



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

**August 19, 2024**  
**07:00 pm**

# VILLAGE OF LAKE ZURICH

## VILLAGE BOARD OF TRUSTEES MEETING

**AUGUST 19, 2024**  
**07:00 PM**  
**AGENDA**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Mayor Thomas Poynton, Trustee Mary Beth Euker, Trustee Jake Marx, Trustee William Riley, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider.

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

**5. 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 up to 5 minutes per speaker.

**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 Village Trustee.

**A. Approval of Minutes from the Village Board Meeting of August 5, 2024**

Attachment: [6a.pdf](#)

**B. Approval of Semi-Monthly Warrant Register Dated August 19, 2024, Totaling \$1,821,532.47**

Attachment: [6b.pdf](#)

**C. Agreement with I3 Broadband, LLC Executing a Right-of-Way at 505 Telser Road**

**Summary:** I3 Broadband, LLC of Peoria, Illinois requests a right-of-way (ROW) agreement with the Village to install broadband services throughout the industrial park and residential neighborhoods and further requesting to establish a head end at a disused communication building next to the cell tower at 505 Telser Road. Under the agreement, the Village will lease communications shelter located at the Community Services Facility to I3 Broadband for a 10-year lease for \$500 per month with rent increases every five years. I3 Broadband is responsible for placing the shelter into service, utilities and ongoing maintenance.

Attachment: [6c.pdf](#)

**D. Ordinance Amending Title 3, Chapter 3, Article B of the Village of Lake Zurich Municipal Code Requirements of Liquor License Issuance (Ord. #2024-08-581)**

**Summary:** Staff recommends section 3-3B-15 requiring a surety bond of \$1,000 for annual liquor license applicants be stricken and section 3-3B-16 be updated to reflect current insurance requirements.

Attachment: [6d.pdf](#)

**E. Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code for Liquor Licenses for 1918 Winter Street, LLC dba Mariano's at 1350 East Route 22 (Ord. #2024-08-582)**

**Summary:** 1918 Winter Street Illinois/dba Mariano's located at 1350 East Route 22 requests a full-service restaurant Class-A, a retail sales Class-B and annual tasting Class-B1 liquor licenses for the dispensing and retail sale of alcoholic beverages inside the store.

Attachment: [6e.pdf](#)

**7. TRUSTEE REPORTS**

## **8. VILLAGE STAFF REPORTS**

Attachment: [Community Development.pdf](#)

Attachment: [Finance Monthly Report.pdf](#)

Attachment: [Fire Department.pdf](#)

Attachment: [Police Department.pdf](#)

Attachment: [Public Works.pdf](#)

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

## **9. ADJOURNMENT**

The next regularly scheduled Village Board meeting is on Tuesday, September 3, 2024.

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



**Monday, August 5, 2024 7:00 p.m.**

1. **CALL TO ORDER** by Mayor Tom Poynton at 7.01pm.
2. **PLEDGE OF ALLEGIANCE**
3. **SWEARING IN FOR NEWLY APPOINTED VILLAGE TRUSTEE**

Advice and Consent to Appoint and Swear In New Village Trustee Jake Marx.  
Motion was made by Trustee Weider, seconded by Trustee Euker, to appoint Jake Marx to fill the position of Village Trustee with a term until April 30<sup>th</sup>, 2025  
AYES: 5 Trustees Euker, Riley, Spacone, Sugrue, Weider.  
NAYS: 0  
ABSENT: 0  
MOTION CARRIED.

Mayor Poynton administered the Oath of Office to Jake Marx, and Trustee Marx took his seat on the dais.
4. **ROLL CALL:** Mayor Thomas Poynton, Trustee Mary Beth Euker, Trustee Jake Marx, Trustee William Riley, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider. Also in attendance: Village Manager Ray Keller, Village Atty. Scott Uhler, Finance Dir. Amy Sparkowski, Fire Chief Dave Pilgard, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown.
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
  - **Police Department**
    - Proclamation Honoring Deputy Chief Robert Johnson upon His Retirement from the Village of Lake Zurich after 29 Years of Public Service. Mayor Poynton read the Proclamation after Police Chief had acknowledged the retiring of D.C. Johnson. Mr. Johnson read a statement of thanks to the Department and Village.
    - Promotion of Deputy Police Chief Anthony Grunder. Police Chief Husak gave background information and Mayor Poynton gave the Oath of Office. D.C. Grunder was pinned by his wife.
    - Promotion of Police Sergeant Andrew Heer. Police Chief Husak gave background information and Mayor Poynton gave the Oath of Office. Sgt Heer was pinned by his wife.

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- Oath of Office for Police Officer Jeremy Peace. Police Chief Husak gave background information and Mayor Poynton gave the Oath of Office. Officer Peace was pinned by his wife.
- **Fire Department**
- Oath of Office for Firefighter-Paramedic James Sawyer. Fire Chief Pilgard gave background information and Mayor Poynton gave the Oath of Office. F/P Sawyer was pinned by his wife.
- Oath of Office for Firefighter-Paramedic Zachary Steinhagen. Fire Chief Pilgard gave background information and Mayor Poynton gave the Oath of Office. F/P Steinhagen was pinned by his wife.
- Oath of Office for Lieutenant Kevin Michele. Fire Chief Pilgard gave background information and Mayor Poynton gave the Oath of Office. Lt. Michele was pinned by his brother.

**6. PUBLIC COMMENT**

William Howarth, 328 Denberry Drive, requested commenting on Agenda Item #8E at that time and Mayor Poynton granted his request.

**7. CONSENT AGENDA**

\* Agenda Item #7D was pulled from the Consent Agenda

\* Trustee Spacone requested pulling the Consent Agenda #7G for a separate vote.

**A. Approval of Minutes from the Village Board Meeting of July 15, 2024**

**B. Approval of Semi-Monthly Warrant Register Dated August 5, 2024, Totaling \$1,652,690.54**

**C. Ordinance Approving a Fence Variation for 1073 Avery Ridge  
ORD. #2024-08-576**

**Summary:** 1073 Avery Ridge Circle requests a zoning variance from the R-5 single-family residential district to allow the installation of a five-foot tall fence in the corner side yard. The Planning & Zoning Commission held a public hearing on July 18, 2024, to consider the application and voted 4-0 in favor of recommendation of approval.

***\*Agenda Item #7D pulled for the Consent Agenda.\****

**\*D. Ordinance Approving Update to Liquor Code Title 3, Chapter 3, Article B  
ORD. #2024-08-577**

**Summary:** From time-to-time Lake Zurich's Village Code requires updates to memorialize administrative procedures and to keep pace with insurance coverage trends. Section 3-3B-15 requires a surety bond of \$1,000 for annual liquor license applicants that would be forfeited should their license be revoked for cause. Staff is seeking approval from the Village Board to strike section 3-3B-15 and update sections 3-3B-16 as outlined in the proposed Ordinance.

**E. Ordinance Approving a Special Use Permit for Luminescent Detailing at 865 Telser Road ORD. #2024-08-578**

**Summary:** Luminescent Detailing, currently located at 904 Donata Court, requests a Special Use Permit to move to a new location at 865 Telser Road to operate an automotive detailing business. The subject property remains within the I-Industrial Zoning District and construction at the new location should be

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finished before January 1, 2025. The Planning and Zoning Commission held a public hearing on July 17, 2024, voting 6-0 to recommend approval.

**F. Paulus Park Pavilion Rental for Kemco Trucking Company Picnic on August 18, 2024**

**Summary:** Kemco Trucking Company requests approval of the Paulus Park Center State Pavilion on August 18, 2024 from noon to 3 pm. Estimated attendance is 125 people.

**Recommended Action:** A motion was made by Trustee Weider, seconded by Trustee Euker, to approve the Consent Agenda with the removal of Agenda Items #7D and #7G.

AYES: 6 Trustees Euker, Marx, Riley, Spacone, Sugue, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**\*G. Approval of Municipal Contribution Agreement between the Village of Lake Zurich and Botavi Wellness, LLC**

**Summary:** Approval of this agreement would establish a revenue sharing arrangement through which Botavi Wellness, LLC (Bloc Dispensary) would contribute \$4,250 monthly for 24 months to the Village, for a total of \$102,000. Botavi has offered the revenue sharing in consideration of the Village's forbearance through their delays in opening their dispensary as originally proposed. The agreement would be effective starting October 1, 2024 and run through October 2026.

Trustee Spacone explained his reason for requesting the item being pulled from the Consent Agenda. He has concerns about being in business with Botavi Wellness due to their constant delays establishing their business. Village Manager Keller stated that in the past month the business has been meeting the village's timeline and their penalty payment has been received. Atty. Uhler advised the Board. V.M. Keller thanked Dir. Saher and Mary Meyer.

A motion was made by Trustee Riley, seconded by Trustee Sugrue, to approve a Municipal Contribution Agreement between the Village of Lake Zurich and Botavi Wellness, LLC

AYES: 4 Trustees Marx, Riley, Sugrue, Mayor Poynton.

NAYS: 3 Trustees Euker, Spacone, Weider.

ABSENT: 0

MOTION CARRIED.

**8. NEW BUSINESS**

**A. Fiscal Year 2023 Audit Results with Baker Tilley**

**Summary:** State law requires the Village to publish a complete set of financial statements presented in conformity with generally accepted auditing standards by a firm of licensed certified public accountants. The Village has completed the annual audit with Baker Tilly, who has issued an unmodified clean opinion on Village finances for the fiscal year ended December 31, 2023.

Overall, Village finances fared well during Fiscal Year 2023. The General Fund surplus balance increased by \$553,000, bringing the total fund balance to \$14.5 million, of which \$1.7 million are non-spendable. The General Fund

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unrestricted balance sits at 37% of Fund expenditures as of the end of 2023, a significant accomplishment that allows for top bond ratings and lower interest rates for tax payers. The Village's official General Fund balance target is 40%. This next part really shows how far Lake Zurich has come in the past decade with financial sustainability. Long-term bonded debt decreased \$1.9 million to a total of \$17.4 million outstanding as of December 31, 2023. Ten years ago, in 2013, this bonded debt was at \$34 million.

For business-type activities related to the Water and Sewer Fund, total net position increased by \$6.4 million, mostly due to water system infrastructure improvements. Net position for the Water and Sewer Fund mostly includes funds invested in capital assets. As municipal infrastructure continues to age, infrastructure improvements will continue to be a large drain of resources for the Water and Sewer Fund.

By the end of 2023, the total net position of the Village as a whole increased by \$14.2 million, compared to a \$9.9 million increase in 2022. Total net position includes all assets and liabilities held by the Village, which includes capital assets that depreciate over time as well as real estate.

Due to the long-term financial planning of the Village coupled with the strength of the local economy and private-sector investment, municipal finances remain on solid footing for the foreseeable future.

Baker Tilly representative, Joe Lightcap, was introduced by Finance Dir. Amy Sparkowski. Finance Dir. Amy Sparkowski. The CAFR was presented by Baker Tilly with stating that there were no control methods to report. Mayor Poynton stated that it was a successful report showing that debt is being repaid and it is a testament to Staff and the Board. Trustee Riley mentioned the AAA Bond rating achieved by the Village.

**Recommended Action:** A motion was made by Trustee Weider, seconded by Trustee Sugrue, to approve and accept the Comprehensive Annual Financial Report for the fiscal year ended December 31, 2023.

AYES: 6 Trustees Euker, Marx, Riley, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**B. Agreement with FGM Architects for Fire Station Location and Deployment Analysis in the Amount Not-to-Exceed \$55,000**

**Summary:** The Village 2024 budget includes \$50,000 in the General Fund for a fire station location study. The Village has grown significantly since Fire Station #1 was built in 1980 and this station no longer serves the community's needs.

Village staff recommends a contract with FGM Architects of Oak Brook to independently determine the best location for a future Fire Station #1 headquarters facility to replace the current station at 321 South Buesching Road.

FGM Architects, in partnership with consultants at Advanced Selections, will spend six to seven months performing deep-level mapping of demographics and service areas overlaid with incident data and call volume. At the end of this project, the

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Village will have a solid plan for a future station location, architectural site diagramming, and an approximate building size.

Village Manager Keller explained the reason for the study and Fire Chief Pilgard added comments. The study will be ready in 6 months.

**Recommended Action:** A motion was made by Trustee Riley, seconded by Trustee Sugrue, to approve an agreement with FGM Architects for a fire station location and deployment analysis in the amount not-to-exceed \$55,000. AYES: 6 Trustees Euker, Marx, Riley, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**C. Ordinance Amending Title 3, Chapter 2, Section 18 of the Village of Lake Zurich Municipal Code to Regulate Tobacco Dealers and Smoke Shops and Ban such Establishments from Selling Products Containing Delta-8 THC and Kratom** ORD. #2024-08-579

**Summary:** Unregulated cannabis-related products containing Delta-8 and Kratom are being sold in Lake Zurich at establishments that sell traditional liquor or tobacco products. There are concerns over retailers selling such products without any governmental oversight or safety controls.

An ordinance creating mandatory tobacco retail licensing in Lake Zurich is now proposed that would effectively ban the sale of unregulated Delta-8 and Kratom products from Lake Zurich establishments, using a layered approach through the end of 2024 with a total ban starting on January 1, 2025.

A local ban on such products would come with an economic impact, harming the revenue of small businesses such as gas stations and smoke shops that have a heavier reliance on these products to generate revenue compared to larger big-box stores.

If approved, the proposed Ordinance would immediately ban the sale of Delta-8 and Kratom products to anybody in Lake Zurich under the age of 21 and businesses would be prohibited from placing any additional orders of Delta-8 or Kratom products.

Starting on January 1, 2025, all Lake Zurich businesses wishing to sell traditional tobacco or vaping products would be required to obtain from the Village a \$200 tobacco retail license and would be prohibited from selling any Delta-8 or Kratom products.

Trustee Spacone gave background information and stated his reasons for bringing this forward. Police Chief Husak and V. M. Keller provided information.

**Recommended Action:** A motion was made by Trustee Spacone, seconded by Trustee Euker, to approve Ordinance #2024-08-579 Amending Title 3, Chapter 2, Section 18 of the Village of Lake Zurich Municipal Code to Regulate Tobacco Dealers and Smoke Shops and Ban such Establishments from Selling Products Containing Delta-8 THC and Kratom.

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AYES: 6 Trustees Euker, Marx, Riley, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**D. Authorization to Waive the Competitive Bid Process and Approve Replacement of Orchard Lift Station Pump in the Amount Not-to-Exceed \$26,138.**

**Summary:** The Orchard Lift Station is an essential duplex facility of the Village's sanitary sewer collection system that serves the Rand Road and Route 22 commercial/retail corridor along with several residential subdivisions. Recently, one of the Orchard Lift Station pumps failed during normal operations. The failed pump was sent to Metropolitan Pump Company to diagnosis which has indicated that it is more economical to replace the pump than repair it. Metropolitan Pump Company has provided a proposal for \$26,138 for a new Hydromatic pump. This is an unanticipated expenditure in the FY 2024 budget, however there are offsetting savings from the sanitary sewer infrastructure improvements to cover this expense.

Staff is recommending the competitive bid process be waived in an effort to expedite the replacement of the pump and return it to service as quickly as possible.

Public Works Dir. Mike Brown explained the situation with the spare pump.

**Recommended Action:** A motion was made by Trustee Spacone, seconded by Trustee Marx, to approve an agreement with Metropolitan Pump Company for emergency repairs at the Orchard Lift Station in the amount not-to-exceed \$26,138.

AYES: 6 Trustees Euker, Marx, Riley, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

**E. Ordinance Approving a Special Use Permit for Dutchess Cannabis Dispensary at 909 South Rand Road ORD. #2024-08-580**

**Summary:** Rubino Ventures, with the consent of property owner JAS Management, request a Special Use Permit to operate a cannabis dispensary business at 909 South Rand Road. The current building is vacant with plans in the works to demolish the existing structure and redevelop the site with a new 3,500 square foot building with 25 parking spaces. No request for zoning relief are being requested by the applicant. The Planning and Zoning Commission held a public hearing on this request on July 18, 2024, voting 4-0 to recommend approval.

Mayor Poynton introduced Jason Sfire, owner of JAS Management, L.L.C, who addressed the Board on the project. His company will be builders and owners of the property. A PowerPoint presentation was given on the building and exterior samples were available at the meeting. The Board members commented on the project and P. W. Dir. Brown answered a question on the nearby pumping station being used for Lake Michigan water. Dir. Brown stated that that location is doubtful.

**PUBLIC COMMENT:** William Howarth, 328 Denberry Drive, addressed the Board with his support of the project.

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Mayor Poynton closed Public Comment.

Dutchess dispensary staff continued the presentation. Their Attorney stated that all standards have been met per the staff report. Alexis Bigi Prow continued the PowerPoint presentation and she answered the Board's questions. The timetable for construction is the building shell will be ready by the end of the year and then Dutchess will be ready by March 1<sup>st</sup> 2025. There was discussion about the community supporting 2 dispensaries, % of online sales and residents comments. Mr. John Sfire addressed the Board. Trustee Spacone suggested that the business working with LZ School #95, Ela Township's youth advisory group, LZ Police dept and others on the use of marijuana. Mayor Poynton made that request to the applicants and they agreed.

**Recommended Action:** A motion was made by Trustee Riley, seconded by Trustee Sugrue, to approve Ordinance #2024-08-580 approving a Special Use Permit for Dutchess Cannabis Dispensary at 909 South Rand Road.

AYES: 5 Trustees Euker, Marx, Riley, Sugrue, Weider.

NAYS: 1 Trustee Spacone.

MOTION CARRIED.

**9. TRUSTEE REPORTS**

There were none.

**10. VILLAGE STAFF REPORTS**

There were none.

**11. ADJOURNMENT**

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

AYES: 6 Trustees Euker, Marx, Riley, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

The meeting was adjourned at 9.17pm.

Respectfully submitted:

Kathleen Johnson, Village Clerk.

Approved by:

\_\_\_\_\_  
Mayor Thomas M. Poynton

\_\_\_\_\_  
Date

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<i>Item</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
<b>Fund 101 GENERAL</b>				
Dept 00000				
1	101-00000-15001	PREPAID EXPENDITURES	RECORD MANAGEMENT SYSTEM - 9/24 - 9/25	10,816.38
2	101-00000-15001	PREPAID EXPENDITURES	ANNUAL TRAINING SOFTWARE - 8/31/24-7/31/25	3,985.39
3	101-00000-15001	PREPAID EXPENDITURES	ANNUAL MAINT, SWA - 2024/2025	5,104.33
4	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - NON MOTOR DRY STORAGE	50.00
5	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - LAKESIDE PAVILLION	120.00
6	101-00000-21203	RECREATION CREDIT PAYABLE	REF PRG CXL - DANCE AND MOVE	98.00
7	101-00000-24402	SUSPENDED REVENUE	REFUND INV 91567 CK 280609 PAID 06/18/24	209.00
8	101-00000-25201	BUILDING PERMIT DEPOSITS	290 TELSER - LC BARBELL REIMBURSABLE	282.00
9	101-00000-25201	BUILDING PERMIT DEPOSITS	880 RAND RD - 7 BREW REIMBURSABLE	423.00
10	101-00000-25201	BUILDING PERMIT DEPOSITS	WILDWOOD ESTATES	3,179.00
11	101-00000-25201	BUILDING PERMIT DEPOSITS	880 S RAND RD	3,879.00
12	101-00000-25201	BUILDING PERMIT DEPOSITS	670 S OLD RAND RD DEVELOPMENT	1,411.00
13	101-00000-25201	BUILDING PERMIT DEPOSITS	PUBLIC NOTICE AD #2164002	69.00
14	101-00000-25201	BUILDING PERMIT DEPOSITS	PUBLIC NOTICE AD #2164000	66.70
15	101-00000-25201	BUILDING PERMIT DEPOSITS	BD PYMNT REF #PB24-0638 - 875 WARWICK	30.00
Total For Dept 00000				29,722.80
Dept 12001 VILLAGE ADMIN ADMINISTRATION				
1	101-12001-52201	VILLAGE ATTORNEY	LEGAL SERVICES - JUN 2024	5,433.75
2	101-12001-52202	LITIGATION	LEGAL SERVICES - JUN 2024	2,723.00
3	101-12001-53208	OFFICE SUPPLIES	WATER FILTERS	23.49
Total For Dept 12001 VILLAGE ADMIN ADMINISTRATION				8,180.24
Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				
1	101-12180-54308	TAX REBATES	TAX REBATE - APRIL 2024	14,451.81
2	101-12180-54308	TAX REBATES	TAX REBATE - APRIL 2024	4,451.94
3	101-12180-54308	TAX REBATES	TAX REBATE - APRIL 2024	8,903.88
Total For Dept 12180 VILLAGE ADMIN ECONOMIC DEVELOPMENT				27,807.63

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<i>Item</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 13001 FINANCE ADMINISTRATION				
1	101-13001-51652	TRAINING AND MEETINGS	ANNUAL TRAINING - GALLUZZI	560.00
2	101-13001-51654	MEMBERSHIPS & SUBSCRIP	MEMBERSHIP - GALLUZZI	299.00
3	101-13001-53208	OFFICE SUPPLIES	INK, LEGAL PADS	24.86
4	101-13001-54307	RENTAL PROPERTY TAXES	PROPERTY TAXES - 2ND INST	53.07
Total For Dept 13001 FINANCE ADMINISTRATION				936.93
Dept 17001 TECHNOLOGY ADMINISTRATION				
1	101-17001-52111	OTHER PROFESSIONAL SVCS	CREATIVE CLOUD - JUL	392.91
2	101-17001-52111	OTHER PROFESSIONAL SVCS	RING PROTECT BASIC	49.99
3	101-17001-52111	OTHER PROFESSIONAL SVCS	AWS CLOUD SVCS - JUL	15.66
4	101-17001-52111	OTHER PROFESSIONAL SVCS	AWS CLOUD SVCS - JUN	15.60
5	101-17001-52111	OTHER PROFESSIONAL SVCS	GOOGLE SERVICE - JUN	43.20
6	101-17001-52111	OTHER PROFESSIONAL SVCS	GOOGLE SERVICE - JUL	43.20
7	101-17001-52111	OTHER PROFESSIONAL SVCS	MS CLOUD SERVICES - JUL	85.89
8	101-17001-52118	SOFTWARE MAINTENANCE	ANNUAL MAINT, SWA - 2024/2025	892.62
9	101-17001-52704	MAINT-EQUIPMENT	ANNUAL MAINT, SWA - 2024/2025	893.45
10	101-17001-53203	TELEPHONE & DATA SVCS	VH ELEVATOR 540-9255	706.37
11	101-17001-53203	TELEPHONE & DATA SVCS	COMBINED INTERNET - AUG/SEP 2024	5,673.64
12	101-17001-53203	TELEPHONE & DATA SVCS	BARN ELEVATOR PHONE	76.15
13	101-17001-55255	COMPUTER SOFTWARE	ADOBE EXPRESS	7.54
14	101-17001-56601	CAPITAL LEASE	FIRE & PD - COPIER LEASE	164.73
15	101-17001-56601	CAPITAL LEASE	FIRE & CS - COPIER LEASE	119.50
Total For Dept 17001 TECHNOLOGY ADMINISTRATION				9,180.45
Dept 24001 POLICE ADMINISTRATION				
1	101-24001-52111	OTHER PROFESSIONAL SVCS	RED LIGHT CAMERA FEE	6,540.00
2	101-24001-53204	CELL PHONES & PAGERS	CELL PHONES - PD JUN	946.59

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<i>Item</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
3	101-24001-53204	CELL PHONES & PAGERS	CELL PHONES - PD JUL	653.06
4	101-24001-53209	UNIFORMS	ALTERATIONS - GRUNDER	40.00
5	101-24001-53401	CUSTODIAL SUPPLIES	TOWELS, LINERS	231.01
6	101-24001-54316	GRANT PASS-THROUGH EXPENDITURES	MEG JAG GRANT REIMBURSEMENT QTR 3	53,016.32
		Total For Dept 24001 POLICE ADMINISTRATION		61,426.98
Dept 24210 POLICE OPERATIONS				
1	101-24210-52111	OTHER PROFESSIONAL SVCS	STARCOM FEE - AUG	2,760.00
2	101-24210-52204	OTHER LEGAL	ADJUDICATION SERVICES - JUL	424.50
3	101-24210-53209	UNIFORMS	SERGEANT SHIRTS - HEER	226.67
4	101-24210-53209	UNIFORMS	BOOTS - MARINE UNIT	97.10
5	101-24210-53209	UNIFORMS	RAINCOAT - PEACE	57.99
6	101-24210-53209	UNIFORMS	CASE - PEACE	33.70
7	101-24210-53209	UNIFORMS	INITIAL UNIFORM - MARINE UNIT	272.87
8	101-24210-53209	UNIFORMS	DEPT PATCHES	34.60
9	101-24210-53209	UNIFORMS	SHIRT - SIEBER	66.08
10	101-24210-53209	UNIFORMS	SHIRT - MEDINA/LEWANDOWSKI	65.57
11	101-24210-53209	UNIFORMS	REIMB: BOOTS	109.14
12	101-24210-53209	UNIFORMS	PANTS - MAHANNA	65.95
13	101-24210-53209	UNIFORMS	REIMB: CAMERA STRAP	52.46
14	101-24210-54305	EMPLOYEE EXAMS	PSYCHOLOGICAL EXAM	830.45
15	101-24210-54305	EMPLOYEE EXAMS	PSYCHOLOGICAL TESTING SERVICES	1,455.45
		Total For Dept 24210 POLICE OPERATIONS		6,552.53
Dept 24230 POLICE CRIME PREVENTION				
1	101-24230-52111	OTHER PROFESSIONAL SVCS	INVESTIGATIVE SEARCH ENGINE	75.00
2	101-24230-52111	OTHER PROFESSIONAL SVCS	CREDIT CHECKS	264.03
3	101-24230-52111	OTHER PROFESSIONAL SVCS	INVESTIGATIVE SEARCH ENGINE	240.19
		Total For Dept 24230 POLICE CRIME PREVENTION		579.22

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Dept 25001 FIRE ADMINISTRATION				
1	101-25001-52111	OTHER PROFESSIONAL SVCS	RECORD MANAGEMENT SYSTEM - 9/24 - 9/25	5,408.19
2	101-25001-52111	OTHER PROFESSIONAL SVCS	KITCHEN EVALUATION	129.00
3	101-25001-52111	OTHER PROFESSIONAL SVCS	ANNUAL TRAINING SOFTWARE - 8/31/24-7/31/25	1,992.69
4	101-25001-52118	SOFTWARE MAINTENANCE	ANNUAL MAINT, SWA - 2024/2025	382.55
5	101-25001-52701	MAINT-BLDGS & GROUNDS	REPAIRS TO OVERHEAD DOOR #3	305.00
6	101-25001-52704	MAINT-EQUIPMENT	ANNUAL MAINT, SWA - 2024/2025	382.95
7	101-25001-52707	MAINT-OTHER	MAINTENANCE OF FIRE EXTINGUISHERS - AMB. 3	4.71
8	101-25001-52707	MAINT-OTHER	ANNUAL MAINTENANCE OF FIRE EXTINGUISHERS	280.98
9	101-25001-52707	MAINT-OTHER	ANNUAL MAINTENANCE OF FIRE EXTINGUISHERS	75.76
10	101-25001-53203	TELEPHONE & DATA SVCS	COMBINED INTERNET - AUG/SEP 2024	2,836.82
11	101-25001-53204	CELL PHONES & PAGERS	ICLOUD 50BG STORAGE - AUG	0.99
12	101-25001-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JUN	186.71
13	101-25001-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JUL	185.96
14	101-25001-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE	36.85
15	101-25001-53208	OFFICE SUPPLIES	NEW DESK SIGN - WOLTMAN	22.45
16	101-25001-53208	OFFICE SUPPLIES	PAPER, CALENDAR	27.97
17	101-25001-53209	UNIFORMS	BADGES	941.00
18	101-25001-53209	UNIFORMS	SHIRT - BROOKS	79.00
19	101-25001-53209	UNIFORMS	RAIN COAT - ROWE	239.00
20	101-25001-53209	UNIFORMS	SHIRTS, PANTS, WINDSHIRT - WIECEK	275.00
21	101-25001-53209	UNIFORMS	POLO - SAWYER	112.00
22	101-25001-53209	UNIFORMS	POLO, JACKET - STEINHAGEN	408.50
23	101-25001-53209	UNIFORMS	SHIRTS - YEE	226.00
24	101-25001-53209	UNIFORMS	CAPS, SHIRTS - MICHEHL	800.00
25	101-25001-53209	UNIFORMS	SHIRTS, CAPS, PANTS - KENYON	421.00
26	101-25001-53209	UNIFORMS	ALTERATION - MICHEHL	15.00
27	101-25001-53209	UNIFORMS	SHIRTS - KELLY	208.00

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28	101-25001-53209	UNIFORMS	BOOTS - JOHNSON	195.00
29	101-25001-53210	SMALL TOOLS & EQUIP	ALL SEASONS HOSES	22.94
30	101-25001-53211	OTHER SUPPLIES	TOWELS, DETERGENT, CLEANER	110.08
31	101-25001-53405	BLDG & GROUND MAINT SUPP	BASEMENT DEHUMIDIFIER HOSE	24.23
32	101-25001-54305	EMPLOYEE EXAMS	FIRETEAM TESTING & RECRUITMENT SVCS	750.00
33	101-25001-54305	EMPLOYEE EXAMS	PSYCHOLOGICAL ASSESSMENTS	1,400.00
34	101-25001-56601	CAPITAL LEASE	FIRE & PD - COPIER LEASE	164.74
35	101-25001-56601	CAPITAL LEASE	FIRE & CS - COPIER LEASE	119.50
Total For Dept 25001 FIRE ADMINISTRATION				18,770.57
Dept 25320 FIRE FIRE SUPPRESSION				
1	101-25320-51652	TRAINING AND MEETINGS	EXPLORER SCHOOL - MUNOZ, HENRIKSEN	650.00
2	101-25320-52111	OTHER PROFESSIONAL SVCS	FIRE STARCOM FEES - 2024	2,206.00
3	101-25320-52704	MAINT-EQUIPMENT	7 YR STAY SAFE	11,613.00
4	101-25320-52707	MAINT-OTHER	SHIPPING COSTS	14.73
5	101-25320-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JUN	255.17
6	101-25320-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JUL	254.15
7	101-25320-53209	UNIFORMS	7 SETS LION TURNOUT GEAR	49,847.00
8	101-25320-53209	UNIFORMS	4 CLASSIC FOR NEW HIRES & 2 PASSPORT PROMOTIONS	256.00
9	101-25320-53210	SMALL TOOLS & EQUIP	HARRINGTON STORZ ADAPTER 5"	2,676.27
10	101-25320-53210	SMALL TOOLS & EQUIP	GAUGE	349.85
Total For Dept 25320 FIRE FIRE SUPPRESSION				68,122.17
Dept 25330 FIRE EMS				
1	101-25330-51651	LICENSING/CERTIFICATIONS	SYSTEM ENTRY FEE - SAWYER	75.00
2	101-25330-53204	CELL PHONES & PAGERS	CELL PHONE - JUN	61.70
3	101-25330-53204	CELL PHONES & PAGERS	CELL PHONE - JUL	70.42
4	101-25330-53211	OTHER SUPPLIES	OXYGEN RENTAL	149.16
Total For Dept 25330 FIRE EMS				356.28

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Dept 25350 FIRE FIRE PREVENTION BUREAU				
1	101-25350-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JUN	180.94
2	101-25350-53204	CELL PHONES & PAGERS	CELL PHONES - FIRE JUL	180.22
Total For Dept 25350 FIRE FIRE PREVENTION BUREAU				361.16
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
1	101-28001-52111	OTHER PROFESSIONAL SVCS	TEXT AMENDMENTS AD #2164001	57.50
2	101-28001-52111	OTHER PROFESSIONAL SVCS	COMPREHENSIVE PLAN UPDATE	12,831.25
3	101-28001-52113	ENGR/ARCHITECTURAL	WILDWOOD ESTATES	2,376.00
4	101-28001-52113	ENGR/ARCHITECTURAL	JANKE SUBDIVISION	966.00
5	101-28001-52113	ENGR/ARCHITECTURAL	AVERY RIDGE SUBDIVISION	1,154.50
6	101-28001-52113	ENGR/ARCHITECTURAL	525 ENTERPRISE	495.00
7	101-28001-52113	ENGR/ARCHITECTURAL	255 QUENTIN RD - HERITAGE CHURCH	596.75
8	101-28001-52113	ENGR/ARCHITECTURAL	BUILDING PERMIT REVIEWS - 2024	6,709.00
9	101-28001-52113	ENGR/ARCHITECTURAL	1265 COUNTRY CLUB	631.25
10	101-28001-52113	ENGR/ARCHITECTURAL	1110 HONEY LAKE RD	617.00
11	101-28001-52113	ENGR/ARCHITECTURAL	1275 ENSELL	398.75
12	101-28001-52113	ENGR/ARCHITECTURAL	455 S RAND RD	270.50
13	101-28001-52113	ENGR/ARCHITECTURAL	629 ROSE RD	2,310.25
14	101-28001-52113	ENGR/ARCHITECTURAL	442 S RAND RD - CHIPOTLE	2,979.50
15	101-28001-52113	ENGR/ARCHITECTURAL	865 TELSER	966.25
16	101-28001-52113	ENGR/ARCHITECTURAL	41 LAKEVIEW	1,089.25
17	101-28001-52113	ENGR/ARCHITECTURAL	504 N OLD RAND RD	192.00
18	101-28001-52113	ENGR/ARCHITECTURAL	148 OAK	181.25
19	101-28001-52113	ENGR/ARCHITECTURAL	900 WINNETKA	345.50
20	101-28001-52113	ENGR/ARCHITECTURAL	120 TELSER	297.00
21	101-28001-52113	ENGR/ARCHITECTURAL	CANTERBURY ESTATES - BLOCK G	1,569.50
22	101-28001-52113	ENGR/ARCHITECTURAL	WILDWOOD ESTATES HOUSELINE	2,400.00

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23	101-28001-53204	CELL PHONES & PAGERS	CELL PHONES - WTR/CS/PW - JUN '24	49.04
		Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		39,483.04
	Dept 36001 PUBLIC WORKS ADMINISTRATION			
1	101-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 08/01	34.71
2	101-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 08/08	34.71
3	101-36001-52113	ENGR/ARCHITECTURAL	ENGINEERING SERVICES	1,800.00
4	101-36001-52113	ENGR/ARCHITECTURAL	2024 LZ GENERAL ENGINEERING	4,487.75
5	101-36001-52603	LAKE/WATER QUALITY MGMT	2024 NAM STEWARDSHIP	15,046.25
6	101-36001-52603	LAKE/WATER QUALITY MGMT	2024 LZ MS4 PROGRAM	671.75
7	101-36001-52701	MAINT-BLDGS & GROUNDS	UNIFORMS/MATS 08/01	55.75
8	101-36001-52701	MAINT-BLDGS & GROUNDS	UNIFORMS/MATS 08/08	91.73
9	101-36001-52701	MAINT-BLDGS & GROUNDS	505 EMERGENCY LIGHTING	900.00
10	101-36001-52701	MAINT-BLDGS & GROUNDS	505 EMERGENCY LIGHTING	2,300.00
11	101-36001-52701	MAINT-BLDGS & GROUNDS	FAID TESTING	340.00
12	101-36001-52701	MAINT-BLDGS & GROUNDS	FAID TESTING	175.00
13	101-36001-52701	MAINT-BLDGS & GROUNDS	HAZARD TREE REMOVAL	4,300.00
14	101-36001-52701	MAINT-BLDGS & GROUNDS	PD PEST CONTROL - JUL	93.00
15	101-36001-52702	MAINT-LAWN & LANDSCAPING	2024 MOWING CONTRACT	7,880.28
16	101-36001-52702	MAINT-LAWN & LANDSCAPING	FERT AND WEED CONTROL 2	5,000.00
17	101-36001-53203	TELEPHONE & DATA SVCS	LOT 42 LIFT ALARM - JUN	28.18
18	101-36001-53203	TELEPHONE & DATA SVCS	LOT 42 LIFT ALARM - JUL	28.19
19	101-36001-53204	CELL PHONES & PAGERS	CELL PHONES - WTR/CS/PW - JUN '24	263.97
20	101-36001-53204	CELL PHONES & PAGERS	PW TRUCK DATA PLAN	280.00
21	101-36001-53204	CELL PHONES & PAGERS	CELL PHONE - JUN	3.39
22	101-36001-53204	CELL PHONES & PAGERS	CELL PHONE - JUL	3.87
23	101-36001-53208	OFFICE SUPPLIES	B&Z NOTARY STAMP	30.00
24	101-36001-53401	CUSTODIAL SUPPLIES	CLEANING SUPPLIES	64.82
25	101-36001-53404	RIGHT OF WAY SUPPLIES	ASPHALT PREP SUPPLIES	504.97

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26	101-36001-53404	RIGHT OF WAY SUPPLIES	REPLACEMENT SIGNS	729.10
27	101-36001-53404	RIGHT OF WAY SUPPLIES	REPLACEMENT SIGNS	248.30
28	101-36001-53405	BLDG & GROUNDS SUPPLIES	TOILET SEAT	37.98
29	101-36001-53405	BLDG & GROUNDS SUPPLIES	BUILDING SUPPLIES RETURN	(7.98)
30	101-36001-53405	BLDG & GROUNDS SUPPLIES	OIL DRY	632.50
31	101-36001-53405	BLDG & GROUNDS SUPPLIES	PAINT	56.05
32	101-36001-53405	BLDG & GROUNDS SUPPLIES	FASTENERS	2.82
33	101-36001-53405	BLDG & GROUNDS SUPPLIES	CABLE TIES	5.94
34	101-36001-53405	BLDG & GROUNDS SUPPLIES	505 PAINT	71.24
35	101-36001-53405	BLDG & GROUNDS SUPPLIES	505 PAINT	82.47
36	101-36001-53405	BLDG & GROUNDS SUPPLIES	505 PAINT	27.49
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				46,304.23
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
1	101-36420-52701	MAINT-BLDGS & GROUNDS	PAULUS PK PEST CONTROL - JUL	76.40
2	101-36420-52701	MAINT-BLDGS & GROUNDS	BUFFALO CREEK PEST CONTROL - JUL	70.20
3	101-36420-52701	MAINT-BLDGS & GROUNDS	UNIFORMS/MATS 08/08	116.38
4	101-36420-52701	MAINT-BLDGS & GROUNDS	CHALET COIL REPAIR	347.26
5	101-36420-52701	MAINT-BLDGS & GROUNDS	BARN ELEVATOR INSPECTION 2024	135.00
6	101-36420-52702	MAINT-LAWN & LANDSCAPING	2024 MOWING CONTRACT	27,322.33
7	101-36420-53201	ELECTRICITY	200 S RAND RD	867.48
8	101-36420-53201	ELECTRICITY	972 MARCH ST	40.44
9	101-36420-53201	ELECTRICITY	7 E MAIN ST	27.36
10	101-36420-53401	CUSTODIAL SUPPLIES	SOFTSOAP	25.92
11	101-36420-53401	CUSTODIAL SUPPLIES	TISSUE, TOWELS, BAGS	1,279.84
12	101-36420-53403	LANDSCAPING SUPPLIES	STUDS	4.38
13	101-36420-53405	BLDG & GROUND MAINT SUPP	PLUMBING REPAIR BC	78.82
14	101-36420-53405	BLDG & GROUND MAINT SUPP	PLUMBING REPAIR BC	136.60
15	101-36420-53405	BLDG & GROUND MAINT SUPP	PLUMBING REPAIR BC	33.66

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16	101-36420-53405	BLDG & GROUND MAINT SUPP	PLUMBING REPAIR BC	33.97
17	101-36420-53405	BLDG & GROUND MAINT SUPP	WIRE ROPE CLIP	7.09
18	101-36420-53407	EQUIP MAINT PART&SUPPLIE	SLIDE REPAIR	41.21
19	101-36420-54306	EQUIPMENT RENTAL	PAULUS PARK PORT-O-POTTY	158.74
20	101-36420-54306	EQUIPMENT RENTAL	CHESTNUT PORT-O-POTTY	147.06
21	101-36420-54306	EQUIPMENT RENTAL	SIGN AUGER	36.80
Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE				30,986.94
Dept 36471 PUBLIC WORKS FLEET SERVICES				
1	101-36471-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 08/01	44.35
2	101-36471-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 08/08	33.62
3	101-36471-52701	MAINT-BLDGS & GROUNDS	KEYPAD	657.00
4	101-36471-52703	MAINT-VEHICLES	WINDSHIELD 293	595.00
5	101-36471-53206	POSTAGE & SHIPPING	SHIPPING CHARGES	16.73
6	101-36471-53210	SMALL TOOLS & EQUIP	SOCKET	37.18
7	101-36471-53211	OTHER SUPPLIES	TORCH GAS	239.31
8	101-36471-53211	OTHER SUPPLIES	HOSE FITTING	227.32
9	101-36471-53211	OTHER SUPPLIES	HARDWARE	531.95
10	101-36471-53211	OTHER SUPPLIES	PAINT BRUSHES 246	13.19
11	101-36471-53211	OTHER SUPPLIES	PAINT BRUSH	6.77
12	101-36471-53211	OTHER SUPPLIES	PAINT SUPPLIES	9.96
13	101-36471-53406	AUTO PARTS & SUPPLIES	DOOR LATCH	216.04
14	101-36471-53406	AUTO PARTS & SUPPLIES	USB CABLE	23.96
15	101-36471-53406	AUTO PARTS & SUPPLIES	CAULK	26.82
16	101-36471-53406	AUTO PARTS & SUPPLIES	AIR CLEANER	641.48
17	101-36471-53406	AUTO PARTS & SUPPLIES	BATTERY	152.39
18	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - CORE RETURN	(36.00)
19	101-36471-53406	AUTO PARTS & SUPPLIES	BATTERIES	313.87
20	101-36471-53406	AUTO PARTS & SUPPLIES	FILTERS	168.79

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21	101-36471-53406	AUTO PARTS & SUPPLIES	RESISTOR	40.62
22	101-36471-53406	AUTO PARTS & SUPPLIES	DEF	90.39
23	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT - PART RETURN	(295.56)
24	101-36471-53406	AUTO PARTS & SUPPLIES	CREDIT-CORE RETURN	(36.00)
25	101-36471-53406	AUTO PARTS & SUPPLIES	SQUAD TIRES	1,425.40
26	101-36471-53406	AUTO PARTS & SUPPLIES	PICKUP TIRES	1,478.20
27	101-36471-53407	EQUIP MAINT PART&SUPPLIE	ROLLER	449.71
28	101-36471-53407	EQUIP MAINT PART&SUPPLIE	FITTING	13.05
29	101-36471-53407	EQUIP MAINT PART&SUPPLIE	GLASS DOOR	926.25
30	101-36471-53407	EQUIP MAINT PART&SUPPLIE	FASTENERS	4.76
31	101-36471-53407	EQUIP MAINT PART&SUPPLIE	FILTER	16.52
32	101-36471-53415	FUELS	DIESEL & FUEL #1849218	1,634.52
33	101-36471-53415	FUELS	DIESEL & FUEL #1846791	8,464.80
34	101-36471-53418	LUBRICANTS & FLUIDS	DEF	125.88
35	101-36471-53418	LUBRICANTS & FLUIDS	OIL	13.98
Total For Dept 36471 PUBLIC WORKS FLEET SERVICES				18,272.25
Dept 67001 RECREATION ADMINISTRATION				
1	101-67001-53204	CELL PHONES & PAGERS	CELL PHONE - JUN	2.71
2	101-67001-53204	CELL PHONES & PAGERS	CELL PHONE - JUL	3.09
Total For Dept 67001 RECREATION ADMINISTRATION				5.80
Dept 67935 RECREATION DANCE				
1	101-67935-52115	RECREATION PROGRAM SERVICE	LESSON PLANS	1,000.00
Total For Dept 67935 RECREATION DANCE				1,000.00
Dept 67960 RECREATION CAMPS				
1	101-67960-52115	RECREATION PROGRAM SERVICE	CAMP CEDAR TRANSPORTATION 2024	7,829.20
Total For Dept 67960 RECREATION CAMPS				7,829.20

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Dept 67965 RECREATION ATHLETICS				
1	101-67965-52115	RECREATION PROGRAM SERVICE	HOT SHOTS SPORTS SUMMER 1 2024	6,930.00
		Total For Dept 67965 RECREATION ATHLETICS		6,930.00
Dept 67970 RECREATION AQUATICS				
1	101-67970-53414	CHEMICALS	SPRAYGROUND CHEMICALS	59.44
2	101-67970-53414	CHEMICALS	MURIATIC ACID	101.90
		Total For Dept 67970 RECREATION AQUATICS		161.34
Total For Fund 101 GENERAL				382,969.76
Fund 202 MOTOR FUEL TAX				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	202-36001-52701	MAINT-BLDGS & GROUNDS	2024 MOWING CONTRACT	3,984.67
2	202-36001-52701	MAINT-BLDGS & GROUNDS	MAIN ST SIGNAL MAINT	208.20
3	202-36001-53201	ELECTRICITY	139 MOHAWK TRAIL	11.35
4	202-36001-53201	ELECTRICITY	45 S OLD RAND RD	31.77
5	202-36001-53201	ELECTRICITY	280 CLAIRVIEW DR	37.39
6	202-36001-55253	INFRASTRUCTURE IMPROVEMT	2024 SIGN PROGRAM	11,864.90
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		16,138.28
Total For Fund 202 MOTOR FUEL TAX				16,138.28
Fund 207 SPECIAL EVENTS FUND				
Dept 67601 RECREATION ROCK THE BLOCK				
1	207-67601-53212	PROGRAM SUPPLIES	RTB LED LIGHTED BRACLETS	3,000.00
		Total For Dept 67601 RECREATION ROCK THE BLOCK		3,000.00

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Dept 67603 RECREATION FARMERS MARKET				
1	207-67603-52115	RECREATION PROGRAM SERV	FARMERS MARKET BAND - 8/23	150.00
2	207-67603-52115	RECREATION PROGRAM SERV	FARMERS MARKET BAND - 8/9	150.00
3	207-67603-52115	RECREATION PROGRAM SERV	FARMERS MARKET BAND - 8/30	250.00
Total For Dept 67603 RECREATION FARMERS MARKET				550.00
Dept 67604 RECREATION FOURTH OF JULY FESTIVAL				
1	207-67604-53212	PROGRAM SUPPLIES	DUCT TAPE, CABLE TIES - JULY 4TH	37.69
Total For Dept 67604 RECREATION FOURTH OF JULY FESTIVAL				37.69
Total For Fund 207 SPECIAL EVENTS FUND				3,587.69
Fund 214 TIF #2 DOWNTOWN				
Dept 10490 GENERAL GOVERNMENT TIF				
1	214-10490-52201	VILLAGE ATTORNEY	LEGAL SERVICES - JUN 2024	404.00
2	214-10490-54307	RENTAL PROPERTY TAXES	PROPERTY TAXES - 2ND INST	610.12
Total For Dept 10490 GENERAL GOVERNMENT TIF				1,014.12
Total For Fund 214 TIF #2 DOWNTOWN				1,014.12
Fund 401 VILLAGE CAPITAL PROJECTS				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	401-36001-55251	LAND IMPROVEMENTS	AUG WELCOME SIGN MAINTENENCE	520.00
2	401-36001-55251	LAND IMPROVEMENTS	IDNR - OSLAD	18,656.36
3	401-36001-55251	LAND IMPROVEMENTS	PROMENANDE LANDSCAPE DESIGN, PRELIM ENG, BIDDING	10,815.00
4	401-36001-55251	LAND IMPROVEMENTS	2024 PARKING LOT, PATH DESIGN, SURVEY	10,570.50
5	401-36001-55252	BLDG & BLDG IMPROVEMENTS	OVERHEAD DOOR REPLACENT PW FACILITY	13,960.00
6	401-36001-55252	BLDG & BLDG IMPROVEMENTS	STAND BY GENERATOR	138,058.48

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7	401-36001-55252	BLDG & BLDG IMPROVEMENTS	MOISTURE BARRIER FLOOR PREP	2,500.00
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		195,080.34
<b>Total For Fund 401 VILLAGE CAPITAL PROJECTS</b>				<b>195,080.34</b>
<b>Fund 405 NHR CAPITAL PROJECTS</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	405-36001-53416	CONCRETE & ASPHALT	CONCRETE #123719	1,653.00
2	405-36001-53417	SAND & GRAVEL	COLD PATCH	1,075.20
3	405-36001-55253	INFRASTRUCTURE IMPROVEMT	2024 INFRASTRUCTURE IMPROV - WATER, SEWER, ROADWAY	7,111.50
4	405-36001-55253	INFRASTRUCTURE IMPROVEMT	2024 INFRASTRUCTURE	170,404.02
5	405-36001-55253	INFRASTRUCTURE IMPROVEMT	UTILITY REPAIRS	106,023.33
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		286,267.05
<b>Total For Fund 405 NHR CAPITAL PROJECTS</b>				<b>286,267.05</b>
<b>Fund 501 WATER &amp; SEWER</b>				
Dept 00000				
1	501-00000-21204	LC CONNECTION FEES PAYABLE	LC CONNECTION FEE - KILDEER CROSSING	24,180.00
2	501-00000-21205	LC TREATMENT CHARGE PAYABLE	2024 2ND QTR COLLECTIONS	584,724.35
		Total For Dept 00000		608,904.35
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	501-36001-51651	LICENSING/CERTIFICATIONS	REIMB: CDL LICENSE RENEWAL	50.00
2	501-36001-51651	LICENSING/CERTIFICATIONS	REIMB: CDL LICENSE	50.00
3	501-36001-51651	LICENSING/CERTIFICATIONS	REIMB: CDL LICENSE	50.00
4	501-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 08/01	31.85
5	501-36001-52111	OTHER PROFESSIONAL SVCS	UNIFORMS/MATS 08/08	31.91
6	501-36001-52201	VILLAGE ATTORNEY	LEGAL SERVICES - JUN 2024	603.75

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7	501-36001-53203	TELEPHONE & DATA SVCS	ANALOG LINES - AUG	161.60
8	501-36001-53203	TELEPHONE & DATA SVCS	SCADA CELLPHONE/MODEM CONNECTION - JUL	30.80
9	501-36001-53203	TELEPHONE & DATA SVCS	LOT 42 LIFT ALARM - JUN	253.54
10	501-36001-53203	TELEPHONE & DATA SVCS	LOT 42 LIFT ALARM - JUL	253.65
11	501-36001-53204	CELL PHONES & PAGERS	CELL PHONES - WTR/CS/PW - JUN '24	145.64
12	501-36001-53208	OFFICE SUPPLIES	PENS	11.99
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				1,674.73
Dept 36530 PUBLIC WORKS WATER BILLING				
1	501-36530-52111	OTHER PROFESSIONAL SVCS	WATER BILL PROCESSING - JUL 2024	613.40
2	501-36530-53206	POSTAGE & SHIPPING	WATER BILL PROCESSING - JUL 2024	2,837.82
Total For Dept 36530 PUBLIC WORKS WATER BILLING				3,451.22
Dept 36550 PUBLIC WORKS WATER SERVICE				
1	501-36550-52118	SOFTWARE MAINTENANCE	SCADA ALARM SOFTWARE (WIN-911) RENEWAL	1,020.00
2	501-36550-52607	WATER SAMPLE ANALYSIS	WATER SAMPLE ANALYSIS	683.03
3	501-36550-52701	MAINT-BLDGS & GROUNDS	2024 MOWING CONTRACT	787.25
4	501-36550-52704	MAINT-EQUIPMENT	SCADA SYS ALARM SUPPORT	682.50
5	501-36550-53201	ELECTRICITY	ELECTRICITY-WELLS/WTP'S, SANITARY PUMP/LIFT STATIONS	27,110.98
6	501-36550-53211	OTHER SUPPLIES	MUELLER HYDRANT REPAIR PARTS	2,496.64
7	501-36550-53211	OTHER SUPPLIES	MUELLER HYDRANT REPAIR PARTS	127.43
8	501-36550-53211	OTHER SUPPLIES	MUELLER HYDRANT REPAIR PARTS	598.80
9	501-36550-53211	OTHER SUPPLIES	MUELLER HYDRANT REPAIR PARTS	586.00
10	501-36550-53211	OTHER SUPPLIES	WATEROUS HYDRANT REPAIR PARTS	1,039.00
11	501-36550-53403	LANDSCAPING SUPPLIES	STAPLES, SEED, STRAW	107.86
12	501-36550-53409	PUMP REPAIR SUPPLIES	PRESSURE GAUGES/WELL 12 & PORTABLE TEST KIT	325.88
13	501-36550-53410	METERS PARTS & SUPPLIES	2" GATE VALVES FOR HYDRANT METER	141.67
14	501-36550-53413	DISTRIBUTION SYS REPAIR	1.5" K COPPER SERVICE PIPE	1,020.00
15	501-36550-53413	DISTRIBUTION SYS REPAIR	WATER MAIN REPAIR COUPLINGS	634.00

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<i>Item</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
16	501-36550-53414	CHEMICALS	BULK WTR COND SALT - WELL #8	2,945.50
17	501-36550-53414	CHEMICALS	BULK WTR COND SALT - WELL #10	2,945.50
18	501-36550-53414	CHEMICALS	BULK WTR COND SALT - WELL #9	2,830.42
19	501-36550-55253	INFRASTRUCTURE IMPROVEMT	2024 INFRASTRUCTURE IMPROV - WATER, SEWER, ROADWAY	24,400.50
20	501-36550-55253	INFRASTRUCTURE IMPROVEMT	WHITNEY & LZ DR WATER MAIN, SANITARY SEWER RECONS	19,926.25
21	501-36550-55253	INFRASTRUCTURE IMPROVEMT	2024 INFRASTRUCTURE	211,279.06
Total For Dept 36550 PUBLIC WORKS WATER SERVICE				301,688.27
Dept 36560 PUBLIC WORKS SEWER SERVICE				
1	501-36560-52111	OTHER PROFESSIONAL SVCS	2024 PRETREATMENT ASSISTANCE	262.50
2	501-36560-52701	MAINT-BLDGS & GROUNDS	OVERPYMNT ANNUAL GENERATOR INSPECT/PREVENT MAINT	(1,655.00)
3	501-36560-52701	MAINT-BLDGS & GROUNDS	QUENTIN PUMP STATION GENERATOR REPAIR	794.61
4	501-36560-52701	MAINT-BLDGS & GROUNDS	NW PUMP STATION GENERATOR REPAIR	1,105.53
5	501-36560-52701	MAINT-BLDGS & GROUNDS	CHURCH ST LIFT STATION GENERATOR REPAIR	1,290.79
6	501-36560-53201	ELECTRICITY	ELECTRICITY/SANITARY FLOW CONTROL	63.75
7	501-36560-53201	ELECTRICITY	ELECTRICITY/VACUUM PRIMING STRUCTURES	31.70
8	501-36560-53201	ELECTRICITY	ELECTRICITY-WELLS/WTP'S, SANITARY PUMP/LIFT STATIONS	5,181.06
Total For Dept 36560 PUBLIC WORKS SEWER SERVICE				7,074.94
<b>Total For Fund 501 WATER &amp; SEWER</b>				<b>922,793.51</b>
<b>Fund 615 EQUIPMENT REPLACEMENT</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
1	615-36001-55263	VEHICLES - PUBLIC WORKS	DECALS	154.40
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				154.40
<b>Total For Fund 615 EQUIPMENT REPLACEMENT</b>				<b>154.40</b>

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<b>Fund 710 PERFORMANCE ESCROW</b>				
Dept 00000				
1	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0526 - 765 PHEASANT RIDG	105.00
2	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0382 - 1060 HEARTWOOD LN	105.00
3	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0026 - 150 OAKWOOD RD	1,000.00
4	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0230 - 925 S RAND RD	1,000.00
5	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0541 - 65 S RAND RD	510.00
6	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0237 - 444 PHEASANT RIDG	500.00
7	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0333 - 684 SHERIDAN CT	500.00
8	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0295 - 375 DENBERRY DR	300.00
9	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0208 - 680 S RAND RD	1,000.00
10	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0269 - 1240 BERKLEY RD	500.00
11	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0329 - 290 TELSER RD	500.00
12	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0180 - 1129 STANTON RD	500.00
13	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0306 - 340 KNOX PARK RD	500.00
14	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0327 - 1066 CORMAR DR	500.00
15	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0328 - 1183 STRATFORD LN	500.00
16	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0344 - 1139 STRATFORD LN	500.00
17	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0538 - 7 PAMELA RD	105.00
18	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0215 - 375 KNOX PARK RD	500.00
19	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0227 - 560 SHAKER LN	500.00
20	710-00000-25201	BUILDING PERMIT DEPOSITS	BD PYMNT REF #PB23-0633 - 141 KINCAID	105.00
21	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0241 - 535 GINGER TRL	300.00
22	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0239 - 96 E HARBOR DR	500.00
23	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0161 - 301 VICTOR LN	500.00
24	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD23-0161 - 528 ELA RD	105.00
25	710-00000-25201	BUILDING PERMIT DEPOSITS	BOND REF #BBD24-0310 - 320 KNOX PARK RD	500.00
Total For Dept 00000				<u>11,635.00</u>

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<i>Item</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
		Dept 17001 TECHNOLOGY ADMINISTRATION		
1	710-17001-53214	PEG CABLE EXPENSE	COMBINED INTERNET - AUG/SEP 2024	945.62
		Total For Dept 17001 TECHNOLOGY ADMINISTRATION		945.62
		<b>Total For Fund 710 PERFORMANCE ESCROW</b>		<b>12,580.62</b>
		<b>Fund 720 PAYROLL CLEARING</b>		
		Dept 00000		
1	720-00000-22502	PAYROLL PAYABLE	PR080724 REPL CK 581825707DD	200.58
		Total For Dept 00000		200.58
		<b>Total For Fund 720 PAYROLL CLEARING</b>		<b>200.58</b>
		<b>Fund 731 SSA #8 HEATHERLEIGH SUBDV</b>		
		Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY		
1	731-10099-52604	SWEEPING & MOWING	2024 MOWING CONTRACT	392.03
		Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY		392.03
		<b>Total For Fund 731 SSA #8 HEATHERLEIGH SUBDV</b>		<b>392.03</b>
		<b>Fund 734 SSA #11 LZ PINES SUBDV</b>		
		Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY		
1	734-10099-52604	SWEEPING & MOWING	2024 MOWING CONTRACT	16.86
		Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY		16.86
		<b>Total For Fund 734 SSA #11 LZ PINES SUBDV</b>		<b>16.86</b>
		<b>Fund 735 SSA #13 CONVENTRY CRK SUB</b>		
		Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY		

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<i>Item</i>	<i>GL Number</i>	<i>GL Desc</i>	<i>Invoice Description</i>	<i>Amount</i>
1	735-10099-52604	SWEEPING & MOWING	2024 MOWING CONTRACT	337.23
		Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY		337.23
		<b>Total For Fund 735 SSA #13 CONVENTRY CRK SUB</b>		<b>337.23</b>

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<b>Fund Totals:</b>				
			Fund 101 GENERAL	382,969.76
			Fund 202 MOTOR FUEL TAX	16,138.28
			Fund 207 SPECIAL EVENTS FUND	3,587.69
			Fund 214 TIF #2 DOWNTOWN	1,014.12
			Fund 401 VILLAGE CAPITAL PROJECTS	195,080.34
			Fund 405 NHR CAPITAL PROJECTS	286,267.05
			Fund 501 WATER & SEWER	922,793.51
			Fund 615 EQUIPMENT REPLACEMENT	154.40
			Fund 710 PERFORMANCE ESCROW	12,580.62
			Fund 720 PAYROLL CLEARING	200.58
			Fund 731 SSA #8 HEATHERLEIGH SUBDV	392.03
			Fund 734 SSA #11 LZ PINES SUBDV	16.86
			Fund 735 SSA #13 CONVENTRY CRK SUB	337.23
				<u><u>\$ 1,821,532.47</u></u>



*At the Heart of Community*

OFFICE OF THE VILLAGE MANAGER

70 East Main Street  
Lake Zurich, Illinois 60047

(847) 438-5141  
LakeZurich.org

Date: August 14, 2024  
To: Ray Keller, Village Manager *PK*  
From: Michael Duebner, Assistant Village Manager  
Cc: Mike Brown, Public Works Director  
Subject: Right of Way Agreement with i3Broadband, LLC

AGENDA ITEM

*6c*

**Issue:** I3 Broadband, LLC of 602 High Point Lane, Peoria, IL 61611 is seeking to install fiber-based broadband service throughout Lake Zurich's industrial park and residential neighborhoods, and execute a Right of Way (ROW) Agreement with the Village. I3 Broadband, LLC is furthermore requesting to establish a head end at a disused communications building next to the cell tower at Community Services, 505 Telser Road.

**Analysis:** I3 Broadband, LLC through its affiliate, iTV-3, LLC, is a holder of a certificate to provide competitive local exchange carrier ("CLEC") service and is thus entitled to access to the Municipality Public Ways and desires to utilize the Municipality's Public Ways for the installation of a fiber optic cable and appurtenances. The vendor intends to provide end-to-end fiber broadband connections to homes and businesses.

Staff in conjunction with corporate council Scott Uhler have updated the Right of Way Agreement (ROW) to ensure installations are performed in compliance with applicable Village Code and Permits. Under the agreement, I3 Broadband will apply for a 12-month master permit that provides the Village with generally applicable information about the CLEC installation project proposed to be undertaken within the Village. Thereafter, they are required to provide additional information for each individual installation that differ from the Master Permit. I3 Broadband LLC will provide a certificate of insurance naming the Village as an additional insured and a \$100,000 bond to ensure appropriate installations are taking place and restoration of the right of way.

The Village will be leasing the disused communications shelter located at Community Services to I3 Broadband to build out main distribution point for their network. A 10-year lease for \$500 per

month with rent increases every 5 years. I3 Broadband will be responsible for placing the shelter into service, utilities and ongoing maintenance.

**Recommendation:** Staff is recommending for and seeking the approval of the Village Board to execute necessary agreements related to the installation of a fiber network by I3 Broadband, LLC.

Attachments: Right of Way Agreement

Communications Shelter Lease

### **RIGHT-OF-WAY PERMITTING AGREEMENT**

This *Right-Of-Way Permitting Agreement* (“Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the **VILLAGE OF LAKE ZURICH**, an Illinois municipal corporation (the “Municipality”) and **I3 BROADBAND** (“CLEC”).

#### **Recitals**

**WHEREAS**, Municipality owns or controls various public ways within the corporate limits of the Municipality, including but not limited to highways, roads, streets, lanes, alleys, paths, curbs, sidewalks, underground water and sewer, or other public ways, public easements, and public rights-of-way (hereinafter “Public Ways”); and,

**WHEREAS**, CLEC, through its affiliate, iTV-3, LLC, is a holder of a certificate to provide competitive local exchange carrier (“CLEC”) service and is thus entitled to access to the Municipality Public Ways and desires to utilize the Municipality’s Public Ways for the installation of a fiber optic cable and appurtenances; and,

**WHEREAS**, the Municipality intends to exercise its authority to manage CLEC’s use of Municipality’s Public Ways, all in accordance with and subject to the terms, conditions and limitations of the Municipality’s Construction Of Utility Facilities In The Rights Of Way Ordinance, Title 7, Chapter 7 of the Lake Zurich, Illinois Code of Ordinances (the “Right of Way Ordinance”), except to the extent specifically modified by this Agreement, for the mutual convenience of and efficient operations of CLEC and the Municipality.

**NOW, THEREFORE**, for and in consideration of the mutual covenants, and obligations contained herein, and other good and valuable consideration received by each party, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Incorporation of Recitals**. The foregoing recitals are hereby incorporated into this Agreement in their entirety.
2. **Conditions of Use**. CLEC hereby agrees to follow and be bound by the Municipality’s Right of Way ordinance, except as otherwise specifically modified by this Agreement, in order to construct, install, operate, inspect, maintain, repair, upgrade, replace and remove a fiber optic cable and any and all lines, conduits, access manholes, pull vaults, and other similar equipment and devices owned or used by CLEC in the Municipality’s Public Ways for the purpose of providing telecommunication services (the “Installation Project”). CLEC anticipates that the Installation Project will take place over a multi-year period in separate phases over that time (“Individual Installation(s)”).
3. **Term**. This Agreement and the conditions of use granted to CLEC hereunder shall commence as of the date of this Agreement and shall continue through December 31, 2026.
4. **Installation Project Subject to this Agreement**. CLEC agrees and warrants that the Installation Project will be done and completed in a good and workmanlike manner, and at no

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expense to Municipality. The Installation Project will be undertaken in the name of, or pursuant to contracts or agreements with CLEC, and CLEC agrees that all parties contracting with CLEC for any part of the Installation Project shall be bound by the terms and conditions of this Agreement and by the Municipality's Right of Way Ordinance, other than as modified by this Agreement.

5. **Two Stage Permitting Procedure.**

- a. The Parties agree that the permitting process for the Installation Project may take place in two stages. The intent of this two-stage process is to streamline the process for both parties, and to ensure that the Parties' resources can be expended in the most efficient manner possible.
- b. First, the CLEC must annually apply for and obtain a "Master Permit" pursuant to this Agreement. The Master Permit is intended to provide the Municipality with generally applicable information about the CLEC Installation Project proposed to be undertaken within the Municipality.
- c. Thereafter, for each Individual Installation, the CLEC may provide only such additional information as is described in this Agreement related to each Individual Installation.
- d. Unless the Parties mutually agree otherwise, in writing, the application for a Master Permit must be submitted at least thirty (30) days before the CLEC intends to begin work in the Municipality's rights of way, and the Municipality shall have twenty-five (25) days to respond to any such Master Permit application.
- e. Unless the Parties mutually agree otherwise, in writing, the application for any Individual Installation project, must be submitted at least 10 days before the CLEC intends to begin work in the Municipality's rights of way for that Individual Installation, and the Municipality shall have 7 days to respond to any such Individual Installation application.
- f. If either of the submissions under subsections d and e above do not conform to the requirements of applicable ordinances, codes, laws, rules, and regulations, the Director of Public Works shall reject such application in writing, stating the reasons therefor. If the Director of Public Works is satisfied that the proposed work conforms to the requirements of this chapter and applicable ordinances, codes, laws, rules, and regulations, the Director of Public Works shall issue a permit therefor. In all instances, it shall be the duty of the applicant to demonstrate, to the satisfaction of the Director of Public Works, that the construction proposed under the application shall be in full compliance with the requirements of the Municipality's Right of Way Ordinance and this Agreement.

6. **Master Permit Application for Installation Project.** CLEC may satisfy certain permit requirements annually rather than for each Individual Installation by completing a master permit

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application (the “Master Application”) for the Installation Project. Once the requirements of the Master Application have been met, the Municipality shall issue a permit (the “Master Permit”) which authorizes the CLEC to proceed to the Stage Two permit process for each Individual Installation. The following items must be submitted annually (and updated if information changes) to be eligible for a twelve-month long Master Permit:

- a. The CLEC’s corporate name and address, telephone and fax numbers, and an e-mail address and cell phone number for a contact person, as well as such information for a local contact, if different.
- b. The CLEC’s subcontractor’s name and address, if different than the CLEC, its telephone and fax numbers, and an e-mail address and cell phone number for a contact person, as well as such information for a local contact, if different, and a description of its interest in the work.
- c. The names, addresses and telephone and fax numbers, and e-mail addresses of all professional consultants, if any, advising the CLEC with respect to the application.
- d. A detailed written description of the proposed work and the purposes and intent of the facilities to be installed and the uses to which the facilities will be put. The scope and detail of such description shall be appropriate to the nature and character of the work to be performed, with special emphasis on those matters likely to be affected or impacted by the work proposed.
- e. A written traffic control plan **demonstrating** the protective measures and devices that will be employed consistent with the Illinois Manual on Uniform Traffic Control Devices, to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic.
- f. An emergency contingency plan which shall specify the nature of potential emergencies, including, without limitation, construction and hazardous materials emergencies, and the intended response by the CLEC. The intended response shall include notification to the Municipality of any damage or injury and shall promote protection of the safety and convenience of the public. Compliance with ICC regulations for emergency contingency plans constitutes compliance with this section unless the Municipality finds that additional information or assurances are needed.
- g. Evidence of insurance as required by the Right of Way Ordinance that will cover all Installation Project work of CLEC in the Municipality plus evidence of professional liability insurance of one million dollars (\$1,000,000.00).
- h. Submission to the Municipality of a Performance Bond:
  - i. The Performance Bond shall be in a form acceptable to the Municipality.
  - ii. The Performance Bond shall be for \$50,000, unless the CLEC is working on greater than two Individual Installations at the same time, in which case the Municipality may require a bond in a dollar amount sufficient to provide for one hundred twenty five percent (125%) of the reasonably estimated cost to restore the right-of-way for all such Individual Installations to at least as good a condition as that existing prior to the construction project proposed under the Master Permit, as determined by the Director of Public Works. Notwithstanding the requirement to post a greater bond

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amount in the event that more than two Individual Installations are underway at the same time, the CLEC shall not be required to post a total Performance Bond in an amount greater than \$100,000.

- iii. The Performance Bond may be called upon to address any and all liens and all damages, claims, costs or expenses that the Municipality may pay or incur by reason of any action or nonperformance by CLEC in violation of this Agreement and the applicable provisions of the Municipality's Right of Way Ordinance for the Installation Project, including, without limitation, any damage to public property or restoration work the CLEC was required to perform, but that the Municipality must perform itself or have completed as a consequence solely of the CLEC's failure to perform or complete, and all other payments due the Municipality from the CLEC pursuant to this Agreement and to the applicable provisions of the Municipality's Right of Way Ordinance. The performance bond itself shall be issued referencing this Village of Lake Zurich Right of Way Ordinance.
- iv. Only where the construction of facilities proposed under the Master Permit will be performed in phases in multiple locations in the City, with each phase consisting of construction in multiple locations, but where construction in one location will not be undertaken prior to substantial completion of restoration in the previous location, then the Public Works Director may, in the exercise of sound discretion, allow the CLEC to post a single amount of security which shall be applicable to each phase or location of the construction under the Master Permit. The amount of the Bond for such phased construction shall be equal to the greatest amount that would have been required under the provisions of this section for any single phase or location (or equal to the amount for multiple locations if construction will be occurring in more than one place at a time).
- v. This Performance Bond shall be continuously maintained at the CLEC's sole cost and expense until the completion of the Installation Project.
- i. All licenses and regulatory authorizations issued by any agency authorizing the provision of the services to be provided.
- j. A master landscape plan, if, in the opinion of the Director of Public Works, any is appropriate for the Installation Project.
- k. At least one customer service contact name, number and e-mail address that the Municipality may provide to members of the public with any complaints or comments about CLEC service or work in the public ways.

**7. Permit Requirements for Individual Installations.** Once a Master Permit has been issued by the Municipality, CLEC shall only be required to submit such additional information as may be required by this section for each Individual Installation location within the Municipality. These shall include, but not necessarily be limited to, the following:

- a. Updates to any written traffic control (per the Illinois Manual on Uniform Traffic Control Devices requirements) and emergency contingency plan already on file with the Master Permit application, only if either will change for the Individual Installation. If any traffic interference or lane closures will be necessitated by an Individual Installation, CLEC must give municipality at least three business days' notice.

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- b. Drawings, plans and specifications showing the work proposed, including the certification of an engineer that such drawings, plans, and specifications comply with applicable codes, rules, and regulations. Such drawings, plans and specifications shall include the following details, where applicable, of the work to be performed: route location, method of installation, all physical features and public utilities in the immediate area, offset distance from street edge, right-of-way lines, and property lines.
  - c. Any request for a variance from one or more provisions of the Right of Way Ordinance pursuant to the variance provisions of that Ordinance.
  - d. A detailed site plan showing the preferred location of the proposed facilities (subject to One-Call marks) including any existing apparent structure and any apparent adjacent improvements.
  - e. A specific landscape plan or update, if, in the opinion of the Director of Public Works, any is appropriate for the Individual Installation.
  - f. Such additional information as may be reasonably required by the Municipal permitting authority to protect the public's health, safety, and welfare.
8. **Variations.** The Parties agree that the Municipality's Public Works Director may exercise discretion in determining whether an item identified in this Agreement applies to the particular circumstances of a Master Application Permit or an individual Installation permits and may waive a requirement or modify it to better fit the circumstances of the specific application pursuant to the Variation Procedure of the Municipality's Right of Way Ordinance.
9. **Fees and Costs.** Municipality shall not impose any permit fees inconsistent with the requirements of 35 ILCS 635/30, but all Parties agree that the Municipality may recover third-party engineering and other third-party costs incurred in the review of any installations or permit requests. By executing this Agreement, the CLEC agrees to reimburse the Municipality for all reasonably incurred third-party engineering and other third-party costs within 30 days of receipt from the municipality of an invoice or other documentation of such costs. The Municipality shall endeavor to keep the CLEC informed of the need for any third-party review associated with any installations or permit requests.
10. **Miscellaneous Provisions.**
- a. **Transferability of Agreement.** The CLEC's right, title, or interest in this Agreement shall not be sold, transferred, assigned, or otherwise encumbered, other than to an entity controlling, controlled by, or under common control with the CLEC, without prior written notice to Municipality. No such notice shall be required, however, for a transfer in trust, by mortgage, by other hypothecation, or by assignment of any rights, title, or interest of the CLEC in its fiber optic network in order to secure indebtedness.
  - b. **Specific Performance.** This Municipality may seek specific performance of the CLEC's specific performance of this Agreement if after written notice by Municipality to CLEC of the occurrence or existence of a default or material breach, CLEC, fails to cure, or commence good faith efforts to cure, such default or material breach within 45

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days after delivery of such notice. The Municipality may also seek monetary damages for its provable damages from any such breach.

- c. **Indemnification.** I3 Broadband shall retain sole responsibility and liability for all safety and security measures leading up to, during and following any work completed by i3Broadband. The indemnification provisions of the Right of Way Ordinance shall extend to and include any matters associated with or arising out of this Agreement.
- d. **No Joint Venture or Partnership.** This Agreement shall not be construed so as to create a joint venture, partnership, employment, or other agency relationship between the parties hereto.
- e. **Joint and Collective Work Product.** This Agreement is and shall be deemed and construed to be a joint and collective work product of Municipality and CLEC, and as such, this Agreement shall not be construed against one party as the otherwise purported drafter of the same by any court of competent jurisdiction in order to resolve any inconsistency, ambiguity, vagueness or conflict, if any, in the terms or provisions contained herein.
- f. **Severability.** If any provision of this Agreement is held unenforceable by any court having jurisdiction, no other provisions will be affected, and the court will modify the unenforceable provision (consistent with the intent of the parties as evidenced in this Agreement) to the minimum extent necessary so as to render it enforceable.
- g. **Governing Law.** This Agreement shall be subject to and governed by the laws of the State of Illinois. Venue for the resolution of any disputes or the enforcement of any rights arising out of or in connection with this Agreement shall be in the Circuit Court for McHenry County, Illinois.
- h. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- i. **Paragraph Headings.** Paragraph headings are inserted for convenience only and in no way limit or define the interpretation to be placed upon this Agreement.
- j. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the parties and supersedes any prior agreement or understanding relating to the subject matter of the Agreement. This Agreement may be changed, modified or amended only by a duly authorized written instrument executed by the parties hereto.
- k. **Notices.** Any notice required or permitted under this Agreement shall be in writing and shall be sufficient if personally delivered or mailed by certified mail, return receipt requested, addressed as follows:

To Municipality:

Municipality Clerk  
Village of Lake Zurich, Illinois  
70 E. Main St.  
Lake Zurich, IL 60047

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To the CLEC:

I3 Broadband  
602 High Point Lane  
East Peoria, IL 61611

Notices mailed in accordance with the provisions of this paragraph shall be deemed to have been given on the third business day following mailing. Notices personally delivered shall be deemed to have been given upon delivery.

***IN WITNESS WHEREOF***, each of the parties hereto has caused this Agreement to be executed by its duly authorized representatives as of the day and year first above written.

Village of Lake Zurich, Illinois

i3 Broadband

By: \_\_\_\_\_

Thomas Poynton, Mayor

By: \_\_\_\_\_

XXXX, Director

ATTEST:

\_\_\_\_\_  
Kathleen Johnson, Village Clerk

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**LEASE AGREEMENT FOR COMMUNICATIONS SHELTER AT COMMUNITY  
SERVICES, 505 TELSER ROAD, VILLAGE OF LAKE ZURICH, LAKE COUNTY,  
ILLINOIS**

**THIS LEASE AGREEMENT** ("Lease"), is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_ ("Agreement Date") by and between the **VILLAGE OF LAKE ZURICH, ILLINOIS**, an Illinois municipal corporation, located in Lake County, Illinois (the "Village"), and **I3 BROADBAND LLC** (the "Lessee").

**Landlord:** Village of Lake Zurich (the "Village")

**Lessee:** I3 Broadband LLC,  
602 High Point Lane  
Peoria, IL 61611 ("Lessee")

**Premises:** Communications shelter located at 505 Telser, Lake Zurich, Illinois

- A. **Access:** Village shall have access to the surrounding grounds of the Communications facility at all times, 24 hours ("Premises").
- B. **Permitted Uses:** The Premises will be used to operate a communications facility for providing broadband services. No uses of the Premises shall be allowed except as provided herein.
- C. **Lease Term:** Ten (10) years term commencing September 1, 2024, and ending September 1, 2034 with separate five-year extensions if mutually agreeable between the Village and Lessee. If Lessee desires to terminate this Lease, one hundred eighty (180) days advance written notice shall be served upon the Village. If the Village desires to terminate this Lease, one hundred eighty (180) days advance written notice shall be served upon Lessee.
- D. **Rent and Late Fees:** Lessee shall pay Village monthly rent of \$500 due on the first day of each month with increases based on the following schedule:
  - a. 2024-2029: \$500 per month
  - b. 2030-2034: \$600 per month
  - c. 2035-2039: \$700 per month
- E. The rental payment is due on the 1<sup>st</sup> day of the month. Lease payments received by the Village later than the 10<sup>th</sup> day after the due date shall bear a late charge of \$50. If payment is made by check that is dishonored by Lessee's bank, Lessee shall be assessed any bank fees incurred by the Village as a result of such dishonored check in addition to the late charge. Failure to submit rental payment for two (2) consecutive months will result in termination of this agreement and removal of Lessee's equipment from the Premises at their expense and any additional remedies permitted by law. This covenant to pay rent shall be independent of and separate from the other terms of this Lease.

- F. **Subletting:** Lessee shall not assign this Lease nor sublet any portion of the Premises without prior written consent of the Village.
- G. **Utilities:** Lessee shall be responsible for all utility payments and use. Lessee's use of electrical energy in the Premises shall not, at any time, exceed the capacity of either or both of (i) any of the electrical conductors and equipment in or otherwise servicing the Premises; and (ii) the heating/air conditioning systems of the Premises.
- H. **Premises Maintenance:** Lessee shall be responsible for maintaining the Premises and the immediately surrounding area.
- I. **Security Deposit:** Upon execution of the Lease, Lessee shall deposit with the Village a Security deposit of \$1,000 for the Premises to be held by the Village to secure the faithful performance of the Lessee. If the Lessee performs all of the obligations as provided by this Lease and pays all sums due the Village when due, then the Village shall refund the security deposit to Lessee within 45 days after possession of the Premises is relinquished by Lessee. If the Lessee fails to comply with the provisions of this Lease, then the Village may apply all or any part of the security deposit as payment of any sums due from Lessee to the Village or pay for repair of damages caused by Lessee, their agents or customer. The security deposit shall not be treated as advance payment of rent and Lessee shall not apply the security deposit as rent during the term of the Lease.
- J. **Equipment:** Lessee shall be responsible for maintenance of all equipment, whether owned or installed by Lessee or Village. No equipment provided by the Village shall be removed or replaced by Lessee without prior written consent of the Village and if consent is secured, such removal or replacement shall be at the expense of the Lessee. Lessee shall be responsible and liable for any damage to Village equipment.
- K. **Signage:** Lessee shall not affix any sign of any size or character to any portion of the property without prior written approval of the Village.
- L. **Alterations or Damage:** Lessee shall cause any alternations to the Premises to be performed in compliance with all applicable permits, laws and requirements. No alterations shall be completed by Lessee without prior written approval of the Village. Leasehold improvements to the Premises shall remain with the Premises and become property of the Landlord upon termination of the lease. Lessee shall be responsible for and liable to the Village for any damage to the Premises caused by Lessee or Lessee's use of the Premises.
- M. **Insurance to be Maintained by Village:** The Village shall maintain "all-risk" property insurance covering the Premises (at its full replacement cost) but excluding Lessee's property.
- N. **Insurance to be Maintained by Lessee:** Lessee shall purchase at its own expense and keep in force during this Lease, a policy or policies of commercial general liability insurance, including personal injury and property damage in the following amount:  
*Commercial General Liability:* \$1,000,000 combined single limit per occurrence for bodily injury and property damage and \$1,000,000 per occurrence for personal injury. The Minimum General Aggregate shall be no less than \$2,000,000.  
  
All insurance policies shall specifically name the Village of Lake Zurich as an additional insured, be issued by an insurance company licensed to do business in the

State of Illinois. The Village has the right to request a copy of such certificate of insurance at any time. Said insurance shall remain in full force and effect and must contain a provision that it cannot be cancelled prior notice, in writing, receipted by the Village, at least 45 days prior to expiration.

- O. **Notice of Injury or Damage:** Lessee shall be responsible for notifying the Village in writing of any injury to any person(s) occurring on or damage to the Premises, or any complaint of such, immediately upon the occurrence of or upon learning of such matter.
- P. **Notice of Hazardous Condition(s) or Complaints:** Lessee shall advise the Village, in writing, of any condition of or on the Premises that constitutes a hazard or danger, or of any complaints of such, that come to the attention of Lessee.
- Q. **Taxes and Costs:** Lessee shall pay all applicable taxes on revenue generated at or through the Premises.
- R. **Conflicts of Interest:** Lessee certifies that to their best knowledge no employee of the Village, nor any member thereof, nor any public agency or official affected by any agreement that results from this Lease, has any pecuniary interest in the business of the Lessee, and that no person associated with the Lessee has any interest that would conflict in any manner with the Lessee's operation.
- S. **Parking:** During the term of this Lease, Lessee has the non-exclusive right to use the non-reserved common automobile parking areas and driveways at Community Services. Parking is to be used for business related purposes only. No overnight long-term storage of vehicles or other personal property shall be permitted.
- T. **Condition and Delivery of Premises:** Lessee agrees that the Landlord is not familiar with the condition of both the Premises and the Property and Lessee hereby accepts the foregoing on an "AS-IS," "WHERE-IS" basis. Lessee agrees to make necessary improvements to the premises to support their operation at their expense.
- U. **Indemnification:** Nothing in this Lease nor any of the following terms or provisions shall serve to impact or waive any of the legal protections available to the Village under Illinois law and/or the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 et. seq.

***Lessee Indemnification.*** Lessee hereby indemnifies, defends, and holds the Village and its respective affiliates, directors, officers, agents and employees (collectively, "Village Indemnified Parties") harmless from and against any and all Losses (defined below) arising from or in connection with (a) the conduct or management of the Premises or any business therein, or any work or alterations done, or any condition created by any or all of Lessee and Lessee's in or about the Premises during the Term or during the period of time, if any, prior to the Commencement Date that Lessee is given access to the Premises; (b) any act, omission or negligence of any or all of Lessee and Lessee's parties; (c) any accident, injury or damage whatsoever (unless caused by the Village's willful or intentional misconduct) occurring in, at or upon the Premises and

caused by any or all of the Lessee and Lessee's parties;; (d) any breach by Lessee of any of its warranties and representations under this Lease; (e) any actions necessary to protect the Village's interest under this Lease in a bankruptcy proceeding or other proceeding under the Bankruptcy Code; (f) any violation or alleged violation by any or all of the Lessee and Lessee's parties of any Law including, without limitation, any Environmental Law; (g) any breach of the provisions of Section 7 by any or all of the Lessee and Lessee's parties; (h) claims for work or labor performed or materials supplies furnished to or at the request of any or all of the Lessee and Lessee's parties; (i) claims arising from any breach or default on the part of Lessee in the performance of any covenant contained in this Lease; (j) any hazardous materials used, exposed, emitted, released, discharged, generated, manufactured, sold, transported, handled, stored, treated, reused, presented, disposed of or recycled in, at, near or under all or any portion of the Premises as a result of the acts or omissions of any or all of the Lessee and Lessee's parties; or (k) the violation of any Environmental Law or any permit, application or consent required in connection with any Environmental Law by any or all of the Lessee and Lessee's parties with respect to the Premises during the Term, excluding, however, any violation of any Environmental Law resulting from ~~from~~ the acts or omissions of the Village and the Village's employees, agents and contractors (collectively, "Lessee's Indemnified Matters"). In case any action or proceeding is brought against any or all of the Village and the Village Indemnified Parties by reason of any of Lessee's Indemnified Matters, Lessee, upon notice from the Village, shall resist and defend such action or proceeding by counsel reasonably satisfactory to, or selected by, the Village. The term "Losses" shall mean all claims, demands, expenses, actions, judgments, damages (whether direct or indirect known or unknown, foreseen or unforeseen), penalties, fines, liabilities, losses of every kind and nature (including, without limitation, property damage, diminution in value of the Village's interest in the Premises, damages for the loss or restriction on use of any space or amenity within the Premises, damages arising from any adverse impact on marketing space in the Premises, sums paid in settlement of claims and any costs and expenses associated with injury, illness or death to or of any person), suits, administrative proceedings, costs and fees, including, without limitation, attorneys' and consultants' fees and expenses, and the costs of cleanup, remediation, removal and restoration, that are in any way related to any matter covered by the foregoing indemnity. The provisions of this subsection shall survive the expiration or termination of this Lease.

***Village Indemnification:*** The Village hereby indemnifies, defends and holds Lessee harmless from and against any and all claims, losses, costs, damages (actual, but not consequential or speculative), judgments, causes of action, administrative proceedings and third party expenses (including, but not limited to, court costs and attorneys' reasonable fees) actually suffered or incurred by Lessee as the sole and direct result of any willful or intentional acts or omissions of any or all of the Village and any parties

within the direct and sole control of the Village. In the event that any action or proceeding is brought against Lessee, and the foregoing indemnity is applicable to such action or proceeding, then the Village, upon notice from Lessee shall resist and defend such action or proceeding by counsel reasonably satisfactory to Lessee. Notwithstanding anything to the contrary set forth in this Lease, however, in all events and under all circumstances, the liability of the Village to Lessee shall be limited to the interest of the Village in the Premises, and Lessee agrees to look solely to the Village's interest in the Premises for the recovery of any judgment or award against the Village it being intended that the Village shall not be personally liable for any judgment or deficiency. The provisions of this subsection shall survive the expiration or termination of this Lease.

- V. Notice.** Unless provided otherwise herein, all notices by one party to the other shall be served on the person(s) listed below, by electronic transmission, hand delivery, registered or certified mail, with proof of receipt, to the parties set forth below:

**Village of Lake Zurich**  
**c/o Village Manager**  
**70 E. Main Street**  
**Lake Zurich, IL. 60047**

**I3 Broadband LLC**  
**602 High Point Lane**  
**Peoria, IL 61611**

- W. Compliance With Laws.** Lessee agrees to comply with any and all Federal, State and local laws and regulations applicable to its operations under this Lease. The laws of the State of Illinois shall apply to and govern any matters arising hereunder.
- X. Venue.** The required venue for any suit, claim or action brought under this Lease or to enforce this lease, shall be Lake County, Illinois.
- Y. Complete Agreement.** This Lease constitutes all agreements and understandings between the parties hereto and can only be amended in writing, signed by both parties.
- Z. Authority to Execute.** If Lessee is a corporation, partnership, LLC, association or other entity, it shall approve, adopt and deliver to the Village at the time of the execution of this Lease certified copies of that resolution or writing of the above entity authorizing the execution and delivery of this Lease and the performance by Lessee of the obligations herein and certifying that the person executing this Lease has been authorized to do so.

**WHEREFORE,** the **VILLAGE OF LAKE ZURICH** and **I3 BROADBAND LLC** have caused this Agreement to be executed and attested after the due approved hereof and authorization thereof of their corporate authorities this \_\_\_\_ day of \_\_\_\_\_, 2024.

**VILLAGE OF LAKE ZURICH**

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**ATTEST:**

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**I3 BROADBAND**

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**ATTEST:**

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_



*At the Heart of Community*

OFFICE OF THE VILLAGE MANAGER

70 East Main Street  
Lake Zurich, Illinois 60047

(847) 438-5141  
LakeZurich.org

Date: August 12, 2024  
To: Ray Keller, Village Manager *PK*  
From: Michael Duebner, Assistant Village Manager  
Subject: Update to Liquor Code Title 3 Chapter 3 Article B

AGENDA ITEM

6d

**Issue:** From time-to-time Lake Zurich's Municipal Code requires updates to memorialize administrative procedures and to keep pace with insurance coverage trends.

**Analysis:** In reviewing the present Municipal Code's sections as it applies to liquor licenses, two sections are out of date with current business practices. Section 3-3B-15 requires a surety bond of \$1,000 for annual liquor license applicants that would be forfeited should their license be revoked for cause. Staff is not aware of an applicant having to meet this requirement is recommending that section of the code be stricken.

**3-3B-15: BOND REQUIRED:**

~~Before any license may be issued, the applicant shall furnish a surety bond in the amount of one thousand dollars (\$1,000.00) to the Village. Such bond shall be forfeited automatically on revocation of the license for which the bond was furnished if revocation was for cause. This bond shall not be required for any special Class F, G, or G-1 license. (Ord. 2016-12-168, 12-5-2016)~~

Section 3-3B-16 lists insurance requirements that while they are minimums, are inadequate for today's business environment. In reviewing various liquor license holder policies, most are in excess of the updated liability minimums.

**3-3B-16: INSURANCE REQUIRED:**

~~Before any license may be issued, the applicant shall furnish a certificate by an insurance company authorized to do business in the State certifying that the applicant has an insurance policy in force for the full period for which the license is to be issued that provides general liability coverage in the amounts of at least one five hundred thousand dollars (\$1500,000.00) for injury or death to any one person and three hundred thousand one million dollars (\$31,000,000.00) per occurrence, and one five~~

hundred ~~five~~ thousand dollars (\$1500,000.00) per occurrence and ~~one~~ five hundred ~~five~~ thousand dollars (\$1500,000.00) aggregate for damage to property, and that provides dramshop liability coverage at least to the maximum amount recoverable under applicable Illinois Statutes, including the Liquor Control Act of 1934 (235 ILCS 5/6-21(a)), as such may be amended from time to time. (Ord. 2016-12-168, 12-5-2016)

**Recommendation:** Staff is seeking approval from the Village Board to strike section 3-3B-15 and update sections 3-3B-16 as outlined and resequencing the remaining sections.

Attachment: Ordinance 24-

## VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2024-08-581

**AN ORDINANCE AMENDING TITLE 3, CHAPTER 3, ARTICLE B OF THE  
VILLAGE OF LAKE ZURICH MUNICIPAL CODE TO AMEND  
REQUIREMENTS OF LIQUOR LICENSE ISSUANCE**

**WHEREAS**, Chapter 3 of Title 3 of the Village of Lake Zurich Municipal Code outlines the legal authority of the municipality to enforce alcohol regulations and licensing laws; and

**WHEREAS**, the sale and service of alcoholic beverages in the Village requires a liquor license, which will not be issued until background checks, training certifications, and proper minimum insurance requirements are satisfied; and

**WHEREAS**, from time-to-time Lake Zurich's Municipal Code requires updates to memorialize administrative procedures and to keep pace with insurance coverage trends.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Board of Trustees of the Village of Lake Zurich, Lake County, 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: AMENDMENTS.** The foregoing Code amendments outlined below should have ~~strickethrough~~ language deleted and **bold underlined** language added.

**~~3-3B-15: BOND REQUIRED:~~**

~~Before any license may be issued, the applicant shall furnish a surety bond in the amount of one thousand dollars (\$1,000.00) to the Village. Such bond shall be forfeited automatically on revocation of the license for which the bond was furnished if revocation was for cause. This bond shall not be required for any special Class F, G, or G-1 license. (Ord. 2016-12-168, 12-5-2016)~~

**3-3B-16: INSURANCE REQUIRED:**

Before any license may be issued, the applicant shall furnish a certificate by an insurance company authorized to do business in the State certifying that the

applicant has an insurance policy in force for the full period for which the license is to be issued that provides general liability coverage in the amounts of at least ~~one hundred thousand dollars (\$100,000.00)~~ **five hundred thousand dollars (\$500,000)** for injury or death to any one person and ~~three hundred thousand dollars (\$300,000.00)~~ **one million dollars (\$1,000,000)** per occurrence, and ~~one hundred fifty thousand dollars (\$150,000.00)~~ **five hundred thousand dollars (\$500,000)** per occurrence and ~~one hundred fifty thousand dollars (\$150,000.00)~~ **five hundred thousand dollars (\$500,000)** aggregate for damage to property, and that provides dramshop liability coverage at least to the maximum amount recoverable under applicable Illinois Statutes, **including the Liquor Control Act of 1934 (235 ILCS 5/6-21(a))**, as such may be amended from time to time. (Ord. 2016-12-168, 12-5-2016)

**SECTION 3: SEVERABILITY.** If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**SECTION 4: CONFLICTS.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 5: EFFECTIVE DATE.** This Ordinance shall be in full force and effect upon its passage and approval, as provided by law.

PASSED THIS \_\_\_\_\_ day of August, 2024.

Ayes:  
Nays:  
Absent:  
Abstain:

APPROVED this \_\_\_\_\_ day of August, 2024.

\_\_\_\_\_  
Mayor  
Tom Poynton

ATTEST:

\_\_\_\_\_  
Village Clerk  
Kathleen Johnson



*At the Heart of Community*

OFFICE OF THE VILLAGE MANAGER

70 East Main Street  
Lake Zurich, Illinois 60047

(847) 438-5141  
LakeZurich.org

MEMORANDUM

Date: August 13, 2024  
To: Ray Keller, Village Manager *RK*  
From: Michael Duebner, Assistant Village Manager  
Subject: Liquor License Issuance to 1918 Winter Street Illinois, LLC

AGENDA ITEM

*6e*

**Issue:** 1918 Winter Street Illinois, LLC /dba Mariano's #8514 located at 1350 East Route 22 at the Quentin Road corner has requested a full-service restaurant Class-A, a retail sales Class-B and annual tasting Class-B1 liquor licenses for the dispensing and retail sale of alcoholic beverages inside the store.

**Analysis:** 1918 Winter Street Illinois, LLC is expecting to be the new owner of Roundy's Illinois LLC /dba Mariano's #8514 on or about October 1<sup>st</sup> and is requesting approval for the licenses prior to closing to allow of uninterrupted operations during the transition. This does not change the overall count of liquor licenses as the same license are presently held by the Mariano's store, which will terminate when the sale takes place.

The required documentation, certificate of insurance, liquor department manager background check, BASSET certifications (Beverage Alcohol Sellers and Servers Education and Training) have been submitted.

**Recommendation:** Consideration and approval of the proposed ordinance to issue a Class-A, Class-B and Class-B1 Liquor Licenses to 1918 Winter Street Illinois, LLC /dba Mariano's #8514 w/Attachments: Ordinance issuing a Class-A, Class-B & Class-B1 license.

## VILLAGE OF LAKE ZURICH



ORDINANCE NO. 2024-08-582

**ORDINANCE AMENDING TITLE 3 OF CHAPTER 3 OF THE VILLAGE OF LAKE ZURICH MUNICIPAL CODE TO AMEND AUTHORIZED CLASS-A FULL-SERVICE RESTAURANT AND CLASS-B RETAIL SALES AND DELIVERY AND CLASS-B1 ANNUAL TASTING LIQUOR LICENSES FOR 1918 WINTER STREET, LLC DOING BUSINESS AS MARIANO'S AT 1350 EAST ROUTE 22**

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

**SECTION 1:** The number of **Class A-Full Service Restaurant** liquor licenses authorized by section 3-3b-14 of Chapter 3 of Title 3 of the Village Code of the Village of Lake Zurich is hereby **amended** by one for **1918 Winter Street, LLC** located at **1350 East Route 22** in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

**SECTION 2:** The number of **Class B-Retail Sales and Delivery** liquor licenses authorized by section 3-3b-14 of Chapter 3 of Title 3 of the Village Code of the Village of Lake Zurich is hereby **amended** by one for **1918 Winter Street, LLC** located at **1350 East Route 22** in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

**SECTION 3:** The number of **Class B1-Annual Tasting** liquor licenses authorized by section 3-3b-14 of Chapter 3 of Title 3 of the Village Code of the Village of Lake Zurich is hereby **amended** by one for **1918 Winter Street, LLC** located at **1350 East Route 22** in accordance with the Village Code of the Village of Lake Zurich. Issuance of the license is subject to the approval and action of the Local Liquor Commissioner of the Village of Lake Zurich.

**SECTION 4:** If any section, paragraph, clause or provision of this Ordinance shall be invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

**SECTION 5:** This Ordinance shall be in full force and effect immediately upon its passage and approval as provided by law.

**SECTION 6:** That if any provision of this ordinance or application thereof to any entity or person or circumstance is declared invalid or held to be unlawful, such declaration or holding shall not affect the validity of any other portion or provision of this Ordinance and such declaration or holding shall be severable from the remainder hereof.

**SECTION 7:** That Section 3-3B-14 of Chapter 3 of Title 3 of the Lake Zurich Municipal Code entitled "NUMBER OF LICENSES" is not to be amended with the passage of this Ordinance, with the correct number of licenses in each class reflected in the below table.

<b>Class</b>	<b>Description</b>	<b>Maximum Number Issued</b>
A	Restaurant Full Service	18
A-1	Restaurant Outdoor Café Full Service	18
B	Retail Sales and Delivery	15
B-1	Annual Tasting Add-On	3
B-2	Single Event Add-On	0
C	Retail Sales Convenience	7
E	Club	1
F	Single Private Event	0
G	Single Public Event	0
G-1	Multiple Public Event	1
H	Complimentary Dispensing of Beer & Wine	1
I	Indoor Interactive Sports Facilities	1
K	Gift Boutique	0
M	BYOB Corkage	0
N	Craft Distillery	1
O	Off-Site Catering	0
P	Craft Brewery	2
R	Outdoor Concession / Beer Garden	1
V	Video Gaming	15
W	Boutique Wine & Sparking Beverage	1
Y	Brew Pub	0

ADOPTED this \_\_\_\_ of August, 2024 by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

APPROVED by the Mayor on this \_\_\_\_ day of August, 2024.

\_\_\_\_\_  
Tom Poynton, MAYOR

\_\_\_\_\_  
Kathleen Johnson, VILLAGE CLERK



# COMMUNITY DEVELOPMENT DEPARTMENT

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## MONTHLY INFORMATION REPORT

**July 2024**

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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 July 2024, the Community Development Department was engaged in the following activities:

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

#### **Commercial Permits Issued:**

- 34 E. Main – Lolo's Bowls – Interior buildout
- 505 Oakwood; #240 – Research Products Int'l – Interior buildout and expansion to adjoining unit
- 950 Ensell – Citicare – Interior demolition

#### **Commercial Occupancies Issued:**

- 676 S Rand – Bloc Dispensary
- 290 Telser – Lake County Barbell
- 815 Oakwood; #C – American Acrylics

**FOIA Requests:** Total number of FOIA requests: 7

### **PLANNING AND DEVELOPMENT DIVISION:**

The PZC conducted the July meeting over two days – July 17 and 18, due to the number and magnitude of applications.

The following Applications were considered on Wednesday July 17:

1. *PUD for OSK's Residential Development at 670 S. Old Rand Road.* The application for the development containing a mix of townhomes and single-family residences was continued from the June meeting to give the applicant the opportunity to address comments, questions and concerns raised by the PZC and surrounding property owners. The architect for the project, Mr. David Haymes and Mr. Heather Faircloth of Pappageorge Haymes Architects, presented a revised concept including:
  - a. Redesign of the townhouses facing South Old Rand from seven 3-story townhomes across two buildings to five 2-story townhomes. This removes two units, one from each building and the perceived bulk of the townhouse buildings that face Old Rand Road near residence to the south.
  - b. Provided viewpoints showing the development from adjacent homes located in Heatherleigh and Red Bridge Farm subdivisions.
  - c. Provided a line-of-sight study to show that the existing grade of South Old Rand does not cause visibility conflicts with vehicles entering and leaving the development.

Surrounding property owners were granted the opportunity to provide further comment on the revisions. Upon closing the public hearing, the Commission discussed the revisions stating in general that they were satisfied with the degree of change made to address their concerns. The PZC voted unanimously (6-0) to recommend approval of the PUD and Map Amendment. The project will likely be presented to the Village Board in September following the applicant completing revisions to all documents.

2. *Special Use Permit for Luminescent Detailing at 865 Telser.* Business owner, Mr. Frank Travaglio, owner of the company, presented his request for the Special Use Permit to relocate his high-end vehicle detailing business from 940 Donata Court to a tenant space to 865 Telser Road. Upon closing the

hearing, there were no further questions or deliberation and the PZC voted unanimously (6-0) to recommend approval of the variation.

The following Applications were considered on Thursday July 18.

1. *Variation at 1073 Avery Ridge, owned by Mr. Patrick Kraus.* The property owner, Mr. Kraus presented his request for a corner lot fence height variation and answered questions. Upon closing the hearing, there was no further deliberation and the PZC voted unanimously (4-0) to recommend approval of the variation.
2. *Special Use Permit for Dutchess Cannabis Dispensary at 909 S Rand Road.* The application for the Special Use Permit was presented by property owner Mr. Jason Sfire of Fidelity Group, with Mr. Tyler Manic, attorney for the operators, and Ms. Alexis Bigi-Prow, the operator of the business. Their construction team was also present. They answered various questions from the PZC including clarification hours of operation, security and the timeline to completion. Barring unforeseen complications, they plan to open and be operational by March 2025. The residential property owner immediately to the south was also in attendance and expressed concerns related to lighting, which were answered by Mr. Sfire. He eventually expressed his support for the project. Upon closing the public hearing, the PZC went into deliberation and subsequently voted unanimously (4-0) to recommend approval of the Special Use Permit with the following conditions in addition to those recommended by staff:
  - a. A 6-foot fence shall be constructed along the portion of the westerly and southerly lot lines that are shared with residential properties. The fence is in addition to the proposed landscape elements.
  - b. CCTV cameras shall point toward the subject property and away from adjacent residential properties.
  - c. The Special Use Permit shall expire if this cannabis dispensary is not established within one (1) year from the effective date of this ordinance or they cease operating for a period of six (6) consecutive months.
  - d. If required by the Lake Zurich Police Department the emergency alert button within the dispensary shall be directly connected to the Police Department call center to reduce the response time in the event of an emergency.

The video stream of the meetings are available online at:

[July 17 meeting – Part 1](#)

[July 18 meeting – Part 2](#)

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

The following items are scheduled to be considered by the PZC at their August 21, 2024 meeting.

1. *“The Simulation Zone” at 189 S. Rand Road (Lakeview Plaza).* Application for a Special Use Permit for an establishment offering amusement devices (including, but not limited to racecar, golf, and flight simulators) catering to racing enthusiasts, gamers, corporate team-building events and parties, engaging racing tournaments and other events.
2. *New Paver Patio at 474 Rush Court.* Application for a variation to allow for the construction of a paver patio within the rear yard setback at the property.

3. *Miscellaneous Text Amendments.* Application by the Village of Lake Zurich to provide for miscellaneous amendments to the text of the zoning code related to duration of certain special use permits and temporary uses on commercial property.

**New and Ongoing Development:**

1. *Block A Development Updates.* Two developers are showing interest in Block-A for different land use concepts. Proposed was more of the multi-family rental without commercial use that we have seen before. Another developer sees a need for empty nester rowhomes, or townhomes for Lake Zurich residents that wish to stay in the community, downsize somewhat and eliminate self-maintenance of yard and exterior elements. These turnkey properties provide for common-area maintenance through a Homeowners Association.
2. *Mariano's at 1350 E Rt 22.* Mariano's informed staff of the impending purchase of its parent company store at 1350 East Route 22, by 1918 Winter Street Illinois, LLC, a wholly owned subsidiary of C&S Wholesale Grocers. 35 Illinois Mariano's and Jewel stores are to be sold as part of the Kroger-Albertsons merger. Both Lake Zurich Jewel Stores are not impacted and will remain with Kroger-Albertsons. C&S owns the Piggly Wiggly grocery brand, which is independently franchised to store operators, the Grand Union supermarkets brand, as well as several private label brands. C&S intends to keep the existing Mariano's branding, store managers, employees, floor layout and liquor licenses and looks forward to uninterrupted operations throughout the sale process leading to a closing date of October 1, 2024. The requisite liquor license petition will be brought forward at the first board meeting in August.
3. *Eggshells Restaurant at 769 W Rt 22.* Staff received an inquiry regarding the sale of Eggshells located at 769 W Route 22 to a new operator. The new owner intends to keep the existing name and staff.
4. *Breslow Property at 135 S Old Rand Road.* Staff discussed future uses of the property with representatives and commercial real estate agents of the Breslow parcels at the northwest corner of Old Rand Road and Rt 22. There has been little interest in the land despite a motivated seller. Staff intends to include this and other properties in materials at the upcoming ICSC Chicago dealmaker's show on September 10.

**Code Enforcement Efforts**

1. *Bills Boats at 216 W. Main Street.*  
Staff was made aware and subsequently confirmed that Mr. Dennis Abbott, owner of Bill's Boats, had in early June constructed two extensions to the northerly pier. Mr. Abbott received a notice of violation for work done without a permit, expansion of a non-conforming structure and violations of maximum area and setbacks required for piers. Mr. Abbott had until the end of day, July 5 to correct the violations. Upon failure to make these corrections, citations were issued and along with orders to appear before the Village's adjudicator on July 26. The pier expansion is similar to the work done in 2021 which the 19<sup>th</sup> Judicial Circuit Court ordered to be removed in early 2022. At that time, an L-shaped pier was built to gain additional space for boats. The newly constructed pier configuration is in direct violation of the court order.

Following the Notice of Violation, the Community Development Department issued Mr. Abbott tickets for the violations at his property resulting from the inaction in removing his unlawful pier expansion. Mr. Abbott was scheduled to appear before the Village's Adjudication Hearing Officer on July 26, 2024.

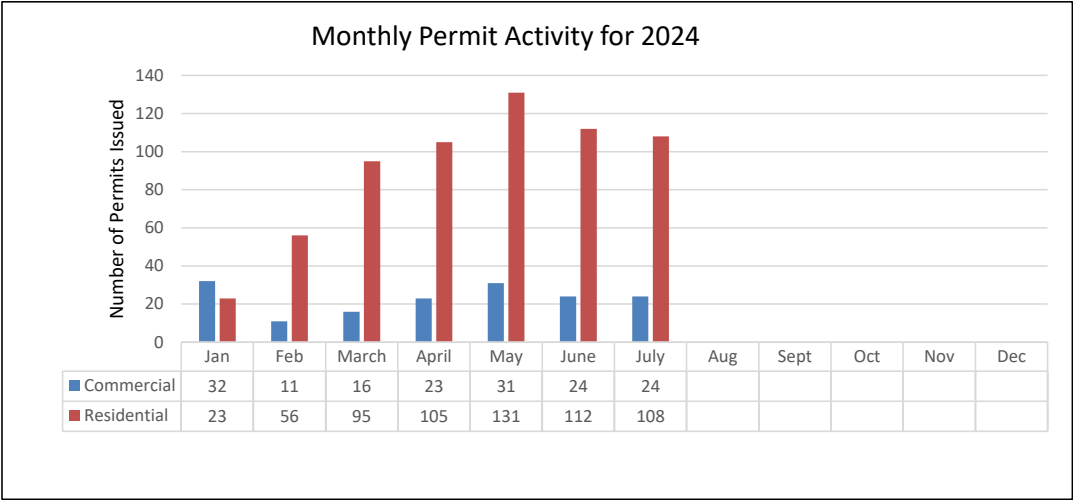
***Adjudication Hearing – July 26***

The case regarding the unlawful pier expansion at Bill's Boats was heard by the Village's adjudication officer, Judge David Eterno last Friday, July 26. The property owner Mr. Abbott did not appear at the hearing nor did a representative or Counsel make an appearance. Judge Eterno proceeded with the hearing and

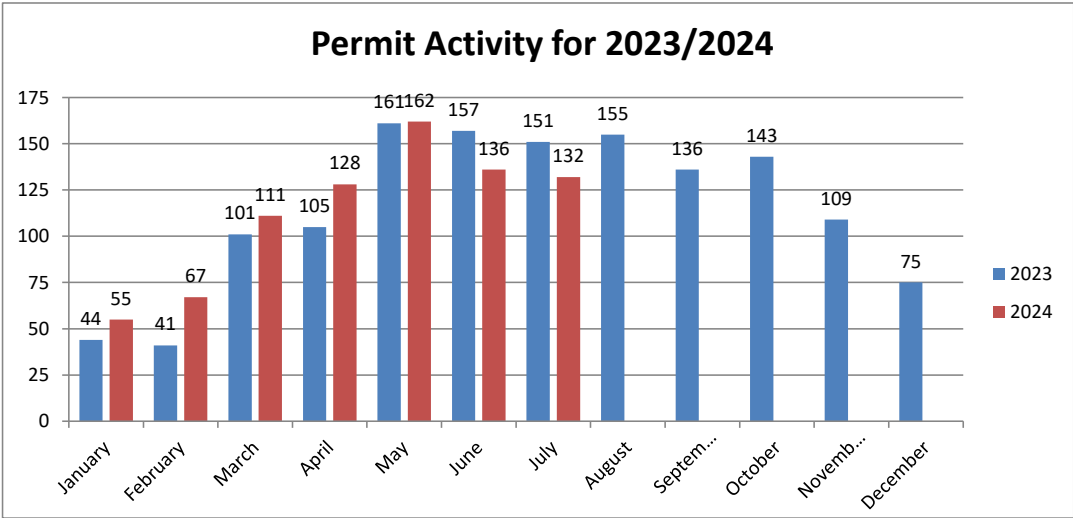
assessed the maximum fine of \$750 on each of the three zoning violations, for a total of \$2,290.00 (including \$40.00 in court costs). Mr. Abbott was given the opportunity to bring the pier into compliance by the next hearing date of August 23, 2024. Compliance would involve the removal of the expanded sections that were added in June of this year. Mr. Abbott was notified by mail of the decision on the same day.

However, later in the month, staff became aware that Mr. Abbott had further expanded the pier through the construction of an additional section. This expansion further violated the village's codes, the adjudication officer's order and the Circuit Court Judge's order from 2021. Staff sent Mr. Abbott a revised notice of violation and include the additional expansion of the pier to the docket for consideration at the next adjudication hearing on August 23.

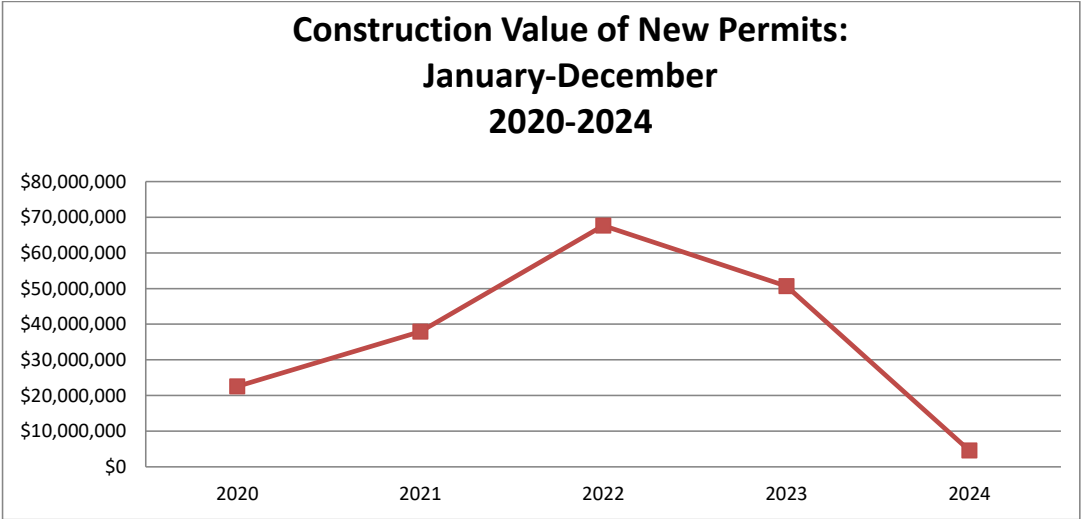
2. *Mazeika Property at 228 W. Main Street.*  
Staff worked with the Lake Zurich Police Department to confirm the ownership of vehicles stored on the property. Per recent code updates, those that do not belong to the property owner are to be removed.
3. *49 Lakeview Place owned by Mr. Frederick H Branding.* Following a Notice of Violation to fixup or demolish the house and other structures at the property, the Community Development Department received a request for an application for a demolition permit from a contractor of the owner. The roof had failed, and the exterior of the home was showing signs of deterioration. The owner intends to demolish the home over the next 2-3 months following the filing of paperwork with the village and completion utility disconnects.



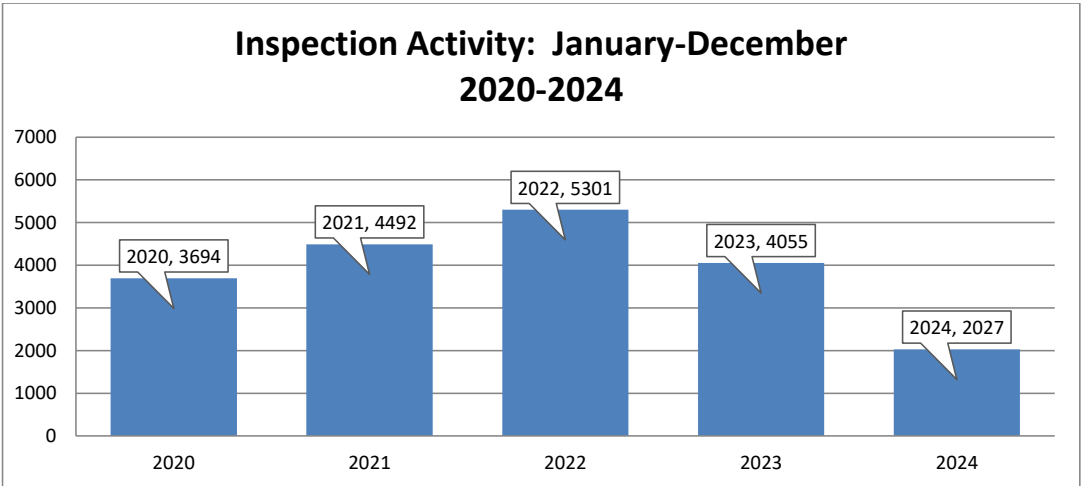
The chart above represents the total of permit for commercial and residential activity on a monthly basis for 2024. (Note: commercial activity includes both business and industrial activity)



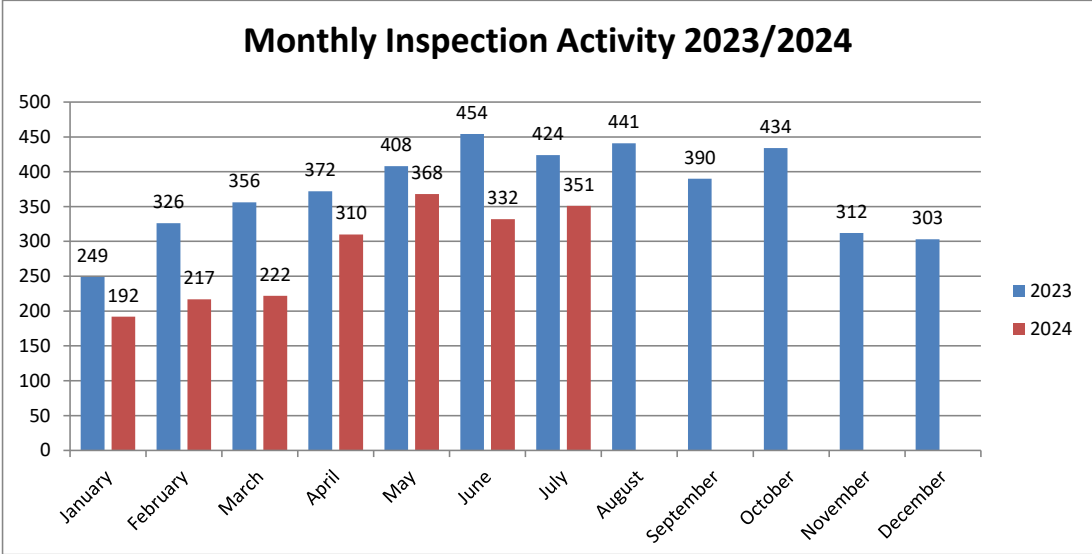
The chart above compares monthly permit activity for 2024 to the previous year 2023.



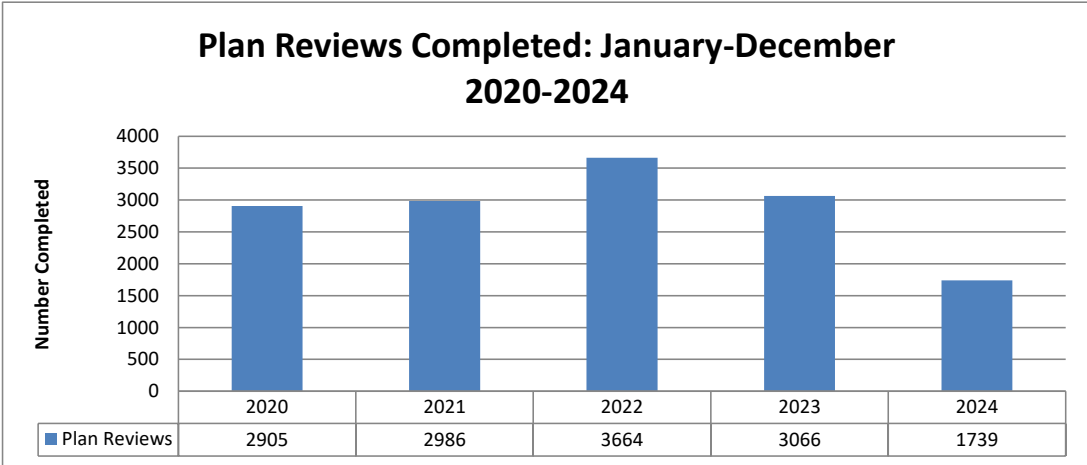
This chart tracks construction value of permit activity by year for 5 years.



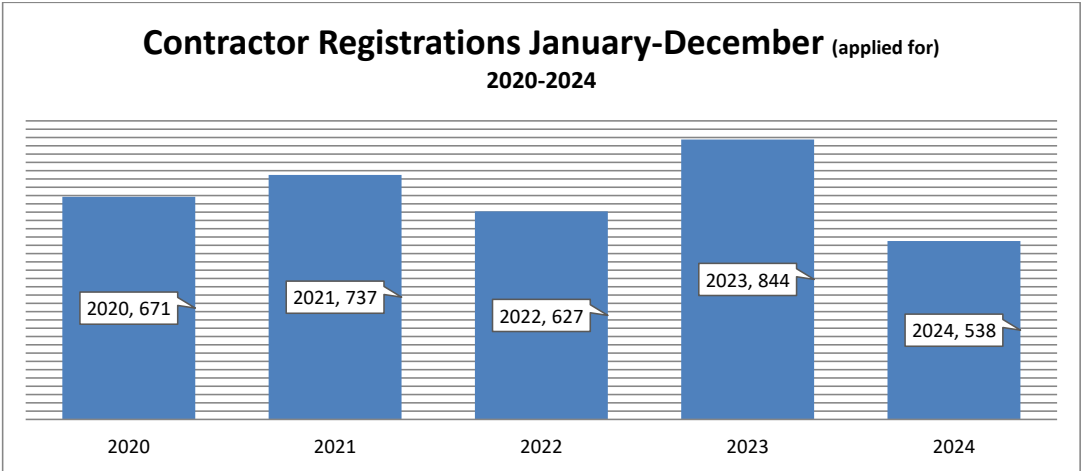
This graph illustrates the number of inspections performed by year for 5 years.



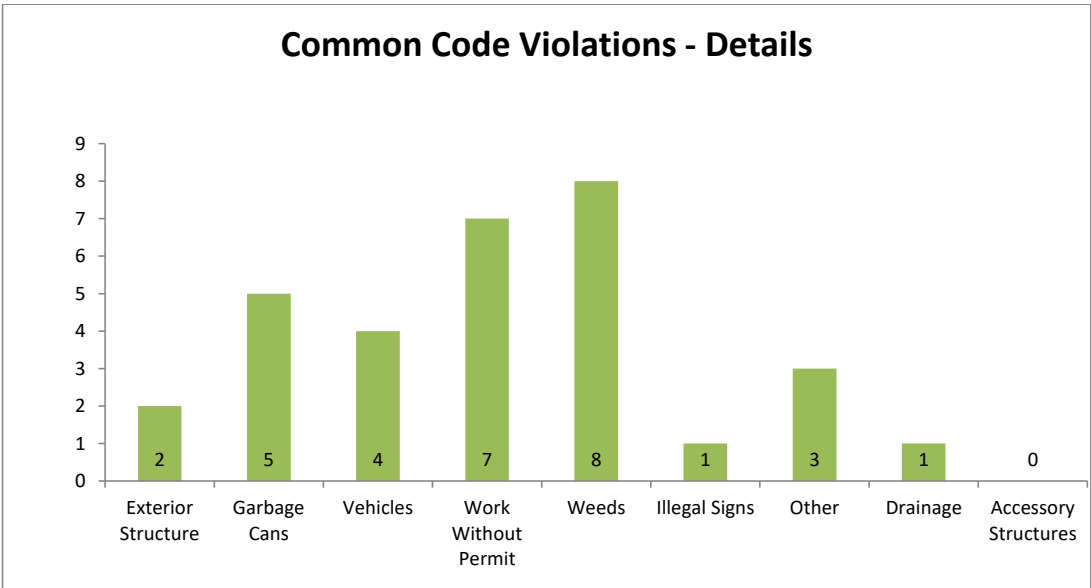
This chart indicates inspection activity on a monthly basis for 2024 compared to the previous year 2023.



This graph illustrates the number of plan reviews performed by year for 5 years.



The graph represents the number of contractor registrations for the year as compared to prior 4 years. Contractors are required to register on an annual basis to remain current with the village.



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



# FINANCE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**JUNE 2024**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

Finance Monthly Report – June 2024

**DEPARTMENT NARRATIVE**

During June, the finance department finalized the preparation of the Annual Comprehensive Financial Report. Other finance projects included the Annual Treasurer’s Report, TIF Reports and completion of the police pension audit.

**GENERAL FUND OPERATING RESULTS**  
***SUMMARY***

For the month of June, revenues totaled \$6.37 million and expenditures \$4.50 million, resulting in an operating excess of \$1.87 million. From a budget perspective, we had expected revenues to exceed expenditures by \$1.49 million. Year-to-date figures below represent the sixth 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	\$ 6,104,454	\$ 6,365,675	\$ 17,421,957	\$ 18,686,745
Expenditures	4,614,243	4,496,434	17,049,908	16,957,219
<b>Excess (Deficiency)</b>	<b>\$ 1,490,211</b>	<b>\$ 1,869,241</b>	<b>\$ 372,049</b>	<b>\$ 1,729,525</b>

***REVENUES***

Following is a summary of revenues by type through June 30, 2024. These figures represent six months of financial activity. A more detailed analysis can be found on page 9.

## Finance Monthly Report – June 2024

	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 4,159,457	\$ 4,433,913	6.6%	\$ 5,393,476	\$ 5,866,349	8.77%	51.4%
Intergovernmental	1,515,692	1,533,444	1.2%	9,753,892	10,082,944	3.37%	51.7%
Licenses & Permits	52,110	46,513	-10.7%	489,937	533,086	8.81%	59.5%
Fines and Forfeits	32,291	25,683	-20.5%	210,066	186,341	-11.29%	45.4%
Charges for Services	283,696	248,458	-12.4%	1,343,333	1,582,391	17.80%	55.9%
Investment Income	50,618	56,325	11.3%	157,571	275,762	75.01%	68.9%
Miscellaneous	10,590	21,338	101.5%	73,683	159,870	116.97%	89.9%
Operating Transfers	0	0	0.0%	0	0	0.0%	0.0%
Total Revenue	\$ 6,104,454	\$ 6,365,675	4.3%	\$ 17,421,957	\$ 18,686,745	7.26%	52.5%

**Taxes:**

Revenues from taxes came in at \$4.43 million in June, above budget expectations. While property taxes are received primarily June through September, the remaining revenues in this category contribute a significant amount of revenue each month all year round.

Telecommunications tax receipts were about 31% higher than expected for the month at \$27k. That is 1% less than the amount received in the same month of the prior year. More information regarding Telecommunications tax can be found on page 12.

Utility tax results were mixed for the month. The gas utility tax had \$22k in receipts, below budget expectations of \$33k. Electric utility tax came in at \$68k versus the expected \$65k. Combined, utility taxes were 9% lower than expected. The payments are based primarily on May activity. More detail on the Utility Taxes can be found on page 13.

**Intergovernmental Revenue:**

Revenue from other governments totaled \$1.53 million in June, which exceeded budget expectations for the category.

State sales tax receipts were above budget expectations for the month at \$663k. This represents sales from March and was 13% higher than receipts from the same month last year. More information regarding Sales Tax can be found on page 14.

Income Tax receipts came in below budget expectations with the receipts for June totaling \$227k compared to an expected \$236k. Details on Income Tax are provided on page 15.

#### Finance Monthly Report – June 2024

Video gaming tax receipts came in 14% above budget expectations at \$26k. Video gaming tax is received two months in arrears. The video gaming tax receipts budgeted for June relate to tax for April activity.

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

Revenue from the issuance of licenses and permits came in at \$47k for June, 11% below budget expectations. Building permits (\$12k), zoning planned unit development (\$12k), and permit plan review (\$6k) were the biggest contributors. Additional items included in license and permit revenue are contractor registration (\$5k), plumbing permits (\$3k), and electric permits (\$2k). 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 came in below budget expectations during June, with receipts of \$26k. 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 \$248k in June. 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 \$68k. Engineering review receipts for the month were recorded at \$3k. For park program fees, this is a combination of timing of receipts and fluctuating activity levels; receipts in June were above budget expectations at 97k.

#### **Investment Income:**

The General Fund investment income in June was \$56k. Currently, the investments are concentrated in certificates of deposit, treasury obligations, and interest-bearing money market accounts. A detailed cash and investment report can be found on page 17.

## Finance Monthly Report – June 2024

**Miscellaneous:**

The General Fund miscellaneous revenue in June was \$21k. Receipts for this category were rental income (\$20k), and other small items.

***EXPENDITURES***

For the month of June, expenditures totaled \$4.50 million for the General Fund, which was 3% below projections of \$4.61 million. The table below presents a summary of General Fund expenditures by department as of June 30, 2024. 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	\$ 3,694	\$ 7,112	92.6%	\$ 41,515	\$ 37,906	-8.7%	54.5%
Administration	\$ 121,659	\$ 117,107	-3.7%	\$ 678,544	\$ 634,217	-6.5%	39.9%
Finance	\$ 44,665	\$ 39,930	-10.6%	\$ 315,618	\$ 286,424	-9.2%	49.0%
Technology	\$ 45,072	\$ 41,434	-8.1%	\$ 341,482	\$ 336,039	-1.6%	57.9%
Police	\$ 1,516,811	\$ 1,569,523	3.5%	\$ 4,595,640	\$ 4,784,516	4.1%	50.0%
Fire	\$ 1,967,705	\$ 1,963,640	-0.2%	\$ 6,526,180	\$ 6,384,805	-2.2%	47.4%
Community Develop.	\$ 84,200	\$ 89,937	6.8%	\$ 472,630	\$ 455,000	-3.7%	36.0%
Public Works	\$ 371,940	\$ 290,641	-21.9%	\$ 1,971,336	\$ 1,933,926	-1.9%	45.6%
Park & Recreation	\$ 226,852	\$ 145,464	-35.9%	\$ 717,094	\$ 714,516	-0.4%	50.3%
Operating Transfers	\$ 231,645	\$ 231,645	0.0%	\$ 1,389,870	\$ 1,389,870	0.0%	49.1%
<b>Total</b>	<b>\$ 4,614,243</b>	<b>\$ 4,496,434</b>	<b>-2.6%</b>	<b>\$ 17,049,908</b>	<b>\$ 16,957,219</b>	<b>-0.5%</b>	<b>47.6%</b>

**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 \$90k in June, which was 14% above the budget of \$79k. 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 \$26k for pavement marking (\$23k), the mowing contract (\$2k), and other small items.

June revenues for the Hotel Tax Fund totaled \$1k, consisting of just interest income. Per Village Ordinance #2003-10-252, hotel tax receipts are due quarterly. Therefore, the village does not receive

#### Finance Monthly Report – June 2024

receipts each month. Expenditures of \$8k 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 June totaled \$34k, which relate to funding transfers in from other funds (\$29k), donations (\$4k), and vendor fees (\$1k). Expenditures for the month totaled \$30k, consisting of normal staff expenses (\$18k), Farmers Market (\$3k), Miscellaneous Events (\$5k), and 4<sup>th</sup> of July (\$4k).

#### **Debt Service Funds:**

The debt service funds record annual debt service payments for several of the village issuances. June revenues for the debt service fund are \$611k from property taxes and \$9k from interest and changes in market value of investments. Additionally, the fund received \$1.30 million in bond proceeds from the short-term 2024 bond issuance. Expenditures of \$13k were recorded for the month, attributable to the closing costs relating to the short-term 2024 bond issuance.

#### **Capital Projects Funds:**

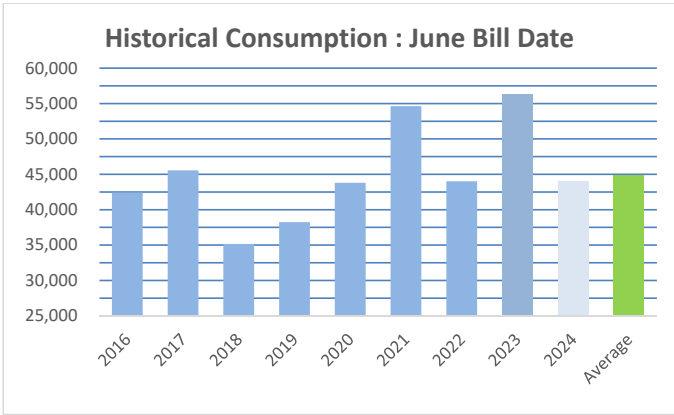
June revenue for the capital projects funds came in at \$442k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from June of \$214k. This was 3% higher than budget expectations and 12% higher than the same month last year. June receipts represent sales from March. More detail on the NHRST revenue can be found on page 16. Remaining revenues for capital project funds include funding transfers (\$154k), and interest income and change in market value of investments (\$74k).

Expenditures of \$523k were recorded in June for capital projects, consisting of road resurfacing (\$241k), multi-site roof improvements (\$117k), PW roof and windows (\$74k), PD garage floor (\$56k), concrete (\$24k), and other small items.

#### **Water and Sewer Fund:**

June revenue totaled \$945k, which was 5% below the budget estimate of \$990k. Consumption metered in June was 44M gallons, higher than the nine-year average of 45M gallons. The consumption billed in June primarily represents water metered in late May and early June. With about 53M gallons pumped, about 16% of pumped water was lost to main breaks, fire department use, or other small issues. A chart comparing June water consumption over the past eight years provided below.

Finance Monthly Report – June 2024



Expenses in the Water Fund were \$1.79 million for the month. Of this amount, \$185k was a non-cash transaction to record depreciation of the infrastructure assets of the fund and \$1.03 million was for water main improvements. The remaining expenses are personnel expenses, other operational items and other smaller operating items. Throughout the year, spending is monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus would be used for expenditures later in the year and provide cash flow for improvements to maintain the aging infrastructure.

**Internal Service Funds:**

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has three active internal service funds: Medical Self Insurance, Risk Management and Equipment Replacement. Revenues are a combination of user charges from other funds 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. June expenses include non-cash depreciation expenses (\$45k), and PD vehicle expenses (\$8k).

## Finance Monthly Report – June 2024

**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 the month of June were \$11k for water quality management and \$413 for sweeping and mowing (SSA #8, #9, #11, and #13).

SSA Activity Jun-24									
SSA #	Location	Beginning Balance 1/1/2024	Year-To-Date		Ending Balance 12/31/2024	Annual Expected		Annual Expected	
			Revenues	Expenses		Revenues	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	54,646	5,292	10,366	49,571	9,697	54.57%	23,196	44.69%
SSA #9	Willow Ponds	127,185	6,367	1,750	131,803	11,851	53.73%	19,300	9.07% <sup>b</sup>
SSA #10	Westberry	18,987	499	-	19,486	1,000	49.87%	-	N/A
SSA #11	Lake Zurich Pines	27,244	-	20,226	7,018	-	#DIV/0! <sup>a</sup>	27,244	74.24%
SSA #13	Conventry Creek	229,086	16,902	2,065	243,922	29,894	56.54% <sup>a</sup>	16,662	12.39%
SSA #16	Country Club	1,478	880	-	2,358	-	N/A	-	N/A
		458,625	29,939	34,407	454,158	52,443	57.09%	86,402	0.00%

a) Flat amount levied per property.

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

**Police and Firefighters' Pension Funds:**

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

The Police Pension Fund had total revenue of \$1.40 million for the month. For June, the fund recorded an unrealized gain of \$344k from investments. Total municipal and member contributions for the month totaled \$1.06 million. Expenses for the month were \$243k of which \$237k was for pension and benefit payments, \$3k was for professional expenses, and \$3k was for investment expenses. For the month of June, the fund experienced a gain of \$1.16 million. As of June 30th, the fund had a net position of \$34.3 million. Additional information can be found on page 18.

The Firefighters' Pension Fund investments only recorded an unrealized gain of \$2k from investments. The FPIF June fund statements were delayed so the FPIF pooled investment balance remained at the total reflected in the May 2024 report. Total municipal and member contributions for the month totaled \$1.23 million. Total revenues for the month were \$1.23 million. Expenses for the month

Finance Monthly Report – June 2024

were \$281k of which \$275k was for pension and benefit payments, \$5k was for professional services, and \$1k was for investment expenses. For the month of June, the fund experienced a gain of \$946k. As of June 30th, the fund had a net position of \$55.7 million. Additional information can be found on page 18.

**Conclusion:**

For the one fiscal period 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 revenues and expenditures closely throughout the coming months.

Respectfully Submitted,

*Amy Sparkowski*

Amy Sparkowski  
Director of Finance

VILLAGE OF LAKE ZURICH OPERATING REPORT SUMMARY GENERAL FUND June 30, 2024								
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
REVENUES								
Taxes								
Property Taxes	4,040,753	4,317,645	6.9%	4,375,918	4,872,522	11.3%	9,528,414	51.1%
Utility Tax - Electric	65,359	67,939	3.9%	437,469	440,081	0.6%	930,418	47.3%
Utility Tax - Gas	33,044	21,803	(34.0%)	332,087	255,654	(23.0%)	486,113	52.6%
Cable Tv Franchise	-	-	0.0%	119,874	134,464	12.2%	237,715	56.6%
Telecom Tax	20,300	26,526	30.7%	128,128	163,628	27.7%	238,907	68.5%
Total Taxes	4,159,457	4,433,913	6.6%	5,393,476	5,866,349	8.8%	11,421,567	51.4%
Intergovernmental								
State Sales Tax	630,917	663,238	5.1%	3,907,337	4,044,249	3.5%	8,085,057	50.0%
State Income Tax	236,220	226,624	(4.1%)	1,813,901	1,868,556	3.0%	3,318,041	56.3%
State Use Tax	69,854	66,963	(4.1%)	431,875	391,187	(9.4%)	841,733	46.5%
Video Gaming Tax	22,755	25,962	14.1%	153,775	152,954	(0.5%)	323,970	47.2%
Fire/Rescue Srvc Contract	542,615	542,615	(0.0%)	3,255,690	3,255,687	(0.0%)	6,511,375	50.0%
Other Intergovernmental	13,331	8,042	(39.7%)	191,314	370,311	93.6%	405,863	91.2%
Total Intergovernmental	1,515,692	1,533,444	1.2%	9,753,892	10,082,944	3.4%	19,486,039	51.7%
Licenses & Permits								
Liquor Licenses	311	1,625	421.7%	119,102	173,100	45.3%	160,000	108.2%
Business Licenses	175	165	(5.6%)	61,137	109,080	78.4%	95,000	114.8%
Building Permits	20,775	12,274	(40.9%)	95,425	76,979	(19.3%)	212,000	36.3%
Permit Plan Review	8,990	5,967	(33.6%)	53,167	41,463	(22.0%)	116,600	35.6%
Other Permits	21,859	26,482	21.2%	161,107	132,464	(17.8%)	312,220	42.4%
Total Licenses & Permits	52,110	46,513	(10.7%)	489,937	533,086	8.8%	895,820	59.5%
Fines and Forfeits	32,291	25,683	(20.5%)	210,066	186,341	(11.3%)	410,500	45.4%
Charges for Services								
Fire/Rescue Ambulance Fee	101,973	68,323	(33.0%)	599,940	695,842	16.0%	1,300,000	53.5%
Park Program Fees	92,188	97,496	5.8%	433,499	508,274	17.2%	823,889	61.7%
Other Charges for Services	89,536	82,639	(7.7%)	309,893	378,276	22.1%	704,930	53.7%
Total Charges for Services	283,696	248,458	(12.4%)	1,343,333	1,582,391	17.8%	2,828,819	55.9%
Investment Income	50,618	56,325	11.3%	157,571	275,762	75.0%	400,000	68.9%
Miscellaneous	10,590	21,338	101.5%	73,683	159,870	117.0%	177,794	89.9%
Total General Fund Revenues	6,104,454	6,365,675	4.3%	17,421,957	18,686,745	7.3%	35,620,539	52.5%
EXPENDITURES								
General Government								
Legislative	3,694	7,112	92.6%	41,515	37,906	(8.7%)	69,575	54.5%
Administration	121,659	117,107	(3.7%)	678,544	634,217	(6.5%)	1,589,526	39.9%
Finance	44,665	39,930	(10.6%)	315,618	286,424	(9.2%)	585,039	49.0%
Technology	45,072	41,434	(8.1%)	341,482	336,039	(1.6%)	580,417	57.9%
Total Gen. Govt.	215,089	205,583	(4.4%)	1,377,158	1,294,585	(6.0%)	2,824,557	45.8%
Public Safety								
Police	1,516,811	1,569,523	3.5%	4,595,640	4,784,516	4.1%	9,569,189	50.0%
Fire	1,967,705	1,963,640	(0.2%)	6,526,180	6,384,805	(2.2%)	13,467,992	47.4%
Community Development	84,200	89,937	6.8%	472,630	455,000	(3.7%)	1,262,294	36.0%
Total Public Safety	3,568,717	3,623,101	1.5%	11,594,449	11,624,322	0.3%	24,299,475	47.8%
Streets - Public Works	371,940	290,641	(21.9%)	1,971,336	1,933,926	(1.9%)	4,240,368	45.6%
Culture - Park and Recreation	226,852	145,464	(35.9%)	717,094	714,516	(0.4%)	1,421,099	50.3%
Total General Fund Expend.	4,382,598	4,264,789	(2.7%)	15,660,038	15,567,349	(0.6%)	32,785,499	47.5%
Operating Transfers Out	231,645	231,645	0.0%	1,389,870	1,389,870	0.0%	2,829,740	49.1%
NET INCOME (LOSS) FOR GENERAL	1,490,211	1,869,241		372,049	1,729,525		5,300	

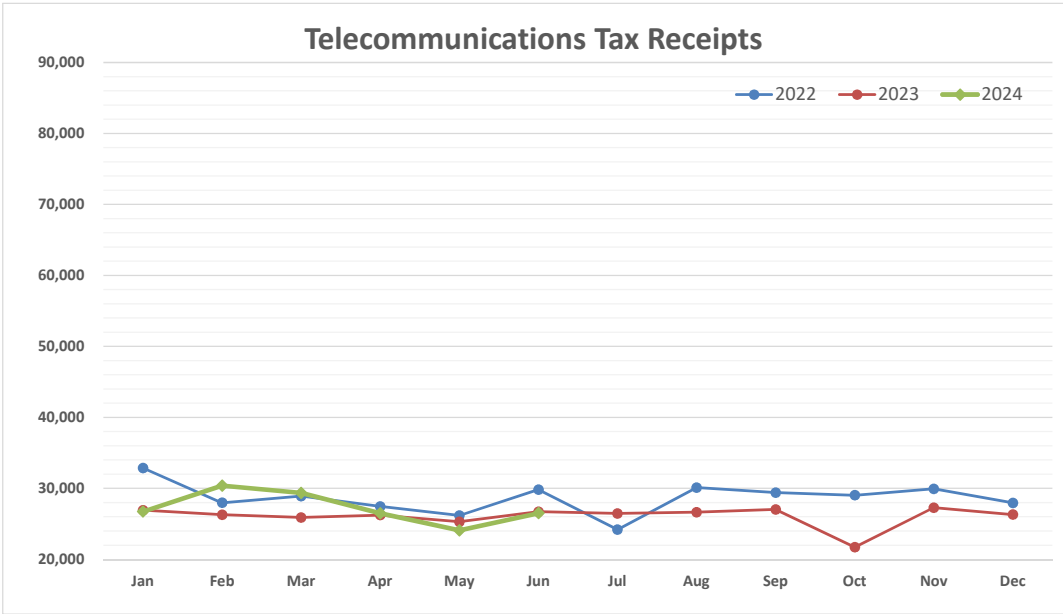
**VILLAGE OF LAKE ZURICH**  
**OPERATING REPORT SUMMARY**  
**June 30, 2024**

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
<b>SPECIAL REVENUE FUNDS</b>								
<b>MOTOR FUEL TAX FUND</b>								
Revenues	79,175	90,072	13.8%	498,627	499,812	0.2%	1,068,211	46.8%
Expenditures	26,324	26,023	(1.1%)	264,276	241,593	(8.6%)	607,483	39.8%
Net Activity Gain (Loss)	52,851	64,049		234,351	258,220		460,728	
<b>HOTEL TAX FUND</b>								
Revenues	10,662	895	(91.6%)	57,330	46,920	(18.2%)	130,169	36.0%
Expenditures	7,995	7,648	(4.3%)	62,653	60,807	(2.9%)	110,578	55.0%
Net Activity Gain (Loss)	2,667	(6,753)		(5,323)	(13,887)		19,591	
<b>SPECIAL EVENTS FUND</b>								
Admin & Miscellaneous								
Revenues	22,465	22,984	2.3%	135,253	137,840	1.9%	270,440	51.0%
Expenditures	22,171	23,448	5.8%	140,531	135,251	(3.8%)	267,754	50.5%
Net Activity Gain (Loss)	294	(465)		(5,278)	2,589		2,686	
Rock the Block								
Revenues	3,599	4,000	11.1%	11,097	32,275	190.8%	67,000	48.2%
Expenditures	324	-	(100.0%)	22,746	18,931	(16.8%)	72,203	26.2%
Net Activity Gain (Loss)	3,275	4,000		(11,649)	13,344		(5,203)	
Farmers Market								
Revenues	1,646	900	(45.3%)	8,264	12,535	51.7%	8,750	143.3%
Expenditures	2,323	2,819	21.3%	4,106	5,179	26.1%	8,941	57.9%
Net Activity Gain (Loss)	(677)	(1,919)		4,159	7,356		(191)	
Fourth of July								
Revenues	5,665	5,000	(11.7%)	31,995	31,850	(0.5%)	74,000	43.0%
Expenditures	8,043	3,628	(54.9%)	69,254	53,131	(23.3%)	71,186	74.6%
Net Activity Gain (Loss)	(2,378)	1,372		(37,259)	(21,281)		2,814	
Winter Festival								
Revenues	1,413	1,254	(11.2%)	8,134	10,525	29.4%	20,550	51.2%
Expenditures	97	-	(100.0%)	6,543	3,799	(41.9%)	20,512	18.5%
Net Activity Gain (Loss)	1,316	1,254		1,591	6,726		38	
Special Events Fund Total	1,831	4,242		(48,435)	8,734		144	
<b>TIF #1 TAX FUND</b>								
Revenues	695,501	832,329	19.7%	756,881	905,180	19.6%	1,563,330	57.9%
Expenditures	417	650	56.0%	417	650	56.0%	1,433,899	0.0%
Net Activity Gain (Loss)	695,085	831,679		756,465	904,530		129,431	
<b>TIF #2 - DOWNTOWN</b>								
Revenues	177,506	217,113	22.3%	213,260	331,281	55.3%	455,500	72.7%
Expenditures	52,542	5,750	(89.1%)	252,644	67,583	(73.2%)	1,362,850	5.0%
Net Activity Gain (Loss)	124,964	211,363		(39,384)	263,697		(907,350)	
<b>TIF #3 - RAND ROAD</b>								
Revenues	33,611	28,207	(16.1%)	33,701	54,291	61.1%	98,980	54.9%
Expenditures	250	-	(100.0%)	250	-	(100.0%)	1,500	0.0%
Net Activity Gain (Loss)	33,361	28,207		33,451	54,291		97,480	
<b>DISPATCH CENTER FUND</b>								
Revenues	91,139	100,614	10.4%	975,426	1,093,553	12.1%	1,696,400	64.5%
Expenditures	145,678	136,839	(6.1%)	841,695	806,314	(4.2%)	1,689,437	47.7%
Net Activity Gain (Loss)	(54,539)	(36,225)		133,731	287,239		6,963	

**VILLAGE OF LAKE ZURICH**  
**OPERATING REPORT SUMMARY**  
**June 30, 2024**

	Current Month			Year-to-Date			Amended Annual Budget	% of
	Budget	Actual	% Variance	Budget	Actual	% Variance		Annual Budget Achieved
DEBT SERVICE FUNDS								
VILLAGE DEBT SERVICE								
Revenues	566,433	617,695	9.1%	622,366	712,865	14.5%	1,356,000	52.6%
Expenditures	-	-	0.0%	-	-	0.0%	1,330,654	0.0%
Net Activity Gain (Loss)	566,433	617,695		622,366	712,865		25,346	
TIF #1 DEBT SERVICE								
Revenues	1,300,126	1,301,909	0.1%	1,302,172	1,309,425	0.6%	2,164,000	60.5%
Expenditures	51,749	13,000	(74.9%)	800,022	991,005	23.9%	2,069,688	47.9%
Net Activity Gain (Loss)	1,248,376	1,288,909		502,149	318,420		94,312	
CAPITAL PROJECT FUNDS								
CAPITAL IMPROVEMENTS								
Revenues	179,983	200,256	11.3%	1,009,620	1,509,065	49.5%	2,051,500	73.6%
Expenditures	1,184,321	255,791	(78.4%)	2,217,334	936,342	(57.8%)	7,843,000	11.9%
Net Activity Gain (Loss)	(1,004,338)	(55,535)		(1,207,714)	572,722		(5,791,500)	
NON-HOME RULE SALES TAX								
Revenues	221,665	241,615	9.0%	1,395,910	1,488,358	6.6%	2,952,286	50.4%
Expenditures	48,010	267,179	456.5%	638,502	670,137	5.0%	3,083,250	21.7%
Net Activity Gain (Loss)	173,656	(25,564)		757,408	818,221		(130,964)	
ENTERPRISE FUND								
WATER AND SEWER								
Revenues	989,860	945,454	(4.5%)	4,894,820	5,169,093	5.6%	10,100,274	51.2%
Expenses								
Administration	55,306	60,328	9.1%	352,366	367,664	4.3%	741,336	49.6%
Debt	9,460	19,964	111.0%	52,218	59,763	14.4%	89,461	66.8%
Depreciation	185,417	185,417	0.0%	1,112,500	1,112,500	0.0%	2,225,000	50.0%
Billing	19,995	18,178	(9.1%)	139,622	132,918	(4.8%)	269,131	49.4%
Water	707,852	1,449,610	104.8%	3,365,282	2,603,305	(22.6%)	10,900,909	23.9%
Sewer	127,075	58,916	(53.6%)	605,816	413,883	(31.7%)	1,513,093	27.4%
	1,105,104	1,792,413		5,627,803	4,690,033		15,738,930	
Net Activity Gain (Loss)	(115,244)	(846,959)		(732,983)	479,060		(5,638,656)	
INTERNAL SERVICE FUNDS								
MEDICAL INSURANCE								
Revenues	311,108	300,474	(3.4%)	1,884,729	1,824,472	(3.2%)	3,753,074	48.6%
Expenses	246,433	259,730	5.4%	1,827,205	1,571,231	(14.0%)	3,723,066	42.2%
Net Activity Gain (Loss)	64,675	40,744		57,524	253,242		30,008	
RISK MANAGEMENT								
Revenues	127,462	126,895	(0.4%)	737,357	801,174	8.7%	1,549,535	51.7%
Expenses	32,253	24,448	(24.2%)	1,031,824	1,280,525	24.1%	1,437,538	89.1%
Net Activity Gain (Loss)	95,209	102,447		(294,467)	(479,351)		111,997	
EQUIPMENT REPLACEMENT								
Revenues	50,953	62,112	21.9%	316,548	386,948	22.2%	721,600	53.6%
Expenses	63,731	53,763	(15.6%)	487,124	440,298	(9.6%)	1,539,546	28.6%
Net Activity Gain (Loss)	(12,778)	8,350		(170,576)	(53,350)		(817,946)	
TOTAL ALL VILLAGE FUNDS	3,362,419	4,095,890		970,614	6,114,177		(12,305,116)	

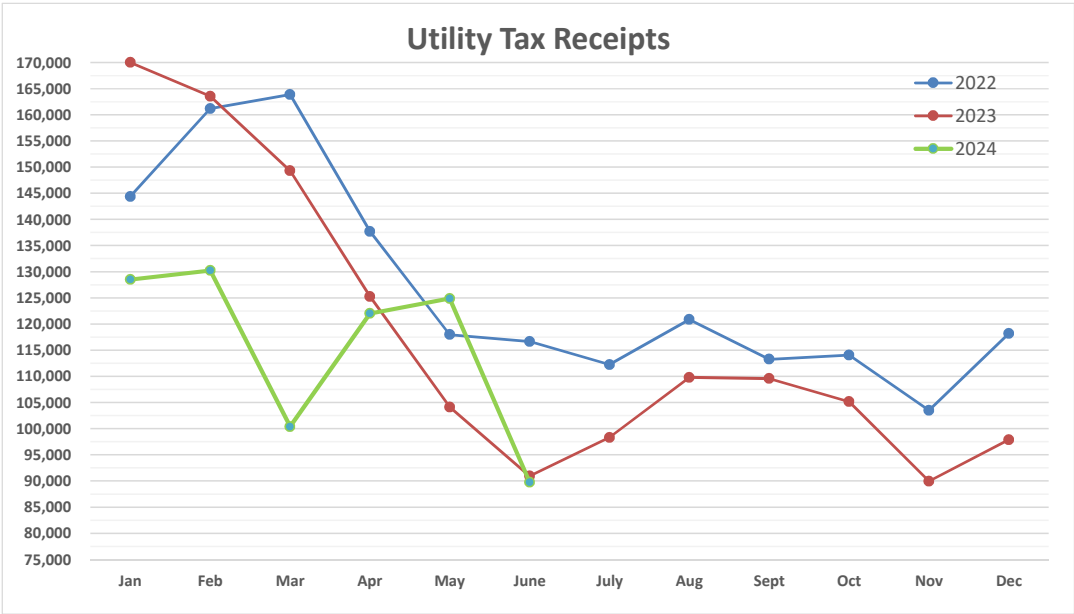
DEPARTMENT OF FINANCE  
MONTHLY REPORT  
JUNE 2024



**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		FY 2022	FY 2023	% Change	FY 2024	% Change	Budget	Variance \$	Variance %
January	October	32,888	26,937	-18.10%	26,739	-0.74%	22,089	4,650	21.05%
February	November	27,974	26,305	-5.97%	30,389	15.53%	22,387	8,002	35.75%
March	December	28,903	25,897	-10.40%	29,385	13.47%	20,817	8,568	41.16%
April	January	27,467	26,239	-4.47%	26,500	1.00%	19,791	6,709	33.90%
May	February	26,181	25,298	-3.37%	24,088	-4.78%	22,743	1,345	5.91%
June	March	29,825	26,724	-10.40%	26,526	-0.74%	20,300	6,226	30.67%
July	April	24,202	26,470	9.37%			19,458		
August	May	30,131	26,641	-11.58%			20,273		
September	June	29,408	27,045	-8.03%			19,826		
October	July	29,037	21,714	-25.22%			18,910		
November	August	29,947	27,301	-8.84%			19,755		
December	September	27,958	26,310	-5.89%			12,558		
		343,921	312,880	-9.03%	163,628		238,907	35,501	
Y-T-D		173,238	157,399	-9.14%	163,628	3.96%	128,127	35,501	27.71%

DEPARTMENT OF FINANCE  
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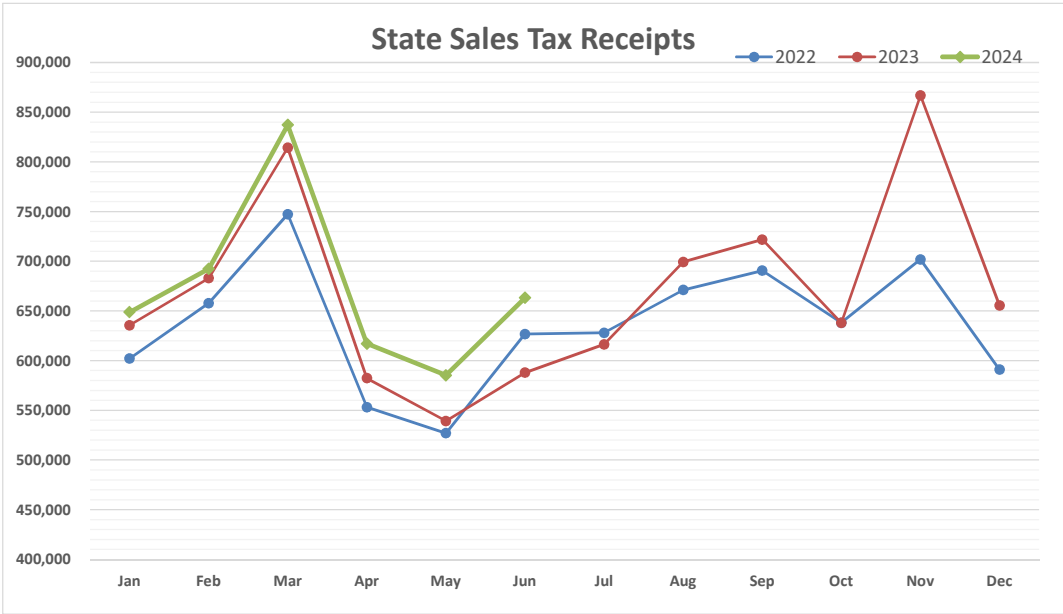


**Collection History**

**COMBINED - ELECTRICITY & GAS**

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2022	2023	% Change	2024	% Change	FY 2024	Variance \$	Variance %
Jan	Dec	144,392	169,997	17.7%	128,499	-24.4%	142,101	(13,602)	-9.6%
Feb	Jan	161,197	163,549	1.5%	130,227	-20.4%	146,020	(15,793)	-10.8%
Mar	Feb	163,887	149,304	-8.9%	100,379	-32.8%	149,186	(48,807)	-32.7%
Apr	Mar	137,718	125,258	-9.0%	122,020	-2.6%	127,866	(5,846)	-4.6%
May	Apr	117,990	104,119	-11.8%	124,867	19.9%	105,980	18,887	17.8%
June	May	116,659	90,943	-22.0%	89,743	-1.3%	98,403	(8,660)	-8.8%
July	June	112,246	98,324	-12.4%	-	-	101,571	-	-
Aug	July	120,867	109,785	-9.2%	-	-	116,331	-	-
Sept	Aug	113,271	109,576	-3.3%	-	-	110,891	-	-
Oct	Sept	114,085	105,163	-7.8%	-	-	106,200	-	-
Nov	Oct	103,512	89,950	-13.1%	-	-	93,620	-	-
Dec	Nov	118,176	97,895	-17.2%	-	-	118,362	-	-
		1,524,000	1,413,863	-7.23%	695,735	-50.8%	1,416,531	(73,821)	-5.2%
Y-T-D		841,842	803,170	-4.59%	695,735	-13.4%	769,556	(73,821)	-9.6%

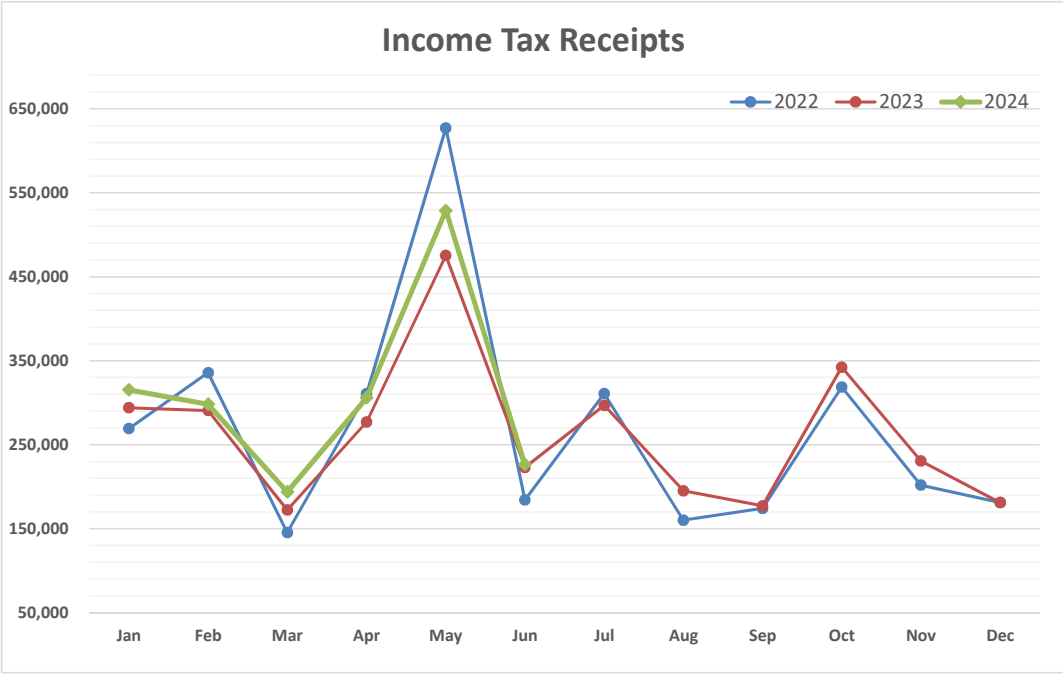
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**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2022	2023	% Change	2024	% Change	Amended Budget	Variance \$	Variance %
January	October	602,130	635,589	5.56%	648,870	2.09%	649,722	(852)	-0.13%
February	November	657,819	683,036	3.83%	692,430	1.38%	676,185	16,245	2.40%
March	December	747,307	814,249	8.96%	837,201	2.82%	806,679	30,522	3.78%
April	January	553,226	582,383	5.27%	617,165	5.97%	588,178	28,987	4.93%
May	February	527,013	539,316	2.33%	585,345	8.53%	555,656	29,689	5.34%
June	March	626,731	587,956	-6.19%	663,238	12.80%	630,917	32,321	5.12%
July	April	627,982	616,353	-1.85%			617,585		
August	May	671,146	699,262	4.19%			690,332		
September	June	690,544	721,854	4.53%			708,628		
October	July	638,060	637,980	-0.01%			666,581		
November	August	701,860	866,772	23.50%			796,943		
December	September	590,991	655,570	10.93%			697,651		
		7,634,808	8,040,321	5.31%	4,044,249		8,085,057	136,912	
Y-T-D		3,714,226	3,842,531	3.45%	4,044,249	5.25%	3,907,337	136,912	3.50%

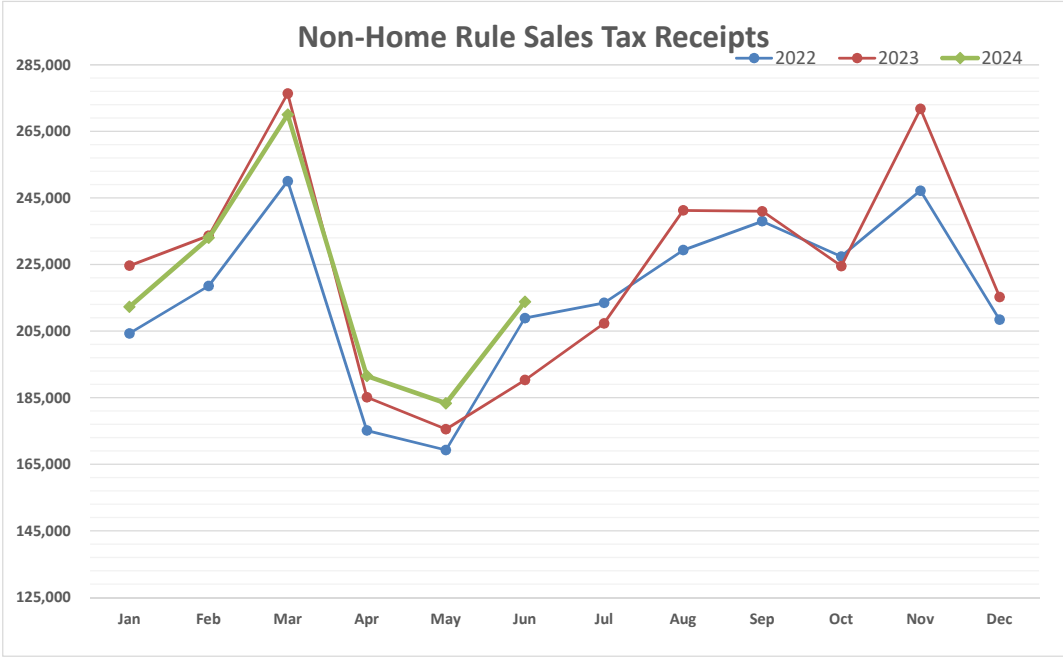
DEPARTMENT OF FINANCE  
MONTHLY REPORT  
JUNE 2024



**Revenue History**

Vouchered	Historical			Current Year Actual		Current Year Budget		
	2022	2023	% Change	2024	% Change	Amended Budget	Variance \$	Variance %
January	269,221	294,073	9.23%	315,145	7.17%	278,186	36,959	13.29%
February	335,693	290,768	-13.38%	298,197	2.55%	306,435	(8,238)	-2.69%
March	145,504	172,211	18.36%	193,817	12.55%	185,286	8,531	4.60%
April	310,848	277,166	-10.84%	306,001	10.40%	307,284	(1,283)	-0.42%
May	627,194	475,308	-24.22%	528,773	11.25%	500,490	28,283	5.65%
June	184,242	222,875	20.97%	226,624	1.68%	236,220	(9,596)	-4.06%
July	311,032	296,937	-4.53%			312,091		
August	160,199	195,159	21.82%			236,116		
September	174,093	177,137	1.75%			196,583		
October	318,729	342,406	7.43%			343,491		
November	201,830	230,643	14.28%			220,288		
December	181,090	181,212	0.07%			195,571		
	3,219,676	3,155,895	-1.98%	1,868,556	-40.79%	3,318,041	54,655	1.65%
Y-T-D	1,872,702	1,732,402	-7.49%	1,868,556	7.86%	1,813,901	54,655	3.01%

DEPARTMENT OF FINANCE  
MONTHLY REPORT  
JUNE 2024



**Collection History**

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2022	2023	% Change	2024	% Change	Budget	Variance \$	Variance %
January	October	204,354	224,659	9.94%	212,321	-5.49%	220,528	(8,207)	-3.72%
February	November	218,598	233,707	6.91%	233,058	-0.28%	231,007	2,051	0.89%
March	December	250,074	276,394	10.52%	270,064	-2.29%	272,757	(2,693)	-0.99%
April	January	175,158	185,148	5.70%	191,529	3.45%	186,263	5,266	2.83%
May	February	169,297	175,551	3.69%	183,332	4.43%	179,403	3,929	2.19%
June	March	208,932	190,319	-8.91%	213,857	12.37%	207,820	6,037	2.90%
July	April	213,499	207,354	-2.88%			206,746		
August	May	229,356	241,257	5.19%			239,558		
September	June	238,022	241,006	1.25%			247,723		
October	July	227,420	224,555	-1.26%			234,528		
November	August	247,180	271,762	9.95%			266,393		
December	September	208,471	215,249	3.25%			259,560		
		2,590,359	2,686,961	3.73%	1,304,161		2,752,286	6,383	
Y-T-D		1,226,412	1,285,778	4.84%	1,304,161	1.43%	1,297,778	6,383	0.49%

Village of Lake Zurich  
Investment Report  
June, 2024

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Par Value	Purchase Price	(Premium) / Discount	Market Value	Unrealized Gain (Loss)
<b>MONEY MARKET &amp; CASH</b>									
IPRIME	NA	NA	5.208%		8,099.50	8,099.50	-	8,099.50	N/A
<b>CERTIFICATE OF DEPOSIT</b>									
Global Bank, NY	08/02/23	08/01/24	5.341%		249,764.53	237,100.00	12,664.53	237,100.00	-
Baxter Credit Union	08/02/23	08/01/24	5.327%		249,730.65	237,100.00	12,630.65	237,100.00	-
Capital One NA	08/03/22	08/05/24	3.204%	14042TJA6	245,000.00	245,690.62	(690.62)	244,479.74	(1,210.88)
Capital One NA	08/03/22	08/05/24	3.204%	14042RTF8	245,000.00	245,690.62	(690.62)	244,479.74	(1,210.88)
Sallie Mae Bank/Salt Lke	08/03/22	08/05/24	3.204%	795451BY8	245,000.00	245,690.62	(690.62)	244,479.74	(1,210.88)
Ally Bank	08/04/22	08/05/24	3.206%	02007GXE8	245,000.00	245,443.29	(443.29)	244,467.29	(976.00)
Modern Bank, Nat'l Assoc NY	08/02/23	01/23/25	5.383%		249,718.81	231,300.00	18,418.81	231,300.00	-
PeopleFirst Bank, IL	02/01/23	01/31/25	4.348%		249,849.18	229,500.00	20,349.18	229,500.00	-
Morgan Stanley Bank NA	02/01/23	02/10/25	4.356%	6169OUY53	244,000.00	244,669.89	(669.89)	242,873.01	(1,796.88)
Fieldpoint Private B&T	04/04/23	04/03/25	5.032%		249,618.22	226,400.00	23,218.22	226,400.00	-
Schertz B&T	04/04/23	04/03/25	4.893%		249,654.67	227,400.00	22,254.67	227,400.00	-
Cornerstone Bank, NE	08/02/23	07/30/25	5.060%		249,649.12	226,350.00	23,299.12	226,350.00	-
First Priority Bank, OK	01/17/24	01/15/26	4.875%		249,888.88	227,350.00	22,538.88	227,350.00	-
First Internet Bank of Indiana, IN	01/17/24	01/15/26	4.728%		249,852.52	227,950.00	21,902.52	227,950.00	-
CIBC Bank USA, MI	01/17/24	07/14/26	4.211%		249,867.19	226,150.00	23,717.19	226,150.00	-
<b>AGENCY</b>									
US Treasury N/B	04/15/21	01/31/25	0.480%	912828Z52	964,000.00	996,422.03	(32,422.03)	942,404.14	(54,017.89)
US Treasury N/B	04/15/21	07/31/25	0.620%	91282CAB7	406,000.00	399,640.39	6,359.61	385,604.84	(14,035.55)
US Treasury N/B	05/19/21	07/31/25	0.570%	91282CAB7	350,000.00	345,351.56	4,648.44	332,417.97	(12,933.59)
US Treasury N/B	07/28/21	07/31/25	0.500%	91282CAB7	252,000.00	249,499.69	2,500.31	239,340.94	(10,158.75)
US Treasury N/B	01/28/22	01/31/26	1.460%	91282CBH3	1,000,000.00	957,890.63	42,109.37	931,992.19	(25,898.44)
US Treasury N/B	02/01/24	01/31/26	4.150%	91282CBH3	1,077,000.00	999,843.05	77,156.95	1,003,755.59	3,912.54
US Treasury N/B	03/04/24	01/15/27	4.300%	91282CJT9	370,000.00	367,022.66	2,977.34	364,681.25	(2,341.41)
US Treasury N/B	03/04/24	07/31/27	4.220%	91282CFB2	386,000.00	368,147.50	17,852.50	366,564.30	(1,583.20)
US Treasury N/B	03/04/24	01/31/28	4.200%	91282CGH8	378,000.00	368,535.23	9,464.77	366,202.26	(2,332.97)
US Treasury N/B	04/04/24	04/30/28	4.300%	91282CBZ3	560,000.00	496,825.00	63,175.00	497,743.75	918.75
US Treasury N/B	03/04/24	07/31/28	4.150%	91282CCR0	422,000.00	368,936.80	53,063.20	368,771.95	(164.85)
					9,894,693.27	9,449,999.08	444,694.19	9,324,958.20	(125,040.88)
<b>TOTAL</b>				PMA Invests	9,894,693.27	9,449,999.08	444,694.19	9,324,958.20	(125,040.88)
Per Statement				Total	9,894,693.27	9,449,999.08		9,324,958.20	
<b>TOTAL BY CATEGORY</b>									
INVESTMENT POOL (ISC)					8,099.50	8,099.50	-	8,099.50	-
Certificate of Deposit (DTC), (CD)					3,721,593.77	3,523,785.04	197,808.73	3,517,379.52	(6,405.52)
Agencies (SEC)					6,165,000.00	5,918,114.54	246,885.46	5,799,479.18	(118,635.36)
Fixed Income Other									-
					9,894,693.27	9,449,999.08	444,694.19	9,324,958.20	(125,040.88)

Village of Lake Zurich  
Police and Firefighters' Pension Funds  
Statement of Net Position  
June 30, 2024

POLICE PENSION FUND			FIREFIGHTERS' PENSION FUND		
	June-24	Year-to-Date		June-24	Year-to-Date
<b>Revenues:</b>			<b>Revenues:</b>		
Municipal Contributions	1,027,693	1,159,845	Municipal Contributions	1,185,975	1,338,484
Member Contributions	27,807	189,979	Member Contributions	39,590	256,978
Total Contributions	1,055,500	1,349,824	Total Contributions	1,225,565	1,595,461
Investment Income	344,387	1,714,159	Investment Income	1,548	2,692,503
<b>Total Revenues</b>	<b>1,399,887</b>	<b>3,063,983</b>	<b>Total Revenues</b>	<b>1,227,113</b>	<b>4,287,964</b>
<b>Expenses:</b>			<b>Expenses:</b>		
Pension and Benefits	237,249	1,386,500	Pension and Benefits	274,842	1,645,514
Insurance	-	5,137	Insurance	-	-
Professional Services	2,770	8,810	Professional Services	5,089	33,697
Investment Expenses	3,085	11,087	Investment Expenses	1,500	26,047
Other Expenses	-	-	Other Expenses	-	1,005
<b>Total Expenses</b>	<b>243,105</b>	<b>1,411,535</b>	<b>Total Expenses</b>	<b>281,432</b>	<b>1,706,263</b>
Operating Income (Loss)	1,156,782	1,652,449	Operating Income (Loss)	945,681	2,581,701
Beginning Net Position*	33,165,321	32,669,655	Beginning Net Position*	54,770,579	53,134,559
<b>Ending Net Position</b>	<b>34,322,104</b>	<b>34,322,104</b>	<b>Ending Net Position</b>	<b>55,716,260</b>	<b>55,716,260</b>
<b>Assets</b>			<b>Assets</b>		
Cash and Investments	34,321,036		Cash and Investments	55,713,135	
Other Assets	2,068		Other Assets	5,519	
Total Assets	34,323,104		Total Assets	55,718,654	
<b>Liabilities</b>	1,000		<b>Liabilities</b>	2,393	
<b>Net Position 6/30</b>	<b>34,322,104</b>		<b>Net Position 6/30</b>	<b>55,716,260</b>	



# FIRE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**July 2024**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

Departmental Narrative

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

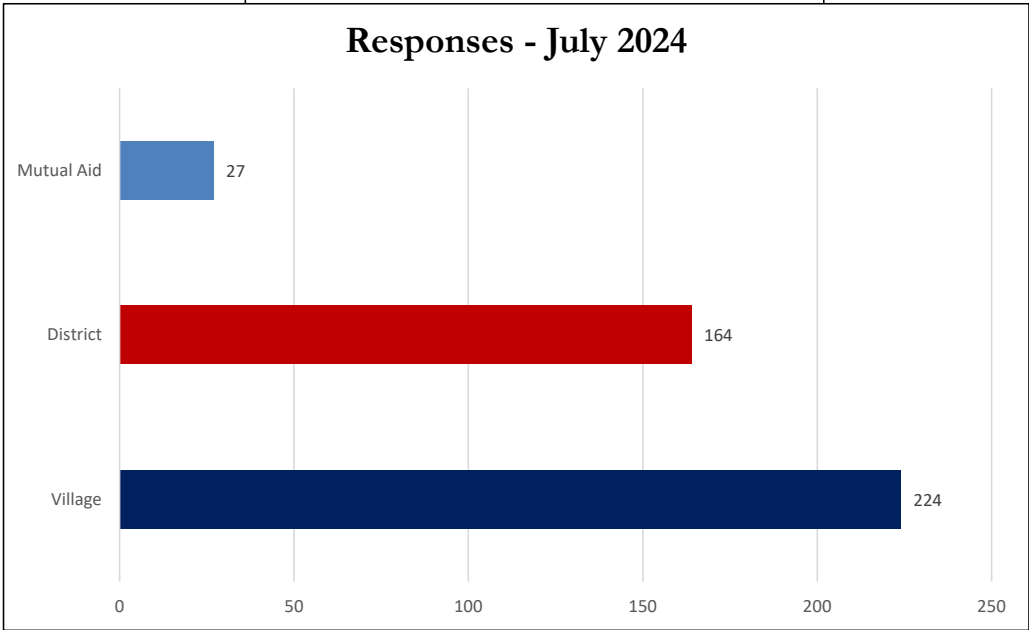
**OUR VISION:** The Lake Zurich Fire Department is dedicated to meeting the ever-changing needs of our community, while ensuring a safe and secure environment for all, through professional development, unity, and teamwork.

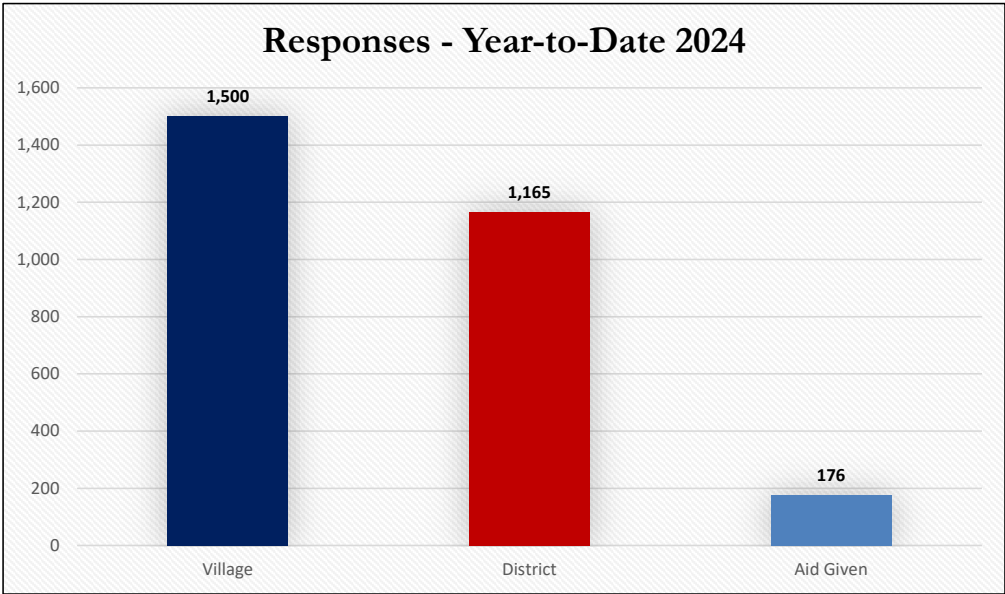
**OUR VALUES:** Professionalism, Responsibility, Integrity, Dedication, Honor

EXECUTIVE SUMMARY – July 2024

The Lake Zurich Fire Department provides a full range of professional and high-quality services to the Village of Lake Zurich and the Lake Zurich Rural Fire Protection District. We protect approximately 37,000 residents, many local businesses, and visitors across the twenty-five square mile combined service area. The Villages covered in the fire district include Hawthorn Woods, Kildeer, Deer Park, North Barrington, and Lake Barrington.

415 Incidents – July 2024



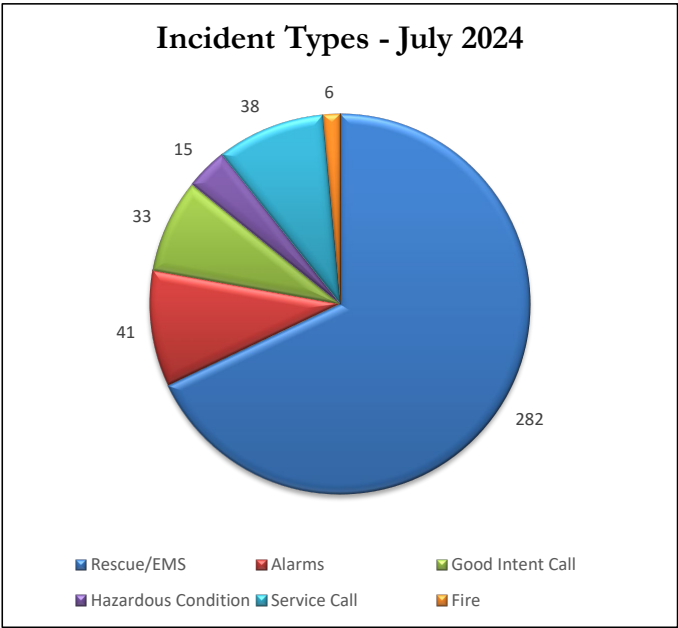


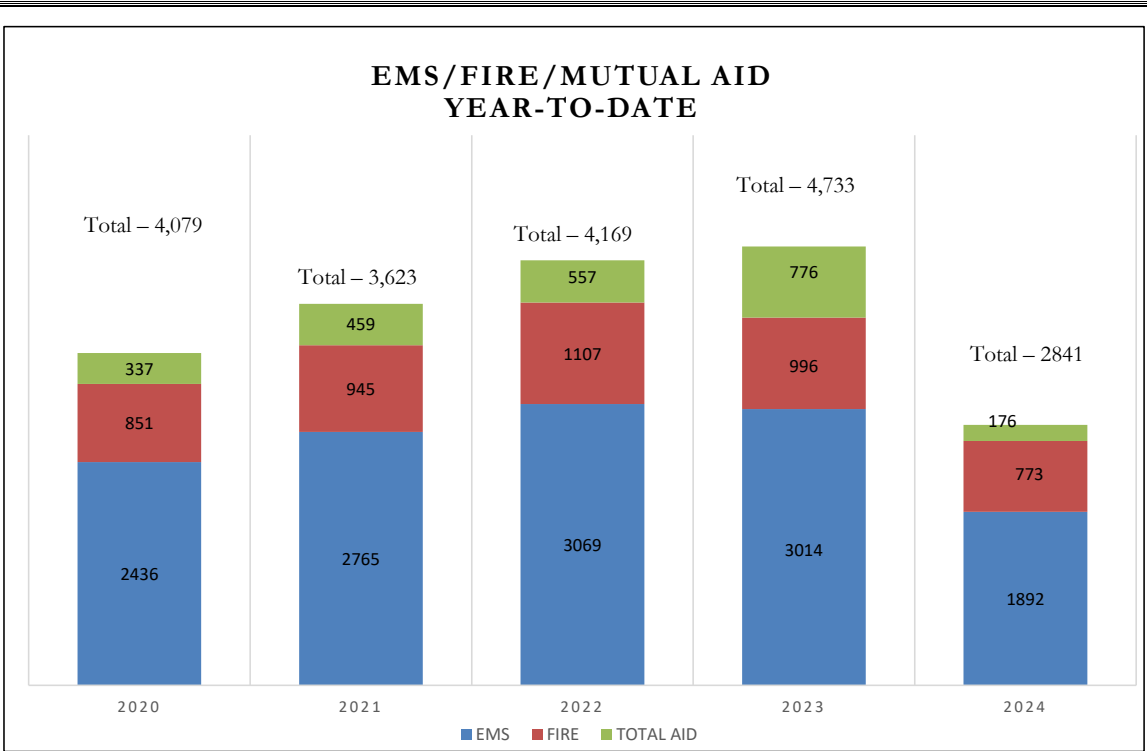
### Incident Types

The Department codes all incidents within the National Fire Incident Reporting System (NFIRS).

The codes all relate to the text categories noted in the chart to the right. Rescue and EMS incidents account for the majority of incidents we respond to.

In July, **415** Rescue and EMS incidents.



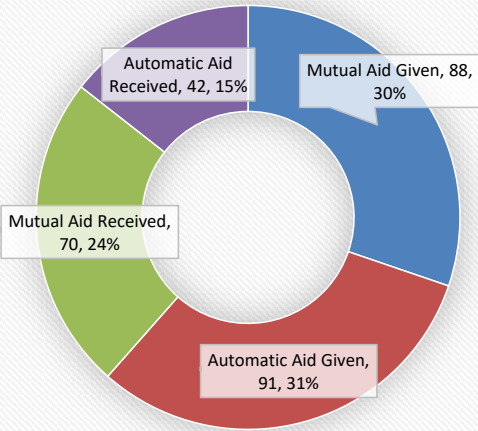


**Fire Incidents (Year-to-Date)**

WORKING FIRES	
Total Count for 2024	
16	

INCIDENTS WITH PROPERTY VALUE CHANGE	
Count of Incidents with Property Loss – 2024	
13	
Percent of Property Value Saved	
82.84%	

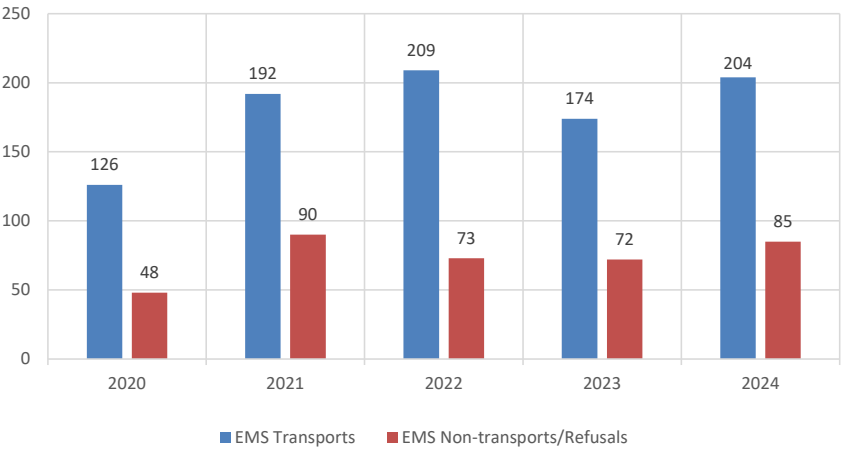
### Mutual Aid - Year-to-Date 2024



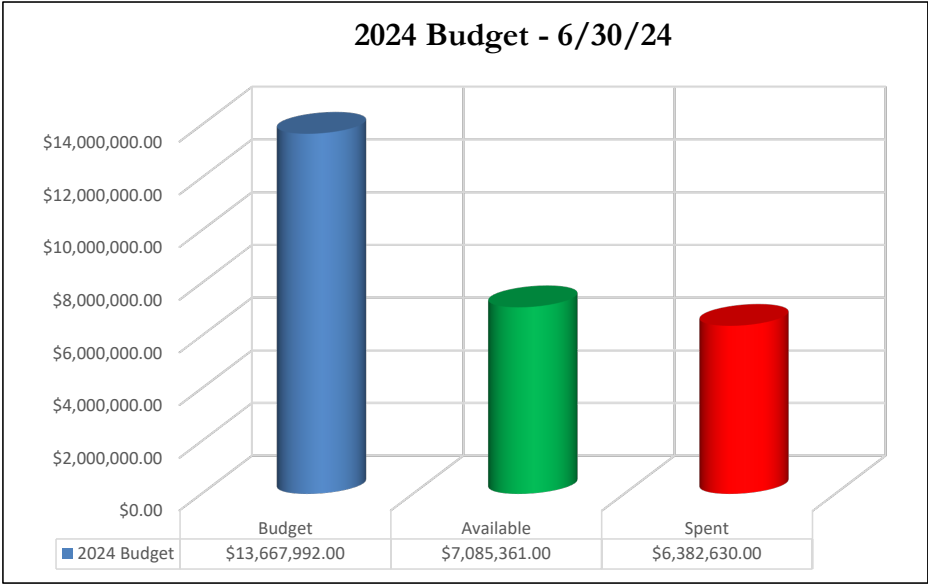
### EMS Incidents

The chart shown below reflects EMS Transports vs. Non-Transports/Refusals. It's important to note that not every EMS call will result in transport to the hospital. However, as you'll see from the data, transports always outpace Non-Transports/Refusals. The chart below compares the month of July across 5 years.

EMS Transports vs Non-Transports/Refusals  
Monthly Comparison



ADMINISTRATION DIVISION



The Village of Lake Zurich commits resources to recruit, train, and provide the fire department with the necessary equipment and personnel to provide the level of emergency services the community expects. Below (left) is a one-vehicle vehicle auto accident into a pond. Lake Zurich divers assisted Wauconda in searching the pond and vehicle for additional occupants. Below (right), LZFD Haz-Mat team members responded to Hebron to help with a large fuel spill. Both are examples of Lake Zurich’s participation in resource sharing through MABAS Divisions 4 & 5 Specialized Response Teams.






The Department processed **15** FOIA requests during July.

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

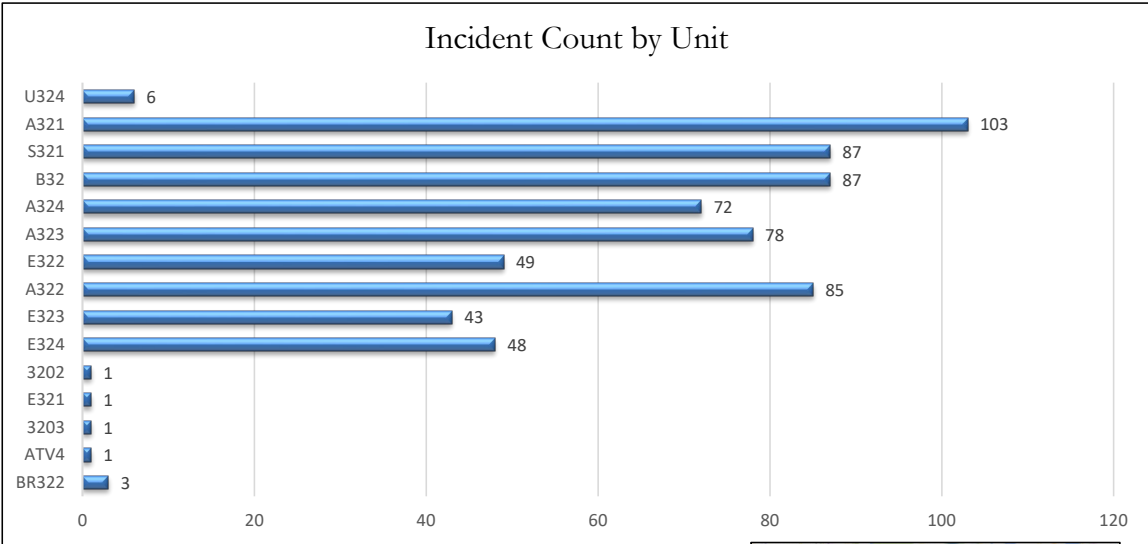
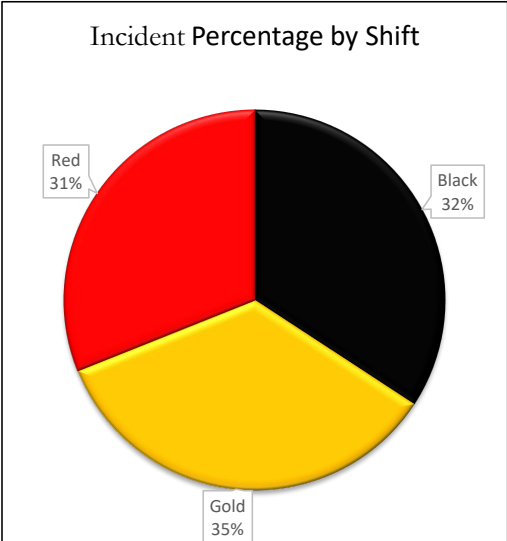
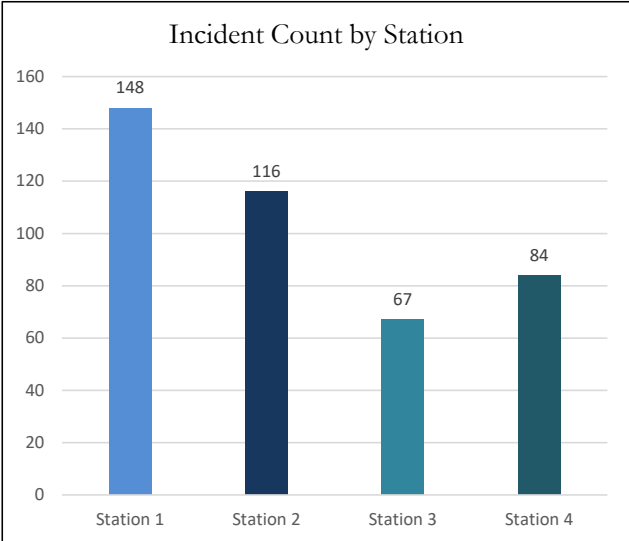
**APPARATUS & STAFFING**

ENGINE 324  
AMBULANCE 324

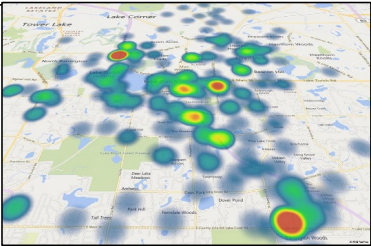


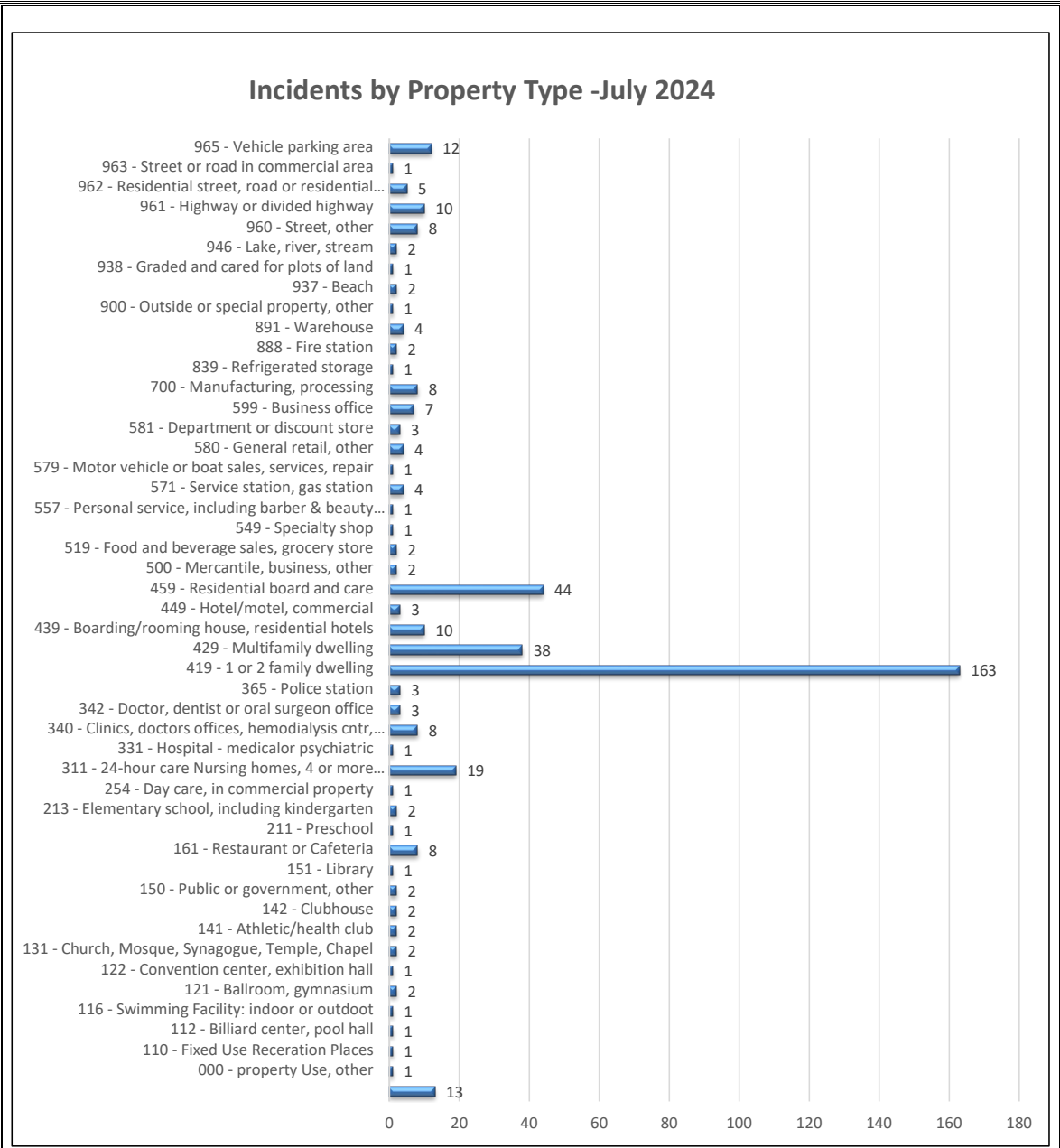


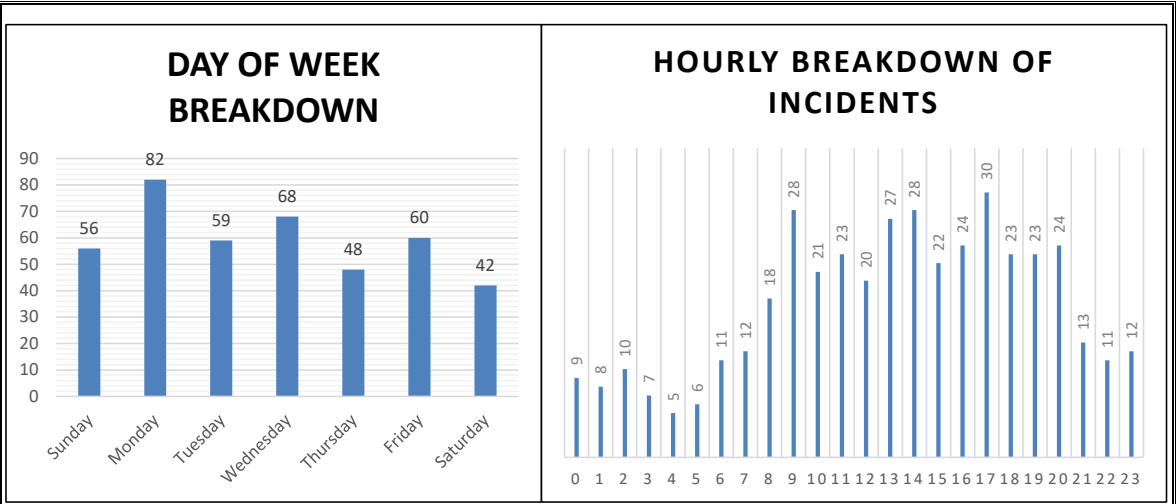
OPERATIONS DIVISION



**Response Locations** The graphic to the right shows the July call distribution. *(Due to new CAD software issues, not all calls in RMS had valid GPS coordinates.)* As the graphic shows, assisted living/memory care facilities account for many of our department calls and are consistently among the top locations that are responded to monthly.







Emergency Response Times

Response time includes three key factors: **dispatch handling, turnout, and travel time.**

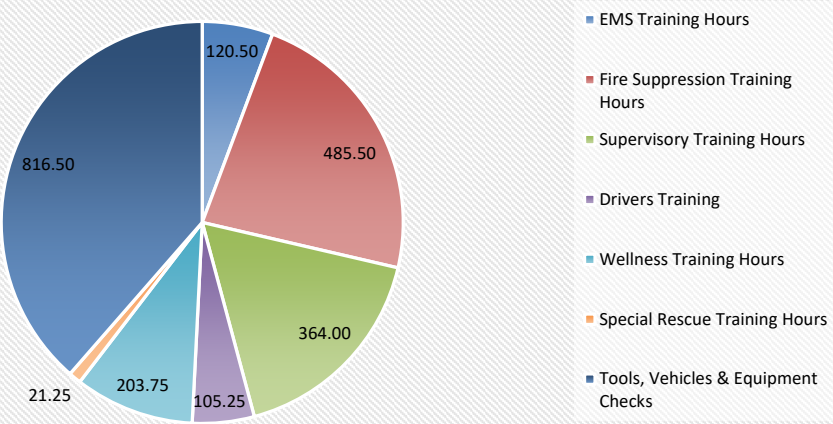
Dispatch handling time is when dispatch takes in information and then dispatch personnel. The turnout time is when the crews receive the call and when they get into the vehicles and initiate their MDT en-route command. Travel time reflects the time from en route to when they arrive at the incident scene. Construction, speed limits, weather, and train traffic can impact response times. The overall goal for arrival at an emergency fire call is 6 minutes and 20 seconds from notification until the first unit arrives. For a response to an EMS incident, this time is 6 minutes.

The following shows the average times for all emergent incidents, with arrival on the scene for EMS and fire within the local response area minus Mutual Aid in July 2024. *(With the new CAD software, times are off due to transfers to RMS)*

Dispatch Time	Turnout Time
Average Dispatch Time <b>2 MINUTE, 08 SECONDS</b>	Average Turnout Time <b>0 MINUTE, 59 SECONDS</b>
Travel Time	Response Time
Average Travel Time <b>3 MINUTES, 12 SECONDS</b>	Average Response Time <b>6 MINUTES, 19 SECONDS</b>

TRAINING DIVISION

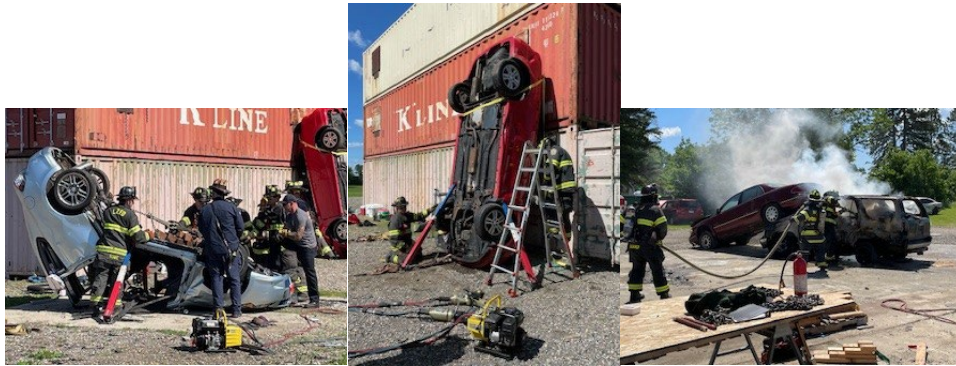
Monthly Training Hours - 2,116 Total



Two (2) LZFD post advisors and seven (7) Village of Lake Zurich Fire Explorer Post 2 members attended the Illinois Fire Service Institute's (IFSI) Explorer Cadet Fire School on June 18 - 21. This unique training program delivers hands-on, live fire training to Explorers, Cadets, and Junior Firefighters aged 15-20. IFSI Instructors carefully designed each course to include skill-building exercises, practical application evolutions, and multiple immersive training scenarios that challenged all skill levels. The success of this program is a result of the ongoing support from the board and staff, as well as the participants' dedication. This is evident in the 23 former LZFD explorer cadets who have gone on to serve the public in various roles, from the armed forces to public safety. The community should take pride in this accomplishment and upholding the Village Vision as THE premier community in Lake County!



The Vehicle and Machinery Operations (VMO) course teaches the student techniques used in auto extrication. More specifically, the student will become familiar with the different classifications and characteristics of vehicles and machines. Students will also become familiar with the various tools used in extrication, stabilization of the vehicle/machine, disentanglement of the patient(s), and initiating patient care. Lake Zurich participated with students and instructors at the recent VMO course held at the Wauconda training site. Pictured below are some of the situations the students had to work through.



#### **Fire Training:**

- Annual Hose Testing
- Drivers Safety Road Course
- Engineering – Drafting and Pumping a Sprinkler System
- SCBA Quarterly OSHA Drill
- Dry Hydrant Testing
- Fire Engine Pumping Evolutions
- Post Incident Analysis

#### **EMS Training:**

- Monthly CE – NWCH – Asthma & Allergies
- Quarterly Airway Training
- Fox Trot Liter – In-Service

#### **Special Team Training:**

- TRT – MABAS County Level Training
- Haz Mat – County-Level Training
- Surface Water Rescue and Boat Operations

#### **Health and Safety Training:**

- Daily Fitness

- Firefighting PPE Inspection

**Administrative Training:**

- Officers Meeting
- Professional Development – Mentoring
- Sexual Harassment Refresher

**Outside Training:**

- Lt Booth attended the Firemanship Conference

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## FIRE PREVENTION BUREAU

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**Annual Fire Inspections:**

The Fire Prevention Bureau conducted 80 Annual Property Inspections in July.

**Inspections, Tests, and Fire Alarm/Sprinkler Follow-Ups:**

7/1/2024—Fire Sprinkler System Follow-Up at 735 W Rout 22 Trader Joe's for the sprinkler system and control valve obstructions. The manager was advised to install bollards in front of the riser and instructed to place signage at the control valve stating, "Keep the area clear."

7/1/2024—Knox Box—Sprinkler Room at 121 S. Rand. The property manager provided a new key for placement inside the Knox box.

7/9/2024—Fire Alarm System Follow-up at 777 Church Street regarding a Knox-box tamper switch programming issue. The director (Renee Rzeszutko) was informed to schedule service with the fire alarm company.

7/12/2024—Fire Alarm System Follow-Up at Wicklow Village Townhomes, 945 March Street Building #8: The System was normal upon inspection.

7/15/2024—Fire Alarm System Follow-up at Cedar Lake Assisted Living, 777 Church Street—(Trouble Alarms) Johnson Controls was on site and found a ground fault. They repaired the system, and it is now normal.

7/15/2024—Fire Alarm System Follow-up at Beelow's Steakhouse, 763 S Rand Road—(Trouble Alarms) The History reads "Ground Fault," but the system was normal upon inspection, and management was notified.

7/15/2024—Incident Follow-Up at 21840 W. Lake Cook Road (Smoke Detector Activation Unit 119): Staff met with building maintenance and advised service for the faulty detector.

7/16/2024 – Knox box relocated at 255 N. Quentin Road Heritage Church (Tamper Switch to be programmed to the fire alarm panel).

7/17/2024—Knox Box—The key for the new expansion at 255 N. Quentin Road Heritage Church was provided and placed inside the Knox box.

7/19/2024—Fire Alarm System Follow-Up at Shops of Lake Zurich Sprinkler Room—430 S Rand Road (Consistent Trouble Alarms). The Alarm Panel reads "normal" upon inspection. The property manager was advised about the alarms.

7/22/2024—Fire Alarm System Follow-up at Hamilton Partners, Inc., 21925 Field Parkway—Consistent Trouble Alarms—(The Property manager was advised to schedule service).

7/22/2024—Knox box—Keys are requested for the Kobe of Japan, located at 783 W. Hwy 22. The property manager will provide those keys to the FPB.

7/23/2024 - Fire Alarm System Follow-Up at Town Center Promenade 21720 Long Grove, Deer Park – Contacted property manager and advised service. (Second follow-up required).

7/23/2024—Sprinkler Room Follow-up at 350 N. Rand Road Lago—(Fire Equipment Obstruction): Items were removed from the sprinkler room while on site, and management was advised that the fire equipment shall remain unobstructed at all times.

7/24/2024—Second Fire Alarm System Follow-Up at Town Center Promenade, 21720 Long Grove, Deer Park. (The System is normal; the alarms were due to work being done to unit 3D.)

7/24/2024 – The resident's key issue incident follow-up at 21595 Field Parkway: Staff met with the property manager to resolve.

7/25/2024—Knox Box—A new Sprinkler Room key was supplied for placement inside the Knox box at 767 S. Rand Road.

7/29/2024 – Knox box – A new key was provided and placed inside the Knox box (Kobe 783 W. Hwy 22).

7/29/2024 – Fire Alarm System Follow-Up at 795 N. Rand Road – Faulty Detector. The detector was replaced upon inspection, and the system was back online.

7/29/2024—Sprinkler System Follow-up at 540 Capital Drive (fire panel reads water flow units 120 & 130). Upon arrival, there was no water flow. Staff met with the building owner. The system has been drained due to air pockets within it and refilled. It is now normal and holding.

7/29/2024—Key Issue at 540 Capital Drive Units 120 & 130 – Staff met with the building owner and advised that the key cores for units 120 and 130 are damaged. The owner will replace the locks for the entire building and provide one master key. The key will be provided once the work is completed.

7/31/2024 - Fire Alarm System Follow-Up at 20505 N Rand Road Shops at Kildeer - East Mall – Consistent Trouble Alarms – Notified Property Manager and advised service to be scheduled with the alarm company.

7/31/2024 – Annual Fire Inspection at 11 S. Buesching St. Francis School.

#### **Meetings and Other Activities:**

7/2/2024 – Firework Event at Hawthorn Woods Country Club – Firework Detail.

7/3/2024 - Firework Event at Village of Hawthorn Woods – Firework Detail.

7/4/2024 - Firework Event at Paulus Park Village of Lake Zurich – Firework Detail.

7/5/2024 – On-site visit (consultation) at 205 S. Rand Road (Dairy Queen) for the fire alarm sprinkler system annual test reminder. (Business owner has scheduled his annuals).

7/9/2024 – Consultation with Craig Sheedlo to discuss sprinkler pipe replacement at 330 S. Old Rand Road (The Chapel).

7/10/2024 – On-site inspection/ meeting with the Building Department and building owner at 570 Telser Unit "B" regarding several code violations within the property.

7/10/2024 – Tent inspection at 595 Telser Road. PASS.

7/10/2024 – Officer Staff Meeting at Fire Station One.

7/17/2024 – Food Truck Inspections at Paulus Park (3 Trucks) – PASS.

7/18/2024 – Alpine Fest Carnival Ride, Tents, and Food Truck Inspections at Lions Park – (Reinspection is required)

7/18/2024 – Post Firework Event Meeting with Hawthorn Woods Team at 2 Lagoon Drive.

7/19/2024—Alpine Fest Carnival Ride, Tents, and Food Truck Reinspection at Lions Park (5 Food Trucks, 2 Food Areas, 15 Carnival Rides, 10 Game Booths) PASS.

7/23/2024 – Meeting at Village Hall.

7/23/2024 – Fourth of July Post & Rock the Block Pre-meeting at LZ Police Department.

7/24/2024 – Food Truck Inspections – Food Truck Social – PASS.

7/25/2024 – Zoom meeting with Chamber regarding Chili Cookoff.

7/25/2024 – Site consultation with Ela Historical Society at 95 E. Main Street for the pre-forge history day event.

7/25/2024 – Site consultation at 21760 W. Long Grove Road with GC for the potential build-out and new occupancy.

7/29/2024 – Meeting at the Building Department with Mary Meyer and Sarosh Saher regarding three separate property concerns.

7/30/2024 – JAQ Class/ Comp Position Interview.

**Plan Reviews:** The FPB completed **13**, taking **32** plan review hours.



# POLICE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**JULY 2024**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

### General

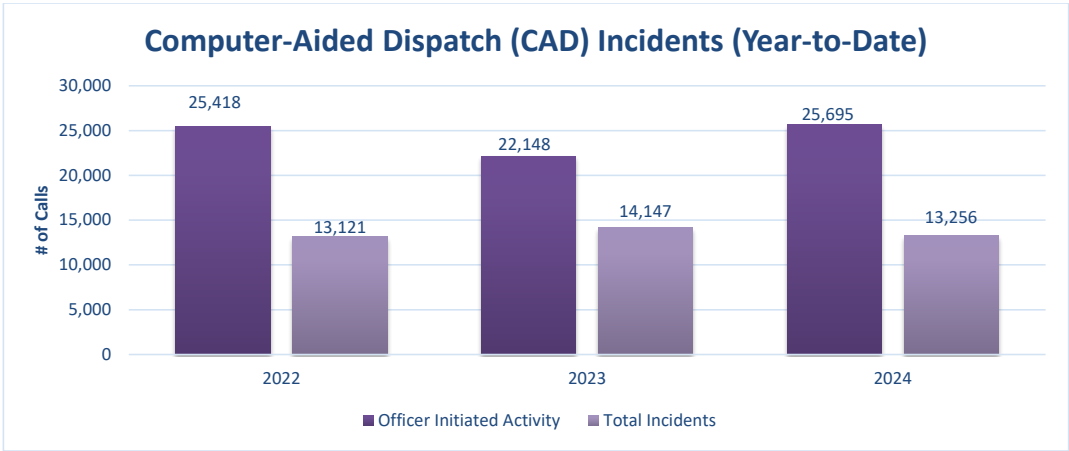
- The Police Department processed 17 Freedom of Information requests this month.
- This month two raffle permits were requested and approved.
- Our agency participated in the IDOT Independence Day grant campaign from June 21<sup>st</sup> to July 8<sup>th</sup>. 40 grant hours were worked as part of the campaign. The grant hours yielded the following results: 20 seat belt citations, 8 speeding citations, 4 distracted driving citations, 1 DUI arrest, 1 other arrest, and 19 other citations.
- Our agency participated in the IDOT Speed Awareness grant campaign from July 9<sup>th</sup> – July 31<sup>st</sup>. 40 grant hours were worked as part of the campaign. The grant hours yielded the following results: 2 seat belt citations, 48 speeding citations, 5 distracted driving citations, 2 arrests, and 12 other citations.
- Officer Heer visited the Ela Area Public Library on July 18<sup>th</sup> to read to the children participating in the weekly 'Storytime in the Stacks' event. He also spoke to the kids about police officers' roles as community helpers.

### Patrol and Communications

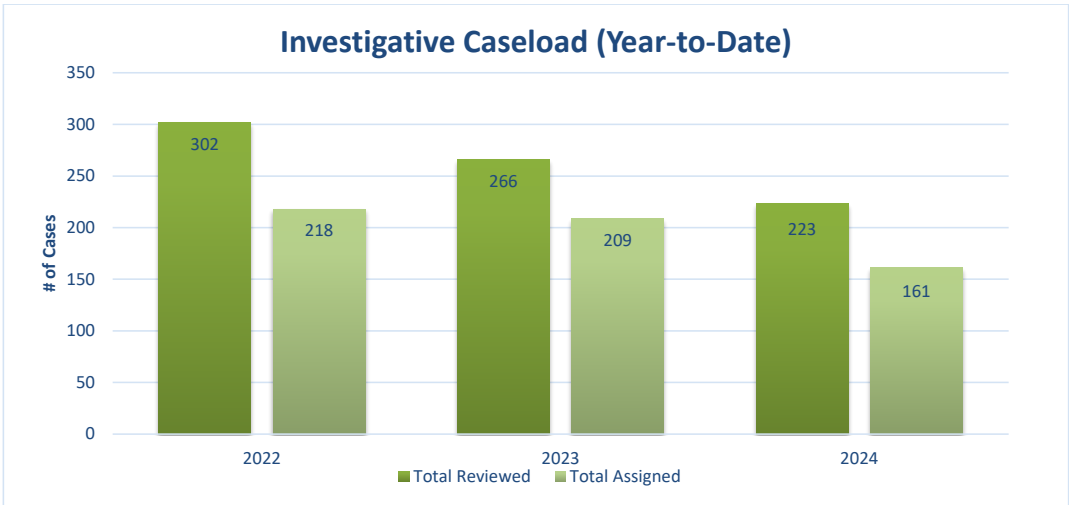
- Year-to-date, officers conducted 2766 traffic stops and issued 1668 traffic citations.
- During the month, Dispatch handled 1933 9-1-1 calls and 4805 administrative calls.
- Our agency conducted 10 child safety seat inspections in July.
- Our agency approved 8 overweight truck permits totaling \$725 in July.
- Deputy Chief Bob Johnson retired on July 9<sup>th</sup> after 29 years of service.
- Sergeant Tony Grunder was promoted to the position of Deputy Chief of Field Operations on July 15<sup>th</sup>, 2024.
- Officer Andrew Heer was promoted to the position of Sergeant on July 28, 2024.
- Sergeant Randy Witt was selected to be the next Training Division sergeant. Sergeant Andy Sieber was selected to be the next Criminal Investigations Sergeant. Both of these sergeants will rotate into their new roles in early 2025.
- Officer Young responded to two Major Crash Assistance Team callouts in July. On July 11, 2024, Officer Young responded to a fatal motor vehicle traffic crash which occurred at Garland Road and Main Street in Wauconda. Officer Young served as MCAT Command during the callout. On July 17, 2024, Officer Young responded to an injury crash involving police action which occurred at Route 21 and Washington Street in Gurnee. Officer Young served as an investigator during the callout.

### Investigations

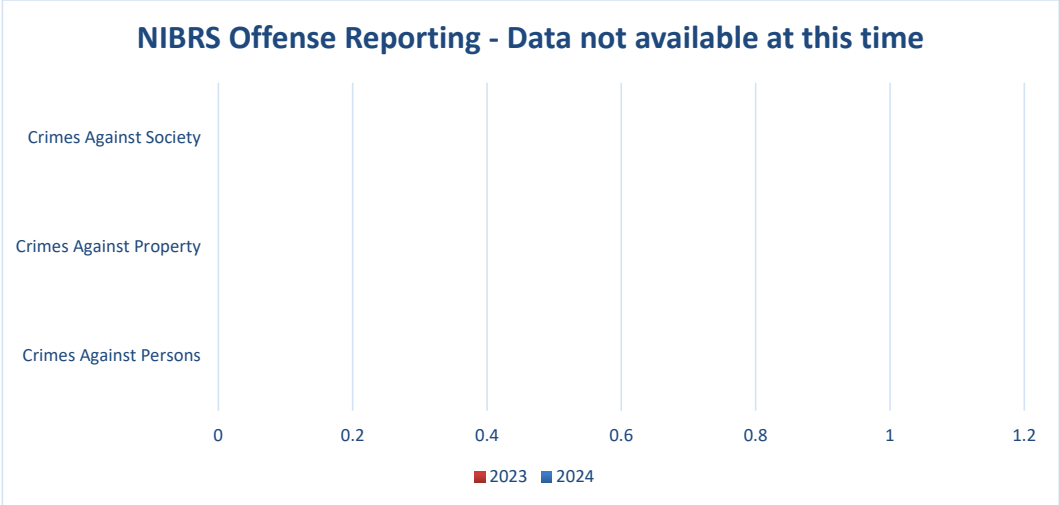
- The Criminal Investigations Division is currently investigating 122 cases, averaging 40 cases per detective. Of the 122 cases, 5 warrants were approved by the Lake County State's Attorney's Office for identified suspects.
- There was one Lake County Major Crimes Task Force callout in Round Lake Beach for a homicide investigation.



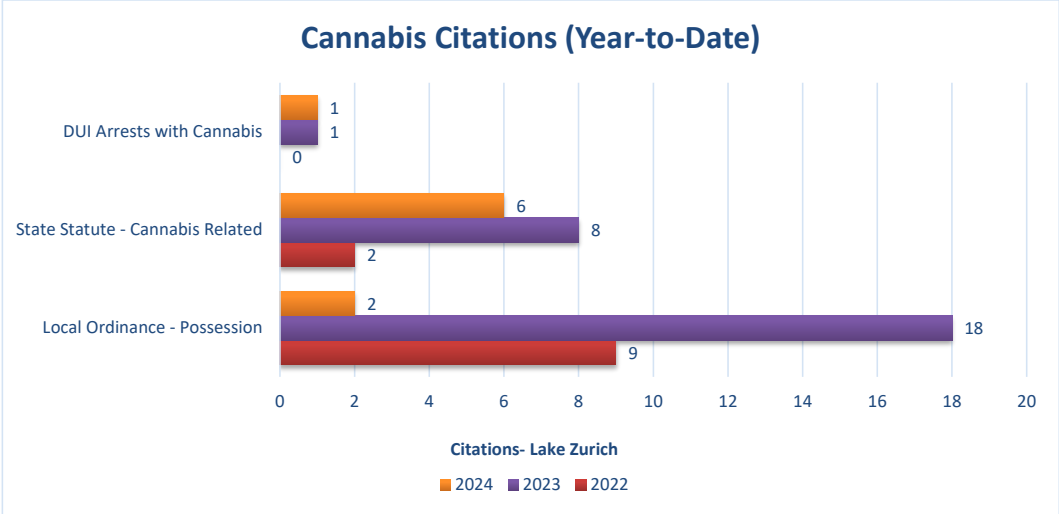
Officer initiated activity includes DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Frontline data, including vacation watches and directed patrols, are listed under officer-initiated activity.



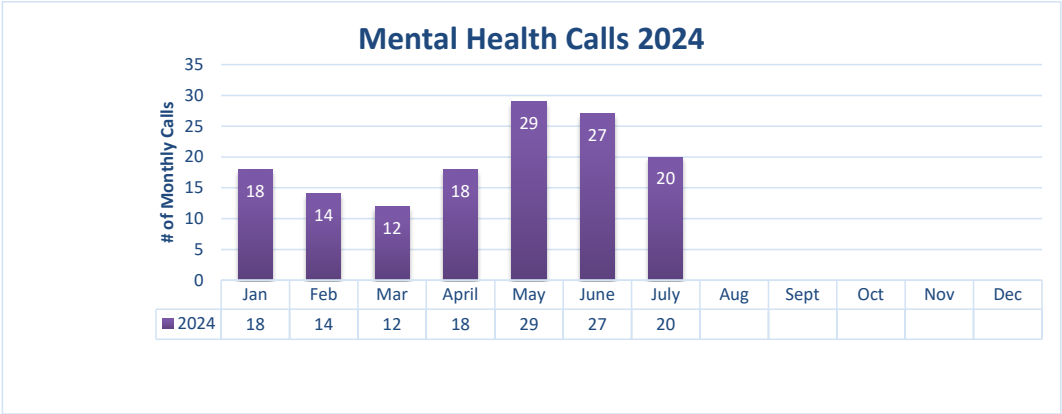
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Sergeant and assigned to Investigative personnel based on Solvability Factors.



The Lake Zurich Police Department utilizes 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. Statistics are one month behind. Due to the new Records Management System (RMS) change in April, data is not available yet.



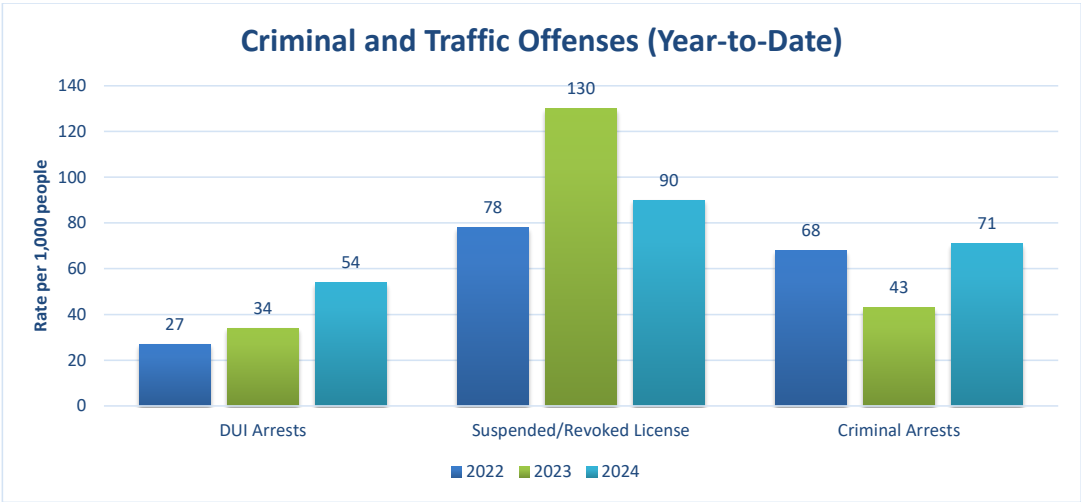
These citations include local ordinance cannabis possession citations, state statute cannabis related citations (includes possession, delivery, paraphernalia, and DUI), and DUI arrests with cannabis as the primary or contributing factor.



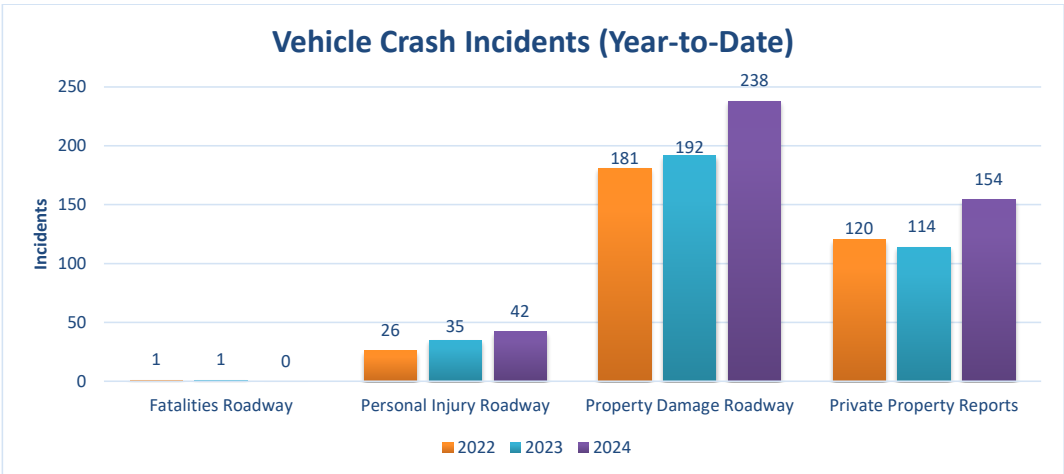
Law enforcement agencies in Illinois are now required to report to the state any incident where a law enforcement officer was dispatched to deal with a person experiencing a mental health crisis or incident. The report shall include the number of incidents, the level of law enforcement response and the 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.



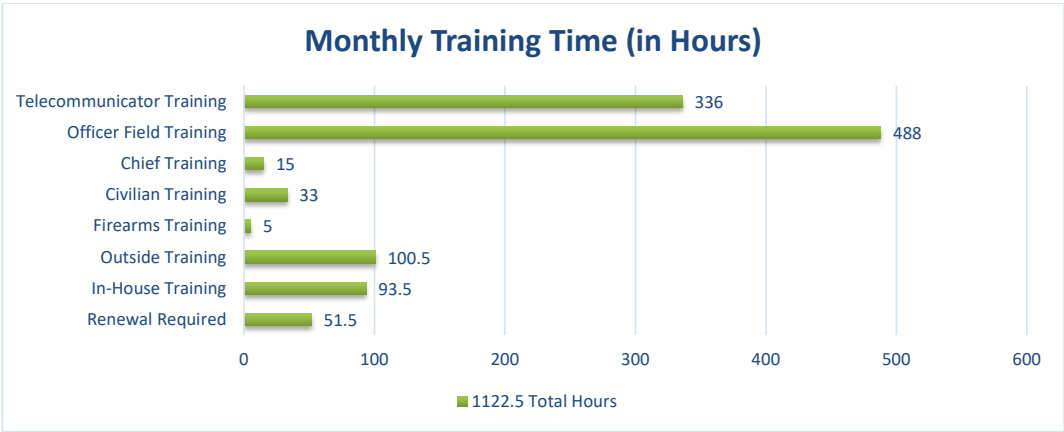
Information depicted in this graph relates to traffic stops conducted by Department personnel.



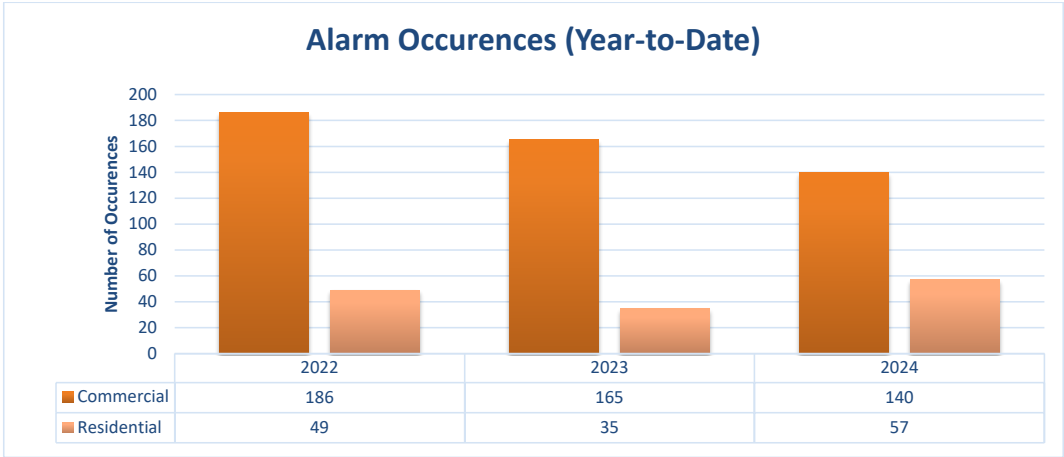
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, and various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.) conducted by Department personnel.



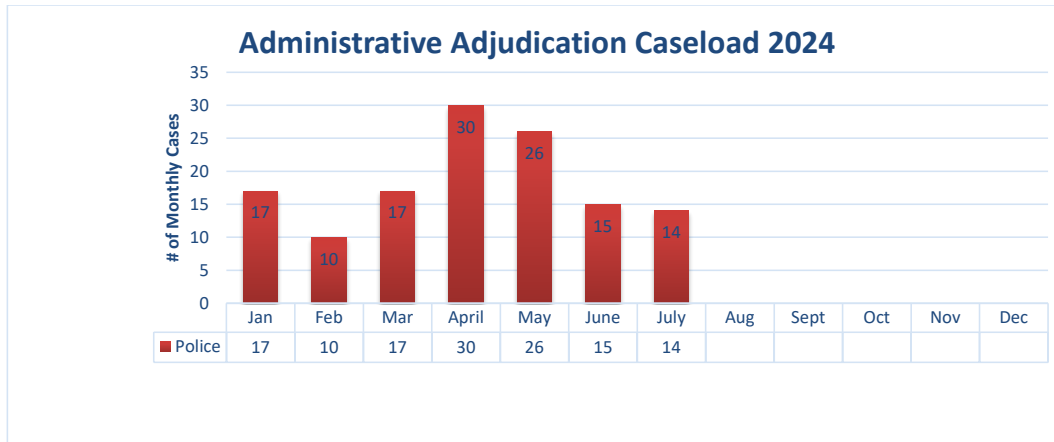
The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic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



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 Division 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, parking citations, and building and zoning violations.

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

2024	Red Light Violations		Adjudication for Red Light Violations				Accidents at Red Light Intersections		
	Citations	Net Received	Hearings	Liable	Not Liable	Non-Suit	12/ Miller Road	12/ Route 22	12/ June Terrace
January	119	\$10,305	3	2	1	0	3	2	3
February	167	\$9,090	0	0	0	0	2	2	2
March	207	\$5590	2	1	1	0	1	2	1
April	126	\$10,582.50	6	3	1	2	3	1	4
May	144	\$5680	3	1	1	1	1	1	1
June	129	\$11,080	2	2	0	0	1	2	2
July	218	\$4035.50	1	1	0	0	3	3	2
August									
September									
October									
November									
December									
<b>Total</b>	<b>1110</b>	<b>\$55,975.50</b>	<b>17</b>	<b>10</b>	<b>4</b>	<b>3</b>	<b>14</b>	<b>13</b>	<b>15</b>

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.



# PUBLIC WORKS DEPARTMENT

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## MONTHLY INFORMATION REPORT

**July 2024**

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

505 TELSER ROAD  
LAKE ZURICH, IL 60047

## DEPARTMENTAL NARRATIVE

**Park Maintenance:** Crews continue to address maintenance items within the parks.

**Special Events:** Crews prepared for and performed clean-up for the July 4<sup>th</sup> Celebration, five Food Truck Socials, three Live at the Lake, and four Farmers Markets. Also delivered and retrieved barricades for three block parties.

**Infrastructure Projects:**

2024 Watermain and Road Resurfacing Improvements

PirTano Construction along with it's subcontractor JG Demo are removing and replacing concrete curb and gutter as well as deficient sidewalk squares in Cedar Creek.

Builders Asphalt will begin milling of the current asphalt roadways in mid-August.

Watermain along Rt. 12 was replaced and pressure tested. Chlorination will be taking place to disinfect the main before businesses are serviced from it.

2024 Sealcoating Program

Bid documents were released on February 5, 2024 and read on March 14, 2024. Staff has reviewed submissions. The contract was awarded to Pavement Systems at the April 15, 2024 Village Board meeting. Staff and the vendor had a pre-construction meeting on May 2, 2024. Multiple locations were completed in May, June, and July with completion expected in August.

2024 Crack Sealing Program

Bid documents were released on February 19, and read on March 25, 2024. Staff has reviewed submissions. The contract was awarded to Patriot Pavement Maintenance at the April 15, 2024 Village Board meeting.

2024 Natural Area Maintenance Program

Bid documents were released on February 19, 2024 and are scheduled to be read on April 4, 2024. Staff and the vendor had a pre-construction meeting, and work began in May.

2024 Police Department Gun Range HVAC Improvements

The Village Board approved the Gun range Ventilation Project in May. The system has been ordered with completion projected for the end of the year.

2024 Buffalo Creek Facility Floor Replacement

NPN Flooring began work on August 1<sup>st</sup>. Currently all the old VCT flooring has been removed. Crews are leveling and grinding the concrete subfloor.

Moisture tests showed high levels of moisture in the existing concrete so a sealer is being applied prior to flooring adhesive to assure proper bonding of the new floor.

2024 Buffalo Creek Bank Stabilization

A pre-construction meeting was held with ILM to discuss their sequencing for this project. Work is scheduled to begin early September.

Public Works Facility Improvements

The Kalwall translucent window panels were replaced concluding the building improvement project.

Public Works Emergency Generator

The new generator which was ordered over one year ago, has arrived and installation is presently taking place. The generator should be in service by the middle of August.

Main St. Promenade Improvements

A Jules Construction, LLC of Woodstock was awarded the contract for this project. A pre-construction meeting was held in July to go over their plans for staging and traffic control.

Work will begin once all appropriate documents have been submitted to the Village of Lake Zurich.

**July Water Main Break Locations:**

755 Trailside Dr

830 Windemere Ln

**Employee Training:**

All employees attended Lock Out Tag Out Safety Awareness.

Maintenance Worker II White and Windhauser obtained their Commercial Driver's License (CDL) permits. Training will be on going until they actually obtain the permanent CDL.

**Anniversaries:**

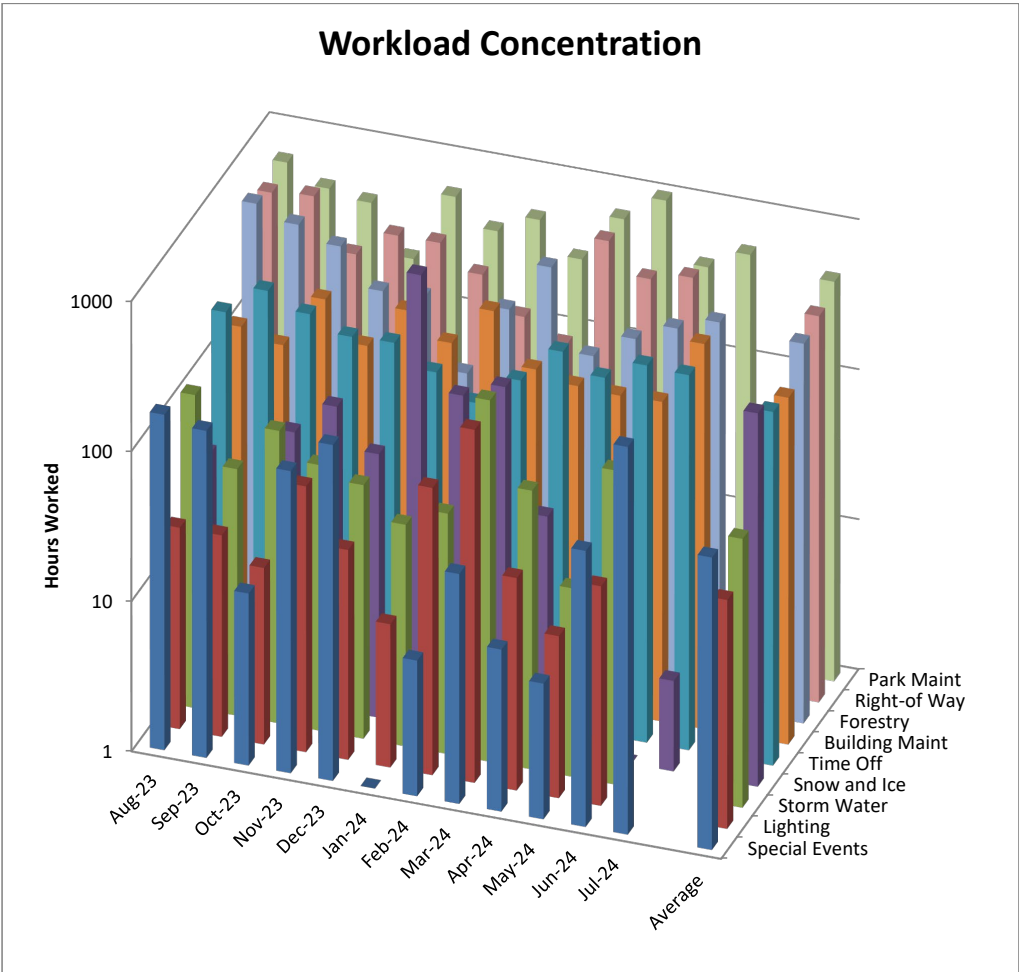
Rogers, James 7/5/2022

Schmitt, Steve 7/27/1992

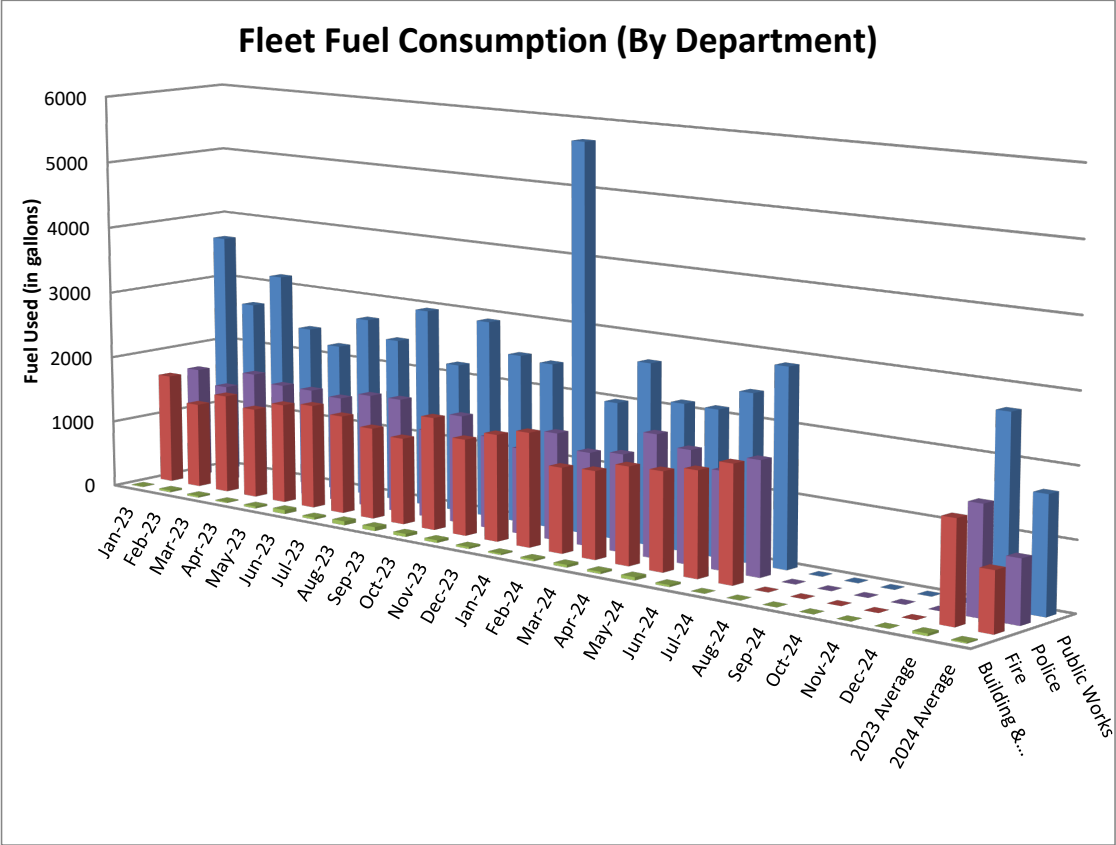
**New Employees:****Staff Kudos:**

- Jake Kramer & Andy Popiolek painting at the PD
- Frank Stefka, Jack Fitch, & Michael Windhauser for a B-box repair.

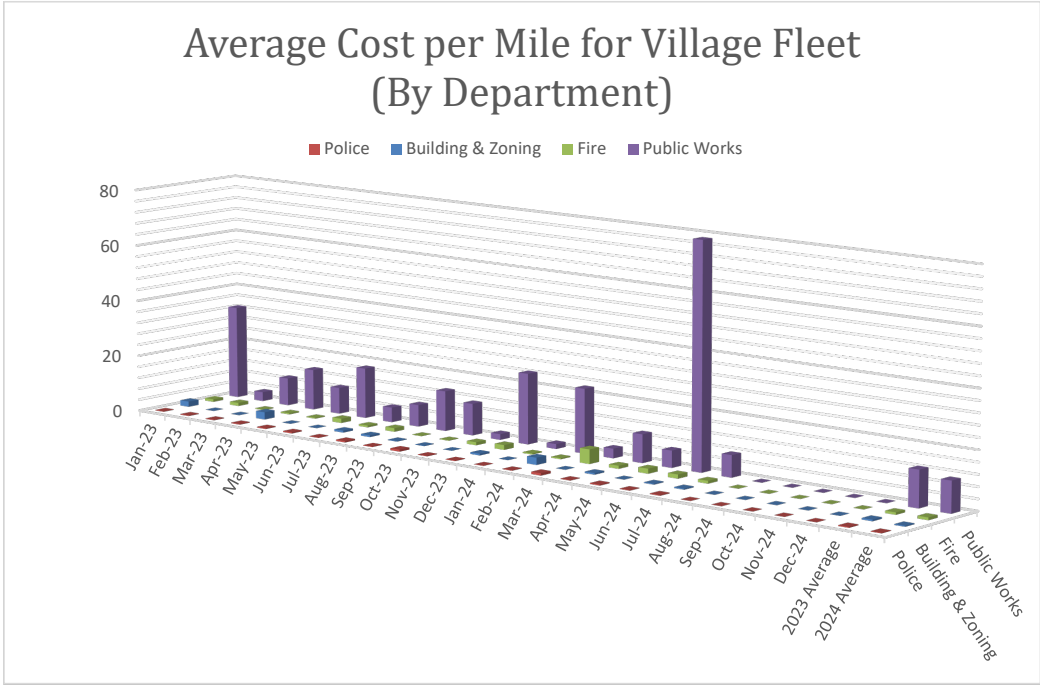
***Special mention from Bob McHenry to the entire PW Staff for their dedication and prompt response to the resident's needs. He is so pleased to live in a community where it shows the employees care.***



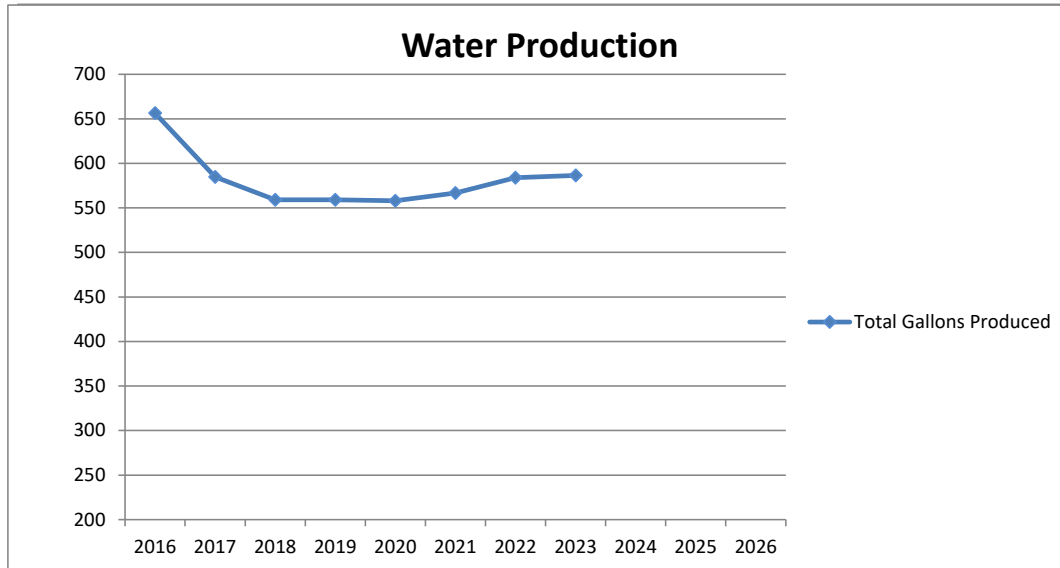
A core function of Public Works is related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours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



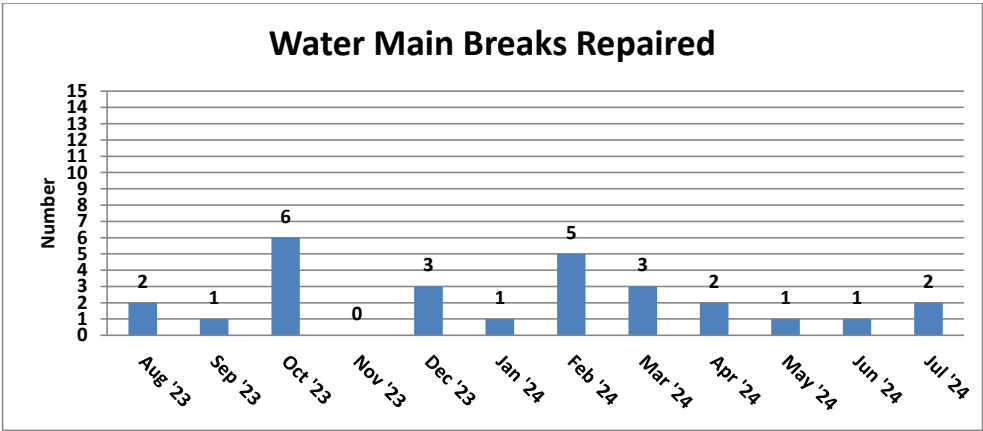
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village’ vehicle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



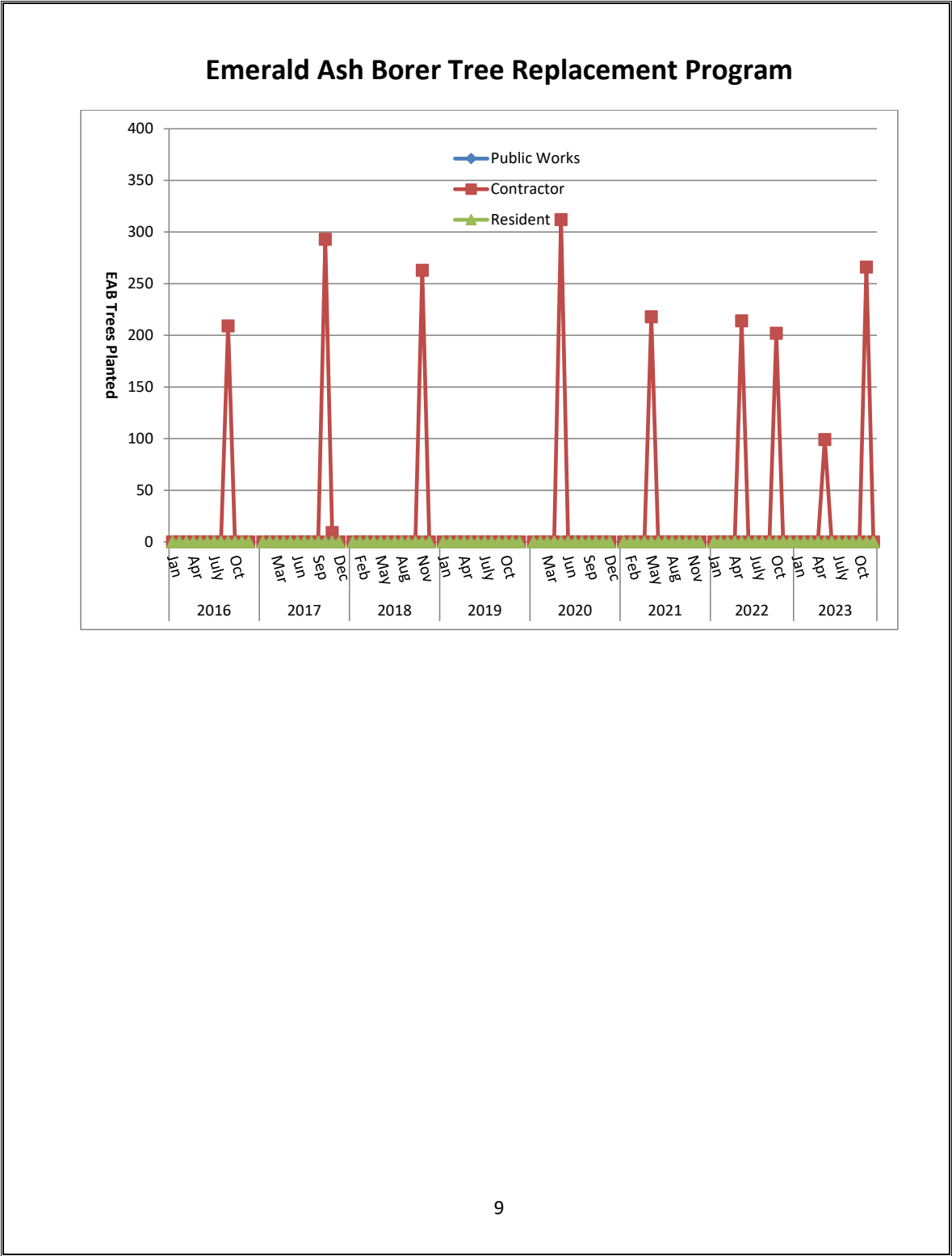
From 2012 to 2015, there was a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2016 due to dry weather leading to increased watering of lawns and landscaped areas.

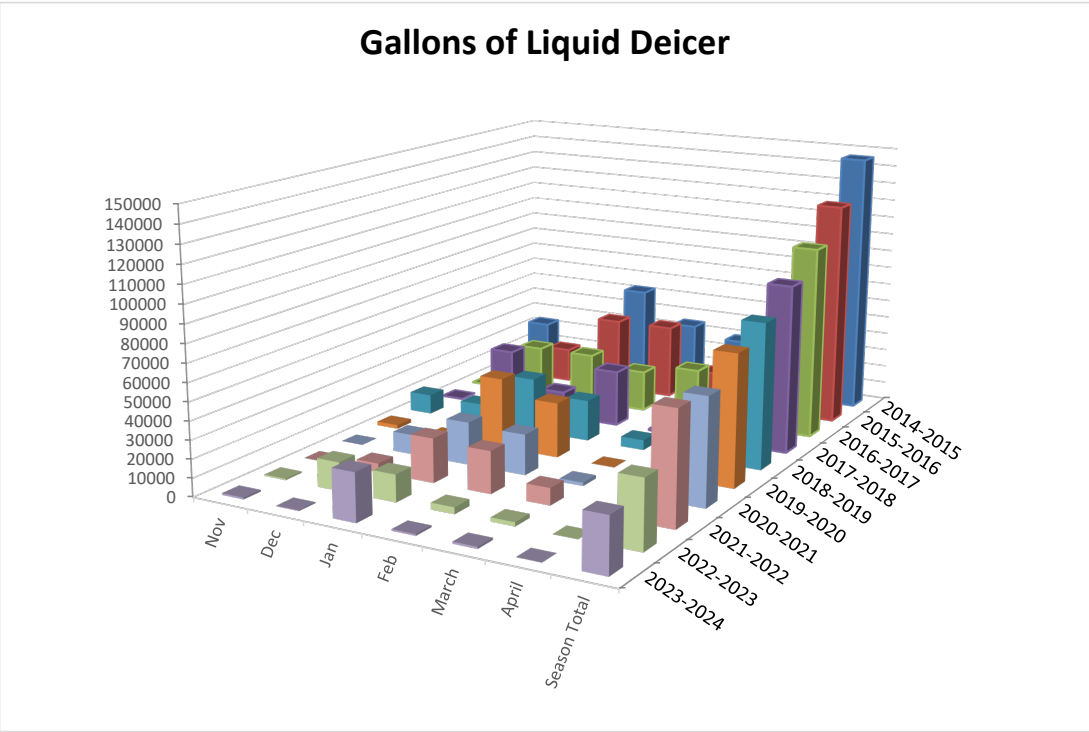
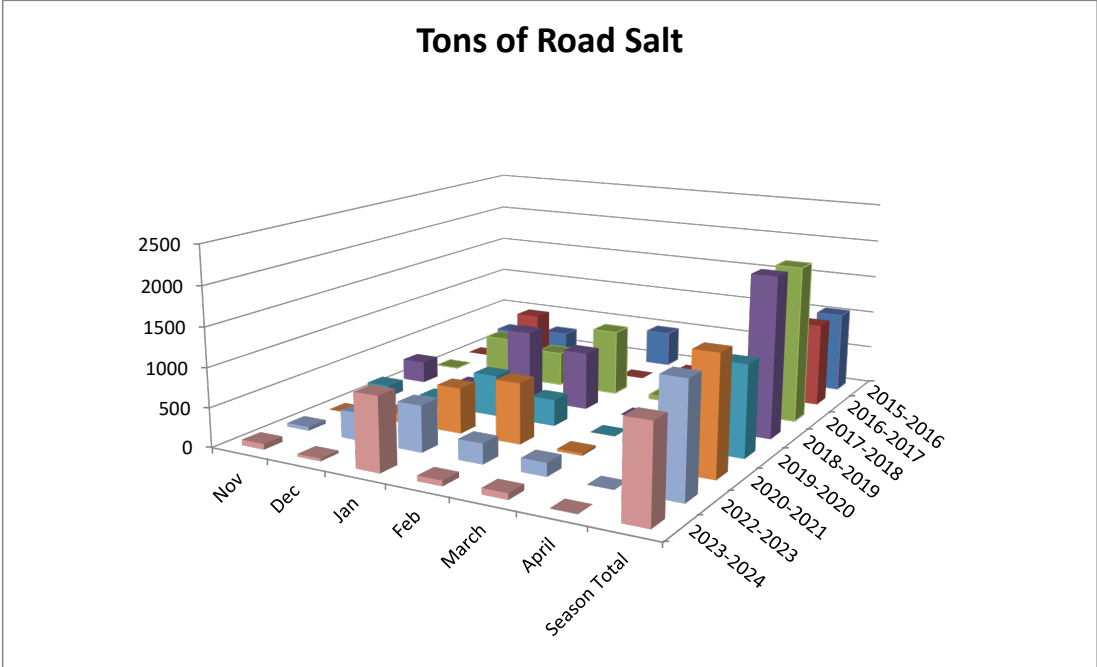
	2016	2017	2018	2019	2020	2021	2022	2023	2024
January	49.301	46.667	45.868	44.227	43.867	42.319	43.414	44.980	44.448
February	45.801	40.952	41.098	41.452	41.645	40.367	39.261	40.767	41.302
March	53.467	44.543	43.155	43.946	43.552	42.924	41.852	44.741	44.178
April	55.963	49.974	45.098	43.570	40.662	45.129	43.301	44.971	47.335
May	60.273	49.588	48.065	45.339	44.834	51.240	67.048	54.729	50.643
June	63.819	56.169	46.114	45.489	51.130	56.763	60.282	62.204	51.841
July	68.751	53.755	57.074	59.526	54.529	53.105	55.144	56.076	50.569
August	66.229	54.746	54.067	61.419	58.959	54.083	55.279	55.155	
September	58.664	53.928	46.809	44.786	51.040	51.058	48.164	50.266	
October	45.838	47.169	44.369	43.476	44.443	44.019	44.912	46.189	
November	42.120	42.335	42.089	41.475	40.680	42.441	40.581	42.471	
December	46.088	44.961	45.305	44.379	42.684	43.222	44.757	43.811	
<b>Total</b>	<b>656.314</b>	<b>584.787</b>	<b>559.111</b>	<b>559.084</b>	<b>558.025</b>	<b>566.670</b>	<b>583.995</b>	<b>586.360</b>	<b>330.316</b>
<b>Avg</b>	1.793	1.598	1.532	1.532	1.529	1.553	1.600	1.606	1.551
<b>% incr/decr</b>	11.37%	-12.23%	-4.59%	0%	-0.02%	1.55%	3.06%	0.04%	

The highlighted months are the lowest for each of these months in the last 8 years. The highest monthly production in the last 8 years occurred in July of 2016. In 2023, our daily average was 1.6 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.







# VILLAGE MANAGER'S OFFICE

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## MONTHLY INFORMATION REPORT

**JULY 2024**

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

### A Look Back at July 2024...

**Alpine Fest 2024** This year's Alpine Fest on July 19 – July 21 was another successful partnership between the Lake Zurich Lions Club and the Village. Well over 10,000 people visited Main Street for this event over the course of all three days. This year featured the return of the Fests' parade on Sunday, July 21, which attracted over 2,000 people lining Main Street.

**Paulus Park Sign Upgrade Completed** The last task of the Paulus Park sign and message board upgrade was completed with the removal of the old monopole community sign. Public Works staff would spend considerable time using a long pole to assemble a single message once or twice a month. The new message board is remotely programmed and displays 25 or more rotating messages.

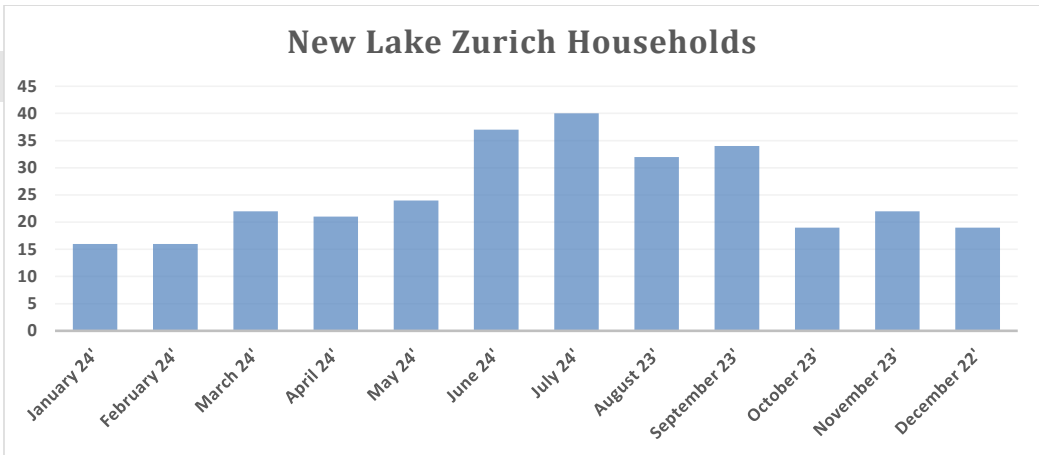
**Emergency Main Street Repairs Due to Severe Storms** On June 22, 2024, a storm occurred late Saturday evening into the early Sunday morning of June 23 that brought severe thunderstorms and flash flooding with the Lake Zurich rain gauge recording 3.96" of rain.

In the early morning of Sunday, June 23, 2024, a section of the Village's storm sewer line backed up, causing the roadway to heave upwards. This section of storm sewer is located on West Main Street between Mionske Drive and Lake Street, adjacent to the Promenade.

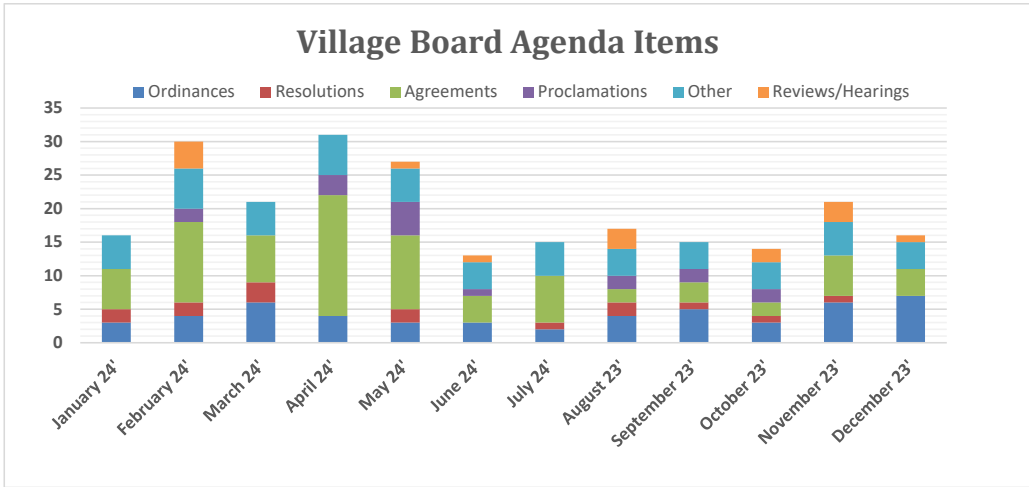
Given the contributing factors of the amount of rain that fell, the duration of the event, the lake level, and the age of the infrastructure, the pressure from that water caused the pipe to fail, resulting in a collapse underneath the roadway.

In an effort to mobilize for emergency repairs to be finalized before the July 4<sup>th</sup> holiday, the Village Board granted emergency approval with Pirtano Construction for approximately \$174,000 to replace approximately 350 feet of storm sewer in the subject area with watermain quality pipe with pressure tight seals.





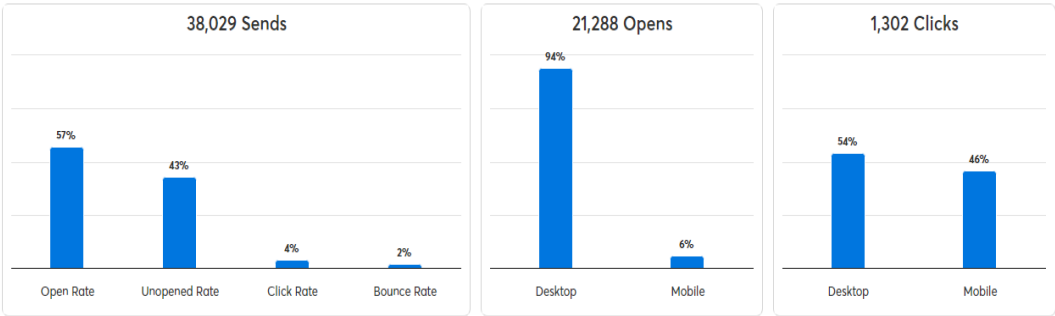
This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not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

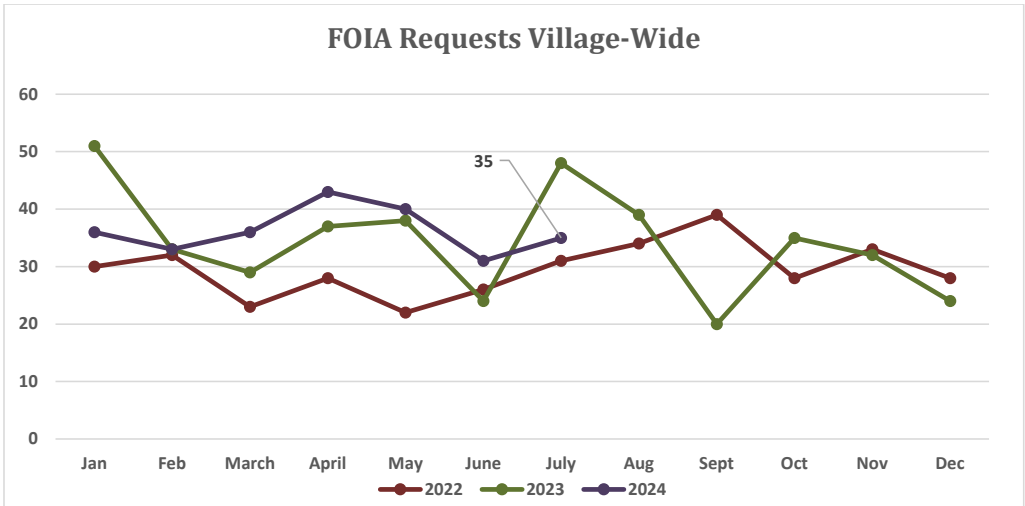
**Average length of regular July Village Board meetings: 50 minutes**

**Benchmarks Engagement**

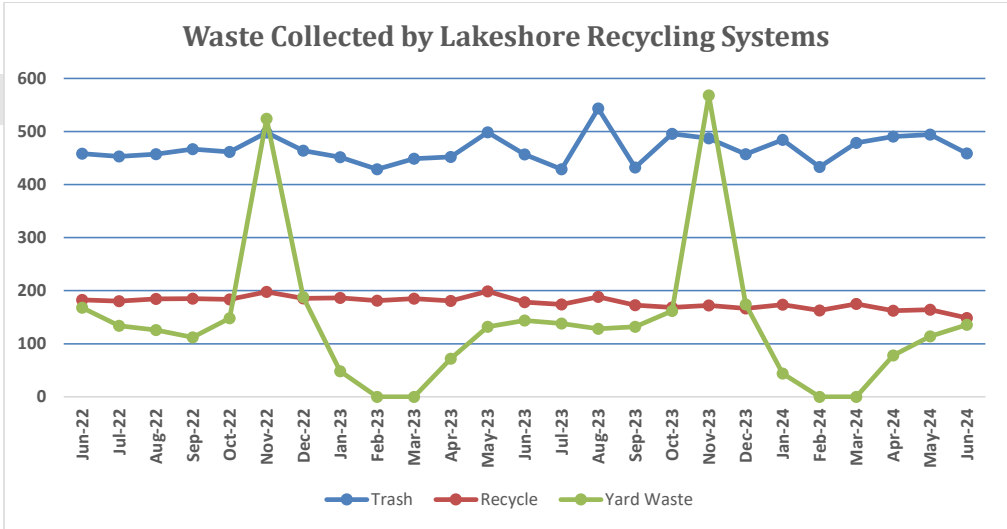


*Benchmarks* is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 6,000 subscribers.

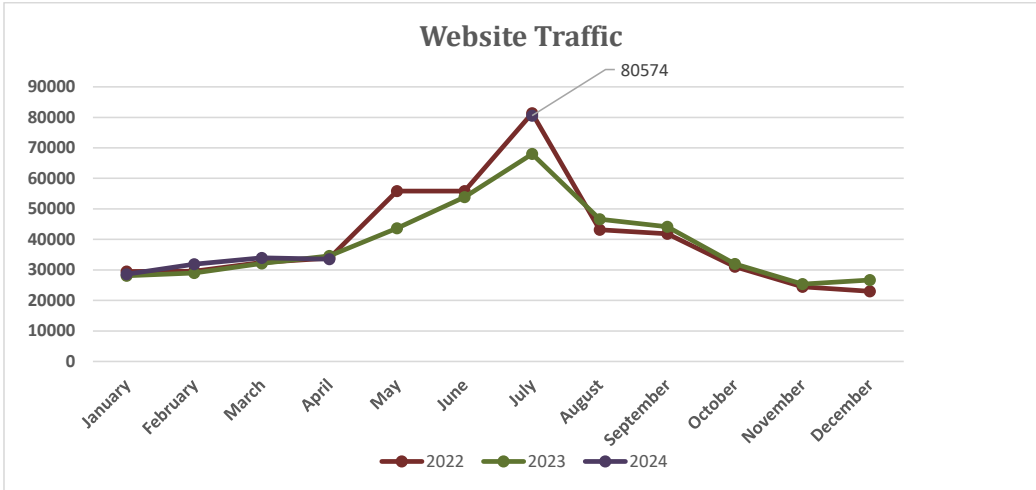
**FOIA Requests Village-Wide**



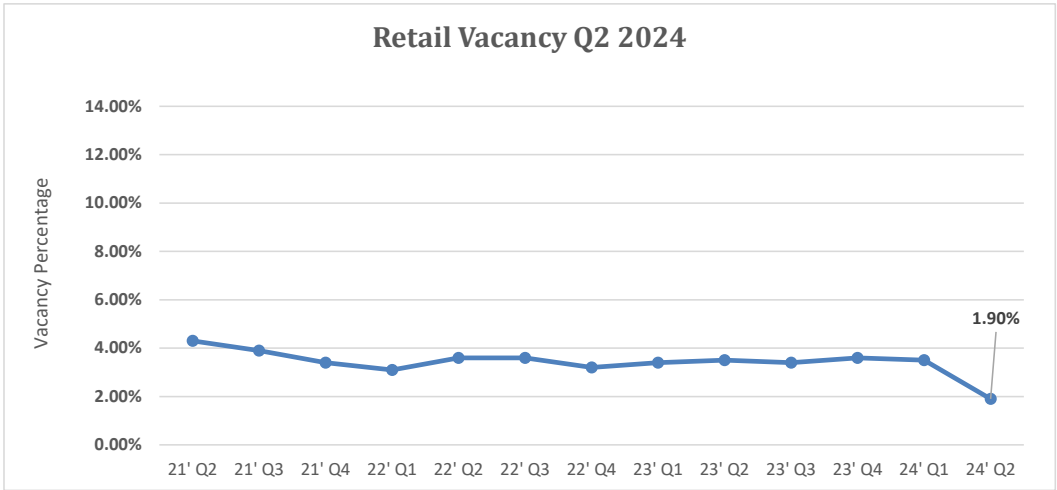
Open and honest government is a cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making processes. This graph includes all of the FOIA requests received Village-wide among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



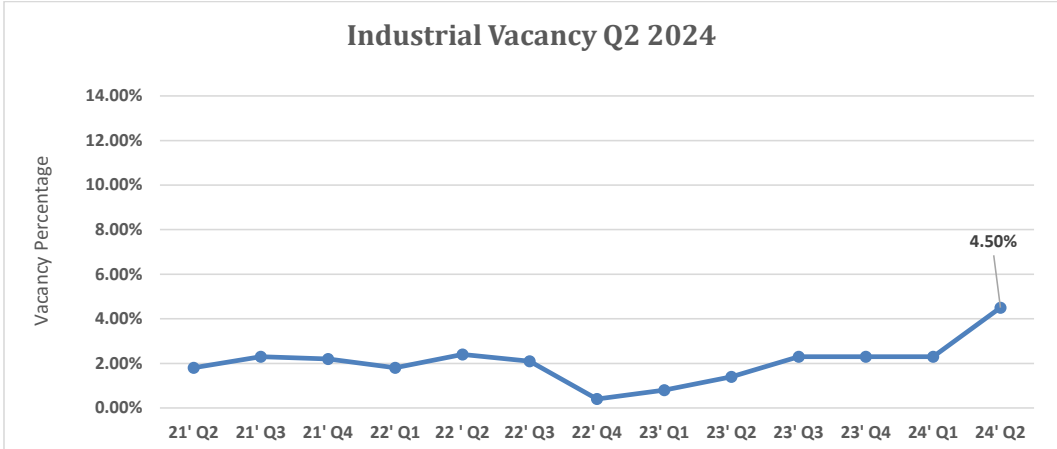
Prairieland Disposal began service to Lake Zurich in September 2020. Lakeshore Recycling Systems (LRS) took over service in October 2021. The above metric reports the volume of waste collected each month including trash, recycling, and yard waste. This metric is updated once per quarter. *Trash* and *Recycling* is reported in tons while *Yard Waste* is reported in cubic yards.



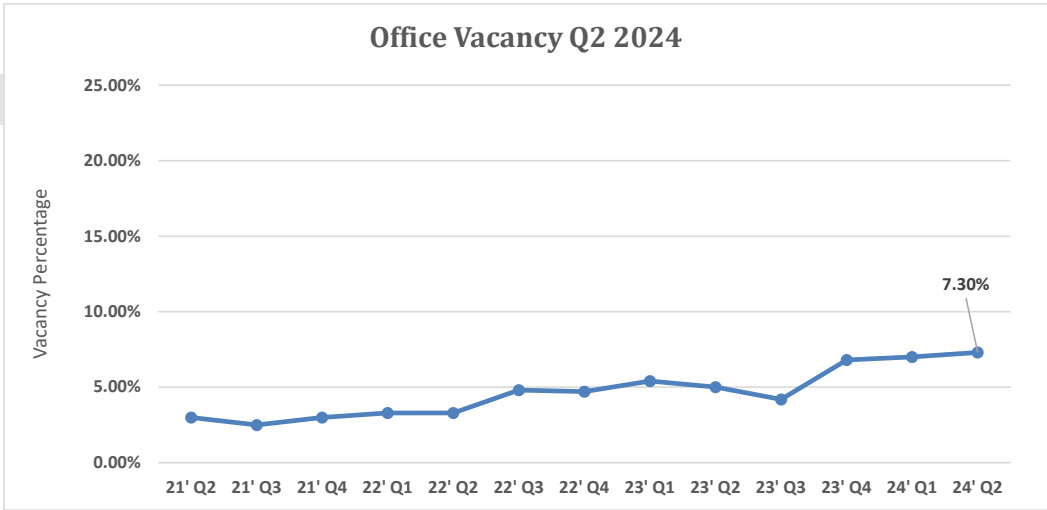
This data represents the number of visits to LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing resident-oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision-making.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



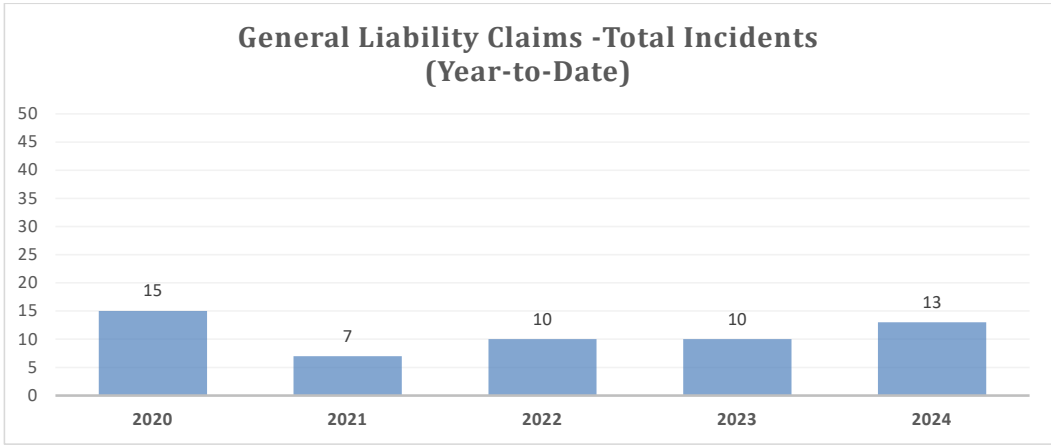
The Lake Zurich retail vacancy rate decreased in Quarter 2 of 2024 from 3.5% to 1.9% vacant compared to the first quarter (*based on Lake County Partners data*). As of June 30, 2024, there was 51,782 square feet of retail space reported vacant in Lake Zurich, with average rates at \$19.79 per square foot (nnn).



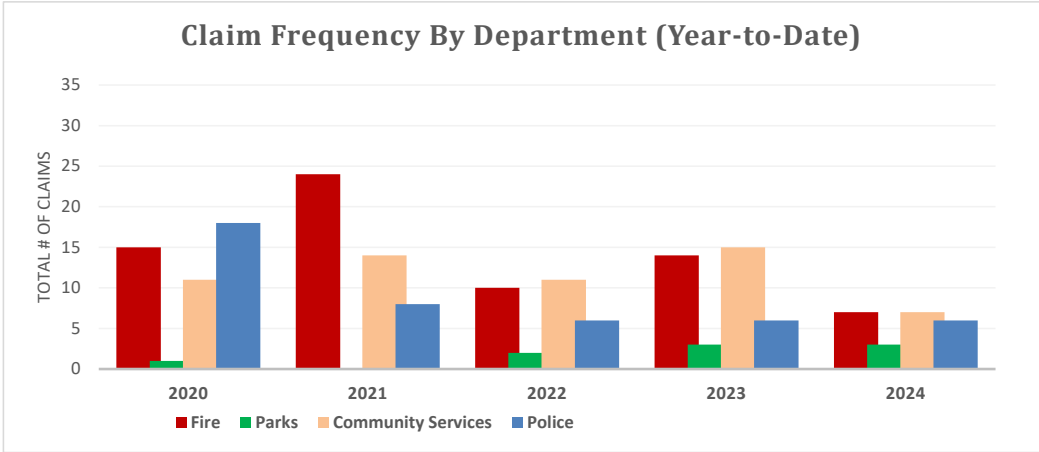
The Lake Zurich industrial vacancy rate increased to 4.5% in Quarter 2 of 2024 compared to Q1 when 2.3% was reported vacant (*based on Lake County Partners data*). As of June 30, 2024, there was 248,781 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$5.21 per square foot (nnn).



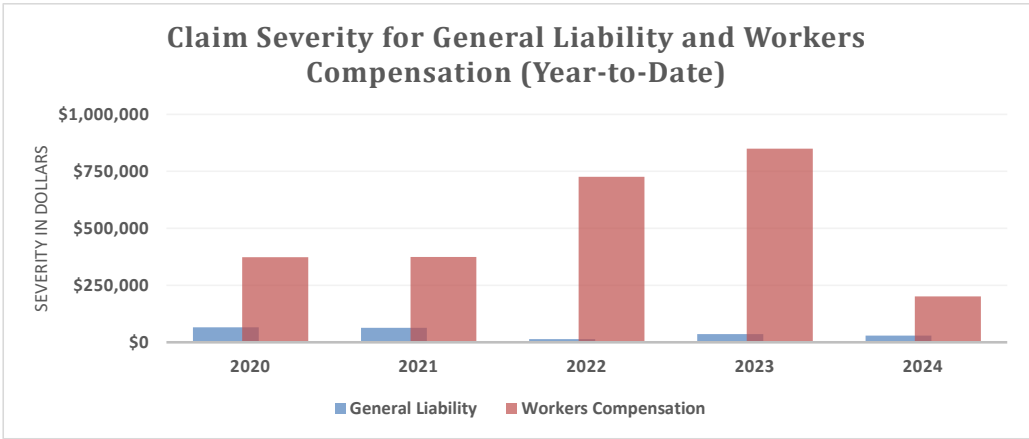
The Lake Zurich office vacancy rate increased to 7.3% in Quarter 2 of this year compared to Quarter 1 at 7% vacant (*based on Lake County Partners data*). As of June 30, 2024, there was 29,653 square feet of office space reported vacant in Lake Zurich, with average rates at \$25.92 per square foot (full service).



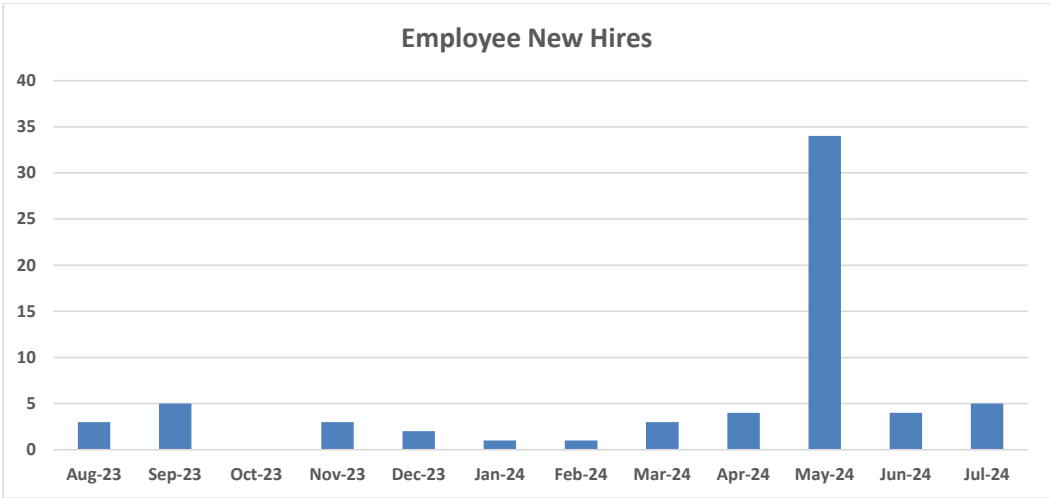
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of approximately 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports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



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



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



This metric shows the number of new hires over the past year. Includes full-time, part-time, and seasonal employees. A large number of seasonal staff are hired each spring to accommodate parks and recreation programs and lifeguards for the beaches.