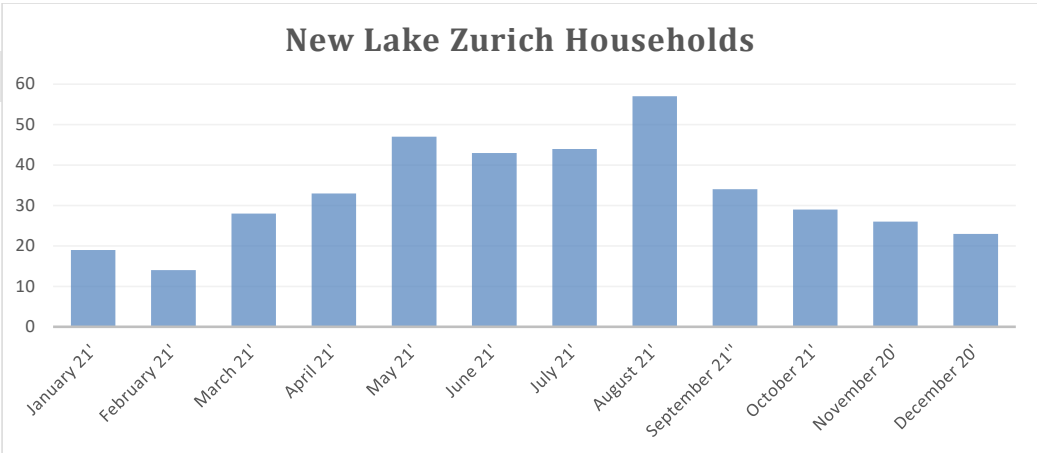
Update on Former Giordano's Property (455 South Rand Road)

In early October, Village Staff met with the out-of-state property owner of 455 South Rand Road to discuss the current condition of the building and site with the intention of requiring remediation of the deteriorated property or demolition of the building. The owner had been informed of these issues to be corrected in May of this year. These included junk and debris behind the building, a greatly deteriorated parking lot, damage to the roof and to the interior.

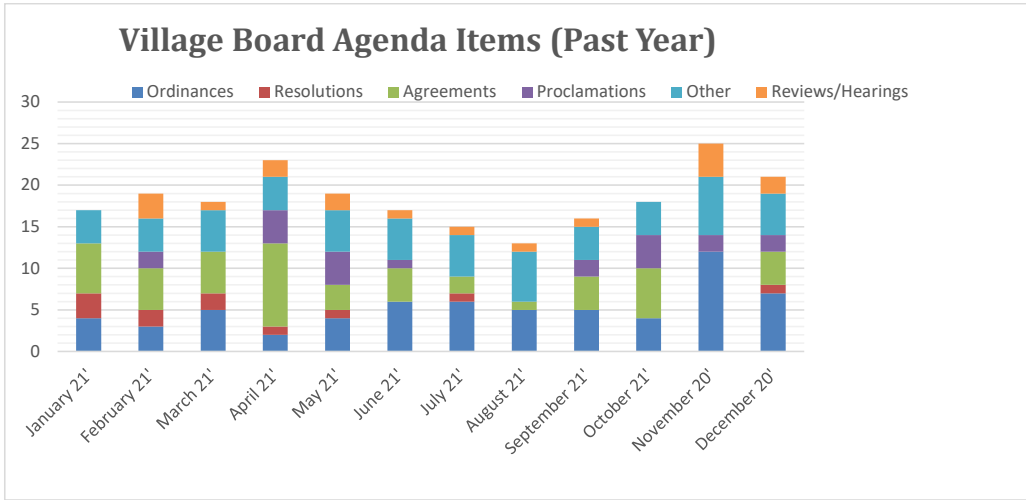
Village Staff informed the owner that these property maintenance violations warranted immediate remediation or demolition of the building would be required. The owner acknowledged these issues, but indicated that he is currently in negotiation with a potential buyer of the property who intends to demolish and redevelop the property. In light of that, the Village requested a timeline for the sale and conveyance barring which would result in proceedings requiring demolition of the property.

Canterbury Estates Update

In October, Village Staff reached out to Ryan Homes to inquire what their plans for the next buildings were and was informed that they are preparing their permit plans for the next building to be submitted within a month or so. However, they indicated that the possibility of that happening this year is also contingent upon the inquiries and contracts on new units based on walk-ins during the next month. At a minimum, they believe they can complete two buildings next year, if not more, depending upon the demand in the housing market.



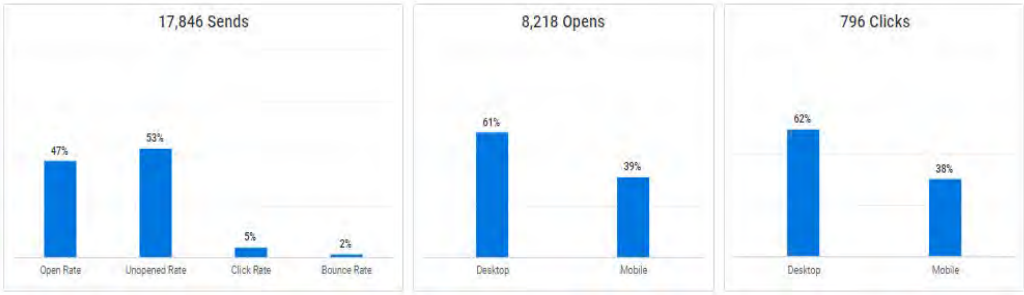
This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not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

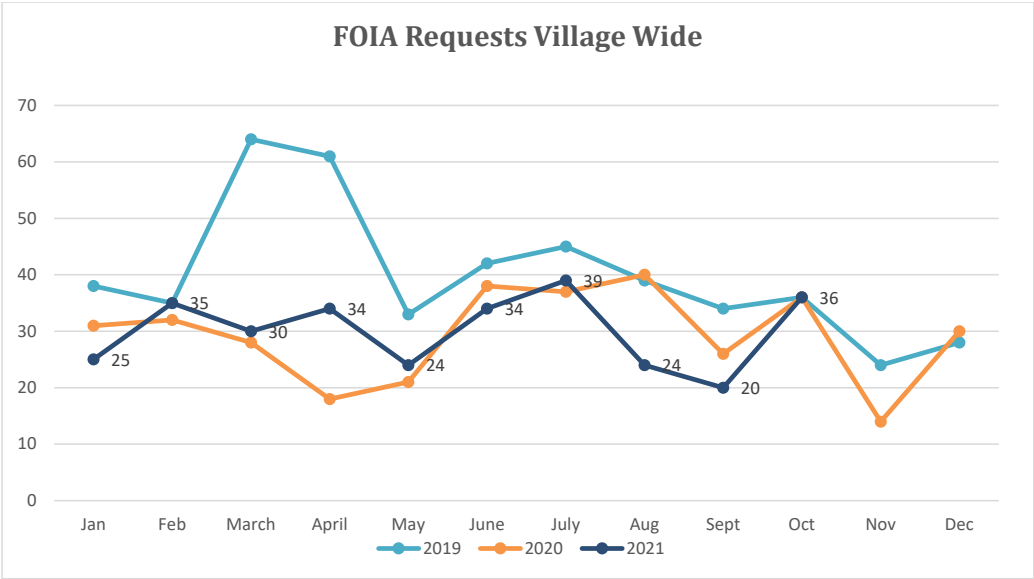
Average length of regular October Village Board meetings: 29 minutes

Benchmarks Rates – Past Month

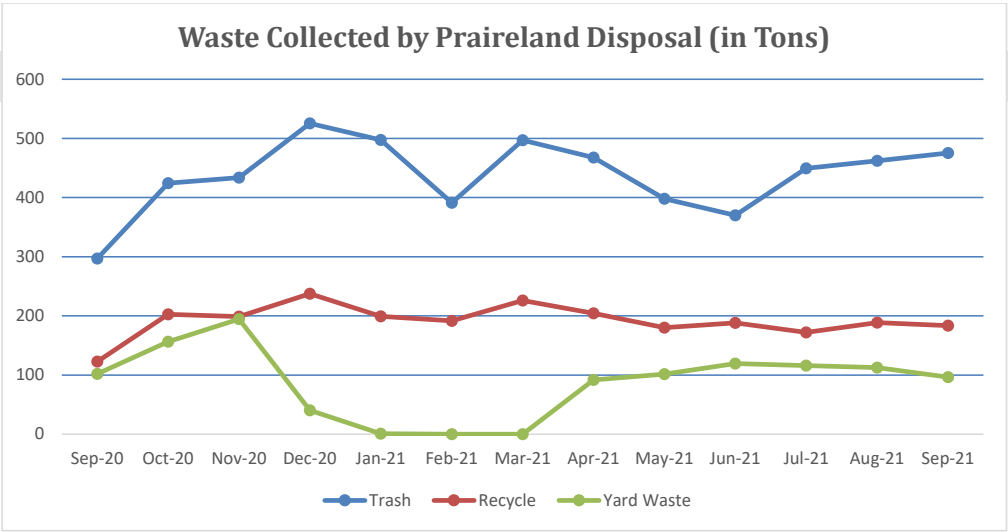


Benchmarks is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has nearly 6,000 subscribers.

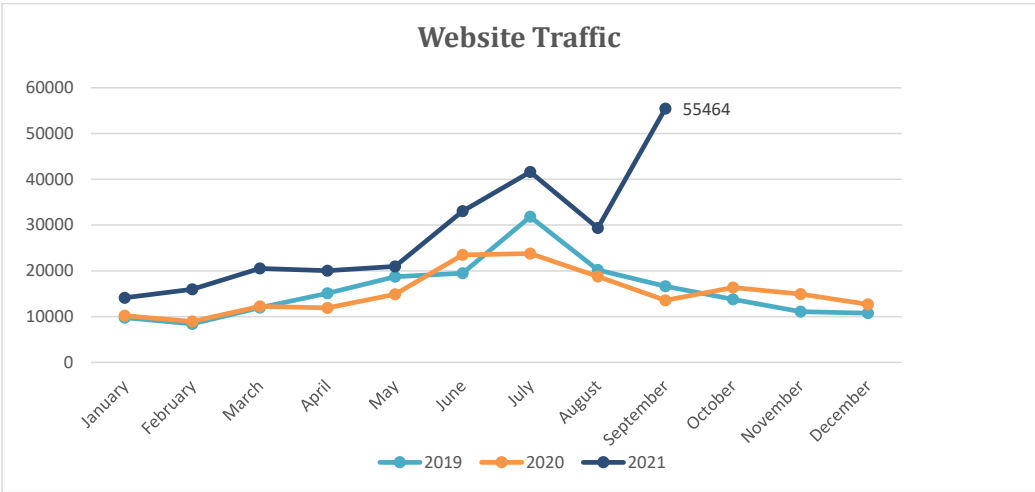
FOIA Requests Village Wide



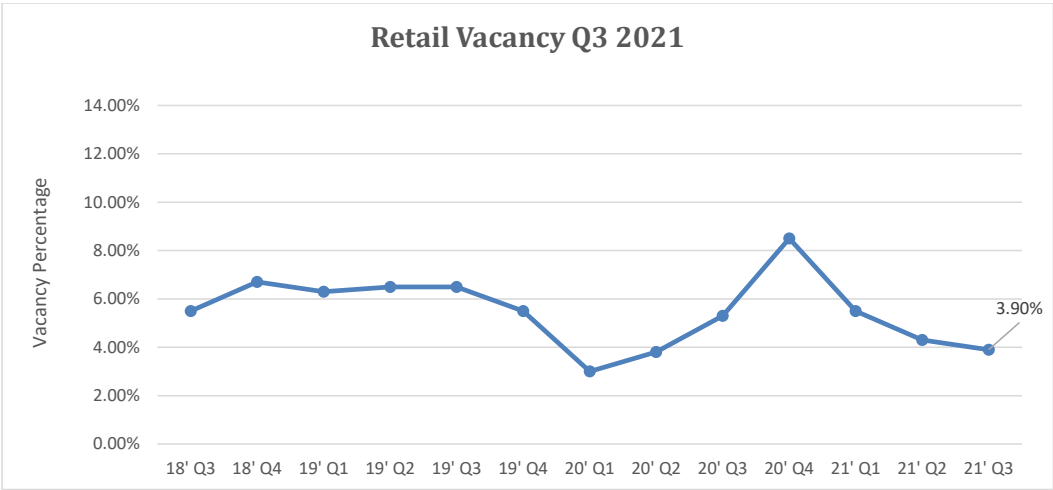
Open and honest government is a cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making processes. This graph includes all of the FOIA requests received Village-wide among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



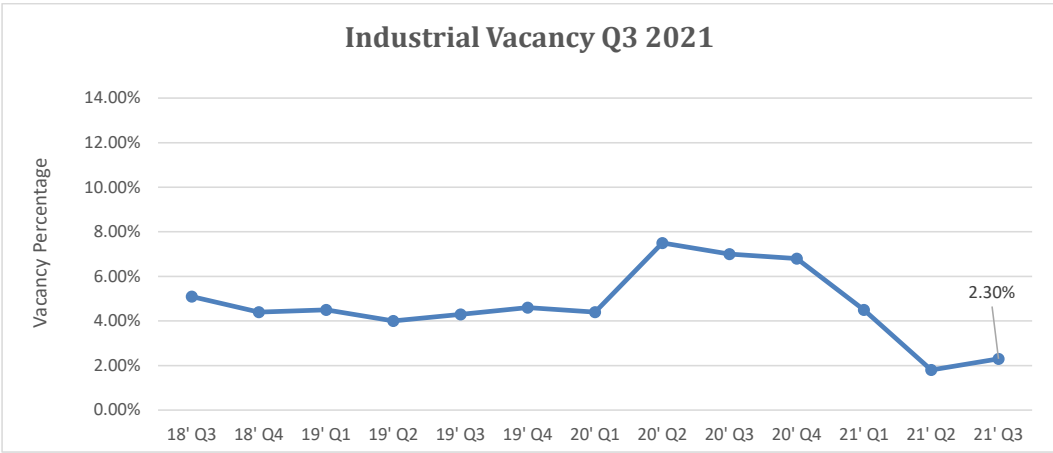
Praireland Disposal began service to Lake Zurich on September 1, 2020. The above metric reports the volume of waste collected each month including trash, recycling, and yard waste. This metric is updated once per quarter.



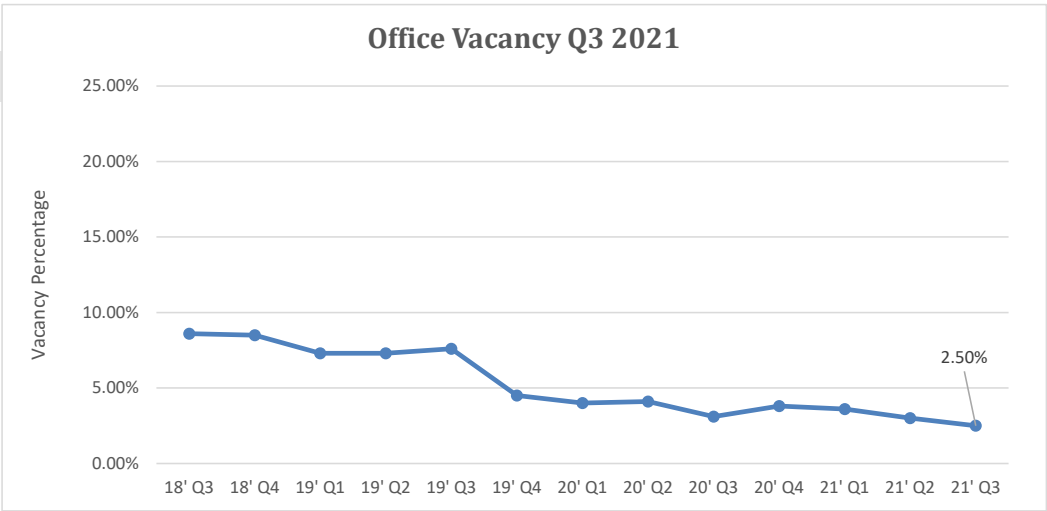
This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing resident-oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating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



The Lake Zurich retail vacancy rate decreased in the third quarter of 2021 to 3.9% vacant from 4.3% in the second quarter (*based on Lake County Partners data*). As of September 30, 2021, there was 103,031 square feet of retail space reported vacant in Lake Zurich, with average rates at \$15.31 per square foot (nnn).

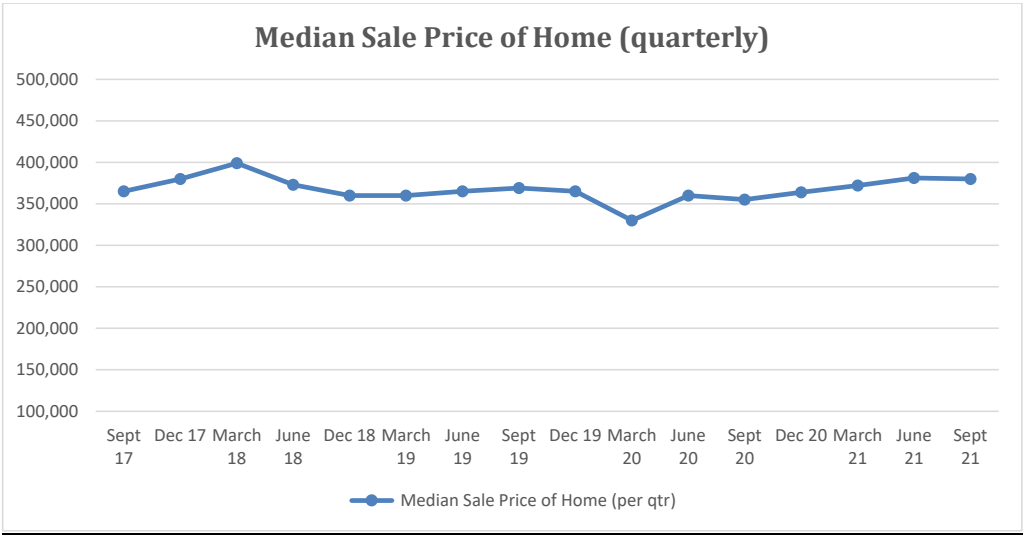


The Lake Zurich industrial vacancy rate increased slightly to 2.3% in Quarter 3 of 2021 compared to Quarter 2 when 1.8% was reported vacant (*based on Lake County Partners data*). As of September 30, 2021, there was 126,924 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$6.95 per square foot (nnn).



The Lake Zurich office vacancy rate decreased from 3.0% in Quarter 2 of 2021 to 2.5% reported vacant in Quarter 3 (*based on Lake County Partners data*). As of September 30, 2021, there was 10,030 square feet of office space reported vacant in Lake Zurich, with average rates at \$24.98 per square foot (full service).

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.

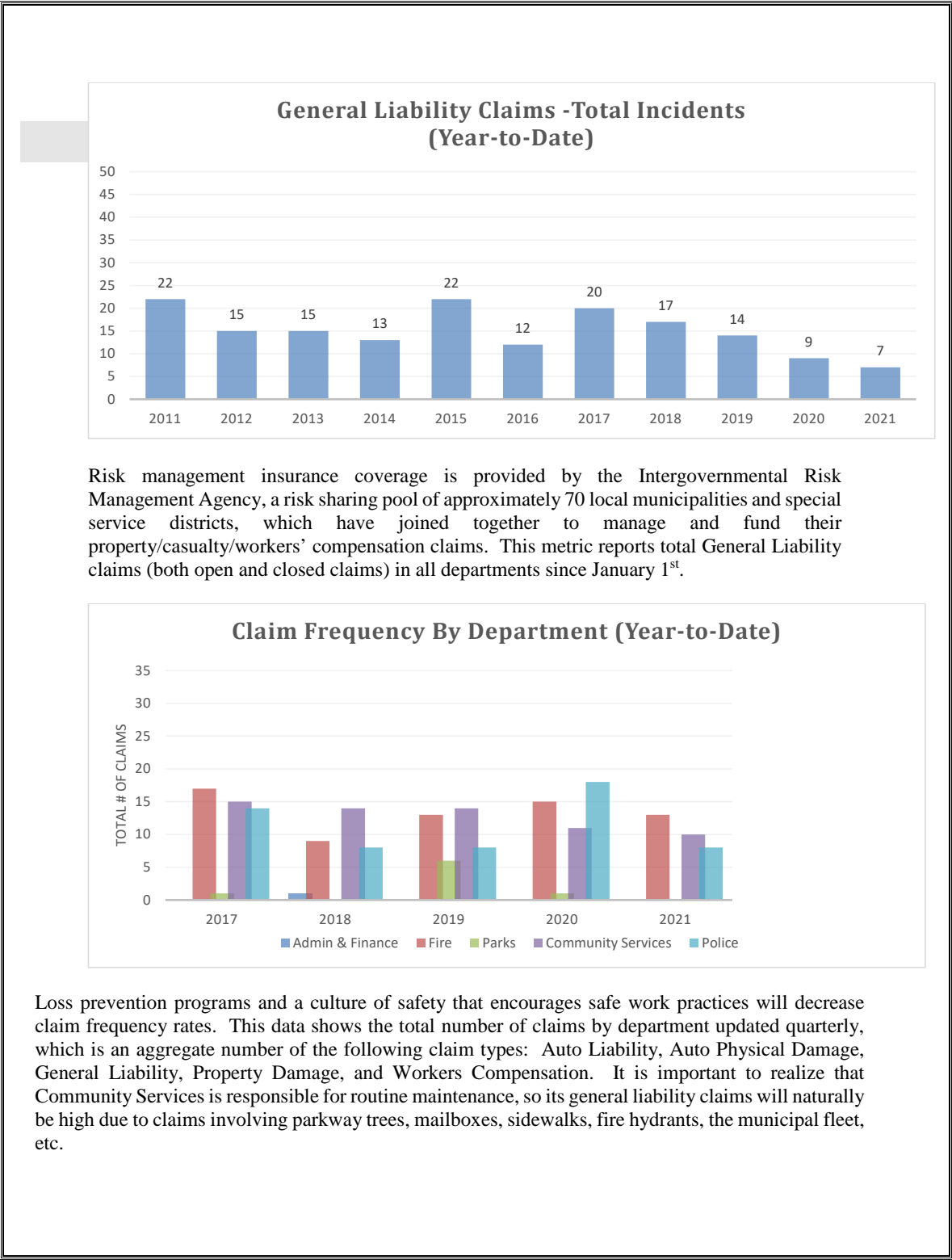
The monthly snapshot below reports more details about the residential real estate market for the most recent month.

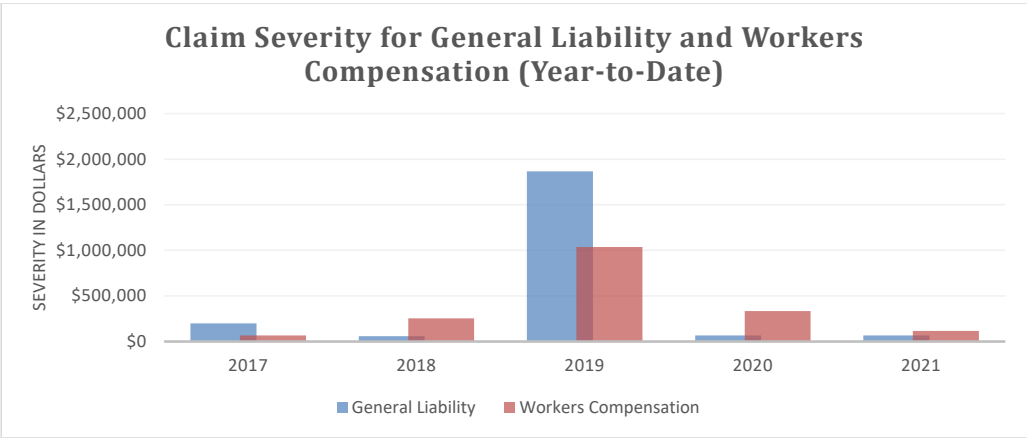
October Snapshot of Real Estate Trends

Homes Reported for Sale:	39
Median Sale Price:	\$377,500
Median Days on Market:	25
Number of Homes Sold:	33

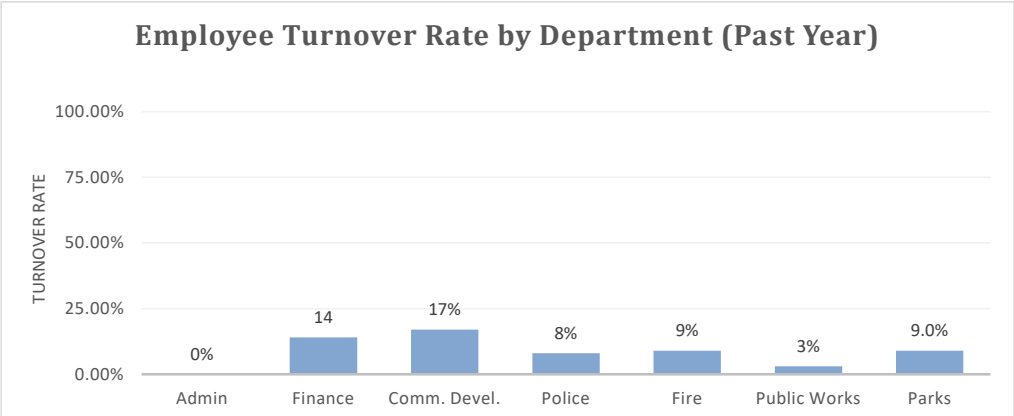
In October 2021, Lake Zurich home prices were up 15.3% compared to last year, selling for a median price of \$378K. On average, homes in Lake Zurich sell after 25 days on the market compared to 20 days last year. There were 33 homes sold in October this year, down from 53 last year.

*Soure: Redfin Corporation





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

MONTHLY INFORMATION REPORT

SEPTEMBER 2021

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Finance Monthly Report – September 2021

DEPARTMENT NARRATIVE

During September, work continued on the fiscal year 2022 budget. A meeting was held with each department to review initial budget requests. The budget process will continue until the budget is approved in December.

The annual TIF District Joint Review Board meeting took place in September. The Finance Director, Village Manager, and representatives from the community and other tax bodies met to review the reporting for each TIF district.

Additionally, finance staff attended the virtual GFOA conference, which provided staff with continuing education and best practices.

GENERAL FUND OPERATING RESULTS *SUMMARY*

For the month of September, revenues totaled \$4.04 million and expenditures \$3.01 million, resulting in an operating excess of \$1.03 million. From a budget perspective, we had expected revenues to exceed expenditures by \$1.48 million. Year-to-date figures below represent the ninth 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	\$ 5,142,920	\$ 4,041,214	\$ 22,519,362	\$ 23,778,684
Expenditures	3,659,855	3,014,073	21,698,738	20,507,056
Excess (Deficiency)	\$ 1,483,065	\$ 1,027,141	\$ 820,624	\$ 3,271,628

Finance Monthly Report – September 2021

REVENUES

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

	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 3,755,889	\$ 2,362,327	-37.1%	\$ 9,518,107	\$ 8,385,042	-11.90%	82.4%
Intergovernmental	1,232,542	1,371,538	11.3%	10,734,522	12,467,767	16.15%	82.7%
Licenses & Permits	43,212	59,813	38.4%	614,880	748,036	21.66%	103.7%
Fines and Forfeits	41,500	33,149	-20.1%	442,200	311,001	-29.67%	53.4%
Charges for Services	48,269	177,134	267.0%	1,069,622	1,684,889	57.52%	105.7%
Investment Income	7,092	(6,142)	-186.6%	55,323	(2,618)	-104.73%	-2.2%
Miscellaneous	14,416	43,395	201.0%	84,708	184,566	117.89%	166.5%
Operating Transfers	0	0	0.0%	0	0	0.0%	0.0%
Total Revenue	\$ 5,142,920	\$ 4,041,214	-21.4%	\$ 22,519,362	\$ 23,778,684	5.59%	83.8%

Taxes:

Revenues from taxes came in at \$2.36 million in September, 37% below budget expectations. Year to date figures show taxes just 12% below expectations, due mostly to property taxes. The Village will receive at least 3 more property tax distributions before year end. 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 18% higher than expected for the month at \$36k. That is 13% 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 came in higher than expected for the month. The gas utility tax had \$15k in receipts compared to an expected \$11k. Electric utility tax came in at \$97k versus the expected \$96k. Combined, utility taxes were 5% higher than expected. The payments are based primarily on August activity. More detail on the Utility Taxes can be found on page 13.

Intergovernmental Revenue:

Revenue from other governments totaled \$1.37 million in September, which exceeded budget expectations for the category.

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State sales tax receipts were above budget expectations for the month at \$636k. This represents sales from June and was 17% higher than the same month last year. More information regarding Sales Tax can be found on page 14.

Income Tax receipts came in above expectations with the receipts for September totaling \$154k compared to an expected \$110k. This is 2% higher than receipts from the prior September. The variation in income tax receipts compared to budget and prior year relates to the extension of income tax filing in 2020 and 2021. Year-to-date receipts are now exceeding budget by 32% after nine months. Details on Income Tax are provided on page 15.

Video gaming tax receipts came in 44% above budget expectations at \$28k. Video gaming tax is received two months in arrears; therefore, video gaming tax receipts budgeted for September relate to tax for July activity.

Licenses and Permits:

Revenue from the issuance of licenses and permits came in at \$60k for September, 38% above budget expectations. Building permits (\$18k), other permits (\$16k), and permit plan review (\$14k) were the biggest contributors. Additional items included in license and permit revenue were contractor registration (\$3k), and occupancy certificates (\$3k). 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 September, with receipts of \$33k; 20% below the \$42k 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 \$177k in September. 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 \$96k. Engineering review receipts for the month were recorded at \$2k. For park program fees, this is a combination of timing of receipts and fluctuating activity levels; receipts in September exceeded expectations at \$57k, due to preschool programs. Park fees are 52% higher than expectations year-to-date.

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Investment Income:

The General Fund investment income in September was negative \$6k, due to the change in market value of investments. Investment returns were balanced between investments in certificates of deposits, treasury obligations, investment pools and interest-bearing money market accounts. Currently, the investments are 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 September was \$43k. Receipts for this category were pavilion fees (\$13k), permit forfeitures (\$13k), and rental income (\$5k), as well as other small items.

EXPENDITURES

For the month of September, expenditures totaled \$3.01 million for the General Fund, which was 17% below projections of \$3.66 million. The table below presents a summary of General Fund expenditures by department as of September 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	\$ 4,270	\$ 8,270	93.7%	\$ 52,243	\$ 57,658	10.4%	79.2%
Administration	\$ 72,900	\$ 77,399	6.2%	\$ 777,562	\$ 745,027	-4.2%	60.0%
Finance	\$ 43,594	\$ 30,445	-30.2%	\$ 422,585	\$ 405,168	-4.1%	69.4%
Technology	\$ 44,517	\$ 29,279	-34.2%	\$ 414,700	\$ 384,093	-7.4%	70.6%
Police	\$ 1,235,754	\$ 1,004,718	-18.7%	\$ 6,285,937	\$ 5,851,258	-6.9%	73.7%
Fire	\$ 1,827,970	\$ 1,479,161	-19.1%	\$ 9,630,160	\$ 9,105,964	-5.4%	74.3%
Community Develop.	\$ 89,424	\$ 57,998	-35.1%	\$ 675,278	\$ 606,499	-10.2%	64.4%
Public Works	\$ 246,734	\$ 224,342	-9.1%	\$ 2,286,455	\$ 2,181,000	-4.6%	72.0%
Park & Recreation	\$ 44,133	\$ 51,903	17.6%	\$ 698,787	\$ 715,364	2.4%	80.1%
Operating Transfers	\$ 50,559	\$ 50,558	0.0%	\$ 455,031	\$ 455,025	0.0%	75.0%
Total	\$ 3,659,855	\$ 3,014,073	-17.6%	\$ 21,698,738	\$ 20,507,056	-5.5%	73.0%

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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.

Special Revenue Funds:

Motor fuel tax revenue came in at \$68k in September, which was below the budget of \$69k. Year to date receipts still exceed budget, mainly due to the 'Transportation Renewal Fund', 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 streetlight electric (\$38k), as well as landscape and signal maintenance (\$7k).

September revenues for the Hotel Tax Fund totaled \$12k. 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 \$6k 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 September totaled \$57k, consisting of funding transfers in from other funds (\$17k) and Rock the Block (\$40k). Expenditures for the month totaled \$34k, mostly consisting of normal staff expenses (\$10k) and Rock the Block expenses (\$20k).

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 property tax receipts and interest 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. The expenditures recorded for September were \$1.19 million for principal and interest on the Series 2021 Refunding Bond.

Finance Monthly Report – September 2021

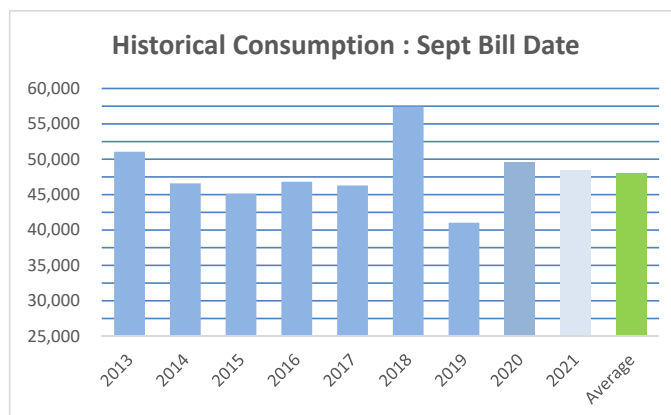
Capital Projects Funds:

September revenue for the capital projects funds came in at \$1.59 million. The majority of this revenue relates to the first payment for the American Rescue Plan Act grant (\$1.35 million). Non-Home Rule Sales Tax (NHRST) had receipts from September of \$217k. This was 36% higher than budget expectations and 23% higher than the same month last year. September receipts represent sales from June. More detail on the NHRST revenue can be found on page 16. Remaining revenues for capital project funds include park impact fees (\$26k), and the electric aggregation civic contribution (\$6k), as well as residual interest income and negative changes in market value of investments.

Expenditures for capital projects were recorded in September of \$408k, consisting of road resurfacing (\$405k), and OSLAD review costs (\$10k), as well as other small items.

Water and Sewer Fund:

September revenue totaled \$734k, which was 18% higher than the budget estimate of \$621k. Consumption metered in September was 48M gallons, consistent with the nine-year average of 48M gallons. The consumption billed in September primarily represents water metered in late August and early September. With about 55M gallons pumped, about 12% of pumped water was lost to main breaks, fire department use, or other small issues. A chart comparing September water consumption over the past eight years provided below.



Expenses in the Water Fund were \$397k 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,

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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 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. September 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. The only expenses for special service areas in September were \$767 for sweeping and mowing (SSA #8, SSA #11, and SSA #13).

SSA Activity Sep-21									
SSA #	Location	Beginning Balance 1/1/2021	Year-To-Date		Ending Balance 9/30/2021	Annual Expected		Annual Expected	
			Revenues	Expenses		Revenues	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	73,797	9,054	8,986	73,865	9,697	93.36%	15,600	57.60%
SSA #9	Willow Ponds	130,932	9,604	-	140,536	11,851	81.04%	17,306	0.00% ^b
SSA #10	Westberry	16,027	797	-	16,824	1,000	79.75%	-	N/A
SSA #11	Lake Zurich Pines	23,327	2,375	63	25,639	2,999	79.17% ^a	1,575	4.00%
SSA #13	Conventry Creek	188,041	24,084	7,075	205,051	29,894	80.56% ^a	TBD	N/A
SSA #16	Country Club	(3,803)	1,760	-	(2,042)	1,760	N/A	TBD	N/A
		428,321	47,675	16,124	459,872	57,202	83.34%	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+

Finance Monthly Report – September 2021

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 negative \$443k for the month. For September, the fund recorded an unrealized loss of \$1.01 million from investments. Total municipal and member contributions for the month totaled \$566k. Expenses for the month were \$195k, of which \$194k was for pension and benefit payments and \$1k was for professional services and investment expenses. For the month of September, the fund experienced a loss of \$638k. As of September 30th, the fund had a net position of \$32.89 million. Additional information can be found on page 18.

The Firefighters' Pension Fund had a similar month for investments, with an unrealized loss of \$1.60 million from investments. Total municipal and member contributions for the month totaled \$708k. Total revenues for the month were negative \$893k. Expenses for the month were \$193k, of which \$192k was for pension and benefit payments, \$47 was for investment expenses, and \$1k was for professional services. For the month of September, the fund experienced a loss of \$1.08 million. As of September 30th, the fund had a net position of \$52.65 million. Additional information can be found on page 18.

Conclusion:

For the fiscal periods covered by this report, no major concerns were identified. Major revenue sources are performing within reason and expenditures have been kept to a minimum. We will continue to monitor the revenues and expenditures closely throughout the coming months.

Respectfully Submitted,

Amy Sparkowski

Amy Sparkowski
Finance Director

VILLAGE OF LAKE ZURICH OPERATING REPORT SUMMARY GENERAL FUND September 30, 2021								
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
REVENUES								
Taxes								
Property Taxes	3,618,449	2,214,429	(38.8%)	7,976,331	6,817,765	(14.5%)	8,191,153	83.2%
Utility Tax - Electric	95,911	96,985	1.1%	725,798	725,313	(0.1%)	949,475	76.4%
Utility Tax - Gas	11,117	14,951	34.5%	246,187	264,619	7.5%	293,052	90.3%
Cable Tv Franchise	-	-	0.0%	240,863	239,000	(0.8%)	314,042	76.1%
Telecom Tax	30,412	35,963	18.3%	328,928	338,344	2.9%	427,770	79.1%
Total Taxes	3,755,889	2,362,327	-37.1%	9,518,107	8,385,042	-11.9%	10,175,492	82.4%
Intergovernmental								
State Sales Tax	509,859	636,306	24.8%	4,258,997	5,117,028	20.1%	6,129,659	83.5%
State Income Tax	99,796	154,181	54.5%	1,381,136	2,002,035	45.0%	1,959,244	102.2%
State Use Tax	66,368	62,211	(6.3%)	610,898	626,880	2.6%	844,005	74.3%
Video Gaming Tax	19,167	27,668	44.4%	172,503	178,991	3.8%	230,000	77.8%
Fire/Rescue Srvc Contract	451,902	466,781	3.3%	4,067,118	4,201,028	3.3%	5,601,371	75.0%
Other Intergovernmental	85,450	24,391	(71.5%)	243,870	341,805	40.2%	312,914	109.2%
Total Intergovernmental	1,232,542	1,371,538	11.3%	10,734,522	12,467,767	16.1%	15,077,193	82.7%
Licenses & Permits								
Liquor Licenses	-	500	0.0%	170,797	149,802	(12.3%)	171,000	87.6%
Business Licenses	-	705	0.0%	103,000	94,676	(8.1%)	103,000	91.9%
Building Permits	18,500	17,879	(3.4%)	118,000	174,159	47.6%	160,000	108.8%
Permit Plan Review	7,000	13,880	98.3%	56,000	109,007	94.7%	70,000	155.7%
Other Permits	17,712	26,848	51.6%	167,083	220,393	31.9%	217,250	101.4%
Total Licenses & Permits	43,212	59,813	38.4%	614,880	748,036	21.7%	721,250	103.7%
Fines and Forfeits	41,500	33,149	(20.1%)	442,200	311,001	(29.7%)	582,000	53.4%
Charges for Services								
Fire/Rescue Ambulance Fee	(13,678)	95,778	(800.2%)	393,026	746,603	90.0%	650,000	114.9%
Park Program Fees	29,267	56,514	93.1%	387,096	587,888	51.9%	506,500	116.1%
Other Charges for Services	32,680	24,842	(24.0%)	289,500	350,399	21.0%	437,250	80.1%
Total Charges for Services	48,269	177,134	267.0%	1,069,622	1,684,889	57.5%	1,593,750	105.7%
Investment Income	7,092	(6,142)	(186.6%)	55,323	(2,618)	(104.7%)	118,000	-2.2%
Miscellaneous	14,416	43,395	201.0%	84,708	184,566	117.9%	110,870	166.5%
Total General Fund Revenues	5,142,920	4,041,214	(21.4%)	22,519,362	23,778,684	5.6%	28,378,555	83.8%
Operating Transfers In	-	-	0.0%	-	-	0.0%	-	0.0%
EXPENDITURES								
General Government								
Legislative	4,270	8,270	93.7%	52,243	57,658	10.4%	72,786	79.2%
Administration	72,900	77,399	6.2%	777,562	745,027	(4.2%)	1,242,148	60.0%
Finance	43,594	30,445	(30.2%)	422,585	405,168	(4.1%)	583,494	69.4%
Technology	44,517	29,279	(34.2%)	414,700	384,093	(7.4%)	544,198	70.6%
Total Gen. Govt.	165,281	145,392	(12.0%)	1,667,090	1,591,946	(4.5%)	2,442,626	65.2%
Public Safety								
Police	1,235,754	1,004,718	(18.7%)	6,285,937	5,851,258	(6.9%)	7,937,417	73.7%
Fire	1,827,970	1,479,161	(19.1%)	9,630,160	9,105,964	(5.4%)	12,248,122	74.3%
Community Development	89,424	57,998	(35.1%)	675,278	606,499	(10.2%)	941,451	64.4%
Total Public Safety	3,153,148	2,541,878	(19.4%)	16,591,375	15,563,721	(6.2%)	21,126,990	73.7%
Streets - Public Works	246,734	224,342	(9.1%)	2,286,455	2,181,000	(4.6%)	3,027,942	72.0%
Culture - Park and Recreation	44,133	51,903	17.6%	698,787	715,364	2.4%	893,497	80.1%
Total General Fund Expend.	3,609,296	2,963,515	(17.9%)	21,243,707	20,052,031	(5.6%)	27,491,055	72.9%
Operating Transfers Out	50,559	50,558	(0.0%)	455,031	455,025	(0.0%)	606,700	75.0%
NET INCOME (LOSS) FOR GENERAL	1,483,065	1,027,141		820,624	3,271,628		280,800	

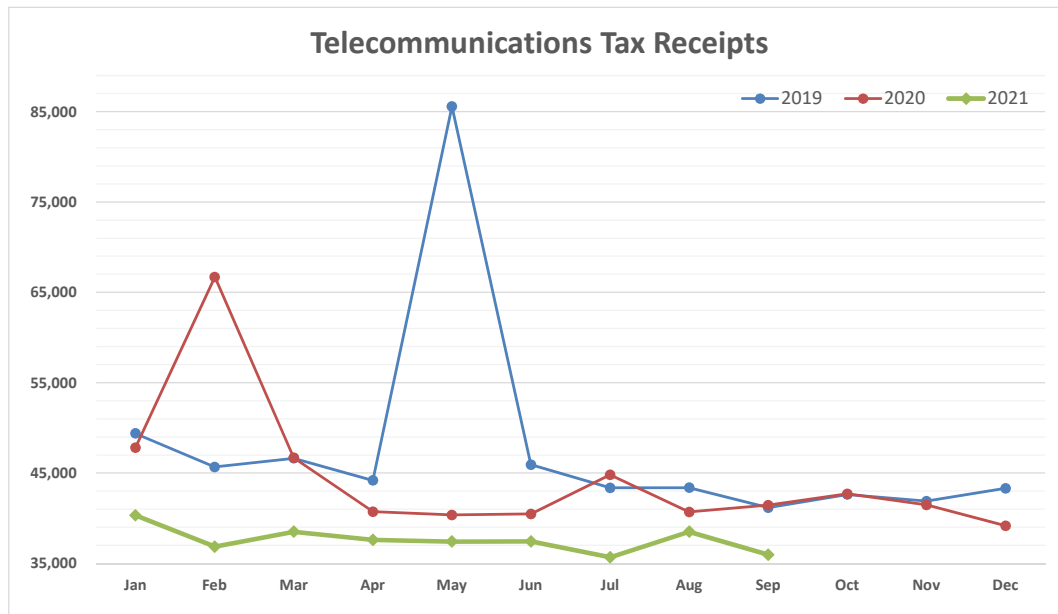
VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
September 30, 2021

	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	69,409	67,935	(2.1%)	420,124	1,010,299	140.5%	641,683	157.4%
Expenditures	18,573	46,056	148.0%	334,256	222,074	(33.6%)	428,267	51.9%
Net Activity Gain (Loss)	50,836	21,879		85,868	788,225		213,416	
HOTEL TAX FUND								
Revenues	3,302	11,757	256.1%	20,359	62,851	208.7%	28,180	223.0%
Expenditures	6,459	6,467	0.1%	71,897	70,969	(1.3%)	91,808	77.3%
Net Activity Gain (Loss)	(3,157)	5,289		(51,538)	(8,118)		(63,628)	
SPECIAL EVENTS FUND								
Admin & Miscellaneous								
Revenues	12,331	12,345	0.1%	111,781	111,184	(0.5%)	152,450	72.9%
Expenditures	11,177	12,917	15.6%	112,800	111,461	(1.2%)	153,080	72.8%
Net Activity Gain (Loss)	1,154	(572)		(1,019)	(277)		(630)	
Rock the Block								
Revenues	55,000	39,329	(28.5%)	59,800	64,504	7.9%	59,800	107.9%
Expenditures	42,350	20,166	(52.4%)	46,100	35,809	(22.3%)	46,100	77.7%
Net Activity Gain (Loss)	12,650	19,163		13,700	28,695		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	-	150	0.0%	8,500	8,926	5.0%	8,500	105.0%
Expenditures	1,175	572	(51.3%)	8,382	7,021	(16.2%)	8,383	83.8%
Net Activity Gain (Loss)	(1,175)	(422)		118	1,904		117	
Fourth of July								
Revenues	3,655	3,655	(0.0%)	47,895	47,022	(1.8%)	58,858	79.9%
Expenditures	-	-	0.0%	57,144	45,376	(20.6%)	57,144	79.4%
Net Activity Gain (Loss)	3,655	3,655		(9,249)	1,646		1,714	
Winter Festival								
Revenues	1,125	1,125	0.0%	10,625	10,125	(4.7%)	16,300	62.1%
Expenditures	-	-	0.0%	50	48	(4.2%)	16,676	0.3%
Net Activity Gain (Loss)	1,125	1,125		10,575	10,077		(376)	
Special Events Fund Total	17,409	22,948		14,125	42,046		14,525	
TIF #1 TAX FUND								
Revenues	636,985	449,369	(29.5%)	1,372,886	1,234,411	(10.1%)	1,400,350	88.2%
Expenditures	546,211	-	(100.0%)	546,861	1,155	(99.8%)	1,332,061	0.1%
Net Activity Gain (Loss)	90,774	449,369		826,025	1,233,256		68,289	
TIF #2 - DOWNTOWN								
Revenues	67,651	118,493	75.2%	233,599	293,360	25.6%	247,220	118.7%
Expenditures	40,734	275	(99.3%)	136,405	7,364	(94.6%)	227,100	3.2%
Net Activity Gain (Loss)	26,917	118,218		97,194	285,996		20,120	
TIF #3 - RAND ROAD								
Revenues	9,001	5,687	(36.8%)	22,175	55,538	150.5%	26,000	213.6%
Expenditures	-	-	0.0%	-	526	0.0%	1,400	37.6%
Net Activity Gain (Loss)	9,001	5,687		22,175	55,012		24,600	
DISPATCH CENTER FUND								
Revenues	63,104	67,014	6.2%	1,065,246	1,188,714	11.6%	1,374,730	86.5%
Expenditures	128,185	110,777	(13.6%)	1,119,220	1,058,738	(5.4%)	1,502,467	70.5%
Net Activity Gain (Loss)	(65,081)	(43,763)		(53,974)	129,977		(127,737)	

VILLAGE OF LAKE ZURICH
OPERATING REPORT SUMMARY
September 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	530,470	326,446	(38.5%)	1,170,923	1,005,363	(14.1%)	1,203,120	83.6%
Expenditures	825,911	1,190,557	44.2%	1,190,857	1,190,557	(0.0%)	1,190,857	100.0%
Net Activity Gain (Loss)	(295,441)	(864,111)		(19,934)	(185,193)		12,263	
TIF #1 DEBT SERVICE								
Revenues	251	(224)	(189.2%)	1,172,674	1,171,879	(0.1%)	1,958,600	59.8%
Expenditures	1,200	-	(100.0%)	997,770	1,061,159	6.4%	2,040,261	52.0%
Net Activity Gain (Loss)	(949)	(224)		174,904	110,720		(81,661)	
CAPITAL PROJECT FUNDS								
CAPITAL IMPROVEMENTS								
Revenues	6,024	1,380,870	22,822.8%	652,972	2,283,573	249.7%	274,616	831.6%
Expenditures	406,420	10,108	(97.5%)	623,000	214,889	(65.5%)	642,250	33.5%
Net Activity Gain (Loss)	(400,396)	1,370,762		29,972	2,068,684		(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	159,623	216,832	35.8%	1,274,265	1,844,404	44.7%	1,724,871	106.9%
Expenditures	1,832,834	408,233	(77.7%)	2,203,500	1,734,612	(21.3%)	2,224,500	78.0%
Net Activity Gain (Loss)	(1,673,211)	(191,401)		(929,235)	109,793		(499,629)	
ENTERPRISE FUND								
WATER AND SEWER								
Revenues	620,711	734,079	18.3%	5,392,118	5,967,995	10.7%	7,052,243	84.6%
Expenses								
Administration	45,502	37,474	(17.6%)	397,911	359,683	(9.6%)	535,445	67.2%
Debt	15,351	16,948	10.4%	123,554	129,393	4.7%	175,998	73.5%
Depreciation	159,917	159,917	(0.0%)	1,439,253	1,439,250	(0.0%)	1,919,000	75.0%
Billing	17,413	15,999	(8.1%)	178,283	161,322	(9.5%)	242,417	66.5%
Water	124,820	108,695	(12.9%)	1,472,961	1,100,496	(25.3%)	2,233,404	49.3%
Sewer	447,075	57,537	(87.1%)	1,997,714	794,794	(60.2%)	2,727,788	29.1%
	810,078	396,569		5,609,676	3,984,937		7,834,052	
Net Activity Gain (Loss)	(189,367)	337,510		(217,558)	1,983,058		(781,809)	
INTERNAL SERVICE FUNDS								
MEDICAL INSURANCE								
Revenues	246,559	241,320	(2.1%)	2,227,506	2,212,661	(0.7%)	2,978,503	74.3%
Expenses	239,691	226,728	(5.4%)	2,300,157	2,370,068	3.0%	2,976,259	79.6%
Net Activity Gain (Loss)	6,868	14,592		(72,651)	(157,407)		2,244	
RISK MANAGEMENT								
Revenues	97,504	94,067	(3.5%)	877,179	1,019,975	16.3%	1,169,679	87.2%
Expenses	20,658	20,524	(0.6%)	1,057,050	1,101,345	4.2%	1,330,114	82.8%
Net Activity Gain (Loss)	76,846	73,542		(179,871)	(81,370)		(160,435)	
EQUIPMENT REPLACEMENT								
Revenues	63,217	62,611	(1.0%)	567,409	565,458	(0.3%)	957,050	59.1%
Expenses	32,084	33,713	5.1%	1,024,037	931,184	(9.1%)	1,146,450	81.2%
Net Activity Gain (Loss)	31,133	28,898		(456,628)	(365,726)		(189,400)	
TOTAL ALL VILLAGE FUNDS	(834,753)	2,376,338		89,498	9,280,580		(1,635,676)	

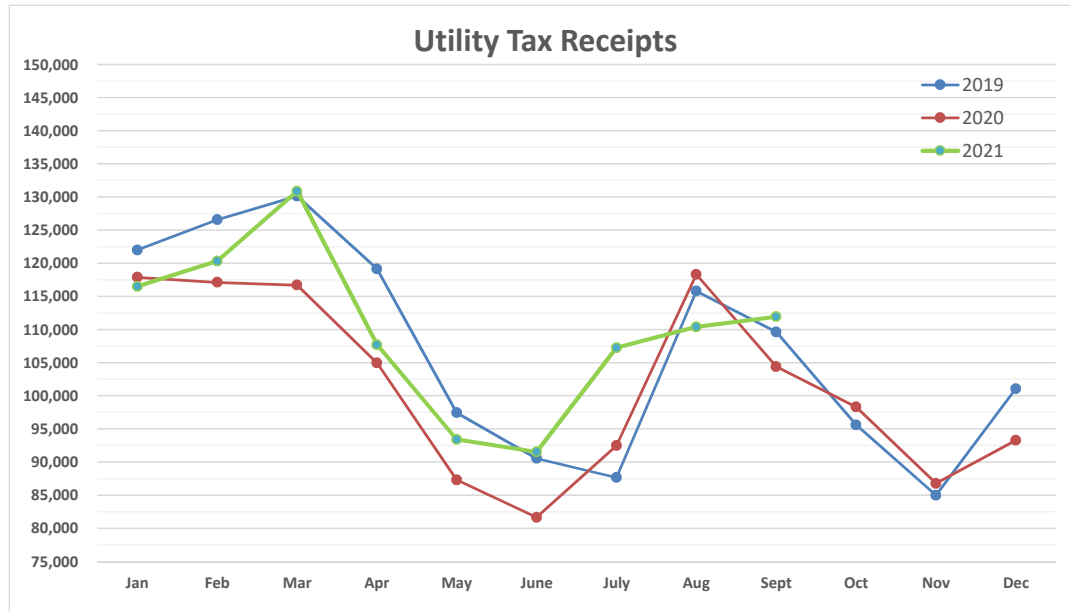
DEPARTMENT OF FINANCE
MONTHLY REPORT
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Collection History

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%	37,428	-7.25%	63,212	(25,784)	-40.79%
June	March	45,928	40,486	-11.85%	37,438	-7.53%	33,924	3,514	10.36%
July	April	43,371	44,824	3.35%	35,678	-20.40%	32,035	3,643	11.37%
August	May	43,380	40,706	-6.16%	38,518	-5.38%	32,042	6,476	20.21%
September	June	41,173	41,448	0.67%	35,963	-13.23%	30,412	5,551	18.25%
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%	338,344		437,770	(99,426)	
Y-T-D		445,319	409,761	-7.98%	338,344	-17.43%	328,928	9,416	2.86%

DEPARTMENT OF FINANCE
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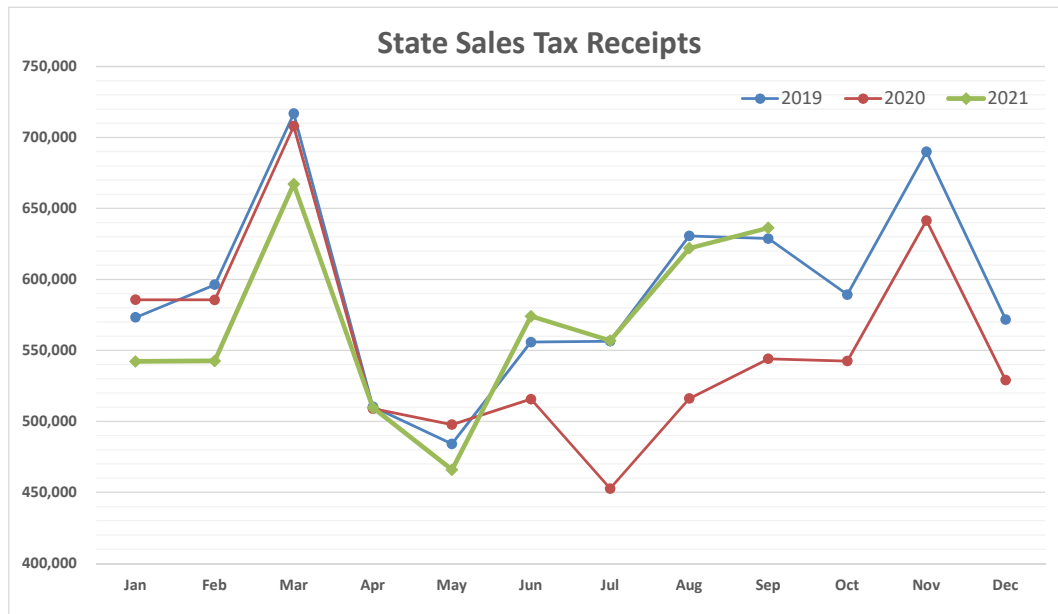


Collection History

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%	93,403	7.0%	94,751	(1,348)	-1.4%
June	May	90,545	81,656	-9.8%	91,526	12.1%	88,184	3,342	3.8%
July	June	87,662	92,490	5.5%	107,244	16.0%	85,492	21,752	25.4%
Aug	July	115,800	118,303	2.2%	110,403	-6.7%	113,039	(2,636)	-2.3%
Sept	Aug	109,636	104,416	-4.8%	111,936	7.2%	107,028	4,908	4.6%
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%	989,933	-18.8%	1,242,527	(252,594)	
Y-T-D		998,941	940,852	-5.82%	989,933	5.2%	971,985	17,948	1.8%

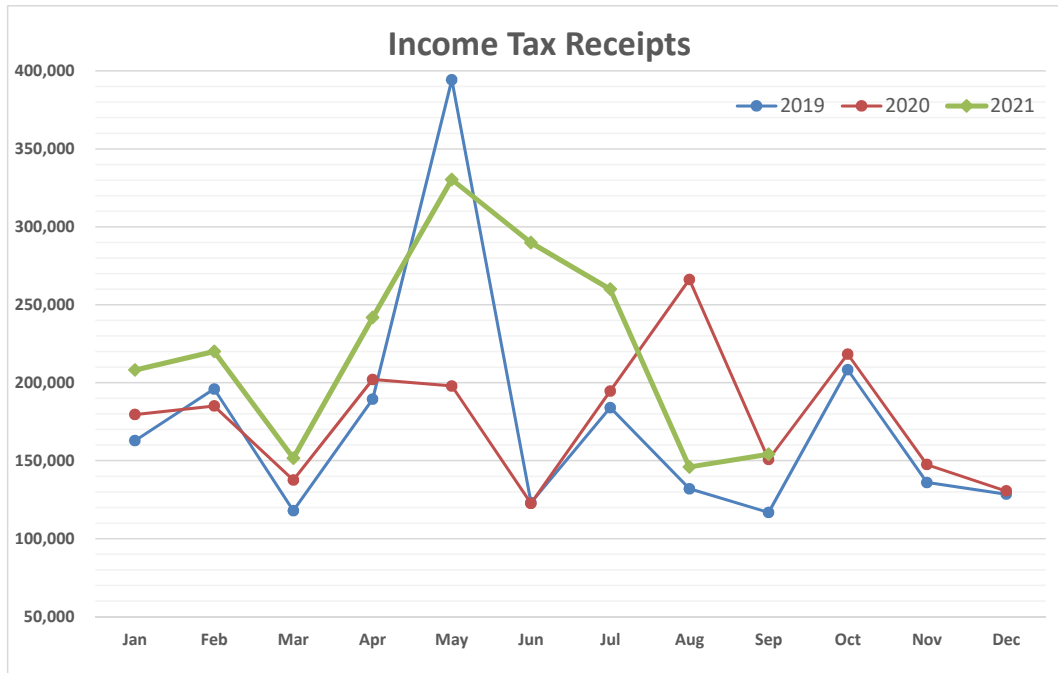
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Collection History

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%	495,194	47,022	9.50%
February	November	596,355	585,612	-1.80%	542,675	-7.33%	515,073	27,602	5.36%
March	December	716,833	708,009	-1.23%	667,111	-5.78%	619,130	47,981	7.75%
April	January	510,348	508,950	-0.27%	509,698	0.15%	440,789	68,910	15.63%
May	February	484,267	497,768	2.79%	466,021	-6.38%	418,262	47,759	11.42%
June	March	555,869	515,679	-7.23%	574,063	11.32%	480,105	93,957	19.57%
July	April	556,516	452,741	-18.65%	556,926	23.01%	480,663	76,263	15.87%
August	May	630,633	516,160	-18.15%	622,012	20.51%	544,678	77,334	14.20%
September	June	628,856	544,099	-13.48%	636,306	16.95%	543,144	93,162	17.15%
October	July	589,297	542,519	-7.94%	-	-100.00%	508,977	(508,977)	-100.00%
November	August	689,952	641,526	-7.02%	-	-100.00%	595,913	(595,913)	-100.00%
December	September	571,876	529,081	-7.48%	-	-100.00%	487,730	(487,730)	-100.00%
		7,104,140	6,627,872	-6.70%	5,117,028		6,129,659	(1,012,631)	
Y-T-D		5,253,014	4,914,746	-6.44%	5,117,028	4.12%	4,537,038	579,990	12.78%

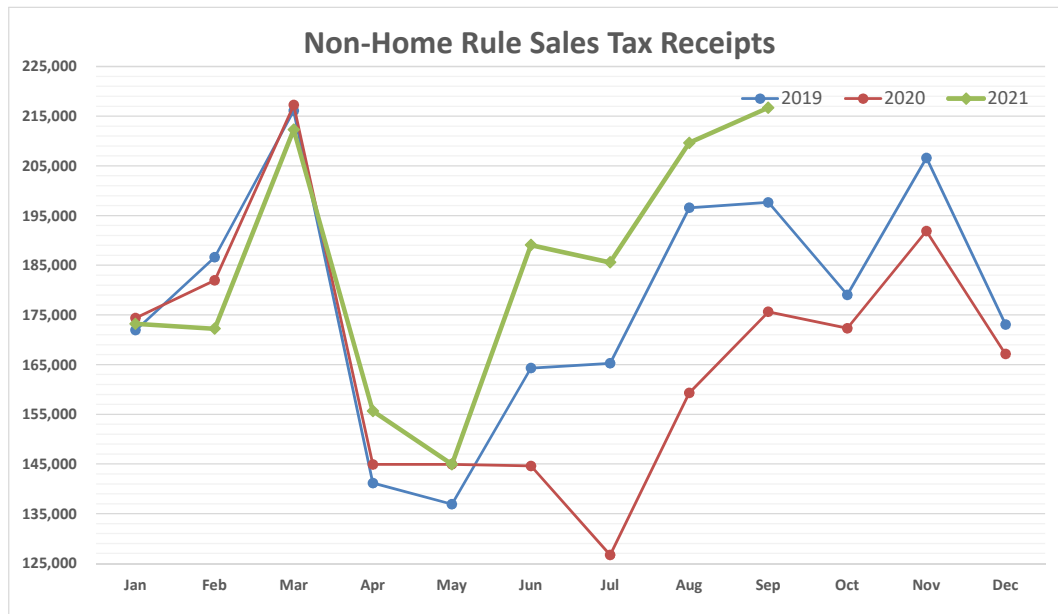
DEPARTMENT OF FINANCE
MONTHLY REPORT
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Revenue History

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%	152,831	55,314	36.19%
February	195,953	185,089	-5.54%	220,056	18.89%	183,736	36,320	19.77%
March	117,989	137,632	16.65%	151,661	10.19%	110,633	41,029	37.09%
April	189,515	202,147	6.67%	241,823	19.63%	177,699	64,124	36.09%
May	394,217	197,921	-49.79%	330,332	66.90%	369,640	(39,307)	-10.63%
June	123,113	122,594	-0.42%	289,833	136.42%	115,438	174,395	151.07%
July	184,112	194,674	5.74%	260,006	33.56%	172,633	87,374	50.61%
August	131,977	266,162	101.67%	145,998	-45.15%	123,749	22,249	17.98%
September	116,806	150,811	29.11%	154,181	2.24%	109,524	44,657	40.77%
October	208,404	218,387	4.79%	-100.00%	-100.00%	195,411	(195,411)	-100.00%
November	136,016	147,566	8.49%	-100.00%	-100.00%	127,536	(127,536)	-100.00%
December	128,529	130,645	1.65%	-100.00%	-100.00%	120,516	(120,516)	-100.00%
	2,089,504	2,133,279	2.09%	2,002,035	-6.15%	1,959,344	42,691	2.18%
Y-T-D	1,616,556	1,636,681	1.24%	2,002,035	22.32%	1,515,881	486,154	32.07%

DEPARTMENT OF FINANCE
MONTHLY REPORT
SEPTEMBER 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%	144,939	0.00%	109,611	35,328	32.23%
June	March	164,308	144,621	-11.98%	189,084	30.74%	132,116	56,968	43.12%
July	April	165,275	126,701	-23.34%	185,597	46.48%	132,893	52,704	39.66%
August	May	196,564	159,315	-18.95%	209,622	31.58%	158,052	51,570	32.63%
September	June	197,652	175,641	-11.14%	216,705	23.38%	158,927	57,778	36.36%
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%	1,659,372		1,715,571	(56,199)	
Y-T-D		1,576,547	1,469,748	-6.77%	1,659,372	12.90%	1,267,177	392,195	30.95%

Village of Lake Zurich
Investment Report
September 30, 2021

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Par Value	Purchase Price	(Premium) / Discount	Market Value	Unrealized Gain (Loss)
MONEY MARKET & CASH									
Eagle Bank	N/A	N/A	0.000%	214754-1	-	-	-	0.00	N/A
IPRIME	NA	NA	0.000%		1,626,832.66	1,626,832.66	-	1,626,832.66	N/A
CERTIFICATE OF DEPOSIT									
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	-	248,779.64	(220.36)
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	-	248,938.00	(62.00)
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)	248,682.03	(566.71)
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	248,642.50	(498.13)
US Treasury N/B	04/15/21	01/31/25	0.480%		964,000.00	996,422.03	(32,422.03)	988,062.40	(8,359.63)
US Treasury N/B	04/15/21	07/31/25	0.620%		406,000.00	399,640.39	6,359.61	398,102.08	(1,538.31)
Alameda Cnty-a-txbl	04/16/21	08/01/23	0.200%		250,000.00	271,707.50	(21,707.50)	266,752.50	(4,955.00)
US Treasury N/B	05/19/21	07/31/25	0.570%		350,000.00	345,351.56	4,648.44	343,191.45	(2,160.11)
US Treasury N/B	07/28/21	07/31/25	0.500%		252,000.00	249,499.69	2,500.31	247,097.84	(2,401.85)
TOTAL					9,094,249.52	9,125,843.20	(31,593.68)	9,105,081.10	(20,762.10)
Per Statement				PMA Invests	9,094,249.52	9,125,843.20	-	9,105,081.10	(20,762.10)
				Total	9,094,249.52	9,125,843.20	-	9,105,081.10	-

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

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND	
	September-21	September-21	Year-to-Date
Revenues:		Revenues:	
Municipal Contributions	539,726	Municipal Contributions	2,139,272
Member Contributions	26,210	Member Contributions	374,710
Total Contributions	565,935	Total Contributions	2,513,981
Investment Income	(1,008,635)	Investment Income	3,543,126
Total Revenues	(442,699)	Total Revenues	6,057,108
Expenses:		Expenses:	
Pension and Benefits	194,532	Pension and Benefits	1,724,251
Insurance	-	Insurance	-
Professional Services	680	Professional Services	26,168
Investment Expenses	35	Investment Expenses	75,171
Other Expenses	-	Other Expenses	9,585
Total Expenses	195,247	Total Expenses	1,835,174
Operating Income (Loss)	(637,946)	Operating Income (Loss)	4,221,933
Beginning Net Position*	33,536,867	Beginning Net Position*	48,430,770
Ending Net Position	32,898,921	Ending Net Position	52,652,704
Assets		Assets	
Cash and Investments	32,847,843	Cash and Investments	52,559,034
Other Assets	65,771	Other Assets	118,592
Total Assets	32,913,614	Total Assets	52,677,626
Liabilities		Liabilities	
	14,693		24,923
Net Position 09/30	32,898,921	Net Position 09/30	52,652,704



FIRE DEPARTMENT

MONTHLY INFORMATION REPORT

October 2021

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 - October 2021 Overview

In October, the Department responded to **384** calls for service, averaged **12** calls per day and required **559 individual vehicle responses** to provide the necessary personnel for each incident.

Forty-nine percent (**49%**) of the service area responses occurred while another call was in progress. Twenty-eight percent (**28%**) 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 - Year To Date - Fire Value/Save/Loss



Significant Calls

Auto Extrication Car vs. Semi-truck
On October 18, 2021 the Lake Zurich Fire Department responded to the intersection of Ensell Road and Telser Road for a vehicle collision involving a semi-truck and compact vehicle. On arrival, the driver of the compact vehicle was found to be entrapped as the vehicle’s driver side was severely damaged.

Lake Zurich Engine 323, with the assistance of Countryside FD E-411 was able to successfully extricate the driver. The patient was then treated and transported by LZ Ambulance 324 to Condell Medical Center for further evaluation and treatment. Lake Zurich Police Department was also on scene and assisted with traffic control and scene safety. This is a repeated example of multi-department collaboration with an emphasize on safety and exceptional patient care.

Crew Members: A324: Lt. Booth, FF/PM Tanner, FF/PM Griffiths - E323: LT. Reid, FF/PM Corral, FF/PM Lucas B32: Lt. Yee,



(Pictured left) Image of a cordless spreader like the one used to extricate the patient from their vehicle. A set of extrication equipment is due for replacement in 2022 and the FD Apparatus and Equipment Committee is working with Fleet Services on this project.

Member Spotlights



Congratulations New hire Daniel Frano, Anthony Kinsley, and Nathan Welter *(Pictured left)*



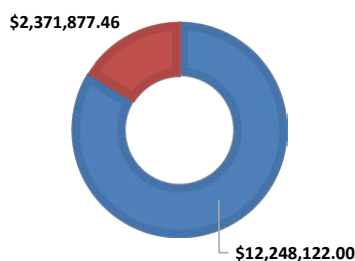
New Hires practice large area search at the old May Whitney school *(Pictured right)*

Administration Division

Budget Update – The administrative team is busy working on entry-level and promotional testing and preparing the 2022 budget and looks forward to working with the Board to meet our future needs.

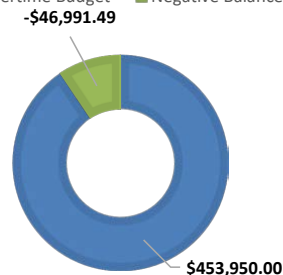
FIRE DEPARTMENT BUDGET

■ Overall Budget w/ Amendment ■ Available Balance



OVERTIME ACCOUNTS

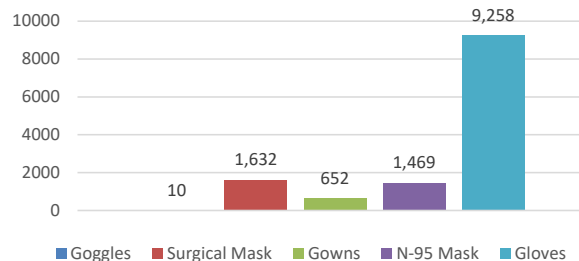
■ Overtime Budget ■ Negative Balance



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 October, we issued **0 pairs of safety goggles** and used **154 surgical masks** on patients, **112 - N95 respirators** for our personnel, **7 gowns**, and approximately **749 surgical gloves**. The graph pictured right 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 also 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 and provide CPR/First-Aid training.

So far in 2021, we have attended about **81 events** and interacted with approximately **25,918 people** in public education. For example, *(pictured above)* Crews attended a gathering at the Deer Park Town Center introducing young children to fire fighters and their equipment.

Learn the Sounds of Fire Safety, Fire Prevention Week 2021. *(Pictured right)*

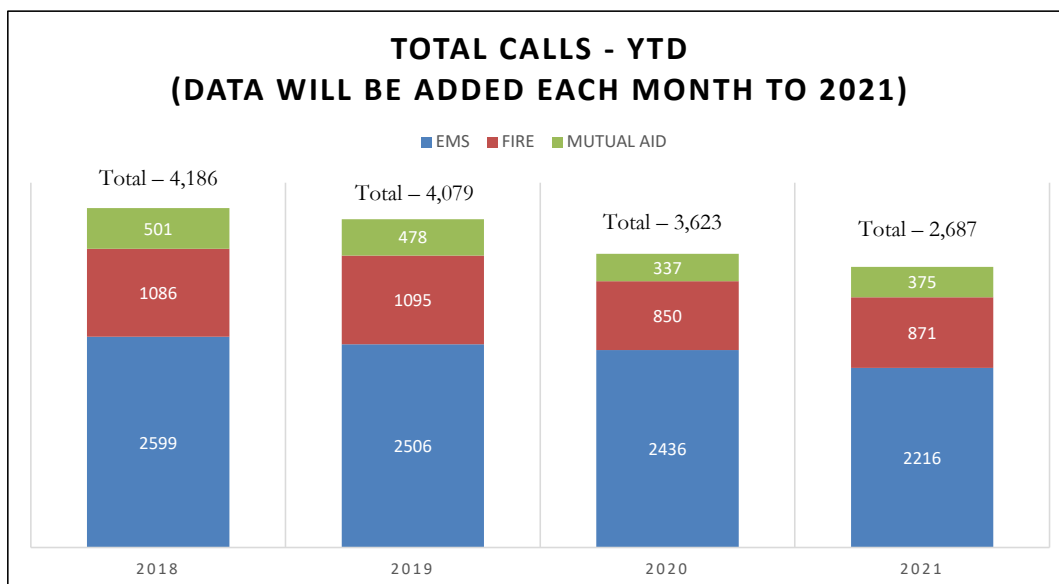


Operations Division

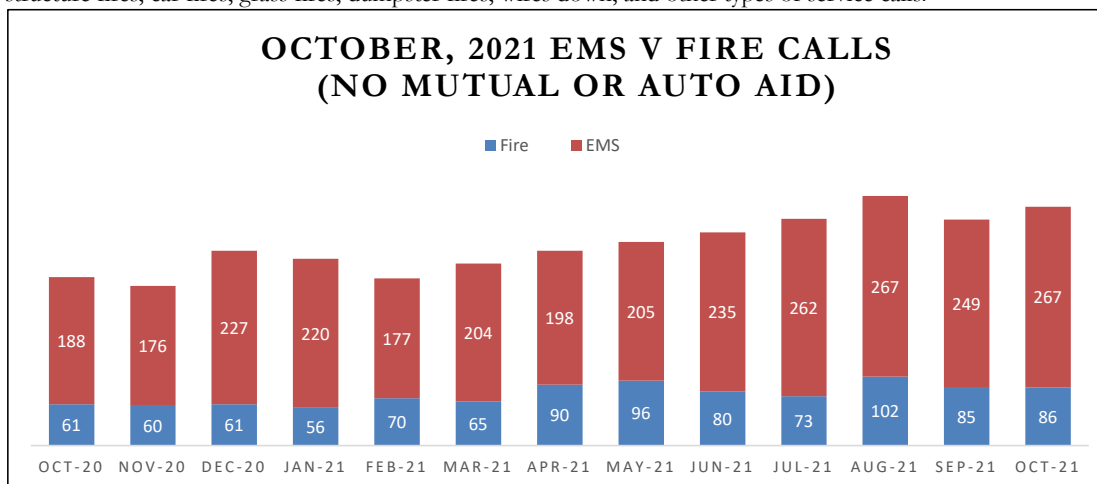
Vehicles Out of Service

- During October, the following vehicles were out of service due to maintenance, repairs, or breakdowns:
 - Ambulances – 107.5 hours
 - Engines – 28.75 hours
 - Year-To-Date Hours:

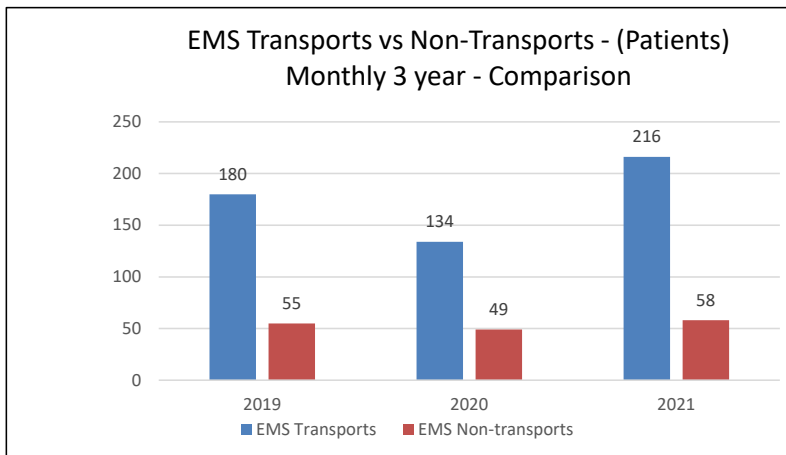
Ambulances: 959 hours | Engines: 2,748 hours



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.

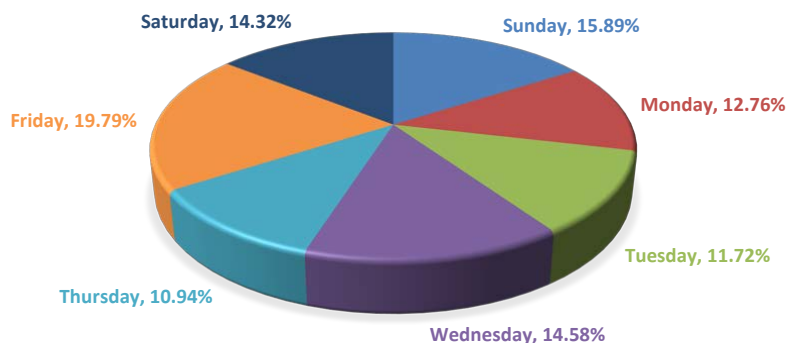


The following chart reflects activity related to emergency medical services, a core function of the fire department — not every EMS call result in transport. A prime example of this is an automobile accident where several victims refuses transport. EMS transports always outpace refusals. This chart compares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

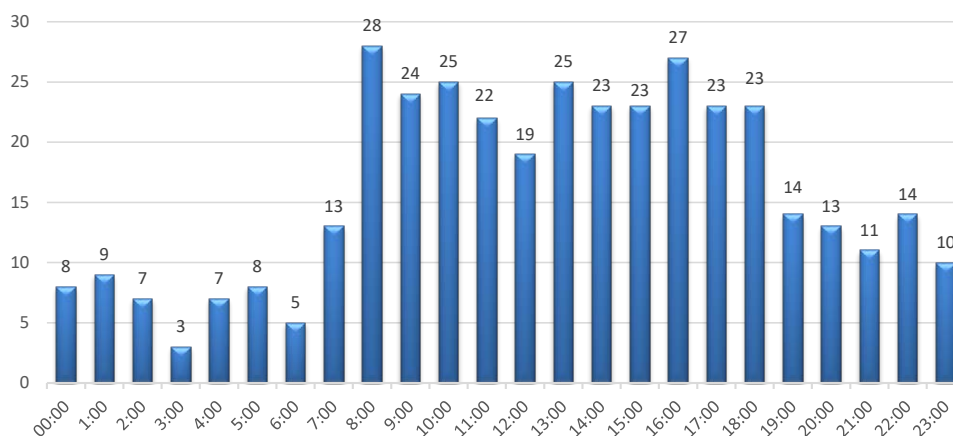


The following two charts break down calls by the day-of-week and hour-of-day.

RESPONSE BY DAY OF WEEK - OCTOBER, 2021



RESPONSE BY HOUR OF DAY - OCTOBER, 2021



STATIONS & STAFFING | OFFICER FIREFIGHTER/PARAMEDIC

STATION 1

321 S. Buesching Road
Lake Zurich, IL 60047

APPARATUS & STAFFING BATTALION 32



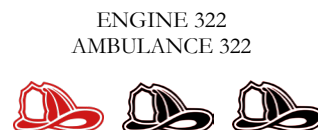
ENGINE 321
AMBULANCE 321



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

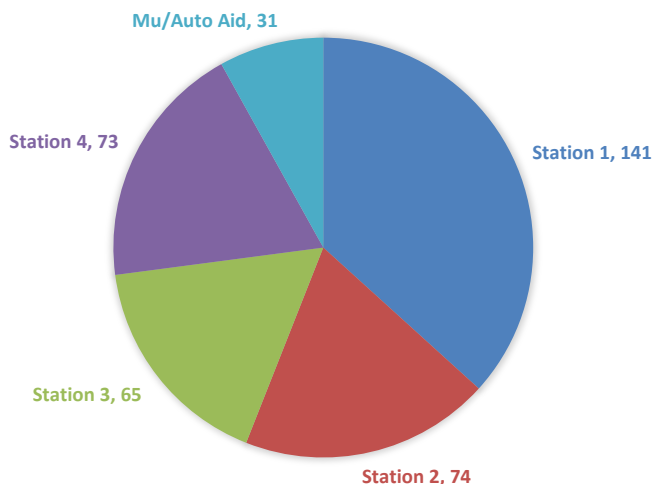


ENGINE 324
AMBULANCE 324



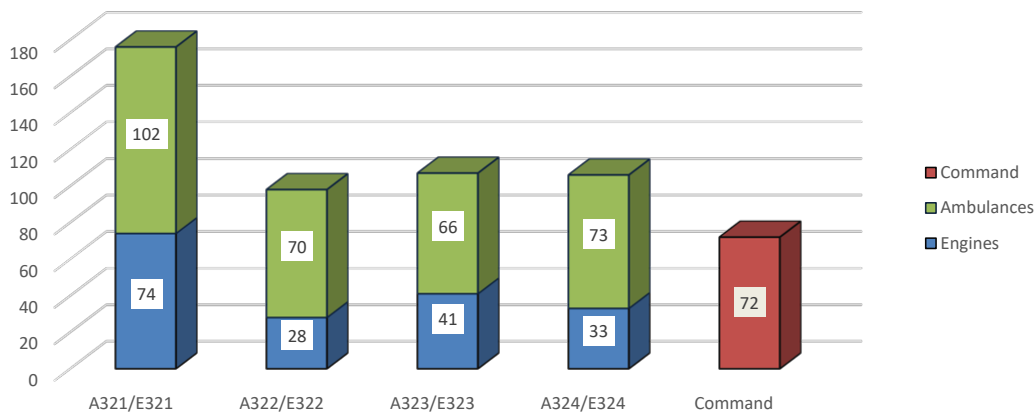
The graph below represents the percentage of calls by each station and mutual/auto aid for October, 2021. The chart does **not** represent the station that responded as the primary resource to the area – it means where the call originated. Station 1 is historically the busiest district.

ORIGIN OF CALLS - OCTOBER, 2021

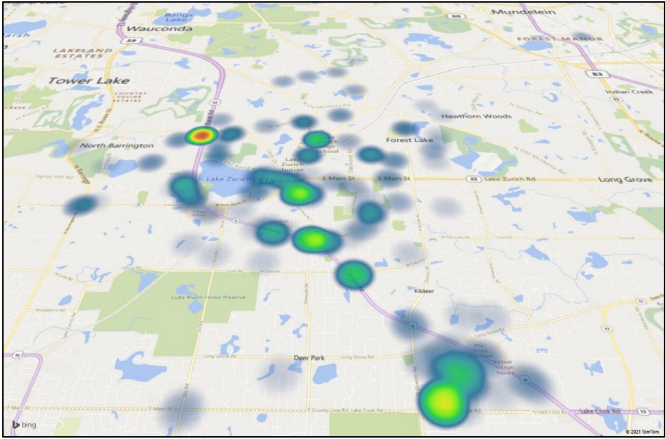


The graph below shows the responses by each unit – Ambulances, Engines, and Command Officer – in October

Total Unit Responses - Ambulances, Engines, & Command Officer



The following graphic is a visual representation of call distribution for October. 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.



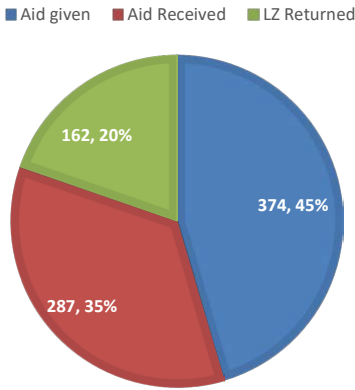
Frequent Call Locations:

- 795 N. Rand Road – Azpira Place of Lake Zurich – 32 responses
- 21840 Lake Cook Road – Deer Park Village Senior Living – 22 responses
- 777 Church Street - Cedar Lake Assistant Living - 12 Responses
- 21481 N. Rand Road – Northwest Community Healthcare – 12 responses
- 900 S. Rand Road – Avantara Health Care Center of Lake Zurich – 11 responses

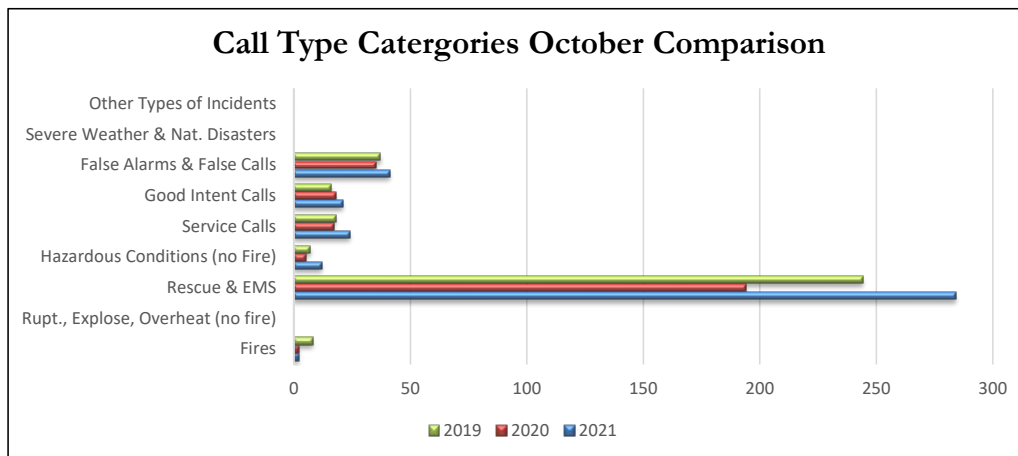
**Mutual/Auto Aid Response
Year to Date –**

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 October, we responded to **31 mutual aid calls and returned 13 times** before our arrival. The chart to the right shows YTD Aid Given/Received and how many times LZ 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.

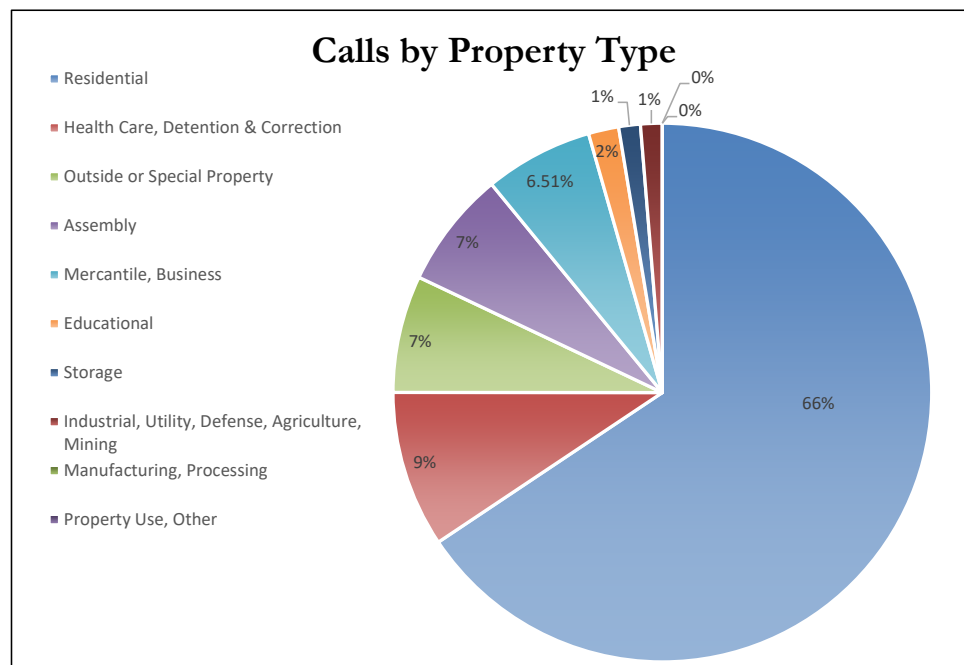
**AID GIVEN/RECEIVED -
YEAR TO DATE TOTAL**



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 most calls we respond to and continue to increase, as indicated below.

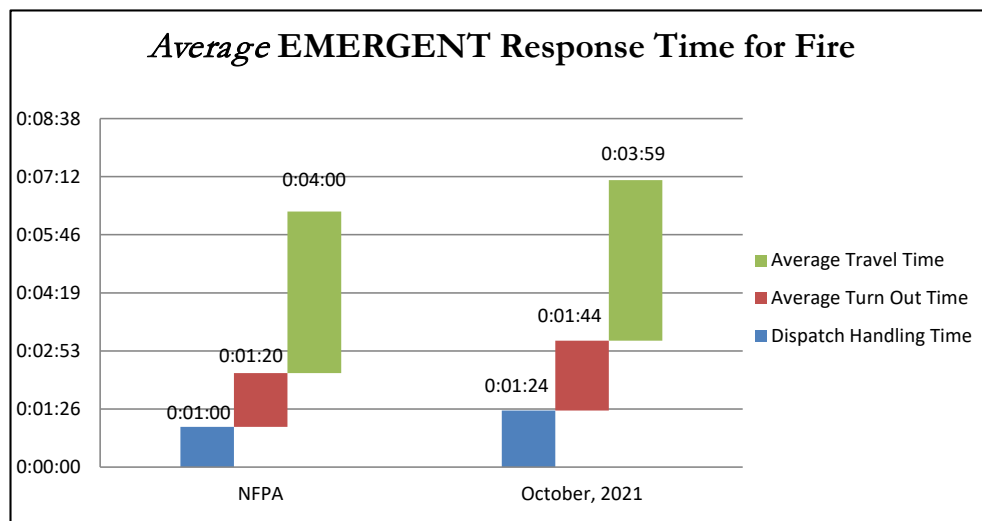
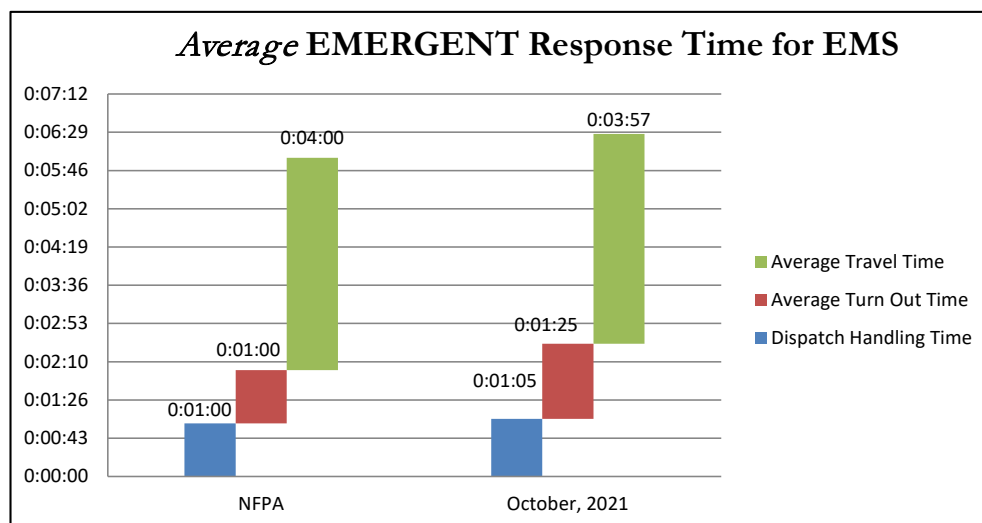


As previously mentioned, there is a national standard for coding the type of property use. How is this relevant? We see trends in various types of occupancies and use them to determine our service demand. For example, the healthcare category would increase if additional assisted living or nursing homes were open. As shown below, we continue to respond to Residential Properties more than any other (65%), and Health Care/Detention was second with (9%) 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 enroute 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 October, we completed the following shift training:

EMS SOP Review – Paramedics completed quarterly endotracheal intubation training.

EMS Continued Education – Paramedic continuing education covering burns.

Fire House Entry Training – Department members reviewed common mistakes and tips for completing the Fire House NFIRS and training entries.

New Hire Orientation- New hires started a 3 week orientation academy to practice skills, learn Lake Zurich procedures and start Northwest Community Hospital EMS system entry.

LDDM – Members Jeremiah Johnson, Ryan Bene, Jeff Hall, and Anthony Campbell attended Leadership Development and Decision Making at the Illinois Fire Service Institute.
(Pictured right)

Company Needs – Company Officers evaluated their personnel and based the training on the needs of their company.



Weekly Equipment Review – Crews review different types of department equipment weekly and ensure they can operate it correctly and effectively.

Command Officer Training – As part of the department's succession planning and professional development, interested lieutenants have continued mentoring to fill the role of the Command Officer as needed.

The following personnel attended outside training classes.

FF/PM Stodola – Completed the 40-hour Trench Rescue Technician class

FF/PM Johnson, Bene, Campbell, - Completed the 40-hour Company Officer level Leadership Development and Decision Making course.

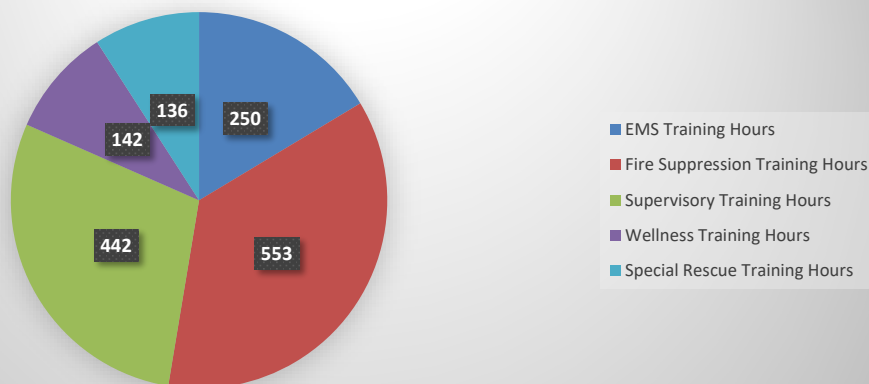
FF/PM Hall - Completed the 40-hour Firefighter level Leadership Development and Decision Making course.

Lieutenants Cornell and Yee - completed the 8-hour Old Time Leadership class.

Lt. Reid, FF/PM Stodola and FF/PM Johnson – Completed the 40 hour Structural Collapse Technician Class.

Lt. Yee – Attended the Senior Officer Development for the 21st Century 8-hour seminar at the Barrington-Countryside Fire Protection District

October Training Hours - 1,526 Total



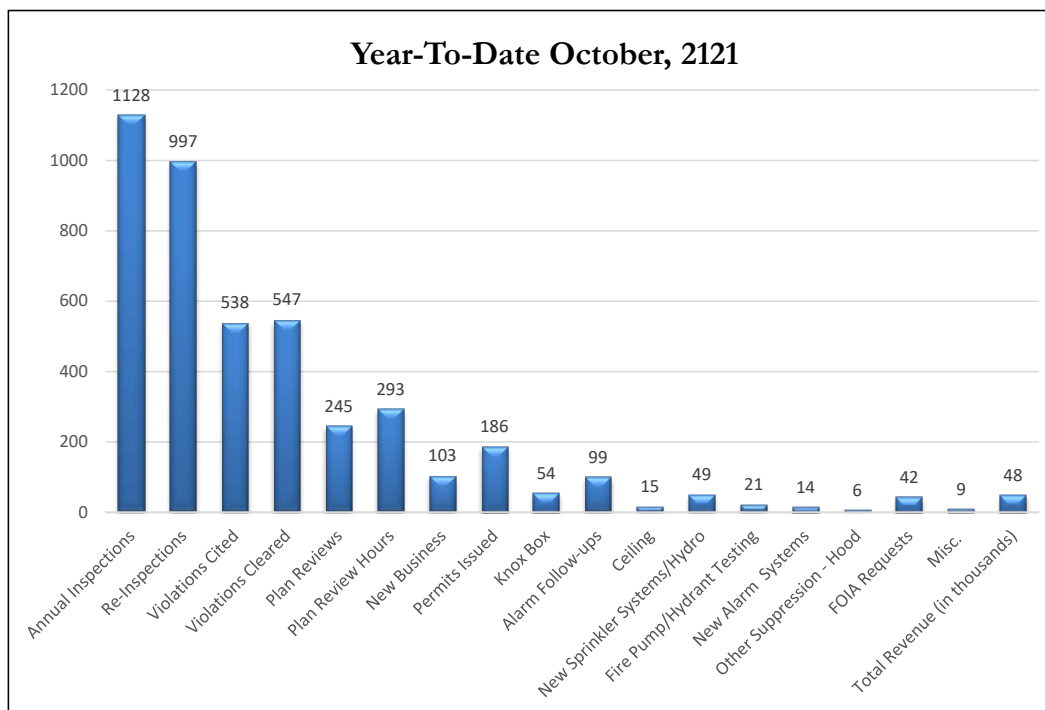
Fire Prevention Bureau Division

The month of October was very busy with numerous special events. From the events at Paulus Park every weekend, Deer Park Trick or Treat, to required fire drills at every District 95 school with thousands of contacts made.

October was also extremely busy as our annual Deer Park fire inspections are all scheduled in October. We saw a large increase in plan reviews with over 35 hours of logged plan review time. This was made difficult because we are currently without a Fire Prevention Clerk.

OCTOBER FIRE PREVENTION ACTIVITIES

- Construction Meetings
 - Fidelity Deer Park
 - Lululemon
 - Life Time Fitness
 - The Sanctuary of Lake Zurich
 - Kraft Chemical
- Paulus Park tent and special event inspections
- Fire drills – District 95 schools
- Residential Knox Box request led to Building Department involvement due to living conditions in the home
- Meeting with sprinkler pipe company to discuss issues at Avery Ridge
- Village of North Barrington special event inspection
- Deer Park Town Center water main break and fire alarm issues
- Training class on fire alarms in Chicago
- Open burning complaint on Overhill
- Deer Park Town Center Trick or Treat
- Chamber Expo
- NIFIA Board and General meetings
- Strike Force Investigation training
- Fire Inspectors Meeting & Training
- Fire Investigation Training





POLICE DEPARTMENT

MONTHLY INFORMATION REPORT

OCTOBER 2021

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

General

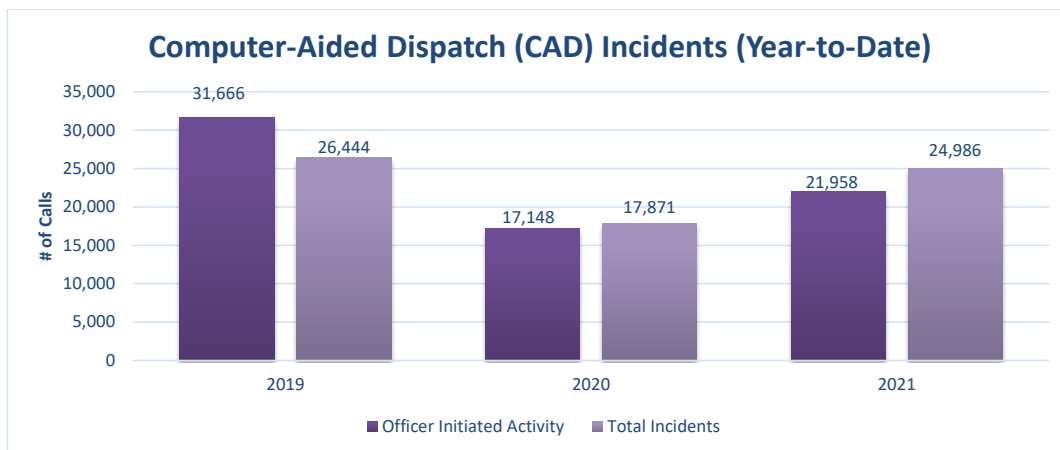
- On Saturday, October 23, the Lake Zurich Police Department participated in the DEA's National Prescription Drug Take Back Day. This was an opportunity for citizens to prevent pill abuse and theft by ridding their homes of potentially dangerous expired, unused, and unwanted prescription and over-the-counter drugs. Community members dropped off over 28 pounds of unwanted drugs.
- The Police Department processed 18 Freedom of Information requests this month.
- Our agency participated in the IDOT Halloween campaign from October 16th through November 1st. 38 grant hours were worked as part of the campaign. The grant hours yielded the following results: 19 seat belt citations, 8 speeding citations, 5 distracted driving citations, 2 arrests, and 5 other citations.
- The Marine Unit completed its 2021 boating season, providing 251 patrol hours with 238 contacts and 38 boat stops. The unit issued 19 tickets and 23 warnings, while also responding to 14 swimming complaints and 12 calls for service. The unit also overhauled their training manual, modified their ticket issuance procedure and collectively completed 71 hours of training.
- On Wednesday, October 6, members of the Department participated in the annual Isaac Fox Walk to School event. This walk is held in conjunction with International Walk to School Day and celebrates the benefits of walking to school. The participants walked from LA Fitness to the Cuba Road schools.
- The Lake Zurich Police Department has now switched over to the FBI's National Incident-Based Reporting System (NIBRS). As the new national data collection standard, NIBRS captures details on victims, known offenders, relationships between victims and offenders, arrestees, property, and drugs involved in crimes for up to 10 offenses within an incident, representing a substantial shift in the way we report crime. By using this new reporting system, we are changing how information on victimization and offending is collected and reported in order to meet federal data standards, improve operations, and better inform the public about the nature of crime in Lake Zurich. Reporting with this new system will be a month behind. For example, the data included in this report is from January – September for the October monthly report. The November report will include data from January – October.

Patrol and Communications

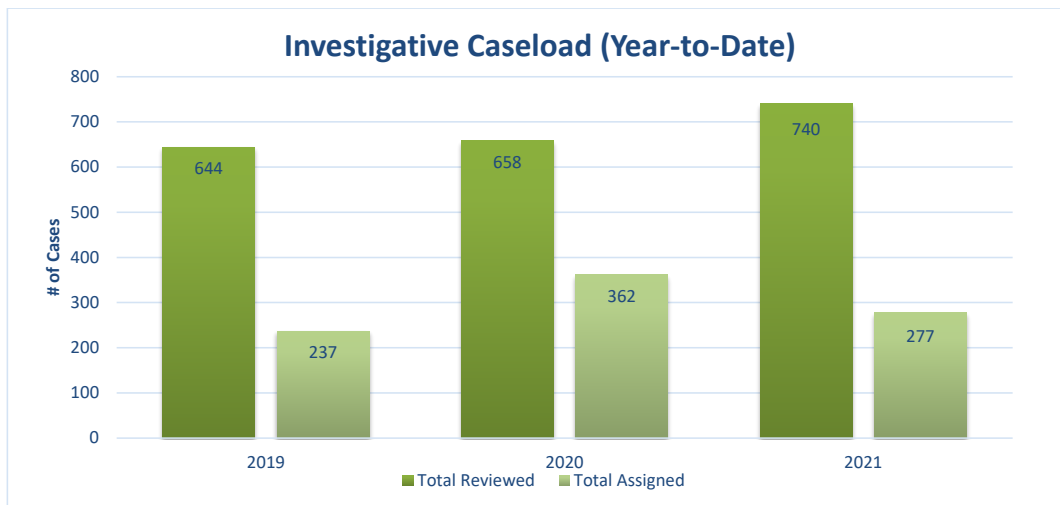
- Year-to-date, officers have conducted 3296 traffic stops and issued 1681 traffic citations.
- During October, Dispatch handled 1802 9-1-1 calls and 4898 administrative calls.
- Craig Rosenbaum was hired as a telecommunicator on October 15th. He has dispatching experience and previously worked at CenCom.

Investigations

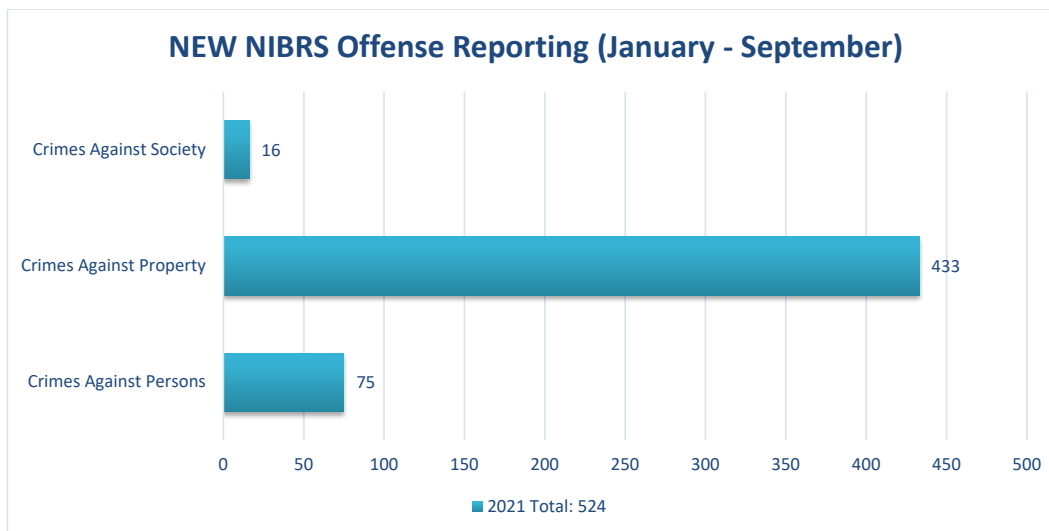
- The Criminal Investigations Division is currently investigating 82 cases, averaging 20.5 cases per detective. Of the 82 cases, 7 have been sent to the Lake County State's Attorney's Office (LCSAO) to obtain arrest warrants for identified suspects.
- Administrative Aide McCormack received and approved 6 solicitation permit requests. Two raffle permits were also received and approved. One liquor license application was processed.
- SRO Frey participated in two hard lockdown drills and one soft lockdown drill at area schools this month.



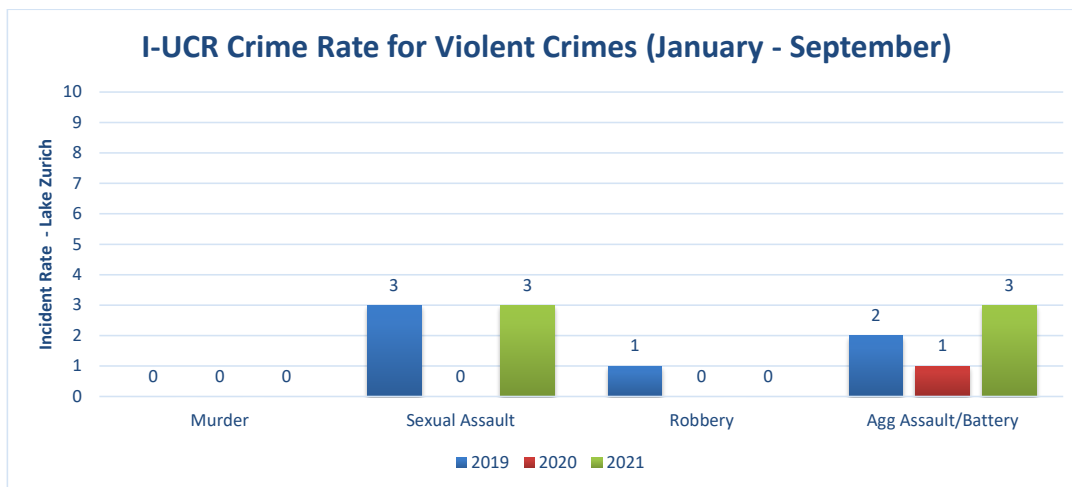
Officer initiated activity includes DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents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



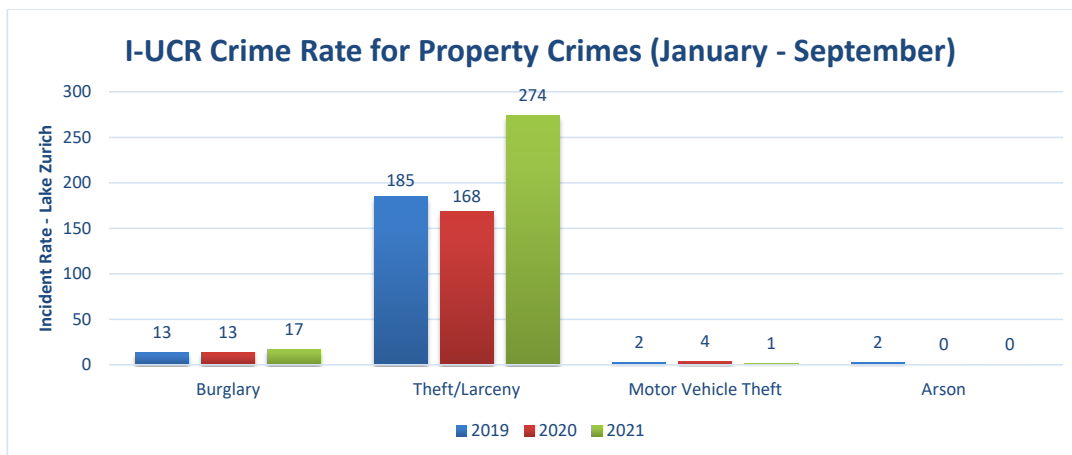
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.



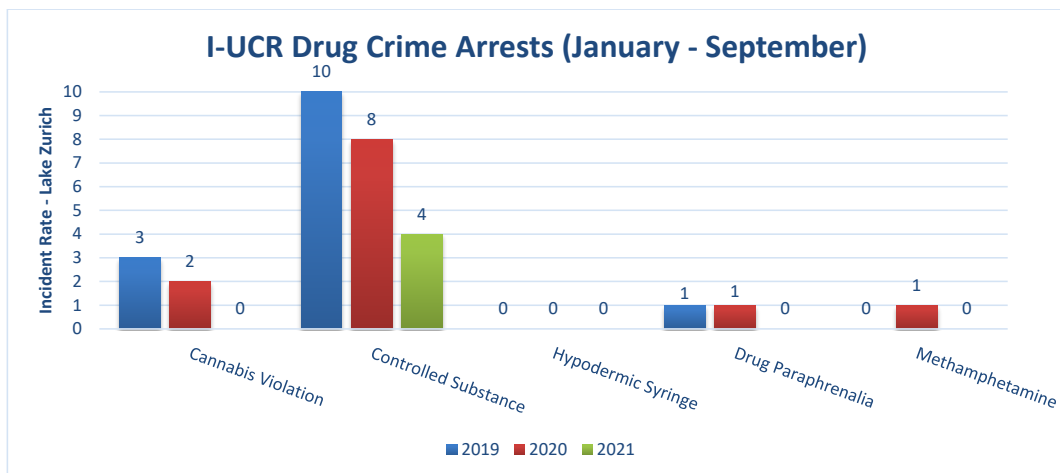
The Lake Zurich Police Department has now switched over to the FBI's National Incident-Based Reporting System (NIBRS). Data is broken down into the following three categories: Crimes Against Persons, which include crimes such as murder, assault, and sex offenses; Crimes Against Property, which include crimes such as robbery, burglary, theft, fraud, and stolen property; and Crimes Against Society, which includes crimes such as drug/narcotic violations, pornography, and weapon violations.



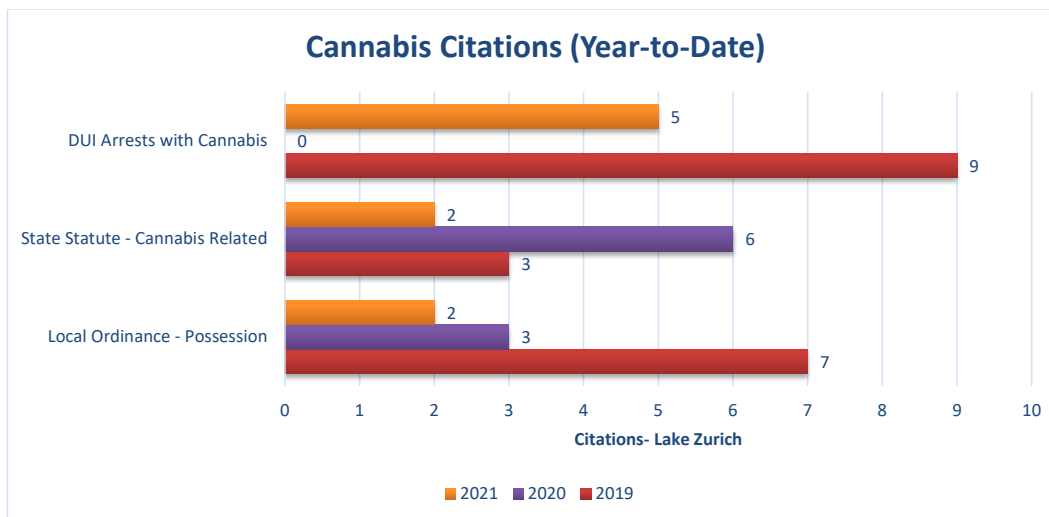
The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this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

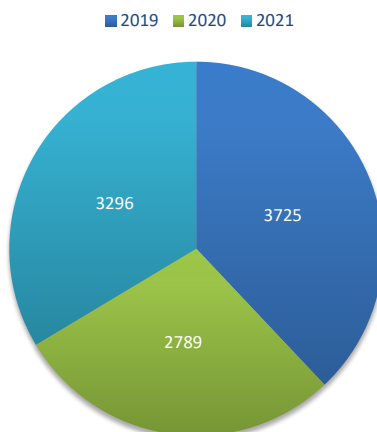


Illinois passed new cannabis rules and regulations that went into effect on January 1, 2020. Information was gathered from previous years to compare what effect the new laws have made on cannabis citations. These citations include local ordinance cannabis possession citations, state statute cannabis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



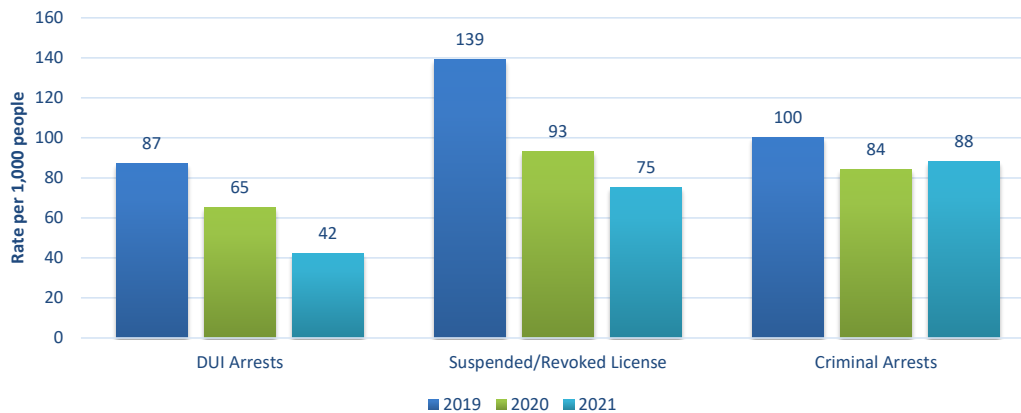
Law enforcement agencies in Illinois are now required to report to the state any incident where a law enforcement officer was dispatched to deal with a person experiencing a mental health crisis or incident. The report shall include the number of incidents, the level of law enforcement response and the outcome of each incident. For purposes of this section, a 'mental health crisis' is when a person's behavior puts them at risk of hurting themselves or others or prevents them from being able to care for themselves.

Traffic Stops (Year-to-Date)

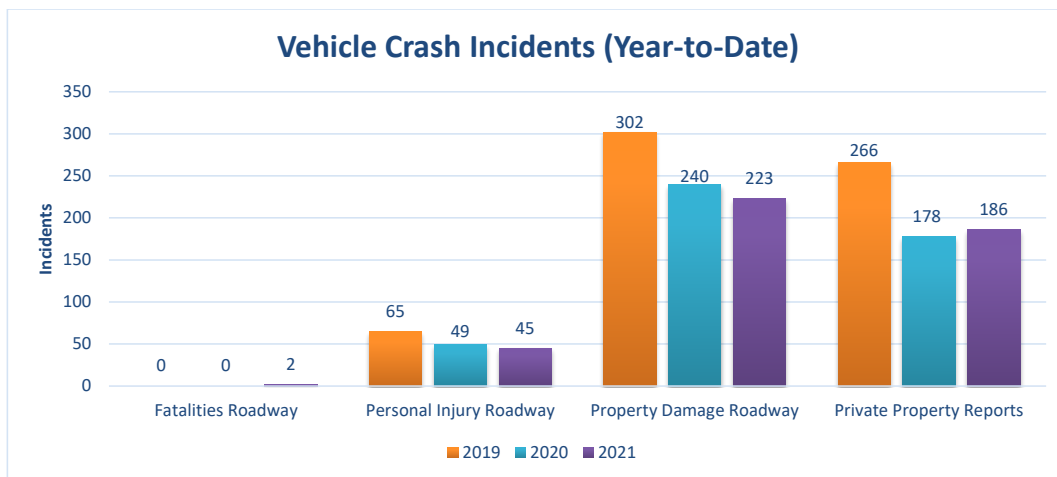


Information depicted in this graph relates to traffic stops conducted by Department personnel.

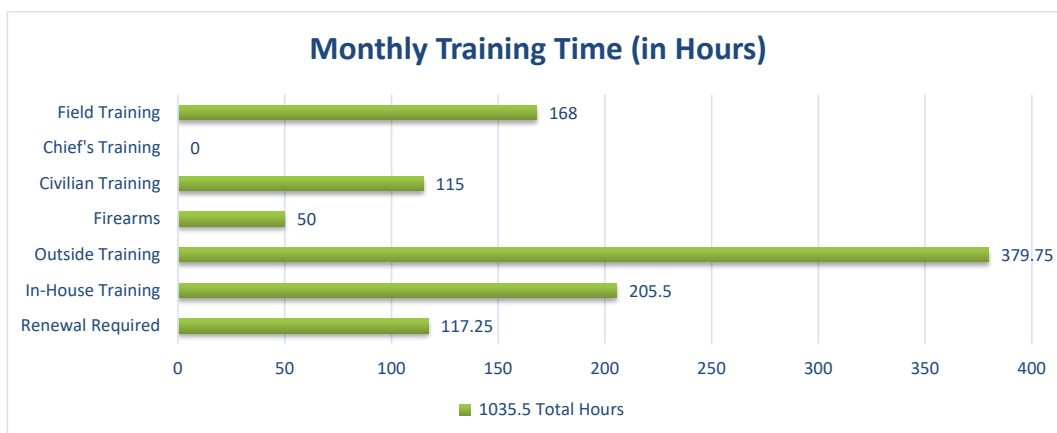
Criminal and Traffic Offenses (Year-to-Date)



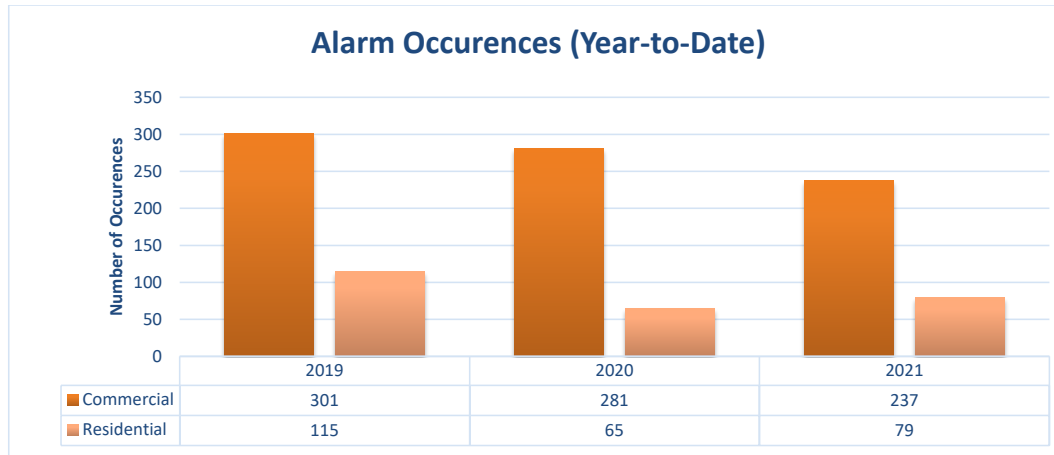
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, and various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.) conducted by Department personnel.



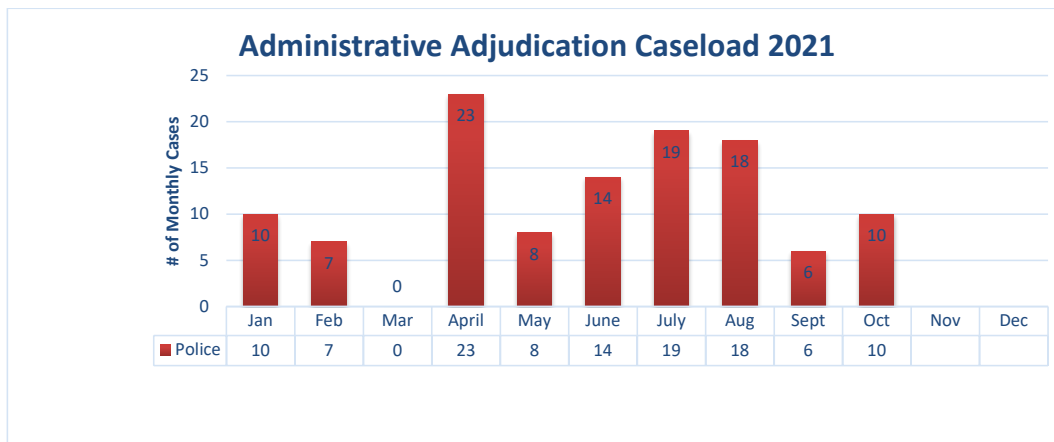
The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic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



Training is an important element to maintain or improve skills/knowledge/ability. The main categories of training include field training, chief's training, civilian training, firearms training, outside agency training, in-house training, and renewal required training.



The records department 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.

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	Liabe	Not Liabe	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	189	\$7480.00	2	1	0	0	2	3	2
July	140	\$9150.00	6	2	3	0	0	1	0
August	174	\$8030.00	3	0	3	0	0	2	3
September	175	\$6875.00	3	1	2	0	0	2	0
October	291	\$9157.50	5	2	3	0	0	2	2
November									
December									
Total	1786	\$95,712.50	42	23	15	1	4	21	13

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.



COMMUNITY DEVELOPMENT DEPARTMENT

MONTHLY INFORMATION REPORT

October 2021

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

505 TELSER ROAD
LAKE ZURICH, IL 60047

1

DEPARTMENT NARRATIVE

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

BUILDING & ZONING DIVISION:

Commercial Permits issued:

- 410 Telser: Sungor Transportation: Interior Buildout
- 1325 Ensell: Factor 75 (former PeaPod): Interior Buildout

Commercial Occupancy Permits issued:

- 351/355 Oakwood: Echo (expanded to former Tredegar property)
- 884 S Rand: Cozy Nails
- 981 S Rand: Aldi's buildout

FOIA Requests: Total number of FOIA requests: 6

PLANNING DIVISION:

Planning and Zoning Commission (PZC) Activity:

The following application was considered by the PZC at the October 20, 2021 meeting.

1. *676 S Rand Road – Special Use Permit for a Cannabis Dispensary.* The application for a Special Use Permit was introduced by the attorney for the Applicant, Mr. Craig Krandel. The Applicant's representative, Mr. Mitchell Zaveduk provided background information on the company and on the proposed establishment by means of a PowerPoint presentation. The owner's representative, Mr. Greg Winner of Hamilton Partners was also available to answer questions. Public testimony was provided by two residents – one in favor of the proposed application and one opposed to the use of Marijuana in principle.

During the hearing, the Applicant answered numerous questions of the PZC. Following the close of the hearing, the members of the PZC deliberated on issues such as the exterior character of the building, in particular the window treatment, number of customers, expected sales and revenue to the village, visibility and prominence of the location in the community. The PZC recommended that staff work with the Applicant on traffic calming measures along the private circular access road in front of the lot, to eliminate the "butterfly" mural on the Rand Road facing elevation, and to give consideration to maintain the condition prohibiting visibility of the interior from the exterior, in the event that provision was relaxed by the state in the future. These issues were discussed as recommendations and not added to the findings of the PZC. Director Saher also summarized the various stringent requirements of the state that the dispensary had to follow in order to operate in keeping with the requirements of their license. The PZC then voted 4-2 in favor of recommending approval of the Special Use Permit. The item was scheduled to be presented to the Village Board for consideration at the first meeting in November.

New Zoning Applications received (for PZC consideration).

No new applications were received for consideration by the PZC for their November 17, 2021 meeting; the meeting was canceled.

Development Planning:

1. *Life Time Update (400 N Rand Road).* Public Works Director Brown, Building Services Supervisor Mary Meyer and Community Development Director Saher held discussions with Charlie Thompson, Sr. Project Manager and David Maille, Project Superintendent of Life Time regarding the issue of construction trucks using Lakebreeze Court to turn around. The discussion was called in response to complaints from residents of Lakebreeze Townhomes. Staff reminded Mr. Thompson and Mr. Maille that this is prohibited and that they need to put a stop to it immediately. Staff also recommended an alternate route for these trucks to get to the Old Rand Road construction area from Rand Road and through the Life Time property and then out the same way or west along Old Rand Road itself. Both Mr. Thompson and Mr. Maille agreed that this was a viable option and would take immediate measures to first inform the subcontractor of this requirement, but also take steps to install barriers and/or signage at the eastern end of the Old Rand Road construction area to prevent trucks from further accessing the Lakebreeze Townhomes and Bayshore Village properties. Village Staff later visited the site to note the progress on these measures that Life Time has agreed to implement.
2. *Sanctuary of Lake Zurich.* Staff of the Community Development Department issued the developer, Mr. Romeo Kapudija a demolition permit to remove the existing masonry building on the property. The building was formerly used as a bait shop. The developer planned to remove the building over the next few days. He then intended to request a grading permit to begin moving earth on the property. Staff would await submittal of surety for the work in the form of a Letter of Credit prior to issuance of that permit.
3. *Canterbury Estates.* Community Development Director Saher reached out to Ryan Homes to inquire what their plans for the next building(s) were and was informed that they are preparing their permit plans for the next building to be submitted within a month or so. However, they indicated that the possibility of that happening in 2021 is also contingent upon the inquiries and contracts on new units based on walk-ins over the upcoming months. At a minimum, they believe they would complete two buildings during the following year, if not more, depending upon the demand in the housing market.
4. *Former Giordano's property at 455 S Rand Road.* Community Development Director Saher and Building Services Supervisor Meyer met with the property owner, Mr. Agim Saliiu, to discuss the condition of the building and site with the intention of requiring remediation of the deteriorated property or demolition of the building. The owner had been informed of these issues to be corrected in May of this year. These included junk and debris behind the building, a greatly deteriorated parking lot, damage to the roof and to the interior. Supervisor Meyer had become aware that the building was not secure and was being trespassed by a homeless person. Accompanied by an officer of the PD, Ms. Meyer inspected the property and noted that the earlier cited issues had not been addressed. At the meeting, Director Saher informed the owner that these property maintenance violations warranted immediate remediation or demolition of the building would be required. Mr. Saliiu acknowledged these issues, but indicated that he is currently in negotiation with a potential buyer of the property who intends to demolish and redevelop the property. In light of that, Director Saher requested a timeline for the sale and conveyance barring which would result in proceedings requiring demolition of the property. The owner indicated that he would provide a response within a week, but requested that the name of the potential buyer remain confidential at this time.
5. *LZF Blooms at the former Alpine Medical property (7, 15, 19 S Old Rand Road).* The Village was informed by Matthew Lovejoy of LZF Booms, Inc. that the application process and submission of final drawings for its redevelopment project at 7, 15, 19 Old Rand Road is scheduled for next month. He added that it is LZF's intention to break ground in March, 2022 with final completion of the project to occur by

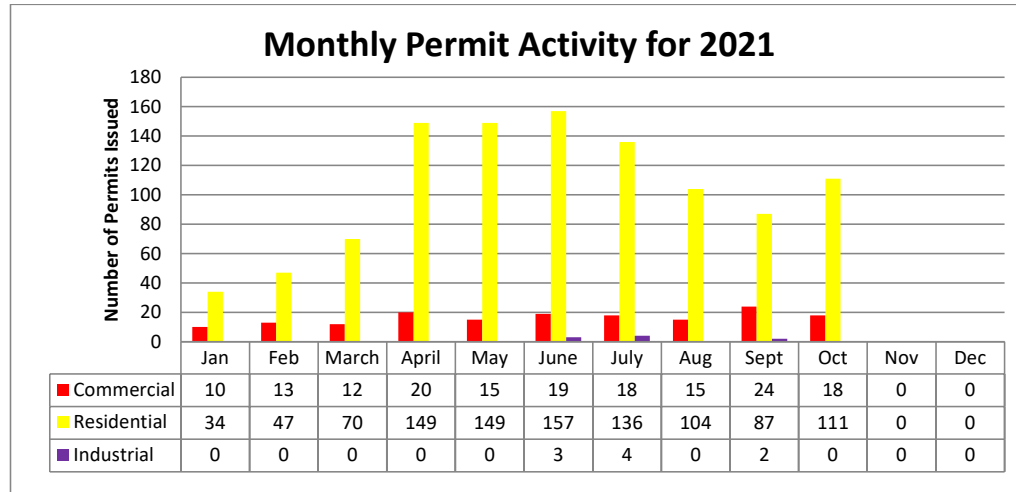
September, 2022. He also noted that anticipated construction costs have risen from \$2M to \$3M due in large part to supply chain issues and the cost of materials.

6. *Heritage Christian Church*. The Village's Development Review Team (DRT) met with representatives of Heritage Christian Church including Pastor Skyler Goodman, Mr. Chad Charon and Mr. Erik Pieters of PBS Companies, the design/build firm that the church has hired to assist with the expansion. Pastor Goodman clarified that while the Church is still interested in and intends to acquire the approximately 2.3-acre property to the north, they are first prioritizing the expansion of the current church building. As such the DRT provided guidance on the permitting process and code requirements for the Church to expand on the current property – with a new larger 750-seat worship space, entry and gathering lobby, and administration offices. The land use is classified as a Special Use in the IB Institutional Building district and is required to go through the public hearing process and obtain Village Board approval for an expansion of the land use. The Church intended to submit a Special Use Permit application for consideration by the PZC in December. The Church would also begin the process of acquiring the property to the north followed by a request for annexation to the village.
7. *Stompin' Grounds Café Improvement*. Stompin' Grounds Café, located at 64 North Old Rand Road recently added a new awning to its front entryway. The new addition would enhance a welcoming message to customers and passersby as well as enhance its image as a fun, urban-style coffee shop.
8. *Kraft Chemical acquiring 880 Donata Ct.* David Meklenberger of Kraft Chemical at 750 Oakwood informed Community Development staff that Kraft intended to acquire the vacant industrial property at 880 Donata Court. The property was formerly occupied by Comcast. Even though Kraft recently moved to Lake Zurich in November 2020, the company is already is looking to expand. It is now under contract to purchase 880 Donata and expects to close in December. Kraft planned to occupy the entire 43,000 square-foot building, and would also retain its current operations at the 750 Oakwood building. It planned to submit its occupancy application packet in 2 phases – first phase to occupy a portion of that building for storage only, and second phase to have a build-out constructed for business operations which will also include a new loading dock to the building.

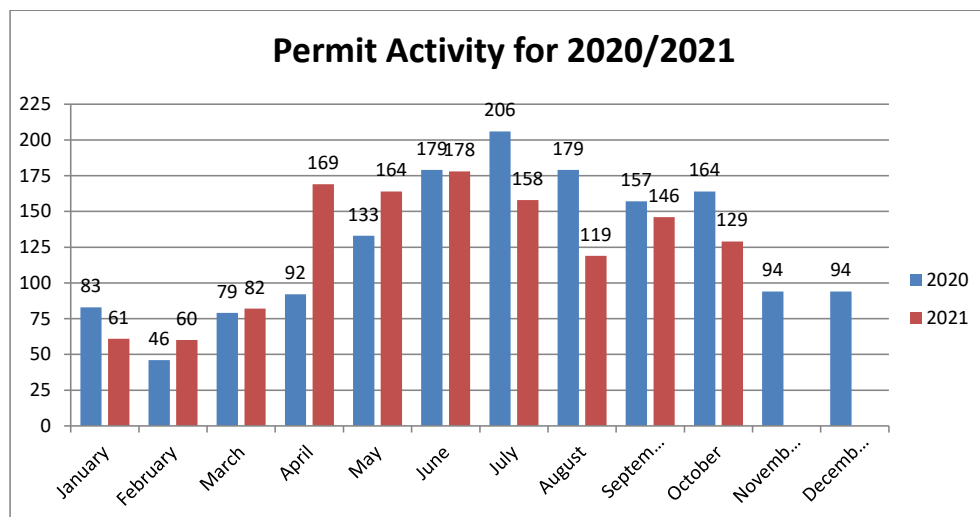
Other Activities.

Code Enforcement.

1. *Bills Boats Violations*. On October 4, the Village proceeded to the bench trial before Judge Christopher Kennedy in the Mundelein Branch Court on various ordinance citations brought against Dennis Abbott related to the unlawful construction of a pier expansion at the property at 216 West Main Street. The Village's witnesses included Community Development Director Saher and Building Services Supervisor Mary Meyer. Mr. Dennis Abbott and his daughter testified for the defense. The Village testified largely without objection in support of the violations. Mr. Abbott and his daughter provided a considerable amount of testimony that supported their position that a permit is not required for the pier expansion, or any construction on the piers. Mr. Abbott also noted that he never intended to and never will procure a permit to perform work on his piers, and that his property was "grandfathered in" and therefore not subject to the Village's Zoning Code. He admitted that he ignored the pre-citation notice, or any other notice from the Village, and that he is at odds with the Village and the LPOA, because they want his marina closed. At the close of evidence and arguments from both sides, the judge reserved his ruling and requested that both attorneys provide him any case law or statutes that supported their respective positions within 7 days. The judge stated he would provide his ruling on November 5, 2021.

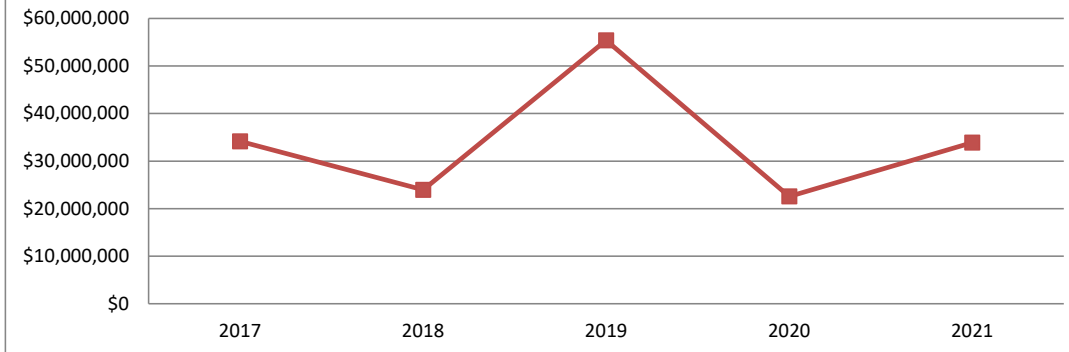


The chart above represents the total of permit activity on a monthly basis for 2021.



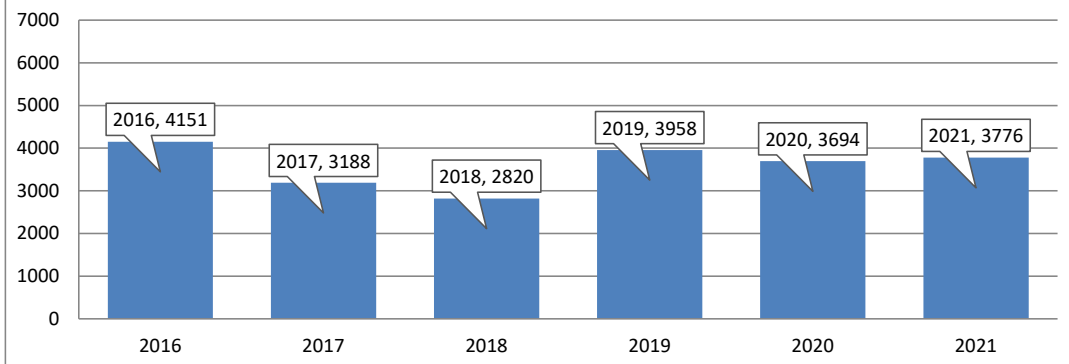
The chart above compares monthly permit activity for 2021 to the previous year 2020.

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

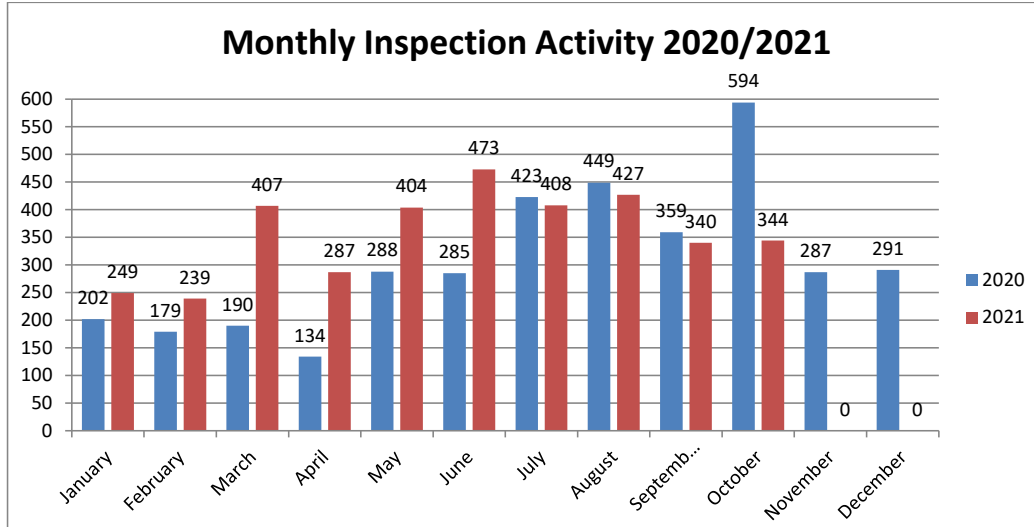


This chart tracks construction value of permit activity by year for 5 years. Comparable data will not be available until the end of the year.

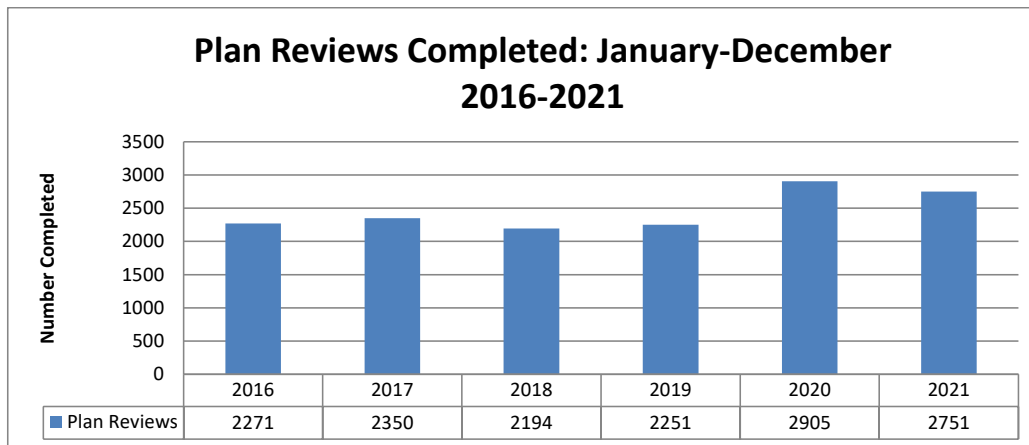
Inspection Activity: January-December 2016-2021



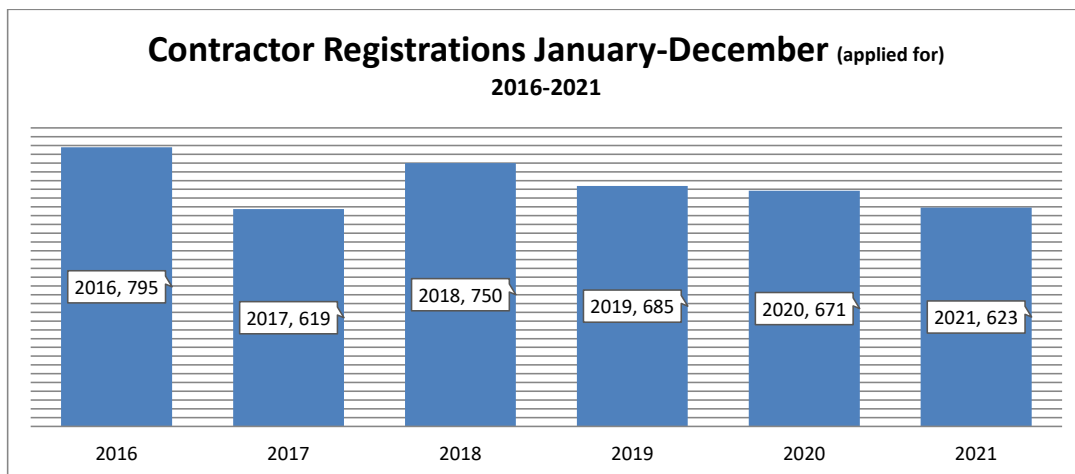
This graph illustrates the number of inspections performed by year. Comparable data for 2021 will not be available until the end of the year.



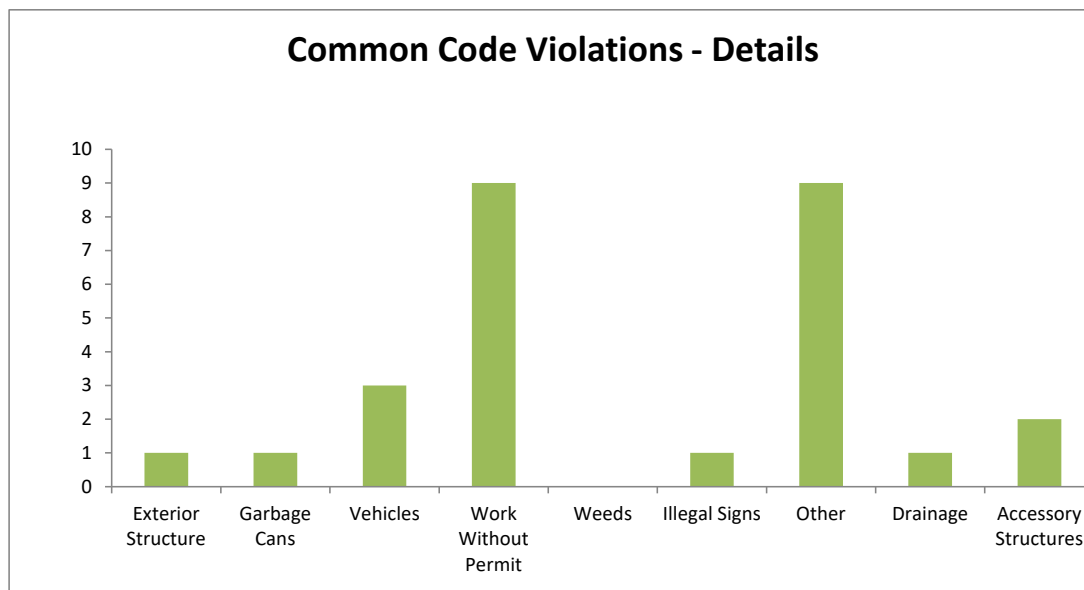
This chart indicates inspection activity on a monthly basis for 2021 compared to the previous year 2020.



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.



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



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

MONTHLY INFORMATION REPORT

October 2021

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

505 TELSER ROAD
LAKE ZURICH, IL 60047

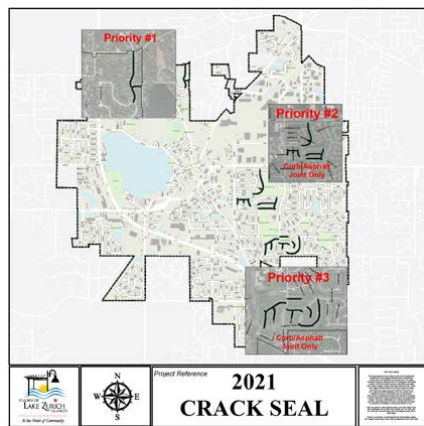
DEPARTMENTAL NARRATIVE

Park Maintenance: Crews continue to address both routine and specific maintenance items as needed. Punch list items are being monitored for completion while PW continues to assist with items such as office décor and maintenance.

Special Events: Crews prepared and assisted with tasks related to the Jack-O-Lantern Fest and delivered one block party.

Infrastructure Projects:

Staff has all documents prepared for the 2021 Crack Sealing Program. Work was completed in October.



Winter Operations: Crews have prepared all vehicles and equipment associated with winter operations. Initial blending of liquid de-icing products used in anti-icing and pre-wetting of granular material is complete and will continue throughout the season.

Holiday Lighting: Crews have begun to test and install holiday décor at locations throughout the Village. Additional LED up lighting is being added to the downtown area and Breezewald Park this year.

October Water Main Break Locations:

45 Johnathon Road

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 in 2022.

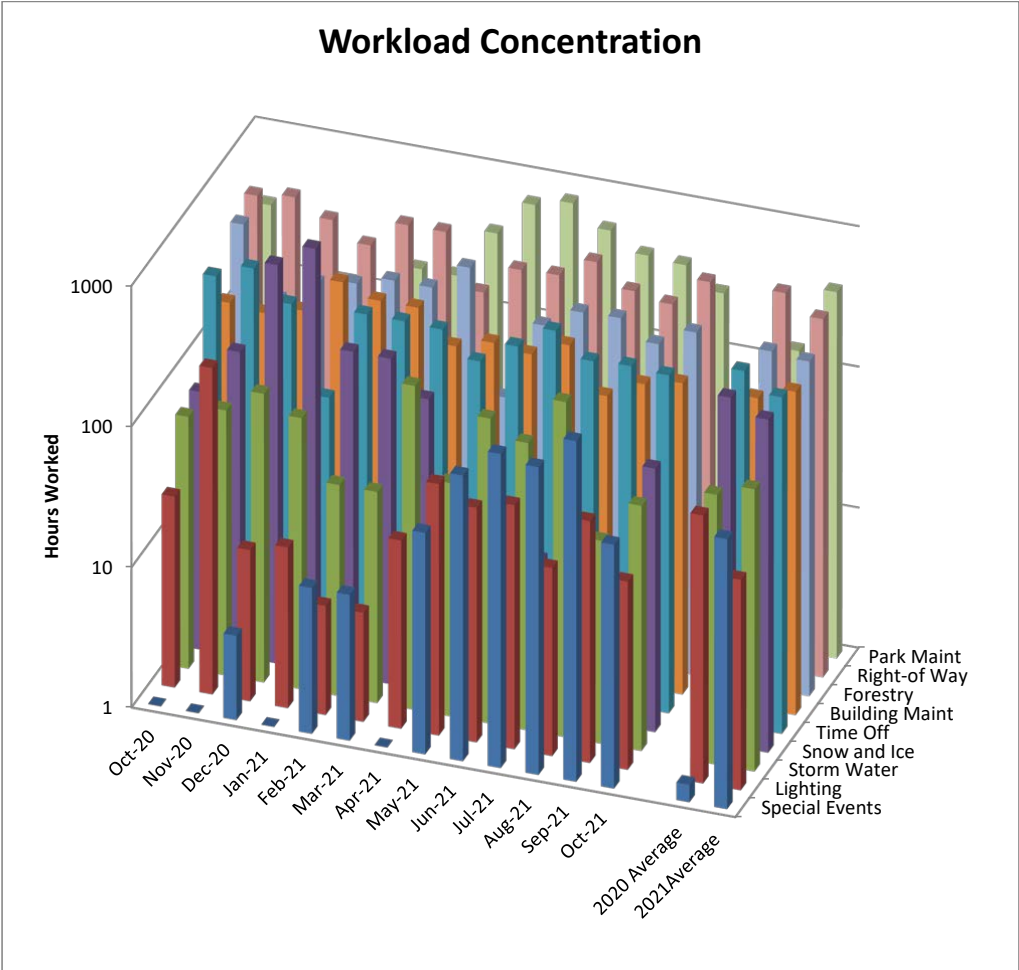
Well 9-Out of Service

Well 9, authorized for preventative maintenance earlier this year to occur this Fall, is now out of service due to a pump motor failure experienced during routine operation on July 3rd. The Village's designated deep well contractor, Layne Christensen Company has pulled the pumping assembly for inspection. The motor demonstrates a compromised internal thrust bearing which requires shipping to the manufacturer for disassembly, repair and conversion to a mechanical seal and is estimated to take between 4 – 12 weeks to complete. In order to return the well to service expeditiously, the well contractor will proceed with the pump and column pipe repairs and reinstall with our spare well pump motor. The current project cost estimate (without the motor repair) does not exceed the expenditure amount previously authorized in June by the Village Board. Once a cost estimate has been determined for the failed motor repair, staff will provide an update and recommendation to the Village Board. Supply chain issues have delayed column pipe repairs and replacement cable delivery has extended the delay. It is anticipated that remobilization and reinstallation will begin in December.

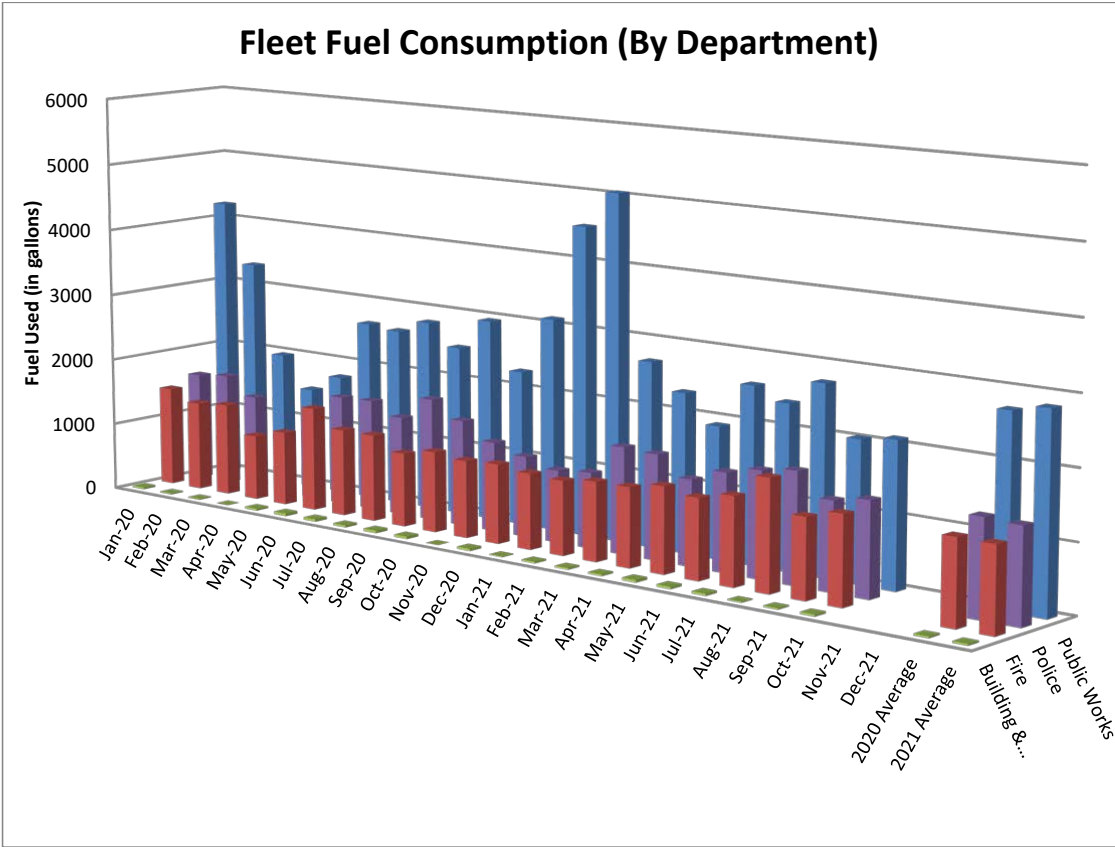
Employee Training:

All employees attended Back Safety Training.

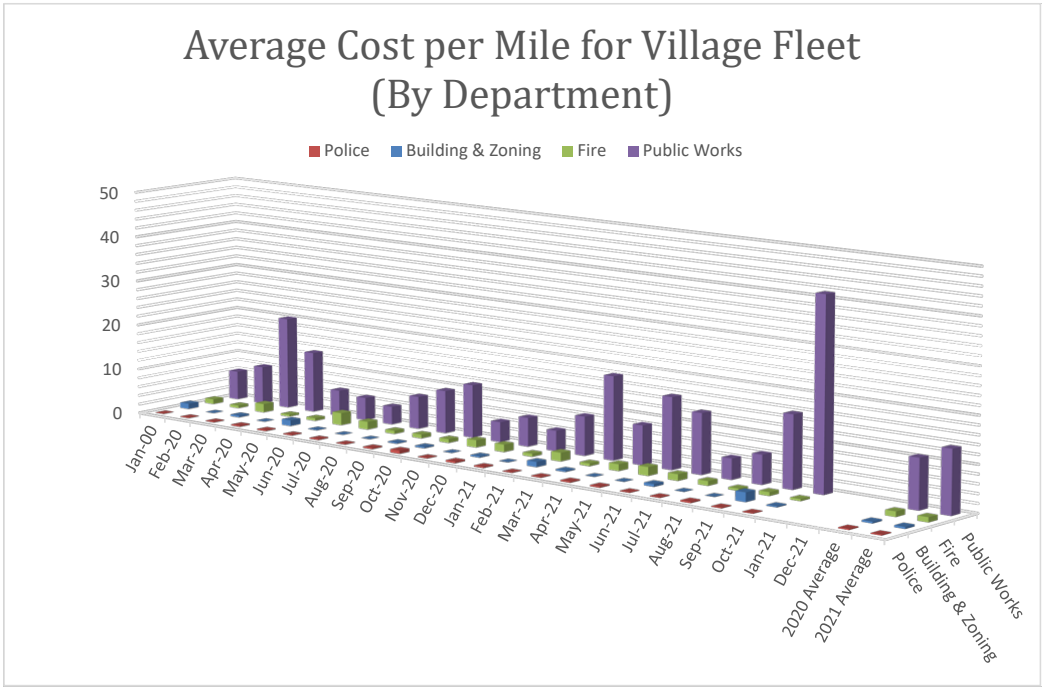
Anniversaries:**Staff Kudos:**



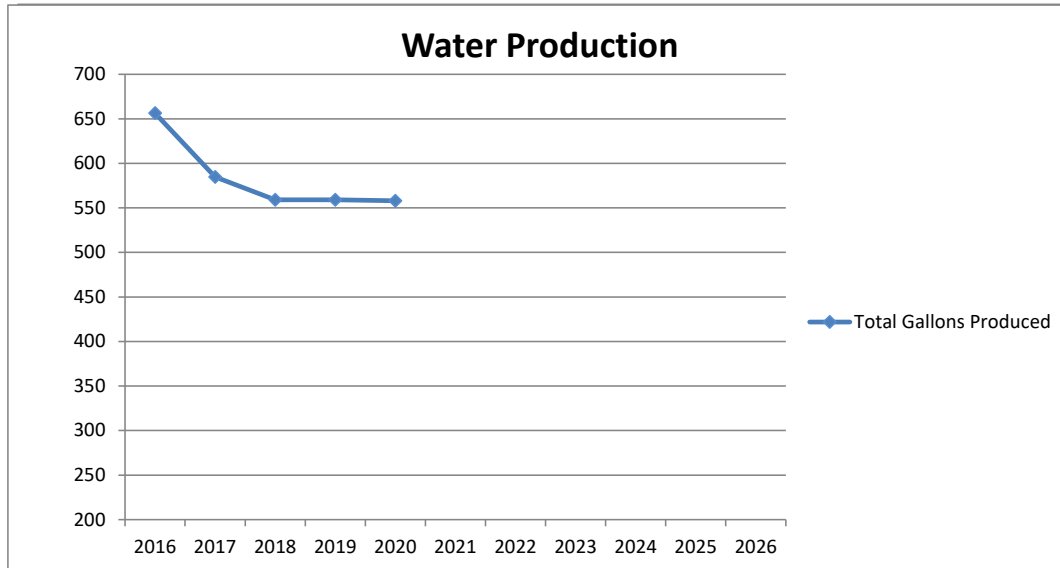
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours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



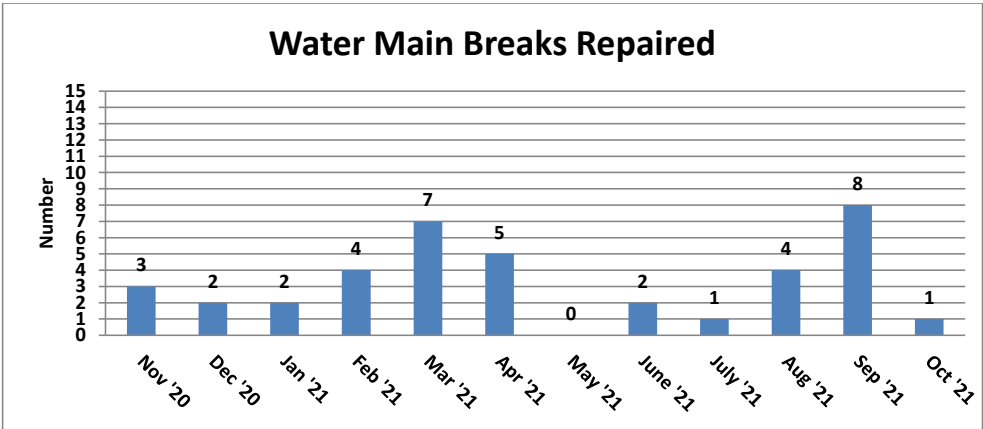
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village’ vehicle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

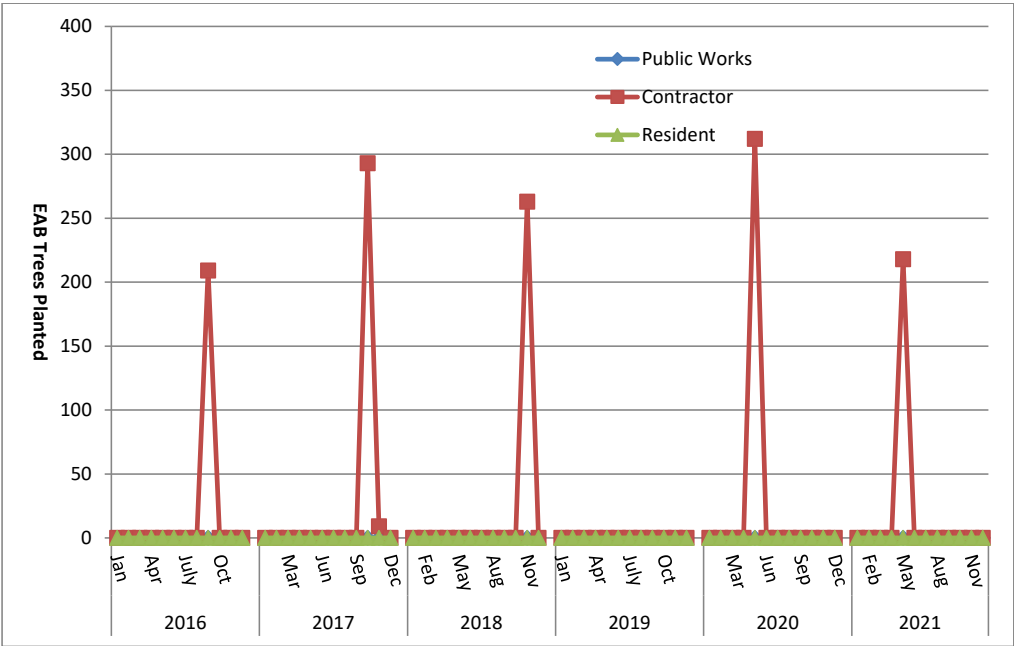
	2016	2017	2018	2019	2020	2021	2022	2023	2024
January	49.301	46.667	45.868	44.227	43.867	42.319			
February	45.801	40.952	41.098	41.452	41.645	40.367			
March	53.467	44.543	43.155	43.946	43.552	42.924			
April	55.963	49.974	45.098	43.570	40.662	45.129			
May	60.273	49.588	48.065	45.339	44.834	51.240			
June	63.819	56.169	46.114	45.489	51.130	56.763			
July	68.751	53.755	57.074	59.526	54.529	53.105			
August	66.229	54.746	54.067	61.419	58.959	54.083			
September	58.664	53.928	46.809	44.786	51.040	51.058			
October	45.838	47.169	44.369	43.476	44.443	44.019			
November	42.120	42.335	42.089	41.475	40.680				
December	46.088	44.961	45.305	44.379	42.684				
Total	656.314	584.787	559.111	559.084	558.025	481.007			
Avg	1.793	1.598	1.532	1.532	1.529	1.582			
% incr/decr	11.37%	-12.23%	-4.59%	0%	-0.02%				

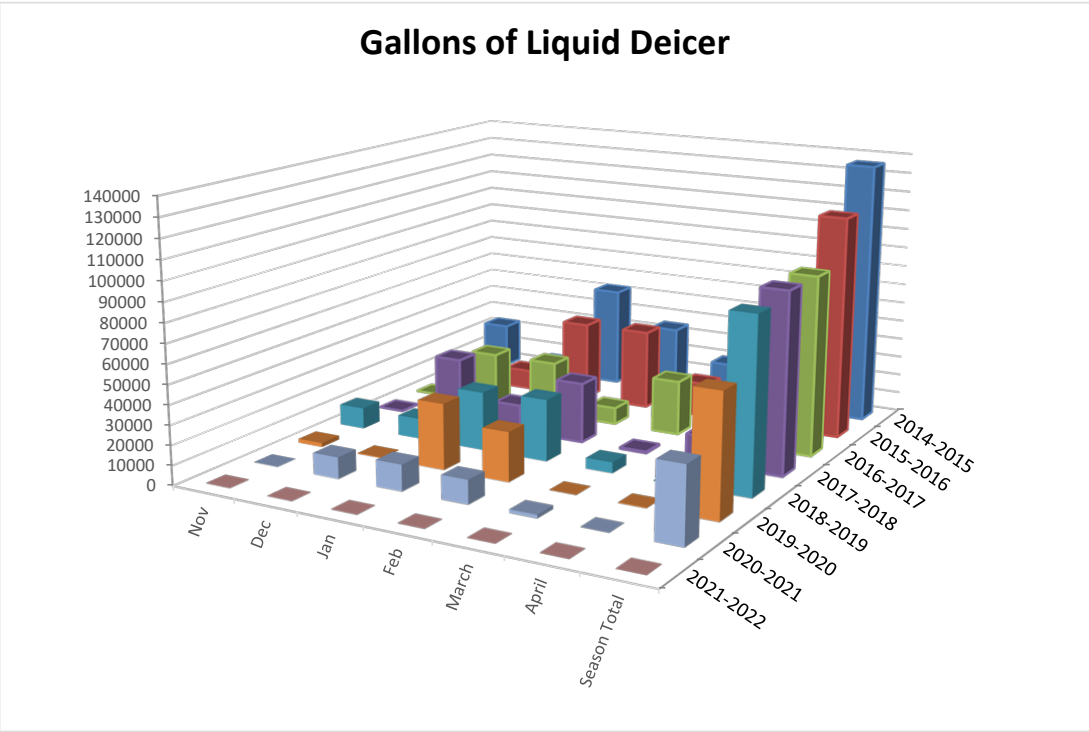
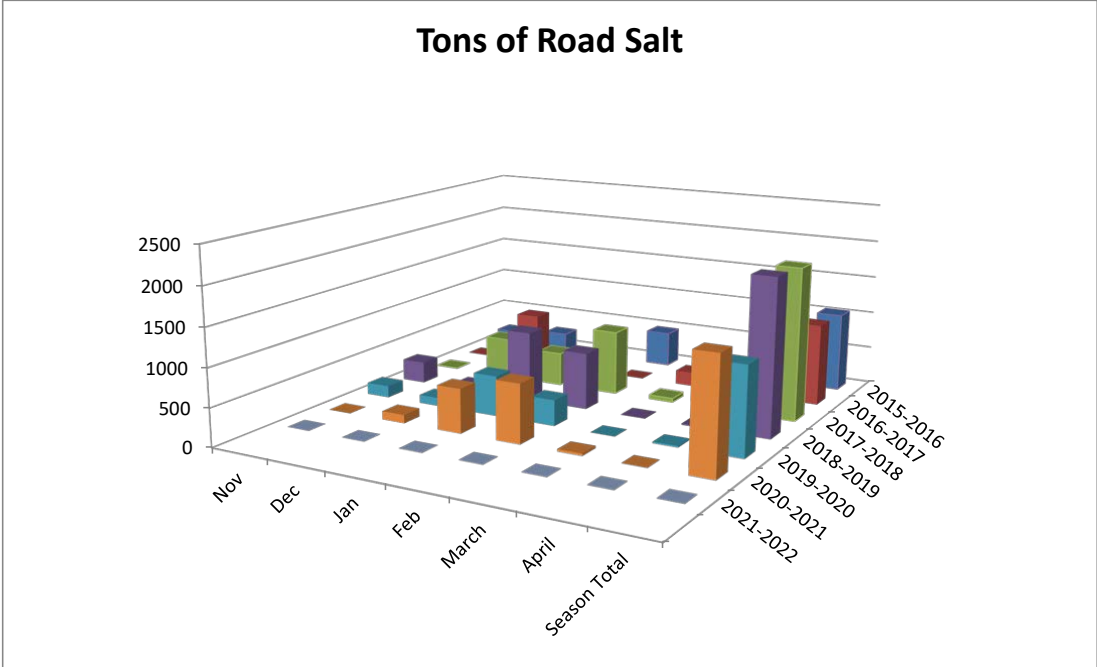
The highlighted months are the lowest for each of these months in the last 6 years. The highest monthly production in the last 5 years occurred in July of 2016. In 2020, our daily average was 1.53 million gallons per day.



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.

Emerald Ash Borer Tree Replacement Program







PARKS & RECREATION DEPARTMENT

MONTHLY INFORMATION REPORT

October 2021

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

70 E. MAIN STREET
LAKE ZURICH, IL 60047

Departmental Narrative

Save the date for Miracle on Main Street to be held in downtown Lake Zurich on Saturday, December 4th from 3-6:30pm featuring a visit from Santa and Mrs. Claus, photo op with Santa's reindeer, sleigh rides, crafts, local artisans, food vendors, adult beverages and more! We are always looking for great volunteers to assist with a variety of event functions so please visit <https://lakezurich.org/571/Event-Volunteer-Opportunities> for a full listing of all opportunities. Thank you to our event sponsors, Lake Zurich Area Chamber of Commerce, Lake Zurich Lions Club, Moore Orthodontics, Grand Dental, Prairieland/LRS and Lake Zurich Tire & Auto Inc. An extra thank you to Dr. Kristin Moore for sponsoring the holiday mugs for the event's mulled wine. Please also note that the Lions Club will be holding their Annual Candy Cane Hunt at 3pm with the adult hunt to begin in Lions Park at 6:30pm.

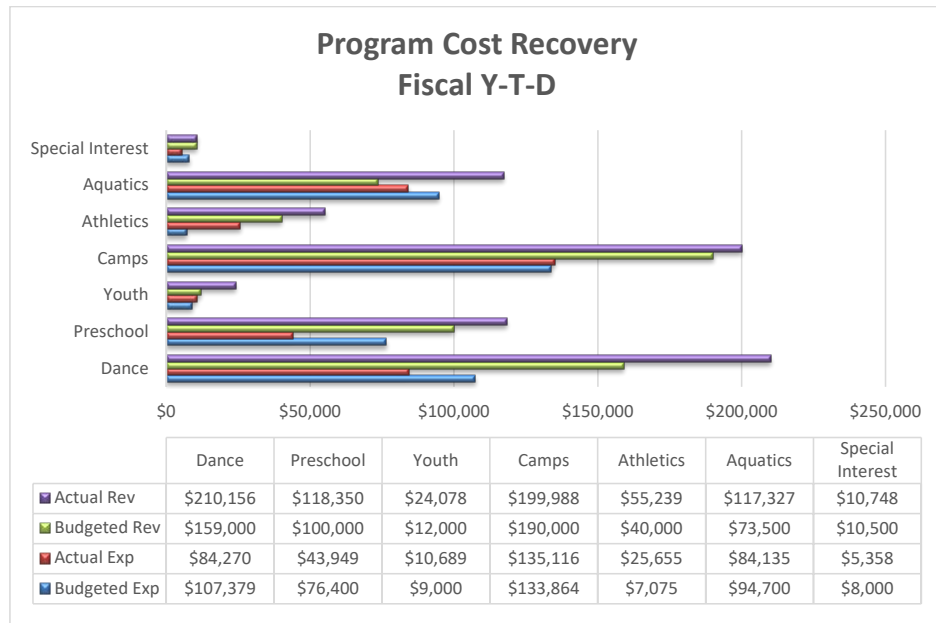
Later next month will be the return of the Mistletoe Moment and Letters to Santa throughout the holiday season in Rotary Park. Beginning November 26th at 8am, the Lions Club will continue to offer their Holiday and Wreath Fundraising Sale at Lions Park. Available tree sizes include 6'-10' starting at \$40 and wreath sizes ranging from 18"-36" starting at \$22 with delivery in the 60047-zip code listed as free. Please visit lzlions.com for further information.

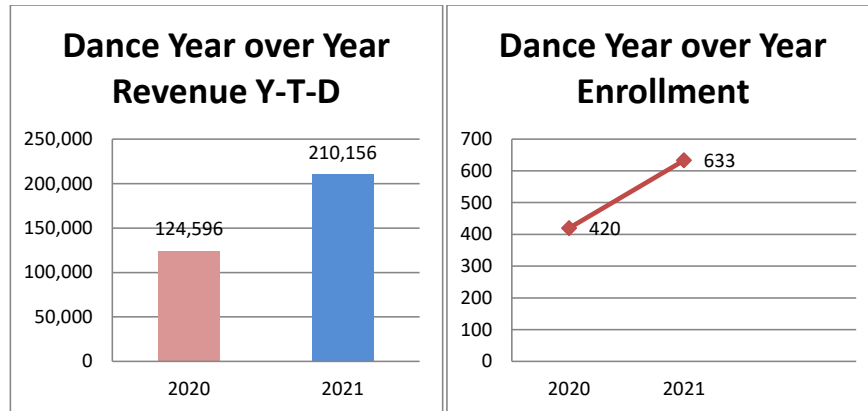
The department is continuing to work with the Public Works team to complete a variety of projects including holiday preparations. In addition to décor, community members can enjoy holiday tree up lighting throughout Main Street, the Promenade and Breezewald Park. Also new this year in our downtown area, Public Works is assisting with securing the 4-foot trees that are available for \$50 sponsorship for the Deck the Trees at Breeze program. Currently the department has had 3 local businesses offer to sponsor and decorate a tree. We are hoping to obtain 8-10 more sponsors. Outside of holiday happenings, the Barn renovation outstanding punch list items (ie. elevator, stair treads, etc.) and the OSLAD projects are underway. Landworks Limited, the Village Board approved construction contractor, began work at Paulus Park mid-October focusing their attention on the shoreline restoration to hopefully be completed by Thanksgiving. Landworks has also purchased the floating fishing pier, shelter and nonmotorized ADA craft launch.

Other items the department is continuing to work on is the RFP for the Fireworks Display 2022-2024, 2022 Spring /Summer programming/brochure, reworking seasonal staff manuals for aquatics, dance, day camp and for independent contractors, updating all other general forms as well as all special event applications and marketing materials for 2022 rentals. The department is continuing to work with Park Advisory Board members (posting Park and Recreation Advisory Board Special Meetings open to the public as 3 Park Board members attend) to update the Village's Special Event Opportunities program and explore a park program/service/amenities donation program for the community to "Give Where You Live". Both programs will be reviewed by the Park and Recreation Advisory Board once in final draft for further recommendations.

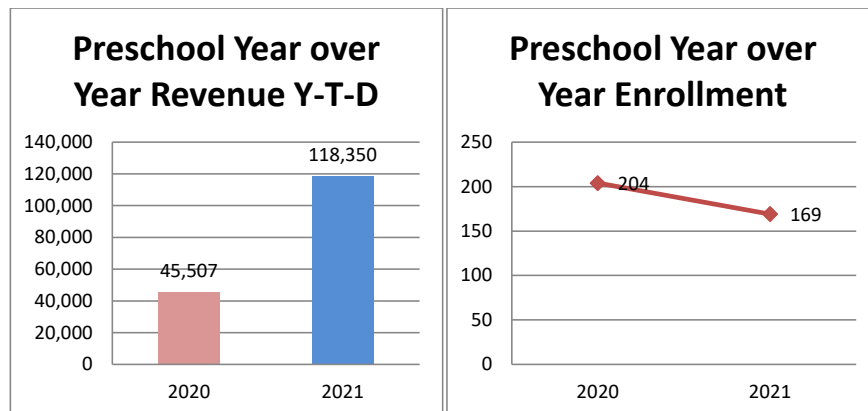
All external Board approved events have wrapped up for 2021. The department has released the Special Events Policies & Procedures application for FY22 to all external organizations as of

early October. All returning events have through December 17, 2021 to resubmit their event for first right of refusal. Please note that the Lake County Winter Indoor Farmers Markets are running this Fall-Spring at the Paulus Park Chalet (rental) the 1st and 3rd Sunday of every month November 2021-April 2022. The department will continue their collaboration with Elia Public Library on the Storywalks throughout the community park properties (available at Oak Ridge Nature Marsh featuring the title Sneeze Big Bear Sneeze and Bristol Trails Park featuring Pumpkin Trouble as of October 1st thru early November) and Ancient Oaks Foundation quarterly community events. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.

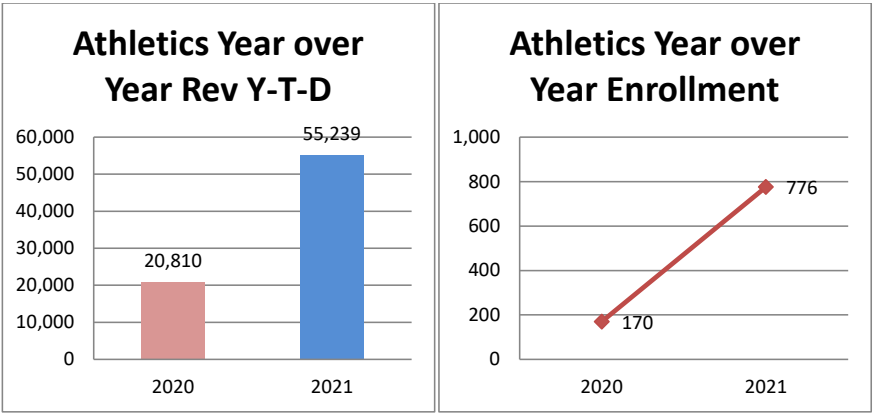




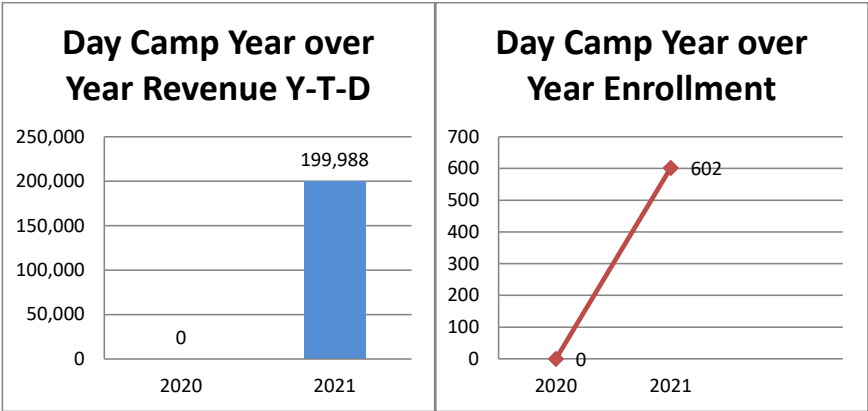
Dance programs include Ballet/Tap, Pointe, Jazz, Company, Lyrical, Hip Hop, Mom & Me classes, etc. The Academy of Performing Arts also offers summer camp/class options. 2021 Summer enrollment has doubled over prior years.



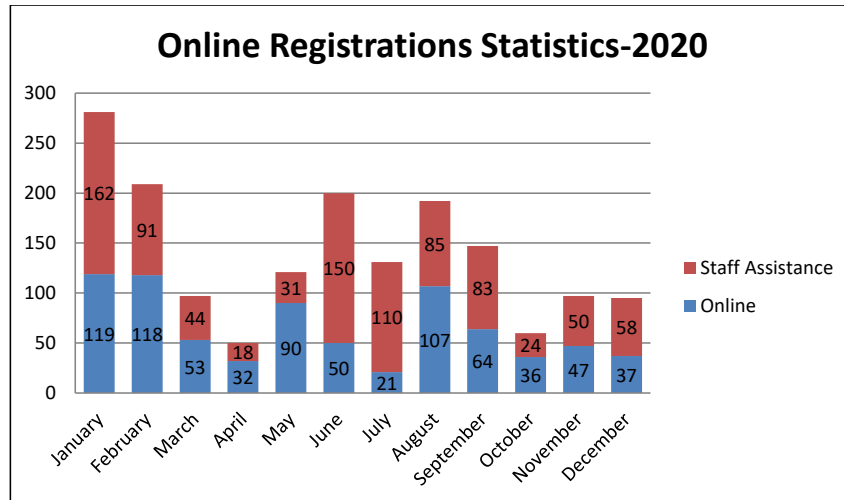
Preschool includes Terrific Twos, Just for Me Almost 3, Lunch Bunch and enrichment programs, Preschool (3yrs-4yrs). Classes in Winter/Spring 2020 operated daily in three locations: The Barn, St. Peter's Church and Buffalo Creek. Classes for Winter/Spring 2021 were condensed to operate daily at 1 location due to lower enrollment: Buffalo Creek. Due to increased need and enrollment, Fall 2021 includes operations at both the Paulus Park Barn and Buffalo Creek locations.



Athletic programs include the following independent contractors: tennis, tae kwon do, golf, soccer, horseback riding, agility training, and parent child sports.



Day camp did not run in 2020.



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. Numbers do not include processing for refunds, credits, POS and rentals.

