

BOARD MEETING

Thursday, August 14, 2025 7:00 P.M. Ela Town Hall 1155 E. IL Route 22, Lake Zurich



Administration Office

Laurie Wilhoit, Ela Township Supervisor Town Hall: 1155 East Route 22, Lake Zurich, IL 60047 847-438-7823 🧖 info@elatownship.gov 🔟 ElaTownship.gov

BOARD MEETING

Ela Town Hall, 1155 E. Route 22, Lake Zurich, IL Thursday, August 14, 2025, at 7:00 p.m.

AGENDA

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday August 14, 2025, at 7:00 p.m. at the Ela Township offices at 1155 East IL-22, Lake Zurich, IL 60047 in accordance with Section 80-10(b) of the Illinois Township Code, 60 ILCS 1/80-10(b). Said meeting has been called by Township Supervisor Laurie Wilhoit. The meeting will be held for the purpose of considering the following agenda:

- 1. Call to Order
- 2. Board Roll Call
- 3. Pledge of Allegiance
- 4. Public Comment

This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public comment is limited to up to 3 minutes per speaker.

Consent Agenda

These titles will be read by the Township Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any Township Trustee.

- a. Approval of Board Meeting Minutes of July 10, 2025
- Committee Meeting Minutes Accept meeting minutes from COW (), Communications (7/17), Cemetery (), Health & Wellness (8/6), Highway/Parks (7/16), Special Board (7/23)
- Approval of Board Audit as read by Clerk Linnenberger from 7/1/2025 to 7/31/2025
- 6. Monthly Updates from Elected Officials
- 7. Monthly Updates from Department Heads
- 8. New Business
 - a. Audit Review- Discussion on FY25 Audit performed by Evans, Marshall, and Pease for the year April 1, 2024, through March 31, 2025
 - b. Staircase Project- Discussion and possible action to approve change order to staircase project with Daniel Lesus Architects, P.C. in the amount of \$3,000.00
 - Townhall Facade- Discussion and possible action to approve change order for Townhall facade replacement project with Virgilio Associated, LTD in the amount of \$2,500.00
 - d. Knigge Park Drainage Project- Discussion and possible action to approve final payment for the Knigge Park Drainage Project in the amount of \$2,412.42
 - e. Knox Park Sign- Discussion and possible action to approve Knox Park signs through Signs by Tomorrow in the amount of \$3,200.53
 - f. Resolution 2025-10 Rescinding Resolution 2022-08 Appointing A Township Attorney
 - Township Attorney- Discussion and possible action to appoint a Township Attorney
 - h. Executive Session Minutes- Discussion and possible action to approve Executive Session Minutes from July 10, 2025
- 9. Executive Session- for the purpose of discussing Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS 120/2(c) or Review of Executive Session Minutes 5 ILCS 120/21
- 10. Adjournment

The next regularly scheduled Ela Township Board meeting is Thursday, September 11, 2025.

*Agenda posted on August 11th, 2025

ELA TOWNSHIP UPCOMING EVENTS

DATE	EVENT
8/20/2025	Community Center Committee Meeting
8/21/2025	Communications Committee Meeting
8/21/2025	Ela Historical Society Board Meeting
8/27/2025	Committee of the Whole
9/1/2025	Township Closed in Observance of Labor Day
9/3/2025	Highway/Parks Committee Meeting
9/6/2025	Ela Historical Society History Day & Artisan Market
9/10/2025	Cemetery Board Meeting
9/11/2025	Ela Township Board Meeting
9/13/2025	Community Center Celebration

TIME
10:00 A.M.
9:00 AM
7:00 P.M.
1:30 P.M.
All Day
8:00 A.M
11 A.M. to 4 P.M.
3:30 P.M.
7:00 P.M.
1 P.M. to 3 P.M.

LOCATION	
Community Center	
Ela Town Hall - Upper Conference R	oom
Ela Historical Society	
Ela Town Hall - Lower Level Board Room	
Ela Town Hall - Upper Conference R	oom
Ela Historical Society/Lions Park	
Ela Town Hall - Upper Conference R	oom
Ela Town Hall - Lower Level Board Room	
Community Center	





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BOARD MEETING

Ela Town Hall, 1155 E. Route 22, Lake Zurich, IL Thursday, July 10, 2025, at 7:00 p.m.

MEETING MINUTES DRAFT

1. Call to Order: Supervisor Wilhoit called the July 10, 2025, meeting to order at 7:00 p.m.

2. Board Roll Call

Present: Supervisor Wilhoit, Trustee Bowman, Trustee Zegler, and Trustee Glass.

Absent: Trustee Samz

Also present: Clerk Linnenburger, Township Administrator Marciniak, Highway Superintendent

DePouw, Community Center Director Dillon, Health & Wellness Director Marx

Absent: Assessor Herr

- 3. Trustee Samz was not available to participate remotely.
- 4. Pledge of Allegiance
- 5. Public Comment

Ela Township Resident Bill Kruckenberg spoke about his use of FOIA requests to obtain information about how the previous Supervisor and Board were operating.

- 6. Consent Agenda: the following were read by Clerk Linnenburger for approval by the full board.
 - a. Approval of Board Meeting Minutes of June 12, 2025
 - b. Baseball Benches- Purchase of two Player Benches for Knox Park Baseball Field from Park Wearhouse \$1,118.88
 - c. Chassis Tariff Increase- Tariff surcharge for Rush Truck Chassis \$2,000. This surcharge will not result in exceeding the budgeted amount
 - d. Ordinance 2025-02- An Ordinance Establishing Standing Committees
 - e. Resolution 2025-09- A Resolution Designating a Freedom of Information Act (FOIA)Officer(s) and FOIA Designee(s). Spelling of FOIA designee's name has been corrected from what was presented in the board packet.
 - f. Committee Meeting Minutes Accept meeting minutes from COW (6/25),

Communications (6/10), Cemetery (6/17), Health & Wellness (6/18), Special Board (6/18), Community Center (7/2) Township Administrator Marciniak reported that Trustee Samz has requested a specific detail be amended in the COW minutes of 6/25 relating to the number of compliments made to the Highway Department.

g. Approval of Board Audit as read by Clerk Linnenburger from 6/1/2025 to 6/30/2025

Motion to approve the amended Consent Agenda by Trustee Zegler, seconded by Trustee Glass. Motion carried 4-0, 1 absent.

7. Monthly Updates from Elected Officials

Ela Township Board Meeting Minutes, July 10, 2025

Supervisor Wilhoit: reported that she visited Schaumburg Township's Senior Center with Administrator Marciniak, Directors Dillon, Marx and Assistant Director Dalbec to get ideas about how better to serve the Senior of Ela Township; met with Lake Zurich Fire Prevention Chief and Lake Zurich Building and Zoning about Town Hall staircase plans and is working on pricing; shared that Lake County sent information about flood insurance for unincorporated areas in Forest Lake and Echo Lake; lanyards have been purchased for employees to wear in order to better identify them to the community; expressed thanks to the Highway Department regarding the bench purchase (6b on consent agenda). Due to their research, the Township was able to acquire two benches at a significant savings from what had been expected; Notification of upcoming meetings of interest: Highway Committee meeting on 7/16, Communications meeting on 7/17, Veterans' Affairs Committee meeting on 7/23, meeting with State Senator Darby Hills on 7/24, Community Center meeting at 10:00 a.m. on 8/20, and Cemetery Committee meeting at 3:30 p.m. on 9/10.

Trustee Bowman: No update. Expressed concerns about new lighting in main office, and whether it is up to code. Supervisor Wilhoit assured him that it has been recommended by other municipal offices, and that it is meant to dim the bright office lighting of the space.

Trustee Glass: will be out of town 7/12-7/26 but will be reachable as needed.

Trustee Zegler: reported that she was excited to sit in on a visit with the Community Center and is looking forward to learning more.

Clerk Linnenburger: No update.

8. Monthly Updates from Department Heads

Highway Superintendent DePouw reported that road resurfacing bids are coming in lower than expected and the Township should see significant savings as a result.

Health & Wellness Director Marx reported that they organized their first playground meetup, which was a success and included a welcome visit from a sergeant from the Lake Zurich Police Department. Director Marx is looking for more ways to get community involved in programming.

Community Center Director Dillon reported that she and Director Marx both visited a senior group in Hawthorn Woods; Camp is going very well, and the campers and counselors are doing great. Next week at camp is "Olympic Week," which the kids are fully invested in and excited about.

9. New Business

a. Consideration and possible action to approve new signage for the entry to Townhall and Knox Park west entrance

Motion by Trustee Zegler, seconded by Trustee Glass

Discussion: Trustee Bowman has questions about the decision to move away from a traditional monument sign and put the sign on the fence instead. Trustee Bowman also has concerns about the visibility of the sign and that it does not identify the park as part of Ela Township and not the Village of Lake Zurich. Prefers a monument style sign.

Ela Township Board Meeting Minutes, July 10, 2025

Supervisor Wilhoit explained that the proposed sign on the fence makes the sign more visible to the road and is significantly less expensive than a monument sign, which cannot be close to the road due to setbacks and must be behind the fence and therefore barely visible from the road. Lettering on the proposed fence sign will be double the size and very prominent on the road.

Trustee Glass expressed concerns that the sign does not have much information on it and would like to increase its aesthetic appeal.

Supervisor Wilhoit suggested that Trustees Glass & Bowman be a part of the committee to discuss this and create a possible improved mockup.

Motion tabled pending further discussion and suggestions from Trustees Bowman and Glass.

10. Motion to enter Executive Session to discuss Personnel 5 ILCS 120/2(c) 1 or 3 by Trustee Zegler, seconded by Trustee Glass. Motion passes 4-0, 1 absent.

Motion to reenter Open Session at 8:19 pm by Trustee Bowman, seconded by Supervisor Wilhoit. Motion passes 4-0, 1 absent.

11. Motion to Adjourn by Trustee Glass, seconded by Trustee Bowman. Motion carried 4-0, 1 absent.

Meeting adjourned at 8:19 p.m

The next regularly scheduled Township Board meeting is Thursday, August 14, 2025.

Respectfully submitted by Clerk Kristen Linnenburger

Administration Office



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COMMUNICATION COMMITTEE MEETING

Ela Township Upper Level Board Room 1155 E. IL Route 22, Lake Zurich, IL Thursday, July 17, 2025, at 10:00 a.m.

MEETING MINUTES

- Call to Order: Supervisor Wilhoit called the July 17, 2025, Communications Committee meeting to order at 10:00 A.M.
- Roll Call: Present were Supervisor Wilhoit, Township Administrator Marciniak, Management Assistant Roldan, Trustee Zegler, Health & Wellness Director Marx, Administrative Coordinator Case, and Administrative Coordinator Mendocha. Assessor Herr, Community Programs Director Dillon, and Assistant Director Dalbec were absent.
- 3. Pledge of Allegiance: Supervisor Wilhoit led the committee in the Pledge of Allegiance.
- Website & Digital Updates:
 - The Township website will be updated and reformatted, and digital forms will also be improved. We are open to suggestions and are looking at other municipalities for ideas, such as Schaumburg Township.
- 5. Social Media & Email Strategy:
 - a. Social Media and E-blast Update reviewed social media status, Ela Township now has an Instagram page with a small following at this time, but is active. The committee's strategy is to post weekly on social media.
 - Facebook page Consolidation Health & Wellness and Highway Department pages will be consolidated under the main Ela Township page. ELA 55+ will keep posting as usual.
- 6. Social Insights:
 - Senator Hill will be touring the township. Health & Wellness Director Marx is working with some local businesses to host free yoga in the park and stay safe martial arts for all ages.
- 7. Upcoming Events / Promotions:
 - a. Non-Profit Partnerships committee brainstorm ideas, school supply drive collection for kids in need, Candy for the troop, Hope Center, and St. Francis. Check with Alpine Chapel Food Drive and needs in the community.
 - b. Ela Township Fact List looking at posting facts on social media about the township and things going on in the township
 - c. Department Events that need to be Posted and Promoted the committee wants the residents of the township to know what we do and promote events that the community can join.

8. Signage:

Knox Park is looking at getting a sign. The committee discussed the signage and was asked to submit ideas.

9. Open Discussion / Questions:

The committee discussed different ideas for community engagement and outreach. Health & Wellness Director Marx suggested that the meeting room calendar transition from a paper copy to a shared calendar on Outlook.

- 10. Set Date for Next Communication Committee Meeting: August 21, 2025, 10:00 A.M.
- 11. Adjournment: Township Manager Marciniak adjourned the meeting at 10:31 A.M.

Respectfully Submitted: Administrative Coordinator Case



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HEALTH & WELLNESS COMMITTEE MEETING

Ela Town Hall, 1155 E. Route 22, Lake Zurich, IL Wednesday, August 6, 2025, at 10:00 a.m.

MEETING MINUTES

- Call to Order: Supervisor Wilhoit called the August 6, 2025, Health & Wellness Committee meeting to order at 10:01 A.M.
- 2. Roll Call: Present were Supervisor Wilhoit, Township Manager Marciniak, Township Manager Assistant Roldan, Health & Wellness Director Marx, and Trustee Glass, who joined the meeting at 10:08 A.M.
- Pledge of Allegiance: Supervisor Wilhoit led the committee in the Pledge of Allegiance.
- 4. Public Comment: None
- 5. Groups: Caregiver support group is going very well. Meets on the last Tuesday of the month from 3-4:30 PM. On the second Monday of the month, social workers are available at the Ela Area Public Library. Spring of next year, looking to add a Parenting group.
- 6. Events:
 - a. The Social Worker at the library turnout varies. The group will continue, with its next date being August 13.
 - b. Playground meetup August 13 at 4:30-6:30 pm in Knox Park for new residents, parents, and kids in the township to meet friends.
 - c. Yoga in the park, we have two classes scheduled for August 21 and September 19. If classes have a good turnout, the instructor will be open to more classes next year.
 - d. We have two Self-defense workshops scheduled. September 23 for kids 5-10 years old from 4-5 pm, and an adult class 18-up for September 25 from 6-7 pm.
- 7. Lending Closet: Going well. The team will review the items, and any damaged equipment will be removed from the supplies.
- 8. Staffing: Giving a shout out to Case Manager Brown for going above and beyond for the residents and finding a solution.

- 9. Monthly Statistics & Trends: None
- 10. New Business: The team is looking into getting added to the surrounding municipalities' E-Blast for upcoming events in Ela Township. Currently, the emails being sent are being missed. Reviewing a recent email sent to the PADS Lake County homeless shelter. We will be teaming up with Kildeer for Fall Trunk & Trick. We will start to prepare for the Holiday meals and the Giving Tree. Beelow's Steakhouse has offered to donate 80 meals for summer, with short notice, we are trying to see if we can get something organized.
- 11. Old Business: None
- 12. Set Date for Next Health & Wellness Committee Meeting: October 8 at 10 A.M.
- 13. Adjournment: Township Manager Marciniak adjourned the meeting at 10:28 A.M.

Respectfully Submitted: Management Assistant Roldan

Administration Office



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HIGHWAY& PARK COMMITTEE MEETING

Ela Township

Upper Level Conference Room, 1155 E. IL Route 22, Lake Zurich, IL Wednesday, July 16, 2025, at 10:00 a.m.

MEETING MINUTES

- Call to Order: Supervisor Wilhoit called the meeting to order at 10:00 A.M.
- 2. Roll Call: Present were Supervisor Wilhoit, Township Administrator Marciniak, Management Assistant Roldan, Superintendent DePouw, and Assistant Superintendent Meyer. Trustee Bowman was absent.
- 3. Pledge of Allegiance: Supervisor Wilhoit led the committee in the Pledge of Allegiance.
- 4. Public Comment: None
- 5. Project Updates
 - Forest Lake/ Road Resurfacing We have partnered up with Kildeer and Long Grove under Gewalt Hamilton to get the best price. We received a bid of \$606,748.87 plus engineering fees (approximately 10%), bringing the project estimating \$670,000.00. We are over budget by \$170,000, but we have included roads that had been planned to start work on in 2028.
 - b. San Sera update 8 out of the 10 township vehicles have been completed. The last 2 vehicles will be completed by the end of the week.
 - c. The estimated cost to complete the sidewalk outside the board room is approximately \$1300. We are currently seeking an estimate for a sidewalk railing at the lower-level entrance to ensure improved accessibility and compliance for next year's budget.

6. Vehicles

- a. Vehicles scheduled for replacement this year are in poor condition. The vendor's new policy is that the chassis must be paid for before the vehicle is built.
- b. Vehicles T2, T4 and T5 have been ordered. T2 and T4 will be built and be here between November 2025 to March 2026 both coming under budget around \$32,000. T5 is estimated to be delivered after March 2026, going to the 2026 budget year, which would allow for additional paving if it went into 2026 budget.
- c. Truck T5 just got approval for the tariff charge. Still needs approval for the chassis and to be built.
- Staffing No open slots with the new full-time hire, Luis Martinez. Looking into an "onboarding" presentation so all department staff can learn more about the other departments. New Business:
 - a. Parades/ Community events with trucks The Highway department currently budgets for the events and overtime. For future events, the committee is discussing creating a policy and budgeting the cost between the highway and general town fund, or even moving it to another fund, since it is an outreach/ marketing/ general fund to bring awareness to the public about the Township
 - b. Park's maintenance walk will be completed in October for budget planning on what is needed; new trustees will be invited.

c. Pickleball tournament – Township is assisting LZACC by providing electricity access, concession stand, banner installation, and pickleball nets for the upcoming tournament. More information is needed about the pickleball net on the tennis courts.

8. Old Business:

- a. Employee handbook updates Discussed first draft, Assistant Superintendent Meyer will work with staff to clarify some items.
- b. Community Center Generator The project has been delayed due to permits not being applied for. Superintendent DePouw will investigate who is responsible per the contract. Superintendent DePouw will let us know when work begins.
- c. Midlothian Manor- no updates since July 2024
- d. Deco grant no updates
- e. 10-year Road Improvement Plan was last completed in 2021. Looking into adding to
 the 2026 Budget and revising the proposal since some work will be getting done sooner
 than estimated.
- f. Line Items Vehicle maintenance and equipment maintenance lines were added, but equipment maintenance was not funded; may move these into the General Fund for the 2026 budget.
- 9. Set Date for Next Highway Committee Meeting: September 3rd at 8 A.M.
- 10. Adjournment: Township Manager Marciniak adjourned the meeting at 11:15 A.M.

Respectfully Submitted: Management Assistant Roldan

Administration Office



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SPECIAL BOARD MEETING

Ela Township – Lower Level Board Room 1155 East Route 22, Lake Zurich, IL Wednesday, July 23, 2025, at 5:00 p.m.

MEETING MINUTES – DRAFT

1. Meeting was called to order by Supervisor Wilhoit at 5:00 p.m.

Board Roll Call

Present: Supervisor Wilhoit, Trustee Samz, Trustee Zegler

Absent: Trustee Glass, Trustee Bowman

Also present: Clerk Linnenburger, Township Administrator Marciniak, Community

Center Director Dillon, Health & Wellness Director Marx

Absent: Highway Superintendent DePouw

- 3. Pledge of Allegiance
- 4. Public Comment none
- 5. Discussion Updates
 - a. Township Administrator Marciniak Administrator Marciniak expressed his appreciation to the youth staff regarding a situation involving our campers at Knox Park; also, thanks to Jim Dalbec for the CPR training.
 - b. Township Supervisor Wilhoit
 - Supervisor Wilhoit reported she is now CPR trained, and will help with the 55+ group busses to Cubs game next week; She is looking at creating a meeting space guide so ensure continuity and fair use for township spaces, a crisis communication plan, and a plan to expand the Township's exposure at community events with offerings like Touch-a-Truck, etc.); the Township is excited to host a visit from Illinois Senator Darby Hills tomorrow; the Township is working with the Lake Zurich Chamber of Commerce on a pickleball tournament; the Township is still working with the Village of Hawthorn Woods on a drainage issue; Town Hall staircase work continues; the Supervisor has been made aware of a separate issue with flooring in historical museum and is working on getting that resolved; the generator installation project at the Community Center is back on track after a delay in installation due to a permit issue on the contractor's end.

c. Trustee Updates
 Trustee Samz - no update
 Trustee Zegler - no update

d. Assessor - no update

e. Clerk

Clerk Linnenburger reported that she has completed all the necessary trainings for the office of the Clerk, and spent time since the last meeting clearing out unheard voice mails from the Clerk's Office phone line dating as far back as Fall of 2022. Clerk's office was contacted by the County Clerk's office about Ela Township buildings being used as Early Voting sites, and Clerk Linnenburger offered the lower level Board Room space as a possible Early Voting site in Ela Township.

f. Community Center Committee

Director Dillon reported staff did a fantastic job with high temps and safety concerns; kudos to Lisa Gaggiano in her role volunteering her entire family for the Alzheimer's Walk, also thanks to Jessica Case for reaching out to Avantara for matching donations. Because of these efforts, over \$2000 was raised to help this cause. Next meeting is 8/20 at 10 a.m.

g. Communication Committee next meeting is 8/21 at 9 a.m.

h. Health & Wellness Committee

Director Marx reported several upcoming programs, including a plan to offer free Yoga in the Park on 8/29 & 9/19. Health & Wellness is working with a nonprofit to provide these beginning lessons for residents. Please register to help us plan, but attendance is free; the Township is also planning to offer self-defense classes for children ages 5-10 on 9/23 and for adults on 9/27. These lessons will be offered in a partnership with Stay Safe Martial Arts; The Health & Wellness Department is also planning a Community Meal, probably for the end of August; more details will be shared soon; Next meeting is 8/6, 10 a.m.

Highway & Parks Committee -Supervisor Wilhoit explained the acquisition process for purchasing vehicles. She noted that there is a list of what needs replacing and why. She explained that the T5 truck order replaces a vehicle purchased in 2003. Next meeting is 9/3, 8 a.m.

- j. Transportation/Bus no update
- k. Historical Society & Museum Historical Society's "History Day" is coming up on September 6; Next meeting is 8/21, 7 p.m.
- l. Cemetery Next meeting is 9/10, 3:30 pm

m. Finance

Trustee Samz reports that the audit report should be coming in within the next few weeks and will be the first topic the Finance Committee will explore.

- 6. Topics for Discussion
 - a. Discussion on Live Streaming Board Meetings, estimated expense \$1,500 Due to community interest, Township Supervisor Marciniak reached out to the Village of Lake Zurich to get tentative pricing on hardware needed to live stream Board meetings. He has also requested a tour of their facilities to further explore what will be needed. Pricing is below what was expected. What is being explored would not allow viewer participation.
 - b. Motion by Trustee Zegler to approve the purchase of a 2026 International Chassis Model MV607 to replace truck #5 in the amount of \$108,998.00, within the budgeted amount, seconded by Trustee Samz. Vote is 3-0. 2 absent. Motion carries.
 - c. Motion by Trustee Zegler to approve FY26 Paving Plan- Approve bid from Brothers Asphalt Paving, Inc. to complete FY26 paving plan in the amount of \$606,748.87; seconded by Trustee Samz. Roads need paving because they are in bad shape in Forest Lake. This is over budget, but we do have reserves if needed. Vote is 3-0. 2 absent. Motion carries.
 - d. Motion to approve Assessor Herr's resignation by Trustee Zegler, seconded by Trustee Samz. Vote is 3-0. 2 absent. Motion carries.
 - e. Motion to appoint Bonnie Barrington to be the Ela Township Interim Assessor through August 15, 2025 by Trustee Zegler, seconded by Supervisor Wilhoit. Vote is 3-0. 2 absent. Motion carries.
- The board declined to enter Executive Session.
- Dates of the next COW Meetings are set for August 27, 2025 at 4pm, and Sept 24, at 5pm
 but may be changed
- 9. Motion to adjourn by Trustee Zegler, seconded by Trustee Samz. Vote is 3-0. 2 absent. Motion carries. Meeting is adjourned at 5:17.

Respectfully submitted by Clerk Kristen Linnenburger

ELA TOWNSHIP

FROM: 07/01/2025 - 07/31/2025

BOARD AUDIT REPORT

	INVOICE CHECKS	PAYROLL & PAYROLL TAXES & RETIREMENT	TOTAL FUNDS
TOTAL GENERAL TOWN FUND:	\$91,915.52	\$131,859.89	\$223,775.41
TOTAL GENERAL ASSISTANCE FUND:	\$1,316.93	\$3,106.27	\$4,423.20
TOTAL GENERAL ROAD FUND:	\$14,330.94	\$3,323.78	\$17,654.72
TOTAL PERMANENT ROAD FUND:	\$34,461.28	\$47,485.63	\$81,946.91
TOTAL PARK MAINTENANCE FUND:	\$131,611.44	\$12,103.57	\$143,715.01
TOTAL CEMETERY MAINTENANCE FUND:	\$1,418.48	\$621.06	\$2,039.54
*** TOTAL ALL FUNDS:	\$275,054.59	\$198,500.20	\$473,554.79

THE FOLLOWING INFORMATION HAS BEEN AUDITED AND APPROVED FOR PAYMENT. , 20 DAY OF THIS

TOWN CLERK	TRUSTEE	TRUSTER
SUPERVISOR	TRUSTEE	TRUSTER

INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP EXP CHECK RUN DATES 07/01/2025 - 07/31/2025 POSTED

			PAID AND PARTIALLY PAID		
GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 1 GEN Department:	Fund: 1 GENERAL TOWN FUND Department: 01 ADMINISTRATIVE DIVISION				
1-01-509.00	1-01-509.00 HEALTH BENFETTS	RITIE CROSS AND RITE SHIELD THE PREMITIN	MILLY DEEMTIN	1 807 10	08738

	01 ADMINISTRATIVE DIVISION				
1-01-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD JULY PREMIUM	JULY PREMIUM	1,807.19	98738
1-01-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS-R JULY PREMIUM 2025	JULY PREMIUM 2025	155.27	98739
1-01-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD AUG PREMIUM	AUG PREMIUM	4,153.37	1825
1-01-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS-R AUG PREMIUM 2025	AUG PREMIUM 2025	465.81	98767
1-01-510.00	TASC FSA PAYMENT 07/09/202	TASC CUSTOMER CARE	TASC FSA PAYMENT 07/09/2025	125.00	1786
1-01-510.00	TASC FSA PAYMENT 07/23/202	TASC CUSTOMER CARE	TASC FSA PAYMENT 07/23/2025	125.00	1793
1-01-512.00	IMRF ROUNDING DIFFERENTS	ILLINOIS MUNICIPAL RETIREM IMRF ROUNDING DIFFERENTS	IMRF ROUNDING DIFFERENTS	0.05	1788
1-01-513.00	UNEMPLOYMENT COMPENSATION	ILLINOIS DEPARTMENT OF EMP	ILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025	182.08	1787
1-01-514.00	VOLUNTARY LIFE INSURANCE/A	MUTUAL OF OMAHA	INSURANCE MM PREMIUM	46.00	98740
1-01-520.00	12 LIGHT BULBS	HOME DEPOT CREDIT SERVICES	#2908 JUNE STATEMENT	95.76	98747
1-01-520.00	24- FASTENERS	LAKE ZURICH ACE	24- FASTENERS	11.04	98778
1-01-520.00	MATS- TH	UNIFIRST CORPORATION	MATS- TH	168.05	98829
1-01-520.00	GENERATOR MAINTENANCE	LIONHEART CRITICAL POWER S (GENERATOR MAINTENANCE JULY 2025	960.03	98818
1-01-520.00	ANNUAL ELEVATOR INSPECTION	SPECTI	ANNUAL ELEVATOR INSPECTION 2025	135.00	98826
1-01-520.00	FIRE/RADIO 08/01-10/31/202 FSS TECHNOLOGIES LLC		FIRE/RADIO 08/01-10/31/2025	210.00	98812
1-01-520.00		UNIFIRST CORPORATION	MAT-TH	168.05	98829
1-01-532.00	ACCT#8771100970050157 06/	COMCAST	ACCT#8771100970050157 06/09-07/08/20	470.80	1805
1-01-532.00	ACCT# 993594012 05/16-06/1	T-MOBILE	ACCT# 993594012 05/16-06/15/2025	93.33	1809
1-01-532.00	TELEPHONE 3016001336 JULY	ACCESS ONE	TELEPHONE 3016001336 JULY 2025	366.28	1822
1-01-534.00	GAS 4/14-5/13/25		GAS 46-44-35-6488 8 1155 E RT 22	259.46	1798
1-01-534.00	WATER 1155 E RT 22 M/D-M/D VILLAGE OF LAKE ZURICH		WATER 002695-00 95 E MAIN ST 05/20-06	0.00	1811
1-01-534.00	WATER 1155 E RT 22 05/20-0 VILLAGE OF LAKE ZURICH	Ţ,	WATER 006658-00 1155 E RT 22 05/20-06	61.51	1813
1-01-534.00	WATER 1155 E RT 22 M/D-M/D VILLAGE OF LAKE ZURICH		WATER 006673-00 KNOX PARK 05/20-06/20	0.00	1814
1-01-534.00	ELECTRICITY 0497513000 06/ COMMONWEALTH EDISON	SON	ELECTRICITY 0497513000 1155 W RT 22 0	929.26	1817
1-01-540.00	METERED COPIER USAGE 04/29 WAREHOUSE DIRECT		METERED COPIER USAGE 04/29-07/28/2025	624.01	98831
1-01-544.00	LEGAL FEES 01/03-06/30/202	ANCEL GLINK, P.C.	LEGAL FEES 01/03-06/30/2025	1,083.75	98800
1-01-544.00	LEGAL FEES - 2.13%, 2.53%	LAKE ZURICH CUSD 95	LEGAL FEES - 2.13%, 2.53% COST SHARIN	121.96	98805
1-01-546.00	PCORI- FORM 720	UNITED STATES TREASURY	PCORI- FORM 720	76.34	98748
1-01-546.00	2025-2026 ASSOCIATE MEMBER	TOWNSHIP OFFICIALS OF ILLI	2025-2026 ASSOCIATE MEMBERSHIP RENEWA	20.00	98827
1-01-546.00	NOTARY PUBLIC COMMISSION			16.00	98823
1-01-546.00	ANNUAL DUES 6/1/25-5/31/26	MUNICIPAL CLERKS OF LAKE C		20.00	98822
1-01-546.00	2025-2026 TOWNSHIP DUES ST	TOWNSHIP OFFICIALS OF ILLI		1,121.47	98828
1-01-558.00	8 - GALLON WATER BOTTLES		JUNE STATEMENT	74.80	1832
1-01-558.00	BADGE HOLDERS / BINDERS		REMIMBURSE-BADGES/TVS/SEMINAR	26.32	98832
1-01-559.00	3 TVS / WALL MOUNT TH	WILHOIT	REMIMBURSE-BADGES/TVS/SEMINAR	550.22	98832
1-01-565.00		CITI CARDS	JUNE STATEMENT	252.80	1832
1-01-565.00	MONTHLY IT SERVICES - AUGU	DEKIND COMPUTER CONSULTANT	AUGU DEKIND COMPUTER CONSULTANT MONTHLY IT SERVICES - AUGUST 2025	1,050.00	98807
1-01-565.00	IT TRIP CHARGES FOR JUNE 2	ER CONSULTANT		2.00	98807
1-01-565.00	UPGRADE IMPLEMENTATION	= :	UPGRADE IMPLEMENTATION	7,000.00	98801
1-01-565.00	TIMEPRO HOSTING JUNE 2025	STEMS, INC.	TIMEPRO HOSTING JUNE 2025	235.00	98804
1-01-565.00	DATACENTER HOSTING-MARCH 2 VC3, INC.	VC3, INC.	DATACENTER HOSTING-MARCH 2025	406.30	98830
1-01-565.00	UKG READY HUB ATTESTATION	KRONOS SAASHR, INC.	UKG READY HUB, ATTESTATION, ACCRUALS	2,853.00	98816
		Total D	Total Department 01 ADMINISTRATIVE DIVISION	26,585.61	

Department: 03 HEALTH AND WELLNESS

Department: 02 ELECTED OFFICIALS 1-02-537.00 EA/GA SEMINAR AUGUST 1-02-546.00 NOTARY PUBLIC COMMISSION

98832 98817

40.00 15.00 55.00

Total Department 02 ELECTED OFFICIALS

REMIMBURSE-BADGES/TVS/SEMINAR NORTARY PUBLIC COMMISSION

LAUREEN M. WILHOIT KRISTEN M LINNENBURGER

Check Number Amount INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP

EXP CHECK RUN DATES 07/01/2025 - 07/31/2025
POSTED
POSTED
PAID AND PARTIALLY PAID
Invoice

Description Vendor Name Invoice Line Desc

GL Number

98738 98739 1825 1786 1787 1787 1787 1809 1809 1822 98760 98760 98760 98760 98760 98759 98759 98750 98750 98751 1832 1832 1832 1832 1832 1832 1832 1833 1833 1833 1833 1833 1834 98814 98814 98813 98814 98814	1809
5,688.17 6,688.17 6,688.17 6,45.81 6,44.20 8,63.39 3,4.60 8,9.33 2,76.29 (45.00) 70.09 8,90.00 190.00 190.00 190.00 109.61 109.61 116.42 1,155.00 2,27.35 6,328.56 6,328.56 109.61 116.42 1,155.00 2,100.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 2,100.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 2,100.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 116.42 1,155.00 116.42 116.42 116.42 116.43 117.43 117.43 118.43	124.44
BLUE CROSS AND BLUE SHIELD JULY PREMIUM DELTA DENTAL OF ILLINOTS-R JULY PREMIUM DELTA DENTAL OF ILLINOTS-R JULY PREMIUM ALCAE CUSTOWER CARE TASC ESA PAYWENT 07/09/2025 TASC CUSTOWER CARE TASC ESA PAYWENT 07/23/2025 TASC CUSTOWER CARE TASC ESA PAYWENT 07/23/2025 TILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025 MUTUAL OF OWAHA ACCESS ONE TELEPHONE 3016001336 JULY 2025 ELAN FINANCTAL SERVICES STATEMENT- JUNE 2025 BELIAN ELIANOIS-R SUMMER CAMP REFUND 1 KIDS SUMMER CAMP REFUND 1 KIDS BULE CROSS AND BLUE SHIELD JULY PREMIUM DELTA DENTAL OF ILLINOIS-R JULY PREMIUM TASC CUSTOWER CARE TASC CUSTOWER CARE TASC CASA PAYMENT 07/23/2025 TILLINOIS DEPARTMENT OF ILLINOIS-R AND PRICE OF SAVENT TO 07/32/2025 TILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASC FAS PAYMENT OF 10/31/2025 TILLINOIS DEPARTMENT OF HILLINOIS-R AND ONLY TASCO 80/11-08	ACCT# 993594012 05/16-06/15/2025 TELEPHONE 3016001336 JULY 2025
BEAL TOWN FUND O3 HEALTH AND WELLNESS HEALTH BENEFITS HEALTH BENEFITS HEALTH BENEFITS HEALTH BENEFITS TASC FSA PAYMENT 07/09/202 TASC FSA PAYMENT 07/23/202 UNEMPLOYMENT COMPENSATION VOLUNTARY LIFE INSURANCE/A ACCT# 993594012 05/16-06/1 TELEPHONE 3016001336 JULY LACC REFUND AMAZON- 4 HAND SANITIZER & THERAPYNOTES- DATABASE SUB IT TRIP CHARGES FOR JUNE 2 IT TRIP CHARGES FOR JUNE 2 UNAMER CAMP REFUND 1 KID SUMMER CAMP REFUND 2/23/202 UNEMPLOYMENT 07/03/202 TASC FSA PAYMENT 07/23/202 UNEMPLOYMENT COMPENSATION VOLUNTARY LIFE INSURANCE/A MATS-CC MATS-CC MATS-CC MARIANO'S- SENIOR NUTRITION COSTCO- NUTRITION AMAZON- 200 COUNT POPSICLE MARIANO'S- SENIOR NUTRITION COSTCO-	
Fund: 1 GEN Department: 1-03-509.00 1-03-509.00 1-03-509.00 1-03-509.00 1-03-510.00 1-03-510.00 1-03-510.00 1-03-510.00 1-03-510.00 1-03-510.00 1-03-510.00 1-03-510.00 1-03-510.00 1-05-	1-05-532.00

Page: 2/8

INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP EXP CHECK RUN DATES 07/01/2025 - 07/31/2025 POSTED

check Number 98760 98760 98760 98760 98760 1813 1815 1832 1818 1823 1824 1832 1832 1832 98760 98760 98763 98764 98768 98833 98810 98825 1832 1832 1832 1832 1832 1832 1832 1832 1832 1832 1832 1832 112.00 112.00 300.00 374.00 384.00 81.60 5.94 (99.14)0.00 300.00 42.00 47.00 140.00 211.88 20.05 325.95 Amount 0.00 40.00 88.12 80.00 96.60 112.00 95.82 40.00 31.12 64.01 157.74 68.36 320.00 14.60 10.08 83.25 370.26 60.99 249.75 853.30 570.00 19.99 16.49 WATER 002695-00 95 E MAIN ST 05/20-06 WATER 006109-01 380 SURRYSE RD 05/20-WATER 006673-00 KNOX PARK 05/20-06/20 RICOH13734233 COPIER AGRMT ADDL COPIE WATER 006658-00 1155 E RT 22 05/20-06 ELECTRICITY 8827271222 380 SURRYSE 06 GAS 91-68-62-2268 7 380 SURRYSE RD 4/ COPIER MPC2504 RENT 07/15-08/17/2025 MERCHANT BANK FEE-JUNE 2025 AKROGOLD UNLEADED GASOLINE BUS DRIVER TIP- CUBS TRIP BUS DRIVER TIP- CUBS TRIP JULY MORNING MOVERS (11) PAID AND PARTIALLY PAID 2025 2025 2025 STATEMENT- JUNE 2025 STATEMENT- JUNE 2025 STATEMENT- JUNE 2025 JUNE 2025 STATEMENT- JUNE 2025 MAGICIAN 7/25/2025 STATEMENT - JUNE STATEMENT - JUNE JUNE STATEMENT - JUNE JULY ZUMBA (13) JUNE STATEMENT JUNE STATEMENT JUNE STATEMENT JUNE STATEMENT JUNE STATEMENT JUNE STATEMENT IUNE STATEMENT JUNE STATEMENT JUNE STATEMENT JULY YOGA (12) STATEMENT STATEMENT JUNE STATEMENT IUNE STATEMENT JUNE STATEMENT Description STATEMENT-STATEMENT-Invoice JUNE FINANCIAL SERVICES FINANCIAL SERVICES SERVICES SERVICES FINANCIAL SERVICES SERVICES SERVICES SERVICES ELAN FINANCIAL SERVICES WATER 380 SURRYSE RD M/D-M VILLAGE OF LAKE ZURICH WATER 380 SURRYSE RD 05/20 VILLAGE OF LAKE ZURICH WATER 380 SURRYSE RD M/D-M VILLAGE OF LAKE ZURICH WATER 380 SURRYSE RD M/D-M VILLAGE OF LAKE ZURICH THE LIGHT BETWEEN LLC ELECTRICITY 8827271222 06 COMMONWEALTH EDISON PATRICIA WISNIEWSKI ERIN CONWAY-FINNEY COPIER MPC2504 RENT 07/15- RICOH USA, INC. RICOH13734233 COPIER AGRMT RICOH USA, INC. FINANCIAL FINANCIAL FINANCIAL FINANCIAL FINANCIAL MICHAEL PANICO JOHN P HOPKINS AKROGOLD UNLEADED GASOLINE CONSERV FS INC JEFF HUFFMAN Vendor Name CITI CARDS AMERICAN RED CROSS CPR CLA CITI CARDS CITI CARDS MERCHANT BANK FEE-JUNE 202 CARDPOINTE CITI CARDS CITI CARDS AMERICAN RED CROSS CPR CLA CITI CARDS CARDS BELL'S BREWERY TOUR 05/24/ CITI CARDS CITI CARDS AMAZON- COOLER REPLACEMENT CITI CARDS CITI CARDS CITI CARDS HOME DEPOT- SENIOR CLEMATI CITI CARDS NICOR GAS ELAN ELAN ELAN ELAN BEACH FIELD TRIP 06/17/202 ELAN H E LIJ FLAN BEACH FIELD TRIP 06/26/202 ELAN 4 COLD STONE- SENIOR TRIVI CITI JEWEL- SENIOR TRIVIA PRIZE CITI H JEWELS- SENIOR POOL NOODLE CITI ELAN H AMAZON- CC PENS/ HANDSET C CITI COSTCO- SENIOR TRIVIA/CONC CITI CITI COSTCO- CHILLIN & GRILLING CITI BEACH FIELD TRIP 06/12/202 BUS DRIVER TIP- CUBS TRIP AQUATIC CENTER 06/24/2025 BUS DRIVER TIP- CUBS TRIP BEER CHURCH- LADIES TOUR-AMAZON- 10 CAMP FIRST AID COSTCO RETURN OF SUPPLIES REGAL SONIC 3- 07/02/2025 COSTCO - PROGRAM SUPPLIES KRH- SENIOR CUISINE CLUB REGAL TROLLS- 06/18/2025 JULY MORNING MOVERS (11) COSTCO- SENIORS KLEENEX CLAY MONET - 06/10/2025 CLAY MONET- 06/10/2025 COSTCO- WINE TASTIING BOWLERO- 06/04/2025 AMAZON- TACKY GLUE Department: 05 COMMUNITY CENTER MAGICIAN 7/25/2025 GAS 4/15-5/15/25 JULY ZUMBA (13) BINNY'S- SENIOR SENIOR POSTAGE JULY YOGA (12) MARIANO'S- CC Fund: 1 GENERAL TOWN FUND 8 CPR CLASS Line Desc CANTIGNY Invoice -05-534.00 -05-551.00 1-05-534.00 -05-534.00 -05-537.00 -05-547.00 -05-547.00 -05-547.00 -05-551.00 -05-551.00 -05-551.00 1-05-563.00 -05-534.00 -05-534.00 -05-534.00 -05-537,00 -05-538.00 -05-540.00 -05-540.00 -05-546.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 -05-550.00 -05-551.00 -05 - 551.00-05-551.00 -05 - 551.00-05-551.00 -05-551.00 -05-551.00 -05 - 551.00-05-551.00 -05-551.00 -05-561.00 -05-563.00 -05-547.00 -05-547.00 -05-547.00 -05-547.00 GL Number

3/8

Page:

INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP EXP CHECK RUN DATES 07/01/2025 - 07/31/2025

check 1832 1787 98740 1822 98831 98831 98799 98800 1832 98807 98794 98767 1804 98802 98781 1825 98794 360.29 21.70 7.20 36.31 28.70 828.75 22.00 16,984.74 Amount 4,934.77 70.12 30,280.18 3,540.98 307.06 547.97 5,250.00 461.34 16.28 118.18 44.29 15.00 TELEPHONE 686572087-00001 05/16-06/15 METERED COPIER USAGE 05/23-06/22/2025 METERED COPIER USAGE 06/23-07/22/2025 ABS ASSESMENT&CONSULTING SERVICE JULY Total Department 06 ASSESSORS DIVISION Total Department 05 COMMUNITY CENTER CERTIFIED MAIL REIMBURSMENT-FORM 720 2021 EXPLORER- OIL AND FIL ELA TOWNSHIP HIGHWAY DEPT. 2021 EXPLORER- OIL AND FILTER CHANGE ILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025 MUTUAL OF OMAHA INSURANCE MM PREMIUM OIL AND OIL FILTER FORD EX O'REILLY AUTOMOTIVE, INC. OIL AND OIL FILTER FORD EXPLORER LEGAL EXPENSES 06/04-06/23/2025 TELEPHONE 3016001336 JULY 2025 IT TRIP CHARGES FOR JUNE 2 DEKIND COMPUTER CONSULTANT IT TRIP CHARGES FOR JUNE 2025 CABIN FILTER-2021 EXPLORER AKROGOLD UNLEADED GASOLINE PAID AND PARTIALLY PAID STATEMENT- JUNE 2025 DELTA DENTAL OF ILLINOIS-R JULY PREMIUM 2025 DELTA DENTAL OF ILLINOIS-R AUG PREMIUM 2025 JUNE STATEMENT JUNE STATEMENT BLUE CROSS AND BLUE SHIELD JULY PREMIUM Description BLUE CROSS AND BLUE SHIELD AUG PREMIUM Invoice CABIN FILTER-2021 EXPLORER O'REILLY AUTOMOTIVE, INC. ELAN FINANCIAL SERVICES ABS ASSESMENT&CONSULTING S ACCUBASE SOLUTIONS LLC METERED COPIER USAGE 05/23 WAREHOUSE DIRECT LEGAL EXPENSES 06/04-06/23 ANCEL GLINK, P.C. FELEPHONE 05/16-06/15/2025 VERIZON WIRELESS METERED COPIER USAGE 06/23 WAREHOUSE DIRECT VOLUNTARY LIFE INSURANCE/A MUTUAL OF OMAHA AKROGOLD UNLEADED GASOLINE CONSERV FS INC CERTIFIED MAIL REIMBURSMEN JESSICA CASE Vendor Name TELEPHONE 3016001336 JULY ACCESS ONE AMAZON- ID BADGE WITH CLIP CITI CARDS CITI CARDS UNEMPLOYMENT COMPENSATION **06 ASSESSORS DIVISION** Department: 05 COMMUNITY CENTER 1-05-563.00 HOME DEPOT- SENIOR HEALTH BENEFITS HEALTH BENEFITS HEALTH BENEFITS HEALTH BENEFITS Fund: 1 GENERAL TOWN FUND COSTAR SUITE Invoice Line Desc 1-06-540.00 Department: -06-532.00 1-06-538.00 -06-558.00 -06-509.00 -06-513.00 -06-532.00 -06-540.00 -06-544.00 -06-546.00 -06-561.00 -06-565.00 -06-569.00 -06-509.00 -06-509.00 -06-509.00 -06-514.00 GL Number

Department:	Department: 07 TRANSPORTATION DIVISION				
1-07-509.00	L-07-509.00 HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD JULY PREMIUM	JULY PREMIUM	753.40	98738
1-07-509.00	L-07-509.00 HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS-R JULY PREMIUM 2025	JULY PREMIUM 2025	49.92	98739
1-07-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD AUG PREMIUM	AUG PREMIUM	753.40	1825
1-07-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS-R AUG PREMIUM 2025	AUG PREMIUM 2025	49.92	98767
1-07-513.00	UNEMPLOYMENT COMPENSATION	ILLINOIS DEPARTMENT OF EMP	L-07-513.00 UNEMPLOYMENT COMPENSATION ILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025	279.87	1787
1-07-514.00	L-07-514.00 VOLUNTARY LIFE INSURANCE/A MUTUAL OF OMAHA	A MUTUAL OF OMAHA	INSURANCE MM PREMIUM	29.00	98740
1-07-532.00	ACCT# 993594012 05/16-06/1 T-MOBILE	I T-MOBILE	ACCT# 993594012 05/16-06/15/2025	93.33	1809
1-07-561.00	AKROGOLD UNLEADED GASOLINE CONSERV FS INC	E CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	1,334.19	98781
1-07-569.00	10 OIL FILTER ELA 6	O'REILLY AUTOMOTIVE, INC. 10 OIL FILTER ELA 6	10 OIL FILTER ELA 6	120.10	98794
1-07-569.00	OIL CHANGE-ELA 5	ELA TOWNSHIP HIGHWAY DEPT. OIL CHANGE-ELA 5	OIL CHANGE-ELA 5	21.99	60886
1-07-569.00	ELA 6 OIL AND FILTER	3 ELA TOWNSHIP HIGHWAY DEPT.	CHANG ELA TOWNSHIP HIGHWAY DEPT. ELA 6 OIL AND FILTER CHANGE	41.01	98809
		Total	Total Department 07 TRANSPORTATION DIVISION	3,526.13	
			Total Fund 1 GENERAL TOWN FUND	91,915.52	
Fund: 2 GENERAL	Fund: 2 GENERAL ASSISTANCE FUND				
2-00-513.00	UNEMPLOYMENT COMPENSATION	ILLINOIS DEPARTMENT OF EMP	2-00-513.00 UNEMPLOYMENT COMPENSATION ILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025	6.93	1787

08/07/2025 10:55 AM

4/8

Page:

1,316.93

Total Fund 2 GENERAL ASSISTANCE FUND

INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP

EXP CHECK RUN DATES 07/01/2025 - 07/31/2025
PAID AND PARTIALLY PAID

Invoice

Bescription Vendor Name

Invoice Line Desc

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 3 GENE	Fund: 3 GENERAL ROAD FUND				
3-01-509.00	HEALTH RENEFITS	BLIF CROSS AND BLIF SHIELD THE V PREMITIN	MILLY DREMITIN	2 147 19	08738
3-01-509.00		DELTA DENTAL OF ILLINOIS-R JULY PREMIUM 2025	3 JULY PREMIUM 2025	155.27	98739
3-01-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD AUG PREMIUM	AUG PREMIUM	2,147,19	1825
3-01-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS-R AUG PREMIUM 2025	R AUG PREMIUM 2025	155.27	98767
3-01-510.00	TASC FSA PAYMENT 07/09/202		TASC FSA PAYMENT 07/09/2025	38.46	1786
3-01-510.00	TASC FSA PAYMENT 07/23/202	TASC CUSTOMER CARE	TASC FSA PAYMENT 07/23/2025	38.46	1793
3-01-513.00	UNEMPLOYMENT COMPENSATION	ILLINOIS DEPARTMENT OF EMP	ILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025	147.32	1787
3-01-532.00	25	VERIZON WIRELESS	TELEPHONE 686572087-00001 05/16-06/15	68.82	1804
3-01-532.00	1-07/2	COMCAST	ACCT#8771100980313769 06/21-07/20/202	226.32	1808
3-01-558.00	NER	CITI CARDS	JUNE STATEMENT	301.49	1832
3-01-558.00			JUNE STATEMENT	10.28	1832
3-01-558.00				58.74	1832
3-01-558.00	AMAZON RETURN OF TONER	CITI CARDS	JUNE STATEMENT	(301.49)	1832
3-01-558.00	SOFTSOAP HS REFILL 500Z	HOME DEPOT CREDIT SERVICES #2908 JUNE STATEMENT	S #2908 JUNE STATEMENT	6.48	98747
3-01-565.00	MONTHIY SUBSCRIPTION-MAY 2	OUP BUSINESS SOLUTIONS, LL HP TONER VERTZON CONNECT ELEFT HS& MONTHLY	MONTHLY SURSCRIPTION-MAY 2025	100.80	1803
				5.395.65	
	TO THE PROPERTY OF THE PARTY OF				
2 Od 520 00	CIDE /PARTO 08/01 10/21/202	A TO TOTAL SOLUTION OF SOLUTIO	2000/10/01 to/00 ottore/ nath	00 010	000013
3-04-534 00	CAS A /14-5 /14 /35	NITOD CAS	CAS ACCT#57235410000 FS FC10 14KF DD	210.00	1001
3-04-534 00	CAS 4/14-5/14/25	NICOR GAS	CAS ACCI#0/220410000 ES ECHO LANE KU	30.01	1001
3-04-534 00	1-00 05/20		WATER ONES31-00 23605 ECHO LAKE 05/20	20.00	1810
3-04-534.00	WATER 23605 FCHO LAKE RD M	M VIII AGE OF LAKE ZURICH	WATER 002695-00 95 F MATN ST 05/20-06	00.0	1811
3-04-534.00		M VI I AGE OF LAKE ZURICH	WATER 006658-00 1155 F RT 22 05/20-06	0.00	1813
3-04-534.00			WATER 006673-00 KNOX PARK 05/20-06/20	0.00	1814
3-04-534.00		NICOR GAS	GAS 12-83-08-10003 23605 ECHO LAKE RD	178.91	1820
3-04-534.00	GAS 05/14-06/13/2025	NICOR GAS		53.33	1821
3-04-567.00	IMER B			16.10	98780
3-04-567,00	KUBOTA WING MOWER - SEDIME		KUBOTA WING MOWER - SEDIMENT LEVEL	722.23	98788
3-04-567.00	HINGE AND AIR FILTER CLIP-	ALEXANDER EQUIPMENT COMPAN		94.35	98779
3-04-567.00	WINGMOWER- ASSY, PUMP	MCCULLOUGH KUBOTA	WINGMOWER- ASSY, PUMP	195.17	98788
3-04-567.00	SAW SPACER, BEARING,	RUSSO POWER EQUIPMENT	PULL SAW SPACER, BEARING, CLAMP, BLIN	76.93	98796
3-04-569.00	BOLT			18.60	1832
3-04-569.00	T2- TUBE KIT TURBO OIL SUP		E TZ- TUBE KIT TURBO OIL SUPPLY	305.00	98787
3-04-569 00	OTI LEAV TIO	VICTOR FORD	113- 2-UPF CLAMP OTI 1587 112	A 870 10	90790
3-04-577.00	PARK LIBRARY		JUNE STATEMENT	28.26	1832
3-04-577.00		NAPA AUTO PARTS	2 U-BOLT DEER PARK	15.18	98792
3-04-577.00	DEER PA	LAKE ZURICH ACE	16 MISC. FASTENERS	13.92	98778
3-04-577.00		HOME DEPOT CREDIT	SERVICES #2908 JUNE STATEMENT	9.78	98747
3-04-577.00	N Q	HOME DEPOT CREDIT	SERVICES #2908 JUNE STATEMENT	9.78	98747
3-04-577.00	2X6-16FT, 2X6-8FT, ZINC, R			69.23	98747
3-04-577.00		HI-VIZ INC.	4 SIGNS: 10X13 KILDEER	100.00	98785
3-04-5//.00	25- U CHANNEL GALV POST 2L	ZL HIGH SIAK IKAFFIC	25- U CHANNEL GALV POSI 2LB 10	17 60	96/84
3-04-5/7.00	NEER PARK AA-9V BALLEKIES	LAKE ZURICH ACE	DEEK PARK AA-9V BALLEKIES ND CTON DABY 1-30 MONOCTI MENT 195VD	17.08	98//8
3-04-577 00	2- CALL K DELEX230 RRN10 10 LAKE ZURICH ACE	LAKE	7- CALLY DELEYSA RENTO 107- VILDEED	12 90	98778
3-04-577 00	TIPPING-DROPOFF-NORTH BARR	MIDWEST ORGANICS RECYCLING	TIPETING - DECORPTION OF THE TABLE MITHWEST ORGANICS RECYCLING TIPETING - DROPOSE - NORTH RARENMETON	66.00	98791

Page: 5/8

INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP EXP CHECK RUN DATES 07/01/2025 - 07/31/2025 POSTED

Invoice GL Number Line Desc		Vendor Name	PAID AND PARTIALLY PAID Invoice Description	Amount	Check Number	
Fund: 3 GENERAL ROAD FUND Department: 04 MAINTENANCE DIVISION	AD FUND NTENANCE DIVISION	Ě	Total Denartment Of MAINTENANCE DIVICION	8 935 20		
			Total Fund 3 GENERAL ROAD FUND	14.330.94		
-	ROAD FUND					
_						
4-00-509.00 HEALTH	HEALTH BENEFITS HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD JULY PREMIUM DELTA DENTAL OF THITNOIS-PHILY DEMINE 2025	D JULY PREMIUM D JULY PREMIUM 303c	10,208.57	98738	
	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD AUG PREMIUM	D AUG PREMIUM	10 208 57	1875	
		DELTA DENTAL OF ILLINOIS-R AUG PREMIUM 2025	R AUG PREMIUM 2025	769.39	98767	
	T 07/09/202	TASC CUSTOMER CARE	TASC FSA PAYMENT 07/09/2025	319.22	1786	
		TASC CUSTOMER CARE	TASC FSA PAYMENT 07/23/2025	319.22	1793	
	UNEMPLOYMENT COMPENSATION	ILLINOIS DEPARTMENT OF EM	ILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025	245.73	1787	
	VOLUNTARY LIFE INSURANCE/A MUTUAL OF OMAHA	MUTUAL OF OMAHA	INSURANCE MM PREMIUM	31.20	98740	
	MPLOYMENT QUERY- MART	MID-WEST TRUCKERS ASSOCIATION	PRE-EMPLOYMENT QUERY- MART MID-WEST TRUCKERS ASSOCIAT PRE-EMPLOYMENT QUERY- MARTINEZ	12.00	98789	
		TRIPLE CROWN PRODUCTS	12 SAFETY T-SHIRTS LUIS, PETER, DEPOW	366.28	98797	
4-00-561.00 DIESE	DIESELEX GOLD ULTRA	CONSERV FS INC		1,050.88	98781	
	MER 13300-GUIDE BAR, 3	CUSIOMER ISSUE-GUIDE BAK, SAKLINGION FOWER EQUIPMENI,	CUSIOMER 13300- ISULDE BAK, 3 KM. ZKM	60.34	98/80	
	MED 15306- DELMET SH	DATIENTES, SHOCKWAVE ADAPT HOME DEPOT CKEDIT SENTICES		120 05	00700	
	ANNIAL NODES FEE 07/01/25- TILINGTS FDA	THE THOT'S FOR EXPERIENCE		1 000 00	98786	
ū	10" ROUND DVC GRATE (- 10" ROHND DVC GRATE (MTD AMERICAN WATER OF WAHL	C EI - 10" ROHND DVC CRATE (FACT RD)	39.60	08790	
1 1	MP-HID CRANT & VALLEY	FIG. TWO-HID GRANT & VALLEY CEMAIT HAMTITON ASSOCIATES	4 1	867.00	08780	
	AKE- FLARED FND 1- 1	FAST LAKE- FLARED END 1- 1 MTD AMERICAN WATER OF WAIL	C 1 8TN-10TN N-12 FLARED FND 1- 12" ROLL	541.66	98790	
	ELECTRICITY 9780827000 04/ COMMONWEALTH EDISON	COMMONWEALTH EDISON	ELECTRICITY 9780827000 ALL STRT LIGHTS	1.097.00	1819	
	AL & HAUL OAK TREE	MDIAZ TREE SERVICES	REMOVAL & HAUL OAK TREE	2,000.00	98769	
	ELA TWP 2025 ROAD PROGRAM	GEWALT HAMILTON ASSOCIATE	GEWALT HAMILTON ASSOCIATES ELA TWP 2025 ROAD PROGRAM DESIGN	4,226.00	98782	
			Total Department 00	34,461.28		
			Total Fund 4 PERMANENT ROAD FUND	34,461.28		
Fund: 5 PARK MAINTENANCE FUND	ENANCE FUND					
Department: 00						
5-00-509.00 HEALTH	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIELD JULY PREMIUM	D JULY PREMIUM	634.10	98738	
	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS-R JULY PREMIUM 2025	R JULY PREMIUM 2025	49.92	98739	
			D AUG PREMIUM	634.10	1825	
		DELTA DENTAL OF ILLINOIS-R AUG PREMIUM 2025		49.92	98767	
	UNEMPLOYMENT COMPENSATION	ILLINOIS DEPARTMENT OF EMP		82.82	1787	
	A	MUTUAL OF OMAHA	INSURANCE MM PREMIUM	7.40	98740	
				29.85	1832	
	SOAP REFILL		JUNE SIATEMENT	07.87	1832	
				58.55	1832	
	TOILET PAPER	\mathbf{H}	JUNE STATEMENT	38.55	1832	
	FIRE/RADIO 08/01-10/31/202 FSS	FSS TECHNOLOGIES LLC	FIRE/RADIO 08/01-10/31/2025	210.00	98812	
	LANDSCAPE MAINTENANCE- JUN MILIEU DESIGN, LLC	MILIEU DESIGN, LLC	LANDSCAPE MAINTENANCE - JUNE 2025	2,125.00	98820	
5-00-534.00 ELECTIVE C-00-534.00 WATER	ELECTRICITY 4030312222 4/1 CUMMUNWEALTH EDISON	ELECTRICITY 403USIZZZZ 4/I CUMMUNWEALTH EDISON	MATER 002695-00 95 E MATH ST 05/20-06	00.00	1811	
	MATER KNOX DARK M/D-M/D/Y	M/D-M/D/V VIII AGE OF LAKE ZURICH	WATER OOKES8-00 1155 F RT 22 05/20-06	8.0	1813	
		WATER KNOX PARK 05/20-06/ VILLAGE OF LAKE ZURICH	WATER 006673-00 KNOX PARK 05/20-06/20	140.97	1814	
	FLECTRICITY 4461724000 06/ COMMONWEALTH EDISON	COMMONWEALTH EDISON	ELECTRICITY 4461724000 1111 W RT-22 0	144.58	1816	
	AKROGOLD UNLEADED GASOLINE CONSERV FS INC	CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	417.55	98781	
					O L LONG HE LE	

3/8

INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP EXP CHECK RUN DATES 07/01/2025 - 07/31/2025

PAID AND PARTIALLY PAID	Invoice Chec or Name Description Amount Number	
PAID AND PARTIALLY P	Invoice Description	
	Vendor Name	
	Invoice Line Desc	
	Number	

			PAID AND PAKITALLY PAID			
GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check	
Fund: 5 PARK	Fund: 5 PARK MAINTENANCE FUND					1
Department:	00					
5-00-567.00	SCAG MOWER- 2 ROD PUSH	RUSSO POWER EQUIPMENT	SCAG MOWER- 2 ROD PUSH	30.58	98796	
5-00-567.00	SCAG MOWER- HEAD CYLINDER	RUSSO POWER EQUIPMENT	SCAG MOWER- HEAD CYLINDER	96.00	98796	
2-00-267.00	SCAG MOWER- HEAD CYLINDER	GROWER EQUIPMENT & SUPPLY	SCAG MOWER- HEAD CYLINDER 2 EFI	114.00	98783	
2-00-269.00	2 OIL FILTER-SCAG MOWER	O'REILLY AUTOMOTIVE, INC.	2 OIL FILTER-SCAG MOWER	36.18	98794	
5-00-574.00	772222	4/1 COMMONWEALTH EDISON	ELECTRICITY 4438772222 95 E MAIN ST 4	103.60	1797	
5-00-574.00	GAS 4/15-5/15/25	NICOR GAS	GAS 68-34-08-1000 8 95 E MAIN ST 4/15	109.83	1800	
5-00-574.00	WATER 95 E MAIN ST 05/20-0 VILLAGE OF LAKE ZURICH) VILLAGE OF LAKE ZURICH	WATER 002695-00 95 E MAIN ST 05/20-06	51.26	1811	
5-00-574.00	WATER 95 E MAIN ST M/D-M/D VILLAGE OF LAKE ZURICH	O VILLAGE OF LAKE ZURICH	WATER 006658-00 1155 E RT 22 05/20-06	0.00	1813	
5-00-574.00	WATER 95 E MAIN ST M/D-M/D VILLAGE OF LAKE ZURICH	O VILLAGE OF LAKE ZURICH	WATER 006673-00 KNOX PARK 05/20-06/20	00.00	1814	
5-00-574.00	HISTORICAL- LADAPTER, 3 3F LAKE ZURICH ACE	- LAKE ZURICH ACE	HISTORICAL- LADAPTER, 3 3FT PVC	6.79	98778	
5-00-574.00	FIRE/RADIO 08/01-10/31/202 FSS TECHNOLOGIES LLC	PSS TECHNOLOGIES LLC	FIRE/RADIO 08/01-10/31/2025	210.00	98812	
2-00-296.00	MOSQUITO ABATEMENT PLAN (4	4 CLARKE ENVIRONMENTAL MOSQU	MOSQUITO ABATEMENT PLAN (4 CLARKE ENVIRONMENTAL MOSQU MOSQUITO ABATEMENT PLAN (4 OF 4)	9,270.00	98803	
2-00-600.00	KNOX PARK 2025 PAVING PROJ	KNOX PARK 2025 PAVING PROJ PATRIOT MAINTENANCE INC.	KNOX PARK 2025 PAVING PROJECT	115,869.66	98795	
2-00-600.00	ELA TWP 2025 PARKING LOT C	C GEWALT HAMILTON ASSOCIATES	ELA TWP 2025 PARKING LOT C GEWALT HAMILTON ASSOCIATES ELA TWP 2025 PARKING LOT CONST OBSERV	1,052.50	98782	
			Total Department 00	131,611.44		
			Total Fund 5 PARK MAINTENANCE FUND	131,611.44		
Fund: 6 CEME	Fund: 6 CEMETERY MAINTENANCE FUND					
Department:	-					
6-00-513.00			ILLINOIS DEPARTMENT OF EMP UNEMPLOYMENT INSURANCE 06/30/2025	49.48	1787	
0-00-277.00		THE DAVEY TREE EXPERT COMP	THE DAVEY TREE EXPERT COMP LZ CEMETERY-NEEDLE BLIGHT APP U6/24/2	700.00	98806	
6-00-521.00	LZ - RHIZOSPHAERA NEEDLE B	3 THE DAVEY TREE EXPERT COMP	LZ - RHIZOSPHAERA NEEDLE B THE DAVEY TREE EXPERT COMP LZ CEMETERY RHIZOSPHAERA NEEDLE BLIGH	200.00	98806	
6-00-523.00		MEMORIAL ENGRAVING SERVICE	26 S/B LTTRS (COLUMBARIUM MEMORIAL ENGRAVING SERVICE 26 S/B LTTRS (COLUMBARIUM / T.L. MEDI	384.00	98819	
0-00-223.00		E INTERNALIONAL BRONZE PLAÇU	Z PLAQUE KÜBEK! & JANE! KE INTERNATIONAL BRONZE PLAQU Z PLAQUE KÜBEK! & JANE! KEUSS	390.00	388TS	
6-00-523.00	I PLAQUE BARRY W. ROREX	INTERNATIONAL BRONZE PLAQU 1 PLAQUE BARRY W. ROREX	J 1 PLAQUE BARRY W. ROREX	195.00	98815	
			Total Department 00	1,418.48		
		Ĕ	Total Fund 6 CEMETERY MAINTENANCE FUND	1,418.48		

Page; 8/8

INVOICE DISTRIBUTION REPORT FOR ELA TOWNSHIP EXP CHECK RUN DATES 07/01/2025 - 07/31/2025

Check		, age of						le-
Amount		91,915.52	1,316.93	14,330.94	34,461.28	131,611.44	1,418.48	275,054.59
POSTED PAID AND PARTIALLY PAID Invoice Description		GENERAL TOWN FUND	GENERAL ASSISTANCE FUND	GENERAL ROAD FUND	PERMANENT ROAD FUND	PARK MAINTENANCE FUND	CEMETERY MAINTENANCE FUND	
Vendor Name		1	2	e.	4	2	9	Total For All Funds:
Invoice Line Desc	TOTALS BY FUND							
GL Number	TOTALS							

CASH SUMMARY REPORT FOR ELA TOWNSHIP From 07/01/2025 to 07/31/2025 INVESTMENT ACCOUNTS only

BOARD REV AND EXP REPORT FOR ELA TOWNSHIP Balance As of 07/31/2025 Activity For YTD Balance

GL Number	Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2025 Normal (Abnormal)
	ERAL TOWN FUND				
Department:	egory: Revenues 00				
1-00-400.00		49,020.13	1,143,174.05	2,159,181.00	1,016,006.95
1-00-402.00		5,534.31	15,218.10	45,000.00	29,781.90
	INTEREST INCOME	14,176.62	38,987.47	75,000.00	36,012.53
1-00-407.00		0.00	0.00 108.00	3,185,279.54 0.00	3,185,279.54 (108.00)
	COMMUNITY ROOM FEES	0.00	100.00	0.00	(100.00)
Total De		68,731.06	1,197,587.62	5,464,460.54	4,266,872.92
	03 HEALTH AND WELLNESS				2222 222
	MISCELLANEOUS INCOME ept 03 - HEALTH AND WELLNESS	0.00	265.00	0.00	(265.00)
	05 COMMUNITY CENTER	0.00	265.00	0.00	(263.00)
1-05-406.00		2,750.00	6,500.00	5,000.00	(1,500.00)
1-05-409.00		300.00	600.00	2,000.00	1,400.00
1-05-410.00		171.92	1,330.91	0.00	(1,330.91)
	HOMEWORK CLUB RECOVERIES	11,515.00	12,245.00	70,255.00	58,010.00
1-05-410.02	TEEN CLUB RECOVERIES SHOOTING STARS RECOVERIES	0.00 (1,770.00)	0.00 91,845.00	0.00 90,400.00	0.00 (1,445.00)
1-05-410.04		0.00	0.00	16,800.00	16,800.00
1-05-410.05	SPRING BREAK RECOVERIES	0.00	360.00	5,000.00	4,640.00
1-05-410.06	KIDS DAY OFF RECOVERIES	0.00	0.00	0.00	0.00
1-05-410.07 1-05-410.08	SAFE SITTER RECOVERIES SAFE AT HOME RECOVERIES	0.00	490.00 0.00	0.00	(490.00) 0.00
	SENIOR PROGRAM RECOVERIES	12,262.50	37,052.00	100,000.00	62,948.00
1-05-411.02	LONG DISTANCE TRIPS RECOVERIES	0.00	30,163.90	55,000.00	24,836.10
1-05-411.03	MEAL RECOVERIES	663.50	2,421.00	8,000.00	5,579.00
1-05-411.04		247.00	687.00	1,200.00	513.00
	ept 05 - COMMUNITY CENTER	26,139.92	183,694.81	353,655.00	169,960.19
	06 ASSESSORS DIVISION MISCELLANEOUS INCOME	0.00	4,550.93	0.00	(4,550.93)
Total De	ept 06 - ASSESSORS DIVISION	0.00	4,550.93	0.00	(4,550.93)
	07 TRANSPORTATION DIVISION				
1-07-410.00	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00
1-07-410.01 1-07-410.02	DIAL-A-RIDE RECOVERIES SUBSCRIPTION RECOVERIES	745.00 336.00	2,594.05 1,008.00	7,000.00 5,000.00	4,405.95 3,992.00
	S.W. LAKE RECOVERIES	0.00	1,008.00	9,000.00	7,992.00
	ept 07 - TRANSPORTATION DIVISION	1,081.00	4,610.05	21,000.00	16,389.95
Revenues		95,951.98	1,390,708.41	5,839,115.54	4,448,407.13
	gory: Expenditures				
THE COURT OF STREET STREET, ST	01 ADMINISTRATIVE DIVISION	18,843.38	75,282.67	255,000.00	170 717 22
1-01-500.00	SALARIES HEALTH BENEFITS	5,964.42	14,931.98	42,000.00	179,717.33 27,068.02
1-01-510.00		0.00	0.00	1,500.00	1,500.00
1-01-511.00	SOCIAL SECURITY TAX	1,389.92	5,610.97	20,000.00	14,389.03
	IMRF	652.03	2,604.89	9,000.00	6,395.11
1-01-513.00 1-01-514.00	UNEMPLOYMENT COMPENSATION VOLUNTARY LIFE INSURANCE/AD&D	182.08 2.41	995.44 (1.80)	1,500.00 0.00	504.56 1.80
1-01-520.00	BUILDING MAINTENANCE	1,747.93	3,468.68	15,000.00	11,531.32
1-01-528.00	INSURANCE	0.00	33,717.00	36,050.00	2,333.00
1-01-532.00	TELEPHONE/INTERNET	1,296.69	3,104.28	10,000.00	6,895.72
1-01-534.00	UTILITIES	1,280.53	3,199.71	7,000.00	3,800.29
1-01-536.00 1-01-537.00	TRAVEL EXPENSE EDUCATION	0.00	327.57 265.00	2,000.00 2,000.00	1,672.43 1,735.00
1-01-538.00	POSTAGE	0.00	4,862.60	12,000.00	7,137.40
1-01-540.00	PRINTING	624.01	4,506.40	12,000.00	7,493.60
1-01-544.00	PROFESSIONAL SERVICES	1,205.71	4,974.05	50,000.00	45,025.95
1-01-546.00	DUES/FEES	1,283.81	4,234.24	9,000.00	4,765.76
1-01-548.00 1-01-549.00	PUBLIC NOTICES PERS.PROP.REPL.TAX-VILL.REFUND	0.00	36.80 0.00	750.00 20,000.00	713.20 20,000.00
1-01-555.00	GRANT FUNDING	0.00	36,500.00	36,000.00	(500.00)
1-01-558.00	OFFICE SUPPLIES	101.12	1,683.27	6,000.00	4,316.73
	OFFICE EQUIPMENT	550.22	3,350.20	6,900.00	3,549.80
1-01-559.00 1-01-565.00	INFORMATION TECHNOLOGY	11,802.10	30,267.90	65,000.00	34,732.10

08/07/2025 12:05 PM Page: 1/8

GL Number	Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2025 Normal (Abnormal)
	ERAL TOWN FUND				_
	egory: Expenditures 01 ADMINISTRATIVE DIVISION				
1-01-568.00		0.00	1,476.67	5,000.00	3,523.33
1-01-572.00	COMMUNITY EVENTS	0.00	765.99	4,000.00	3,234.01
	COMMUNITY SERVICE PROJECTS	0.00	0.00	3,500.00	3,500.00
1-01-585.00	TOWNHALL IMPROVEMENTS CAPITAL IMPROVEMENTS	0.00	0.00 2,400.00	20,000.00 1,000,000.00	20,000.00 997,600.00
	ept 01 - ADMINISTRATIVE DIVISION	46,926.36	238,564.51	1,651,200.00	1,412,635.49
	02 ELECTED OFFICIALS	40,520.50	250,504.51	1,031,200.00	1,412,033.43
1-02-501.00	SUPERVISOR	3,333.33	13,333.32	40,000.00	26,666.68
1-02-503.00		0.00	0.00	22,000.00	22,000.00
1-02-504.00		1,250.00	5,000.00	15,000.00	10,000.00
1-02-505.00	TRUSTEES TREASURER	2,500.00	7,849.52	30,000.00	22,150.48
1-02-509.00		83.33 0.00	333.33 0.00	1,000.00 4,700.00	666.67 4,700.00
	SOCIAL SECURITY TAX	548.24	2,028.46	6,600.00	4,571.54
1-02-536.00	TRAVEL EXPENSE	0.00	26.80	3,000.00	2,973.20
1-02-537.00	EDUCATION	40.00	270.00	2,000.00	1,730.00
1-02-546.00		15.00	155.84	1,000.00	844.16
	ept 02 - ELECTED OFFICIALS	7,769.90	28,997.27	125,300.00	96,302.73
1-03-500.00	03 HEALTH AND WELLNESS SALARIES	17,607.85	71,296.34	250,000.00	178,703.66
1-03-509.00	HEALTH BENEFITS	11,514.14	27,197.71	85,000.00	57,802.29
1-03-510.00	HRA	0.00	0.00	4,500.00	4,500.00
1-03-511.00	SOCIAL SECURITY TAX	1,223.52	4,898.44	22,000.00	17,101.56
1-03-512.00	IMRF	553.29	2,263.12	9,000.00	6,736.88
1-03-513.00	UNEMPLOYMENT COMPENSATION VOLUNTARY LIFE INSURANCE/AD&D	363.39 2.66	1,357.78 (5.33)	2,200.00	842.22 5.33
1-03-520.00	BUILDING MAINTENANCE	0.00	470.38	8,500.00	8,029.62
	TELEPHONE/INTERNET	645.91	1,708.57	6,500.00	4,791.43
1-03-534.00	UTILITIES	0.00	570.43	4,000.00	3,429.57
1-03-536.00	TRAVEL EXPENSE EDUCATION	0.00 (45.00)	0.00	2,000.00 3,000.00	2,000.00
1-03-537.00	POSTAGE	0.00	0.00	100.00	3,000.00
1-03-540.00		0.00	0.00	500.00	500.00
1-03-546.00	2000 CO	0.00	0.00	2,500.00	2,500.00
1-03-558.00		70.89	74.82	1,500.00	1,425.18
1-03-559.00	OFFICE EQUIPMENT INFORMATION TECHNOLOGY	0.00 94.00	0.00 1,894.60	1,000.00 3,300.00	1,000.00 1,405.40
1-03-568.00	MISCELLANEOUS	0.00	0.00	1,000.00	1,000.00
Total De	pt 03 - HEALTH AND WELLNESS	32,030.65	111,726.86	406,600.00	294,873.14
Department:	05 COMMUNITY CENTER				Salari (ninasa) • An isalahan antan asi ini di ke-asi
1-05-500.00	SALARIES	51,443.03	179,875.81	600,000.00	420,124.19
1-05-509.00	HEALTH BENEFITS	13,020.54	26,527.47	83,000.00	56,472.53
1-05-510.00	HRA SOCIAL SECURITY TAX	0.00 3,850.97	0.00 13,409.44	6,000.00 48,000.00	6,000.00 34,590.56
1-05-512.00	IMRF	1,202.45	4,938.30	19,000.00	14,061.70
1-05-513.00	UNEMPLOYMENT COMPENSATION	715.59	2,841.64	7,000.00	4,158.36
1-05-514.00	VOLUNTARY LIFE INSURANCE/AD&D	2.68	(5.36)	0.00	5.36
1-05-520.00	BUILDING MAINTENANCE	2,041.84	3,700.19	20,000.00	16,299.81
1-05-524.00	NUTRITION LUNCH & LEARN PRESENTATIONS	514.26 675.00	1,486.83 2,400.00	12,000.00 6,000.00	10,513.17 3,600.00
1-05-532.00	TELEPHONE/INTERNET	(162.86)	4,599.28	11,300.00	6,700.72
1-05-534.00	UTILITIES	1,354.87	5,354.67	14,000.00	8,645.33
	TRAVEL EXPENSE	0.00	245.12	1,000.00	754.88
1-05-537.00	EDUCATION	360.00	360.00	4,000.00	3,640.00
1-05-538.00	POSTAGE PRINTING	14.60 198.20	651.62 2,613.31	11,000.00 18,000.00	10,348.38 15,386.69
1-05-546.00	DUES/FEES	283.25	1,830.26	5,000.00	3,169.74
1-05-547.00	PROGRAMS	5,349.00	18,580.79	80,000.00	61,419.21
1-05-550.00	LONG DISTANCE TRIPS	81.60	7,795.14	25,000.00	17,204.86
1-05-551.00	PROGRAM SUPPLIES	989.97	7,778.17	18,000.00	10,221.83
1-05-553.00	SPECIAL EVENTS OFFICE SUPPLIES	0.00	0.00 129.37	4,000.00 2,000.00	4,000.00 1,870.63
1-05-559.00	OFFICE SUPPLIES	0.00	0.00	2,000.00	2,000.00
1-05-561.00	FUEL/OIL	438.51	786.82	2,500.00	1,713.18

08/07/2025 12:05 PM

		Barance AS OF 07/31/2	023		
GL Number	Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2029 Normal (Abnormal)
Fund: 1 GEN	ERAL TOWN FUND				41
	egory: Expenditures				
사람들이 어린 이번 때문에 그 그렇게 잘 하면 되었다. 얼마 없다	05 COMMUNITY CENTER				
	BUILDING EQUIPMENT	92.65	77.67	6,000.00	5,922.33
	INFORMATION TECHNOLOGY	0.00	1,368.00	5,000.00	3,632.00
1-05-568.00		0.00	0.00	1,000.00	1,000.00
	GRANT PROJECTS	0.00	0.00	5,000.00	5,000.00
	ept 05 - COMMUNITY CENTER	82,466.15	287,344.54	1,015,800.00	728,455.46
	06 ASSESSORS DIVISION	22 222 23	** *** ***		2227 222 (22
1-06-500.00		20,132.01	98,424.44	350,000.00	251,575.56
1-06-509.00		8,695.48	15,094.05	50,000.00	34,905.95
1-06-510.00		0.00 1,502.12	0.00 7,379.64	6,000.00 30,000.00	6,000.00
1-06-512.00		598.34	2,632.53	15,000.00	22,620.36 12,367.47
1-06-513.00		547.97	2,039.31	3,000.00	960.69
1-06-514.00		10.90	(151.02)	0.00	151.02
1-06-520.00	이 있어요? 그렇게 되었어요? 그리는 이 그리는 어느로 하고 있다면 하는 것이 없는 것이 없는 것이 없는 것이 없는 것이 없는 것이 없는 것이다.	0.00	752.61	12,000.00	11,247.39
1-06-532.00		749.28	2,869.15	8,400.00	5,530.85
1-06-534.00		0.00	912.68	7,000.00	6,087.32
1-06-536.00	TRAVEL EXPENSE	0.00	0.00	3,500.00	3,500.00
1-06-537.00	EDUCATION	0.00	2,350.00	6,500.00	4,150.00
1-06-538.00	POSTAGE	7.20	7.20	100.00	92.80
1-06-540.00		51.48	139.20	1,500.00	1,360.80
1-06-544.00	TWENTY OF THE TOTAL CONTRACTOR OF THE PROPERTY	6,078.75	28,267.50	80,000.00	51,732.50
1-06-546.00	*CONT. 1. N. CONT. A. C.	461.34	1,557.97	9,000.00	7,442.03
1-06-558.00		16.28	234.00	2,500.00	2,266.00
1-06-559.00	5000 N (1000 N 2000 N 100 N 10	0.00	0.00	5,000.00	5,000.00
1-06-561.00		118.18	702.84	5,000.00	4,297.16
1-06-565.00		22.00	7,087.99	24,500.00	17,412.01
1-06-568.00		0.00 79.11	601.54 183.79	500.00 8,000.00	(101.54) 7,816.21
	ept 06 - ASSESSORS DIVISION	39,070.44	171,085.42	627,500.00	456,414.58
	07 TRANSPORTATION DIVISION	39,070.44	171,005.42	027,300.00	430,414.36
1-07-500.00		8,817.66	39,758.57	120,000.00	80,241.43
1-07-509.00	HEALTH BENEFITS	1,503.00	3,550.22	11,000.00	7,449.78
1-07-510.00		0.00	0.00	1,500.00	1,500.00
1-07-511.00		666.63	3,005.87	9,300.00	6,294.13
1-07-512.00		305.09	1,375.65	4,500.00	3,124.35
1-07-513.00		279.87	886.45	1,200.00	313.55
1-07-514.00	VOLUNTARY LIFE INSURANCE/AD&D	(35.96)	(49.00)	0.00	49.00
1-07-515.00	UNIFORMS/TESTING	0.00	0.00	600.00	600.00
1-07-528.00	INSURANCE	0.00	2,577.00	4,200.00	1,623.00
1-07-532.00		93.33	1,174.99	3,400.00	2,225.01
1-07-544.00		0.00	106.80	1,000.00	893.20
1-07-558.00		0.00	0.00	500.00	500.00
1-07-561.00		1,334.19	5,810.40	22,000.00	16,189.60
1-07-569.00		183.10	5,541.49	10,000.00	4,458.51
	ept 07 - TRANSPORTATION DIVISION	13,146.91	63,738.44	189,200.00	125,461.56
Expenditu	res	221,410.41	901,457.04	4,015,600.00	3,114,142.96
Fund 1 - GE	NERAL TOWN FUND:	State Communication	TOTAL HANDOOD SERVICE MANUAL MANUA MANUA MAN	Jesus transporter powersance and the	re powers various common
TOTAL REVEN		95,951.98	1,390,708.41	5,839,115.54	4,448,407.13
TOTAL EXPEN		221,410.41	901,457.04	4,015,600.00	3,114,142.96
NET OF REVE	NUES & EXPENDITURES:	(125,458.43)	489,251.37	1,823,515.54	1,334,264.17

08/07/2025 12:05 PM Page: 3/8

GL Number Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2025 Normal (Abnormal)
Fund: 2 GENERAL ASSISTANCE FUND Account Category: Revenues				
Department: 00				
2-00-400.00 PROPERTY TAX	450.04	10,499.69	20,000.00	9,500.31
2-00-404.00 INTEREST INCOME	243.59	945.28	750.00	(195.28)
2-00-407.00 PROJ'D BEGINNING BALA	NCE 0.00	0.00	63,636.91	63,636.91
2-00-410.00 MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00
Total Dept 00	693.63	11,444.97	84,386.91	72,941.94
Revenues	693.63	11,444.97	84,386.91	72,941.94
Account Category: Expenditures				
Department: 00 2-00-500.00 SALARIES	2,827.91	12,455.27	40,000.00	27 544 72
2-00-500.00 SALARIES 2-00-511.00 SOCIAL SECURITY TAX	180.53	791.76	3,100.00	27,544.73 2,308.24
2-00-512.00 IMRF	97.83	430.91	1,500.00	1,069.09
2-00-513.00 UNEMPLOYMENT COMPENSA		170.47	200.00	29.53
2-00-537.00 EDUCATION	50.00	50.00	500.00	450.00
2-00-565.00 INFORMATION TECHNOLOG	0.00	0.00	2,000.00	2,000.00
2-00-701.00 EMERGENCY ASSISTANCE	1,260.00	3,327.79	20,000.00	16,672.21
2-00-702.00 GENERAL ASSISTANCE	0.00	0.00	10,000.00	10,000.00
Total Dept 00	4,423.20	17,226.20	77,300.00	60,073.80
Expenditures	4,423.20	17,226.20	77,300.00	60,073.80
Fund 2 - GENERAL ASSISTANCE FUND:	<u> </u>	<u> </u>		
TOTAL REVENUES	693.63	11,444.97	84,386.91	72,941.94
TOTAL EXPENDITURES	4,423.20	17,226.20	77,300.00	60,073.80
NET OF REVENUES & EXPENDITURES:	(3,729,57)	(5,781.23)	7,086.91	12,868.14

08/07/2025 12:05 PM Page: 4/8

GL Number	Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2025 Normal (Abnormal)
	ERAL ROAD FUND				
Department:	egory: Revenues				
3-00-400.00		7,810.60	182,294.48	300,000.00	117,705.52
3-00-402.00		0.00	0.00	0.00	0.00
	INTEREST INCOME	5,709.85	20,047.11	25,000.00	4,952.89
	PROJ'D BEGINNING BALANCE	0.00	0.00	1,181,813.79	1,181,813.79
	MISCELLANEOUS INCOME	0.00	23.00	0.00	(23.00)
	HWY.ENT.INCOME/BUS REPAIRS	0.00	315.25	0.00	(315.25)
	HWY.ENT.INCOME/VILL.DEER PARK	3,899.50	57,307.38	180,353.00	123,045.62
3-00-410.03		12,811.65	30,562.66	53,045.00	22,482.34
3-00-410.04	HWY.ENT.INCOME/VILL. NORTH BARRINGTO	16,567.66	22,339.76	21,218.00 47,741.00	(1,121.76)
	HWY.ENT.INCOME/VILL.KILDEER TRANSFERS IN	7,268.00 0.00	23,146.64	0.00	24,594.36 0.00
Total De	The state of the s	54,067.26	336,036.28	1,809,170.79	
					1,473,134.51
Revenues	44-47/4-31-50x1 (4404-444-44-4-4-4-4-4-4-4-4-4-4-4-4-4-4	54,067.26	336,036.28	1,809,170.79	1,473,134.51
	egory: Expenditures 01 ADMINISTRATIVE DIVISION				
3-01-500.00	SALARIES	3,353.76	13,834.40	46,000.00	32,165.60
3-01-509.00		4,307.86	10,175.53	30,000.00	19,824.47
3-01-510.00		0.00	0.00	1,500.00	1,500.00
3-01-511.00	SOCIAL SECURITY TAX	227.96	929.59	4,000.00	3,070.41
3-01-512.00		116.04	478.68	2,200.00	1,721.32
3-01-513.00	UNEMPLOYMENT COMPENSATION	147.32	340.94	500.00	159.06
3-01-528.00	INSURANCE	0.00	29,515.00	35,000.00	5,485.00
3-01-532.00	TELEPHONE/INTERNET	295.14	8,911.97	15,000.00	6,088.03
	TRAVEL EXPENSE	0.00	0.00	1,000.00	1,000.00
3-01-537.00		0.00	0.00	2,000.00	2,000.00
3-01-540.00 3-01-544.00	PRINTING PROFESSIONAL SERVICES	0.00	0.00 806.25	500.00 5,000.00	500.00 4,193.75
3-01-546.00	DUES/FEES	0.00	200.56	2,000.00	1,799.44
3-01-548.00	PUBLIC NOTICES	0.00	0.00	500.00	500.00
3-01-558.00	OFFICE SUPPLIES	170.55	434.18	2,500.00	2,065.82
3-01-559.00	OFFICE EQUIPMENT	0.00	4,061.79	6,800.00	2,738.21
3-01-565.00	INFORMATION TECHNOLOGY	100.80	2,724.42	10,000.00	7,275.58
Total De	ept 01 - ADMINISTRATIVE DIVISION	8,719.43	72,413.31	164,500.00	92,086.69
	04 MAINTENANCE DIVISION	450 00	200 8 3	90 000 TO	70 110 00
3-04-520.00	BUILDING MAINTENANCE	210.00	882.24	50,000.00	49,117.76
3-04-533.00 3-04-534.00	ENGINEERING SERVICES	0.00 554.43	0.00	4,000.00	4,000.00
3-04-535.00	UTILITIES RENTALS	0.00	4,057.46	8,500.00 2,000.00	4,442.54
3-04-562.00		0.00	657.44	4,000.00	3,342.56
3-04-563.00	VEHICLE/HEAVY EQUIPMENT	0.00	21.06	50,000.00	49,978.94
3-04-564.00	SMALL TOOLS	0.00	0.00	4,000.00	4,000.00
3-04-567.00	EQUIPMENT MAINTENANCE	1,104.78	2,749.64	35,000.00	32,250.36
3-04-569.00	VEHICLE MAINTENANCE	5,255.37	9,123.31	50,000.00	40,876.69
3-04-575.00	GARBAGE SERVICE	0.00	0.00	500.00	500.00
3-04-577.00	VILLAGE MATERIALS	1,810.71	6,519.90	40,000.00	33,480.10
3-04-580.00	PAVING	0.00	0.00	5,000.00	5,000.00
3-04-599.00	CONTINGENCIES	0.00	0.00	10,000.00	10,000.00
3-04-600.00	CAPITAL IMPROVEMENTS pt 04 - MAINTENANCE DIVISION	8,935.29	70,634.70 94,645.75	463,000.00	129,365.30 368,354.25
COCHERMOSTICAL SHAPE				The state of the s	20
Expenditur	P409X	17,654.72	167,059.06	627,500.00	460,440.94
	NERAL ROAD FUND:				i pri co
TOTAL REVENU		54,067.26	336,036.28	1,809,170.79	1,473,134.51
TOTAL EXPEND	DITURES	17,654.72	167,059.06	627,500.00	460,440.94
NET OF REVEN	NUES & EXPENDITURES:	36,412.54	168,977.22	1,181,670.79	1,012,693.57

08/07/2025 12:05 PM

				25 26	
GL Number	Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2025 Normal (Abnormal)
Fund: 4 PER	MANENT ROAD FUND				
	egory: Revenues				
Department:					
4-00-400.00		33,765.55	787,718.70	1,500,000.00	712,281.30
4-00-404.00		9,333.56	29,615.33	10,000.00	(19,615.33)
	PROJ'D BEGINNING BALANCE	0.00	0.00	1,768,869.23	1,768,869.23
4-00-410.00		0.00	0.00	0.00	0.00
4-00-410.01		0.00	21,139.63	34,900.00	13,760.37
4-00-410.02		500.00	800.00	500.00	(300.00)
Total De		43,599.11	839,273.66	3,314,269.23	2,474,995.57
Revenues		43,599.11	839,273.66	3,314,269.23	2,474,995.57
	egory: Expenditures 00	5 (20 00) (# 17-00) (20-00)			1
4-00-500.00	SALARIES	44,754.03	199,951.10	650,000.00	450,048.90
4-00-509.00	HEALTH BENEFITS	20,539.78	48,517.17	135,000.00	86,482.83
4-00-510.00	HRA	0.00	0.00	15,000.00	15,000.00
4-00-511.00	SOCIAL SECURITY TAX	3,266,49	14,588.98	52,000.00	37,411.02
4-00-512.00	IMRF	1,548.49	6,918.24	24,000.00	17,081.76
4-00-513.00	UNEMPLOYMENT COMPENSATION	245.73	2,957.41	5,500.00	2,542.59
4-00-514.00	VOLUNTARY LIFE INSURANCE/AD&D	2.40	(4.80)	0.00	4.80
4-00-515.00	UNIFORMS/TESTING	378.28	2,709.28	10,000.00	7,290.72
4-00-535.00		0.00	0.00	500.00	500.00
4-00-561.00	FUEL/OIL	1,050.88	8,406.58	45,000.00	36,593.42
4-00-562.00	OPERATING SUPPLIES	447.32	1,259.84	8,500.00	7,240.16
4-00-563.00	VEHICLE/HEAVY EQUIPMENT	0.00	0.00	10,000.00	10,000.00
4-00-570.00	ROAD SIGNS/JULIE	0.00	0.00	4,000.00	4,000.00
4-00-575.00	GARBAGE SERVICE	0.00	0.00	500.00	500.00
4-00-580.00	PAVING	0.00	0.00	20,000.00	20,000.00
4-00-582.00	STORM WATER	2,448.26	8,017.24	550,000.00	541,982.76
		1,097.00	4,361.65	15,000.00	10,638.35
4-00-586.00	ROAD SALT AND LIQUID DE-ICER	0.00	0.00	75,000.00	75,000.00
4-00-587.00	ROAD SUPPLIES & TREE REMOVAL	0.00	2,000.00	15,000.00	13,000.00
4-00-599.00	CONTINGENCIES	0.00	0.00	10,000.00	10,000.00
4-00-600.00	CAPITAL IMPROVEMENTS	4,226.00	8,527.25	1,200,000.00	1,191,472.75
Total De	ept 00	80,004.66	308,209.94	2,845,000.00	2,536,790.06
Expenditur	res	80,004.66	308,209.94	2,845,000.00	2,536,790.06
Fund 4 - PEF	RMANENT ROAD FUND:		er paratitises magnes (greater in)	LEADERS AND AND STREET	- 1200 - 1200 - 1200 - 1200 - 1200 (120) (1200 (1200 (120) (1200 (1200 (1200 (120) (1200 (1200 (120) (1200 (120) (1200 (1200 (1200 (1200 (1200 (120) (1200 (1200 (1200 (120) (1200 (1200 (1200 (1200 (1200 (120) (1200 (1200 (1200 (120) (1200 (1200 (1200 (120) (1200 (1200 (120) (1200 (1200 (120) (1200 (1200 (1200 (120) (1200 (1200 (1200 (1200 (1200 (1200 (1200 (1200 (1200 (1200 (1200 (1200 (1200 (120) (1200 (1200 (120) (1200 (120) (1200 (120) (1200 (120) (1200 (120) (1200 (
TOTAL REVENU	IFS	43,599.11	839,273.66	3,314,269.23	2,474,995.57
TOTAL EXPEND		80,004.66	308,209.94	2,845,000.00	2,536,790.06
				CH. 10000 - 100 C. 100	
NET OF REVEN	NUES & EXPENDITURES:	(36,405.55)	531,063.72	469,269.23	(61,794.49)

08/07/2025 12:05 PM Page: 6/8

GL Number	Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2025 Normal (Abnormal)
Fund: 5 PARI	K MAINTENANCE FUND		1.0		
Account Cate	egory: Revenues				
Department:	00				
5-00-400.00	PROPERTY TAX	0.00	0.00	0.00	0.00
5-00-404.00	INTEREST INCOME	426.62	6,432.90	5.000.00	(1.432.90)
5-00-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	614,037.59	614,037.59
5-00-410.00	[HENGTHAM THAT THE TOTAL TOTA	0.00	0.00	0.00	0.00
5-00-410.01	KNIGGE PARK - STUDENT PARKING LOT RE	0.00	0.00	0.00	0.00
5-00-410.02	YOUTH SPORTS - PARK REV	0.00	4.500.00	0.00	(4,500.00)
5-00-418.00	TRANSFERS IN	0.00	0.00	0.00	0.00
Total De		426.62	10,932.90	619,037.59	608,104.69
Revenues	<u>=</u>	426.62	10,932.90	619,037.59	608,104.69
Account Cate	egory: Expenditures				
Department:	00				
5-00-500.00	SALARIES	11,202.00	35,628.82	110,000.00	74,371.18
5-00-509.00	HEALTH BENEFITS	1,279.82	3,023.11	10,000.00	6,976.89
5-00-510.00	HRA	0.00	0.00	0.00	0.00
5-00-511.00	SOCIAL SECURITY TAX	850.21	2,695.23	9,200.00	6,504.77
5-00-512.00	IMRF	146.42	627.25	2,600.00	1,972.75
5-00-513.00	UNEMPLOYMENT COMPENSATION	82.82	496.22	1,700.00	1,203.78
5-00-514.00	VOLUNTARY LIFE INSURANCE/AD&D	0.56	(1.18)	0.00	1.18
5-00-520.00	BUILDING MAINTENANCE	345.15	599.87	10,000.00	9,400.13
5-00-521.00	PARK MAINTENANCE	2,125.00	12,190.97	42,000.00	29,809.03
5-00-532.00	TELEPHONE/INTERNET	0.00	0.00	0.00	0.00
5-00-534.00	UTILITIES	315.08	1,442.27	6,500.00	5,057.73
5-00-544.00	PROFESSIONAL SERVICES	0.00	0.00	3,000.00	3,000.00
5-00-555.00	SCHOLARSHIPS/KNIGGE PARKING MAINTENA	0.00	0.00	0.00	0.00
5-00-561.00	FUEL/OIL	417.55	1,545.50	7,000.00	5,454.50
5-00-562.00	LANDSCAPING SUPPLIES	0.00	0.00	15,000.00	15,000.00
5-00-563.00	PARK EQUIPMENT	0.00	3,570.86	13,000.00	9,429.14
5-00-564.00	SMALL TOOLS	0.00	0.00	2,000.00	2,000.00
5-00-567.00	EQUIPMENT MAINTENANCE	240.58	402.56	0.00	(402.56)
5-00-568.00	MISCELLANEOUS	0.00	181.00	1,000.00	819.00
5-00-569.00	VEHICLE MAINTENANCE	36.18	386.16	1,000.00	613.84
5-00-574.00	ELA HISTORIC-PROJECTS/MAINT	481.48	1,767.49	40,000.00	38,232.51
5-00-596.00	MOSQUITO ABATEMENT PLAN	9,270.00	37,080.00	40,000.00	2,920.00
5-00-600.00	CAPITAL IMPROVEMENTS	116,922.16	149,716.61	250,000.00	100,283.39
Total De	ept 00	143,715.01	251,352.74	564,000.00	312,647.26
Expenditur	res —	143,715.01	251,352.74	564,000.00	312,647.26
Fund 5 - PAR	RK MAINTENANCE FUND:				
TOTAL REVENU	JES	426.62	10,932.90	619,037.59	608,104.69
TOTAL EXPEND		143,715.01	251,352.74	564,000.00	312,647.26
	UES & EXPENDITURES:	(143,288.39)	(240,419.84)	55,037.59	295,457.43

08/07/2025 12:05 PM

GL Number	Description	Activity For 07/31/2025 Increase (Decrease)	YTD Balance 07/31/2025 Normal (Abnormal)	25-26 Original Budget	Available Balance 07/31/2025 Normal (Abnormal)
Fund: 6 CEM	ETERY MAINTENANCE FUND				
Account Cate	egory: Revenues				
Department:					
6-00-400.00	PROPERTY TAX	0.00	0.00	0.00	0.00
6-00-404.00	INTEREST INCOME	0.00	2,867.23	1,500.00	(1,367.23)
6-00-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	234,976.96	234,976.96
6-00-409.00		0.00	0.00	0.00	0.00
6-00-410.00	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00
6-00-410.01	FAIRFIELD CEMETERY REVENUE	0.00	0.00	0.00	0.00
Total De	LAKE ZURICH CEMETERY REVENUE	1,675.00	8,650.00 11,517.23	236,476.96	(8,650.00)
TOTAL DE	ept oo		THE PERSON NAMED OF THE PE	Consideration and their	224,959.73
Revenues		1,675.00	11,517.23	236,476.96	224,959.73
Account Cate Department:	egory: Expenditures 00				
6-00-500.00	SALARIES	576.92	2,596.14	10,000.00	7,403.86
6-00-508.00	CEMETERY BOARD	0.00	0.00	1,500.00	1,500.00
6-00-509.00	HEALTH BENEFITS	0.00	0.00	0.00	0.00
6-00-510.00	HRA	0.00	0.00	0.00	0.00
6-00-511.00	SOCIAL SECURITY TAX	44.14	198.60	700.00	501.40
6-00-512.00	IMRF	0.00	0.00	0.00	0.00
6-00-513.00	UNEMPLOYMENT COMPENSATION	49.48	91.88	250.00	158.12
6-00-521.00	CEMETERY MAINTENANCE	400.00	960.00	15,000.00	14,040.00
6-00-522.00 6-00-523.00	BURIAL EXPENSES	0.00 969.00	0.00 1,148.00	8,000.00	8,000.00
6-00-532.00	CREM SCATTER GARDEN TELEPHONE/INTERNET	0.00	0.00	5,000.00 250.00	3,852.00 250.00
6-00-536.00	TRAVEL EXPENSE	0.00	0.00	200.00	200.00
6-00-537.00	EDUCATION	0.00	0.00	200.00	200.00
6-00-544.00	PROFESSIONAL SERVICES	0.00	0.00	2,000.00	2,000.00
6-00-564.00	SMALL TOOLS	0.00	0.00	2,000.00	2,000.00
6-00-565.00	INFORMATION TECHNOLOGY	0.00	274.80	5,000.00	4,725.20
6-00-568.00	MISCELLANEOUS	0.00	0.00	1,000.00	1,000.00
6-00-600.00	CAPITAL IMPROVEMENTS	0.00	10,755.00	100,000.00	89,245.00
Total De	ept 00	2,039.54	16,024.42	151,100.00	135,075.58
Expenditures		2,039.54	16,024.42	151,100.00	135,075.58
Fund 6 - CEN	METERY MAINTENANCE FUND:	*		N-1	
TOTAL REVENU	JES	1,675.00	11,517.23	236,476.96	224,959.73
TOTAL EXPEND	DITURES	2,039.54	16,024.42	151,100.00	135,075.58
NET OF REVEN	NUES & EXPENDITURES:	(364.54)	(4,507.19)	85,376.96	89,884.15
Report Total	s:				
TOTAL REVENU	JES - ALL FUNDS	196,413.60	2,599,913.45	11.902.457.02	9,302,543.57
	DITURES - ALL FUNDS	469,247.54	1,661,329.40	8,280,500.00	6,619,170.60
	NUES & EXPENDITURES:	(272,833.94)	938,584.05	3,621,957.02	2,683,372.97

08/07/2025 12:05 PM Page: 8/8

Payroll Check Register Report For Ela Township

For Check Dates 07/01/2025 to 07/31/2025

	Check
Name	Net
AXA EQUITABLE-EQUI VEST	465.94
EFTPS	41,653.48
ILL DEPT OF REVENUE	7,932.84
ILLINOIS MUNICIPAL	14,620.91
WISCONSIN DEPT OF REVENUE	414.53
EMPLOYEE PAYROLL	133,412.50
Total Payroll	198,500.20





Date: August 14, 2025

To: Township Supervisor and Board of Trustees

From: Bonnie Barrington, Assessor

Subject: Board Report – August 2025

I was honored to be appointed to serve the remainder of the current term as Ela Township Assessor. After being sworn in on July 23rd and starting the following day, I was met with a warm and enthusiastic welcome from the Assessor's team. I am pleased to report that each team member shares my commitment to serving the residents of Ela Township at the highest possible standard. Our community is fortunate to have such a dedicated team. After meeting with the team and reviewing current operations, it became clear that our full-time field inspector required immediate assistance to address a backlog of work left incomplete by Accubase Solutions, as well as other outstanding tasks. To help expedite progress, I hired a local high school student to provide short-term support.

On July 24th, we received notice from Accubase Solutions that they are terminating their contract. While this presented challenges to ensuring a smooth transition, team members had been documenting ongoing issues with Accubase since their engagement. Key concerns include:

- Incomplete and inaccurate field work: Between September and December 2024, Accubase was paid \$2,600 to complete field inspections. They were assigned over 200 permits but completed only 11, all of which contained errors.
- Improper valuation reporting: On July 14th—over a month later than verbally promised—Accubase submitted values to Lake County. All values were incorrectly reported as a township revaluation, a process only permitted during a quadrennial reassessment year under state statute. This misstep has previously led to legal action against other assessors and counties, making it fortunate that the issue was identified and corrected before submission.
- Unauthorized record changes: In the early hours of July 15th, Warren Dixon of AccuBase accessed our system and deleted his initials from all assigned permit files.

Since taking office, additional operational concerns have come to light, including:

Taxpayer service gaps: Several residents reported receiving inadequate assistance from the previous
administration. In one case, an error made within the past three years that increased a resident's tax bill
from under \$400 to over \$10,000. I was able to correct this error and file a certificate of error to adjust
one year retroactively, but the mistake caused an unnecessary financial burden for not only the taxpayer
but the taxing bodies.

- Unaddressed communications: There were 63 voicemails in the system with no notes indicating follow-up or resolution.
- Lack of transition planning: No system or account passwords were provided, and previously scheduled appointments were left on the calendar without cancellation.
- Neighborhood value disparities: For the 2025 tax year, 58% of neighborhood values were left
 unchanged, creating an uneven tax burden for certain residents. Unfortunately, by the time I assumed
 office, it was too late to correct this issue for the current assessment year, despite requesting assistance
 from the County. The valuations were done exclusively by AccuBase Solutions.

We finalized our books with the county and on August 5th I signed the statuary oath returning our books to the county. We ended up with a 1.0441 equalization factor from the county. This means that 4.441% will be added to all the values that Accubase sent on July 14th. Our values will be published on August 21st making our 30-day appeal deadline September 22nd. To account for this window our office will have extended business hours to better serve the taxpayers. We will stay open until 4PM on Friday August 22, 29, and Friday, September 12, we will open on Saturday September 6th, and 20th from 9AM-12PM

Moving forward, I am working closely with my team to address these challenges, ensure accuracy in our assessments, and improve service to our residents. My priority remains upholding the integrity of the Assessor's Office and providing fair, transparent, and responsive service to the people of Ela Township.



Date: August 5, 2025

To: Township Supervisor and Board of Trustees
From: Jessica P. Case, Transportation Liaison

Subject: Board Report - July 2025

BUS SERVICE	25- May	May- 24	+/_	25-Jun	Jun-24	+/_	25-Jul	24-Jul	+/_
Ridership (One Way) - Ela	343	329	14	312	241	71	372	290	82
Ridership (One Way) - Wauconda	24	50	-26	26	36	-10	22	44	-22
Total Number of Rides	367	379	-12	338	277	61	394	334	60
Revenue Miles - Ela	1765	1772	-7	1442	1176	266	1736	1386	350
Revenue Miles - LC	442	603	-161	522	465	57	444	602	-158
Total Miles	2084	2375	-291	1964	1641	323	2180	1988	192
Revenue Hours - Ela	185	179.75	5.25	158.5	124.75	34	166	150.75	15
Revenue Hours - LC	26.75	31.25	-4.5	28.75	23.75	5	24.75	30.75	-6
Total Hours	211.75	211	0.75	187.25	148.5	39	190.75	181.5	9
Days in Service - Ela	21	22	-1	20	18	2	22	22	0
Days in Service - LC	12	13	-1	13	10	3	11	13	-2
Fuel Usage (gallons)	411.6	404	7.6	447.8	320.3	128	429	457.7	-29
Lift Usage	153	86	67	161	90	71	177	110	67



Date: August 2025

To: Township Supervisor and Board of Trustees

From: Sara Marx LCPC, NCC, Director of Health & Wellness

Subject: Board Reports - August 2025

Clients and Groups:

Intakes: We processed 17 intakes compared to 19 in 2024. There are no obvious trends at this time. **Lending closet:** Our lending closet served 52 clients compared to 48 in 2024, showing a slight increase in utilization.

Groups: The Care Giver Support Group continues to run successfully on the last Tuesday of each month from 3-4:30pm in Ela Town Hall's lower level. The group is well-attended and remains open to new members who are seeking support and connection with others in similar caregiving situations.

Personnel:

Ebony Brown demonstrated exceptional resourcefulness and dedication by successfully finding resources to pay for an elderly woman to get her lights restored in just one day. The utility bill totaled over \$1,400, and Ebony's quick action ensured this vulnerable community member had her essential services restored promptly. Betsy Innocenti will be participating in the "Aging in Ela Township - What Families Need to Know" panel at the community center on September 17th from 6-8pm at the community center.

Community Events:

Our upcoming community programming includes several free opportunities for residents. The Playground Meet Up is scheduled for August 13th from 4:30-6:30pm, providing families with a chance to connect in an outdoor setting. We are excited to offer Yoga in the Park sessions in partnership with Yoga Kulam, a non-profit organization dedicated to helping people experience the benefits of yoga. These sessions will take place on August 29th and September 19th, both starting at 10am. For safety education, we partnered with Stay Safe Martial Arts to provide two self-defense classes planned for two aged groups. Children ages 5-10 can participate on Tuesday, September 23rd from 4-5pm, while adults 18 and older have their session on Thursday, September 25th from 6-7pm. Residents must register, as space is limited. Additionally, our Social Worker at the Library program continues every second Monday of the month, providing ongoing accessible mental health and social services support.

Looking ahead to fall and winter programming, we have several exciting events planned, including Trunk-or-Treat with Kildeer in October, Shop with a Cop in November, Holiday Meals in November and December, and our Giving Tree program in December.



To:

Township Supervisor and Board of Trustees

From:

Mike DePouw, Highway Superintendent

Subject:

Board Report - July 2025

Highway Department Update:

- The Highway Department has been busy with right-of-way mowing and tree trimming. This has been somewhat challenging due to our Kubota wing mower being out for repair following another breakdown.
- The Historical Building has been power washed, and all requested preparations for their upcoming event have been completed.
- The Knigge parking lot has been repainted, including numbered parking spaces, in preparation for the upcoming school year.

Income from the Villages:

- o Total income for July from Village Contracts \$34,479.74
 - Total income for July 2024 from Village Contracts \$27,495.99
- Village of Deer Park 27 tickets preformed
 - Labor charges \$5,312.00
 - Material charges \$72.74
 - Equipment charges \$1972.25
 - Totaling \$7,356.99
 - July 2024 Total \$5,904.36
- Village of Kildeer 33 work tickets preformed
 - Labor charges \$4,336.00
 - Material charges \$423.25
 - Equipment charges \$3,050.25
 - Totaling \$7,809.50
 - July 2024 Total \$7,127.22
- Village of Long Grove 22 work tickets preformed
 - Labor charges \$3,288.00
 - Material charges \$200.00
 - Equipment charges \$2,082.50
 - Totaling \$5,570.50
 - July 2024 Total \$7,201.91
- Village of North Barrington 34 work ticket preformed
 - Labor charges \$7,992.00

- Material charges \$156.25
- Equipment charges \$5,586.00
- Totaling \$13,734.25
 - July 2024 Total \$7,262.50

Labor hours performed throughout Ela Township - 434.5 work hours performed

- Assessor 2 work tickets equaling 5 hours
- o Buses 3 work tickets equaling 6.5 hours
- o Cemetery 10 work tickets equaling 25.5 hours
- o Community Center 8 work tickets equaling 21 hours
- Health & Wellness 1 work ticket equaling 2 hours
- o Highway Department (unincorporated) 106 work tickets equaling 183.5 hours
- o Historical 4 work tickets equaling 12 hours
- o Parks 16 work tickets equaling 164.5 hours
- o Town Hall 11 work tickets equaling 14.5 hours



Date: August 6, 2025

To: Township Supervisor and Board of Trustees

From: Jim Dalbec, Assistant Community Programs Director

Subject: Board Report - July 2025

Programming:

Programming for July was right back to being busy again after a slower June. Despite starting July with the center closed for Independence Day, we made up for it with two Lunch & Learns both gathering over 30 participants as well as a Concert on the Patio with 30 in attendance as well. We had a wonderful crowd for our monthly Cuisine Club as well, but the big draw was our Cubs vs Brewers Day Trip up in Milwaukee. A huge thank you to Laurie Wilhoit and Ted Marciniak for helping us bring two Coach Buses with 111 participants that we successfully corralled and brought back to Lake Zurich. Keeping track of 100+ Seniors in a crowd of 42,000 is no small feat, so we greatly appreciated the extra help. Program Revenue was about \$10,500 compared to \$8000 in July 2024. Our Morning Movers Program on Monday, Wednesday and Friday mornings continue to be our most popular fitness program and last week we had our biggest crowd to date with almost 60 participants. We are happy to be able to continue offering this program completely free to participants.

Meals:

Lunch revenue came in at about \$450 for the month and that is about \$300 less than last year. We are noticing more often that if we aren't offering programs either during lunch or immediately to follow, that members aren't coming just for lunch as frequently as they used to.

Upcoming Events/Programming:

We are looking to complete our October, November, December Newsletter in the next few weeks that will be mailed to our entire township. We have also noticed an upward trend in members looking to pay with Credit Cards as opposed to cash or check. For July alone, we received almost \$1900 in revenue through credit card. That is a trend that we are looking to monitor as we seek out a new system to process credit cards and a database that better supports online registration. We have not previously tracked Credit Card payments, only our deposit of cash and checks each month, so I think we are grossly undercutting our total program revenue. We will start tracking credit card payments more accurately moving forward and report that.

Thank you again for your continued support, Jim Dalbec Assistant Community Programs Director



Date: August 2025

To: Township Supervisor and Board of Trustees

From: Ted Marciniak, Township Manager

Subject: Board Report - August 2025

Senator Hills Township Tour:

Our staff did an outstanding job demonstrating the wide variety of services we provide to our residents when Sen. Hills toured our facility this past month. She left both impressed and motivated to continue supporting townships.

UKG Conversion:

We had our kickoff meeting with UKG to convert to their timekeeping system. This conversion will likely happen by the end of the year.

Cintas Agreement:

To save Township funds, we have begun taking a deeper look at our current contracts and confirming we are getting the best rates. One example of this is that we have ended our agreement with our current mat provider and have switched to Cintas. This new agreement will save the Township roughly one hundred dollars a month.

Passport Facility:

Conversations continue to happen discussing processing passport applications at Townhall. To get a better feel for the requirements, the Administration staff met with staff from the Ela Library. After getting a tour of their facility and a feel for the space/time needed, we will bring this discussion back to a future board meeting.

Township Anniversaries:

Joe Cacciatore- Youth-6
Brett Dalton- Highway-6
Lisa Gaggiano- Community Center-19
Wayne Kubacik- Youth-3
Agnes Mendocha- Highway- 8
Michelle Nowak- Health and Wellness-3
Chris Rafalko-Highway-3
Elina Shkolnik-Health and Wellness-4



Date:

August 8, 2025

To:

Township Supervisor, Township Manager, and Board of Trustees

From:

Joe Cacciatore, Youth Director

Subject:

Youth Board Report - July 2025

Summer Camp

Summer Camp weeks 5 through 9 are officially over, leaving us with one more week of camp. It has been a lot of fun, the kids have been great, and the parents have been awesome. We appreciate everyone who supports are program and are glad they are having such a good time too. The experience of the staff has really shown this summer, and they are all great mentors to the kids, and the newer counselors. We just wish the summer was longer!

Homework Club 2025-26

The school year is quickly approaching. We have been trying to go back and forth with Summer Camp and Homework Club. Every time we had to be at the Community Center due to weather, we tried to get something done for Homework Club. Staff created some of the bulletin board materials, nametags, and other materials to prepare for the school year.

Staffing

We have a few upcoming interviews for new staff to help with Homework Club. Most of our staff are going off to college, and we will have one counselor returning. We will have a few weeks with the Summer Camp staff to help train and show new staff the ropes to Homework Club before they leave. It was a great summer, and the staff will be missed, but we know having them there for the first few weeks of Homework Club will help newer staff with their confidence and help them gain experience.

Thank you again for your continued support,

Joseph Cacciatore Youth Director



DANIEL LESUS ARCHITECTS, P.C.

DESIGN PLANNING CONSULTING

CHANGE ORDER

Distribution to:

X OWNER

ARCHITECT
CONTRACTOR
OTHER

PROJECT:

Ela Township Egress Stair 1155 Route 22 Lake Zurich, IL. 60047 CHANGE ORDER NO: 001

ARCHITECTS PROJECT NO: 22.837

Description:

Ela Township has requested a change order to revise the location and configuration of a previously documented egress stair from the second floor of the existing offices. The egress stair will be moved from the north elevation to the west elevation. The architectural work will consist of:

- Document and model a completely new area of the building not previously documented.
- Revise the Site Plan by removing the egress stair and moving the new configuration to the north side. Possibly
 extend existing sidewalk as required.
- Revise Floor Plans, Demo, Proposed and Lower Level to reflect new configuration and location.
- · Revise North Elevation and add West Elevation.
- Coordinate details with structural engineer.
- Revise all architectural Construction Document sheets, change revision dates.

Additional Costs:

Daniel Lesus Architects, P.C. proposes to provide the above referenced changes to the finished construction documents as described above for a set fee of \$3,000.00 plus the cost of any large-scale printing for resubmittals. Work can begin once authorization has been granted. Full payment will be due upon completion of the drawings and resubmittal for permits.

Authorized:	
By:	



REQUEST FOR ADDITIONAL SERVICES

Request No. AS 03

Date:	July 31, 2025		
Client:	Ela Township	2_1900000=1_1100=5	
Project Name:	Ela Town Hall Egress St	airs	
V&A Project. No.:	2022_056	n = 7.00 = E	
Submitted by:	Paul G. Virgilio		
Description of Addit	ional Services:		
Additional services	are required to relocate th	ne egress stairs.	
The scope of service	ces includes the following:		
 Site visit to docur Revisions to plan 		uired repairs of	the balcony slabs and walls.
Fee for Additional Ser	<u>vices</u> : \$ 2,500		
	Accepted by	Signature :	
		Name	AMERICAN CONTRACTOR OF THE PARTY OF THE PART
		Company :	
		Title :	

June 30, 2025

Mr. Mike Depouw, Ela Township Highway Department 23605 N Echo Lake Rd Lake Zurich, IL 60047



625 Forest Edge Drive, Vernon Hills, II. 60061 Tel. 847.478.9700 FAX 847.478.9701

www.gha-engineers.com

Via Email: miked@elatownship.org

Re:

Pay Request #3 / Invoice #24032.03.R

Berger Construction

Knigge Park Drainage Improvements

Dear Mr. Depouw:

Please find enclosed Pay Request 2 for work completed by Berger Construction on the Township's Knigge Drainage Improvements Project. This is considered the release of the remaining retention.

This request generally includes the completion of the punch-list.

The total value of the work completed to date is \$120,620.80, the total amount due for Pay Request #3 is \$2,412.42. There has been one previous payment to date.

Base Bid Amount	\$105,330.00
Change Order Amount	\$16,606.00
Total Contract Amount	\$121,936.00
Contract Work Completed to Date	\$106,129.00
Additional Work Completed to Date	\$14,491.80
Less Retainage (0%)	(\$0.00)
Amount Earned to Date	\$120,620.80
Amount Paid to Date	(\$118,208.38)
Amount to be Paid this Estimate	\$2,412.42

All work performed to date has been installed in general conformance with the plans and specifications. We have reviewed the itemized line items included in this pay request and agree with the amounts and quantities as shown. All pertinent Waivers have been included in this electronic submittal.

We recommend payment to Berger Contractors in the amount requested of \$2,412.42.

If you should have any questions or require additional information, please do not hesitate to call me at 773-699-2228 or email me at: crodriguez@gha-engineers.com.

Sincerely, Gewalt Hamilton Associates, Inc.

Carlos Rodriguez Engineering Technician

Enclosures:

Berger Construction, Invoice 24032.03.R

Applicable Waivers

Cc (via email): Darren Monico, P.E. - Project Manager

PAY ESTIMATE #3

Project Name: Knigge Park Drainage Improvements

Project Location: 23600 N Echo Lake Road, Ela Township, IL 60047

Client: Ela Townsip

GHA Project No.: 5421,014

Project Manager: Darren Monico, P.E. General Contractor: Berger Contractors

Prepared Date: June 29, 2025



CONSULTING ENGINEERS

625 Forest Edge Drive, Vernon Hills, IL 60061 Tel 847.478.9700 = Fax 847.478.9701

www.gha-engineers.com

			Contract/Bid Quantities			Engineer's Quantities		
Pay Item	Description	Quantity	Un	Un Price	Value	Quantity	Valu	
4	Total Tarada Bankarakan	100.00	FT	\$6.00	\$600.00	0.00	\$0.00	
1	Tree Trunk Protection Trench Backfill	100.00 25.00	CY		\$1,500.00	25.00	\$1,500.00	
2		300.00	SY	\$60.00 \$10.00	\$3,000.00	300.00	\$3,000.00	
3	Topsoil Furnish and Place 6"						1911.N T. (2004) 1919.N	
4	Seeding, Class 2A	0.10	AC	\$13,500.00	\$1,350.00	0.10	\$1,350.00	
5	Nitrogen Fertilizer Nutrient	6.00	LBS	\$2.00	\$12.00	0.00	\$0.00	
6	Phosphorus Fertilizer Nutrient	6.00	LBS	\$2.00	\$12.00	0.00	\$0.00	
7	Potassium Fertilizer Nutrient	6.00	LBS	\$2.00	\$12.00	0.00	\$0.00	
8	Erosion Control Blanket	300.00	SY	\$5.00	\$1,500.00	300.00	\$1,500.00	
9	Inlet and Pipe Protection	4.00	EA	\$240.00	\$960.00	0.00	\$0.0	
10	Portland Cement Concrete Sidewalk 5 Inch	52.00	SF	\$50.00	\$2,600.00	150.00	\$7,500.00	
11	Sidewalk Removal	52.00	SF	\$7.00	\$364.00	150.00	\$1,050.00	
12	Class D Patches, Type II, 6 Inch	12.00	SY	\$890.00	\$10,680.00	12.00	\$10,680.0	
13	Storm Sewers, Class B, Type 2 12"	290.00	FT	\$108.00	\$31,320.00	283.00	\$30,564.0	
14	Storm Sewer Removal 12"	290.00	FT	\$15.00	\$4,350.00	236.00	\$3,540.0	
15	Catch Basin, Type C, Type 8 Grate	1.00	EA	\$2,115.00	\$2,115.00	1.00	\$2,115.0	
16	Manholes, Type A, 5'-Diameter, Type 1 Frame, Open Lid	3.00	EA	\$4,650.00	\$13,950.00	3.00	\$13,950.0	
17	Removing Catch Basins	3,00	EA	\$500.00	\$1,500.00	3.00	\$1,500.0	
18	Mobilization	1.00	LS	\$6,100.00	\$6,100.00	1.00	\$6,100.0	
19	Traffic Control and Protection, Standard 701501	1.00	LS	\$13,000.00	\$13,000.00	1.00	\$13,000.0	
20	Proposed Storm Sewer Connection to Existing Manhole	1.00	EA	\$1,800.00	\$1,800.00	1.00	\$1,800.0	
21	Drainage & Utility Structures to be Adjusted	1.00	EA	\$475.00	\$475.00	0.00	\$0.0	
22	Existing Storm Sewer Connection to Proposed Manhole	3,00	EA	\$1,150.00	\$3,450.00	2.00	\$2,300.0	
23	Storm Sewers, Perforated PVC 8"	65.00	FT	\$72.00	\$4,680.00	65.00	\$4,680.0	
uthorizati	ons			Sub-total:	\$105,330.00		\$106,129.0	
Auth 1	Existing Storm Sewer Connection to Proposed Manhole	1.00	ĒΑ	\$1,150.00	\$1,150.00	1.00	\$1,150.00	
Auth 2	Removing Manholes	1.00	EA	\$500.00	\$500.00	0.00	\$0.0	
Auth 3	Manholes, Type A, 5'-Diameter, Type 1 Frame, Open Lid	1.00	EA	\$4,650.00	\$4,650.00	0.00	\$0.0	
Auth 4	12" ADS N-12 Perforated	184.00	FT	\$56.00	\$10,304.00	184.00	\$10,304.0	
Auth 5	Manhole Modification	1.00	DOL	\$1.00	\$1.00	2,507.16	\$2,507.1	
Auth 6	Cleaning Manhole of Debris	1.00	DOL	\$1.00	\$1.00	530.64	\$530.6	
Auth 7	0	0.00	0	\$0.00	\$0.00	0.00	\$0.0	
Auth 8	0	0.00	0	\$0.00	\$0.00	0.00	\$0.0	
Auth 9	0	0.00	0	\$0.00	\$0.00	0.00	\$0.0	
Auth 10	0	0.00	0	\$0.00	\$0.00	0.00	\$0.0	
			10	Sub-total:	\$16,606.00		\$14,491.8	
			•	Total:	\$121,936.00		\$120,620.8	
				Bas	se Bid Amount:		\$105,330.0	
				Authoriz	ation Amount:		\$16,606.0	
				Total Con	tract Amount:		\$121,936.0	
			Con	tract Work Com	pleted to Date:		\$106,129.0	
				ional Work Com			\$14,491.8	
			Val	ue of Completed	Work to Date		\$120,620.8	
					Retainage (0%)		\$0.0	

PAY ESTIMATE #3

Project Name: Knigge Park Drainage Improvements

Project Location: 23600 N Echo Lake Road, Ela Township, IL 60047

Client: Ela Townsip

GHA Project No.: 5421.014

Project Manager: Darren Monico, P.E. General Contractor: Berger Contractors

Prepared Date: June 29, 2025



625 Forest Edge Drive, Vernon Hills, IL 60061 Tel 847.478.9700 = Fax 847.478.9701

www.gha-engineers.com

4 8		Contrac	t/Bid Quantities		Engineer's	Quantities
Pay Item Description	Quantity	Un	Un Price	Value	Quantity	Value
		Valu	ie of Amount Ear	ned to Date		\$120,620.80
			Value of Pay	Estimate #1		\$114,589.76
			Value of Pay	Estimate #2		\$3,618.62
			Value of Pay	Estimate #3		\$0.00
			Value of Pay	Estimate #4		\$0.00
			Value of Pay	Estimate #5		\$0.00
			Value of Pay	Estimate #6		\$0.00
			Value of Pay	Estimate #7		\$0.00
			Value of Pay	Estimate #8		\$0.00
			Value of Pay	Estimate #9		\$0.00
			Value of Pay E	stimate #10		\$0.00
			Amoun	t to be Paid		\$2,412.42
			Percen	t Complete:		114.5%

BERGER

1205 Garland Rd. Wauconda, IL 60084 (847) 526-5457

Invoice

Invoice Number 24032.03.R Invoice Date 5/16/2025 Job No 24032

Bill To: ELA TOWNSHIP HIGHWAY DEPT

23605 N ECHO LAKE ROAD LAKE ZURICH, IL 60047 Re: Knigge Park Drainage Improve-F

Original Contract	\$ 105,330.00
Change Orders	\$ 15,290.80
Revised Contract Amt	\$ 120,620.80
Work Completed to Date	\$ 120,620.80
Less Previously Billed	\$ 120,620.80
Current Billing	\$.00
Plus Retention Release	\$ 2,412.42
Total Due this Invoice	\$ 2,412,42



Application and Certificate for Payment

TO OWNER: Ela Township	PROJECT: Knicoe Park Drainage Improvements	ABBI ICATION NO. 3
1155 East IL-22 Lake Zurich. IL 60047		PERION TO: 05312025
		OWNER OWNER
FROM CONTRACTOR:	VALA ADOLUTION	CONTRACT FOR: Ningge rain Diamage minp. ARCHITECT
	VIA ARCHITECT:	CONTRACT DATE:
2	92	
CONTRACTOR'S APPLICATION FOR PAYMEN	PAYMENT	The undersigned Contractor certifies that to the best of the Contractor's knowledge, information
Apparential is trace for payment, as shown below, in connection with AIA Document G703 TM , Continuation Sheet, is attached.	nnection with the Contract.	and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for
1. ORIGINAL CONTRACT SUM		which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.
2. NEI CHANGE BY CHANGE ORDERS	\$ 15,290.80	CONTRACTOR: Berger Contractors, Inc.
A TOTAL COUNTY CATE (Line / ± 2)		By: Date: 05/16/2025
4. TOTAL COMPLETED & STOKED TO DATE (Column G on G703)	on G703) \$ 120,620.80	State of: IL
a % of Completed Work	ÿ	
(Columns $D + E$ on $G703$)	v	and swom to before
b. 0.00 % of Stored Material	0.00	me thus 16 May Cary Commission Expires June 19, 2022
(Column F on G703)	\$ 0.00	Notary Public: Shannon Payson
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	of G703) S	My commission expires: June 18, 2021 Monan Total
6. TOTAL EARNED LESS RETAINAGE	. 5 120.62	ARCHITECT'S CERTIFICATE FOR PAYMENT
(Line 4 minus Line 5 Total) 7. LESS PREVIOUS CEPTIFICATES FOR DAYMENT		In accordance with the Contract Documents, based on on-site observations and the data comprising
(Line 6 from prior Certificate)		information and belief the Work has progressed as indicated, the quality of the Work is in
8. CURRENT PAYMENT DUE	5	accurdance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.
9. BALANCE TO FINISH, INCLUDING RETAINAGE	-	AMOUNT CEOTIFIED
(Line 3 minus Line 6)	S 0.00	(Attach explanation if amount certified differs from the amount applied. Initial all figures on this
CHANGE ORDER SUMMARY	ADDITIONS DEDUCTIONS	Application and on the Continuation Sheet that are changed to conform with the amount certified.)
Total changes approved in previous months by Owner	000	
-	S	Date:
TOTAL \$	20 077 80 \$ 478	I his Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of
NET CHANGES by Change Order		the Owner or Contractor under this Contract.
CAUTION: You should sign an original AIA Contract D	locument, on which this text appears in	CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be observed

AIA Document G7021" – 1992. Copyright © 1953, 1963, 1971, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects leads course; copyright@aia.org.



Continuation Sheet

Y .	ALA LOCUMENT U/02110-1992, Application and Certificate for Payment, or G732714-2009.	d Certificate for Pay	yment, or G732TM-20	.600		ADD! ICATION NO	6.6		
App cont In ta	Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached. In tabulations below, amounts are in US dollars. Use Column I on Contracts where variable retainage for line items may apply.	truction Manager as Adviser Ed attached. s.	s Adviser Edition,			APPLICATION NO: APPLICATION DATE: PERIOD TO: 05312025	J. VTE: 2025		
Α.	ac a	٠	- Carlotte			ARCHITECT'S PROJECT NO:	CONECT NO		
		اد	n	ш	ĮΤ	9		Н	
			WORK CO	WORK COMPLETED					1
NO.	DESCRIPTION OF WORK	SCHEDULED	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	(0+9) %	BALANCE TO FINISH (C - G)	-
528488588655884865865888888888	Tee Trunk Protection Tench Backfill Tench Backfill Seeding, Class 2A Seeding, Class 2A Nitrogen Fertilizer Nutrient Prosphorus Fertilizer Nutrient Posphorus Fertilizer Nutrient Potassium Fertilizer Nutrient Potassium Fertilizer Nutrient Frosion Control Blanket Inlet and Pipe Protection Portland Cement Concrete Sidew Sidewalk Removal Class D Patches, Type II, 6 Inch Storm Sewers, Class B, Type 2 1 Storm Sewers, Class B, Type 2 1 Storm Sewer Removal 12." Catch Basin, Type C, Type 8 Grat Manholes, Type A, 5'-Diameter, T Removing Catch Basins Mobilization Traffic Control and Protection, Sta Proposed Storm Sewer Connection Stristing Storm Sewer Connection Storm Sewers, Perforated PVC 8" Manholes, Frame & Lid 12" ADS N-12 Perf Glean Manhole of Debris	1,500.00 3,000.00 1,350.00 0.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,500.00 1,304.00 530.64	1,500.00 1,350.00 1,350.00 0.00 0.00 1,500.00 1,	000000000000000000000000000000000000000	000000000000000000000000000000000000000	1,500.00 1,350.00 1,550.00 1,550.00 1,550.00 1,650.00 1,550.00 1,550.00 1,550.00 1,550.00 1,550.00 1,550.00 1,500.00 1,5		800000000000000000000000000000000000000	
	GRAND TOTAL	120,620.80	120,620.80	0.00	00:0	120,620.80		0.00	

(If variable rate)

RETAINAGE

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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0.00

STATE OF ILLINOIS

FINAL WAIVER OF LIEN

Gty#		
		 _

COUNTY OF Lake

SS

Loan #

TO WHOM	IT MAY CONCERN:							
WHEREAS	the undersigned has b			Gewalt Hami	Iton Associat	tes, Inc.		
to furnish		on & Site Utilities						
	iises known as			C Drainage Imp	provements			-r-
of which			ownsh					_is the owner.
	ersigned, for and in con-			nd, four hundr				
(\$	2,412.42 ed, do(es) hereby waiv	Dollars, and oth						
	ing to mechanic' liens,							
	fixtures,apparatus or n							
	ner, on account of furi							
	remises.labor,services,							
	reafer, by the undersign						10	
\$	- 15 15 15 15 15 15 15 15 15 15 15 15 15		20					
Given und	er my hand, signed and	sealed on this	16	_ day of	May-25			
		556	6		1			
		Sign	ature a	nd Seal: 🚄	100			_President
	NAME OF THE RESERVED OF THE PERSON OF THE PE	1 W 10 V	S	127				181
NOTE:	All waivers must be for the f							
title or officer st	gning waiver should be set for					sign and design	ate nimseir as	partner.
	STATE OF ILLINOIS	76°	AMIN	CTOR'S AF	FIDAVII			
	polymor lake	SS						
	COUNTY OF Lake							
TO WHOM I	T MAY CONCERN:							
i o winowi.	THE undersigned, beir	na duly sworn, denose	s and s	savs that she is	5	3131	IE CHAMBE	RLIN
the	Presider	[1977] - [11의 12의 [12] - [12의 그리고 그리고 12의 (12의 12의 12의 12의 12의 12의 12의 12의 12의 12의	of		Berger Contr			
	ontractor for the	Excavation & Site	Utilities					work on the
building loca	ted at 23600 N I	Echo Lake Road						
	Ela Township							
	I amount of the contrac		200		120,620.80			on which she
	payment of	118,208.38				ayment. Tha		
	genuine and delivered i							
	t the following are the r							
	acts or sub contracts for							
	or to become due to ea Intioned include all labo		rea to c	complete salo	work accordi	ng to plans a	no specifica	nons.and triat
trie items me	indicined include all labo	T WHAT		CONTRACT	AMOUNT	THIS	BALANCE	
	NAMES	FOR		PRICE	PAID	PAYMENT	DUE	
Berger Contract	The second secon	Excavation & Site Utili	ies	120,620.80	A STATE OF THE PARTY OF THE PAR	2,412.42	0.00	
	aken from fully paid stock and del							
	bor and Material to Complete		A 5-2012-11	120,620.80	118,208.38	2,412.42	0.00	
That there are n	o other contracts for said wo	rk outstanding, and that the	re is noth	ning due or to bec	ome due to any	person for mate	rial,labor or oth	er
work of any kind	I done or to be done upon or	in connection with said wo	rk other t	han above stated	50 TEV			
	Signed this16	day ofMa	y-25		->2			
	The state of the s	WALLEST THE STATE OF THE STATE		Signature	-1170	·		President
					in		()	
Subscribed an	d sworn to before me this	<u>16</u> da	y of	May-25	Sha	222	(2	
			1	T	1100	MA	Tay	-Notary-
			STATE OF THE PERSON.	CIAL SEAL ON PAYSON	cting		C /	



1315 E. Davis Street Arlington Heights, IL 60005 (847) 255-0123

ESTIMATE E-42984

www.SignsByTomorrow.com/ArlingtonHeights

Payment Terms: Cash Customer

Created Date: 6/26/2025

DESCRIPTION: Site Signs

Bill To: Ela Township

1155 Route 22

Lake Zurich, IL 60047

US

Installed: Ela Township

1155 E Main St

Laker Zurich, IL 60047

US

Requested By: Laurie Wilhoit

Email: supervisorwilhoit@elatownship.gov

Work Phone: (847) 438-7823

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1 1.1 1.2		1	\$1,826.00	\$1,826.00
2 2.1 2.2	Door Lettering w/Install PSL RTA Cal Vinyl - 651 White Installations -	1	\$169.25	\$169.25
3 3.1 3.2	Brushed ACM w/Black Vinyl ACM 3mm - Brushed Silver - PSL RTA Cal Vinyl - 651 Black	1	\$123.56	\$123.56
4 4.1.1 4.1.2 4.1.3 4.2	High Performance Vinyl - Cal Lamination -	4	\$200.53	\$802.13
5 5.1 5.2	Door Lettering w/Install - 2 Additional Doors PSL RTA Cal Vinyl - 651 White Installations -	2	\$90.55	\$181.09
6 6.1	Design / Proofs / Setup Design Service -	1	\$98.50	\$98.50

Thank you for considering G & J Associates, Inc, DBA Signs By Tomorrow, for your signage needs. We are pleased to present to you the following Estimate which is valid for 30 days unless otherwise specified. The Estimate covers only the services outlined below and is subject to change with or without notice. If the scope of the work changes, approved revisions and additions will be charged accordingly. By signing this agreement, client hereby authorizes work to commence on the signs and services described herein.

Subtotal:	\$3,200.53
Taxes:	\$0.00
Grand Total:	\$3,200.53
Deposit Required:	\$1,600.27
Credit Card Surcharge:	3.00%
Total with Surcharge:	\$3,296.55
Deposit with Surcharge:	\$1,648.27

Client agrees to pay 50% deposit (orders below \$500 to be paid in full) before work commences, with the balance due upon completion, unless other terms have been arranged in advance or are noted above. All signs and goods remain the property of Signs By Tomorrow until payment in full is rendered. Deposits are non-refundable once work has begun.

Payment options:

- · checks or cash
- · e-check (customer portal)
- credit card (customer portal, a 3 % convenience fee will be added)
 - · ACH (we would e-mail the application)

Client is solely responsible for proofreading copy for all designs. Colors in digital and print proofs are approximate and may not match final production colors. All sales are final, custom signs cannot be returned.

Past due invoices will be subject to a service charge of 1.5% per month. Accounts past 90 days are referred to collection and any costs including, but not limited to, attorney fees, collection agency costs, court fees will be customer's responsibility.

Permits, bonds, waivers and/or special insurance requirements are not included unless specifically documented otherwise. It's the customer's responsibility, if applicable, to obtain permits and/or proper authorization for posting and/or installing signs.

We do not charge Sales Tax:

As an Illinois based Company in the Signs and Graphics business, we pay Sales Tax and/or Use Tax on our materials and therefore do not charge Sales Tax to our customers!

Signature:	Date:	

Thank you for using Signs By Tomorrow! www.signsbytomorrow.com/arlingtonheights

ELA TOWNSHIP

LAKE COUNTY, ILLINOIS

RESOLUTION NUMBER 2025-10

A RESOLUTION RESCINDING RESOLUTION 2022-08 REGARDING THE APPOINTMENT OF A TOWNSHIP ATTORNEY

LAUREEN WILHOIT, Supervisor

KRISTEN LINNENBURGER, Township Clerk

Trustees:

LAWRENCE BOWMAN

ROBERT GLASS

DOUG SAMZ

KELLY ZEGLER

Published in pamphlet form by authority of the Supervisor and Town Board of Ela Township

August 14th, 2025

RESOLUTION NO. 2025-10

A RESOLUTION RESCINDING RESOLUTION 2022-08 REGARDING THE APPOINTMENT OF A TOWNSHIP ATTORNEY

WHEREAS, on or about the year 2022, the Ela Township Board adopted Resolution 2022-08, appointing the law firm of Ancel Glink P.C. as Township Attorney for Ela Township; and

WHEREAS, the Board of Ela Township has determined that it is in the best interest of the Township to rescind the prior appointment and Resolution 2022-08 in its entirety; and

WHEREAS the authority to appoint and rescind appointments of a township attorney is provided by the Illinois Township Code (60 ILCS 1/70-37), which grants such authority to the Township Supervisor with the consent of the Township Board.

ROLL CALL VOTE:

	Yes	<u>No</u>	Absent	
Supervisor Wilhoit	-			
Trustee Boman	,,			
Trustee Glass	************	-	V-77	
Trustee Samz		<u></u>		
Trustee Zegler		<u> </u>	-	
NOW, THEREFORE, B Township, Lake County, PASSED AND APPRO this <u>14th</u> day of	Illinois: VED by the Te	ownship Board 2025.	of Ela Township, Lake	
eo sersono o eo	ATTEST:			
Laureen Wilhoit, Superv	isor		Kristen Linnenburger, Clerk	



Michael A. Airdo Writer's Direct Line (312) 506-4480 Writer's E-mail: mairdo@airdowerwas.com

July 29, 2025

VIA ELECTRONIC MAIL

Hon. Laurie M. Wilhoit Township Supervisor Ela Township 1155 East Illinois Route 22 Lake Zurich, IL 60047 supervisorwilhoit@elatownship.gov

Proposal for Ela Township Attorney Legal Services

Dear Supervisor Wilhoit:

Re:

On behalf of Airdo Werwas, LLC, thank you for your consideration of our firm as you seek legal counsel to represent Ela Township. We are honored by your interest in our firm, and we welcome the opportunity to share our unique and varied experience and expertise with you and the Board. Enclosed please find information about the firm's experience and qualifications, organization and structure, and billing practices, as well as answers to each of the *Interview Questions for Township Attorney Candidates*, biographies for individual attorneys, and our legal fee rate schedule for 2025.

We hope that our specialized experience and expertise in representing townships, and our unwavering commitment to our clients, may be of assistance to Ela Township. We look forward to the opportunity to discuss these matters with you next week, and answer any questions that you may have regarding our firm.

Very truly yours,

Michael A. Airdo

MAA/MJK/ep

Enclosures

cc: Mollie E. Werwas, Esq. (via email at: mwerwas@airdowerwas.com)
Mark J. Kimzey, Esq. (via email at: mkimzey@airdowerwas.com)



SUMMARY OF MATERIALS

EXPE	RIENCE & QUALIFICATIONS1
A.	Experience in Township Matters
В.	Labor & Employment Law
c.	Government Contracts
D.	Finance Matters4
E.	Real Estate & Zoning
F.	Insurance & Indemnity5
G.	Complex Litigation5
н.	Risk Counseling & Training
I.	Accessibility6
FIRM	SIZE & COMPOSITION
FEES	& BILLING PRACTICES
CONF	LICTS OF INTEREST
APPE	NDIX A: ANSWERS TO QUESTIONS
APPE	NDIX B: ATTORNEY BIOSB-1
APPE	NDIX C: 2025 RATE SCHEDULE



EXPERIENCE & QUALIFICATIONS

Airdo Werwas, LLC, is exceptionally qualified to meet the legal needs of Ela Township based on over a decade of experience representing townships. We currently serve as general counsel to Hanover Township, Palatine Township, Dundee Township, Shields Township, Schaumburg Township, York Township, the Dundee Township Road District, the Schaumburg Township Road District, the York Township Road District, the Hanover Township Community Mental Health Board, the Palatine Township Community Mental Health Board, Schaumburg Township Community Mental Health Board, and the York Township Community Mental Health Board. We also serve as general counsel for the Fox River Water Reclamation District.

In addition to general legal services, through our client-centric model, we offer our township and other local government clients a dedicated team providing full-service representation in all aspects of their operations, including employment and organized labor law, real estate and property matters, insurance and indemnity, and complex litigation. We also regularly represent counties, municipalities, special districts, and subsidiary bodies—as well as other public, private, and non-profit sector clients—in a broad range of litigated, administrative, and transactional matters throughout the State and across the Country.

Below, we summarize our specific experience in each of the service areas identified in the Township's Request for Proposals (the "RFP"):

A. Experience in Township Matters

Our Local Government Law Practice Group specializes in meeting the unique legal needs of townships. As general counsel, we assist our township clients with all aspects of their day-to-day operations. Our services include advising on legislative and procedural matters; compliance with federal, state, and local laws; ethics and conflicts of interest; open meetings, freedom of information, and recordkeeping requirements; contracting and procurement; and government finance regulations.

We are highly experienced in drafting, implementing, and enforcing ordinances, resolutions, and other rules, regulations, policies, and procedures designed to achieve operational goals and ensure compliance with applicable law. We also regularly attend board, commission, and committee meetings, advise on parliamentary procedure and agenda compliance. We pride ourselves on our responsiveness and are committed to providing real-time counsel to officials and staff, including attending board meetings with two days' notice or less.

In addition, we have an unrivaled breadth and depth of experience in the often-complex legal issues specific to the statutory functions of townships:

 General Assistance: Our lawyers are the foremost experts on the administration of general and emergency assistance under the Illinois Public Aid Code. We routinely advise townships on all aspects of general and emergency assistance programs, including analyzing, interpreting, and drafting amendments to general and emergency



assistance handbooks; preparing and reviewing intake forms, agreements, applications, releases, waivers, and other legal documents; and counseling on eligibility determinations, benefit calculations, the lawful disbursement of funds, and the confidentiality of assistance records. Our attorneys also have significant experience in the structuring of general assistance programs, including cooperative agreements with other units of government, within the strict confines of the law. Notably, we drafted a position statement to the Attorney General on behalf of a former House Leader, which resulted in a favorable opinion for townships and general assistance recipients statewide regarding the scope of permissible disbursements of general assistance funds. We also serve as legal counsel to the Cook County Townships Public Aid Committee, which is the public body that is responsible for hearing and deciding general assistance appeals from all townships in Cook County.

- Mental Health Board: The firm's lawyers are also leaders in counseling and advising on matters related to the provision and funding of mental health, developmental disabilities, and substance abuse services under the Illinois Community Mental Health Act. We assist townships and mental health boards at every stage of their operations, from initial formation to drafting of their initial rules and regulations, commonly referred to as "bylaws," to daily governance, including reviewing, drafting, and negotiating grant agreements, service contracts, intergovernmental agreements, and other legal documents as required. We supported Hanover Township and its Mental Health Board in establishing and implementing a public-private partnership with UP Development, LLC, and the Illinois Housing Development Authority to develop a permanent supportive housing community, Hanover Landing, for township residents with disabilities and mental health disorders. This landmark project was the first-of-its-kind in Illinois. Our firm was involved through the entire process, from inception to ribbon cutting, and ensuring the project's success at every critical stage.
- Roads & Bridges: We have substantial experience advising on matters related to the maintenance of roads, bridges, and rights-of-way under the Illinois Highway Code. Our services include the handling of dedications, vacations, and disputes concerning jurisdictional authority over rights-of-way, counseling on civil engineering and construction projects—including financing, bidding, contract awards, construction management, and dispute resolution; reviewing and negotiating professional services agreements, construction contracts, and intergovernmental agreements; drafting and revising ordinances and resolutions (e.g., parking restrictions, signage, and administrative enforcement); drafting permitting regulations; and preparing formal written requests for advice to county superintendents of highways.
- Property Assessments: Airdo Werwas attorneys regularly advise township assessors on
 the legal aspects of property assessment under the Illinois Property Tax Code. This
 includes guidance on exemptions, equalization, and appeals; support in defending
 assessment objections and matters before the Property Tax Appeal Board (PTAB); and
 advice on statutory compliance and operational concerns. We also assist with
 fieldwork-related disputes, resident complaints, and access issues; vendor agreements



(e.g., software licensing and professional services); data security obligations; and intergovernmental agreements for shared services, staffing, and training.

B. Labor & Employment Law

Our Employment Law Practice Group represents and advises public and private sector employers in a wide range of labor and employment matters, including termination decisions, workforce reduction, the development, implementation, and enforcement of employment policies, and compliance with federal and state employment laws, such as Title VII of the Civil Rights Act, the Family and Medical Leave Act, Americans with Disabilities Act, Fair Labor Standards Act, Affordable Care Act, and Occupational Health and Safety Act, among others.

We are highly experienced in representing clients in connection with union organizing campaigns, unfair labor practice charges, and the negotiation of collective bargaining agreements—including initial agreements, midterm reopeners, and successor contracts. We also have experience in day-to-day administration of union contracts, including guidance on disciplinary actions, grievance procedures, and the processing of arbitration matters. In critical situations, we have assisted with internal investigations into potential contract violations or employee misconduct and managed high-risk employee situations, including those involving law enforcement or emergency services personnel.

In addition to our labor expertise, we frequently and vigorously investigate and defend claims involving discrimination, harassment, retaliation, wage and hour violations, and other employment-related issues. Our attorneys regularly represent public employers in state and federal court, as well as before administrative agencies such as the Equal Employment Opportunity Commission, the Illinois Department of Human Rights, and the Department of Labor. When employment disputes escalate into litigation, our lawyers are fully equipped to represent clients at every stage—from initial agency proceedings through trial and appeal.

C. Government Contracts

Our attorneys are adept at analyzing, drafting, and negotiating various types of government contracts. We have extensive experience with intergovernmental agreements for a wide range of services and operational needs, including those with counties, municipalities, school districts, fire protection districts, and other units of government, and involving the coordination and delivery of senior services, youth and family services, office space and facility use, emergency response and recovery programs, general and emergency assistance administration, snow plowing, cooperative purchasing, and shared staffing or training arrangements.

Our firm is also highly experienced in drafting and enforcing "service provider," or "grant," agreements for townships serving as funding bodies. We assist township and mental health board clients in structuring agreements that ensure the effective and transparent delivery of essential programs and services to residents, including those related to public health, food security, transportation, senior programs, counseling, case management, and more. These agreements are designed not only to define performance standards, but also to protect the township through appropriate compliance, audit, indemnification, and enforcement provisions.



In addition, we are experienced in negotiating all manner of vendor agreements, and we regularly draft and advise townships on compliance and enforcement of contracts with information technology providers, consultants, cloud-based software platforms, facility maintenance, equipment purchases, transportation services, and other vendors engaged in supporting township operations. We also prepare and negotiate design and construction contracts, guide clients through the bidding, award, and contract administration process, and help ensure compliance with the Illinois Prevailing Wage Act and applicable bonding and insurance requirements.

D. Finance Matters

Our attorneys routinely advise township clients on all aspects of local government finance, including budgeting, levying, fund accumulation limits, auditing requirements, and other financial reporting requirements. We assist township officials, staff, and other professional consultants in preparing and implementing budgets and tax levies, including compliance with Truth in Taxation and Property Tax Extension Limitation Law (PTELL) requirements. We also counsel on the legal requirements and practical considerations related to annual audits, financial statements, and the preparation of other required public disclosures.

We also have extensive experience in providing legal support to township supervisors in their role as treasurer, including guidance on banking transitions, investment strategies, and compliance with the Public Funds Investment Act and Prompt Payment Act. Our attorneys regularly advise officials on applicable legal requirements and best practices, such as investment policies, purchasing policies, and bill paying procedures. We also negotiate and prepare contracts with accounting firms and payroll providers, and we frequently assist in evaluating and contracting for financial software systems used for accounting and payroll.

Where townships are engaged in capital projects or seeking financing, we draft and review bond documents, loan agreements, and other financing instruments. We regularly assist townships in identifying and securing outside grant funding, including evaluating eligibility, reviewing terms, and ensuring compliance with conditions, reporting, and reimbursement requirements. Finally, our lawyers are subject matter experts in establishing, structuring, and maintaining 501(c)(3) foundations or related fundraising entities to support township operations and programming using privately raised funds instead of taxpayer dollars.

E. Real Estate & Zoning

Our Local Government Law Practice Group also assists townships in the acquisition and disposition of real property. The Group's attorneys have experience in representing and advising our township clients in all phases of intergovernmental and other types of real estate transactions of all levels of complexity and sophistication, including purchasing, financing, leasing, ownership, sale, and management of property and real estate.

We also frequently represent and advise our township clients in legal matters related to the regulation and use of land within their territorial boundaries, including: eminent domain; the dedication and vacation of streets, alleys, and other rights-of-way; the administration and enforcement of easements and other property interests; condemnation; and legal proceedings to



demolish, repair, or enclose dangerous or abandoned buildings or to remove hazardous or noxious conditions on private property.

F. Insurance & Indemnity

As part of our comprehensive approach to serving our clients, we counsel our clients townships on all aspects of insurance and risk management, including securing appropriate coverage and working with coverage providers during the life of a claim. When acting as insurer-appointed counsel, we are mindful of the tripartite relationship and strive to meet the needs of both the insured client and the insurer's designated representative or adjuster.

Given our direct experience working with local governments, we are uniquely attuned to the issues that distinguish public entities from other insured defendants. These include obligations and limitations related to public reporting, transparency requirements, and the impact of ongoing litigation on governmental operations and public trust.

Even in matters where a township has sufficient insurance coverage, we work proactively to identify other parties who may bear primary or joint responsibility for the claim. We routinely assist clients with tenders of defense and indemnity, pursue counterclaims and third-party actions, and evaluate other avenues to distribute risk and reduce overall financial exposure.

G. Complex Litigation

While conflict is something we strive to help our clients avoid, we recognize that litigation and formal dispute resolution are sometimes necessary and unavoidable. Because our goal is always to protect our clients' interests to the extent possible, we respond quickly and strategically when contentious issues arise. Our clients routinely contact us at the first sign of a dispute, and we are often able to intervene to minimize risk, contain exposure, and avoid escalation.

When litigation becomes necessary, our attorneys work diligently to defend our clients and pursue just outcomes where harm has occurred. We have extensive experience in litigating in courts throughout Illinois and have appeared *pro hac vice* in jurisdictions across the Country. We also regularly represent clients before administrative agencies. As such, we are fully prepared to represent townships in trial, appellate, and alternative dispute resolution forums.

H. Risk Counseling & Training

Our firm strives to mitigate risk for our clients by providing them proactive legal guidance through information sharing, tailored trainings, and practical counseling. We regularly conduct customized training sessions for our township and local government clients on operational, compliance, and governance matters. These sessions are designed for both elected officials and staff and focus on practical, real-world legal issues relevant to day-to-day operations.

In addition, our attorneys frequently lecture at seminars held by local government and township associations, such as the Public Risk Management Association, the Township Officials of Illinois, the Metropolitan Township Associations, the Township Officials of Cook County, and



the Illinois Township Attorneys Association, the Illinois Township General Assistance Caseworkers Association, and the Illinois Property Assessment Institute. We also maintain an active blog on our website through which we provide frequent updates on cases, laws, and other topics relevant to our township and local government clients.

I. Accessibility

At Airdo Werwas, we pride ourselves on our responsiveness to the needs of our clients, whenever and however those needs may arise. We are committed to being accessible to our clients 24 hours a day, seven days a week. Our attorneys carry laptop computers and smartphones equipped with Voice Over Internet Protocol software to ensure we can be reached by phone or e-mail even when we are out of the office or outside of regular business hours.

We are also prepared to travel—on short notice—to a client's location to attend meetings, assist with investigations, preserve evidence, or protect the client's short-term and long-term interests. We frequently support clients at regular and special meetings with minimal advance notice, ensuring they receive timely, informed legal counsel when matters arise unexpectedly.

Our attorneys are also experienced in handling emergencies and other time-sensitive matters, where we are called upon to advise clients in real-time, with little or no time to prepare. We have used our rapid response skills in addressing institutional responses to emergencies and natural disasters, public health emergencies, crises, media inquiries, labor and employment disputes, and a variety of urgent or high-stakes events.

FIRM SIZE & COMPOSITION

We are a boutique trial law firm that provides a full range of legal services and solutions to achieve the results its clients need. We pride ourselves on listening, understanding, and responding to the concerns of our clients. We know that our clients must address the legal needs of their organizations quickly, effectively, and efficiently. We have developed comprehensive programs designed to achieve those objectives.

Our firm currently consists of 16 attorneys, a paralegal, four law clerks, and additional administrative and support staff. We are supported by robust legal research capabilities, including access to *Westlaw*, *LawyerPort*, and *Law Bulletin*. We also utilize AI-powered legal tools that help us deliver greater efficiency, responsiveness, and cost savings to our clients, and we have an evergrowing archive of township-specific forms and other legal resources.

Our primary office is located at 111 East Wacker Drive on Chicago's historic Magnificent Mile. We also maintain an office location at 2106 Morthland Drive in Valparaiso, Indiana. While our offices are located in Chicago and Indiana, our attorneys regularly represent clients throughout Illinois, Wisconsin, Indiana, and across the Country.

Clients come to Airdo Werwas, LLC, for a wide range of services-from litigated disputes to organization formation to real estate development projects where the assistance of counsel is



required in the courtroom and in the boardroom. Regardless of the forum, we understand that a well-earned reputation as accomplished trial lawyers best serves our clients' needs.

Our lawyers succeed in the courtroom and are committed to a standard of excellence. We are also exceptional negotiators and advisors in all business settings. In mediating hundreds of cases across the Country, we have proven our ability to serve our clients' goals of effectively resolving disputes and minimizing the costs of litigation.

Please visit our website at <u>www.airdowerwas.com</u> to learn more about us, our practice areas, and our attorneys.

FEES & BILLING PRACTICES

Our legal fees for services are calculated on the basis of the recorded time spent by the legal professional who works on your matters, multiplied by their respective billing rates. Our Rate Schedule for 2025 is attached for your reference. We will attempt to have the work done at the lowest hourly rate appropriate to the subject. Our regular billing practices involve the maintenance of detailed records of the time spent on your matters by each professional. We record our time for legal services in increments of one-tenth (1/10th) of an hour. We will invoice you on a monthly basis for services performed and costs incurred.

From time-to-time, we may advance out-of-pocket costs on behalf of the Board for various fees and services (e.g., transportation, telephone toll charges, photocopy costs), and these will be charged to you as disbursements in our regular billing process. In cases where such costs are substantial, we may send you the applicable invoices for direct payments to the third-party suppliers. Should you decide to proceed with retaining our services, we will provide separate engagement letter for your review and signature.

CONFLICTS OF INTEREST

Airdo Werwas, LLC, does not have any actual or potential conflicts of interest that would impair our ability to represent Ela Township. We are not currently involved in any pending litigation in which we represent a client adverse to any township, village, city, or public authority located in Lake County, nor are we adverse to any of their officers, representatives, or agents. To avoid conflicts of interest, our firm maintains a comprehensive conflict-checking system and internal protocols that are consistent with the Illinois Rules of Professional Conduct. In the event that a potential or perceived conflict arises, we promptly disclose the matter to the relevant client and take appropriate action, such as seeking informed consent, implementing ethical screens, or declining representation where appropriate, to ensure our duties of loyalty and confidentiality are preserved.



APPENDIX A:

ANSWERS TO QUESTIONS



EXPERTISE & EXPERIENCE

1. What experience do you have representing Illinois townships or other local government bodies?

We pride ourselves on being specialists in Township Law. Our Local Government Law Practice Group focuses almost exclusively on the representation of townships and township-related entities. We are deeply committed to this area of law for one simple reason: because we believe in the mission of township government and are passionate about the essential services townships provide to those of their residents who are most in need. In short, township law is not a sideline in our practice. It is a core focus of our work and a reflection of our values and identity.

As set forth in the "Experience & Qualifications" Section above, we currently represent a dozen township and township-related clients across the Chicago metropolitan area as general counsel, many of whom we have represented for over a decade. These clients include:

- Hanover Township
- Palatine Township
- Dundee Township
- Shields Township
- Schaumburg Township
- York Township
- Dundee Township Road District
- Schaumburg Township Road District
- · York Township Road District
- Hanover Township Community Mental Health Board
- · Palatine Township Community Mental Health Board
- Schaumburg Township Community Mental Health Board
- York Township Community Mental Health Board
- Moraine Township Community Mental Health Board
- · Cook County Townships Public Aid Committee

We also serve as general counsel for the Fox River Water Reclamation District, an independent special district serving multiple communities in Kane and McHenry Counties. Given this experience, we have handled approximately 15 board transitions, including seven following elections, resignations, or involving major operational or political shifts. We also routinely represent other public, private, and non-profit sector clients throughout the State and across the Country. As such, our lawyers have collectively handled thousands of cases in these areas of law on behalf of the firm's clients.

Beyond our legal practice, we are recognized leaders in the legal landscape surrounding townships. Our firm is regularly called upon to educate not only township officials and staff but also other attorneys who practice in this field. We play an active role in the Illinois Township Attorneys Association and have been responsible for planning its Annual Educational Seminar for the past three years. During that time, attendance has nearly quadrupled.



In addition, we work closely with and frequently present at seminars hosted by the Metropolitan Township Association, Township Officials of Cook County, Illinois Township General Assistance Caseworkers Association, Township Officials of Illinois, and Illinois Property Assessment Institute. Over just the past three years, we have delivered over 50 presentations on township government alone, including topics such as officials' roles and statutory duties, transparency laws, bidding and contracting, employment and labor relations, and ethics.

As a further example of our leadership in the field, we are frequently called upon by members of the General Assembly to advise on and help shape legislation impacting township government, including reforms to the Township Code, Public Aid Code, Highway Code, and Community Mental Health Act. This access and experience allow us to support townships not only as clients, but in helping to establish a better legal framework for all townships.

Most recently, our firm was asked to present a half-day workshop hosted by Senate Majority Whip Cristina Castro (D-22) and Senate Assistant Majority Leader Laura Murphy (D-28) on May 3, 2025, for new and returning Township Elected Officials. We presented another half-day workshop for new and returning Township Elected Officials hosted by the Metropolitan Township Association ("MTA") on June 21, 2025. We will be presenting at the Illinois Township Association of General Assistance Caseworkers Meeting on August 28, 2025, in Elk Grove Township, and again at the Annual MTA Township Symposium on October 9, 2025.

2. Can you provide references from current or former township or municipal clients?

We are pleased to offer the following elected and appointed officials as references:

Brian P. McGuire, Supervisor Hanover Township Email address: bmcguire@aednet.org Telephone: 630-837-0301

Khaja Moinuddin, Assessor Hanover Township Email address: kmoinuddin@hanover-township.org Telephone: 630-837-0301

Andy-John G. Kalkounos, Supervisor Palatine Township Email address: aj@palatinetownship-il.gov Telephone: 847-358-2888

Aaron Del Mar, Highway Commissioner Palatine Township Road District Email address: adelmar@palatinetownship-il.gov Telephone: 847-358-6073



Bill Pohlman, Assessor Palatine Township Email address: bpohlman@palatinetownship-il.gov Telephone: 847-358-6160

Timothy Heneghan, Supervisor Schaumburg Township Email address: theneghan@schaumburgtownship.org Telephone: 847-884-0030

Shefali Shah, Supervisor
Dundee Township
Email address: shahs@dundeetownship.org
Telephone: 847-428-8092

Arin Thrower, former Supervisor Dundee Township Email address: athrowerpio@gmail.com Telephone: 847-505-5056

Dave Schulz, Highway Commissioner Dundee Township Road District Email address: dave@dundeeroaddist.org Telephone: 847-426-0898

Michael Bielak, Assessor Dundee Township Email address: mbielak@dundeeassessor.com Telephone: 847-844-0731

Kamila Urso, Supervisor Shields Township Email address: kurso@shieldstownship.com Telephone: 847-406-9534

Jeff Urso, former Supervisor Shields Township Email address: jeff@donatispizza.com Telephone: 847-533-2963

Tim Murray York Township Email address: timm@yorktwsp.com Telephone: 630-258-2636



Benjamin P. Bernal, Board President Fox River Water Reclamation District Email address: bbernal@kctcu.org Telephone: 847-742-2068

We are also pleased to offer the following township staff members as references:

James C. Barr, Administrator Hanover Township Email address: jbarr@hanover-township.org Telephone: 630-837-0301

Amanda Teachout, Manager Hanover Township Mental Health Board Email address: ateachout@hanover-township.org Telephone: 630-837-0301

Anna Chychula
Palatine Township Administrator
Email address: achychula@palatinetownship-il.gov
Telephone: 847-358-6135

Melissa Williams Schaumburg Township Administrator Email address: mwilliams@schaumburgtownship.org Telephone: 847-285-4555

> Eric Johnson, Executive Director Fox River Water Reclamation District Email address: ejohnson@frwrd.com Telephone: 847-429-4048

SERVICES & SCOPE

1. What legal services are included in your standard retainer?

We do not charge a standard retainer. As discussed in the "Fees & Billing" Section below, we bill for services at a flat hourly rate, with no monthly minimums or advance retainers required. This approach allows our clients to access legal services as needed, without paying for unused hours or incurring fixed monthly costs. We work proactively with our township clients to manage legal spending, prioritize work, anticipate and plan for costs on larger projects, and ensure clear communication around billing expectations. Our goal is to be both responsive and cost-conscious in helping each township meet its legal needs within its available resources.



2. Do you attend all board meetings, or only when requested?

We attend regular and special board meetings as requested. Because board meetings are formal legal proceedings, we generally recommend that counsel be present at all meetings to provide guidance on parliamentary procedure, statutory compliance, and risk management. That said, we are flexible and responsive to each Township's preferences. Some of our township clients request our attendance at every meeting, while others prefer attendance only when specific legal matters arise. These decisions are often influenced by the size and complexity of the township, the scope of its services, the frequency of meetings, and whether there are pending legal issues such as litigation, special projects, or personnel matters. Our goal is to provide practical, cost-effective support that aligns with each client's needs and budgetary priorities.

3. How do you handle conflicts of interest if you represent other public entities in Lake County?

Airdo Werwas, LLC, does not have any actual or potential conflicts of interest that would impair our ability to represent Ela Township. We are not currently involved in any pending litigation in which we represent a client adverse to any township, village, city, or public authority located in Lake County, nor are we adverse to any of their officers, representatives, or agents. We do currently serve as Township Attorney for Shields Township, but this representation does not create any conflict with the potential representation of Ela Township, nor would it impair our ability to represent the Township fully and zealously.

To avoid conflicts of interest, our firm maintains a comprehensive conflict-checking system and internal protocols that are consistent with the Illinois Rules of Professional Conduct. In the event that a potential or perceived conflict arises, we promptly disclose the matter to the relevant client and take appropriate action, such as seeking informed consent, implementing ethical screens, or declining representation where appropriate, to ensure our duties of loyalty and confidentiality are preserved.

4. Are you able to assist with contracts, personnel issues, zoning, and intergovernmental agreements?

Yes. As discussed more thoroughly in the "Experience and Qualifications" Section of our Proposal, we offer our township clients a dedicated team providing full-service representation in all aspects of their operations, including government contracts, employment and labor law, and real estate and zoning matters:

- <u>Contracts</u>: We regularly assist clients with the drafting, review, and negotiation of
 contracts, including intergovernmental agreements, service provider or "grant"
 agreements, design and construction contracts, and all types of vendor agreements.
- <u>Personnel Issues</u>: We frequently advise on personnel matters, including hiring, discipline, termination, internal investigations, and severance agreements, as well as



the development and enforcement of employment policies and compliance with federal and state employment laws.

Zoning: We represent township clients in the regulation and use of land within their
jurisdiction, including review and comment on zoning petitions filed with county or
municipal authorities, proceedings involving dangerous or abandoned properties, and
administration of township zoning authority and right-of-way regulations.

All of these services are provided **in-house** by our team of attorneys, who have decades of combined experience working with township governments and public entities. This arrangement allows us to respond quickly and efficiently, maintain continuity, and provide coordinated support across the Township's legal needs, without the need to refer matters to outside counsel or delay legal support for specialized issues.

AVAILABILITY & COMMUNICATION

1. Who will be our primary point of contact?

If selected, the Township's account will be led by Founding Member Michael A. Airdo and Member Mark J. Kimzey, both of whom have extensive experience representing townships. Mark will serve as the primary point of contact and will handle the majority of routine legal matters, including board support, compliance issues, policy review, and operational advice. Michael will remain actively involved in strategic oversight, board-level matters, and any issues involving governance, litigation, or significant legal complexity.

2. What is your typical response time for urgent and non-urgent matters?

As outlined in the "Accessibility" Section above, we pride ourselves on being highly responsive and accessible to our clients. For urgent matters, we strive to respond immediately or within the hour, regardless of the day or time. Our attorneys are available 24 hours a day, seven days a week, and are equipped with laptops and smartphones configured with Voice Over Internet Protocol technology to ensure uninterrupted communication by phone or email, even outside normal business hours or while away from the office.

For non-urgent matters, we typically respond the same day or within one business day, depending on the nature of the issue. Our standard practice is to provide frequent and proactive updates—even if the update is simply that there is no update—so that township officials are never left wondering about the status of pending legal work. We work with clients to establish clear expectations and communication preferences to ensure that response times meet the needs of both routine operations and special projects.

3. How do you prefer to communicate with clients (email, text, phone, zoom)?

We communicate with clients using the method that best fits their needs. In most cases, email and phone are the most efficient tools for prompt and effective communication, but we are also available for video conferencing, in-person meetings, and text messaging for urgent issues



when appropriate. As noted above, all of our attorneys are equipped with technology that provides audio, video, and text communication capabilities from anywhere at any time. Some clients prefer concise written updates that can be shared with the Board or staff; while others prefer verbal discussions or in-person strategy sessions. Whatever the method, our goal is always to ensure clear, responsive, and consistent communication at all times.

4. How do you ensure board members understand complex legal issues?

We believe that clear, accessible communication is essential to effective legal counsel, especially when advising on complex or nuanced matters. Our attorneys are skilled at distilling legal concepts into plain language that allows board members to understand the issues at hand, evaluate their options, and make informed decisions. We tailor our explanations to the audience, whether through written memoranda, visual aids, or oral presentations during board meetings or study sessions. When needed, we supplement our advice with practical examples, analogies, or reference materials to help contextualize the legal analysis. We are also available for one-on-one conversations with individual board members who may wish to explore specific questions in greater depth. Ultimately, our goal is to ensure that every member of the Board has the clarity and confidence to engage meaningfully in policy discussions and governance decisions.

STAFFING & SUPPORT

1. Will our township be working with you directly or with a team at your firm?

As outlined in the Section above, the Township will work directly with Michael Airdo and Mark Kimzey. One of us will attend most monthly Board Meetings and provide day-to-day legal support for elected officials and staff. At the same time, we take a team-based approach to representation to ensure continuity, availability, and efficiency. Our Local Government Law Practice Group includes several other attorneys—such as Senior Counsel Stephen R. Patterson and Associates Lauren K. McKenzie and Madilyn A. Kuperman—who are experienced in township law and regularly support our clients on a range of legal and operational matters. Where appropriate, we also draw upon in-house specialists in areas such as employment, litigation, or insurance coverage to ensure the Township receives the benefit of subject-matter expertise without the need to retain outside counsel. This model allows us to provide responsive, cost-effective service while maintaining consistency and familiarity with your needs.

2. What is the backup plan if you are unavailable due to illness or conflict?

In the rare event that both Michael and Mark are unavailable due to illness, scheduling conflict, or other unforeseen circumstance, another qualified attorney from our Local Government Law Practice Group will be designated in advance to serve as backup counsel. All attorneys in the group are well-versed in township law and will already be familiar with your ordinances, policies, and legal history. This team-based model ensures that the Township will never be without access to informed legal support. Our firm is also committed to being available in real time for urgent matters, including attendance at Special or Emergency Board Meetings on short notice, so that legal counsel is always accessible when needed most.



FEES & BILLING

1. What is your fee structure—hourly, flat fee, monthly retainer?

We bill on an hourly basis, with legal fees calculated based on the time recorded by the legal professional performing the work, multiplied by their applicable hourly rate. This structure allows our township clients to pay only for the services actually rendered, without incurring fixed monthly costs for unused time. We do not charge a monthly retainer.

2. What are the hourly rates? Fees for attending meetings after hours?

Our 2025 Rate Schedule is attached for your reference. Our rates vary by attorney, and we always endeavor to assign work to the attorney whose rate is most appropriate to the task. There is no premium charged for attendance at evening or weekend meetings. You will be billed at the attorney's regular hourly rate, regardless of the time of day the service is performed.

3. Do you offer reduced government rates or flat-fee packages for township clients?

Our hourly rates for township clients reflect a reduced government rate, which is lower than the standard commercial rates charged to private-sector clients. While we do not typically offer flat-fee packages for general counsel work, we are open to discussing alternative fee arrangements for project-specific or other matters where appropriate. We also work proactively with our township clients to manage legal spending, anticipate costs, and prioritize work in a manner that aligns with the Township's budget and operational needs.

4. How often do you bill, and what is included in your invoices?

We issue itemized invoices on a monthly basis. Each invoice includes a detailed breakdown of all time entries, recorded in one-tenth (.1) hour increments, identifying the date of service, the attorney or staff member who performed the work, a description of the service provided, and the time spent. Out-of-pocket costs advanced by the firm, such as postage, copying, or travel, are also itemized as disbursements. This format ensures transparency and facilitates client review.

5. Are there additional costs for travel, court filings, or outside consultants?

Yes, but only as necessary and as disclosed. Court filing fees, service fees, expert witness fees, and other third-party costs are treated as reimbursable expenses. Mileage for travel is billed at the standard IRS-reimbursable rate. If such costs are substantial, we may coordinate direct payment by the Township. We strive to minimize out-of-pocket expense to the extent possible.

POLICY & GOVERNANCE SUPPORT

1. Can you assist with updating or reviewing township policies and ordinances?

Yes. We are highly experienced in drafting, reviewing, and updating township ordinances, resolutions, policies, and procedures to ensure legal compliance and support operational goals. We



assist with both comprehensive code reviews and targeted updates, tailoring our recommendations to reflect changes in applicable law, best practices, and the Township's specific governance needs. We also assist with implementation and enforcement strategies, providing practical guidance to elected officials and staff.

2. Are you available for trainings?

Yes. We regularly conduct customized trainings for township officials and staff on a wide range of legal and operational topics, including ethics, FOIA, the Open Meetings Act, employee discipline, harassment prevention, meeting procedures, and general assistance administration. Our trainings are tailored to the audience, reflect recent legal developments, and are designed to be practical and engaging. We view training as a critical risk mitigation tool and encourage our clients to incorporate it into their governance practices. We also frequently present at conferences and seminars hosted by the Metropolitan Township Association, Township Officials of Illinois, Illinois Township Attorneys Association, and other statewide and regional organizations.

3. How do you stay up to date with changes in township and municipal law?

Our attorneys stay current through a combination of continuous legal education, active involvement in professional associations, and regular participation in local government conferences and trainings. We monitor new legislation, regulatory updates, and court decisions affecting townships and municipalities, and we share timely legal developments through our firm's blog and client alerts. Our attorneys also serve as presenters and faculty for township and municipal law seminars, giving us frequent opportunities to engage with emerging issues and legal trends affecting our clients.

FIT & PHILOSOPHY

1. How do you approach advising clients on controversial or high-profile issues?

We approach controversial and high-profile matters with a blend of legal clarity, strategic insight, and political sensitivity. We work closely with elected officials and staff to ensure that decision-making processes are well-informed, transparent, and defensible. Our attorneys are experienced in handling crises and other time-sensitive matters where real-time legal advice is required, often with little or no advance notice. We have supported township and public-sector clients through emergencies, natural disasters, public health crises, media scrutiny, labor disputes, and other high-stakes events requiring rapid, coordinated action. Where appropriate, we draw on our trusted network of officials, legislators, consultants, and subject-matter experts to help address the full scope of challenges a township may face. Our goal is always to protect the Township's legal interests while supporting its ability to lead effectively and maintain public trust.

2. How do you balance legal risk with practical governance needs?

As a firm, we understand that township governance is not just about legal compliance; it is about responding to political and operational realities, balancing competing interests, and making tough policy decisions. Most of all, it is about serving those residents who are most in need. What



sets us apart from other firms is not only our specialized expertise in township government, but also our own unique experiences in public service and our trusted network of officials, legislators, and subject-matter experts that we bring to that mission.

For over twelve years, Michael served on the Village Board of Bartlett, including two years as Mayor. In this role, he gained first-hand insight into the demands of local government politics and, more importantly, into effective leadership and governance. Similarly, in addition to his law degree, Mark holds a Master of Public Administration and previously served as an auxiliary police officer for the Village of Tinley Park, giving him a strong foundation in both the legal and operational aspects of government service.

These unique perspectives inform our approach and shape how we advise our clients. They allow us to provide advice not only on what the law requires, but also on the practical, political, and operational implications of a given course of action. Our goal is to help clients avoid disputes and costly litigation. We help clients anticipate and avoid disputes by offering clear, legally sound, strategic advice that is aligned with the Township's broader mission.

3. Why do you believe your firm is a good fit for Ela Township?

We believe our firm is a strong fit for Ela Township because of our leadership and extensive experience in township law, our practical understanding of governance, and our comprehensive, relationship-based approach to client service. Our firm has a proven record of building long-term, trust-based partnerships with townships across Illinois. We are selective about the townships we serve because we believe in investing in long-term success. Many of our clients have remained with us for more than a decade, and our most enduring partnerships have helped build some of the most respected and well-run townships in Illinois. We believe that continuity, trust, and institutional knowledge creates real value for our clients, and we would bring that same level of commitment and partnership to Ela Township.

"FREEBIE"

1. Do FOIA requests require staff and board members to share their texts from personal devices that discuss township business?

Yes, in most circumstances. The Illinois Freedom of Information Act (FOIA) applies to "public bodies" and to "public records." In general, any communications "pertaining to the transaction of public business" that were prepared by, prepared for, used by, received by, in the possession of, or under the control of a "public body" are subject to disclosure. The Public Access Counselor (PAC) has interpreted this language broadly. In most instances, it does not matter whether a given communication was made using a personal or government-issued device or account. The key inquiry is not on the *medium*, but on the *content* of the communication. Thus, text messages from staff and Board Members that discuss Township business are likely subject to disclosure under FOIA, regardless of whether they are on personal or Township-owned devices.

That being said, there is a limited and narrow exception for Trustees using personal devices outside of board meetings. Case law suggests that individual trustees, acting alone, are not



considered a "public body" unless they are convened in a meeting or constitute a quorum. As a result, communications made on personal devices, outside the context of a public meeting and not shared with a quorum, may fall outside FOIA's scope. However, this exception is narrow and does not apply to communications made on Township-owned devices or accounts. Nor does it apply to executive officers, such as the Township Supervisor, Assessor, or Highway Commissioner, or to full-time salaried staff. These individuals are generally considered to be acting on behalf of the Township in the course of their duties, and their communications about Township business are likely to be subject to disclosure under FOIA regardless of the device or time of transmission.

In short, the conservative and legally sound approach is to assume that any communication pertaining to Township business—regardless of platform, time, or device—may be subject to disclosure. Despite the limited exception, Trustees must remain vigilant, particularly when acting in committee, liaison, or other delegated roles where they may be exercising authority or representing the Township. In such contexts, their communications may be deemed to be made "on behalf of" the Township and thus subject to disclosure. To mitigate risk and ensure compliance, we strongly recommend that the Township adopt a formal electronic communications policy, discourage the use of personal devices for official business, require that official communications be forwarded to Township accounts when appropriate, and provide regular FOIA training to Board Members and staff.



APPENDIX B:

ATTORNEY BIOGRAPHIES



Michael A. Airdo, Founding Member



Michael A. Airdo is a founding Member of Airdo Werwas, LLC. Mr. Airdo is a fierce litigator and skilled negotiator who zealously advocates for his clients in all arenas. Michael prides himself in accomplishing objectives that others think are impossible to achieve. He embodies the Firm's Motto: "Providing Solutions. Getting Results. Mr. Airdo's practice focuses on the handling of complex civil litigation matters, including healthcare litigation, the defense of long-term care and assisted living facilities, catastrophic personal injury claims, local government matters, and cases involving corporations, nonprofit entities, retail establishments, educational facilities, and trade associations.

He has a broad base of experience in representing the unique legal needs of religious institutes and religiously-sponsored ministries. Mr. Airdo represents mental health professionals and has a wide array of experience in resolving matters through the alternative dispute resolution process. He is a frequent lecturer on topics related to his legal practice, including board governance and fiduciary liabilities, local government risk management, retailer risks, and the legal and pastoral response of child-serving organizations to survivors of childhood sexual abuse. Mr. Airdo received both his undergraduate degree, *summa cum laude*, and his law degree, with honors, from DePaul University.

Michael Airdo served on the Board of Trustees for the Village of Bartlett from 2001 to 2011 and as Mayor of Bartlett from 2011 to 2013. He uses his experience from his time on the Village Board in his work with local governments. Mr. Airdo is honored to serve as a legal counsel to Hanover Township, Palatine Township, Dundee Township, and Shields Township. He is the Fox River Water Reclamation District's general counsel. Michael is also general counsel to Associated Equipment Distributors. Mr. Airdo works closely with the Resource Center for Religious Institutes ("RCRI") and the Conference of Major Superiors of Men ("CMSM"). He is on Praesidium's National Advisory Council for the Y-USA.

Mr. Airdo is a proud Member of the International Association of Defense Counsel ("IADC"), where he currently serves as President of IADC Foundation's Board of Trustees and a proud member of the Engagement and Retention Committee. He is a past Chair of the Social Justice Pro Bono Committee, Cyber Security, Data Privacy and Technology Committee, and the Alternative Dispute Resolution Committee and a Member of the Membership Committee. Michael was first elected in 2022 to serve as the Treasurer of the Illinois Township Attorneys Association ("ITAA"), where he continues to serve.



Mollie E. Werwas, Founding Member



Mollie Werwas is a seasoned litigator who focuses on building relationships with her clients and developing practical strategies that accomplish their goals, both in and out of the courtroom. Her breadth and depth of experience in handling sophisticated matters gives her the skillset to effectively evaluate and defend cases, negotiate resolutions, and provide sound legal advice. As a litigator, Ms. Werwas has honed her skills in federal and state courts throughout Illinois, including Cook County, as well as downstate venues.

Mollie's practice focuses on complex litigation, including representing long term health care facilities, retail and hospitality enterprises, product suppliers and manufacturers, and nonprofit organizations. She advocates for her clients from the outset of an

investigation, through final disposition of a case. Her representative experience includes obtaining summary judgement in premise liability matters, which have been upheld on appeal, negotiating timely and effective resolution of nursing home litigation, and ensuring that her clients are well-positioned in multi-party lawsuits. She also assists her clients in successfully avoiding litigation through enforcement of contractual rights, development of effective risk-management strategies, and transfer of liability through tenders to at-fault parties and insurers. She has worked with experts in many disciplines, from the initial stages of investigating causes and origins of losses and injuries, preserving evidence, and participating in all phases of litigation.

As a coverage attorney, Ms. Werwas is unique in that she brings a litigator's sensibility to every coverage matter she handles. She has advised both policyholders and insurers, including non-traditional coverage providers and risk retention groups. She has specialized expertise in long-tail claims, including successfully pursuing coverage for her clients where policies are lost. Mollie's coverage practice includes representing clients at the state and national level. She has advised on matters as varied and complex as allocation among concurrent and consecutive insurers, uninsured motorist claims, business interruption losses, biometric and data breach coverage, and catastrophic property losses. She has counseled clients in drafting manuscript coverage agreements and amendments, tendering matters for defense and indemnification by third-parties, and preparing reservation of rights and denial of coverage letters. Ms. Werwas has also worked with clients in both prosecuting and defending declaratory judgment actions relating to insurance coverage.

Mollie is a frequent speaker on topics including social media investigations, long-term care documentation, policies and procedures, electronic medical records, cyber liability, lost-policy coverage, evidence preservation, and risk management for child-serving organizations.

Ms. Werwas is also active in organizations that promote the advancement of women in the law. She serves as Board Member for the Chicago Chapter of the Coalition of Women's Initiatives in Law and she is also an active member of the Women's Bar Association of Illinois, and the Association of Defense Trial Attorneys' Women of the ADTA Committee.



Mark J. Kimzey, Member



Mark Kimzey is a Partner at Airdo Werwas, LLC, where he represents public and private sector clients in complex civil litigation and regulatory matters. He is a skilled litigator and trusted advisor who is known for his ability to manage high-stakes cases with precision and professionalism. Mark has successfully represented clients in state and federal courts, as well as before administrative agencies, throughout Illinois and across the country. His practice includes the defense of tort and professional liability claims, labor and employment disputes, civil rights litigation, and commercial matters, as well as internal investigations, crisis management, and compliance counseling.

Mark focuses his practice on representing local governments and public officials. He regularly advises elected and appointed officials on a wide range of legal and operational issues, including

legislative and procedural matters, compliance with open meetings, freedom of information, and record-keeping requirements, ethics and conflicts of interest, labor and employment matters, and the use of public funds. He also counsels clients on matters involving land use and zoning, procurement, public contracting, intergovernmental cooperation, and regulatory enforcement. Mark frequently attends board, commission, and committee meetings, where he provides guidance on parliamentary procedure and meeting governance.

In addition to his public sector work, Mark regularly represents businesses, non-profits, and trade associations with their legal and strategic needs. He works with start-ups and established entities on issues involving organizational governance, operational risk, and regulatory compliance. He also represents clients in the equipment distribution, construction, and technology sectors, and has experience addressing the intersection of law and innovation.

Mark holds both a law degree and a Master of Public Administration (M.P.A.) from Chicago-Kent College of Law at the Illinois Institute of Technology, where he received the Dean's Full Tuition Merit Scholarship. He earned his undergraduate degree, summa cum laude, in Law Enforcement and Justice Administration from Western Illinois University. Prior to law school, he served as an auxiliary police officer in the southwest suburbs of Chicago, gaining valuable experience in public service and community engagement.

Mark is an active member of the Illinois Township Attorneys and serves as its Annual Educational Seminar Coordinator. Mark is a regular speaker and author on topics related to his practice, including local government, labor and employment law, new and proposed legislation, risk management, and civil litigation. He is proud to serve as legal counsel to multiple townships and local governments across Illinois and to advise clients facing novel legal challenges in today's evolving legal and political environment.



Stephen R. Patterson, Senior Counsel



Stephen R. Patterson's practice focuses on commercial real estate, complex real estate transactions, leasing, land development, and regulatory matters involving government clients. He has significant experience with municipal ordinances, zoning issues, annexation agreements, and land use approvals—core functions of township and local government practice. He has served as outside land use counsel to clients managing major landholdings across Illinois and regularly navigates regulatory frameworks to support development and compliance.

Stephen is known for his ability to align divergent interests among stakeholders and deliver practical, solution-oriented legal advice. He has represented both large nonprofit institutions and small developers throughout the Midwest, offering guidance

tailored to the needs of public-facing organizations. His experience includes negotiating and preparing real estate transactional documents and lease agreements for office, retail, and commercial uses, as well as drafting and reviewing easement agreements and land use-related municipal documents. His strong communication skills and pragmatic approach make him well-suited to support public entities in transactional and advisory roles.

Mr. Patterson's representative work includes purchase and sale agreements for commercial real estate transactions; municipal ordinances related to land use, development, and permitting; full-service, modified gross, and triple-net leases for medical, commercial, and retail spaces; multi-party easement agreements; special use and planned development ordinances; annexation agreements; and governance work for private and not-for-profit entities.



James C. Jansen, Senior Counsel



James C. Jansen focuses his practice on labor and employment law, where he represents public, private, and not-for-profit clients in a range of personnel matters. His work includes drafting employment policies and handbooks, advising on workplace investigations, and counseling clients on compliance with federal and state laws such as FMLA, ADA, FLSA, and ACA. He also provides guidance on disciplinary matters, separation agreements, and employee relations strategies.

James brings a decade of experience in human resources compliance, having served in a senior role at a large private company prior to entering legal practice. He understands the operational realities facing employers and provides practical, legally sound advice grounded in both legal precedent and real-

world experience. James has represented clients before administrative agencies and in state court, and has handled disciplinary and licensing matters before municipal boards and commissions, including in the City of Chicago.

James earned his law degree from Loyola University Chicago School of Law and holds both undergraduate and graduate degrees from Loyola's Quinlan School of Business. He is fluent in Spanish and has provided legal assistance to immigrant communities through work with Instituto del Progreso Latino and the Illinois Coalition for Immigrant and Refugee Rights. In addition to his legal practice, James currently serves as National President of Alpha Psi Lambda National, Inc., where he leads initiatives in governance, training, and member conduct—experience that aligns with the needs of public sector clients for compliance oversight and policy enforcement.



Lauren K. McKenzie, Attorney



Lauren K. McKenzie focuses her practice on the representation of public and private-sector clients in matters involving complex commercial transactions, regulatory compliance, and operational governance. She has significant experience drafting, negotiating, and reviewing a wide range of contracts—including construction agreements, service provider contracts, and intergovernmental agreements—and routinely advises on procurement, policy implementation, and risk mitigation strategies.

Lauren regularly counsels administrators, elected officials, and organizational leadership on legal issues related to transparency, internal procedures, and compliance with laws such as the Freedom of Information Act (FOIA) and the Open Meetings Act (OMA). She also supports clients in resolving

disputes through alternative dispute resolution and aligns legal strategy with broader business and operational goals.

Before joining Airdo Werwas, Lauren gained experience at two Chicago-based transactional law firms and interned at the Illinois Attorney General's Office. She earned her J.D. from DePaul University College of Law, along with a Certificate in Business Law, and served as Editor-in-Chief of the DePaul Business & Commercial Law Journal. Prior to practicing law, she worked in sales and management for E. & J. Gallo Winery, where she developed strong negotiation, communication, and client service skills. She is an active member of the Chicago Bar Association, Illinois Township Attorneys Association, and the International Association of Privacy Professionals (IAPP).



Madilyn A. Kuperman, Attorney



Madilyn A. Kuperman focuses her practice on complex civil litigation and public-sector compliance, with a particular emphasis on representing township mental health boards. She regularly advises these boards on statutory compliance, contracting, and governance matters, helping to ensure that operations, grantmaking, and service delivery align with applicable legal and regulatory standards. Her work includes reviewing service agreements, preparing meeting materials, and providing ongoing counsel to board members and staff.

Madi also represents clients in litigation involving long-term care facilities, nonprofit organizations, and commercial entities. Prior to joining Airdo Werwas, she served as a Senior Claims Specialist at one of the largest commercial insurance carriers in the United States, where she managed high-

exposure claims and counseled insureds on litigation risk and strategy. She has additional experience at boutique law firms, where she developed legal research and drafting skills across a range of matters.

Madi earned her Juris Doctor from the University of Illinois College of Law in 2021. In law school, she was a member and the Internet & Symposium editor of the University of Illinois Law Review. She was a Judicial Extern to Judge Randall B. Rosenbaum of Illinois' Sixth Judicial Circuit Court. Additionally, she was a Research Assistant to Professor Michelle D. Layser where she assisted in gathering and analyzing data of opportunity zones across the United States. She was on the Dean's List and was the recipient of the CALI Excellence for the Future Award in Evidence. She graduated with a Pro Bono Notation, awarded in recognition of performing 60 hours of pro bono legal service. She earned a B.A. in International Studies from the University of Michigan and is fluent in Spanish.



Matthew T. Lehman, Attorney



Matthew T. Lehmann focuses his practice on advising publicsector clients on municipal and election law, insurance matters, and multijurisdictional compliance. He frequently assists townships and local governments with election-related issues, including ballot procedures, candidate eligibility, campaign finance, and legal challenges.

Prior to joining the firm, Matthew handled both transactional and litigation matters: he managed contract drafting and compliance at COFCO International and gained courtroom experience with the Missouri State Public Defender and the Chicago Transit Authority. His diverse background informs a comprehensive approach to advising public entities through complex legal environments.

Matthew earned his J.D. from Washington University School of Law in 2024, where he earned Dean's List honors. He brings multistate capability through his Texas Bar licensure and holds a B.A. from the University of Chicago. His combined experience positions him well to support Ela Township in navigating election law, public agency transactions, insurance defense, and cross-border issues.



APPENDIX C:

2025 RATE SCHEDULE



AIRDO WERWAS, LLC 2025 RATE SCHEDULE

Airdo, Michael A. (P)	250.00
Callaci, Justin T. (A)	225.00
Crelley, Josephine C. (Paralegal)	185.00
Jansen, James C. (Senior Counsel)	250.00
Jekot, Michael P. (Law Clerk)	185.00
Khan, Sadia R. (Law Clerk)	185.00
Kimzey, Mark J. (P)	250.00
Klinkenberg, Yuri A. (A)	225.00
Kuperman, Madilyn A. (A)	225.00
Lane, Alyssa M. (A)	225.00
Lehmann, Matthew T. (A)	225.00
McGrath, Megan K. (Senior Counsel)	250.00
McGuire, John P. (Law Clerk)	185.00
McKenzie, Lauren K. (A)	225.00
Owen, Felicia L. (A)	225.00
Patterson, Stephen R. (Senior Counsel)	250.00
Przeslawski, Marcia F. (Senior Counsel)	250.00
Simon, Julianna M. (Law Clerk)	185.00
Werwas, Mollie E. (P)	250.00
Zeiger, Jeanne M. (Senior Counsel)	250.00



Keri-Lyn J. Krafthefer kkrafthefer@ancelglink.com (P) 312.604.9126 (F) 630.596.4611

August 4, 2025

Hon. Laurie Wilhoit Ela Township supervisorwilhoit@elatownship.gov

Re: Response to Legal Services Questionnaire

Dear Supervisor Wilhoit:

Thank you for requesting information about Ancel Glink related to the firm's provision of legal services. This correspondence will respond to your questions.

Expertise & Experience

 What experience do you have representing Illinois townships or other local government bodies?

Ancel Glink has been representing Illinois public bodies for almost 100 years. Our law firm has around 50 attorneys who concentrate exclusively on the representation of Illinois public bodies, either by representing them directly or by representing public officials and local governments in litigation. We currently represent about 270 units of local government, and about 80 townships and road districts.

I served as a Township Trustee for York Township in 1989, and that started my career with townships. I have been representing townships since 1990. I am the primary attorney that the Township Officials of Illinois calls when they have questions about Illinois Township Law. I am the primary author of the Township Officials of Illinois Laws and Duties Handbook, which I have been writing and updating since 2003. I am currently writing the 11th edition of the Handbook, which we do free of charge for TOI. I am also the primary author of the Trustees' Operation Manual, and I served as the editor of the Illinois Township Supervisor's Guide. I am the immediate past president of the Illinois Township Attorneys' Association and served in that capacity for two years. I was just informed by the ITAA that I am receiving an award from the organization at the TOI conference in November. One of my colleagues, Robert Hoban, served as a Trustee of Wheeling Township.

Can you provide references from current or former township or municipal clients?
 <u>Mary Jo Mullen</u> – previous Supervisor of Lisle Township, current Mayor of Lisle – We represented the Township when she was Supervisor (we later resigned when a new Supervisor was elected) and we currently work with her through the Village of Lisle.
 mmullen@advantagestrat.com 847-602-9720

<u>Alyson Fieger</u> – Supervisor of West Deerfield Township wdtsupervisor@sbcglobal.net 847-945-0614

Randy Whitmore – Newport Township Supervisor randygopac@aol.com 847-774-6401

Claude Ainsworth – Oswego Township Highway Commissioner cainsworth@oswegotownship.com 630-200-1187

Services & Scope

What legal services are included in your standard retainer?

We do not generally have a retainer agreement with townships. We bill by the hour for work.

- Do you attend all board meetings, or only when requested?
 - It depends on the client. Some townships have us attend all meetings; others have us attend only when controversies are happening.
- How do you handle conflicts of interest if you represent other public entities in Lake County?

Conflicts of interest are governed by Rules 1.7 and 1.8 of the Illinois Rules of Professional Conduct. We would need to determine whether there is an actual or potential conflict of interest and, if so, whether the clients involved would give informed consent in writing as to the conflict. We represent a number of governments in Lake County. It would be hard to think of what kind of conflict Ela Township would have with the other public bodies we represent in the County, but we do represent the Ela Area Library District. Depending on the conflict, we would either get conflict waivers from both bodies (for example, when Cuba Township wanted an intergovernmental agreement with its Road District, we had them both sign conflict waivers and prepared the agreement) or if there were a conflict involving litigation, we would not represent either party related to that particular matter.

 Are you able to assist with contracts, personnel issues, zoning, and intergovernmental agreements?

Yes, we do this all the time.

Availability & Communication

- Who will be our primary point of contact?
 I would be, with Megan Mack and Kevin Sterk as my primary back up attorneys.
- What is your typical response time for urgent and non-urgent matters?

We are always available for urgent matters, and we can respond right away. If I am not available, Megan or Kevin should be, or if we are all in court, we have many other attorneys who handle township work. For non-urgent matters, we check our messages and emails regularly and would establish a time that you would need a project completed by so that we could meet your deadline.

- How do you prefer to communicate with clients (email, text, phone, zoom)?
 We defer to the client's preference.
- How do you ensure board members understand complex legal issues?
 We teach numerous classes each year to newly-elected officials, so we have significant experience in breaking down complicated legal issues to explain them in a way that is easy to understand.

Staffing & Support

Will our township be working with you directly or with a team at your firm?
 Both. I would be the primary contact, but if you have an issue that another lawyer at my firm has more experience with, I would have that attorney contact you. For example, my partner Derke Price, specializes in construction and bidding issues – when Ted has had questions related to these topics, he talks with Derke, etc. One benefit of having a firm is

having people with specialized knowledge of different areas of the law.

What is the backup plan if you are unavailable due to illness or conflict?
 As mentioned above, our team would be me, Megan and Kevin, so someone should always be available. If, for some reason, you prefer to work with other attorneys at our firm instead, that can be arranged.

Fees & Billing

- What is your fee structure—hourly, flat fee, monthly retainer?
 Our fee structure is hourly.
- What are the hourly rates? Fees for attending meetings after hours
 We currently charge \$255 for partners, of counsel and senior attorneys and \$240 for associate attorneys. These fees are adjusted annually.
- Do you offer reduced government rates or flat-fee packages for township clients?
 We offer reduced governmental rates which are those specified above. Attorneys in Chicagoland charge rates up to \$1,000 per hour. Our rates for private clients are \$450/hr.
- How often do you bill, and what is included in your invoices? Please send an example/ coding

> We bill monthly. The Township has copies of our actual bills. We specify the initials of the attorney performing the work, a general description of the work performed, the time expended and the charge.

Are there additional costs for travel, court filings, or outside consultants?
 We pass along court costs and filing fees to the client. We bill travel time from our closest office to the court or destination. We do not use outside consultants.

Policy & Governance Support

- Can you assist with updating or reviewing township policies and ordinances?
 Yes.
- Are you available for trainings?

Yes, we do these routinely for our clients.

How do you stay up to date with changes in township and municipal law?

communicating with the public and media, if the client so desires.

We closely monitor pending legislation regarding townships. We often draft new legislation for townships and road districts, also, or work with TOI on legislative changes. We have an award winning blog called, "The Municipal Minute," to inform our clients of changes in the law. In addition, the Speaker of the House, Emanual "Chris" Welch, is an attorney with our firm, so he keeps us apprised of developments involving townships.

Fit & Philosophy

How do you approach advising clients on controversial or high-profile issues?
 Many of our clients are involved in high-profile issues that are reported in the media, from situations that involve crisis management and insurers to local controversies. We are familiar with crisis management and advise clients related to legal issues as well as

How do you balance legal risk with practical governance needs?
 We advise our clients about all of those issues – their rights, responsibilities, and practical solutions. Our goal is to try to avoid litigation.

· - Why do you believe your firm is a good fit for Ela Township?

We have represented Ela Township on and off since 2002. We are committed to public service and good government, and we believe the current elected officials in Ela Township are, also. We are highly experienced in township law, labor and employment law, transparency law and governmental ethics. We provide practical solutions to townships at very economical rates. We are able to answer most township questions

without significant research charges because the depth and range of knowledge of our attorneys.

Freebie - Do FOIA requests require staff and board members to share their texts from personal devices that discuss township business?

If a member of the public requests a public record, the township would have to disclose any texts on personal devices that include a discussion of public business if they are not otherwise exempt from disclosure.

Sincerely,

Keri-Lyn J. Krafthefer



Ross D. Secler rseclert@omfmlaw.com

July 24, 2025

Via Email: supervisorwilhoit@elatownship.gov Supervisor Laurie Wilhoit Ela Township 1155 East Route 22 Lake Zurich, IL 60047

> RE: Introduction of Odelson, Murphey, Frazier & McGrath, Ltd. and Response to Interview Questions for Township Attorney Candidates

Dear Supervisor Wilhoit:

Please allow this correspondence to serve as Odelson, Murphey, Frazier & McGrath, Ltd.'s ("Firm" or "OMFM, Ltd.") proposal for consideration of appointment as Township Attorney for Ela Township ("Township") in addition to the Response to Interview Questions for Township Attorney Candidates, which are enclosed herewith.

We appreciate the opportunity to present our credentials. As specified below, our firm desires to represent Ela Township as General Counsel for all its legal needs. We have over 50 years of experience representing townships and advocating for their governments. We currently represent a growing list of seventeen (17) townships, as well as over 40 municipalities, in addition to school districts and other units of local government throughout Illinois, and would be honored to be able to serve Ela Township as well. We have provided the following introductory letter to share more about the firm and our experience, along with the enclosed responses to the specific interview questions. As you will see, our experience, expertise, cost management, and familiarity with the operations of township government will certainly benefit Ela Township and make us uniquely qualified for this position.

A. Description of the Firm

Odelson, Murphey, Frazier & McGrath, Ltd. ("OMFM, Ltd.") is a professional legal corporation with its principal offices at 3318 W. 95th Street, Evergreen Park, IL. The firm also has offices in DuPage and Will Counties, as well as in downtown Chicago. OMFM, Ltd. is comprised of 21 attorneys and 20 support staff. The firm provides the highest quality legal service as evidenced by its 50 years of longevity and over 60 municipal, school, township, park, and other governmental clients. The firm specializes in the representation of townships, municipalities, schools, park districts, and all local governments, and is a "one-stop shop" for their legal needs.



July 24, 2025 Page 2 of 8

Our firm provides all the necessary services to our clients, including:

- All aspects of township law, including ordinance and resolution preparation, professional service contracts, prosecution and aggressive defense of lawsuits, proactive memoranda advising about new laws, potential threats, and new technology, direct access to members of the General Assembly, and attendance at regular and special meetings;
- Representation and advice to the Supervisor (including as Supervisor of General Assistance), Clerk, Board, food pantry operation, and any other semi-affiliated notfor-profit corporations, roads and highways, and all other aspects of township governance;
- Township, municipal, school, park, and government finance, including bonds, budgets, and property tax appeals;
- Land use and zoning, including representation of (or on behalf of the township to present in front of) planning and zoning commissions, comprehensive plans, zoning changes, and new development;
- Economic development, including TIF districts, economic incentive agreements, and other County and State initiatives;
- 6. All real estate transactions, including acquisition, condemnation, annexation, demolition, new construction contracts, and building permits;
- All aspects of public employment law, policies, and labor, including negotiations, grievances, and arbitration disputes (to the extent applicable), and unfair labor practices; and
- Litigation at all levels of the State and Federal court systems, with decades of experience in the municipal, township, and school liability areas.

The firm currently represents Calumet, Cunningham, Joliet, Lisle, Lyons, Naperville, New Trier, Niles, Northfield, Rich, Riverside, Thornton, Troy, Wheeling, Winfield, Worth, and York Townships as General Counsel. We also represent (and specifically provide legal advice to) the Assessors in Cunningham, Worth, Naperville, Northfield, Orland, and Lyons Townships, as well as the Road Districts in Lyons, Northfield, Rich, and Worth¹ Townships. We would be interested in providing all of the legal services needed by the Township, as we do for our other townships.

¹ Recently dissolved and is transitioning into the Township's "Road Department,"



July 24, 2025 Page 3 of 8

B. Legal Experience

The firm has continually represented townships since the early 1980's, providing all legal work required for townships, general assistance, highway districts, and assessors' offices. These matters include, but are not limited to:

- Intergovernmental Agreements
- FOIA requests
- Contract review and preparation
- Commercial transactions
- Legal notices
- Ordinances and Resolutions
- Budgets and levies
- Agendas and minutes
- Employee policy manuals
- General procedural meetings and township matters
- Food pantry and other township services or affiliated not-for-profit corporations
- General Assistance guidelines and procedures
- Waivers and hold harmless agreements
- Purchase and sale of township property
- Review of bids and requests for proposals for construction projects
- Review Property Tax Appeal Board notices for possible intervention
- Road construction, easements, right-of-way
- Election matters (incl. electoral boards and advising the Local Election Official)
- All litigation matters in the Circuit, Appellate, and Supreme Courts
- Legislative updates at the County, State, and Federal levels

Our firm provides what no other township or local government law firm offers: a partnership with the community and a vested interest in the concerns and desires of the township. We are proactive in solving a potential problem before it becomes litigation or a liability to the township. We become partners with the Township and enjoy being a part of the Township's management team to best serve the legal needs of the community.

We are uniquely qualified to represent Ela Township as we are a "one-stop-shop" township law firm providing legal counsel on all services needed by the Township. The firm specializes in very unique "legislative" services that no other local government firm can claim. While we do not formally "lobby," we represent or work directly with many members of the General Assembly in the Senate and House, as well as Congressmen and women on both sides of the aisle. We have been very



July 24, 2025 Page 4 of 8

successful in writing legislation, getting it passed, and implementing it. Further, our efforts in obtaining grants from the State for our townships, municipalities, and school districts are certainly a benefit that no other local government law firm provides.

Our firm provides updates and alerts to our township, municipal, school, and other governmental clients concerning new (or key, proposed) legislation, or Appellate and Supreme Court opinions that may have an impact on the operation of their government. We subscribe to legislative updates, are privy to legislation recaps from lobbying groups, and represent many elected State Senators and Representatives in the Illinois General Assembly. We belong to the Township Officials of Illinois and the Illinois Township Attorney Association, and we attend (and lead) seminars to keep updated on current events in Township Law. We provide updates through e-mail communication, PowerPoint presentations, and memoranda to our Supervisors, Clerks, Assessors, Highway Commissioners, and Trustees, as may be needed, and strive to ensure all elected officials are kept up to date to try and foster a cohesive governing board.

We handle all legal issues faced by our township and municipal clients. We attend regular and special Township meetings, including the Annual Township Meeting, and are available by phone should the client not want us to attend physically, while remaining available if any questions or concerns arise. We are well-versed in the intricacies of intergovernmental relations and bring that expertise and focus to every one of our clients based on their individual needs.

Because the firm represents many different units of government (parks, schools, cities, villages, townships, road districts, libraries, counties, and special sanitary/mosquito abatement districts) and has been in existence for over 50 years, there is hardly an area or problem that has not been handled in prior years. For example, there is one attorney dedicated to FOIA law and others in the firm who handle routine FOIA requests daily. We lecture and give presentations on the Open Meetings Act, Board procedures, Tax Increment Financing Districts, tax levies, bond issues, and other financing questions. Our experience and expertise allow us to avoid "reinventing the wheel," which reduces costs to our clients, but still allows us to tailor advice and strategies to each individual client depending on particular needs.

C. Personnel/Attorney Qualifications

All counsel who would be assigned to work with Ela Township have many years of experience representing townships and local governments. The primary attorneys who would be assigned to represent the Township are Ross Secler, Burton Odelson, Priscilla Centeno, and Patrick Roberts.

Ross D. Secler (Lead Attorney)

Ross D. Secler, Partner and Township Government Division Chair, focuses his practice representing townships, municipalities, and other units of local government, where he serves



July 24, 2025 Page 5 of 8

as their General Counsel. Mr. Secler further specializes in election and political law matters. Mr. Secler currently serves as the lead Township Attorney for Naperville Township, Northfield Township, Niles Township, New Trier Township, Wheeling Township, Winfield Township, York Township, Troy Township, and Cunningham Township, where he attends board meetings, prepares ordinances and resolutions, and directly advises the board about policy, budgetary, and contractual matters. Additionally, Mr. Secler works with a number of other townships, road districts, and individual township officers throughout Lake, Cook, DuPage, and Will Counties. Mr. Secler also serves as the Village Attorney for the Village of Glenwood, Corporation Counsel for the City of Markham, Village Attorney for the Village of Bolingbrook, and as General Counsel for the North Shore Mosquito Abatement District and special counsel to the Northwest Mosquito Abatement District.

Ross serves as the Chairperson of the Chicago Bar Association's Election Law Committee and serves as a member of the CBA's Legislative Committee. He is the President of the Illinois Township Attorneys Association. For each of the previous 7 years, Ross has been named as one of the "Rising Stars" of Illinois by Super Lawyers and was selected as an "Emerging Lawyer" by the Leading Lawyers division of Law Bulletin Media. In 2020, Ross was named by the Chicago Daily Law Bulletin as a 40 Under 40 honorce, chosen from a pool of over 1,000 nominees. Ross is originally from Buffalo Grove, Illinois (Stevenson High School), received his undergraduate degree from Colgate University, and earned his Juris Doctorate from Loyola University Chicago Law School.

Burton Odelson

Burton Odelson, founding partner of Odelson, Murphey, Frazier & McGrath, Ltd., has earned a reputation as a leading expert in governmental and election law. He has over 53 years of experience and has served as legal counsel for many townships, municipalities, school districts, and hundreds of public officials, labor leaders, and candidates for local, state, and federal office. Burt was admitted to practice law in Illinois in 1972 and is admitted to practice before the United States District Court for the Northern District of Illinois, the Illinois Supreme Court, and the United States Supreme Court.

Burt has been representing governmental entities since founding his practice in 1972. He provides counsel in all areas of township law, including drafting of ordinances, resolutions, intergovernmental agreements and policies, labor and employment issues, advice regarding interaction with the press and media, bond issues, and financing. Burt has drafted and revised bid documents, contracts, and real estate documents for the purchase and sale of township property. He has extensive experience and knowledge in all areas of township and general assistance law. He currently represents Lyons Township and Worth Township. Burt has dedicated his career to building a network among local governments, communities, and elected officials in order to best serve them and their needs.



July 24, 2025 Page 6 of 8

Burt has successfully argued before the Circuit Court, Appellate Court, Illinois Supreme Court, United States District Court, 7th Circuit Court of Appeals, and even the Supreme Court of the United States. He has helped reduce attorneys' fees through his institutional knowledge of township and governmental law.

Priscilla Centeno

Priscilla Centeno is a bilingual Associate Attorney at Odelson, Murphey, Frazier & McGrath, Ltd., where she works across a broad range of practice areas, including school law, township law, municipal law, and election law. Priscilla is the lead township attorney in Rich Township, Thornton Township, Joliet Township, and Calumet Township, serves as school district attorney for School Districts 86, 103, and 104, and further assists in the City of County Club Hills and the Village of Park Forest. In addition, Priscilla serves as a hearing officer for various municipalities, presiding over local adjudication matters. She is licensed to practice law in both Illinois and Indiana.

Priscilla earned her Bachelor of Arts from Connecticut College in 2015, graduating with a double major in Government and Sociology. She then returned to her hometown of Chicago to pursue a Master's in Teaching at Dominican University, which she completed in 2017 while working full-time as an 8th grade English Language Arts teacher in Chicago Public Schools. It was during this time that her commitment to equity and justice deepened.

Driven by that passion, Priscilla enrolled at DePaul University College of Law and earned her Juris Doctor in 2021.

Priscilla is actively engaged in her community and the legal profession. She serves on the Board of Directors for Noble Schools, which educates over 12,000 students in Chicago. She is also a board member of the Puerto Rican Bar Association, Co-Chair of the Election Law Committee of the Chicago Bar Association, and a board member of GODDESS Mentoring, an organization dedicated to empowering young women to achieve their full potential.

Patrick Roberts

Patrick Roberts is an associate attorney with Odelson, Murphey, Frazier & McGrath, Ltd. He earned his undergraduate degree from the University of Alabama with a degree in Political Science. He earned his Juris Doctor from the University of Illinois Chicago School of Law (formerly John Marshall Law School). During law school, Pat worked as a legislative aide for the Chicago City Council Committee on Finance and then worked for Illinois Supreme Court Chief Justice Anne Burke as a Judicial Extern.



July 24, 2025 Page 7 of 8

Pat focuses his practice in municipal and township law, labor and employment law, litigation, and election law. He assists in Calumet Township and Winfield Township and is the lead attorney for the Calumet Park Police Pension Board. Pat is a certified Hearing Officer, presiding over administrative adjudication proceedings in the Villages of Orland Hills, Richton Park, and Summit. Before joining OMFM, Ltd., Pat worked for a labor and employment firm in Hinsdale, Illinois, where he represented public pension funds, first responders, and labor unions in matters related to employment and labor issues, pension administration, benefit proceedings, and administrative review.

Pat is a member of the Chicago Bar Association and the Illinois State Bar Association. In 2025, he was named a Rising Star by Super Lawyers in the State, Local & Municipal sector.

Additional Attorneys

Furthermore, the firm would assign other counsel to work on Ela Township matters if a particular circumstance merits another lawyer from the firm. For example, Senior Partner Michael McGrath leads the firm's Litigation Department and would assist with litigation matters; Partner, Elizabeth Shine, and Senior Counsel, Jayman Avery, would work on property tax defense, exemption, PTAB, and other tax-related matters. While "main" points of contact are assigned as detailed above, the Township would have complete access to the entire firm's expertise and personnel.

D. Summary

As previously stated, we are a full-service firm, handling all aspects of township law, including litigation, labor, general township governance matters, and can assist in other practice areas that are not commonly handled by other local government law firms, such as property tax defense work, TIF districts, bond work, referenda, construction law, tort liability, purchase of land, elections, and more.

Our firm's knowledge of townships, legal qualifications, and longevity of service to townships and other units of government make us uniquely qualified to represent Ela Township. This is evidenced by our decades of experience in representing townships and all other levels of government; our lower hourly rates for government clients; our uniqueness in having represented clients at all levels of government; our access to the legislative process and bureaucracy of Illinois government; our representation of many elected officials at all levels of government; our expertise in Election Law, including candidacies, referenda, consolidation, and disclosure requirements; our access to proposed state and federal legislation that may affect our township clients; expertise in the Open Meetings Act and Freedom of Information Act (having handled thousands of FOIA matters); our unique budgeting and bond skills (Mr. Odelson serves as bond or issuers counsel on bond issues for our clients); and our tax appeal defense work for our local governments.



July 24, 2025 Page 8 of 8

Our firm is very well known and respected for its dedicated, innovative, and quality legal representation. We appreciate the opportunity to submit our qualifications and are honored to be considered for the position of Township Attorney. We would welcome the opportunity to further discuss our credentials and experience with you and any of the Trustees.

We look forward to speaking with you soon.

Respectfully,

ODELSON, MURPHEY,

FRAZIER & McGRATH, LTD.

By:

Ross D. Secler, Chair

Township Government Division

Encl.



Expertise & Experience

 What experience do you have representing Illinois townships or other local government bodies?

RESPONSE: Our firm has dedicated over five decades to the representation of governmental clients, including townships. The breadth of our experience in all aspects of governance, coupled with our successful track record in helping prevent litigation and the unique awareness of the political process in Illinois, sets the firm apart from any other government firm. We are proactive in solving potential problems before they become litigation or costly legal headaches, and we believe in partnering with our clients and investing in their community and concerns. We have more than sufficient attorneys and staff to handle all assignments of Ela Township, and since we are a "one-stop-shop," our clients have the added benefit of not needing to engage outside firms for specialized work. Our office is capable of handling all legal needs of our clients.

We currently represent 17 townships, 21 municipalities, and 13 school districts/schools as General Counsel. We represent an additional 19 municipalities and 7 school districts/schools as Special Counsel. Mr. Odelson and Mr. Secler have represented hundreds of candidates for political office at all levels of government through our election practice. Of particular importance to townships, Partner Ross Secler is the President of the Illinois Township Attorneys Association and regularly presents to other attorneys and clients on township matters. Our firm is recognized as one of the top municipal firms in the state, and our attorneys are leaders in the industry.

Can you provide references from current or former township or municipal clients?

RESPONSE: The firm currently represents seventeen (17) townships as General Counsel, and that number continues to grow after the recent elections. Below are five references for Townships wherein we act as General Counsel (and any additional references can be provided upon request).

 Supervisor Christopher Getty, Lyons Township 6404 Joliet Road Countryside, IL o. 708-482-8300, ext. 223; c. 708-250-6068 cgetty@lyonsts.com

We have been the Township Attorneys for Lyons Township since 2014 and also represent the Village of Lyons as Village Attorneys (since 2010).



 Calvin Jordan, Rich Township 22013 Governors Highway Richton Park, IL 60471 o. 708-748-7633; c. 708-692-6305 CJordan@Richtownship.org

We have represented Rich Township since 2021.

 Supervisor Eddie Bedford, Naperville Township 139 Water St., 1st Floor Naperville, IL 60540 630-355-2786 eddieb@napervilletownship.com

We have represented Naperville Township since 2017.

 Supervisor Shiva Mohsenzadeh, Northfield Township 2550 Waukegan Road, Suite 100
 Glenview, IL 60025
 847-724-8300
 Shiva.mohsenzadeh@northfieldtownship.com

Wa have represented Northfield Township since 2021

We have represented Northfield Township since 2021.

 Supervisor Bonnie Kahn Ognisanti, Niles Township 5255 Lincoln Ave.
 Skokie, IL 60077 847-673-9300 bonnie@nilestownshipgov.com

We have represented Niles Township since 2021.

Services & Scope

What legal services are included in your standard retainer?

RESPONSE: In general, we charge township (and governmental) clients hourly except in certain circumstances where a client wishes to arrange having certain services covered by a "flat" retainer payment while other services are billed hourly, above that amount. We do not offer a "standard" flat or retainer amount because, especially with a new client where the amount of legal assistance is unknown, we would never want to be in a situation where the township is paying well above the amount of actual legal work needed. Of course, if the Township wished for some sort of retainer/flat fee arrangement, we would be happy to negotiate and arrange for same.



However, our firm's representation will cover all legal issues and matters affecting the Township. As noted above and in the introductory letter, our firm prides itself on being a "one-stop-shop" and will handle any issue that the Township encounters. This type of broad representation would be included in any type of engagement letter, whether within a retainer payment or just billed hourly as we normally do.

Do you attend all board meetings, or only when requested?

RESPONSE: This truly depends on the client and the client's needs. We are absolutely available to attend all board meetings if desired by the Township, but we generally attend at the discretion of the client. Some clients have us attend all regular and special meetings, and others only have us attend in person when needed for a particular matter. Additionally, we can make ourselves available by phone or other remote means (or even by text message or email) during meetings if our physical presence is not needed, but in case any questions do arise. Whatever is desired by the client, we accommodate in this regard.

How do you handle conflicts of interest if you represent other public entities in Lake County?

RESPONSE: The firm has conducted a conflict-of-interest review. There are no potential or actual conflicts of interest with Ela Township. There are no relationships, financial interests, or other circumstances that would or could create a conflict of interest in representing the Township.

Our firm has a computerized docketing system as well as a practice management system that aids in conflict checks. Our Office Manager, Executive Assistant, and Partners check for any past or current potential conflicts of interest. We use names of clients, subject matter, and other means to carefully scrutinize our files for any conflicts. Should a conflict of interest arise, we immediately notify the client and determine if representation can continue. This rarely occurs, however, because we conduct conflict checks prior to engaging in providing services to potential clients.

Are you able to assist with contracts, personnel issues, zoning, and intergovernmental agreements?

RESPONSE: Yes. Because we are a full-service, "one-stop-shop" law firm for our clients, we have attorneys who handle specialized work, and there is no need for our clients to seek separate, outside counsel. We have attorneys on staff specializing in labor and employment law, zoning and land use law, litigation, election law, property tax law, bond work, and more. We do not charge higher rates for specialized work (with the exception of bond work). Our attorneys routinely advise our township clients on contract matters, personnel issues, zoning matters, and intergovernmental agreements.



Availability & Communication

Who will be our primary point of contact?

RESPONSE: Ross Secler will be the lead attorney for the Township and the primary point of contact. He will oversee all Township work and assignments. If the Township prefers to communicate directly with an attorney specializing in a specific area and issue for the Township, that is never a problem either.

What is your typical response time for urgent and non-urgent matters?

RESPONSE: Our firm prides itself on being available to our clients day and night. We provide our cell phone numbers and monitor emails. We encourage calls or messages from the Supervisor, the Administrator, and/or the Board to keep us abreast of any potential legal issues or situations that may result in legal liability of the Township. We are almost always able to provide a same-day or next-day response (no more than 24 hours) to urgent questions, at least with preliminary direction; emergencies are bandled and dealt with immediately. We handle non-urgent matters expeditiously as well and ensure that clear communication and expectations as to timelines are made.

- How do you prefer to communicate with clients (email, text, phone, zoom)?

RESPONSE: Telephone calls, text messages, emails, or Zoom are the preferred method of initial communication as they allow for prompt response and direction. We encourage open lines of communication with the Supervisor, Administrator, and Board in order to prevent legal issues from arising or becoming greater areas of potential liability. Of course, if the preferred method of communication is in-person, we will accommodate as we do with many of our other township and municipal clients. We pride ourselves on being available and accessible to our clients.

- How do you ensure board members understand complex legal issues?

RESPONSE: With all of our government clients, including townships, we use "preventive law" by doing legal updates on new laws and cases, as well as training in areas that may cause legal liability. We provide memos to our clients whenever laws are passed that affect them, and have put on workshops to assist with handling new legislation and complex legal issues. In addition to written updates and workshops, we have direct access to the General Assembly through Mr. Odelson's representation of members on both sides of the aisle, which provides us with up-to-date information concerning changes to, as well as any new legislation that we are able to communicate quickly to our clients. We believe this approach, in keeping our clients apprised of legal updates, helps them reduce legal costs and potential liability.



We also understand that certain legal issues may seem overly complicated and convoluted. We pride ourselves on our ability to take these issues and explain them in a way that the entire Board can understand and, if necessary, act upon.

Staffing & Support

Will our township be working with you directly or with a team at your firm?

RESPONSE: A team of attorneys would be assigned to the Township. Ross Secler would be the lead and direct contact for the Township. If desired that an attorney attends every meeting, the attorney assigned to attend Board meetings would be a member of the proposed team. The qualifications of the assigned team members have been outlined in the accompanying introduction letter. Of course, the Township would have full access to all attorneys and personnel at our firm as may be needed.

What is the backup plan if you are unavailable due to illness or conflict?

RESPONSE: Because we have a team of attorneys assigned to the account, any one of the attorneys on the team would be able to fill in on assignments and attend meetings should an illness or conflict arise. Each attorney assigned to Ela Township has years of experience representing townships and local governments. The direct contact/lead attorney for the Township would ensure any "backup" attorney is aware of pending issues/matters and would be prepared to step in, if necessary. Any change would be communicated to the Township prior to backup coverage taking place.

Fees & Billing

What is your fee structure—hourly, flat fee, monthly retainer?

RESPONSE: Our preferred fee structure is hourly, and that is our arrangement with the majority of our township and municipal clients. We will accommodate the structure desired by the Township, however, and have entered into flat fee and monthly retainer arrangements with clients, as discussed above, but that would need to be further discussed and decided.

· What are the hourly rates? Fees for attending meetings after hours

RESPONSE: The firm proposes an hourly rate of \$225.00 for all attorneys. We will not bill a higher rate for partners or senior members of the firm or for any specialized work. When we work on the weekends or holidays, there is no extra charge. There is no extra charge for attending meetings after hours (or in general). Paralegal work is billed at \$95.00 per hour, law clerks are billed at \$65.00/hour, and necessary photocopying over twenty-five (25) pages is billed at \$0.10 per copy. Unlike some firms, we will not bill different rates for different types of assignments. We use our years of experience in township and municipal law to provide prompt, quality service at an affordable rate.



Do you offer reduced government rates or flat-fee packages for township clients?

RESPONSE: We are a suburban firm representing local governments and school districts. We understand the importance of cost savings for our government clients so that funds can be directed toward residents and not toward costly legal bills. Unlike many of our competitors, we offer reduced government hourly rates due to our reduced overhead and years of experience. While we prefer to charge an hourly rate so the Township is only billed for work that is performed, we can prepare and present a flat-fee package option if desired by the Township (and after consultation with the Township regarding same).

How often do you bill, and what is included in your invoices? Please send an example/coding

RESPONSE: We provide detailed, itemized monthly bills that outline the attorney working on the project, a description of the matter, the amount of time spent, the work performed, and the cost. Time is billed in 0.1/hour increments. We do not bill for short calls; we encourage calls to prevent future problems. If required to attend Board meetings, we would bill our regular hourly rate for time spent preparing for and attending the meeting (no travel time billed for in-person attendance). Sample bills have been included (with redactions) with this response as **Exhibit A**.

Are there additional costs for travel, court filings, or outside consultants?

RESPONSE: There will be no charges for travel time or computer research. Any out-of-pocket expenses, such as court filing fees, would be clearly shown on the bill. This would also be the case for outside consultants or, for example, court reporters. Additionally, we would obtain approval from the Township prior to engaging outside consultants and would inform them of the fees.

Policy & Governance Support

Can you assist with updating or reviewing township policies and ordinances?

RESPONSE: Absolutely. In our role as General Counsel to dozens of townships, municipalities, and school districts, ordinance preparation and policy review, and updates are some of the many tasks we regularly perform. We update policy manuals and employee handbooks and assist with the drafting of ordinances and resolutions. We maintain a general "checklist" of policies and procedures that we recommend reviewing (or ensuring that the Township has) on a regular basis, and would provide that and a number of introductory memoranda upon our appointment.



Are you available for trainings?

RESPONSE: Yes. We routinely conduct workshops and provide training on current and new legal issues, as well as training for newly elected (or even well-seasoned) officials on numerous topics.

- How do you stay up to date with changes in township and municipal law?

RESPONSE: Our firm places a strong emphasis on legal research as a cornerstone of the high-quality legal services we provide. We maintain subscriptions to premier legal research platforms, including Westlaw, Municode Pro, and the Illinois Institute for Continuing Legal Education (IICLE), which enable us to stay current with legal developments and provide well-supported legal analysis. We also regularly consult publications from the Township Officials of Illinois and utilize additional research tools as needed to ensure comprehensive and accurate results. Our attorneys are frequently called upon to prepare legal memoranda and formal opinions addressing complex and evolving areas of law, particularly in the context of township governance. This depth of experience ensures that our clients receive timely, well-reasoned guidance. As noted above, Ross Secler serves as President of the Illinois Township Attorneys Association (ITAA) and is a frequent presenter at educational workshops and meetings for township officials, further reinforcing our firm's leadership and expertise in township law.

Fit & Philosophy

How do you approach advising clients on controversial or high-profile issues?

RESPONSE: With our wide range of experience, we understand that just because something is legal does not necessarily make it practical or non-controversial. Our firm has handled world-wide and country-wide controversial and high-profile issues. Part of our approach with our clients is to advise as to what the law is, and what the law requires, but then further advise on perceived or other factors that the administration should consider when making a decision. Our office culture is one of deep collaboration, so big issues are often discussed, debated, and opined upon by others with many different perspectives, which helps us prepare our clients to see the many possible angles an issue may have.

When there are controversies or high-profile matters requiring a more delicate touch, we are very well-versed in directly handling or advising on how to handle some of the "public relations" issues. We have good relationships with major Chicago area media and often advise on preparing statements or responses, or sometimes appear in the media for interviews on behalf of our clients directly, if that is what our clients desire.



- How do you balance legal risk with practical governance needs?

RESPONSE: This is the lynchpin of our practice and one of the unique aspects of our approach. We embrace the role as "counselor" to our government clients — while eliminating legal risk is nearly impossible and while advising to do very little on the Township's part will keep that exposure risk down, we fully understand that the purpose of township government is to serve, and we do whatever is in our power to assist in ensuring that the proposed services and actions fall within legal limits. We work with our clients to get to the desired end result, even if the law requires a more roundabout, out-of-the-box approach. Of course, where things are strictly forbidden, we will fully advise of same, but we have learned through our experience that good government and service goals of our township clients are usually achievable. In reviewing any issue, we will present a cost-benefit analysis in terms of potential legal exposure and risk and how to mitigate same. We see ourselves as our township clients' partners in helping accomplish what is needed for the township.

Why do you believe your firm is a good fit for Ela Township?

RESPONSE: As described throughout this response and in the accompanying introductory letter, we are a full-service, "one-stop-shop" law firm specializing in the representation of townships, local governments, and school districts. We currently represent seventeen (17) townships as General Counsel and continue to expand our township client base. In addition to the "regular" services we provide on behalf of our townships, there are many "successful outcomes" and major accomplishments for our township clients in which we have been instrumental. We pride ourselves on being accessible to our clients and are community-focused, which sets us apart from other firms. Our attorneys have decades of experience representing townships and are well-versed in the issues facing townships and local governments. We provide quality representation at affordable rates, and are well known and respected as one of the top municipal, governmental, and township firms in the state.

Freebie - Do FOIA requests require staff and board members to share their texts from personal devices that discuss township business?

RESPONSE: In general, we advise that Township elected officials and Township employees should act as if their personal phones are "FOIA-able" to the extent that FOIA would require them to conduct a search of potentially responsive records concerning public business that are not otherwise exempt. Additionally, in general, if an elected official uses a Township-provided device or email address to discuss public business, the email is subject to disclosure under FOIA, barring an applicable exemption.

However, with respect to purely personal devices and accounts, there are nuanced "grey" areas in the case law in this regard that hinge on the definition of whether the records are "in possession of the



public body." There is an apparent split amount the appellate court districts in Illinois, but the 2nd District (which includes Lake County) does not have an opinion specifically on point, so it is not clear which way a court would ultimately decide the issue. In general, the Illinois Attorney General (via PAC opinions) generally agree with the 1st District's opinion in, Better Gov't Ass'n v. City of Chicago, 2020 IL App (1st) 190038 (the "Rahm Emanuel Text Messages" case), which says that communications sent or received from an individual elected officials' personal devices and accounts may be considered "public records" subject to FOIA. As such, we advise adherence and compliance with this general rule.

Under this rule, if an elected official uses a private device and email address, the communication is subject to FOIA if it satisfies this test:

- 1. First, the communication pertains to the transaction of public business, and
- 2. Second, the communication was: (1) prepared by a public body, (2) prepared for a public body, (3) used by a public body, (4) received by a public body, (5) possessed by a public body, and/or (6) controlled by a public body.

See City of Champaign v. Madigan, 2013 IL App (4th) 120662, ¶ 32; see also Better Gov't Ass'n, 2020 IL App (1st) 190038, ¶ 19 (finding a sufficient nexus to individual officers and the "public body" especially where individual officers can function without a quorum or where, at a minimum such communications are prepared for or are eventually used by the public body).

Hence, in this regard, we advise caution on behalf of public officials who use their personal devices and accounts for public business. Instead, we recommend the Township adopt an electronic communications policy that outlines expectations and requirements with respect to official, electronic communications and the use of personal devices and accounts. Upon request, we can further discuss any local records act issues that arise from using purely personal accounts on purely personal devices if the messages sent or received are not considered "transitory."



3318 West 95th Street

Evergreen Park, IL 60805 (708) 424-5678 www.omfmlaw.com

ATTORNEY-CLIENT PRIVILEGED: Consult legal counsel before public disclosure

Township

Statement

Statement Number

247

Statement Date

03/27/2025

Amount Due

\$2,925.00

22-232 - FOIA

Fees

Date	Description	Staff	Hours	Total
02/19/2025	Review email correspondence from and FOIA request received from review relevant FOIA provisions and prepare initial advice to Township regarding.	RDS	0.50	\$112.50
02/21/2025	Review timesheets for years 2021, 2022 and 2023; redact records; draft response requesting narrowing request.	PEC	5.50	\$1,237.50
02/27/2025	FOIA Request: Continue to review records received from Township and prepare redactions to same; review and respond to email correspondence from ; prepare response correspondence regarding same.	RDS	1.70	\$382.50

Subtotal

\$1,732.50

21-1169 - 2011-2014 Tax Rate Objections

Fees

Date	Description	Staff	Hours	Total

\$45.00

Subtotal

21-1116 - Miscellaneous/General

Fees

02/27/2025

Date	Description	Staff	Hours	Tota
02/05/2025	Review Fair Labor Standards Act and Affordable Care Act regarding questions comparing full time vs part time employees.	PEC	0.50	\$112.50
02/05/2025	Review proposed job descriptions to ensure legal compliance.	PEC	0.30	\$67.50
02/06/2025	Review email correspondence and questions regarding full time versus part time employees and request for additional information with respect to same; review Township's Employee Handbook, FLSA, IL PLAWA, and Affordable Care Act provisions; Conduct review of draft, proposed additional Township job descriptions and prepare advice and response regarding.	RDS	0.50	\$112.50
02/06/2025	Review correspondence regarding part-time vs full time employee benefits; prepare additional comments and advice regarding.	FLF	0.20	\$45.00
02/10/2025	Prepare for and attend February 10, 2025, Regular Township Board Meeting.	RD5	3.00	\$675.00
02/25/2025	Telephone conference with regarding .	RDS	0.60	\$135.00
	Subtota	al .	¢	31,147,50

Statement Subtotal

Total Balance Due

Total

\$2,925.00

\$2,925.00

\$2,925.00



3318 West 95th Street

Evergreen Park, IL 60805 (708) 424-5678 www.omfmlaw.com

ATTORNEY-CLIENT PRIVILEGED: Consult legal counsel before public disclosure



Statement

Statement Number

248

Statement Date

03/27/2025

Amount Due

\$2,497.50

18-066 - General

Fees

Date	Description	Staff	Hours	Total
02/02/2025	Review of Schindler Modernization proposal for elevator and proposed terms for consideration at Township Board meeting.	DKF	0.70	\$157.25
02/04/2025	Telephone conference with regarding preparing for upcoming Regular Township Board meeting, filling vacancy in office procedures, and status updates with respect to	RDS	0.50	\$112.50
02/04/2025	Review of December 10, 2024 Township Board meeting minutes received from telephone conference with regarding.	DKF	0.50	\$112.50
02/05/2025	Review and edit Warrant of Appointment.	RDS	0.20	\$45.00
02/06/2025	Review proposed intergovernmental agreement with regarding resurfacing; provide feedback to resurfacing regarding.	SPM	1.20	\$270.00
02/11/2025	Telephone conference with regarding and .	DKF	0.50	\$112.50
02/11/2025	Review of Township Board packet and agenda; attend meeting with Township Administrator regarding , and other miscellaneous Township matters; continue preparing for and attend Township Board meeting.	DKF	3.50	\$787.50
02/11/2025	Exchange correspondence with	SPM	0.20	\$45.00
02/12/2025	Begin to review Mental Health Board bylaws and review email correspondence questions regarding .	RDS	0.20	\$45.00

02/12/2025	Telephone conference with the second second regarding policies update.	DKF	0.20	\$45.00
02/17/2025	Continue to review MHB bylaws and materials; prepare response and advice regarding.	RDS	0.70	\$157.50
02/18/2025	Review of February 11, 2025 draft minutes and proposed revisions to same.	DKF	0.70	\$157.50
02/27/2025	Telephone conference with regarding :	DKF	0.50	\$112.50
	Subto	otal		\$2,160.00

22-234 - FOIA

Fees

	Total Balance Due			2,497.50
	Statement Subtotal Total			2,497.50 2,497.50
	Subtotal			\$337.50
anti-passes and a				
02/25/2025	Review FOIA request; draft response extension letter; exchange correspondence with regarding .	PM	1.50	\$337.50
Date	Description St	taff	Hours	Total
Fees				