



ELA TOWNSHIP

BOARD

MEETING

Thursday, February 13, 2020

7:00 P.M.

Ela Town Hall

Lower Level Board Room

1155 E. Route 22, Lake Zurich





**Supervisor's Office**  
Gloria M. Palmblad

**Town Hall:** 1155 East Route 22 • Lake Zurich, IL 60047  
**Phone:** 847-438-7823 **Fax:** 847-438-9269  
**E-mail:** info@elatownship.org

MONTHLY BOARD MEETING  
Thursday, February 13, 2020  
7:00pm – BOARD MEETING AGENDA

1. Call to Order
2. Board Roll Call
3. Pledge of Allegiance
4. Public Comment
5. Approval of Board Meeting Minutes of January 9, 2020
6. Committee Meeting Minutes – accept minutes from COW (1/28) – Youth Committee (1/22) - Senior Committee (1/15) - Communication Committee (1/28) – Community Family Services (1/21/20, 8/21/19) – Parks (1/23) – Township Day (1/14) – Special Budget (2/5)
7. Approval of Board Audit from January 7, 2020 thru February 10, 2020
8. Monthly Updates from Elected Officials & Department Heads  
(Senior – Social Work – Youth-Y – Bus – Communication - Highway)

OLD BUSINESS

NEW BUSINESS

9. Annual Audit - consideration & possible action to approve Evans, Marshall & Pease, P. C. to complete audit for the FY ending 3/31/2020 for an amount not to exceed \$7,760.
10. Community Center Special Event Rental Agreement – consideration & possible action to approve Community Center rental agreement
11. Intergovernmental Agreement between Ela Township and Ela Township Highway Department – consideration and possible action to approve
12. Closed Executive Session
13. Consideration and possible action on items discussed in closed session
14. Adjourn

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Ela Township

February 10, 2020

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Supervisor Gloria M. Palmblad  
Trustee Chris Bos

Highway Commissioner Andrew Forster  
Trustee Larry Bowman

Assessor John Barrington  
Trustee Michael Jennings

Clerk Lucy A. Prouty  
Trustee Joel Sikes

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Clerk's Office  
Lucy A. Prouty

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Phone: 847-438-7823 Fax: 847-438-9269  
E-mail: info@elatownship.org

MONTHLY BOARD MEETING  
Thursday, January 9, 2020 - 7:00 p.m.  
BOARD MEETING  
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1. Call to Order:  
Supervisor Palmblad called the January 9, 2020 Ela Township Board meeting to order at 7:10 p.m.
2. Board Roll Call: Present: Supervisor Palmblad, Clerk Prouty, Township Manager Stefaniuk, Assessor Barrington, and Trustees Bos, Bowman, Sikes and Jennings. Highway Commissioner Forster was absent.
3. Pledge of Allegiance
4. Public Comment: At this time, we welcome any public comments. Three minutes a piece or a total of fifteen minutes.  
There were no public comments at this time.
5. Approval of Board Meeting Minutes of December 12, 2019:  
A Motion by Trustee Bowman and seconded by Trustee Jennings to approve the meeting minutes of December 12, 2019 with any corrections or additions. Motion passed 4 to 0. Trustee Bos abstained.
6. Committee Meeting Minutes – accept minutes from COW () –Youth Committee () - Senior Committee () -Communication Committee () – Community Family Services (8/20)
7. Approval of Board Audit from December 10, 2019 thru January 6, 2020

<u>TOTAL GENERAL TOWN FUND -----</u>	<u>\$34,089.83</u>
<u>TOTAL GENERAL ASSISTANCE FUND-----</u>	<u>\$3,568.57</u>
<u>TOTAL GENERAL ROAD FUND-----</u>	<u>\$23,058.89</u>
<u>TOTAL PERMANENT ROAD FUND-----</u>	<u>\$16,141.00</u>
<u>TOTAL PARK MAINTENANCE FUND-----</u>	<u>\$7,904.45</u>
<u>TOTAL CEMETERY FUND-----</u>	<u>\$128.33</u>
<u>TOTAL PAYROLL-----</u>	<u>\$165,694.63</u>
<u>TOTAL OF ALL FUNDS-----</u>	<u>\$250,585.70</u>

A Motion by Trustee Bowman and seconded by Trustee Sikes to authorize the payment of the Board Audit, as read 12/10/2019 to 01/06/2020. Motion passed 5 to 0.

8. Monthly Updates from Elected Officials, Township Manager & Department Heads (Senior – Social Work – Youth – Bus – Communication – Highway) Supervisor Report:

Clerk Report: None

Township Manger Report:

Report will be attached to the back of the minutes.

Explanation on the new Copier:

There were five primary factors compared when reviewing costs for a new copier: (1) one-time purchase cost, (2) lease with a fair market value buyout, (3) a lease with a \$100 buyout option, (4) cost per copy rate, and (5) cost per copy rate at five and ten year intervals of usage.

Trustees

Bos- None

Bowman: None

Jennings: None

Sikes: Wished the Ela Township Board Happy New Year.

Senior and Youth Director:

Reports will be attached to the minutes.

Meeting for Honor Flight will be March 15, 2020 at the Performing Arts Center, Lake Zurich High School, 2-4pm.

Lisa has received \$3000 grants for the next 4 years for ADA improvements.

Holiday Dance was down by 15, but still managed to raise more money than ever.

Money will be divided between Emmaus House, Purple Plunge, and St Vincent de Paul.

Social Worker:

Report will be attached to the minutes.

Family Services finally got the Charity Knits Christmas Buffet in.

Ham and Turkey dinners donated from Jewel for the needy.

Adopt a family for Holiday gifts.

Assessor: Bill #2341 has been filed by Melinda Bush to dispense with Township Assessors and turn all Assessments and Taxes over to the county.

Highway Commissioner Report: Was absent.

Report is attached to the minutes.

OLD BUSINESS

None

NEW BUSINESS

None

9. Proclamation – School Choice Week – Proclamation to recognize January 26 -- February 1, 2020 as Ela Township School Choice Week.  
Ela Township recognized January 26, 2020 to February 1, 2020 school choice week.
10. Copier Equipment -- consideration & possible action to approve the purchase of a replacement copier in the Administration Department.  
A motion by Trustee Bowman and seconded by Trustee Bos to approve the purchase the copier for the fee of \$5,492.00. Motion passed 5 to 0.
11. Closed Executive Session  
None
12. Consideration and possible action on items discussed in closed session
13. Adjourn: A motion by Trustee Bowman and seconded by Trustee Bos to adjourn at 7:53pm.

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Ela Township

January 6, 2020

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**Supervisor** Gloria M. Palmblad  
**Trustee** Chris Bos

**Highway Commissioner** Andrew Forster  
**Trustee** Larry Bowman

**Assessor** John Barrington  
**Trustee** Michael Jennings

**Clerk** Lucy A. Prouty  
**Trustee** Joel Sikes

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**Clerk's Office**  
Lucy A. Prouty

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COMMITTEE OF THE WHOLE (COW) MEETING

Ela Township Town Hall, 1155 East Route 22, Lake Zurich

Tuesday, January 28, 2020 at 8:30 am

Unappmin

1. Call to Order: Supervisor Palmblad called the January 28, 2020 COW meeting to order at 8:34 a.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Stefaniuk, Trustees Bos, Bowman, and Jennings. Also in attendance were Highway Commissioner Forster and Assessor Barrington. Trustee Sikes was absent.
3. Pledge of Allegiance
4. Township Manager Report:  
Township Manager Stefaniuk reported that about eight people from the Township attended a tour of the Ela Historical Society to see all their new accomplishments.
5. Discussion – Committee Updates by Chair:
  - a. Senior Committee – Chair/Larry Bowman  
Members: Gloria, Chris, Susan D., Jim  
At their meeting, the committee discussed the wonderful grant from SHIP of \$3000 a year for four years for ADA improvements. This could cover the new bathroom doors.
  - b. Communication Committee – Chair/Gloria Palmblad  
Members: John B, Susan D., Susan F., Jim D., and Staff  
Communication meeting is today following the COW meeting.  
August 22, 2020 is the replacement date for Township Day. The event will be held at the Community Center from 11 a.m. to 2 p.m. Will be collecting can goods with the Highway Department.
  - c. Community Family Services – Chair/Chris Bos  
Members: Gloria, Larry Bowman, & Susan F.  
Charity Knit has donated over 300 articles to different organizations in the last couple of months. The Social Work Department is in the process of delivering toiletries to various organizations in Lake County.
  - d. Youth Committee – Chair/Joel Sikes  
Members: Gloria, Michael, & Susan D.

Registrations are almost filled up for summer camp and school break.

School District # 95 does not have enough buses to be able to deliver Middle School students



to Ela Township after school homework club.

- e. Parks & Recreation Committee – Chair/Michael Jennings  
Members: Gloria, Joel, HC Forster, & Jeff T.

There was a very lively Parks meeting, and a big discussion on sports fees for the coming year.

- f. Bus Service – Board Liaison – Gloria

Nothing to report, as everything with the buses is running smoothly.

- g. Historic Society

Eight people from the Township went to the Ela Township Historical Society for a tour to see their progress with their new displays.

6. Topics for Discussion:

- a. Maintenance

The Township is still working on getting the doors finished at the Community Center.

- b. Township Rental Agreement

Attached to the minutes is the rental agreement.

- c. Town Hall meeting

Meeting is 04/14-deadline for any agenda additions is 03/01 and it takes 15 legal voters to request any additions for the agenda

- d. 2020-21 General Assistance Budget

Attached is the proposed General Assistance Budget to the minutes.

- e. 2020-21 Cemetery Budget

Attached is the proposed Cemetery Budget to the minutes.

- f. Old Business – None at this time,

- g. New Business- None at this time.

7. Set Date of Next COW Meeting (February 25, 2020 @ 8:30 AM)

Okay

8. Executive Session

None needed at this time.

9. Adjourn: Adjournment at 9:35am.

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Ela Township

January 23, 2020

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**Supervisor** Gloria M. Palmblad

**Highway Commissioner** Andrew Forster

**Assessor** John Barrington

**Clerk** Luey A. Prouty

**Trustee** Chris Bos

**Trustee** Larry Bowman

**Trustee** Michael Jennings

**Trustee** Joel Sikes



**Supervisor's Office**  
Gloria M. Palmblad

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## YOUTH COMMITTEE MEETING

**Ela Township Community Center**  
**380 Surryse Road, Lake Zurich, IL 60047**  
**Wednesday, January 22, 2020 - 8:00 A.M.**

### AGENDA

1. Call to Order – Chair – 8:07 a.m.
2. Roll Call – Director Dillon, Manager Stefaniuk, Supervisor Palmblad, Trustees Jennings and Sikes.
3. Staffing Update – Teen Club Youth Coordinator may be departing staff, no timetable on departure at this time. New, part-time staff has been hired for Homework Club and Teen Club. Preparation for summer staff is underway. Staff reviews to be completed by January 23.
4. Homework Club – Program is completely full. Registration for next year has opened, registration fee set at \$50 per family. Fees for next year: monthly fee set at \$60, bus user fee set at \$85. Transportation: Meeting was finally held with D95 - offer was made to bus for Sarah Adams (not currently in program), but neither Isaac Fox nor Spencer Loomis. If Sarah Adams participants are added, program size would increase from 45 to 60. Isaac Fox and Spencer Loomis busing participants are almost full for next year.
5. Teen Club – Program is completely full. Registration for next year is open, registration fee set at \$50 per family. No changes to monthly fee structure at this time.
6. Old Business – 15 passenger van being researched by Manager Stefaniuk to meet Homework Club busing needs and other use by Township programs; ~\$30,000 base cost. Tarps have been purchased for wind protection at Knox Park pavilion during Shooting Stars summer program.
7. New Business – Shooting Stars begins on June 3 for 11 weeks. Staff planning in progress, equipment being inventoried, fee set at \$110 per week. Registration open to previous participants first, \$50 registration fee, which includes program t-shirt. Director Dillon also provided budget document reviewing the past year of Youth Programs as part of preparations for upcoming budget planning.
8. Schedule Next Meeting – March 18, 2020 at 8:30 a.m.
9. Adjournment – 8:45 a.m.

### **Minutes submitted by Chair Sikes**

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**Supervisor** Gloria M. Palmblad  
**Trustee** Chris Bos

**Highway Commissioner** Andrew Forster  
**Trustee** Lary Bowman

**Assessor** John Barrington  
**Trustee** Michael Jennings

**Clerk** Lucy A. Prouty  
**Trustee** Joel Sikes



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Gloria M. Palmblad

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**Communications Committee - Meeting Minutes**  
**January 28, 2020**  
**Immediately Following COW Meeting**  
**Ela Town Hall 1155 E. Route 22, Lake Zurich, IL**  
**Upper Level Conference Room**

**AGENDA**

**1. Call to Order – Chair**

Meeting was called to order at 9:53 A.M.

**2. Roll Call**

Present were Supervisor Palmblad, Township Manager Stefaniuk, Director Dillon, Director Fackler, Assessor Barrington, Assistant Director Dalbec, Administrative Coordinators Case, Mendocha, and Sandstrom.

**3. Old Business**

**A. New Residents: Update on Mailing**

Administrative Coordinator Case did not receive an updated residents list from the Assessor's Office, no mailings have been sent out since November 2019.

**B. Caption Contest:**

We have not had any pictures submitted; we will hold off on a Caption Contest until we receive a picture. Residents did not comment on the November 2019 Caption Contest photo.

**C. Township Tuesday:**

- January 14 & 28, 2020 – Historical Society  
Department Spotlight – Oxen Yoke (1/14)  
Volunteer Spotlight – Dick & Sally Price (1/28)
- February 2020 – Clerk  
Department Spotlight – Early Voting (2/11)  
Employee Spotlight – Deputy Clerk Case (2/25)

**D. E-Blast:**

- February 3 & 17, 2020 – Administrative Coordinator Case has not received content from the departments for February E-Blasts.

**E. Township Day:**

The committee discussed various aspects of Township Day to include name, food/beverage vendors, and games/entertainment. Supervisor Palmblad spoke to the fire chief and he agreed to block off Chancery to Surryse so she will submit road closure paperwork to the village. Assessor Barrington will speak to The Chapel about using their field and the Highway Department will install temporary fencing to block off the pond. We need to come up with a graphic to use on signs, banners, posters.

F. Postcards

Tabled

**4. New Business**

A. Spring/Summer 2020 Newsletter

The committee would like residents to receive the newsletter by May 1, 2020. Newsletter to be approved at April Board meeting, all articles due to Administrative Coordinator Case by March 1, 2020.

**5. Schedule Next Meeting**

February 25, 2020 immediately following COW meeting.

**6. Adjournment**



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## COMMUNITY FAMILY SERVICES COMMITTEE MEETING

**Ela Town Hall 1155 E. Route 22, Lake Zurich**  
**Upper Level Conference Room**  
**Tuesday, January 21, 2020 - 8:30 A.M.**

1. Call to Order: 8:45am
2. Roll Call: *Supervisor Palmblad, Trustee Bos, Township Manger Stefaniuk, Susan Fackler*
3. Staffing/Interns:
  - a. *Casey & Ann waiting to take their licensing test. Anna looking to increase her hours. Considering an additional PT staff member for EA/GA*
  - b. *Interview for new interns has started.*
4. Programs
  - a. *Group programs are growing. Lending closet is very busy. There is an increase in youth reaching out. Spring programs to include Mother/Daughter, Declutter group, and Vision Boards.*
5. Old Business
6. New Business
  - a. *Susan is working on the budget for the next fiscal year.*
  - b. *Trustee Bos requested an evaluation of all staffing roles, programs, room/space usage, and resources. In accordance with the Strategic Plan goals. Township Manger to assist in the project.*
7. Schedule Next Meeting: Budget Meeting in February. Tuesday, April 14<sup>th</sup> tentative next committee meeting.
8. Adjournment





Supervisor's Office  
Gloria M. Palmblad

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## COMMUNITY FAMILY SERVICES COMMITTEE MEETING MINUTES

**Ela Town Hall 1155 E. Route 22, Lake Zurich  
Upper Level Conference Room  
Tuesday, August 20, 2019 - 9:30 A.M.**

1. Call to Order  
Meeting was called to order at 9:51 am.
2. Roll Call  
Present were Supervisor Palmblad, Trustee Bos, Manager Stefaniuk and Director Fackler
3. Staffing/Interns
  - New full time employee, Taylor Sandstrom, has been with us for two weeks now.
  - Casey will attend LSW training in September
  - Anna is working from home on Wednesdays and is handling most EA cases. We had 10 submissions last week.
  - Two interns, Karen and Sean, will begin the day after Labor Day and will be attending the free mental health seminar for youth in September.
  - Very busy now that the Social Work Department is handling all EA cases and lending closet
4. Programs
  - A six week post-natal program will begin on September 16<sup>th</sup>
  - A one day vision board program will take place on September 20<sup>th</sup> from 9 to noon
  - Staff is preparing for the upcoming Mother/Daughter program to be held again in November on a Thursday evening.
5. Old Business
6. New Business
  - The department is in need of a new computer. Manager Stefaniuk to research back-to-school sale at Costco
  - Director Fackler was given the task of cleaning up the storage room
7. Schedule Next Meeting  
The next meeting was scheduled for October 1<sup>st</sup> at 9 am.
8. Adjournment  
Meeting adjourned at 10:10 am  
Respectfully submitted: *Supervisor Palmblad*

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Supervisor Gloria M. Palmblad  
Trustee Chris Bos

Highway Commissioner Andrew Forster  
Trustee Larry Bowman

Assessor John Barrington  
Trustee Michael Jennings

Clerk Lucy A. Prouty  
Trustee Joel Sikes



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Gloria M. Palmblad

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## **PARKS COMMITTEE MEETING**

**Ela Town Hall, 1155 E. Route 22, Lake Zurich**  
**Thursday, January 23, 2020**  
**Minutes**

1. Call to Order – 8:38 AM
2. Roll Call – Supervisor Palmblad, Trustee Jennings, Trustee Sikes, Trustee Bowman, Township Manager Stefaniuk, Highway Commissioner Forster, and Highway Superintendent Thompson.
3. 2020 Planning Initiatives
  - a. Sports Organization Cost Analysis
    - The Township Manager presented the Sports Organization Cost Analysis, which was a collaborative effort led with the Highway Department. Two options were presented to the committee as a possibility of how to develop an equitable strategy toward distributing fees to each sports organization based on upon the level of the Township's operational costs. The committee decided to select Option 1 with a couple of modifications, including taking a more incremental approach to reach the selected cost share scenario to achieve optimal equity for the organizational fee structure.
    - Next steps decided by the consensus of the Parks Committee included: (1) reviewing current sports organization agreements, identify gaps that may exist within them, and develop any potential revisions that should be addressed within the agreements. (2) Discuss recommended increases in cost sharing based on the percentages selected during the Parks Committee meeting. (3) Ensure to include any special request/wishlist items from a sports organization within an addendum that explains the relationship of the cost sharing between the Township and the organization above any annual fees established for park field and amenities usage.
  - b. Landscape Maintenance
    - The Township Manager explained that he spoke with the current landscaper that was used by the Township, Milieu Landscaping, and he confirmed that rates would remain static for 2020 based upon what was expressed within Milieu's original landscape maintenance bid proposal. The consensus of the Parks Committee was to continue bed/tree ring maintenance and spring/fall

cleanups with Milieu Landscaping in 2020 but continue mowing operations internally using Highway Department staff.

c. Parking Lot Maintenance

- The Township Manager provided the Parks Committee with a couple of preliminary estimates acquired for parking lot sealcoating and striping at Knox Park and Ela Town Hall. Interest was expressed from the committee members to have any necessary parking lot maintenance performed after voting concludes in the next fiscal budget year. The Township Manager stated that he was still waiting to acquire at least one more cost estimate before recommending which option may be best suited for the project.

d. Hockey Rink

- A discussion took place between Park Committee members pertaining to what should be done with the hockey rink located at Knox Park. Trustee Bowman expressed interest to rebuild the hockey rink court with a dual use to provide additional parking lot space. Trustee Jennings was not in favor to rebuild the hockey rink and suggested rebuilding the turf. Trustee Sikes stated that he would like to see the financial costs associated with rebuilding the hockey rink versus just rebuilding the turf before deciding which direction he felt presented a more beneficial option for the Township.

4. Knox Park – The remaining below items listed on the agenda were tabled for discussion until the next Parks Committee meeting.

- a. Football Field Sideline Drainage
- b. Top Dressing

5. Ela Township Community Park

- a. Tree Removal in R-O-W
- b. Top Dressing and Overseeding

6. New Business

- a. None

7. Old Business

- a. None

8. Schedule Next Meeting – TBD

9. Adjournment – 10:07 AM



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Gloria M. Palmblad

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**SPECIAL MEETING TOWNSHIP DAY 2020**  
**January 14, 2020 – 8:30 am**  
**Ela Town Hall 1155 E. Route 22, Lake Zurich, IL**  
**Upper Level Conference Room**

1. **Call to Order – Chair**  
Meeting was called to order at 8:35 am.
2. **Roll Call**  
Present were Supervisor Palmblad, Assessor Barrington, Manager Stefaniuk, Directors Dillon and Fackler, Asst. Director Dalbec, and Administrative Coordinators Case, Mendocha, and Sandstrom.
3. **Discussion**
  - A. **Date & Location**  
Currently planning on Saturday, August 22<sup>nd</sup> from 11 am to 2 pm at the Community Center
  - B. **Sponsorship/Budget**
  - C. **Marketing**  
Advertise via electronic message board, Ela's e-blasts, spring newsletter, Village's website
  - D. **Community Involvement**  
Contact the Explorers for help with directing traffic was assigned to Director Fackler  
  
Collect canned goods for SVDP food pantry (fill a truck) and tie this into our Ela department competition and the Highway's contest with Lake County.
  - E. **Logistics**  
Supervisor Palmblad to reach out to the Fire Chief about a partial closing of Chancery Dr. and file paperwork with the Village to do just that.  
  
Also need to decide on what to name this event. Ela family fun day or Ela block party were thrown out there.
  - F. **Entertainment/Activities**  
There were many ideas tossed around. There is currently a bouncy house and a set of bags at the Community Center. Director Dillon looking into costs of a petting zoo and balloon guy. Asst. Director Dalbec getting pricing on a rock-climbing wall. Admin. Coordinator Mendocha researching a front-end loader and sand. Youth staff could provide face painting. Invite the police/fire/highway departments to bring equipment for touch-a-truck. Supervisor Palmblad to reach out to the Thompsons to arrange trailer rides. Would Ela Historical have something geared for this event? The committee requested DJ Rich bring the tunes!
  - G. **Food & Drink**  
Several members were reaching out to local restaurants to see if they would be interested in setting up a table to sell their specialties – pizza slices from Rosati's, shaved ice from My Flavor It Place, custard from Culver's, hot dogs from Craving Gyros, custard from Culvers, etc.
4. **Schedule Next Meeting**  
Further discussion will take place at the next Communication's meeting scheduled for Tuesday, January 28<sup>th</sup>, immediately following the Committee of the Whole.
5. **Adjournment**  
Meeting adjourned at 9:40 am.  
Respectfully submitted: *Supervisor Gloria M. Palmblad, Chair*

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**Supervisor** Gloria M. Palmblad  
**Trustee** Chris Bos

**Highway Commissioner** Andrew Forster  
**Trustee** Larry Bowman

**Assessor** John Barrington  
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**Clerk** Lucy A. Prouty  
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### **Special Budget Meeting Minutes**

Wednesday, February 5, 2020 at 8:30 AM  
(Upstairs Conference Room)

At Town Hall, 1155 East Route 22, Lake Zurich

1. **Call to Order**

Meeting was called to order by Supervisor Palmblad at 8:35 am.

2. **Roll Call**

Present were Supervisor Palmblad, Trustees Bos and Jennings, Assessor Barrington (arrived 8:55 am) Manager Stefaniak and Director Fackler (departed 8:52 am). Trustees Bowman and Sikes were excused.

Discussion on the two departments below were switched to accommodate a CFS client.

Prior to this meeting, it was determined that the percentages charged for utilities and telephone expenses for these two departments, along with the Administrative Department, needed some adjustment and will be implemented beginning with the new fiscal year.

3. **2020-2021 Social Services Budget**

The Social Services Division's budget is very basic with the largest item being salaries and the liabilities/benefits that go along with this line item. All in all, the Board accepted the submission, along with the five line items not under Director Fackler's jurisdiction, until receipt of notice from the county.

4. **2020-2021 Assessor Budget**

The Board reviewed each line item of the preliminary budget submitted by Assessor Barrington with the longest discussion evolving around salaries, overtime and all the expenses that go along with the 3 FT and 4 PT employees. Assessor Barrington is again considering the addition of either another FT or PT field person to eliminate the need for his current FT employees to do field work.

5. **Adjournment**

Meeting adjourned at 10:40 am.

Respectfully submitted by: *Supervisor Palmblad*

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**Supervisor** Gloria M. Palmblad  
**Trustee** Chris Bos

**Highway Commissioner** Andrew Forster  
**Trustee** Larry Bowman

**Assessor** John Barrington  
**Trustee** Michael Jennings

**Clerk** Lucy A. Prouty  
**Trustee** Joel Sikes



7

ELA TOWNSHIP  
 BOARD AUDIT REPORT  
 FROM: 1/7/2020 to 2/18/2020

	INVOICE CHECKS	PAYROLL	TOTAL FUNDS
TOTAL GENERAL TOWN FUND:	\$133,123.27		\$133,123.27
TOTAL GENERAL ASSISTANCE FUND:	\$1,124.78		\$1,124.78
TOTAL GENERAL ROAD FUND:	\$12,853.73		\$12,853.73
TOTAL PERMANENT ROAD FUND:	\$49,740.34		\$49,740.34
TOTAL PARK MAINTENANCE FUND:	\$9,785.11		\$9,785.11
TOTAL CEMETERY MAINTENANCE FUND:	\$732.25		\$732.25
TOTAL PAYROLL:		\$165,282.37	\$165,282.37
<b>*** TOTAL ALL FUNDS:</b>			<b>\$372,641.85</b>

THE FOLLOWING INFORMATION HAS BEEN AUDITED AND APPROVED FOR PAYMENT.

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

SUPERVISOR	TOWN CLERK
TRUSTEE	TRUSTEE
TRUSTEE	TRUSTEE
HIGHWAY COMMISSIONER	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWH FUND					
Dept 1 ADMINISTRATIVE DIVISION					
1-1-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	FEBRUARY 2020 STATEMENT	147.99	92302
1-1-510.00	TASC FSA PAYMENT 1/2/2020 ADDL	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/2/2020 ADDL	30.00	180
1-1-510.00	TASC FSA PAYMENT 1/15/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/15/2020	90.00	181
1-1-510.00	TASC FSA PAYMENT 1/29/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/29/2020	90.00	183
1-1-520.00	CLEANING SUPPLIES	HOME DEPOT CREDIT SERVIC	DECEMBER STATEMENT	14.64	92272
1-1-520.00	FIRE/RADIO MONITORING 2/1-4/30/	FSS TECHNOLOGIES LLC	FIRE/RADIO MONITORING 2/1-4/30/2020-T	210.00	92313
1-1-520.00	COSTCO-PAPER PRODUCTS	CITY CARDS	JANUARY STATEMENT	44.47	185
1-1-520.00	HARDWARE-TH RAILING	CASPER TRUE VALUE HARDWA	HARDWARE-TH RAILING	7.37	92320
1-1-520.00	MONTHLY EXTERMINATION SERVICE T	ORKIN PEST CONTROL	MONTHLY EXTERMINATION SERVICE	74.26	92374
1-1-520.00	MONTHLY EXTERMINATION SERVICE T	ORKIN PEST CONTROL	MONTHLY EXTERMINATION SERVICE	74.26	92374
1-1-520.00	ELEVATOR MAINTENANCE	SUBURBAN ELEVATOR COMPAN	ELEVATOR MAINTENANCE	577.84	92384
1-1-520.00	SCHED ELEVATOR SERV - JAN-MAR 2	SUBURBAN ELEVATOR COMPAN	SCHED ELEVATOR SERV - JAN-MAR 2020	595.18	92384
1-1-520.00	MATS - TH	UNIFIRST CORPORATION	MATS - TH	52.86	92389
1-1-520.00	MATS-TH	UNIFIRST CORPORATION	MATS-TH	55.36	92389
1-1-528.00	INSURANCE	BLUE CROSS AND BLUE SHIE	FEBRUARY STATEMENT	1,869.52	92301
1-1-532.00	TELEPHONE 3016001336 1/2020	ACCESS ONE	TELEPHONE 3016001336 1/2020	343.89	175
1-1-532.00	TELEPHONE-CELL PHONE/3 UNITS	SPRINT	ACTT #838841513 12/9/2019-1/8/2020	161.56	92275
1-1-532.00	INTERNET/PHONE 1/9-2/8/2020	COMCAST	ACTT#8771 10 097 0050157 1/9-2/8/2020	53.86	92297
1-1-534.00	ELECTRICITY 3363121110 12/27-1/	COMMONWEALTH EDISON	ELECTRICITY 3363121110 22155 W RT 22	275.64	92304
1-1-534.00	GAS 452 12/13/19-1/14/2020	NICOR	GAS 46-44-35-6488 8 1155 E RT 22	122.91	92395
1-1-534.00	WATER 1155 E RT 22 12/19/19-1/2	VILLAGE OF LAKE ZURICH	WATER ACCT#006658-00 1155 RT 22 12/19	57.83	92405
1-1-536.00	TRAVEL EXPENSES-ATA MEETING	WILLIAM STEFANIUK	TRAVEL EXPENSES	21.85	92383
1-1-536.00	TRAVEL EXPENSES-ATA MEETING	WILLIAM STEFANIUK	TRAVEL EXPENSE-ATA MEETING	19.72	92383
1-1-538.00	POSTAGE-1099 & 1099-MISC	CATEY EDWARDS	POSTAGE-1099 & 1099-MISC	4.95	92350
1-1-538.00	POSTAGE	NEOFUNDS	POSTAGE 7900 0443 5186 7811	254.00	92372
1-1-544.00	STRATEGIC PLANNING SERVICES	CENTER FOR GOVERNMENTAL	STRATEGIC PLANNING SERVICES	4,760.00	92344
1-1-544.00	2017 TAX OBJECTIONS	KELEHER & BUCKLEY, LLC	2017 TAX OBJECTIONS	162.50	92361
1-1-546.00	INTEREST	CITY CARDS	DECEMBER STATEMENT	111.37	182
1-1-546.00	STOP PWP-WAUKEGAN ROOFING CK#92	INLAND BANK	STOP PAYMENT - CK#92248	32.00	184
1-1-546.00	COSTCO MEMBERSHIP-FEBRUARY 2020	COSTCO WHOLESALE	COSTCO MEMBERSHIP-FEBRUARY 2020	120.00	92347
1-1-558.00	READYFRESH	BUSINESS CARD	JANUARY STATEMENT	95.18	178
1-1-558.00	DATER, 1.12"X1.68"	OFFICE DEPOT, INC	DATER, 1.12"X1.68"	49.99	92373
1-1-558.00	INK STAMP REFILLS	OFFICE DEPOT, INC	INK STAMP REFILLS	11.88	92373
1-1-558.00	DIGITAL VOICE RECORDER	GLORIA PALMBLAD	EXPENSES	32.99	92376
1-1-558.00	TOI LAWS & DUTIES HANDBOOK	TOWNSHIP OFFICIALS OF IL	TOI LAWS & DUTIES HANDBOOK	55.00	92387
1-1-559.00	TELEPHONE PURCHASE (7)	ACCESS ONE	TELEPHONE 3016001336 1/2020	170.85	175
1-1-559.00	METER LEASE 11/26/19-2/25/2020	MAIL FINANCE	METER LEASE 11/26/19-2/25/2020	170.85	92362
1-1-559.00	UNIFY WIRELESS ROUTERS	PWP SYSTEMS LLC	WIFI UNITS/RECONFIG, RESET PRINTER	74.00	92378
1-1-559.00	KYOCERA C3252CI COPIER	WAREHOUSE DIRECT	KYOCERA C3252CI COPIER	5,492.00	92393
1-1-565.00	ON SITE SERVICE 1/6/2020	AVI SYSTEMS, INC	ON SITE SERVICE 1/6/2020	580.00	92340
1-1-565.00	RESET PRINTER & TEST	PWP SYSTEMS LLC	WIFI UNITS/RECONFIG, RESET PRINTER	75.00	92378
1-1-565.00	REPLACE PRINTER DRIVERS	PWP SYSTEMS LLC	WIFI UNITS/RECONFIG, RESET PRINTER	150.00	92378
1-1-565.00	WIFI UNITS/NETGEAR/RECONFIG PRI	PWP SYSTEMS LLC	WIFI UNITS/RECONFIG, RESET PRINTER	300.00	92378
1-1-568.00	WAHGREEN'S-CHRISTMAS CARDS	CITY CARDS	DECEMBER STATEMENT	16.11	182
1-1-568.00	SERVICE - 1/28-3/23/2020	PADDOCK PUBLICATIONS INC	SERVICE - 1/28-3/23/2020	34.20	92375
1-1-600.00	2019-FORD-ELKHART-12+1 BUS	MIDWEST TRANSPORT EQUIPME	2019-FORD-ELKHART-12+1 BUS	60,150.00	92371
Total For Dept 1 ADMINISTRATIVE DIVISION				79,695.97	
Dept 2 ELECTED OFFICIALS					
1-2-509.00	ELECTED/HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	FEBRUARY STATEMENT	655.97	92301

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 2 ELECTED OFFICIALS					
Total For Dept 2 ELECTED OFFICIALS 655.97					
Dept 3 SOCIAL SERVICES DIVISION					
1-3-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	FEBRUARY STATEMENT	655.97	92301
1-3-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	FEBRUARY 2020 STATEMENT	47.27	92302
1-3-510.00	TASC FSA PAYMENT 1/15/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/15/2020	20.80	181
1-3-510.00	TASC FSA PAYMENT 1/29/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/29/2020	20.80	183
1-3-513.00	UNEMPLOYMENT COMPENSATION-12/31	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 12/31/2019	127.80	174
1-3-532.00	TELEPHONE 3016001336 1/2020	ACCESS ONE	TELEPHONE 3016001336 1/2020	277.03	175
1-3-532.00	TELEPHONE-CELL SW-1 UNIT	SPRINT	ACCT #838841513 12/9/2019-1/8/2020	32.25	92275
1-3-532.00	INTERNET/PHONE 1/9-2/8/2020	COMCAST	ACCT#8771 10 097 0050157 1/9-2/8/2020	53.86	92297
1-3-534.00	ELECTRICITY 3363121110 12/27-2/	COMMONWEALTH EDISON	ELECTRICITY 3363121110 22155 W RT 22	61.25	92304
1-3-534.00	GAS 10% 12/13/19-1/14/2020	NICOR	GAS 46-44-35-6488 8 1155 E RT 22	27.32	92395
1-3-537.00	A SAFE PLACE-40 HOUR TRAINING	BUSINESS CARD	JANUARY STATEMENT	400.00	176
1-3-538.00	POSTAGE	NEOFUNDS	POSTAGE 7900 0443 5186 7811	1.00	92372
1-3-546.00	AITCOY-2020 MEMBERSHIP	CITI CARDS	JANUARY STATEMENT	75.00	185
1-3-546.00	COSTCO MEMBERSHIP-FEBRUARY 2020	COSTCO WHOLESALE	COSTCO MEMBERSHIP-FEBRUARY 2020	60.00	92347
1-3-558.00	OFFICE DEPOT-OFFICE SUPPLIES	BUSINESS CARD	JANUARY STATEMENT	9.99	176
1-3-559.00	TELEPHONE PURCHASE (4)	ACCESS ONE	TELEPHONE 3016001336 1/2020	625.94	175
1-3-559.00	UNIFY WIRELESS ROUTERS	PWP SYSTEMS LLC	WIFI UNITS/RECONFIG, RESET PRINTER	73.00	92378
1-3-565.00	WIFI UNITS/NETGEAR/RECONFIG PRI	PWP SYSTEMS LLC	WIFI UNITS/RECONFIG, RESET PRINTER	150.00	92378
1-3-568.00	COSTCO-PROGRAM SNACKS	CITI CARDS	JANUARY STATEMENT	38.05	185
1-3-574.00	ELECTRICITY 1467506002 11/22-12	COMMONWEALTH EDISON	ELECTRICITY 1467506002 95 E MAIN ST	192.29	92305
1-3-574.00	FIRE ALARM/RADIO-95 E MAIN-2/1-	FSS TECHNOLOGIES LLC	FIRE ALARM/RADIO-95 E MAIN-2/1-4/30/2	210.00	92313
1-3-574.00	ELECTRICITY 1467506002 12/27/19	COMMONWEALTH EDISON	ELECTRICITY 1467506002 95 E MAIN ST	190.83	92396
1-3-574.00	GAS 12/13/19-1/12/2020	NICOR	GAS 68-34-08-1000 8 95 E MAIN ST	142.66	92397
1-3-574.00	WATER 95 E MAIN ST 12/19/19-1/2	VILLAGE OF LAKE ZURICH	WATER ACCT#002695-00 95 E MAIN ST 12/	37.30	92406
Total For Dept 3 SOCIAL SERVICES DIVISION				3,538.42	
Dept 5 YOUTH DIVISION					
1-5-410.00	KIDS DAY OFF REFUND-SNEADALA	MICHAL SNEADALA	KIDS DAY OFF REFUND-SNEADALA	30.00	92368
1-5-513.00	UNEMPLOYMENT COMPENSATION-12/31	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 12/31/2019	186.37	174
1-5-524.00	JEWEL-SNACKS	CITI CARDS	DECEMBER STATEMENT	28.95	182
1-5-524.00	ALDI-HW/TEEN CLUB HOLIDAY PARTY	BUSINESS CARD	JANUARY STATEMENT	76.52	179
1-5-524.00	MARIANO'S-HOMEWORK CLUB SNACKS	BUSINESS CARD	JANUARY STATEMENT	8.82	179
1-5-524.00	ALDI-HOMEWORK CLUB SNACKS	BUSINESS CARD	JANUARY STATEMENT	22.54	179
1-5-524.00	GFS-YOUTH SNACKS	BUSINESS CARD	JANUARY STATEMENT	37.72	179
1-5-524.00	COSTCO-SNACKS/SUPPLIES	CITI CARDS	JANUARY STATEMENT	575.01	185
1-5-540.00	COPIER AGRMT 50% ADD'L COPIES	RICOH USA, INC.	RECOH 13734233 COPIER AGRMT ADDL COPI	58.55	92380
1-5-546.00	INDEED-SCHOOL AGE CHILD CARE WC	BUSINESS CARD	JANUARY STATEMENT	59.33	178
1-5-546.00	COSTCO MEMBERSHIP-FEBRUARY 2020	COSTCO WHOLESALE	COSTCO MEMBERSHIP-FEBRUARY 2020	30.00	92347
1-5-547.00	MARIANO'S-HOMEWORK CLUB SNACKS	BUSINESS CARD	JANUARY STATEMENT	4.99	179
1-5-547.00	ALDI-HOMEWORK CLUB SNACKS	BUSINESS CARD	JANUARY STATEMENT	23.55	179
1-5-547.00	JEWEL-TEEN CLUB SNACKS	BUSINESS CARD	JANUARY STATEMENT	13.74	179
1-5-547.00	ALDI-HOMEWORK CLUB SNACKS	BUSINESS CARD	JANUARY STATEMENT	6.29	179
1-5-550.00	BOWLERO-FIELD TRIP 12/20	BUSINESS CARD	JANUARY STATEMENT	51.52	179
1-5-550.00	BOWLERO-FIELD TRIP 12/26	BUSINESS CARD	JANUARY STATEMENT	20.97	179
1-5-550.00	USGTC-WINTER CAMP FIELD TRIP 1/	BUSINESS CARD	JANUARY STATEMENT	350.00	179
1-5-550.00	LAKE ZURICH 12-WINTER CAMP TRIP	BUSINESS CARD	JANUARY STATEMENT	241.49	179
1-5-550.00	TRANSPORTATION-JUST 4 FUN SINK-	BARRINGTON TRANSPORTATIO	TRANSPORTATION SERVICE	305.00	92341
1-5-553.00	TARGET-SUPPLIES	CITI CARDS	DECEMBER STATEMENT	71.51	182

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 5 YOUTH DIVISION					
1-5-553.00	WALMART-WINTER CAMP NYE SUPPLIE	BUSINESS CARD	JANUARY STATEMENT	22.47	179
1-5-553.00	MICHAELS-WINTER CAMP NYE SUPPLI	BUSINESS CARD	JANUARY STATEMENT	18.98	179
1-5-553.00	MICHAELS-WINTER CAMP CRAFTS	BUSINESS CARD	JANUARY STATEMENT	4.95	179
1-5-553.00	TARGET-PANDANGO GIFT CARDS	CITI CARDS	JANUARY STATEMENT	110.33	185
1-5-553.00	TARGET-DOVE	CITI CARDS	JANUARY STATEMENT	47.89	185
1-5-559.00	TELEPHONE-CELL - 2 UNITS	SPRINT	ACCT #638841513 12/9/2019-1/8/2020	64.50	92275
1-5-562.00	WALMART-CRAFT SUPPLIES	CITI CARDS	DECEMBER STATEMENT	19.22	182
1-5-562.00	TARGET-CHOCOLATES	CITI CARDS	DECEMBER STATEMENT	73.00	182
1-5-562.00	WALMART-TEEN CLUB TREATS & CRAF	BUSINESS CARD	JANUARY STATEMENT	14.25	179
1-5-562.00	AMAZON-CRAFT BAGS FO YOUTH PRO	BUSINESS CARD	JANUARY STATEMENT	22.49	179
1-5-562.00	MICHAELS-TEEN CEUS/WINTER CAMP	BUSINESS CARD	JANUARY STATEMENT	37.13	179
1-5-562.00	BARNES & NOBLES	CITI CARDS	JANUARY STATEMENT	44.99	185
1-5-562.00	WALMART-KDO SUPPLIES/PENS/CRAFT	CITI CARDS	JANUARY STATEMENT	58.66	185
1-5-562.00	AMAZON-MOUSE/CONSTRUCTION PAPER	CITI CARDS	JANUARY STATEMENT	74.28	185
1-5-562.00	AMAZON-CRAFT SUPPLIES	CITI CARDS	JANUARY STATEMENT	63.73	185
1-5-562.00	SCHOLASTIC BOOK FAIR 1/7/2020	SCHOLASTIC BOOK FAIR	SCHOLASTIC BOOK FAIR 1/7/2020	123.92	92369
1-5-568.00	POSTAGE	NEOFUNDS	POSTAGE 7900 0443 5186 7811	41.50	92372
Total For Dept 5 YOUTH DIVISION				3,045.15	
Dept 6 SENIOR DIVISION					
1-6-410.01	HOLIDAY DINNER DANCE-DONATION	EMMAUS HOUSE OF HOSPITAL	HOLIDAY DINNER DANCE-DONATION	1,100.00	92277
1-6-410.91	HOLIDAY DINNER DANCE-DONATION	ST. VINCENT DE PAUL	HOLIDAY DINNER DANCE-DONATION	1,100.00	92279
1-6-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	FEBRUARY STATEMENT	3,181.46	92301
1-6-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	FEBRUARY 2020 STATEMENT	277.14	92302
1-6-510.00	TASC FSA PAYMENT 1/15/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/15/2020	252.00	181
1-6-510.00	TASC FSA PAYMENT 1/29/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/29/2020	252.00	183
1-6-524.00	COSTCO-COFFEE	CITI CARDS	DECEMBER STATEMENT	12.20	182
1-6-524.00	ALDI-DINNER/LUNCH & LEARN/SERIO	BUSINESS CARD	JANUARY STATEMENT	113.49	179
1-6-524.00	MARIANO'S-DINNER/LUNCH & LEARN/	BUSINESS CARD	JANUARY STATEMENT	56.87	179
1-6-524.00	ALDI-LUNCH & LEARN/LUNCH FOR SE	BUSINESS CARD	JANUARY STATEMENT	94.95	179
1-6-524.00	MARIANO'S-LUNCH & LEARN/CLASS	BUSINESS CARD	JANUARY STATEMENT	120.95	179
1-6-524.00	ALDI-LUNCH & LEARN/SENIOR LUNCH	BUSINESS CARD	JANUARY STATEMENT	123.99	179
1-6-524.00	MARIANO'S-SENIOR LUNCH	BUSINESS CARD	JANUARY STATEMENT	6.98	179
1-6-524.00	GES-SENIOR SNACKS	BUSINESS CARD	JANUARY STATEMENT	24.98	179
1-6-524.00	MARIANO'S-SENIOR LUNCH	BUSINESS CARD	JANUARY STATEMENT	73.19	179
1-6-524.00	SUPPLIES	GORDON FOOD SERVICE	SUPPLIES	410.36	92291
1-6-524.00	COSTCO-SNACKS/SUPPLIES	CITI CARDS	JANUARY STATEMENT	51.35	185
1-6-524.00	COSTCO-SNACKS/SUPPLIES	CITI CARDS	JANUARY STATEMENT	72.73	185
1-6-525.00	GOOD FOOD FAST - 1/28/2020	DAVID G. CLARK	GOOD FOOD FAST - 1/28/2020	200.00	92273
1-6-525.00	FIRES, FLOPS, & FLOODS - 1/21/202	CLARENCE GOODMAN	FIRES, FLOPS, & FLOODS - 1/21/2020	225.00	92274
1-6-525.00	CHICAGO'S YESTERYEAR - 2/4/2020	JIM GIBBONS	CHICAGO'S YESTERYEAR - 2/4/2020	250.00	92298
1-6-525.00	NUTRITION - 1/2020	ELB CONSULTING, INC.	NUTRITION - 1/2020	125.00	92351
1-6-525.00	OVERLOOKED AMERICAN WOMEN - 2/1	GARY E. MIDKIFF & COMPAN	OVERLOOKED AMERICAN WOMEN - 2/18/2020	225.00	92366
1-6-525.00	FLY GIRLS OF WM2-3/2/2020	REBECCA TULLOCH	FLY GIRLS OF WM2-3/2/2020	250.00	92388
1-6-532.00	TELEPHONE 3016001336 1/2020	ACCESS ONE	TELEPHONE 3016001336 1/2020	255.48	175
1-6-532.00	TELEPHONE-CELL - 2 UNITS	SPRINT	ACCT #8388415J3 12/9/2019-1/8/2020	64.50	92275
1-6-532.00	INTERNET/PHONE 1/17-2/16/2020	COMCAST	ACCT#8771 10 097 0242481 1/17-2/16/20	175.95	92401
1-6-536.00	TRAVEL EXPENSES-DECEMBER	SUSAN DILLON	TRAVEL EXPENSES-DECEMBER	136.86	92348
1-6-537.00	ELDERWORKS-DEMENTIA TRAINING	BUSINESS CARD	JANUARY STATEMENT	130.00	179
1-6-537.00	CENTERVENTION 2020	CITI CARDS	JANUARY STATEMENT	107.72	185



GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 6 SENIOR DIVISION					
1-6-537.00	STARVED ROCK LODGE-ASSOC IL SEN	CITI CARDS	JANUARY STATEMENT	138.30	185
1-6-537.00	STARVED ROCK LODGE-ASSOC IL SEN	CITI CARDS	JANUARY STATEMENT	138.30	185
1-6-537.00	CENTERVENTION 2020	CITI CARDS	JANUARY STATEMENT	215.44	185
1-6-540.00	55 PLUS 28 PAGE NEWSLETTER	ALLPRINT	55 PLUS 28 PAGE NEWSLETTER	2,974.52	92339
1-6-540.00	COPIER MPC2504 RENT 1/18-2/17/2020	RICOH USA, INC.	COPIER MPC2504 RENT 1/18-2/17/2020	110.08	92379
1-6-540.00	COPIER MPC2504 RENT 2/18-3/17/2020	RICOH USA, INC.	COPIER MPC2504 RENT 2/18-3/17/2020	110.08	92379
1-6-540.00	COPIER AGRMT 50% ADD'L COPIES	RICOH USA, INC.	RICOH 13734233 COPIER AGRMT ADDL COPI	58.55	92380
1-6-546.00	COSTCO MEMBERSHIP-FEBRUARY 2020	COSTCO WHOLESALE	COSTCO MEMBERSHIP-FEBRUARY 2020	30.00	92347
1-6-546.00	MEMBERSHIP REG 2019-2020	ITRSCSC	MEMBERSHIP REG 2019-2020	150.00	92358
1-6-546.00	LIQUOR AUDIT/INSPECTION FEE	MARKET ACCESS CORP.	LIQUOR AUDIT/INSPECTION FEE	860.00	92364
1-6-546.00	LIQUOR LICENSE APP-SPECIAL EVEN	VILLAGE OF LAKE ZURICH	LIQUOR LICENSE APP-SPECIAL EVENTS	250.00	92392
1-6-547.00	BOWLING - 1/16/2020	BOWLERC DSER PARK	BOWLING - 1/16/2020	136.00	92271
1-6-547.00	BROADWAY IN CHICAGO-DEPOSIT	CITI CARDS	DECEMBER STATEMENT	280.00	182
1-6-547.00	MIL BREWERS DEPOSIT	CITI CARDS	DECEMBER STATEMENT	250.00	182
1-6-547.00	MARIOTT-MADAGASCAR-12/27/19	CITI CARDS	DECEMBER STATEMENT	1,956.00	182
1-6-547.00	BATHORN CARDENS-SPROCE TPS	CITI CARDS	DECEMBER STATEMENT	220.00	182
1-6-547.00	BEELOW'S BRUNCH - 1/19/2020	BEELOW'S STEAKHOUSE.	BEELOW'S BRUNCH - 1/19/2020	1,325.00	92270
1-6-547.00	PINSTRIPES-MEN'S TRIP 12/23	BUSINESS CARD	JANUARY STATEMENT	120.00	179
1-6-547.00	ALDI-FIRST FRI DAY DINNER	BUSINESS CARD	JANUARY STATEMENT	28.97	179
1-6-547.00	ALDI-FIRST FRI DAY DINNER	BUSINESS CARD	JANUARY STATEMENT	9.65	179
1-6-547.00	PROGRAM - SHACKLETON'S ENDURANC	ROCHELLE PERNINGTON	PROGRAM - SHACKLETON'S ENDURANCE	200.00	92278
1-6-547.00	LITTLE JOEY'S-MOVIE NIGHT	CITI CARDS	JANUARY STATEMENT	81.07	185
1-6-547.00	METROPOLIS PERFORMING ARTS	CITI CARDS	JANUARY STATEMENT	1,512.00	185
1-6-547.00	LYRIC OPERA-42 STREET	CITI CARDS	JANUARY STATEMENT	2,416.50	185
1-6-547.00	PUB TRIVIA SHOW 2/7/2020	PUB TRIVIA USA	PUB TRIVIA SHOW 2/7/2020	125.00	92314
1-6-547.00	TRANSPORTATION-SANFILIPPO-12/12	BARINGTON TRANSPORTATIO	TRANSPORTATION SERVICE	325.50	92341
1-6-547.00	SIP N SWIRL - 2/27/2020	TRACEY COLABROSSI	SIP N SWIRL - 2/27/2020	150.00	92345
1-6-547.00	SIP N SWIRL - 1/21/19	TRACEY COLABROSSI	SIP N SWIRL - 1/21/19	150.00	92346
1-6-547.00	FITNESS CLASSES (8) JANUARY 202	DONNA JOHNSON	FITNESS CLASSES (8) JANUARY 2020	240.00	92349
1-6-547.00	CARDIO/YOGA - 1/2020	EIB CONSULTING, INC.	CARDIO/YOGA - 1/2020	832.00	92351
1-6-547.00	CANCER SUPPORT GROUP 1/9/2020	MARY SUE FIDALE	CANCER SUPPORT GROUP - 1/9/2020	100.00	92353
1-6-547.00	CANCER SUPPORT GROUP 2/3/2020	MARY SUE FIDALE	CANCER SUPPORT GROUP - 2/3/2020	100.00	92353
1-6-547.00	4 CLASSES - JANUARY 2020	SCOTT GARSKE	4 CLASSES - JANUARY 2020	160.00	92355
1-6-547.00	LIFE STORY WRITING-1/8 & 1/22/2	GENERATION CONNECTION	LIFE STORY WRITING-1/8 & 1/22/2020	75.00	92356
1-6-547.00	YOGA CLASSES - JANUARY 2020	VAL MARKOVSKA	YOGA CLASSES - JANUARY 2020	160.00	92365
1-6-547.00	PERFORMANCE - 1/24/2020	MEGAN KERMAN	PERFORMANCE - 1/24/2020	250.00	92367
1-6-547.00	ZUMBA GOLD - JANUARY 2020	RAE LYNNE MORVAY	ZUMBA GOLD - JANUARY 2020	96.00	92370
1-6-547.00	BEGINNER YOGA - JANUARY 2020	EVE SWIRE	BEGINNER YOGA - JANUARY 2020	128.00	92385
1-6-547.00	DRURY LANE-2/19/2020	BUS DRIVER-TOUR GUIDE	DRURY LANE-2/19/2020	90.00	92386
1-6-547.00	TOMMY GUN'S GARAGE-3/18/20	VAN GALDER BUS/COACH USA	TOMMY GUN'S GARAGE-3/18/20	925.75	92390
1-6-547.00	A WEE BIT ABOUT BONNIE SCOTLAND	BARBARA L. & RON VARGASO	A WEE BIT ABOUT BONNIE SCOTLAND-12/18	185.00	92391
1-6-550.00	KROGER-SNACKS	CITI CARDS	DECEMBER STATEMENT	14.02	182
1-6-558.00	POSTAGE	NEOFUNDS	POSTAGE 7900 0443 5185 7811	1.00	92372
1-6-558.00	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY	OFFICE SUPPLIES	97.66	92381
1-6-558.00	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY	OFFICE SUPPLIES	68.29	92381
1-6-558.00	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY	OFFICE SUPPLIES	23.75	92381
1-6-562.00	ALDI-COOKING CLASS	BUSINESS CARD	JANUARY STATEMENT	38.29	179
1-6-562.00	WALMART-HOLIDAY DOOR MAT CRAFT	BUSINESS CARD	JANUARY STATEMENT	28.76	179
1-6-562.00	MARIANO'S-COOKING CLASS	BUSINESS CARD	JANUARY STATEMENT	9.87	179
1-6-562.00	LP TANK EXCHANGE	CASPER TRUE VALUE HARDWA	LP TANK EXCHANGE	37.98	92343

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Func 1 GENERAL TOWN FUND</b>					
<b>Dept 6 SENIOR DIVISION</b>					
1-6-568.00	WALGREENS-HOLIDAY POTLUCK GAMES	CITI CARDS	DECEMBER STATEMENT	25.22	182
1-6-568.00	HOME DEPOT-POINSETTIAS	CITI CARDS	DECEMBER STATEMENT	15.84	182
1-6-568.00	HAWTHORN GARDENS-SR HOLIDAY PAR	CITI CARDS	DECEMBER STATEMENT	72.25	182
1-6-568.00	DOLLAR TREE-SR HOLIDAY PARTY	CITI CARDS	DECEMBER STATEMENT	13.00	182
1-6-568.00	COSTCO-SUPPLIES-SR HOLIDAY PART	CITI CARDS	DECEMBER STATEMENT	637.08	182
1-6-588.00	GFS-SUPPLIES-SR HOLIDAY PARTY	CITI CARDS	DECEMBER STATEMENT	431.90	182
1-6-588.00	WALMART-SENIOR HOLIDAY PARTY	BUSINESS CARD	JANUARY STATEMENT	14.00	179
1-6-588.00	DOLLAR TREE-SENIOR HOLIDAY PART	BUSINESS CARD	JANUARY STATEMENT	9.00	179
Total For Dept 6 SENIOR DIVISION				28,669.90	
<b>Dept 7 TRANSPORTATION DIVISION</b>					
1-7-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	FEBRUARY STATEMENT	655.97	92301
1-7-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	FEBRUARY 2020 STATEMENT	47.27	92302
1-7-513.00	UNEMPLOYMENT COMPENSATION-12/31	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 12/31/2019	73.91	174
1-7-532.00	TELEPHONE-CELL - 4 UNITS	SPRINT	ACCT #838841513 12/9/2019-1/9/2020	139.56	92275
1-7-532.00	TELEPHONE-NEW CELL PHONE-647-43	SPRINT	ACCT #838841513 12/9/2019-1/8/2020	199.99	92275
1-7-532.00	TELEPHONE-UPGRADE CREDIT-847-43	SPRINT	ACCT #838841513 12/9/2019-1/8/2020	1199.00	92275
1-7-558.00	AMAZON-PHONE CASE	BUSINESS CARD	JANUARY STATEMENT	24.95	177
1-7-561.00	AKROGOLD UNL REG	CONSERV FS INC	AKROGOLD UNL RFG	1,395.06	92321
1-7-561.00	AKROGOLD UNL REG	CONSERV FS INC	AKROGOLD UNL RFG	66.82	92321
1-7-561.00	DIESELEX GOLD ULTRA	CONSERV FS INC	DIESELEX GOLD ULTRA	411.86	92321
1-7-566.00	STEERING COLUMN REPAIR	CITI CARDS	JANUARY STATEMENT	218.86	186
1-7-566.00	STEERING COLUMN REPAIR	ELA TOWNSHIP HIGHWAY DEP	STEERING COLUMN REPAIR	391.00	92322
1-7-566.00	COVER AND PLATE ASSEMBLY-BUS 4	VICTOR FORD	COVER AND PLATE ASSEMBLY-BUS 4	79.95	92337
1-7-569.00	SAFETY INSPECTION - BUS 2	BENNY'S SERVICE CENTER	SAFETY INSPECTIONS-T1 & BUS 2	23.50	92318
1-7-569.00	OIL CHANGE/GREASED RAMP-BUS 1	ELA TOWNSHIP HIGHWAY DEP	OIL CHANGE/GREASED RAMP-BUS 1	172.01	92322
1-7-569.00	LABOR-TOOK BUS 1 FOR SAFETY STI	ELA TOWNSHIP HIGHWAY DEP	LABOR-TOOK BUS 1 FOR SAFETY STICKER	70.50	92322
1-7-569.00	SAFETY INSPECTION-BUS-ELA 1	BENNY'S SERVICE CENTER I	SAFETY INSPECTION-BUS-ELA 1	23.50	92342
Total For Dept 7 TRANSPORTATION DIVISION				3,195.71	
<b>Dept 8 ASSESSORS DIVISION</b>					
1-8-500.00	PAY PERIOD 1/12-1/25/2020	LESLIE JASPER	PAY PERIOD 1/12-1/25/2020	180.50	92359
1-8-500.00	TEMP HELP - 12/29/19-1/11/2020	LESLIE JASPER	TEMP HELP - 12/29/19-1/11/2020 - 11 H	209.00	92359
1-8-500.00	RETAINER FOR VALUATION SERVICES	MATTHEW MAGDIARZ	RETAINER FOR VALUATION SERVICES	2,000.00	92363
1-8-500.00	PAY PERIOD 1/12-1/25/2020	LARRY WICKETTS	PAY PERIOD 1/12-1/25/2020	826.00	92394
1-8-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	FEBRUARY STATEMENT	5,650.98	92301
1-8-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	FEBRUARY 2020 STATEMENT	445.11	92302
1-8-510.00	TASC FSA PAYMENT 1/15/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/15/2020	161.60	181
1-8-510.00	TASC FSA PAYMENT 1/29/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 1/29/2020	161.60	183
1-8-513.00	UNEMPLOYMENT COMPENSATION-12/31	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 12/31/2019	106.48	174
1-8-532.00	TELEPHONE 3016001336 1/2020	ACCESS ONE	TELEPHONE 3016001336 1/2020	346.75	175
1-8-532.00	INTERNET/PHONE 1/9-2/9/2020	COMCAST	ACCT#8771 10 097 0050157 1/9-2/9/2020	107.71	92297
1-8-532.00	TELEPHONE 12/16/19-1/15/2020	VERIZON WIRELESS	TELEPHONE 686572087-80081 12/16/19-1/	38.01	92299
1-8-532.00	ELECTRICITY 3363121110 12/27-1/	COMMONWEALTH EDISON	ELECTRICITY 3363121110 22155 W RT 22	275.64	92304
1-8-534.00	GAS 45% 12/13/19-1/14/2020	NICOR	GAS 46-14-35-6488 8 1155 F RT 22	122.91	92395
1-8-537.00	YOUR HOUSE-TRAINING CLASS	CITI CARDS	JANUARY STATEMENT	80.00	185
1-8-538.00	POSTAGE	NEOFUNDS	POSTAGE 7900 0443 5186 7811	2.50	92372
1-8-540.00	QUILL-ENVELOPES	CITI CARDS	DECEMBER STATEMENT	26.37	182
1-8-546.00	ICAP MEMBERSHIP	CITI CARDS	DECEMBER STATEMENT	85.00	182
1-8-546.00	REALTOR ASSOC-ANNUAL DUES	CITI CARDS	DECEMBER STATEMENT	646.00	182

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 1 GENERAL TOWN FUND</b>					
<b>Dept 8 ASSESSORS DIVISION</b>					
1-8-546.00	APPRAISAL INSTITUTE	CITI CARDS	DECEMBER STATEMENT	365.00	182
1-8-546.00	COSTAR-1/1-1/31/2020	CITI CARDS	JANUARY STATEMENT	367.61	185
1-8-546.00	COSTCO MEMBERSHIP-FEBRUARY 2020	COSTCO WHOLESALE	COSTCO MEMBERSHIP-FEBRUARY 2020	50.00	92347
1-8-558.00	QUILL-OFFICE SUPPLIES	CITI CARDS	DECEMBER STATEMENT	9.39	182
1-8-558.00	QUILL-OFFICE SUPPLIES	CITI CARDS	DECEMBER STATEMENT	292.72	182
1-8-558.00	COSTCO-JUMP STARTER/HEATER	CITI CARDS	DECEMBER STATEMENT	124.84	182
1-8-559.00	COSTCO-KITCHEN SUPPLIES	CITI CARDS	JANUARY STATEMENT	148.79	185
1-8-559.00	TELEPHONE PURCHASE (7)	ACCESS ONE	TELEPHONE 3016901336 1/2020	1,072.94	175
1-8-559.00	UNIFY WIRELESS ROUTERS	PWP SYSTEMS LLC	WIPI UNITS/RECONFIG, RESET PRINTER	73.00	92378
1-8-561.00	AROGOLD UNL RFG	CONSERV FS INC	AROGOLD UNL RFG	92.10	92321
1-8-565.00	161DOMAIN-11/25/19-11/25/2020	CITI CARDS	DECEMBER STATEMENT	12.00	182
1-8-565.00	NETWORK SOLUTIONS-DOMAIN/WEB FO	CITI CARDS	JANUARY STATEMENT	53.98	185
1-8-565.00	APEX MAINT ANNUAL RENEWAL	JRM CONSULTING, INC.	APEX MAINT ANNUAL RENEWAL	600.00	92360
1-8-565.00	WIPI UNITS/NETGEAR/RECONFIG PRI	PWP SYSTEMS LLC	WIPI UNITS/RECONFIG, RESET PRINTER	150.80	92378
1-8-568.00	OBENAUUF-INSULATED CUPS	CITI CARDS	JANUARY STATEMENT	33.02	185
Total For Dept 8 ASSESSORS DIVISION				34,322.15	
Total For Fund 1 GENERAL TOWN FUND				133,123.27	
<b>Fund 2 GENERAL ASSISTANCE FUND</b>					
<b>Dept 0</b>					
2-0-701.00	CASE 2019-011020-201301	LIBERTY LAKES APTS.	CASE 2019-011020-201301	980.00	92256
2-0-701.00	CASE 2019-2127526025	COMMONWEALTH EDISON	CASE 2019-2127526025	144.78	92257
Total For Dept 0				1,124.78	
Total For Fund 2 GENERAL ASSISTANCE FUND				1,124.78	
<b>Fund 3 GENERAL ROAD FUND</b>					
<b>Dept 1 ADMINISTRATIVE DIVISION</b>					
3-1-532.00	TELEPHONE 12/16/19-1/15/2020	VERIZON WIRELESS	TELEPHONE 686572087-00001 12/16/19-1/	45.22	92299
3-1-532.00	INTERNET/PHONE 1/21-2/20/2020	COMCAST	ACCT#8771 10 098 0313769 1/21-2/20/20	230.59	92312
3-1-546.00	2020 DUES-MEMBER T44006	TOWNSHIP HIGHWAY COMMISS	2020 DUES-MEMBER T44006	60.00	92335
3-1-558.00	COSTCO-OFFICE SUPPLIES	CITI CARDS	DECEMBER STATEMENT	218.96	173
3-1-558.00	OFFICEMAX-OFFICE SUPPLIES	CITI CARDS	DECEMBER STATEMENT	4.98	173
3-1-565.00	KANOPI-REMOTE MANAGEMENT	PWP SYSTEMS LLC	KANOPI-REMOTE MNRAGEMENT	75.00	92332
3-1-565.00	INSTALL NEW PRINTER	PWP SYSTEMS LLC	INSTALL NEW PRINTER	150.00	92332
Total For Dept 1 ADMINISTRATIVE DIVISION				784.75	
<b>Dept 4 MAINTENANCE DIVISION</b>					
3-4-520.00	FIRE-23605 N ECHO LAKE RD - 2/1	FSS TECHNOLOGIES LLC	FIRE/RADIO-23605 N ECHO LAKE RD - 2/1	90.00	92313
3-4-534.00	ELECTRICITY 1467261008 11/22-12	COMMONWEALTH EDISON	ELECTRICITY 1467261008 WS MIDLOTHIAN	252.40	92306
3-4-534.00	GAS 12/12/2019-1/16/2020	NICOR	GAS ACCT#12-93-08-1000 3 23605 ECHO L	264.13	92307
3-4-534.00	GAS 12/12/2019-1/16/2020	NICOR	GAS ACCT#67-22-64-1000 8 ES ECHO LAKE	49.72	92308
3-4-534.00	RADIO-23605 N ECHO LAKE RD - 2/	FSS TECHNOLOGIES LLC	FIRE/RADIO-23605 N ECHO LAKE RD - 2/1	120.00	92313
3-4-534.00	ELECTRICITY 1467261008 12/27-1/	COMMONWEALTH EDISON	ELECTRICITY 1467261008 WS MIDLOTHIAN	282.81	92398
3-4-534.00	WATER 23605 ECHO LAKE 12/19/19-	VILLAGGE OF LAKE ZURICH	WATER ACCT 066631-00 12/19/19-1/21/20	32.38	92407
3-4-563.00	TRUCK BARNES/PARTS - TI	SAE CUSTOMS INC.	TRUCK BARNES/PARTS - TI	2,323.23	92333
3-4-567.00	HEDGER PARTS	ARLINGTON POWER EQUIPMEN	CUSTOMER 15306-HEDGER PARTS	3.77	92317
3-4-567.00	SPRING & HOLDER	ARLINGTON POWER EQUIPMEN	CUSTOMER 15306-SPRING & HOLDER	12.25	92317
3-4-567.00	POLARPLEX/CURB SHOE/SPINNER MOT	BONNELL INDUSTRIES INC.	POLARPLEX/CURB SHOE/SPINNER MOTOR	1,580.79	92319
3-4-567.00	OIL FILTER-GATOR	O'REILLY AUTOMOTIVE, INC	OIL FILTER-GATOR	7.03	92331

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 3 GENERAL ROAD FUND</b>					
<b>Dept 4 MAINTENANCE DIVISION</b>					
3-4-569.00	AMAZON-AIR SUSPENSION COMPRESSO	CITI CARDS	DECEMBER STATEMENT	199.86	173
3-4-569.00	GARY LANG-BUCKET TRUCK T8	CITI CARDS	DECEMBER STATEMENT	55.72	173
3-4-569.00	4WHEELPARTS-T5 & EQUIPMENT SUPP	CITI CARDS	DECEMBER STATEMENT	340.74	173
3-4-569.00	SAFETY INSPECTION - T1	BENNY'S SERVICE CENTER	SAFETY INSPECTIONS-T1 & BUS 2	23.00	92318
3-4-569.00	QUICK LINK - T1	CASPER TRUE VALUE HARROWA	QUICK LINK - T1	13.98	92320
3-4-569.00	BRAKE PADS-T8	FISHER AUTO PARTS	BRAKE PADS-T8	85.43	92324
3-4-569.00	LED CUBE-T13	O'REILLY AUTOMOTIVE, INC	LED CUBE-T13	88.23	92331
3-4-569.00	GPS DIAGNOSTICS/HARNESSES	VERTIZON CONNECT NWF, INC	GPS DIAGNOSTICS/HARNESSES	392.99	92336
3-4-569.00	SEAL/RING-T4	VICTOR FORD	SEAL/RING-T4	156.76	92337
3-4-577.00	LOU MALRATIS	CITI CARDS	DECEMBER STATEMENT	281.16	173
3-4-577.00	NOTHING BUNDT CAKES-HISTORICAL/	CITI CARDS	DECEMBER STATEMENT	28.63	173
3-4-577.00	DEBRATH/CHAPEL HILL SIGNS	HOME DEPOT CREDIT SERVIC	DECEMBER STATEMENT	10.46	92272
3-4-577.00	LIGHT BULBS-IG VILLAGE HALL	HOME DEPOT CREDIT SERVIC	DECEMBER STATEMENT	487.82	92272
3-4-577.00	KILDEER SIGNS	HOME DEPOT CREDIT SERVIC	DECEMBER STATEMENT	53.92	92272
3-4-577.00	NORTH BARRINGTON	HOME DEPOT CREDIT SERVIC	DECEMBER STATEMENT	26.94	92272
3-4-577.00	MENARDS-LED BULBS-IG	CITI CARDS	JANUARY STATEMENT	54.99	186
3-4-577.00	EYE BOLT-LONG GROVE	CASPER TRUE VALUE HARROWA	EYE BOLT-LONG GROVE	1.99	92328
3-4-577.00	REFLECTOR BOX	FASSTENAL COMPANY	REFLECTOR BOX	16.71	92323
3-4-577.00	10' 2LB POST	HI-VIZ INC.	10' 2LB POST	1,855.00	92326
3-4-577.00	STOP SIGN 30" HIP	HI-VIZ INC.	STOP SIGN 30" HIP	480.00	92326
3-4-577.00	ANNUAL PRINT/EMAIL TRANSMISSION	JULIE, INC.	ANNUAL PRINT/EMAIL TRANSMISSIONS	656.14	92327
3-4-580.00	MOBILIZATION/CORING-8 LOCATIONS	ARLINGTON POWER EQUIPME	MOBILIZATION/CORING-8 LOCATIONS	1,740.00	92334
Total For Dept 4 MAINTENANCE DIVISION				12,068.98	
Total For Fund 3 GENERAL ROAD FUND				12,853.73	
<b>Fund 4 PERMANENT ROAD FUND</b>					
<b>Dept 0</b>					
4-0-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	FEBRUARY STATEMENT	5,706.95	92301
4-0-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	FEBRUARY 2020 STATEMENT	579.60	92302
4-0-513.00	UNEMPLOYMENT COMPENSATION-12/31	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 12/31/2019	153.37	174
4-0-515.00	UPS STORE-SHIPPING FEE	CITI CARDS	DECEMBER STATEMENT	14.01	173
4-0-515.00	TRIPLE CROWN-REFUND	CITI CARDS	DECEMBER STATEMENT	(271.80)	173
4-0-515.00	TRIPLE CROWN	CITI CARDS	DECEMBER STATEMENT	1,249.36	173
4-0-561.00	AKROGOLD UNL RFG	CONSERV FS INC	AKROGOLD UNL RFG	1,808.30	92321
4-0-561.00	DIESELEX GOLD ULTRA	CONSERV FS INC	DIESELEX GOLD ULTRA	1,747.54	92321
4-0-561.00	DIESELEX GOLD ULTRA	CONSERV FS INC	DIESELEX GOLD ULTRA	862.68	92321
4-0-562.00	COSTCO-PAPER PRODUCTS	CITI CARDS	DECEMBER STATEMENT	178.91	173
4-0-562.00	SHOP SUPPLIES	HOME DEPOT CREDIT SERVIC	DECEMBER STATEMENT	11.47	92272
4-0-562.00	UPS STORE-SHIPPING COSTS	CITI CARDS	JANUARY STATEMENT	118.93	186
4-0-562.00	AMAZON-REFUND-SIM SUPPLY	CITI CARDS	JANUARY STATEMENT	(268.50)	186
4-0-562.00	COSTCO-TAX REFUND	CITI CARDS	JANUARY STATEMENT	(2.63)	186
4-0-562.00	COSTCO-TAX REFUND	CITI CARDS	JANUARY STATEMENT	(3.37)	186
4-0-562.00	AMAZON-CRAFTSMAN TOOL SETS	CITI CARDS	JANUARY STATEMENT	243.96	186
4-0-562.00	AMAZON-SHOVELS	CITI CARDS	JANUARY STATEMENT	268.50	186
4-0-562.00	AMAZON-SHOVELS	CITI CARDS	JANUARY STATEMENT	341.42	186
4-0-562.00	SHOP TOOL-SOCKET	ACME TRUCK BRAKE & SUPPL	SHOP TOOL-SOCKET	34.53	92315
4-0-562.00	CLAMPS FOR SALT BRINE	ACME TRUCK BRAKE & SUPPL	CLAMPS FOR SALT BRINE	17.18	92315
4-0-562.00	SHOP CHEMICALS & HAND SOAP	ADVANCE AUTO PARTS	SHOP CHEMICALS & HAND SOAP	258.88	92316
4-0-562.00	CHAINSAW SUPPLIES	ARLINGTON POWER EQUIPME	CUSTOMER 15306-CHAINSAW SUPPLIES	117.84	92317

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 4 PERMANENT ROAD FUND					
Dept 0					
4-0-562.00	SHOP SUPPLIES	CASPER TRUE VALUE HARDWA	SHOP SUPPLIES	5.97	92320
4-0-562.00	DRIVER BIT SET-ELA SHOP	CASPER TRUE VALUE HARDWA	DRIVER BIT SET-ELA SHOP	24.99	92320
4-0-562.00	SHOP SUPPLIES	CASPER TRUE VALUE HARDWA	SHOP SUPPLIES	42.53	92320
4-0-562.00	SHOP SUPPLIES	CASPER TRUE VALUE HARDWA	SHOP SUPPLIES	6.64	92320
4-0-562.00	SALT BAGS-SHOP SUPPLIES	CONSERV PS INC	SALT BAGS-SHOP SUPPLIES	325.85	92321
4-0-562.00	ROLLS OF EASY STICK	MID AMERICAN WATER OF WA	PVC PIPE/ROLLS OF EASY STICK	48.00	92329
4-0-562.00	REFUND-8" CAP SDR-35	MID AMERICAN WATER OF WA	REFUND-8" CAP SDR-35	197.00	92329
4-0-562.00	#4 PARKING STICKER	WRAP GUYZ	#4 PARKING STICKER	4.00	92338
4-0-562.00	#28 PARKING STICKER	WRAP GUYZ	#28 PARKING STICKER	4.00	92338
4-0-582.00	AMAZON-RED TRACER DYE	CITI CARDS	JANUARY STATEMENT	50.50	186
4-0-582.00	DRIVETRAIN-BRAKE HOSE/END	CITI CARDS	JANUARY STATEMENT	272.96	186
4-0-582.00	PROJECT 3847.049 - FOREST LAKE	GEWALT HAMILTON ASSOCIAT	PROF SERVICES 12/1-12/29/2019	855.00	92325
4-0-582.00	PROJECT 3847.050 - 2019 MS4 SER	GEWALT HAMILTON ASSOCIAT	PROF SERVICES 12/1-12/29/2019	183.00	92325
4-0-582.00	PROJECT 3847.051 - FOREST LAKE	GEWALT HAMILTON ASSOCIAT	PROF SERVICES 12/1-12/29/2019	114.00	92325
4-0-582.00	MARILYN LN DRAINAGE IMP	MAURG SEWER CONSTRUCTION	MARILYN LN DRAINAGE IMP	16,460.09	92328
4-0-582.00	CHEME 8" GRIPPER PLOG/8" CAP-AB	MID AMERICAN WATER OF WA	CHEME 8" GRIPPER PLOG/8" CAP-ABSEY GL	146.50	92329
4-0-582.00	PVC PIPE-ABBEY GLENN DRAINAGE	MID AMERICAN WATER OF WA	PVC PIPE/ROLLS OF EASY STICK	97.30	92329
4-0-582.00	PVC PIPE-ABBEY GLENN DRAINAGE	MID AMERICAN WATER OF WA	PVC PIPE-ABBEY GLENN DRAINAGE	291.90	92329
4-0-582.00	2' TEST HOSE	MID AMERICAN WATER OF WA	2' TEST HOSE	66.32	92329
4-0-584.00	ELECTRICITY 0706074008 11/25-12	COMMONWEALTH EDISON	ELECTRICITY 0706074008 ALL STRT LGHTS	1,713.76	92402
4-0-586.00	BULK SAFE-T-SALT	MORTON SALT, INC.	BULK SAFE-T-SALT	1,592.56	92330
4-0-586.00	BULK SAFE-T-SALT	MORTON SALT, INC.	BULK SAFE-T-SALT	6,513.61	92330
4-0-586.00	BULK SAFE-T-SALT	MORTON SALT, INC.	BULK SAFE-T-SALT	4,767.67	92330
4-0-586.00	BULK SAFE-T-SALT	MORTON SALT, INC.	BULK SAFE-T-SALT	3,283.15	92330
Total For Dept 0				49,740.34	
Total For Fund 4 PERMANENT ROAD FUND				49,740.34	
Fund 5 PARK MAINTENANCE FUND					
Dept 0					
5-0-513.00	UNEMPLOYMENT COMPENSATION-12/31	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 12/31/2019	117.62	174
5-0-520.00	COSTCO-PAPER SUPPLIES	CITY CARDS	DECEMBER STATEMENT	200.87	182
5-0-520.00	CC ROOF OVERHANG SHEET METAL WO	WAKEGAN ROOFING CO., IN	CC ROOF OVERHANG SHEET METAL WORK	5,400.00	92300
5-0-520.00	FIRE/RADIO-1111 E HWY 22 - 2/1-	FSS TECHNOLOGIES LLC	FIRE/RADIO-1111 E HWY 22 - 2/1-4/30/2	210.00	92313
5-0-520.00	COSTCO-PAPER PRODUCTS/CLEANING	CITY CARDS	JANUARY STATEMENT	260.83	185
5-0-520.00	AIR FILTERS-CC	PASTENAL COMPANY	AIR FILTERS-CC	62.95	92323
5-0-520.00	AIR FILTERS-CC	PASTENAL COMPANY	AIR FILTERS-CC	64.43	92323
5-0-520.00	CABLE/SLEEVES-SOUND BOARD	PASTENAL COMPANY	CABLE/SLEEVES-SOUND BOARD	176.52	92352
5-0-520.00	RADIO/FIRE ALARM-380 SURRYSE-2/	FSS TECHNOLOGIES LLC	RADIO/FIRE ALARM-380 SURRYSE-2/1-4/30	210.00	92354
5-0-520.00	SEMI-ANNUAL MAINT-CC	INTERNATIONAL FIRE EQUIP	SEMI-ANNUAL MAINT-CC	143.21	92357
5-0-520.00	MONTHLY EXTERMINATION SERVICE C	CRKIN PEST CONTROL	MONTHLY EXTERMINATION SERVICE-380 SUR	70.20	92374
5-0-520.00	SERV CALL-NO HEAT IN OFFICE ARE	SHERMAN MECHANICAL, INC.	SERV CALL-NO HEAT IN OFFICE AREA-CC	274.56	92382
5-0-520.00	SERV CALL-REPLACED GAS VALVE-CC	SHERMAN MECHANICAL, INC.	SERV CALL-REPLACED GAS VALVE-CC	774.85	92382
5-0-520.00	MATS - CC	UNIFIRST CORPORATION	MATS	45.79	92389
5-0-520.00	MATS - CC	UNIFIRST CORPORATION	MATS - CC	13.79	92389
5-0-520.00	MATS - CC	UNIFIRST CORPORATION	MATS - CC	45.79	92389
5-0-520.00	MATS - CC	UNIFIRST CORPORATION	MATS - CC	45.79	92389
5-0-521.00	LIGHTS-HISTORICAL	HOME DEPOT CREDIT SERVIC	DECEMBER STATEMENT	21.98	92272
5-0-534.00	ELECTRICITY ACCT 1035656002 ES	COMMONWEALTH EDISON	ELECTRICITY ACCT 1035656002	23.37	92309
5-0-534.00	ELECTRICITY ACCT 0429157040 111	COMMONWEALTH EDISON	ELECTRICITY ACCT 0429157040	217.22	92310

INVOICE GL DISTRIBUTION REPORT FOR ELA TOWNSHIP  
 POST DATES 01/07/2020 - 02/10/2020  
 JOURNALIZED  
 PAID  
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 5 PARK MAINTENANCE FUND</b>					
Dept 0					
5-0-534.00	ELECTRICITY ACCT 2211206014 380 COMMONWEALTH EDISON		ELECTRICITY ACCT 2211206014	926.25	92311
5-0-534.00	ELECTRICITY ACCT 1035656002 ES COMMONWEALTH EDISON		ELECTRICITY ACCT 1035656002 ES TELSER	28.93	92399
5-0-534.00	GAS 12/13/19-1/11/2020	NICOR GAS	GAS 91-68-62-2268 ? 380 SURRYSE RD	333.08	92400
5-0-534.00	WATER KNOX PARK 12/19/19-1/21/	VILLAGE OF LAKE ZURICH	WATER ACCT# 006673-00 1111 E RT 22 12	37.30	92403
5-0-534.00	WATER 380 SURRYSE RD 12/19/19-1	VILLAGE OF LAKE ZURICH	WATER ACCT# 006109-01 380 SURRYSE 12/	113.78	92404
		Total For Dept 0		9,785.11	
		Total For Fund 5 PARK MAINTENANCE FUND		9,785.11	
<b>Fund 6 CEMETERY MAINTENANCE FUND</b>					
Dept 0					
6-0-522.00	GRAVE OPENING-WARREN	PROFESSIONAL CEMETERY SE	GRAVE OPENING-WARREN	700.00	92377
6-0-568.00	TELEPHONE-CELL - 1 UNIT	SPRINT	ACCT #838841513 12/9/2019-1/8/2020	32.25	92275
		Total For Dept 0		732.25	
		Total For Fund 6 CEMETERY MAINTENANCE FUND		732.25	

INVOICE GL DISTRIBUTION REPORT FOR ELA TOWNSHIP  
 POST DATES 01/07/2020 - 02/10/2020  
 JOURNALIZED  
 PAID  
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 1 GENERAL TOWN FU	133,123.27	
			Fund 2 GENERAL ASSISTA	1,124.78	
			Fund 3 GENERAL ROAD FU	12,853.73	
			Fund 4 PERMANENT ROAD	49,740.34	
			Fund 5 PARK MAINTENANC	9,785.11	
			Fund 6 CEMETERY MAINTNE	732.25	
			Total For All Funds:	<u>207,359.48</u>	

CASH SUMMARY BY ACCOUNT FOR ELA TOWNSHIP  
 FROM 01/01/2020 TO 01/31/2020  
 FUND: ALL FUNDS  
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2020	Total Debits	Total Credits	Ending Balance 01/31/2020
<b>Fund 1 GENERAL TOWN FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	105,938.07	205,896.77	212,657.54	99,177.30
102.02	CS/CDARS @2.5-4/23/20-1YR	536,826.40	0.00	0.00	536,826.40
104.02	BARR #540144894-2%1Y-5/26/20	262,606.76	0.00	0.00	262,606.76
104.03	BARR.2.25%-12MO-11/21/19	531,466.65	0.00	0.00	531,466.65
107.01	INLAND BK.#107986-MONEY MARKET	1,020,219.27	3,543.39	176,844.17	846,918.49
108.00	INLAND-CD #939262 6/30/19 3MO	36,929.11	0.00	0.00	36,929.11
	<b>GENERAL TOWN FUND</b>	<b>2,493,986.26</b>	<b>209,440.16</b>	<b>389,501.71</b>	<b>2,313,924.71</b>
<b>Fund 2 GENERAL ASSISTANCE FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	7,229.80	25,003.02	2,131.15	30,101.67
107.00	INLAND BK.#107986-MONEY MARKET	118,690.01	391.26	25,193.54	93,887.73
	<b>GENERAL ASSISTANCE FUND</b>	<b>125,919.81</b>	<b>25,394.28</b>	<b>27,324.69</b>	<b>123,989.40</b>
<b>Fund 3 GENERAL ROAD FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	(5,012.06)	132,033.91	22,989.66	104,032.19
105.00	INLAND BK.#107986-MONEY MARKET	1,344,975.39	4,312.09	102,071.41	1,247,216.07
	<b>GENERAL ROAD FUND</b>	<b>1,339,963.33</b>	<b>136,346.00</b>	<b>125,061.07</b>	<b>1,351,248.26</b>
<b>Fund 4 PERMANENT ROAD FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	(24,587.34)	175,443.67	79,433.61	71,422.72
102.00	5/3 BANK-BOND ACCT #0773	118,897.62	69.21	2,450.00	116,516.83
105.00	INLAND BK.#107986-MONEY MARKET	803,009.33	2,695.30	176,357.71	629,346.92
	<b>PERMANENT ROAD FUND</b>	<b>897,319.61</b>	<b>178,208.18</b>	<b>258,241.32</b>	<b>617,286.47</b>
<b>Fund 5 PARK MAINTENANCE FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	60,394.82	30,440.00	27,053.98	63,780.84
102.03	CORNERSTONE SAV/3300563	128,304.25	80.78	0.00	128,385.03
107.01	INLAND BK.#107986-MONEY MARKET	121,837.12	463.78	25,260.92	97,039.98
	<b>PARK MAINTENANCE FUND</b>	<b>310,536.19</b>	<b>30,984.56</b>	<b>52,314.90</b>	<b>289,205.85</b>
<b>Fund 6 CEMETERY MAINTENANCE FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	16,594.79	2,800.79	501.57	18,894.01
107.00	INLAND BK.#107986-MONEY MARKET	230,453.76	745.44	361.53	230,837.67
	<b>CEMETERY MAINTENANCE FUND</b>	<b>247,048.55</b>	<b>3,546.23</b>	<b>863.10</b>	<b>249,731.68</b>
	<b>TOTAL - ALL FUNDS</b>	<b>5,414,773.75</b>	<b>583,919.41</b>	<b>853,306.79</b>	<b>5,145,386.37</b>



GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
<b>Fund 1 - GENERAL TOWN FUND</b>					
<b>Revenues</b>					
<b>Dept 0</b>					
1-0-400.00	PROPERTY TAX	0.00	1,992,857.16	2,000,020.00	7,162.84
1-0-402.00	PERS PROP REPLACEMENT TAX	0.00	11,398.81	11,000.00	(398.81)
1-0-404.00	INTEREST INCOME	1,715.22	33,102.26	8,000.00	(25,102.26)
1-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	1,752,146.21	1,752,146.21
1-0-410.00	MISCELLANEOUS INCOME	95.00	26,089.02	28,000.00	1,910.98
<b>Total Dept 0</b>		<b>1,810.22</b>	<b>2,063,447.25</b>	<b>3,799,166.21</b>	<b>1,735,718.96</b>
<b>Dept 5 - YOUTH DIVISION</b>					
1-5-410.01	HOMWORK CLUB RECOVERIES	1,125.00	19,650.00	11,250.00	(8,400.00)
1-5-410.02	TEEN CLUB RECOVERIES	2,250.00	16,535.00	8,100.00	(8,435.00)
1-5-410.03	SHOOTING STARS RECOVERIES	0.00	36,690.00	30,600.00	(6,090.00)
1-5-410.04	WINTER BREAK RECOVERIES	1,080.00	4,330.00	5,250.00	920.00
1-5-410.05	SPRING BREAK RECOVERIES	0.00	1,025.00	3,750.00	2,725.00
1-5-410.06	KIDS DAY OFF RECOVERIES	0.00	1,170.00	2,500.00	1,330.00
1-5-410.07	SAFE SITTER RECOVERIES	90.00	1,080.00	1,800.00	720.00
1-5-410.08	SAFE AT HOME RECOVERIES	80.00	440.00	800.00	360.00
<b>Total Dept 5 - YOUTH DIVISION</b>		<b>4,625.00</b>	<b>80,920.00</b>	<b>64,050.00</b>	<b>(16,870.00)</b>
<b>Dept 6 - SENIOR DIVISION</b>					
1-6-409.00	DONATIONS	0.00	1,850.00	3,000.00	1,150.00
1-6-410.01	SENIOR PROGRAM RECOVERIES	9,475.00	76,381.00	120,000.00	43,619.00
1-6-410.02	LONG DISTANCE TRIPS RECOVERIES	8,308.60	71,312.25	66,000.00	(5,312.25)
1-6-410.03	MEAL RECOVERIES	1,016.00	11,237.25	11,500.00	262.75
1-6-410.04	GRANTS	1,500.00	7,100.00	5,600.00	(1,500.00)
1-6-410.05	NON-RESIDENT FEES	315.00	1,715.00	2,000.00	285.00
<b>Total Dept 6 - SENIOR DIVISION</b>		<b>20,614.60</b>	<b>169,595.50</b>	<b>208,100.00</b>	<b>38,504.50</b>
<b>Dept 7 - TRANSPORTATION DIVISION</b>					
1-7-410.01	DIAL-A-RIDE RECOVERIES	561.00	7,827.27	10,000.00	2,172.73
1-7-410.02	SUBSCRIPTION RECOVERIES	1,008.00	9,310.00	15,000.00	5,690.00
1-7-410.03	S.W. LAKE RECOVERIES	1,316.00	12,684.00	15,000.00	2,316.00
<b>Total Dept 7 - TRANSPORTATION DIVISION</b>		<b>2,885.00</b>	<b>29,821.27</b>	<b>40,000.00</b>	<b>10,178.73</b>
<b>Dept 8 - ASSESSORS DIVISION</b>					
1-8-410.00	MISCELLANEOUS INCOME	0.00	364.50	0.00	(364.50)
<b>Total Dept 8 - ASSESSORS DIVISION</b>		<b>0.00</b>	<b>364.50</b>	<b>0.00</b>	<b>(364.50)</b>
<b>TOTAL REVENUES</b>		<b>29,934.82</b>	<b>2,344,148.52</b>	<b>4,111,316.21</b>	<b>1,767,167.69</b>
<b>Expenditures</b>					
<b>Dept 1 - ADMINISTRATIVE DIVISION</b>					
1-1-500.00	SALARIES	16,352.82	122,103.29	178,000.00	55,896.71
1-1-509.00	HEALTH BENEFITS	1,626.43	16,791.38	23,000.00	6,208.62
1-1-510.00	HRA	605.61	474.07	1,650.00	1,175.93
1-1-511.00	SOCIAL SECURITY TAX	1,207.83	9,107.48	11,800.00	2,692.52
1-1-512.00	IMRF	1,164.32	9,180.20	13,500.00	4,319.80
1-1-513.00	UNEMPLOYMENT COMPENSATION	0.00	782.14	1,000.00	217.86
1-1-520.00	BUILDING MAINTENANCE	2,451.17	13,018.91	22,000.00	8,981.09
1-1-528.00	INSURANCE	0.00	28,947.00	33,000.00	4,053.00
1-1-532.00	TELEPHONE/INTERNET	559.31	5,055.54	8,000.00	2,944.46
1-1-534.00	UTILITIES	447.99	4,572.37	7,000.00	2,427.63
1-1-536.00	TRAVEL EXPENSE	0.00	2,017.62	5,000.00	2,982.38
1-1-537.00	EDUCATION	0.00	948.38	3,000.00	2,051.62
1-1-538.00	POSTAGE	27.60	1,475.63	2,000.00	524.37
1-1-540.00	PRINTING	777.26	16,595.40	22,600.00	6,004.60
1-1-544.00	PROFESSIONAL SERVICES	0.00	13,990.00	31,000.00	17,010.00
1-1-546.00	DUES/FEES	160.73	8,171.37	8,000.00	(171.37)
1-1-548.00	PUBLIC NOTICES	0.00	110.40	500.00	389.60
1-1-558.00	OFFICE SUPPLIES	161.88	3,400.96	8,000.00	4,599.04
1-1-559.00	OFFICE EQUIPMENT	156.69	1,585.49	9,000.00	7,414.51
1-1-565.00	INFORMATION TECHNOLOGY	150.00	7,680.14	8,750.00	1,069.86
1-1-568.00	MISCELLANEOUS	16.11	1,932.07	5,300.00	3,367.93
1-1-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	1,000,000.00	1,000,000.00
<b>Total Dept 1 - ADMINISTRATIVE DIVISION</b>		<b>25,865.75</b>	<b>267,939.84</b>	<b>1,402,100.00</b>	<b>1,134,160.16</b>

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 1 - GENERAL TOWN FUND					
Expenditures					
Dept 2 - ELECTED OFFICIALS					
1-2-501.00	SUPERVISOR	2,500.00	25,000.00	30,000.00	5,000.00
1-2-502.00	HIGHWAY COMMISSIONER	1,250.02	12,812.70	15,000.00	2,187.30
1-2-503.00	ASSESSOR	7,196.08	70,691.08	84,660.00	13,968.92
1-2-504.00	CLERK	1,250.00	12,500.00	15,000.00	2,500.00
1-2-505.00	TRUSTEES	1,666.68	16,666.80	20,000.00	3,333.20
1-2-506.00	TREASURER	83.33	749.97	1,000.00	250.03
1-2-509.00	HEALTH BENEFITS	0.00	0.00	8,100.00	8,100.00
1-2-511.00	SOCIAL SECURITY TAX	977.55	9,896.79	13,500.00	3,603.21
1-2-512.00	IMRF	512.36	5,491.11	15,000.00	9,508.89
Total Dept 2 - ELECTED OFFICIALS		15,436.02	153,808.45	202,260.00	48,451.55
Dept 3 - SOCIAL SERVICES DIVISION					
1-3-500.00	SALARIES	19,483.48	138,064.54	190,000.00	51,935.46
1-3-509.00	HEALTH BENEFITS	566.89	7,601.40	16,100.00	8,498.60
1-3-510.00	HRA	209.34	709.18	3,150.00	2,440.82
1-3-511.00	SOCIAL SECURITY TAX	1,475.48	10,444.33	14,800.00	4,355.67
1-3-512.00	IMRF	1,332.75	9,136.41	16,700.00	7,563.59
1-3-513.00	UNEMPLOYMENT COMPENSATION	127.80	1,173.05	950.00	(223.05)
1-3-528.00	INSURANCE	0.00	0.00	800.00	800.00
1-3-532.00	TELEPHONE/INTERNET	363.14	3,184.34	3,700.00	515.66
1-3-534.00	UTILITIES	87.79	819.43	1,200.00	380.57
1-3-536.00	TRAVEL EXPENSE	59.16	1,892.12	2,000.00	107.88
1-3-537.00	EDUCATION	593.50	850.86	2,000.00	1,149.14
1-3-538.00	POSTAGE	0.00	16.13	300.00	283.87
1-3-546.00	DUES/FEES	0.00	562.35	1,200.00	637.65
1-3-555.00	GRANT FUNDING	0.00	36,300.00	36,300.00	0.00
1-3-558.00	OFFICE SUPPLIES	9.99	197.42	1,500.00	1,302.58
1-3-559.00	OFFICE EQUIPMENT	625.94	700.94	1,000.00	299.06
1-3-565.00	INFORMATION TECHNOLOGY	150.00	1,357.00	1,300.00	(57.00)
1-3-568.00	MISCELLANEOUS	(493.50)	431.80	1,000.00	568.20
1-3-572.00	COMMUNITY EVENTS	400.00	640.16	5,000.00	4,359.84
1-3-573.00	COMMUNITY SERVICE PROJECTS	0.00	300.99	2,500.00	2,199.01
1-3-574.00	ELA HISTORIC-PROJECTS/MAINT	178.08	5,790.90	8,000.00	2,209.10
1-3-596.00	MOSQUITO ABATEMENT PLAN	0.00	31,952.00	33,000.00	1,048.00
Total Dept 3 - SOCIAL SERVICES DIVISION		25,169.84	252,125.35	342,500.00	90,374.65
Dept 5 - YOUTH DIVISION					
1-5-500.00	SALARIES	11,422.36	87,969.41	110,000.00	22,030.59
1-5-511.00	SOCIAL SECURITY TAX	873.82	6,683.81	8,500.00	1,816.19
1-5-512.00	IMRF	123.18	1,015.08	5,200.00	4,184.92
1-5-513.00	UNEMPLOYMENT COMPENSATION	186.37	1,223.38	1,200.00	(23.38)
1-5-524.00	NUTRITION	174.55	3,399.69	6,500.00	3,100.31
1-5-536.00	TRAVEL EXPENSE	0.00	98.14	200.00	101.86
1-5-537.00	EDUCATION	0.00	774.08	300.00	(474.08)
1-5-540.00	PRINTING	520.95	520.95	500.00	(20.95)
1-5-546.00	DUES/FEES	59.33	493.27	500.00	6.73
1-5-547.00	PROGRAMS	48.57	48.57	900.00	851.43
1-5-550.00	FIELD TRIPS	663.98	8,998.26	15,000.00	6,001.74
1-5-553.00	SPECIAL EVENTS	117.91	568.10	800.00	231.90
1-5-558.00	OFFICE SUPPLIES	0.00	259.91	500.00	240.09
1-5-559.00	OFFICE EQUIPMENT	371.15	1,330.98	1,500.00	169.02
1-5-562.00	PROGRAM SUPPLIES	166.09	5,771.43	6,000.00	228.57
1-5-565.00	INFORMATION TECHNOLOGY	0.00	201.78	500.00	298.22
1-5-568.00	MISCELLANEOUS	0.00	973.31	1,000.00	26.69
Total Dept 5 - YOUTH DIVISION		14,728.26	120,330.15	159,100.00	38,769.65
Dept 6 - SENIOR DIVISION					
1-6-500.00	SALARIES	31,582.32	247,769.35	317,500.00	69,730.65
1-6-509.00	HEALTH BENEFITS	1,438.43	16,144.35	31,100.00	14,955.65
1-6-510.00	HRA	521.32	521.32	4,500.00	3,978.68
1-6-511.00	SOCIAL SECURITY TAX	2,330.63	18,716.91	24,500.00	5,783.09
1-6-512.00	IMRF	1,958.36	16,224.04	23,800.00	7,575.96
1-6-513.00	UNEMPLOYMENT COMPENSATION	0.00	1,775.30	1,900.00	124.70
1-6-520.00	BUILDING MAINTENANCE	(210.00)	1,466.33	4,100.00	2,633.67
1-6-524.00	NUTRITION	1,037.06	9,480.61	15,000.00	5,519.39
1-6-525.00	LUNCH & LEARN PRESENTATIONS	925.00	8,460.00	9,000.00	540.00
1-6-532.00	TELEPHONE/INTERNET	(880.02)	4,948.22	6,800.00	1,851.78
1-6-536.00	TRAVEL EXPENSE	0.00	885.15	2,500.00	1,614.85
1-6-537.00	EDUCATION	130.00	1,246.74	5,000.00	3,753.26
1-6-540.00	PRINTING	1,511.68	8,039.50	22,000.00	13,960.50
1-6-546.00	DUES/FEES	405.62	710.62	3,000.00	2,289.38

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 1 - GENERAL TOWN FUND					
Expenditures					
1-6-547.00	PROGRAMS	6,043.62	69,867.69	130,000.00	60,112.31
1-6-550.00	LONG DISTANCE TRIPS	14.02	31,638.69	40,000.00	8,361.31
1-6-558.00	OFFICE SUPPLIES	(646.70)	1,365.07	2,000.00	634.93
1-6-559.00	OFFICE EQUIPMENT	(1,246.35)	2,574.69	1,500.00	(1,074.69)
1-6-561.00	FUEL/OIL	0.00	0.00	500.00	500.00
1-6-562.00	PROGRAM SUPPLIES	76.92	3,723.24	5,000.00	1,276.76
1-6-563.00	BUILDING EQUIPMENT	0.00	9,956.99	3,000.00	(6,956.99)
1-6-565.00	INFORMATION TECHNOLOGY	1,200.00	2,556.00	2,700.00	144.00
1-6-568.00	MISCELLANEOUS	41.06	998.73	1,500.00	501.27
1-6-588.00	SENIOR HOLIDAY PARTY	1,177.23	4,102.23	5,000.00	897.77
Total Dept 6 - SENIOR DIVISION		47,410.20	463,191.77	661,900.00	198,708.23
Dept 7 - TRANSPORTATION DIVISION					
1-7-500.00	SALARIES	12,959.57	97,099.20	127,000.00	29,900.80
1-7-509.00	HEALTH BENEFITS	566.89	5,873.07	8,000.00	2,126.93
1-7-510.00	HRA	78.37	78.37	1,650.00	1,571.63
1-7-511.00	SOCIAL SECURITY TAX	980.98	7,363.84	10,000.00	2,636.16
1-7-512.00	IMRF	794.84	6,422.61	10,000.00	3,577.39
1-7-513.00	UNEMPLOYMENT COMPENSATION	73.91	790.13	700.00	(90.13)
1-7-515.00	UNIFORMS/TESTING	0.00	752.00	600.00	(152.00)
1-7-528.00	INSURANCE	0.00	2,224.00	4,000.00	1,776.00
1-7-532.00	TELEPHONE	140.55	1,537.32	2,200.00	662.68
1-7-544.00	PROFESSIONAL SERVICES	0.00	100.00	1,000.00	900.00
1-7-558.00	OFFICE SUPPLIES	24.95	55.51	500.00	444.49
1-7-561.00	FUEL/OIL	1,365.98	15,160.87	22,000.00	6,839.13
1-7-566.00	VEHICLE REPAIRS	1,275.22	3,398.23	10,000.00	6,601.77
1-7-569.00	VEHICLE MAINTENANCE	(43.14)	9,353.71	7,500.00	(1,853.71)
Total Dept 7 - TRANSPORTATION DIVISION		18,218.12	150,208.86	205,150.00	54,941.14
Dept 8 - ASSESSORS DIVISION					
1-8-500.00	SALARIES	47,095.70	247,178.39	305,000.00	57,821.61
1-8-509.00	HEALTH BENEFITS	4,540.35	46,102.40	70,300.00	24,197.60
1-8-510.00	HRA	805.96	1,978.45	9,000.00	7,021.55
1-8-511.00	SOCIAL SECURITY TAX	3,539.93	18,520.18	25,000.00	6,479.82
1-8-512.00	IMRF	3,098.07	17,071.13	27,500.00	10,428.87
1-8-513.00	UNEMPLOYMENT COMPENSATION	106.48	1,506.49	1,800.00	293.51
1-8-532.00	TELEPHONE/INTERNET	272.51	4,052.58	4,000.00	(52.58)
1-8-534.00	UTILITIES	615.02	3,660.63	4,000.00	339.37
1-8-536.00	TRAVEL EXPENSE	0.00	1,130.75	2,750.00	1,619.25
1-8-537.00	EDUCATION	0.00	1,096.87	3,750.00	2,653.13
1-8-538.00	POSTAGE	0.00	38.25	275.00	236.75
1-8-540.00	PRINTING/PUBLISHING	26.37	580.17	2,000.00	1,419.83
1-8-544.00	PROFESSIONAL SERVICES	0.00	1,050.00	3,000.00	1,950.00
1-8-546.00	DUES/FEES	1,096.00	5,636.45	7,400.00	1,763.55
1-8-558.00	OFFICE SUPPLIES	427.55	1,797.71	2,000.00	202.29
1-8-559.00	OFFICE EQUIPMENT	1,289.62	3,128.03	5,000.00	1,871.97
1-8-561.00	FUEL/OIL	92.62	1,208.61	2,500.00	1,291.39
1-8-565.00	INFORMATION TECHNOLOGY	162.00	17,140.56	19,500.00	2,359.44
1-8-568.00	MISCELLANEOUS	0.00	0.00	500.00	500.00
1-8-569.00	VEHICLE MAINTENANCE	0.00	477.60	2,500.00	2,022.40
Total Dept 8 - ASSESSORS DIVISION		63,168.18	373,355.25	497,775.00	124,419.75
TOTAL EXPENDITURES		209,996.37	1,780,959.67	3,470,785.00	1,689,825.33
Fund 1 - GENERAL TOWN FUND:					
TOTAL REVENUES		29,934.82	2,344,148.52	4,111,316.21	1,767,167.69
TOTAL EXPENDITURES		209,996.37	1,780,959.67	3,470,785.00	1,689,825.33
NET OF REVENUES & EXPENDITURES		(180,061.55)	563,188.85	640,531.21	77,342.36

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 2 - GENERAL ASSISTANCE FUND					
Revenues					
Dept 0					
2-0-400.00	PROPERTY TAX	0.00	33,116.97	33,250.77	133.80
2-0-404.00	INTEREST INCOME	198.57	1,773.75	0.00	(1,773.75)
2-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	126,605.66	126,605.66
Total Dept 0		198.57	34,890.72	159,856.43	124,965.71
TOTAL REVENUES		198.57	34,890.72	159,856.43	124,965.71
Expenditures					
Dept 0					
2-0-500.00	SALARIES	874.97	10,902.26	20,000.00	9,097.74
2-0-511.00	SOCIAL SECURITY TAX	66.93	833.97	1,600.00	766.03
2-0-512.00	IMRF	62.30	822.34	1,800.00	977.66
2-0-537.00	EDUCATION	0.00	0.00	2,000.00	2,000.00
2-0-701.00	EMERGENCY ASSISTANCE	1,124.78	25,129.57	50,000.00	24,870.43
2-0-702.00	GENERAL ASSISTANCE	0.00	0.00	20,000.00	20,000.00
Total Dept 0		2,128.98	37,688.14	95,400.00	57,711.86
TOTAL EXPENDITURES		2,128.98	37,688.14	95,400.00	57,711.86
Fund 2 - GENERAL ASSISTANCE FUND:					
TOTAL REVENUES		198.57	34,890.72	159,856.43	124,965.71
TOTAL EXPENDITURES		2,128.98	37,688.14	95,400.00	57,711.86
NET OF REVENUES & EXPENDITURES		(1,930.41)	(2,797.42)	64,456.43	67,253.85

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 3 - GENERAL ROAD FUND					
Revenues					
Dept 0					
3-0-400.00	PROPERTY TAX	0.00	212,563.91	244,330.62	31,766.71
3-0-402.00	PERS PROP REPLACEMENT TAX	0.00	11,908.13	10,000.00	(1,908.13)
3-0-404.00	INTEREST INCOME	2,243.73	17,048.53	1,000.00	(16,048.53)
3-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	1,238,776.61	1,238,776.61
3-0-410.00	MISCELLANEOUS INCOME	17,710.54	18,175.27	3,000.00	(15,175.27)
3-0-410.01	HWY.ENT.INCOME/BUS REPAIRS	0.00	5,228.02	4,000.00	(1,228.02)
3-0-410.02	HWY.ENT.INCOME/VILL.DEER PARK	3,343.75	46,258.35	190,000.00	143,741.65
3-0-410.03	HWY.ENT.INCOME/VILL.LONG GROVE	6,765.40	84,726.90	40,000.00	(44,726.90)
3-0-410.04	HWY.ENT.INCOME/VILL. NORTH BARRINGTON	989.25	40,279.35	40,000.00	(279.35)
3-0-410.05	HWY.ENT.INCOME/VILL.KILDEER	3,005.46	67,295.78	40,000.00	(27,295.78)
Total Dept 0		34,058.13	503,484.24	1,811,107.23	1,307,622.99
TOTAL REVENUES		34,058.13	503,484.24	1,811,107.23	1,307,622.99
Expenditures					
Dept 1 - ADMINISTRATIVE DIVISION					
3-1-500.00	SALARIES	3,832.98	60,076.65	80,000.00	19,923.35
3-1-511.00	SOCIAL SECURITY TAX	293.22	2,485.93	4,300.00	1,814.07
3-1-512.00	IMRF	183.91	1,888.93	4,900.00	3,011.07
3-1-513.00	UNEMPLOYMENT COMPENSATION	0.00	230.04	500.00	269.96
3-1-528.00	INSURANCE	0.00	26,707.00	27,000.00	293.00
3-1-532.00	TELEPHONE/INTERNET	1,313.60	5,079.30	6,000.00	920.70
3-1-536.00	TRAVEL EXPENSE	0.00	1,117.91	1,500.00	382.09
3-1-537.00	EDUCATION	0.00	2,295.26	3,500.00	1,204.74
3-1-540.00	PRINTING/PUBLISHING	0.00	0.00	1,000.00	1,000.00
3-1-544.00	PROFESSIONAL SERVICES	75.00	1,251.50	3,500.00	2,248.50
3-1-546.00	DUES/FEES	0.00	600.95	500.00	(100.95)
3-1-549.00	PERS.PROP.REPL.TAX-VILL.REFUND	0.00	3,335.20	4,000.00	664.80
3-1-558.00	OFFICE SUPPLIES	223.94	1,862.99	3,000.00	1,137.01
3-1-559.00	OFFICE EQUIPMENT	0.00	856.48	2,500.00	1,643.52
3-1-565.00	INFORMATION TECHNOLOGY	0.00	953.88	2,500.00	1,546.12
Total Dept 1 - ADMINISTRATIVE DIVISION		5,922.65	108,742.02	144,700.00	35,957.98
Dept 4 - MAINTENANCE DIVISION					
3-4-520.00	BUILDING MAINTENANCE	0.00	7,116.63	8,000.00	883.37
3-4-533.00	ENGINEERING SERVICES	0.00	0.00	4,500.00	4,500.00
3-4-534.00	UTILITIES	284.93	4,644.56	7,500.00	2,855.44
3-4-535.00	RENTALS	0.00	87.36	2,000.00	1,912.64
3-4-562.00	OPERATING SUPPLIES	0.00	300.01	4,000.00	3,699.99
3-4-563.00	VEHICLE/HEAVY EQUIPMENT	4,250.00	93,903.00	200,000.00	106,097.00
3-4-564.00	SMALL TOOLS	1,240.08	2,192.75	4,000.00	1,807.25
3-4-567.00	EQUIPMENT MAINTENANCE	328.46	14,242.66	25,000.00	10,757.34
3-4-569.00	VEHICLE MAINTENANCE	6,965.25	30,892.93	35,000.00	4,107.07
3-4-575.00	GARBAGE SERVICE	0.00	0.00	500.00	500.00
3-4-577.00	VILLAGE MATERIALS	3,588.03	17,746.35	40,000.00	22,253.65
3-4-580.00	PAVING	193.80	110,259.32	250,000.00	139,740.68
3-4-598.00	VECTOR DUMP PIT	0.00	0.00	30,000.00	30,000.00
3-4-599.00	CONTINGENCIES	0.00	0.00	10,000.00	10,000.00
3-4-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	650,000.00	650,000.00
Total Dept 4 - MAINTENANCE DIVISION		16,850.55	281,385.57	1,270,500.00	989,114.43
TOTAL EXPENDITURES		22,773.20	390,127.59	1,415,200.00	1,025,072.41
Fund 3 - GENERAL ROAD FUND:					
TOTAL REVENUES		34,058.13	503,484.24	1,811,107.23	1,307,622.99
TOTAL EXPENDITURES		22,773.20	390,127.59	1,415,200.00	1,025,072.41
NET OF REVENUES & EXPENDITURES		11,284.93	113,356.65	395,907.23	282,550.58

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 4 - PERMANENT ROAD FUND					
Revenues					
Dept 0					
4-0-400.00	PROPERTY TAX	0.00	1,056,381.30	1,060,161.00	3,779.70
4-0-404.00	INTEREST INCOME	1,409.09	9,462.97	1,500.00	(7,962.97)
4-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	669,919.32	669,919.32
4-0-410.00	MISCELLANEOUS INCOME	0.00	100.00	1,000.00	900.00
4-0-410.01	MFT FUND	0.00	65,564.46	90,000.00	24,435.54
4-0-410.02	ROAD BONDS	0.00	1,250.00	300.00	(950.00)
Total Dept 0		1,409.09	1,132,758.73	1,822,880.32	690,121.59
TOTAL REVENUES		1,409.09	1,132,758.73	1,822,880.32	690,121.59
Expenditures					
Dept 0					
4-0-500.00	SALARIES	54,886.51	337,690.07	450,000.00	112,309.93
4-0-509.00	HEALTH BENEFITS	5,590.21	49,156.61	90,000.00	40,843.39
4-0-510.00	HRA	470.22	569.36	4,500.00	3,930.64
4-0-511.00	SOCIAL SECURITY TAX	4,108.95	25,326.22	34,500.00	9,173.78
4-0-512.00	IMRF	3,785.53	24,897.79	39,500.00	14,602.21
4-0-513.00	UNEMPLOYMENT COMPENSATION	153.37	2,095.65	1,900.00	(195.65)
4-0-515.00	UNIFORMS/TESTING	991.57	6,458.13	6,800.00	341.87
4-0-535.00	RENTALS	0.00	81.00	2,000.00	1,919.00
4-0-561.00	FUEL/OIL	1,334.88	28,884.58	55,000.00	26,115.42
4-0-562.00	OPERATING SUPPLIES	388.69	5,705.32	8,000.00	2,294.68
4-0-563.00	VEHICLE/HEAVY EQUIPMENT	0.00	0.00	20,000.00	20,000.00
4-0-570.00	ROAD SIGNS/JULIE	0.00	4,397.06	4,500.00	102.94
4-0-575.00	GARBAGE SERVICE	0.00	0.00	500.00	500.00
4-0-580.00	PAVING	0.00	0.00	45,000.00	45,000.00
4-0-582.00	STORM WATER	2,788.30	457,523.90	525,000.00	67,476.10
4-0-584.00	STREET LIGHTS	0.00	6,571.59	12,000.00	5,428.41
4-0-586.00	ROAD SALT AND LIQUID DE-ICER	4,494.00	25,929.82	75,000.00	49,070.18
4-0-587.00	ROAD SUPPLIES & TREE REMOVAL	0.00	6,193.97	25,000.00	18,806.03
4-0-599.00	CONTINGENCIES	0.00	0.00	10,000.00	10,000.00
4-0-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	300,000.00	300,000.00
Total Dept 0		78,992.23	981,481.07	1,709,200.00	727,718.93
TOTAL EXPENDITURES		78,992.23	981,481.07	1,709,200.00	727,718.93
Fund 4 - PERMANENT ROAD FUND:					
TOTAL REVENUES		1,409.09	1,132,758.73	1,822,880.32	690,121.59
TOTAL EXPENDITURES		78,992.23	981,481.07	1,709,200.00	727,718.93
NET OF REVENUES & EXPENDITURES		(77,583.14)	151,277.66	113,680.32	(37,597.34)

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 5 - PARK MAINTENANCE FUND					
Revenues					
Dept 0					
5-0-400.00	PROPERTY TAX	0.00	298,954.58	300,006.88	1,052.30
5-0-404.00	INTEREST INCOME	288.62	1,560.33	500.00	(1,060.33)
5-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	191,970.17	191,970.17
5-0-410.00	MISCELLANEOUS INCOME	0.00	3,937.25	10,000.00	6,062.75
5-0-410.01	KNIGGE PARK - STUDENT PARKING LOT REV	0.00	15,750.00	15,000.00	(750.00)
5-0-410.02	YOUTH SPORTS - PARK REV	0.00	2,500.00	3,170.00	670.00
Total Dept 0		288.62	322,702.16	520,647.05	197,944.89
TOTAL REVENUES		288.62	322,702.16	520,647.05	197,944.89
Expenditures					
Dept 0					
5-0-500.00	SALARIES	11,627.00	102,469.76	110,000.00	7,530.24
5-0-511.00	SOCIAL SECURITY TAX	879.06	7,828.50	8,700.00	871.50
5-0-512.00	IMRF	801.76	5,754.32	10,000.00	4,245.68
5-0-513.00	UNEMPLOYMENT COMPENSATION	117.62	988.88	500.00	(488.88)
5-0-520.00	BUILDING MAINTENANCE	6,212.35	23,811.55	18,500.00	(5,311.55)
5-0-521.00	PARK MAINTENANCE	351.98	22,345.77	50,000.00	27,654.23
5-0-534.00	UTILITIES	1,629.19	13,884.18	18,000.00	4,115.82
5-0-555.00	SCHOLARSHIP/KNIGGE PARKING REV	0.00	23,000.00	23,000.00	0.00
5-0-562.00	LANDSCAPING SUPPLIES	0.00	2,918.20	15,000.00	12,081.80
5-0-563.00	PLAYGROUND EQUIPMENT	0.00	0.00	5,000.00	5,000.00
5-0-568.00	MISCELLANEOUS	0.00	186.74	1,000.00	813.26
5-0-600.00	CAPITAL IMPROVEMENTS	0.00	8,127.45	47,500.00	39,372.55
5-0-601.00	ETCP IMPROVEMENTS	0.00	14,350.83	25,000.00	10,649.17
Total Dept 0		21,618.96	225,666.18	332,200.00	106,533.82
TOTAL EXPENDITURES		21,618.96	225,666.18	332,200.00	106,533.82
Fund 5 - PARK MAINTENANCE FUND:					
TOTAL REVENUES		288.62	322,702.16	520,647.05	197,944.89
TOTAL EXPENDITURES		21,618.96	225,666.18	332,200.00	106,533.82
NET OF REVENUES & EXPENDITURES		(21,330.34)	97,035.98	188,447.05	91,411.07

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2020 INCREASE (DECREASE)	YTD BALANCE 01/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 6 - CEMETERY MAINTENANCE FUND					
Revenues					
Dept 0					
6-0-400.00	PROPERTY TAX	0.00	7,965.95	8,000.19	34.24
6-0-404.00	INTEREST INCOME	384.04	3,231.82	400.00	(2,831.82)
6-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	246,971.66	246,971.66
6-0-410.01	FAIRFIELD CEMETERY REVENUE	0.00	0.00	2,000.00	2,000.00
6-0-410.02	LAKE ZURICH CEMETERY REVENUE	2,800.00	15,750.00	12,000.00	(3,750.00)
Total Dept 0		3,184.04	26,947.77	269,371.85	242,424.08
TOTAL REVENUES		3,184.04	26,947.77	269,371.85	242,424.08
Expenditures					
Dept 0					
6-0-500.00	SALARIES	346.14	3,807.63	7,000.00	3,192.37
6-0-508.00	CEMETERY BOARD	0.00	0.00	1,500.00	1,500.00
6-0-511.00	SOCIAL SECURITY TAX	26.48	290.06	750.00	459.94
6-0-512.00	IMRF	0.00	104.94	250.00	145.06
6-0-521.00	CEMETERY MAINTENANCE	96.04	11,416.32	35,000.00	23,583.68
6-0-522.00	BURIAL EXPENSES	0.00	3,500.00	9,500.00	6,000.00
6-0-523.00	CREM SCATTER GARDEN	0.00	0.00	7,500.00	7,500.00
6-0-536.00	TRAVEL EXPENSE	0.00	0.00	100.00	100.00
6-0-537.00	EDUCATION	0.00	0.00	200.00	200.00
6-0-544.00	PROFESSIONAL SERVICES	0.00	0.00	2,000.00	2,000.00
6-0-564.00	SMALL TOOLS	0.00	2,871.85	4,000.00	1,128.15
6-0-568.00	MISCELLANEOUS	32.25	2,551.41	2,000.00	(551.41)
6-0-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	100,000.00	100,000.00
Total Dept 0		500.91	24,542.21	169,800.00	145,257.79
TOTAL EXPENDITURES		500.91	24,542.21	169,800.00	145,257.79
Fund 6 - CEMETERY MAINTENANCE FUND:					
TOTAL REVENUES		3,184.04	26,947.77	269,371.85	242,424.08
TOTAL EXPENDITURES		500.91	24,542.21	169,800.00	145,257.79
NET OF REVENUES & EXPENDITURES		2,683.13	2,405.56	99,571.85	97,166.29
TOTAL REVENUES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS					
NET OF REVENUES & EXPENDITURES					
		69,073.27	4,364,932.14	8,695,179.09	4,330,246.95
		336,010.65	3,440,464.86	7,192,585.00	3,752,120.14
		(266,937.38)	924,467.28	1,502,594.09	578,126.81



Payroll Check Register Report For Eia Township  
For Check Dates 1/7/2019 to 2/10/2020

Name	Check Net
AXA EQUITABLE-EQUI VEST	515.8
CINCINNATI LIFE INS	161.55
EFTPS	34,647.18
ILL DEPT OF REVENUE	6,596.89
ILLINOIS MUNICIPAL	15,410.42
WISCONSIN DEPT OF REVENUE	26.35
EMPLOYEE PAYROLL	107,924.18
Total Payroll	165,282.37

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To: Ela Township Board  
From: Susan Dillon  
Re: Board Report for February 2020

February 2020

Dear Ela Township Board:

It's hard to believe we have already completed one month in 2020. Some of our "experiments" for 2020 have already been successful, and we're thrilled at how the year has begun. Participation is up in general and we have 55 "out-of-township" members to date that have paid their annual fee.

We started two brand new evening exercise programs for 2020: Pilates on Monday evenings, and Tai Chi on Thursday evenings. We have been encouraged by the numbers of both classes thus far and that's a great sign moving forward. Kim Witkowski was our main Fitness Instructor who taught several classes here and retired at the end of December 2019. She had a massive following as she was an instructor for us when we were housed at the Foglia YMCA through the end of 2019, and we were curious if her "followers" would stick around. It has been a pleasantly smooth transition so far with Laura Burk, who has taken over Kim's classes and made them her own. She is a registered and licensed dietician nutritionist, corrective exercise specialist, and yoga instructor so her knowledge in a variety of areas has been extremely beneficial for our members.

To save the cost of a Coach Bus (which costs us over \$1000), we tried doing a play in Arlington Heights and made it a self-drive event. Not only did we sell all 50+ tickets, but we had to request more and STILL had a waiting list. This is a great sign that we may be able to keep costs down moving forward for some closer venues, and that people are willing to drive if necessary. We still plan on having a Coach Bus for the overwhelming majority of the trips, but this is a nice alternative just in case we need to use it.

Finally, we switched Jim's monthly presentations to a Lunch & Learn program to cut costs on outside speakers per month, and we found that to be another extremely smooth transition with over 30 attendees. Chef Lynn was thrilled to be able to serve them all lunch and has consistently seen between 25-50 participants for every Lunch & Learn so far in 2020.

Cuisine Club had over 55 seniors for brunch at Beelows. As usual, the food was delicious, and the seniors had a great time.

Our Long Distance Trips into 2020 and even 2021 have had an amazing turnout and we have several trips that already have 30+ participants signed up. This continues trends from 2019 that people seem to want more and more Long Distance Travel.

Thank you again for your continued support,

Jim Dalbec  
Assistant Director  
Ela 55+

**Ela Family Services  
January 2020 Monthly Board Report**

**Highlights of January 2020**

- Charity Knit and Crochet holiday potluck - Thank you LZ Rosati's Pizza!
- Interviews with prospective social work/counseling student interns 2020/2021
- More turkey and ham dinner donations from Jewel.
- Tour of Ela Historical Society
- Wrap up of Winter Declutter group
- Casey Cannon is now a Licensed Social Worker!!!

**Active membership:** AITCOY, Ela Coalition Against Youth Substance Abuse, Stand-Up Task Force Coalition, Opioid Initiative, APSW, and Lake County Behavioral Health, Heart Centered Hypnotherapy.

**Financial Outreach:** EA/GA cases, lending closet, adult products, Salvation Army, homeless services, Consumer Credit Counseling, and employment support and resume building.

**Group Outreach:** 3 Yoga Nidra groups, Friday Morning Meditation group, Zurich Meadows Senior Support group, DBT, De-Clutter Group, Charity Knit & Crochet, and Grief group.

**Outreach to community:** Lake Zurich, Kildeer, and Hawthorn Woods Police departments, area Fire Departments, Lake Zurich Village, Lake Zurich School District 95, Ela Township Churches, and Community Dinner at St Frances de Sales. Providing community service jobs/hours to teens.

**Looking forward:**

- New Spring Declutter group in April
- Interns interviews
- Tour of Zacharias Center for current interns

**Ela Family Services continues to provide Ela Township residents with crisis intervention, individual, couples, and family therapy and/or counseling, case management, information & referrals and group work. Our department works closely with LZPD providing support /crisis services to the community. We are currently developing some new groups for the future for Liberty Lakes and Zurich Meadows. The lending closet is extremely busy with providing equipment and accepting donations from the community. Ela residents are appreciative of this service. We continue to be busy with Emergency Assistance cases. These cases require a lot of attention to detail and follow-up. Our interns provide weekly outreach phone calls to disabled, and isolated residents.**

Thank you for your continued support,

Susan W. Fackler LCSW CADCRYT

## Youth Board Report for January 2020

January 2020

Dear Ela Township Board,

Staffing has been switched up a bit as of late. Nicole, is now stationed at Homework Club with Ben. Aidan is continuing to grow and is now working every day during the week except Wednesdays. Joe has moved to be the site coordinator at Teen Club, at the Foglia YMCA, to work with Kevin. We have also hired a new youth staff member, Haley, who began last week. She will be working at Homework Club Mondays, Wednesdays, and Fridays and at Teen Club on Tuesdays and Thursdays. So far these changes have been working out tremendously!

We have also had a few new faces join us for the program this semester. Below are a few of our hit crafts for this month!



We held two Kids Days Off programs this month. The one on Friday, January 17<sup>th</sup> was a field trip to the United States Gymnastics Training Center in Lake Zurich with 22 children. The following Monday, January 20<sup>th</sup> was a much smaller group at the Community Center for MLK Day. They watched a video on MLK's "I Have a Dream" speech and discussed the importance of the day. They also did a craft, went to the Ela library and had cupcakes to celebrate Mr. King's birthday!

The following programs are now open to all for registration: Spring Break Camp 2020, Shooting Stars Summer Camp 2020, Homework Club 2020-2021, and Teen Club 2020-2021. These are in addition to our already open February Kids Days Off and upcoming Safe Sitter classes. The word is spreading about our programs and registrations are coming in! With the help of Jessica, I have been updating program content and the pictures in the youth section of our township's website! A change we made this month is a new \$50 registration fee for Shooting Stars Summer Camp and both after school programs for next school year. We are only accepting those registration fees now and mid-April will begin accepting payments. Also, as of this week we can accept credit card payments!

Safe Sitter Essentials ran from 10:00am-4:00pm on Saturday, January 11<sup>th</sup> and it was our biggest class yet: 18 students! There continues to be people in the community interested in having their kids be a part of these classes.

We remain busy taking in new registrations, inputting their data, and sending newly created confirmation emails for all programs. In addition, to ensure all of the youth staff is on the same page, we are doing Monday meetings.

Thank you for your continued support of our staff and programs,

Ela Township Youth Department

# ELA TOWNSHIP BUS SERVICE MONTHLY REPORT

## BUS SERVICE

Jan-20
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Feb-20
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Mar-20
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Apr-20
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May-20
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Jun-20
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Ridership (One Way) - Ela	390
Ridership (One Way) - Wauconda	104
Total Number of Rides	494
Revenue Miles - Ela	2530
Revenue Miles - LC	989
Total Miles	3519
Revenue Hours - Ela	265
Revenue Hours - LC	53.75
Total Hours	318.75
Days in Service - Ela	22
Days in Service - LC	22
Fuel Usage (gallons)	648 Reg 157.2 Diesel
Lift Usage	104
Ridership - Senior Trips	
Ridership - Youth Trips	8 trips 113 rides



**Ela Township Highway Department**  
Andrew Forster, Highway Commissioner  
Address: 23605 N. Echo Lake Rd. • Lake Zurich, IL 60047  
Phone: 847-438-2371 Fax: 847-438-0457  
E-mail: [highway@elatownship.org](mailto:highway@elatownship.org)

### Highway Department's Monthly Report February 2020

- In between snow removal efforts the Highway Department is continuously working on street signs, tree maintenance, potholes and minor drainage projects.
- Total income for January from Village Contracts \$48,257.07
- Village of Deer Park – 26 work tickets preformed
  - Labor charge \$2,492.00
  - Material charge \$530.00
  - Equipment charge \$337.50
  - Totaling \$ 3,359.50
  - Snow plowing Agreement \$38,635.82
- Village of Kildeer – 8 work tickets preformed
  - Labor charge \$1,512.00
  - Material charge \$181.00
  - Equipment charge \$427.50
  - Totaling \$2,120.50
- Village of Long Grove – 35 work tickets preformed
  - Labor charge \$3,556.00
  - Material charge \$427.75
  - Equipment charge \$157.50
  - Totaling \$4,141.25
- Village of North Barrington – 0 work tickets preformed
  - Labor charge \$
  - Material charge \$
  - Equipment charge \$
  - Totaling \$
- Labor hours performed throughout Ela Township ~ 146 work tickets preformed
  - Assessor – 0 work tickets equaling 0 hours
  - Buses – 4 work tickets equaling 12.5 hours
  - Cemetery – 2 work tickets equaling 3 hours
  - Community Center – 12 work tickets equaling 18.5 hours
  - Highway Department (unincorporated) – 101 work tickets equaling 460.75 hours
  - Historical – 8 work tickets equaling 8 hours
  - Parks – 10 work tickets equaling 10.75 hours
  - Social Worker – 0 work ticket equaling 0 hours
  - Town Hall – 9 work tickets equaling 8.75 hours



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Date: February 13, 2020

To: Township Supervisor and Board of Trustees

From: William Stefaniuk, Township Manager

Subject: Board Report – January 2020

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**Bus Update:**

The new bus was delivered at Ela Town Hall on Tuesday, February 11, 2020. The bus will be scheduled to have decals placed on the exterior prior to being officially put into service. Final payment will be mailed to Midwest Transit on Friday, February 14, 2020 to complete the transaction.

**Budget Planning:**

Budget planning was in full swing in January. Department heads were provided with and turned in their requested 2020-21 budget information by Friday, January 31, 2020. I have been meeting with department heads to discuss budget their requests in advance of scheduled budget meetings to review data accuracy, goals and needs in the new fiscal year. I also reached out to the Ela Historical Society staff to discuss and acquire a list of building maintenance items proposed for the next fiscal year.

Per the request of made by Township board members during prior budget meetings held last year, salary schedules have been added for each department, including any anticipated rate increases proposed by department heads. Otherwise, staff met with multiple vendors over the month of January to acquire cost estimates for potential future projects to be discussed during upcoming Township budget meetings in February.

**2020 Landscaping Season:**

Per the Parks Committee meeting in January 2020, the committee came to a consensus agreement to continue current bed/tree ring maintenance and spring/fall cleanups with Milieu Landscaping. The Highway Department agreed to continue to provide mowing services going forward, which was expressed to be a mutual benefit between their department and the Township. I reached out to provide notice to Milieu Landscaping that the Township will be extending for the following season and requested for them to provide the Township with a renewal letter confirming service for the upcoming 2020 season.



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SINCE 1917

## EVANS, MARSHALL & PEASE, P.C.

CERTIFIED PUBLIC ACCOUNTANTS  
AND CONSULTANTS

1875 Hicks Road  
Rolling Meadows, Illinois 60008

Telephone (847) 221-5700  
Facsimile (847) 221-5701

December 31, 2019



Gloria Palmblad, Supervisor  
Ela Township  
1155 East Route 22  
Lake Zurich, IL 60047

Dear Gloria:

Enclosed is the engagement letter covering the fiscal year March 31, 2020. You will be pleased to note, again this year, there is no increase over last year. If all is to your satisfaction, please sign and return to us. As always, we look forward to working with you and your staff again this year.

Please call if you have questions or need clarification.

Very truly yours,

Jeffery M. Rollefson, C.P.A.  
Evans Marshall and Pease, P.C.



SINCE 1917

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1875 Hicks Road  
Rolling Meadows, Illinois 60008

Telephone (847) 221-5700

Facsimile (847) 221-5701

December 31, 2019

Ela Township  
1155 East Route 22  
Lake Zurich, Illinois 60047

To Board of Trustees and Management of Ela Township:

We are pleased to confirm our understanding of the services we are to provide Ela Township for the year ended March 31, 2020. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Ela Township as of and for the year ended March 31, 2020.

The other information (OI) which consists of the management's discussion and analysis, budgetary comparison information, Schedule of Changes in Net Pension Liability and Related Ratios - IMRF and Schedule of Employers Contributions - IMRF, are the responsibility of management and presented for the purposes of additional analysis and are not a required part of the basic financial statements. Such information will not be subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we will not express an opinion or provide any assurance on it.

### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with the modified cash basis of accounting. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level

of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Ela Township's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

#### **Other Services**

We will also prepare the financial statements and the Comptrollers Annual Financial Report of Ela Township in conformity with modified cash basis of accounting based on information provided by you. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

#### **Management Responsibilities**

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with the modified cash basis of accounting.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You agree to assume all management responsibilities for financial statement preparation services and any other non-attest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

**Engagement Administration, Fees, and Other**

The audit documentation for this engagement is the property of Evans, Marshall and Pease, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to state and federal agencies, or their designees. We will notify you of any such requests. If requested, access to such audit documentation will be provided under the supervision of Evans, Marshall and Pease, pc personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators or their designee. The regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Jeffery M. Rollefson, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will not exceed \$7,670, including out-of-pocket expenses for the year ended March 31, 2020. Our invoices for these fees will be rendered upon delivery of the final reports and are payable upon presentation. We reserve the right to invoice half of the fees at the conclusion of fieldwork should circumstances warrant. Of course we will be available to you at any time in order to meet your accounting, auditing or consulting requirements. We agree that in the event unforeseen circumstances, beyond our control, develop, we will so inform you and gain approval before proceeding further.

We appreciate the opportunity to be of service to Ela Township and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign and return it to us.

Very truly yours,

*Evans, Marshall and Pease, P.C.*

Evans, Marshall and Pease, P.C.

**RESPONSE:**

This letter correctly sets forth the understanding of Ela Township:

By: *Gloria M. Palmblad*

Title: *Supervisor*

Date: \_\_\_\_\_

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## COMMUNITY CENTER SPECIAL EVENT RENTAL AGREEMENT

### General Information:

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_ Contact #: \_\_\_\_\_

**NOTE: The person listed above is the designated contact and must be present during the rental period.**

**NAME & PHONE # OF 1-2 ADDITIONAL PEOPLE THE TOWNSHIP MAY CONTACT FOR THIS RENTAL:**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_  
NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

### Event Information:

Type of Event: \_\_\_\_\_

Date/Time of Event: \_\_\_\_\_ Year: \_\_\_\_\_

Facility/Amenities Requested: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Is there an admission charge or donation for this event? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, what is the amount and purpose of the fee? \_\_\_\_\_

Is your organization planning to bring additional materials, equipment, or food on premises? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please describe: \_\_\_\_\_

**2020 Rental Fee Schedule:**

<b>ELA TOWNSHIP COMMUNITY CENTER</b>	<b>UP TO 4 HRS</b>	<b>AFTER 4 HOURS</b>
<b>Community Room</b>	<b>\$200</b>	<b>\$50 P/HR</b>
<b>Activity Room</b>	<b>\$100</b>	<b>\$50 P/HR</b>
<b>Conference Room</b>	<b>\$100</b>	<b>\$50 P/HR</b>
<b>Outdoor Patio Area</b>	<b>\$100</b>	<b>\$50 P/HR</b>

Rental Fee Waiver/Reduction: \_\_\_\_\_

**Hours of Use, Rental Fees & Deposit:**

- a. Additional rental time following the 4-hour rental period can be purchased at an hourly rate of \$50 per hour.
- b. Any special event will require having a designated Ela Township representative available on-site during the rental period of the event.
- c. A deposit of 50% of room rental fees is due when the rental agreement is executed/signed, and the application is approved. The remaining balance, including all other fees and deposits, is due a minimum of 30 calendar days prior to the event.
- d. There is a mandatory \$250 security deposit for all types of events, which will be returned upon verification that no damage has occurred to any rented facility/room, including any associated equipment, etc.

**Rental Information, Rules, and Regulations:**

The following rules and regulations apply to Ela Township facilities being used for private use. Designated facilities are available for rental when they are not needed for Ela Township related business and/or programs. Ela Township reserves the right to govern facility use or cancel agreements with a full refund if deemed in the Township's best interest of its facilities, conduct repairs, or any other unforeseen extenuating circumstance.

Everything Ela Township does with their facilities is subsidized by tax dollars. Although programs, services and facilities available have a value and benefit to individuals, families, the community and the economy, a strategy of the Township is to generate non-tax revenue for cost recovery and lessen the burden to taxpayers. Therefore, rental fees at Ela Township facilities are established to provide a revenue stream in recovering operational costs at Township-owned facilities.

Ela Township does not discriminate against any renter regarding the rental or use of its public facilities on the basis of race, color, religion or creed, marital status, sex, national origin or ancestry, sexual orientation, age, citizenship status, military or veteran status, genetic information or disability. Subsequently, Ela Township will not rent or allow use of any Township-owned facility to any person and/or organization that illegally discriminates based on any of the aforementioned protected classes.

**a. General Policies**

- 1. Rental Assignment: Facility rentals will be assigned on a first come, first serve basis. It is understood that completing and signing this agreement is a **request** until it is approved, and the required fees are paid. Upon approval, this request then becomes a contractual agreement. All requests must be received



21 days prior to the rental date requested unless otherwise approved and will be reviewed within or up to 10 business days of being received.

2. Facility Use Priorities: Facility rentals are made available to local organizations/community groups and other government agencies within Ela Township limits. In any case, Ela Township programs and events will take precedence when scheduling and facility use priority is considered.
3. Music/Audio Equipment: No bands, music, loud speakers, microphones, amplifiers or any other audio equipment may be used without prior approval.
4. Township Equipment: Any Township-owned equipment may not be moved, rearranged, or altered for purposes other than its intended use. Township equipment shall not be removed from the facility.
5. Decorations: Any decorations require prior approval by Township staff. No signs or decorations are to be taped, nailed or otherwise attached to walls, windows, ceilings or any other Township property without written approval. Decorations must be fireproof. Balloons must be secured and not released.
6. Fire/Open Flame: Use of any device that uses fire or an open flame is strictly prohibited without prior approval in written form.
7. Minors: Children must be under the direct supervision of an adult at all times.
8. Facility/Equipment Damage: Any damage to the facility or equipment must be reported as soon as possible to Township staff and renters shall be held responsible.
9. Parking Lot Use: General use of the Township parking lot is included in the aforementioned rental fees and shall be left in a clean and orderly fashion.
10. Rejection: Applications for facility use may be denied or terminated if the nature of the rental is in direct competition with Ela Township programming or deemed unsuitable with regards to the intended use.
11. Cancellations/Refunds: Cancellations made at least 30 calendar days in advance of the rental date will receive a full refund of the rental fee. All other cancellations will be refunded less 20% of the total facility rental fee. Ela Township will work with the renter to reschedule their event, if canceled due to extenuating circumstances.
12. Recurrent Use: There is no recurrent use of any Township facility for an event without prior approval.
13. Illegal Activity: All groups and individuals using Township facilities shall comply with City, County, State, and Federal laws. Illegal acts, including but not limited to fighting, gambling and lewd conduct are prohibited. Any disorderly conduct or violation of any rules or regulations of the Township shall be just cause for immediately voiding a permit and may be a cause for future denial of a permit and/or contact of local police authorities.
14. Alcohol Use: No alcoholic beverages are allowed at Ela Township facilities during rentals at any time.
15. Smoking, Vaping, and/or Tobacco/Cannabis Use: Smoking, vaping, and/or tobacco use of any kind is not permitted on Township property. Cannabis may not be possessed, smoked, or otherwise ingested anywhere on Township property.

**b. Setup:**

1. Renters are solely responsible for the setting up of their event. If a renter uses an external vendor to setup their event; the renter must have a designated representative present to meet with the vendor for any pre-setup meetings, including during the setup or breakdown of the event by an external vendor. The renter will assume any and all liability for any damage or injuries, etc. associated with using an external vendor.

**c. Cleanup:**

1. Renters are responsible for any cleanup of any rented rooms and includes, but is not limited to, wiping of table tops, cleaning of chairs, disposing of all litter into proper trash receptacles, cleaning up all spillage of debris/liquids on floors, and removal of all user-owned or leased (non-Township owned) items by the end of the rental. Storage is not provided at Township facilities.

**d. General Liability Insurance:**

1. It is fully understood and agreed that the representative requesting the rental and their organization guarantees to full extent permitted by law to defend, indemnify and hold harmless Ela Township, its officers, employees, volunteers and agents against any and all liabilities, claims, damages, losses, costs

and expenses (including attorney fees) arising indirectly or directly in connection with or under, or as a result of this agreement.

2. The use of facilities may be required to furnish a Certificate of Insurance and list Ela Township as an additional insured for no less than \$1,000,000.

**BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ THIS FORM. I UNDERSTAND AND ACCEPT THE CONDITIONS STATED.**

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

**Please sign and return this Rental Agreement to:**

**Ela Township  
ATTN: Will Stefaniuk  
1155 E. Route 22  
Lake Zurich, IL 60047  
Phone: (847) 438-7823  
Fax: (847) 438-9269  
Email: [wills@elatownship.org](mailto:wills@elatownship.org)**

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**AN INTERGOVERNMENTAL AGREEMENT BETWEEN ELA TOWNSHIP AND THE ELA TOWNSHIP  
HIGHWAY DEPARTMENT**

This Agreement is made and entered into this 11<sup>th</sup> day of February 2020, by and between ELA TOWNSHIP, a unit of local government of the State of Illinois (hereinafter "ELA") and the ELA TOWNSHIP HIGHWAY DEPARTMENT, a unit of local government of the State of Illinois (hereinafter "HIGHWAY DEPARTMENT"), collectively known as the "PARTIES."

**RECITALS**

WHEREAS, units of local government are enabled by Article VII, Section 10 of the Illinois Constitution, to enter into agreements to "...obtain or share services and exercise, combine or transfer any power or function in any manner not prohibited by law or ordinance...participating units of government may use their credit, revenue and other resources to pay costs and to serve as debt related to intergovernmental activities"; and

WHEREAS, ELA and the HIGHWAY DEPARTMENT are authorized pursuant to 5 ILCS 220 et. seq. to exercise their intergovernmental cooperation through intergovernmental agreements and intergovernmental contracts; and

WHEREAS, the HIGHWAY DEPARTMENT is interested in shared funding for the position of the TOWNSHIP MANAGER, who can be used by the HIGHWAY DEPARTMENT and ELA, providing their taxpayers with more affordable services and

WHEREAS, the position of the TOWNSHIP MANAGER reports to the ELA TOWNSHIP SUPERVISOR, who is solely responsible for his duties and supervision, Ela Township Supervisor agrees that the TOWNSHIP MANAGER will be responsible for providing administrative and management consulting support services to HIGHWAY DEPARTMENT staff and operations as described herein, such services to account for up to one fourth of the Township Manager's time; and

WHEREAS, this agreement between ELA and the HIGHWAY DEPARTMENT will remain in effect until the end of April 2021, after which this agreement will be considered for renewal on a recurring 4-year term basis.

NOW, THEREFORE, for and in consideration of the mutual promises contained herein and upon the further consideration of the recitals set forth above, it is hereby mutually agreed by and between the HIGHWAY DEPARTMENT and ELA, as follows:

1. The recitals set forth above are hereby incorporated herein.
2. The HIGHWAY DEPARTMENT shall be responsible for \$25,000.00 of the costs associated with the TOWNSHIP MANAGER's duties, payment to be made as one lump sum.

3. The HIGHWAY DEPARTMENT AND ELA agree that the TOWNSHIP MANAGER shall be the primary point of contact both from third party requests and between the PARTIES (and copied on all related Township departmental emails) for the HIGHWAY DEPARTMENT'S continued provision of building and park maintenance services, including those for youth sports organizations.
4. The TOWNSHIP MANAGER shall oversee all agreements and communications between both parties for all landscaping and snow and ice removal services of Ela Township properties.
5. The TOWNSHIP MANAGER will assist the HIGHWAY DEPARTMENT, as it requests, with Ela Township Board communications.
6. The HIGHWAY DEPARTMENT will be permitted to utilize the TOWNSHIP MANAGER'S services as outlined within the recitals, subject to the supervision by the Ela Township Supervisor. It is expected between the PARTIES that the great bulk by the TOWNSHIP MANAGER'S services authorized herein will be done at his current Ela Township offices.
7. This agreement is subject to approval of the Ela Township Board.

#### **GENERAL PROVISIONS**

1. This Agreement supersedes any and all other agreements, either oral or written between the parties hereto with respect to the subject matter hereof and contains all of the agreements between the parties hereto with respect to the said matter. Each party to this agreement acknowledges that no representations, promises, or agreements, oral or otherwise, have been made by either party which are not embodied herein, and that no other agreements, statements, or promises not contained within this Agreement shall be valid or binding.

#### **ELA TOWNSHIP HIGHWAY DEPARTMENT**

X

\_\_\_\_\_  
Andrew Forster  
Highway Commissioner

#### **ELA TOWNSHIP**

X

\_\_\_\_\_  
Gloria Palmblad  
Township Supervisor