



**Ela Township  
Board Meeting  
Thursday,  
May 14, 2020  
7:00 P.M.  
Ela Town Hall  
1155 E. RT 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, May 14, 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 April 9, 2020
6. Approval of Board Meeting Minutes of March 12, 2020 (Tabled)
7. Committee Meeting Minutes – accept minutes from COW dated May 7, 2020
8. Approval of Board Audit from 4/7/20 to 5/12/20
9. Monthly Updates from Elected Officials and Township Manager

OLD BUSINESS

NEW BUSINESS

10. Line Item Transfers – consideration & possible action to approve Line Item Transfers as presented for close of FY 3/31/20
11. Year 18 MS4 Compliance – consideration & possible action to approve Proposal for Consulting Services Year 18 MS4 Compliance from Gewalt Hamilton
12. Closed Executive Session
13. Consideration and possible action on items discussed in closed session
14. Adjourn

Ela Township

May 12, 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, April 9, 2020 – 7:00 P.M.  
Ela Town Hall – Lower Level Board Room

**Meeting Minutes - Unapproved**

1. Call to Order:  
Supervisor Palmblad called the April 9, 2020 Board meeting to order at 7:01 P.M.
2. Board Roll Call: Present were Supervisor Palmblad, Deputy Clerk Case, and Ela Township Manager Stefaniuk. Trustees Bos, Bowman, Jennings, and Sikes, as well as Assessor Barrington and Highway Commissioner Forster were present via video conference (Zoom).
3. Pledge of Allegiance
4. Public Comment: At this time, we welcome any public comments not pertaining to anything on the following agenda. Three minutes a piece or a total of fifteen minutes. No comments were made.
5. Approval of Meeting Minutes of March 12, 2020: (Tabled)

6. Approval of Board Audit from 3/10/20 to 4/6/20:

The Deputy Clerk read the Board Audit from March 10, 2020 – April 6, 2020:

<u>TOTAL GENERAL TOWN FUND</u>	<u>-----\$ 66,642.45</u>
<u>TOTAL GENERAL ASSISTANCE FUND</u>	<u>-----\$ 0.00</u>
<u>TOTAL GENERAL ROAD FUND</u>	<u>-----\$ 7,661.58</u>
<u>TOTAL PERMANENT ROAD FUND</u>	<u>-----\$ 34,524.19</u>
<u>TOTAL PARK MAINTENANCE FUND</u>	<u>-----\$ 3,171.35</u>
<u>TOTAL CEMETERY MAINTENANCE FUND</u>	<u>-----\$ 82.25</u>
<u>TOTAL PAYROLL</u>	<u>-----\$ 151,692.33</u>

TOTAL OF ALL FUNDS-----\$ 263,774.15

A motion by Trustee Bowman and seconded by Trustee Sikes to authorize the payment of the board audit (March 10, 2020 – April 6, 2020) as read, motion passed 5 to 0.

7. Monthly Updates from Elected Officials and Township Manager:  
(Senior – Social Work – Youth-Y– Bus– Communication - Highway)

Supervisor Report: Due to the stay-at-home order, we have decided to postpone the Spring/Summer 2020 Township Newsletter. We looked at the cost of sending a postcard to Township residents offering essential services per department, but it was very expensive. We decided to send out a smaller, less expensive, one-color postcard to senior residents only notifying them of the senior freeze and disability exemptions, along with 55+ services and curbside meal pick up. The Annual Town meeting has been postponed until further notice and report from county regarding tax levy funding has been delayed.



Clerk's Report: No report at this time.

Township Manager Report: Report attached to minutes.

Trustees Reports:

Bos: Thank you to everyone for your hard work, nothing new to report at this time

Bowman: Thank you to everyone for your hard work, nothing new to report at this time.

Jennings: No report at this time.

Sikes: Thank you to Supervisor Palmblad, Township Manager Stefaniuk, and all department heads for all of their hard work during this time.

Assessor: No report at this time.

Highway Commissioner: Report attached to minutes.

Senior and Youth Report: Report attached to minutes.

Social Worker Report: Report attached to minutes.

#### OLD BUSINESS

#### NEW BUSINESS

8. Line Item Transfers – consideration & possible action to approve Line Item Transfers as presented for close of FY 3/31/20:  
A motion by Trustee Bos and seconded by Trustee Sikes to approve line item transfers for close of FY 3/31/20. Motion passed 5 to 0.
9. Resolution Authorizing the Payment of Certain Routine & Recurring Expenses – consideration and possible action to approve Resolution Authorizing the Payment of Certain Routine & Recurring Expenses:  
A motion by Trustee Bowman and seconded by Trustee Bos to approve the Resolution Authorizing the Payment of Certain and Routine Recurring Expenses. Motion passed 5 to 0. Note was made to leave the resolution open for revisions.
10. Supervisor's Annual Statement & Road District Annual Treasurer's Report, FY end 3/31/2020 – included: No need to vote on the Supervisor's Annual Statement and Road District Treasurer's Report, information only.
11. Closed Executive Session: None needed at this time.
12. Consideration and possible action on items discussed in closed session: None needed at this time.
13. Adjourn:  
A motion by Trustee Bowman, and seconded by Trustee Bos to adjourn at 7:20 P.M. Motion passed 5 to 0.

Respectfully Submitted,  
Deputy Clerk Case

Ela Township

April 9, 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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**Supervisor's Office**  
Gloria M. Palmblad

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COMMITTEE OF THE WHOLE (COW) MEETING

**Ela Town Hall, 1155 East Route 22, Lake Zurich**  
**Lower Level Board Room**

Thursday, May 7, 2020 at 9:00 am

**MEETING MINUTES - UNAPPROVED**

1. **Call to Order:** Supervisor Palmblad called the May 7, 2020 COW meeting to order at 9:07 A.M.
2. **Board Roll Call:** Deputy Clerk Case called roll call. Present were Supervisor Palmblad, Township Manager Stefaniuk, and Deputy Clerk Case. Present via Zoom were Trustees Bos, Bowman, Jennings, and Sikes.
3. **Pledge of Allegiance:** Supervisor Palmblad led the attendees in the Pledge of Allegiance.
4. **Township Manager Report:** Township Manager Stefaniuk reported that the Ela 55+ Curbside Pick-Up article ran in the Daily Herald in April and Township Perspective magazine in May. He discussed that an article on the youth department going virtual which will also be submitted to the Township Perspective for inclusion in June. The MTA meeting will be on May 14, 2020 at 11 A.M. There is new information on IDHR Sexual Harassment, and staff are developing a training webinar for all Township employees. The Township was able to obtain PPE supplies donated from Lake County which included face masks, gloves, and a sanitizer solution that can also be used as a disinfectant spray. There was a brief discussion pertaining to Township policies and procedures.
5. **Topics for Discussion:**
  - a. FY21 Budget: Supervisor Palmblad presented the Budget to the Board, addressing reductions and adjustments that were made to each department as Budget and Appropriation Ordinances need to be filed.
  - b. Old Business: Scholarship deadline was extended to May 15, 2020.
  - c. New Business: Each Town Hall key holder will get their own alarm code, Will is going to email pins to all key holders.
6. **Executive Session:** None needed at this time.
7. **Set Date of Next COW Meeting:** To be determined.
8. **Adjourn:** Supervisor Palmblad called the meeting to adjourn at 11:26 A.M.

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Ela Township

May 4, 2020

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**Supervisor** Gloria M. Palmblad

**Highway Commissioner** Andrew Forster

**Assessor** John Barrington

**Clerk** Lucy A. Prouty

**Trustee** Chris Bos

**Trustee** Larry Bowman

**Trustee** Michael Jennings

**Trustee** Joel Sikes



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ELA TOWNSHIP  
 BOARD AUDIT REPORT  
 FROM: 4/7/2020 to 5/12/2020

	INVOICE CHECKS	PAYROLL	TOTAL FUNDS
TOTAL GENERAL TOWN FUND:	\$47,848.98		\$47,848.98
TOTAL GENERAL ASSISTANCE FUND:	\$970.33		\$970.33
TOTAL GENERAL ROAD FUND:	\$33,641.80		\$33,641.80
TOTAL PERMANENT ROAD FUND:	\$40,607.49		\$40,607.49
TOTAL PARK MAINTENANCE FUND:	\$11,330.46		\$11,330.46
TOTAL CEMETERY MAINTENANCE FUND:	\$57.22		\$57.22
TOTAL PAYROLL:		\$213,930.88	\$213,930.88
<b>*** TOTAL ALL FUNDS:</b>			<b>\$348,387.16</b>

THE FOLLOWING INFORMATION HAS BEEN AUDITED AND APPROVED FOR PAYMENT.

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

_____ SUPERVISOR	_____ TOWN CLERK
_____ TRUSTEE	_____ TRUSTEE
_____ TRUSTEE	_____ TRUSTEE
_____ HIGHWAY COMMISSIONER	

JOURNALIZED

PAID

BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 1 ADMINISTRATIVE DIVISION					
1-1-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	1,869.52	212
1-1-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	MAY STATEMENT	147.99	92785
1-1-510.00	TASC FSA PAYMENT 4/8/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/8/2020	86.08	206
1-1-510.00	TASC FSA PAYMENT 4/22/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/22/2020	86.08	213
1-1-510.00	TASC FSA PAYMENT 5/6/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 5/6/2020	86.08	214
1-1-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	818.45	207
1-1-520.00	SCHED ELEVATOR SERV - APR-JUN 2	SUBURBAN ELEVATOR COMPAN	SCHED ELEVATOR SERV - APR-JUN 2020	595.18	92700
1-1-520.00	RADIO/FIRE-5/1-7/31/2020	FSS TECHNOLOGIES LLC	RADIO/FIRE-5/1-7/31/2020	210.00	92788
1-1-520.00	MONTHLY EXTERMINATION SERVICE T	ORKIN PEST CONTROL	MONTHLY EXTERMINATION SERVICE	74.26	92854
1-1-520.00	FURNACE PIPE & FLUE TAPE	CASPER TRUE VALUE HARDWA	FURNACE PIPE & FLUE TAPE	19.98	92865
1-1-520.00	CARPET CLEANER RENTAL RETURN	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	(47.88)	92871
1-1-520.00	CARPET CLEANER RENTAL RETURN	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	(24.70)	92871
1-1-520.00	QUIKRETE/SEALER/KICK PLATE	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	33.08	92871
1-1-520.00	CARPET CLEANER & SPOT REMOVER	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	61.32	92871
1-1-520.00	RENTAL AGREEMENT - CARPET CLEAN	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	100.00	92871
1-1-520.00	KICKPLATE/DRILL BIT/NYLON SPACE	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	38.40	92871
1-1-520.00	BEHR PAINT/DRYWALL/PAINTER TAPE	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	156.97	92871
1-1-520.00	ROLLER/CORNER GUARD (6)	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	57.18	92871
1-1-520.00	CORNER GUARD	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	8.52	92871
1-1-520.00	WINDOW SQUEEGEE/TOWELS/SCRUBBER	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	52.90	92871
1-1-520.00	BEHR FLAT PAINT	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	13.98	92871
1-1-520.00	RENTAL AGREEMENT - CARPET CLEAN	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	50.00	92871
1-1-520.00	STEAM CLEANER RENTAL-TH	RENTAL MAX L.L.C.	STEAM CLEANER RENTAL-TH	71.68	92875
1-1-532.00	TELEPHONE 3016001336 4/2020	ACCESS ONE	TELEPHONE 3016001336 4/2020	251.90	92706
1-1-532.00	TELEPHONE-1130791-PHONE/FAX-DUE	CALL ONE	ACCT#1211490-1130789 TELEPHONE 4/15-5	96.62	92707
1-1-532.00	INTERNET/PHONE 4/9-5/8/2020	COMCAST	ACCT# 8771 10 097 0050157 4/9-5/8/202	76.63	92721
1-1-532.00	TELEPHONE-CELL PHONE/3 UNITS	SPRINT	ACCT #838841513 3/9/4/8/2020	161.41	92722
1-1-532.00	TELEPHONE 3016001336 5/2020	ACCESS ONE	TELEPHONE 3016001336 5/2020	242.26	92880
1-1-532.00	TELEPHONE-1130791-PHONE/FAX-DUE	CALL ONE	ACCT#1211490-1130789 TELEPHONE 5/15-6	96.17	92881
1-1-534.00	ELECTRICITY 3363121110 3/27-4/2	COMMONWEALTH EDISON	ELECTRICITY 3363121110 22155 W RT 22	176.36	92799
1-1-534.00	GAS 35% M/D-M/D/Y	NICOR	GAS 46-44-35-6488 8 1155 E RT 22	79.93	92800
1-1-534.00	WATER 1155 E RT 22 3/20-4/21/20	VILLAGE OF LAKE ZURICH	WATER ACCT#00658-00 1155 W RT 22 3/20	13.06	92809
1-1-538.00	CERTIFIED MAIL FEES	MARGARET HEMMERLING	CERTIFIED MAIL FEES	4.55	92844
1-1-538.00	POSTAGE	QUADIENT FINANCE USA, IN	POSTAGE 7900 0443 5186 7811	299.73	92849
1-1-540.00	KYOCERA METERED USAGE	WAREHOUSE DIRECT	KYOCERA METERED USAGE	119.64	92861
1-1-546.00	LATE FEE	LEAF	COPYSTAR CS5551C1	21.67	92698
1-1-546.00	TOI TRUSTEES 2020 DUES	ILLINOIS TRUSTEES ASSOCI	TOI TRUSTEES 2020 DUES	30.00	92845
1-1-546.00	PAYMENT CONVENIENCE FEE	COMMONWEALTH EDISON	ELECTRICITY 1467261008 WS MIDLOTHIAN	5.95	215
1-1-546.00	PAYMENT CONVENIENCE FEE	COMMONWEALTH EDISON	ELECTRICITY 0706074008 ALL STRT LIGHTS	5.95	216
1-1-546.00	MEMBERSHIP-TOWNSHIP SUPERVISORS	TSI	MEMBERSHIP-TOWNSHIP SUPERVISORS OF IL	35.00	92878
1-1-548.00	ANNUAL TOWN MEETING 2020 NOTICE	PADDOCK PUBLICATIONS, IN	ANNUAL TOWN MEETING 2020 NOTICE	63.25	92855
1-1-558.00	READYFRESH	BUSINESS CARD	APRIL STATEMENT	70.68	210
1-1-558.00	OFFICE SUPPLIES-PAPER	OFFICE DEPOT, INC	OFFICE SUPPLIES-PAPER	69.98	92850
1-1-558.00	OFFICE SUPPLIES-NAME PLATE	OFFICE DEPOT, INC	NAME PLATE	30.99	92851
1-1-558.00	FOLDERS/TONER/BUSINESS CARD HLD	OFFICE DEPOT, INC	FOLDERS/TONER/BUSINESS CARD HLD	250.18	92852
1-1-558.00	CYAN TONER	OFFICE DEPOT, INC	CYAN TONER	104.40	92853
1-1-568.00	EMERGENCY ASSISTANCE HANDBOOK	TOWNSHIP SUPERVISORS OF	EMERGENCY ASSISTANCE HANDBOOK	40.00	92702
1-1-585.00	WIRELESS PANIC BUTTON (2) ADMIN	FOX VALLEY SECURITY SYST	WIRELESS PANIC BUTTON (2) ADMIN	130.00	92840

Total For Dept 1 ADMINISTRATIVE DIVISION

7,041.38



JOURNALIZED  
 PAID  
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 1 GENERAL TOWN FUND</b>					
<b>Dept 2 ELECTED OFFICIALS</b>					
1-2-509.00	ELECTED/HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	655.97	212
		Total For Dept 2 ELECTED OFFICIALS		655.97	
<b>Dept 3 SOCIAL SERVICES DIVISION</b>					
1-3-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	655.97	212
1-3-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	MAY STATEMENT	47.27	92785
1-3-510.00	TASC FSA PAYMENT 4/8/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/8/2020	19.89	206
1-3-510.00	TASC FSA PAYMENT 4/22/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/22/2020	19.89	213
1-3-510.00	TASC FSA PAYMENT 5/6/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 5/6/2020	19.89	214
1-3-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	1,067.14	207
1-3-532.00	TELEPHONE 3016001336 4/2020	ACCESS ONE	TELEPHONE 3016001336 4/2020	194.41	92706
1-3-532.00	INTERNET/PHONE 4/9-5/8/2020	COMCAST	ACCT# 8771 10 097 0050157 4/9-5/8/2020	54.73	92721
1-3-532.00	TELEPHONE-CELL SW-1 UNIT	SPRINT	ACCT #838841513 3/9/4/8/2020	33.21	92722
1-3-532.00	TELEPHONE 3016001336 5/2020	ACCESS ONE	TELEPHONE 3016001336 5/2020	184.77	92880
1-3-534.00	ELECTRICITY 3363121110 3/27-4/2	COMMONWEALTH EDISON	ELECTRICITY 3363121110 22155 W RT 22	125.97	92799
1-3-534.00	GAS 25% M/D-M/D/Y	NICOR	GAS 46-44-35-6488 8 1155 E RT 22	57.10	92800
1-3-534.00	WATER 1155 E RT 22 3/20-4/21/20	VILLAGE OF LAKE ZURICH	WATER ACCT#00658-00 1155 W RT 22 3/20	9.32	92809
1-3-537.00	JENREISYOGA-TEACHER TRAINING	BUSINESS CARD	APRIL STATEMENT	435.00	208
1-3-546.00	NASW RISK RETENTION- A HUMMEL	BUSINESS CARD	APRIL STATEMENT	34.85	208
1-3-574.00	2020 MEMBERSHIP-S FACKLER	ASSN OF POLICE SOCIAL SE	2020 MEMBERSHIP-S FACKLER	60.00	92848
1-3-574.00	ELECTRICITY 1467506002 3/27-4/2	COMMONWEALTH EDISON	ELECTRICITY 1467506002 95 E MAIN ST	126.59	92801
1-3-574.00	GAS 3/15-4/14/2020	NICOR	GAS 68-34-08-1000 8 95 E MAIN ST	115.60	92802
1-3-574.00	WATER 95 E MAIN ST 3/20-4/21/20	VILLAGE OF LAKE ZURICH	WATER ACCT# 002695-00 95 E MAIN 3/20-	37.30	92810
1-3-574.00	FIRE/RADIO HIST BUILDING 5/1-7/	FSS TECHNOLOGIES LLC	FIRE/RADIO HISTORICAL BUILDING 5/1-7/	210.00	92841
1-3-596.00	MOSQUITO ABATEMENT PLAN	CLARKE ENVIRONMENTAL MOSQ	MOSQUITO MANAGEMENT SERVICE	8,155.75	92838
		Total For Dept 3 SOCIAL SERVICES DIVISION		11,664.65	
<b>Dept 5 YOUTH DIVISION</b>					
1-5-410.01	HWRK CLUB REFUND-TYLER BONELLI-	ERIKA BONELLI	HWRK CLUB REFUND-TYLER BONELLI-SCHULT	162.50	92758
1-5-410.01	HWRK CLUB REFUND-KAROLINA BORG	AMBER BORG	HWRK CLUB REFUND-KAROLINA BORG	162.50	92759
1-5-410.01	HWRK CLUB REFUND-ELLERY BROWN	ERIN BROWN	HWRK CLUB REFUND-ELLERY BROWN	162.50	92760
1-5-410.01	HWRK CLUB REFUND-LAUREN FEDERIC	JOANN FEDERICI	HWRK CLUB REFUND-LAUREN FEDERICI	162.50	92761
1-5-410.01	HWRK CLUB REFUND-AMBER FOLEY	KERI FOLEY	HWRK CLUB REFUND-AMBER FOLEY	162.50	92762
1-5-410.01	HWRK CLUB REFUND-ANASTASIA GORO	ALEX GOROVYKH	HWRK CLUB REFUND-ANASTASIA GOROVYKY	162.50	92763
1-5-410.01	HWRK CLUB REFUND-CAMDEN GREENHA	MATT GREENHALGH	HWRK CLUB REFUND-CAMDEN GREENHALGH	162.50	92764
1-5-410.01	HWRK CLUB REFUND-ELLIOT KLEIN	SCOTT KLEIN	HWRK CLUB REFUND-ELLIOT KLEIN	162.50	92765
1-5-410.01	HWRK CLUB REFUND-AADIT MALU	ANANDKUMAR MALU	HWRK CLUB REFUND-AADIT MALU	162.50	92766
1-5-410.01	HWRK CLUB REFUND-ETHAN PATEL	JESAL PATEL	HWRK CLUB REFUND-ETHAN PATEL	125.00	92767
1-5-410.01	HWRK CLUB REFUND-OLIVIA RADOY	KIMBERLY RADOY	HWRK CLUB REFUND-OLIVIA RADOY	162.50	92768
1-5-410.01	HWRK CLUB REFUND-CHARLIE WILLIA	MARCI WILLIAMS	HWRK CLUB REFUND-CHARLIE WILLIAMS	162.50	92769
1-5-410.01	HWRK CLUB REFUND-ALISA HASDAN	DENNIS HASDAN	HWRK CLUB REFUND-NOAH ULBRICH	125.00	92770
1-5-410.01	HWRK CLUB REFUND-ELLA PATRINOS	ANDREA PATRINOS	HWRK & TEEN CLUB REFUNDS-PATRINOS	162.50	92771
1-5-410.01	HWRK CLUB REFUNDS-CELIA BLAYLOC	CHRISTOPHER BLAYLOCK	HWRK CLUB REFUNDS-BLAYLOCK	162.50	92772
1-5-410.01	HWRK CLUB REFUNDS-HARPER BLAYLO	CHRISTOPHER BLAYLOCK	HWRK CLUB REFUNDS-BLAYLOCK	162.50	92774
1-5-410.01	HWRK CLUB REFUNDS-ALLY CATALANO	CHRISTINA CATALANO	HWRK CLUB REFUNDS-CATALANO	125.00	92775
1-5-410.01	HWRK CLUB REFUNDS-LEO CATALANO	CHRISTINA CATALANO	HWRK CLUB REFUNDS-CATALANO	125.00	92775
1-5-410.01	HWRK CLUB REFUNDS-ADDISON DICIC	CHRIS DICICCO	HWRK CLUB REFUNDS-DICICCO	162.50	92776
1-5-410.01	HWRK CLUB REFUNDS-EMMIE DICICCO	CHRIS DICICCO	HWRK CLUB REFUNDS-DICICCO	162.50	92776
1-5-410.01	HWRK CLUB REFUNDS-CHARLIE GRUND	KATHRYN GRUND	HWRK CLUB REFUNDS-GRUND	125.00	92777



JOURNALIZED

PAID

BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 5 YOUTH DIVISION					
1-5-410.01	HWRK CLUB REFUNDS-MAX GRUND	KATHRYN GRUND	HWRK CLUB REFUNDS-GRUND	125.00	92777
1-5-410.01	HWRK CLUB REFUNDS-WILLIAM GRUND	KATHRYN GRUND	HWRK CLUB REFUNDS-GRUND	125.00	92777
1-5-410.01	HWRK CLUB REFUNDS-KAILEY MASSIE	SARA MASSIER	HWRK CLUB REFUNDS-MASSIER	162.50	92778
1-5-410.01	HWRK CLUB REFUNDS-KAMRYN MASSIE	SARA MASSIER	HWRK CLUB REFUNDS-MASSIER	162.50	92778
1-5-410.01	HWRK CLUB REFUNDS-KELSEY MASSIE	SARA MASSIER	HWRK CLUB REFUNDS-MASSIER	162.50	92778
1-5-410.01	HWRK CLUB REFUNDS-EMMA PINTO	MARIO PINTO	HWRK CLUB REFUNDS-PINTO	125.00	92779
1-5-410.01	HWRK CLUB REFUNDS-NOAH PINTO	MARIO PINTO	HWRK CLUB REFUNDS-PINTO	125.00	92779
1-5-410.01	HWRK CLUB REFUNDS-ALANA REYES	MAHA REYES	HWRK CLUB REFUNDS-REYES	162.50	92780
1-5-410.01	HWRK CLUB REFUNDS-AMELIA REYES	MAHA REYES	HWRK CLUB REFUNDS-REYES	162.50	92780
1-5-410.01	HWRK CLUB REFUNDS-ISABELLA SALE	CHRISTOPHER SALERNO	HWRK CLUB REFUNDS-SALERNO	162.50	92781
1-5-410.01	HWRK CLUB REFUNDS-LUCA SALERNO	CHRISTOPHER SALERNO	HWRK CLUB REFUNDS-SALERNO	162.50	92781
1-5-410.01	HWRK CLUB REFUNDS-LAUREN SCHICK	JOHN SCHICK	HWRK CLUB REFUNDS-SCHICK	125.00	92782
1-5-410.01	HWRK CLUB REFUNDS-LOGAN SCHICK	JOHN SCHICK	HWRK CLUB REFUNDS-SCHICK	125.00	92782
1-5-410.01	HWRK CLUB REFUNDS-BARTOSZ STADN	ADAM STADNICKI	HWRK CLUB REFUNDS-STADNICKI	162.50	92783
1-5-410.01	HWRK CLUB REFUNDS-DAMIAN STADNI	ADAM STADNICKI	HWRK CLUB REFUNDS-STADNICKI	162.50	92783
1-5-410.01	HWRK CLUB REFUNDS-COLTON YOUNG	SARAH YOUNG	HWRK CLUB REFUNDS-YOUNG	162.50	92784
1-5-410.01	HWRK CLUB REFUNDS-SOFIE YOUNG	SARAH YOUNG	HWRK CLUB REFUNDS-YOUNG	162.50	92784
1-5-410.02	TEEN CLUB REFUND-AIDEN ABASOLO	ANNE ABASOLO	TEEN CLUB REFUND-AIDEN ABASOLO	125.00	92728
1-5-410.02	TEEN CLUB REFUND-JESSICA BACCAY	ELMA RAMOS	TEEN CLUB REFUND-JESSICA BACCAY	125.00	92729
1-5-410.02	TEEN CLUB REFUND-AATUSHI BHAGAT	SHREYA BHAGATH	TEEN CLUB REFUND-JESSICA BACCAY	125.00	92730
1-5-410.02	TEEN CLUB REFUND-TERESA CAMPOBA	ANTONIA PETROJINO	TEEN CLUB REFUND-TERESA CAMPOBASSO	125.00	92731
1-5-410.02	TEEN CLUB REFUND-ALFONSO CHALCO	PATRICIA NORIEGA	TEEN CLUB REFUND-ALFONSO CHALCO	125.00	92732
1-5-410.02	TEEN CLUB REFUND-DOMINIC DEPINT	MICHELLE DEPINTO	TEEN CLUB REFUND-DOMINIC DEPINTO	25.00	92733
1-5-410.02	TEEN CLUB REFUND-NATALIE FERGUS	KAREN FERGUSON	TEEN CLUB REFUND-NATALIE FERGUSON	125.00	92734
1-5-410.02	TEEN CLUB REFUND-CARSON FOSS	CHRISTINA FOSS	TEEN CLUB REFUND-CARSON FOSS	125.00	92735
1-5-410.02	TEEN CLUB REFUND-ALEXANDRA FRID	DMITRIY FRIDLAND	TEEN CLUB REFUND-ALEXANDRA FRIDLAND	125.00	92736
1-5-410.02	TEEN CLUB REFUND-SHARVIREDDY GA	SRIVIDYA SIRIGIREDDY	TEEN CLUB REFUND-SHARVIREDDY GANGIRE	125.00	92737
1-5-410.02	TEEN CLUB REFUND-JADE HUTCHINSON	ADRIANE HUTCHINSON	TEEN CLUB REFUND-JADE HUTCHINSON	125.00	92738
1-5-410.02	TEEN CLUB REFUND-SUSHANT KESAVA	KESAVAN JAGADHEESAN	TEEN CLUB REFUND-SUSHANT KESAVAN	125.00	92739
1-5-410.02	TEEN CLUB REFUND-CHARLOTTE KLEI	HEATHER KLEIN	TEEN CLUB REFUND-CHARLOTTE KLEIN	125.00	92740
1-5-410.02	TEEN CLUB REFUND-EMMA LOSSER	JILL LOSSER	TEEN CLUB REFUND-EMMA LOSSER	125.00	92741
1-5-410.02	TEEN CLUB REFUND-SAMATHA LOWKEW	SANDRA COSTELLO	TEEN CLUB REFUND-SAMATHA LOWKEWICZ	125.00	92742
1-5-410.02	TEEN CLUB REFUND-NISHANTH MANDA	SUBBARAO MANDAVILLI	TEEN CLUB REFUND-NISHANTH MANDAVILLI	125.00	92743
1-5-410.02	TEEN CLUB REFUND-EMILIA MAZUREK	ANOLY MAZUREK	TEEN CLUB REFUND-EMILIA MAZUREK	125.00	92744
1-5-410.02	TEEN CLUB REFUND-AISLYN MCCARTH	ERIN MCCARTHY	TEEN CLUB REFUND-AISLYN MCCARTHY	125.00	92745
1-5-410.02	TEEN CLUB REFUND-AKHIL MEKA	ANAND MEKA	TEEN CLUB REFUND-AKHIL MEKA	125.00	92746
1-5-410.02	TEEN CLUB REFUND-JULIAN ORANTES	MAURICIO ORANTES	TEEN CLUB REFUND-JULIAN ORANTES	125.00	92747
1-5-410.02	TEEN CLUB REFUND-SYAN PATEL	MICHAEL MAJCHER	TEEN CLUB REFUND-SYAN PATEL	125.00	92748
1-5-410.02	TEEN CLUB REFUND-KHAVIN RAMANAT	SITA NATARAJAN	TEEN CLUB REFUND-KHAVIN RAMANATHAN	125.00	92749
1-5-410.02	TEEN CLUB REFUND-YSABELLE SAN D	MARIA CAYABYAB	TEEN CLUB REFUND-YSABELLE SAN DIEGO	125.00	92750
1-5-410.02	TEEN CLUB REFUND-NEHA SIVAKUMAR	VEDHAVALI KONCHITHAPATH	TEEN CLUB REFUND-NEHA SIVAKUMAR	125.00	92751
1-5-410.02	TEEN CLUB REFUND-ELIZA SKLUT	ANNA DURBIN	TEEN CLUB REFUND-ELIZA SKLUT	125.00	92752
1-5-410.02	TEEN CLUB REFUND-OWEN STRAHL	SHANON STRAHL	TEEN CLUB REFUND-OWEN STRAHL	125.00	92753
1-5-410.02	TEEN CLUB REFUND-SOPHIA SYNOWIEC	MARK SYNOWIEC	TEEN CLUB REFUND-SOPHIA SYNOWIEC	125.00	92754
1-5-410.02	TEEN CLUB REFUND-LILLIE THILL	KATHRINE THILL	TEEN CLUB REFUND-LILLIE THILL	125.00	92755
1-5-410.02	TEEN CLUB REFUND-BHAVAN VALAVAL	SETHU MADHAVI DUSANAPUDI	TEEN CLUB REFUND-BHAVAN VALAVALA	125.00	92756
1-5-410.02	TEEN CLUB REFUND-ELENA ZANICHEL	GINA ZANICHELLI	TEEN CLUB REFUND-ELENA ZANICHELLI	125.00	92757
1-5-410.02	TEEN CLUB REFUND-EMILY HASDAN	DENNIS HASDAN	HWRK & TEEN CLUB REFUNDS-HASDAN	125.00	92771
1-5-410.02	TEEN CLUB REFUND-TERRY PATRINOS	ANDREA PATRINOS	HWRK & TEEN CLUB REFUNDS-PATRINOS	125.00	92772
1-5-410.02	TEEN CLUB REFUND-LUCAS SUTTMANN	KAREN SUTTMANN	TEEN CLUB REFUNDS-SUTTMANN	125.00	92773



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<b>Fund 1 GENERAL TOWN FUND</b>					
<b>Dept 5 YOUTH DIVISION</b>					
1-5-410.02	TEEN CLUB REFUND-MEGAN SUTTMANN	KAREN SUTTMANN	TEEN CLUB REFUNDS-SUTTMANN	125.00	92773
1-5-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	695.79	207
1-5-540.00	COPIER AGRMT 50% ADD'L COPIES	RICOH USA, INC.	RICOH 13734233 COPIER AGRMT ADDL COPI	27.47	92859
1-5-540.00	COPIER AGRMT 50% ADD'L COPIES	RICOH USA, INC.	RICOH 13734233 COPIER AGRMT ADDL COPI	9.33	92876
1-5-546.00	INDEED-CHILD CARE WORKER	BUSINESS CARD	APRIL STATEMENT	50.00	210
1-5-559.00	TELEPHONE-CELL - 2 UNITS	SPRINT	ACCT #838841513 3/9/4/8/2020	64.44	92722
1-5-562.00	WALMART-YOUTH SUPPLIES	BUSINESS CARD	APRIL STATEMENT	35.22	209
		Total For Dept 5 YOUTH DIVISION		10,957.25	
<b>Dept 6 SENIOR DIVISION</b>					
1-6-410.01	REFUND-LYRIC OPERA HOUSE	BILL G GILLEN	REFUND-LYRIC OPERA HOUSE	50.00	92717
1-6-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	1,869.52	212
1-6-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	MAY STATEMENT	138.57	92785
1-6-510.00	TASC FSA PAYMENT 4/8/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/8/2020	241.03	206
1-6-510.00	TASC FSA PAYMENT 4/22/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/22/2020	241.03	213
1-6-510.00	TASC FSA PAYMENT 5/6/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 5/6/2020	241.03	214
1-6-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	1,703.87	207
1-6-520.00	PREVENTIVE MAINTENANCE SPRING 2	BILTMORE REFRIGERATION	PREVENTIVE MAINTENANCE SPRING 2020	616.00	92836
1-6-520.00	SECURITY MONITORING 5/1-7/31/20	FSS TECHNOLOGIES LLC	SECURITY MONITORING 5/1-7/31/2020	210.00	92843
1-6-532.00	TELEPHONE 3016001336 4/2020	ACCESS ONE	TELEPHONE 3016001336 4/2020	298.43	92706
1-6-532.00	TELEPHONE-CELL-2 UNITS	SPRINT	ACCT #838841513 3/9/4/8/2020	64.72	92722
1-6-532.00	INTERNET/PHONE 4/17-5/16/2020	COMCAST	ACCT#8771 10 097 0242481 4/17-5/16/20	175.85	92787
1-6-532.00	TELEPHONE 3016001336 5/2020	ACCESS ONE	TELEPHONE 3016001336 5/2020	292.06	92880
1-6-536.00	TRAVEL EXPENSE	LISA GAGGIANO	TRAVEL EXPENSE	26.45	92697
1-6-540.00	COPIER MPC2504 RENT 5/18-6/17/2	RICOH USA, INC.	COPIER MPC2504 RENT 5/18-6/17/2020	110.08	92858
1-6-540.00	COPIER MPC2504 RENT 4/18-5/17/2	RICOH USA, INC.	COPIER MPC2504 RENT 4/18-5/17/2020	110.08	92858
1-6-540.00	COPIER AGRMT 50% ADD'L COPIES	RICOH USA, INC.	RICOH 13734233 COPIER AGRMT ADDL COPI	27.47	92859
1-6-540.00	COPIER AGRMT 50% ADD'L COPIES	RICOH USA, INC.	RICOH 13734233 COPIER AGRMT ADDL COPI	9.34	92876
1-6-547.00	TRAINING VIDEOS	ELB CONSULTING, INC.	TRAINING VIDEOS	96.00	92839
1-6-558.00	PAPER (4)	RUNCO OFFICE SUPPLY	PAPER (4)	63.96	92877
1-6-565.00	CLEANUP DIRECTOR'S COMPUTER	PWP SYSTEMS LLC	CLEANUP DIRECTOR'S COMPUTER	150.00	92856
		Total For Dept 6 SENIOR DIVISION		6,735.49	
<b>Dept 7 TRANSPORTATION DIVISION</b>					
1-7-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	655.97	212
1-7-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	MAY STATEMENT	47.27	92785
1-7-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	793.84	207
1-7-532.00	TELEPHONE-CELL-4 UNITS	SPRINT	ACCT #838841513 3/9/4/8/2020	139.23	92722
1-7-561.00	AKROGOLD UNL RFG	CONSERV FS INC	AKROGOLD UNL RFG	27.97	92866
		Total For Dept 7 TRANSPORTATION DIVISION		1,664.28	
<b>Dept 8 ASSESSORS DIVISION</b>					
1-8-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	5,050.98	212
1-8-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	MAY STATEMENT	439.83	92785
1-8-510.00	TASC FSA PAYMENT 4/8/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/8/2020	154.56	206
1-8-510.00	TASC FSA PAYMENT 4/22/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 4/22/2020	154.56	213
1-8-510.00	TASC FSA PAYMENT 5/6/2020	TASC CUSTOMER CARE	TASC FSA PAYMENT 5/6/2020	154.56	214
1-8-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	1,751.43	207
1-8-532.00	TELEPHONE 3016001336 4/2020	ACCESS ONE	TELEPHONE 3016001336 4/2020	254.43	92706
1-8-532.00	INTERNET/PHONE 4/9-5/8/2020	COMCAST	ACCT# 8771 10 097 0050157 4/9-5/8/202	87.57	92721
1-8-532.00	TELEPHONE 3/16-4/15/2020	VERIZON WIRELESS	TELEPHONE 686572087-00001 3/16-4/15/2	38.01	92789

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<b>Fund 1 GENERAL TOWN FUND</b>					
<b>Dept 8 ASSESSORS DIVISION</b>					
1-8-532.00	TELEPHONE 3016001336 5/2020	ACCESS ONE	TELEPHONE 3016001336 5/2020	244.79	92880
1-8-534.00	ELECTRICITY 3363121110 3/27-4/2	COMMONWEALTH EDISON	ELECTRICITY 3363121110 22155 W RT 22	201.55	92799
1-8-534.00	GAS 40% M/D-W/D/Y	NICOR	GAS 46-44-35-6488 8 1155 E RT 22	91.35	92800
1-8-534.00	WATER 1155 E RT 22 3/20-4/21/20	VILLAGE OF LAKE ZURICH	WATER ACCT#00658-00 1155 W RT 22 3/20	14.92	92809
1-8-540.00	COPYSTAR CS5551CI	LEAF	COPYSTAR CS5551CI	216.68	92698
1-8-540.00	COPYSTAR CS5551CI	LEAF	COPYSTAR CS5551CI	216.68	92846
1-8-561.00	AKROGOLD UNL RFG	CONSERV FS INC	AKROGOLD UNL RFG	58.06	92866
		Total For Dept 8 ASSESSORS DIVISION		9,129.96	
		Total For Fund 1 GENERAL TOWN FUND		47,848.98	
<b>Fund 2 GENERAL ASSISTANCE FUND</b>					
<b>Dept 0</b>					
2-0-701.00	CASE 2020-240-11	SOUTH SHORE VILLAGE	CASE 2020-240-11	857.33	92703
2-0-701.00	CASE 2020-2643795093	COMMONWEALTH EDISON	CASE 2020-2643795093	68.00	92704
2-0-701.00	CASE 2020-1094042076 2	NICOR	CASE 2020-1094042076 2	45.00	92705
		Total For Dept 0		970.33	
		Total For Fund 2 GENERAL ASSISTANCE FUND		970.33	
<b>Fund 3 GENERAL ROAD FUND</b>					
<b>Dept 0</b>					
3-0-410.00	RE-ISSUE CHECK-UNCASHED CHECK 8	RYAN SERKOWSKI	RE-ISSUE CHECK-UNCASHED CHECK 89275	120.00	92718
		Total For Dept 0		120.00	
<b>Dept 1 ADMINISTRATIVE DIVISION</b>					
3-1-500.00	TOWNSHIP MGR SALARY ALLOCATION	ELA TOWNSHIP	TOWNSHIP MGR SALARY ALLOCATION FY2020	25,000.00	92827
3-1-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	179.04	207
3-1-532.00	INTERNET/PHONE 4/21-5/20/2020	COMCAST	ACCT#8771 10 098 0313769 4/21-5/20/20	178.77	92786
3-1-532.00	TELEPHONE 3/16-4/15/2020	VERIZON WIRELESS	TELEPHONE 686572087-00001 3/16-4/15/2	45.10	92789
3-1-537.00	TOI-REFUND	CITI CARDS	APRIL STATEMENT	(50.00)	211
3-1-537.00	SEMINAR WEB-DOT TRAINING	CITI CARDS	APRIL STATEMENT	40.00	211
3-1-546.00	2020 DES PLAINES RIVER WATERSHED	DES PLAINES RIVER WATERS	2020 DES PLAINES RIVER WATERSHED DOES	236.00	92817
3-1-558.00	AMAZON-SPRAY BOTTLES	CITI CARDS	APRIL STATEMENT	15.39	211
3-1-558.00	FATHEAD-CUSTOM VINYL	CITI CARDS	APRIL STATEMENT	87.71	211
3-1-558.00	AMAZON-HAND SANITIZER	CITI CARDS	APRIL STATEMENT	78.91	211
3-1-558.00	FATHEAD-REFUND	CITI CARDS	APRIL STATEMENT	(5.73)	211
3-1-558.00	DISINFECTING WIPES (2)	OFFICE DEPOT, INC	TOWELS/TISSUE/WIPES	28.98	92829
3-1-558.00	ENVELOPES	OFFICE DEPOT, INC	ENVELOPES	79.59	92829
3-1-565.00	KANOPI-REMOTE MANAGEMENT	PWP SYSTEMS LLC	KANOPI-REMOTE MANAGEMENT	75.00	92831
		Total For Dept 1 ADMINISTRATIVE DIVISION		25,988.76	
<b>Dept 4 MAINTENANCE DIVISION</b>					
3-4-520.00	FIRE/RADIO MONITORING 5/1-7/31/	FSS TECHNOLOGIES LLC	FIRE/RADIO MONITORING 5/1-7/31/2020	210.00	92821
3-4-520.00	OFFICE KEYS (2)	CASPER TRUE VALUE HARDWA	OFFICE KEYS (2)	5.58	92865
3-4-520.00	BLOCK 2X2X6 (5) / BLOCK 2X2X3 (	FISCHER BROS.	BLOCK 2X2X6 (5) / BLOCK 2X2X3 (2)	350.00	92867
3-4-520.00	BEHR ULTRA PAINT	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	35.98	92871
3-4-520.00	PAINT BRUSH/HAND SANDER/TAPING	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	68.21	92871
3-4-520.00	BEHR ULTRA PAINT	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	35.98	92871
3-4-533.00	PROJ 3847.049 FOREST LAKE SE DR	GEWALT HAMILTON ASSOCIAT	ENGINEERING SERVICES 3/1-3/29/2020	32.78	92822
3-4-533.00	PROJ 3847.000 ELA TWP GENENGINE	GEWALT HAMILTON ASSOCIAT	ENGINEERING SERVICES 3/1-3/29/2020	67.50	92822



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<b>Fund 3 GENERAL ROAD FUND</b>					
Dept 4 MAINTENANCE DIVISION					
3-4-534.00	ELECTRICITY 1467261008 2/27-3/2	COMMONWEALTH EDISON	ELECTRICITY 1467261008 WS MIDLOTHIAN	226.88	92694
3-4-534.00	GAS 3/14-4/13/2020	NICOR	GAS ACCT#67-22-64-1000 8 ES ECHO LAKE	41.86	92719
3-4-534.00	GAS 3/14-4/13/2020	NICOR	GAS ACCT#12-83-08-1000 3 23605 ECHO L	195.19	92720
3-4-534.00	ELECTRICITY 1467261008 3/27-4/2	COMMONWEALTH EDISON	ELECTRICITY 1467261008 WS MIDLOTHIAN	208.37	215
3-4-534.00	WATER 23605 ECHO LAKE RD 3/20-4	VILLAGE OF LAKE ZURICH	WATER ACCT# 006631-00 23605 ECHO LAKE	19.43	92882
3-4-564.00	TORQUE WRENCH 3/4 IN 120-600	MAC TOOLS DISTRIBUTOR	TORQUE WRENCH/SOCKET SET/PLIERS	899.99	92872
3-4-567.00	10 PC LOCKING PLIERS SET	MAC TOOLS DISTRIBUTOR	TORQUE WRENCH/SOCKET SET/PLIERS	119.99	92872
3-4-567.00	TANK JOINT O-RING HOUSING TRK 2	BONNELL INDUSTRIES INC.	TANK JOINT O-RING HOUSING TRK 2	18.71	92813
3-4-567.00	BOWL/O-RING-LOADER	BURRIS EQUIPMENT COMPANY	BOWL/O-RING-LOADER	62.42	92814
3-4-567.00	FUEL/WTR SEP-LOADER	O'REILLY AUTOMOTIVE, INC	FUEL/WTR SEP-LOADER	16.75	92830
3-4-567.00	TIRE/PARTS-KUBOTA WING MOWER	TREPRO TIRE SERVICES, L	TIRE/PARTS-KUBOTA WING MOWER	975.50	92833
3-4-567.00	MISC HARDWARE-CEMENT MIXER	CASPER TRUE VALUE HARDWA	MISC HARDWARE-CEMENT MIXER	1.40	92865
3-4-567.00	SHAFT SEAL-CEMENT MIXER	GRAINGER	SHAFT SEAL-CEMENT MIXER	6.25	92869
3-4-569.00	CIT TRUCKS-FUEL FILTER-T13	CITI CARDS	APRIL STATEMENT	43.21	211
3-4-569.00	AUTOKRAFTERS	CITI CARDS	APRIL STATEMENT	235.10	211
3-4-569.00	BRAKE PARTS TRUCK 4	FISHER AUTO PARTS	APRIL STATEMENT	127.74	92820
3-4-569.00	BRAKE PART - RETURN	FISHER AUTO PARTS	BRAKE PART - RETURN	(58.93)	92820
3-4-569.00	BATTERY-TRUCK 9	INTERSTATE ALL BATTERY C	BATTERY-TRUCK 9	150.40	92824
3-4-569.00	HOSE ASSY AND SLEEVES-TRUCK 3	MIDWEST HOSE & FITTINGS,	HOSE ASSY AND SLEEVES-TRUCK 3	84.47	92826
3-4-569.00	CABIN FILTER	O'REILLY AUTOMOTIVE, INC	CABIN FILTER	20.49	92830
3-4-569.00	BACK-UP ALARM	ACME TRUCK BRAKE & SUPPL	BACK-UP ALARM	47.92	92862
3-4-569.00	SAFETY INSPECTIONS (6)	BENNY'S SERVICE CENTER I	SAFETY INSPECTIONS (6)	141.00	92863
3-4-569.00	BRAKE PADS/ROTOR/DRUM-T12	FISHER AUTO PARTS	BRAKE PADS/ROTOR/DRUM-T12	229.27	92868
3-4-569.00	BRAKE PART CORE CREDIT T12	FISHER AUTO PARTS	BRAKE PART CORE CREDIT T12	(58.93)	92868
3-4-577.00	LED BULBS (4) DEER PARK TH	HOME DEPOT CREDIT SERVIC	MARCH STATEMENT FINAL	33.72	92701
3-4-577.00	REFLECTORS (2) LONG GROVE PATH	HOME DEPOT CREDIT SERVIC	MARCH STATEMENT FINAL	6.26	92701
3-4-577.00	PADLOCK AND CHAIN	CASPER TRUE VALUE HARDWA	PADLOCK AND CHAIN	119.16	92815
3-4-577.00	GRASS SEED	CONSERV FS INC	GRASS SEED	1,790.00	92816
3-4-577.00	SDS+5/8" X 12" OAL	FASTENAL COMPANY	SDS+5/8" X 12" OAL	36.92	92819
3-4-577.00	STREET SIGNS-N BARRINGTON	HI-VIZ INC.	STREET SIGNS-N BARRINGTON	185.00	92823
3-4-577.00	EXTERIOR SIDE DOOR - DEER PARK	CASPER TRUE VALUE HARDWA	EXTERIOR SIDE DOOR - DEER PARK	13.99	92865
3-4-577.00	STREET SIGNS (17)	HI-VIZ INC.	STREET SIGNS (17)	555.00	92870
3-4-577.00	BEHR STAIN - KILDEER	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	16.48	92871
3-4-580.00	PROJ 3847.053 2020 ROAD PROGRAM	GEWALT HAMILTON ASSOCIAT	ENGINEERING SERVICES 3/1-3/29/2020	216.00	92822
Total For Dept 4 MAINTENANCE DIVISION				7,533.04	
Total For Fund 3 GENERAL ROAD FUND				33,641.80	
<b>Fund 4 PERMANENT ROAD FUND</b>					
Dept 0					
4-0-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	9,445.99	212
4-0-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	MAY STATEMENT	781.04	92785
4-0-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	2,432.67	207
4-0-515.00	CLOTHING REIMBURSEMENT	BRAD MARSHALL	CLOTHING REIMBURSEMENT	350.00	92699
4-0-515.00	UPS-TRIPLE CROWN RETURN	CITI CARDS	APRIL STATEMENT	23.22	211
4-0-515.00	TRIPLE CROWN-SAFETY CLOTHES	CITI CARDS	APRIL STATEMENT	149.55	211
4-0-515.00	TRIPLE CROWN-SAFETY CLOTHES	CITI CARDS	APRIL STATEMENT	99.95	211
4-0-515.00	TRIPLE CROWN-REFUND	CITI CARDS	APRIL STATEMENT	(199.95)	211
4-0-515.00	TRIPLE CROWN-REFUND	CITI CARDS	APRIL STATEMENT	(149.55)	211
4-0-515.00	T-SHIRTS (35)	REFLECTIVE APPAREL FACTO	T-SHIRTS (35)	775.21	92874

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 4 PERMANENT ROAD FUND					
Dept 0					
4-0-515.00	RAIN JACKET (1)	REFLECTIVE APPAREL FACTO	RAIN JACKET (1)	37.24	92874
4-0-561.00	AKROGOLD UNL RFG	CONSERV FS INC	AKROGOLD UNL RFG	680.68	92866
4-0-561.00	DIESELEX GOLD ULTRA	CONSERV FS INC	DIESELEX GOLD ULTRA	407.28	92866
4-0-562.00	BUCKET & MORTAR TUBS (2)	HOME DEPOT CREDIT SERVIC	MARCH STATEMENT FINAL	15.48	92701
4-0-562.00	CQ CLAY OIL ABSORBENT 33	ADVANCE AUTO PARTS	CQ CLAY OIL ABSORBENT 33	9.63	92811
4-0-562.00	AR CD25125	AIRGAS USA, LLC	AR CD25125	83.76	92812
4-0-562.00	BATHROOM FAN	CASPER TRUE VALUE HARDWA	BATHROOM FAN	10.99	92815
4-0-562.00	PAINT BRUSHES (2) & PAINT	CASPER TRUE VALUE HARDWA	PAINT BRUSHES (2) & PAINT	61.97	92815
4-0-562.00	PAINT TRAY LINER/ROLLER	CASPER TRUE VALUE HARDWA	PAINT TRAY LINER/ROLLER	10.65	92815
4-0-562.00	HARDWARE FOR PIPE RACK	CASPER TRUE VALUE HARDWA	HARDWARE FOR PIPE RACK	23.88	92815
4-0-562.00	GRASS SEED	CONSERV FS INC	GRASS SEED	1,790.00	92816
4-0-562.00	PROJ 3847.049 FOREST LAKE SE DR	GEWALT HAMILTON ASSOCIAT	ENGINEERING SERVICES 3/1-3/29/2020	4,796.00	92822
4-0-562.00	PROJ 3847.049 FOREST LAKE SE DR	GEWALT HAMILTON ASSOCIAT	ENGINEERING SERVICES 3/1-3/29/2020	3,368.00	92822
4-0-562.00	SALES TAX REFUND	NAPA AUTO PARTS	SALES TAX REFUND	(0.55)	92828
4-0-562.00	ADAPTER FOR SHOP	NAPA AUTO PARTS	ADAPTER FOR SHOP	7.84	92828
4-0-562.00	PVF BRAKE LINE	O'REILLY AUTOMOTIVE, INC	PVF BRAKE LINE	5.13	92830
4-0-562.00	QTGEAR LUBE	O'REILLY AUTOMOTIVE, INC	QTGEAR LUBE	14.98	92830
4-0-562.00	50 PC BIT SOCKET SET	MAC TOOLS DISTRIBUTOR	TORQUE WRENCH/SOCKET SET/PLIERS	349.99	92872
4-0-563.00	CROSS CONVEYOR	BONNELL INDUSTRIES INC.	CROSS CONVEYOR	8,300.00	92864
4-0-582.00	WINDSHIELD WASHER FLUID	ADVANCE AUTO PARTS	WINDSHIELD WASHER FLUID	33.00	92811
4-0-582.00	GLYPHOMATE 41/CIDE-KICK II	CONSERV FS INC	GLYPHOMATE 41/CIDE-KICK II	101.49	92816
4-0-582.00	SRI STRAW BLANKETS - 25	CONSERV FS INC	SRI STRAW BLANKETS - 25	662.50	92816
4-0-582.00	STEEL PIPE/FLAT STOCK-LANCASTER	DON'S WELDING & FABR. IN	STEEL PIPE/FLAT STOCK-LANCASTER-DP	38.68	92818
4-0-582.00	PVC PIPE SDR 10 (56) REPAIR BON	MID AMERICAN WATER OF WA	PVC PIPE SDR 10 (56) REPAIR BONNIE LN	752.05	92825
4-0-582.00	PVC FOR 22346 W HILLCREST PROJE	MID AMERICAN WATER OF WA	PVC FOR 22346 W HILLCREST PROJECT	507.36	92825
4-0-582.00	TOWELS - MULTIFOLD (1)	OFFICE DEPOT, INC	TOWELS/TISSUE/WIPES	26.84	92829
4-0-582.00	TISSUE - JUMBO ROLL (2)	OFFICE DEPOT, INC	TOWELS/TISSUE/WIPES	44.16	92829
4-0-582.00	TRASH BAGS 60 CT	OFFICE DEPOT, INC	TRASH BAGS 60 CT (2)	56.89	92829
4-0-582.00	PROSHOP TOWELS (2)	OFFICE DEPOT, INC	PROSHOP TOWELS (2)	135.98	92829
4-0-582.00	24 X 24 BCI	VOLLMAR CLAY PRODUCTS CO	24 X 24 BCI	105.00	92834
4-0-582.00	BEDDING STONE	VULCAN CONSTRUCTION MATE	BEDDING STONE	314.11	92835
4-0-582.00	CA-7 BEDDING STONE	VULCAN CONSTRUCTION MATE	CA-7 BEDDING STONE	523.32	92835
4-0-582.00	8 SDR PVC PIPE (112)	MID AMERICAN WATER OF WA	8 SDR PVC PIPE (112)	464.80	92873
4-0-582.00	CREDIT-PRODUCT RETURN	VOLLMAR CLAY PRODUCTS CO	CREDIT-PRODUCT RETURN	(176.00)	92879
4-0-582.00	24X24 BCI-25373 N MARILYN LN DR	VOLLMAR CLAY PRODUCTS CO	24X24 BCI-25373 N MARILYN LN DRAINAGE	105.00	92879
4-0-582.00	24X24 BCI/24X36 BCI-ELA DRAINAG	VOLLMAR CLAY PRODUCTS CO	24X24 BCI/24X36 BCI-ELA DRAINAGE	370.00	92879
4-0-584.00	ELECTRICITY 0706074008 2/28-3-3	COMMONWEALTH EDISON	ELECTRICITY 0706074008 ALL STRT LGHTS	940.97	92696
4-0-584.00	ELECTRICITY 0706074008 3/30-4/2	COMMONWEALTH EDISON	ELECTRICITY 0706074008 ALL STRT LGHTS	942.66	216
4-0-586.00	QUIKRETE 80LB (10)	HOME DEPOT CREDIT SERVIC	MARCH STATEMENT FINAL	59.70	92701
4-0-587.00	LIMESTONE GRADE 8/SCREENINGS/LO	RELIABLE SAND & GRAVEL C	LIMESTONE GRADE 8/SCREENINGS/LOAD FEE	817.90	92832
Total For Dept 0				40,607.49	
Total For Fund 4 PERMANENT ROAD FUND				40,607.49	
Fund 5 PARK MAINTENANCE FUND					
Dept 0					
5-0-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	MAY STATEMENT	655.97	212
5-0-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	MAY STATEMENT	47.27	92785
5-0-513.00	UNEMPLOYMENT COMPENSATION-3/31/	ILLINOIS DEPARTMENT OF	UNEMPLOYMENT INSURANCE 3/31/2020	709.68	207
5-0-520.00	FLOOR STRIPPER/ FLOOR FINISH CC	HOME DEPOT CREDIT SERVIC	MARCH STATEMENT FINAL	169.92	92701



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 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 5 PARK MAINTENANCE FUND</b>					
Dept 0					
5-0-520.00	LIMESTONE GRADE 8/SCREENINGS/LO	RELIABLE SAND & GRAVEL C	LIMESTONE GRADE 8/SCREENINGS/LOAD FEE	817.90	92832
5-0-520.00	FIRE/RADIO CONCESSIONS 5/1-7/31	FSS TECHNOLOGIES LLC	FIRE/RADIO CONCESSIONS 5/1-7/31/2020	210.00	92842
5-0-520.00	MONTHLY EXTERMINATION SERVICE C	ORKIN PEST CONTROL	MONTHLY EXTERMINATION SERVICE	70.20	92854
5-0-521.00	NUTS/BOLTS/WASHERS	HOME DEPOT CREDIT SERVIC	MARCH STATEMENT FINAL	24.48	92701
5-0-521.00	FENCE PANELS (5) POSTS CAPS (4)	HOME DEPOT CREDIT SERVIC	MARCH STATEMENT FINAL	99.96	92701
5-0-521.00	MENARDS-ETCP FENCE PROJECT	CITI CARDS	APRIL STATEMENT	122.35	211
5-0-521.00	MENARDS-ETCP FENCE PROJECT	CITI CARDS	APRIL STATEMENT	226.97	211
5-0-521.00	TRASH BAGS 60 CT	OFFICE DEPOT, INC	TRASH BAGS 60 CT (2)	56.89	92829
5-0-521.00	STURM POND CONTROLLED BURN	ROBERT C. BOYCE, RLA, LL	STURM POND CONTROLLED BURN	1,950.00	92837
5-0-521.00	SPRING CLEANING 3/25-4/2/2020	MILIEU DESIGN, LLC	SPRING CLEANING 3/25-4/2/2020	1,800.00	92847
5-0-521.00	EARLY SPRING FERTILIZER APPLICA	ROLLING GREEN	EARLY SPRING FERTILIZER APPLICATION	2,943.00	92860
5-0-521.00	AKROGOLD UNL RFG	CONSERV FS INC	AKROGOLD UNL RFG	55.22	92866
5-0-521.00	TENNIS COURT LOCKS	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	53.91	92871
5-0-521.00	ETCP - DECK STAIN	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	113.94	92871
5-0-521.00	ETCP - CONCRETE/CEDAR FENCE POS	HOME DEPOT CREDIT SERVIC	APRIL STATEMENT	91.20	92871
5-0-534.00	ELECTRICITY ACCT 1035656002 ES	COMMONWEALTH EDISON	ELECTRICITY ACCT 1035656002	20.82	92803
5-0-534.00	ELECTRICITY ACCT 0429157040 111	COMMONWEALTH EDISON	ELECTRICITY ACCT 0429157040	140.68	92804
5-0-534.00	ELECTRICITY ACCT 2211206014 380	COMMONWEALTH EDISON	ELECTRICITY ACCT 2211206014	602.36	92805
5-0-534.00	GAS 3/15-4/14/2020	NICOR GAS	GAS 91-68-62-2268 7 380 SURRYSE RD	271.26	92806
5-0-534.00	WATER KNOX PARK 3/20-4/21/2020	VILLAGE OF LAKE ZURICH	WATER ACCT# 006673-00 KNOX PARK 3/20-	37.30	92807
5-0-534.00	WATER 380 SURRYSE RD 3/20-4/21/	VILLAGE OF LAKE ZURICH	WATER ACCT# 006109-01 380 SURRYSE RD	39.18	92808
		Total For Dept 0		11,330.46	
		Total For Fund 5 PARK MAINTENANCE FUND		11,330.46	
<b>Fund 6 CEMETERY MAINTENANCE FUND</b>					
Dept 0					
6-0-568.00	ANNUAL MEMBERSHIP 2020	ALLIANCE OF ILLINOIS CEM	ANNUAL MEMBERSHIP 2020	25.00	92695
6-0-568.00	TELEPHONE-CELL-1 UNIT	SPRINT	ACCT #838841513 3/9/4/8/2020	32.22	92722
		Total For Dept 0		57.22	
		Total For Fund 6 CEMETERY MAINTENANCE FUND		57.22	

INVOICE GL DISTRIBUTION REPORT FOR ELA TOWNSHIP  
 POST DATES 04/07/2020 - 05/12/2020  
 JOURNALIZED  
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 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 1 GENERAL TOWN FU	47,848.98	
			Fund 2 GENERAL ASSISTA	970.33	
			Fund 3 GENERAL ROAD FU	33,641.80	
			Fund 4 PERMANENT ROAD	40,607.49	
			Fund 5 PARK MAINTENANC	11,330.46	
			Fund 6 CEMETERY MAINTA	57.22	
Total For All Funds:				<u>134,456.28</u>	

CASH SUMMARY BY ACCOUNT FOR ELA TOWNSHIP  
 FROM 04/01/2020 TO 04/30/2020  
 FUND: ALL FUNDS  
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2020	Total Debits	Total Credits	Ending Balance 04/30/2020
<b>Fund 1 GENERAL TOWN FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	248,422.31	3,729.15	131,892.63	120,258.83
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.1.66%-18MO-5/21/21	531,466.65	0.00	0.00	531,466.65
107.01	INLAND BK.#107986-MONEY MARKET	350,232.81	0.00	0.00	350,232.81
108.00	INLAND-CD #939262 3/31/20 3MO	36,971.01	0.00	0.00	36,971.01
	<b>GENERAL TOWN FUND</b>	<b>1,966,525.94</b>	<b>3,729.15</b>	<b>131,892.63</b>	<b>1,838,362.46</b>
<b>Fund 2 GENERAL ASSISTANCE FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	26,413.67	0.00	2,255.73	24,157.94
107.00	INLAND BK.#107986-MONEY MARKET	94,284.44	0.00	0.00	94,284.44
	<b>GENERAL ASSISTANCE FUND</b>	<b>120,698.11</b>	<b>0.00</b>	<b>2,255.73</b>	<b>118,442.38</b>
<b>Fund 3 GENERAL ROAD FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	169,231.49	55,947.65	6,557.12	218,622.02
105.00	INLAND BK.#107986-MONEY MARKET	1,252,149.27	0.00	0.00	1,252,149.27
	<b>GENERAL ROAD FUND</b>	<b>1,421,380.76</b>	<b>55,947.65</b>	<b>6,557.12</b>	<b>1,470,771.29</b>
<b>Fund 4 PERMANENT ROAD FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	140,006.03	1,842.13	43,518.00	98,330.16
102.00	5/3 BANK-BOND ACCT #0773	79,619.01	5,000.00	2,500.00	82,119.01
105.00	INLAND BK.#107986-MONEY MARKET	431,825.97	0.00	0.00	431,825.97
	<b>PERMANENT ROAD FUND</b>	<b>651,451.01</b>	<b>6,842.13</b>	<b>46,018.00</b>	<b>612,275.14</b>
<b>Fund 5 PARK MAINTENANCE FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	45,445.20	0.00	9,818.62	35,626.58
102.03	CORNERSTONE SAV/3300563	128,460.76	0.00	0.00	128,460.76
107.01	INLAND BK.#107986-MONEY MARKET	97,448.79	0.00	0.00	97,448.79
	<b>PARK MAINTENANCE FUND</b>	<b>271,354.75</b>	<b>0.00</b>	<b>9,818.62</b>	<b>261,536.13</b>
<b>Fund 6 CEMETERY MAINTENANCE FUND</b>					
100.00	INLAND-MM/DISB.#110192/110190	15,113.13	0.00	305.64	14,807.49
107.00	INLAND BK.#107986-MONEY MARKET	231,723.87	0.00	0.00	231,723.87
	<b>CEMETERY MAINTENANCE FUND</b>	<b>246,837.00</b>	<b>0.00</b>	<b>305.64</b>	<b>246,531.36</b>
	<b>TOTAL - ALL FUNDS</b>	<b>4,678,247.57</b>	<b>66,518.93</b>	<b>196,847.74</b>	<b>4,547,918.76</b>



GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 1 - GENERAL TOWN FUND					
Revenues					
Dept 0					
1-0-402.00	PERS PROP REPLACEMENT TAX	2,652.21	2,652.21	0.00	(2,652.21)
1-0-410.00	MISCELLANEOUS INCOME	69.97	69.97	0.00	(69.97)
Total Dept 0		2,722.18	2,722.18	0.00	(2,722.18)
Dept 5 - YOUTH DIVISION					
1-5-410.01	HOMEWORK CLUB RECOVERIES	(50.00)	(50.00)	0.00	50.00
1-5-410.03	SHOOTING STARS RECOVERIES	(50.00)	(50.00)	0.00	50.00
Total Dept 5 - YOUTH DIVISION		(100.00)	(100.00)	0.00	100.00
Dept 6 - SENIOR DIVISION					
1-6-410.01	SENIOR PROGRAM RECOVERIES	(159.00)	(159.00)	0.00	159.00
Total Dept 6 - SENIOR DIVISION		(159.00)	(159.00)	0.00	159.00
TOTAL REVENUES		2,463.18	2,463.18	0.00	(2,463.18)
Expenditures					
Dept 1 - ADMINISTRATIVE DIVISION					
1-1-500.00	SALARIES	11,318.31	11,318.31	0.00	(11,318.31)
1-1-509.00	HEALTH BENEFITS	1,756.79	1,756.79	0.00	(1,756.79)
1-1-511.00	SOCIAL SECURITY TAX	832.75	832.75	0.00	(832.75)
1-1-512.00	IMRF	805.87	805.87	0.00	(805.87)
1-1-513.00	UNEMPLOYMENT COMPENSATION	818.45	818.45	0.00	(818.45)
1-1-520.00	BUILDING MAINTENANCE	595.18	595.18	0.00	(595.18)
1-1-532.00	TELEPHONE/INTERNET	586.56	586.56	0.00	(586.56)
1-1-546.00	DUES/FEES	28.65	28.65	0.00	(28.65)
1-1-558.00	OFFICE SUPPLIES	70.68	70.68	0.00	(70.68)
1-1-565.00	INFORMATION TECHNOLOGY	75.00	75.00	0.00	(75.00)
1-1-568.00	MISCELLANEOUS	40.00	40.00	0.00	(40.00)
1-1-585.00	TOWNHALL IMPROVEMENTS	130.00	130.00	0.00	(130.00)
Total Dept 1 - ADMINISTRATIVE DIVISION		17,058.24	17,058.24	0.00	(17,058.24)
Dept 2 - ELECTED OFFICIALS					
1-2-501.00	SUPERVISOR	2,500.00	2,500.00	0.00	(2,500.00)
1-2-502.00	HIGHWAY COMMISSIONER	1,041.68	1,041.68	0.00	(1,041.68)
1-2-503.00	ASSESSOR	7,196.08	7,196.08	0.00	(7,196.08)
1-2-504.00	CLERK	1,250.00	1,250.00	0.00	(1,250.00)
1-2-505.00	TRUSTEES	1,666.68	1,666.68	0.00	(1,666.68)
1-2-506.00	TREASURER	83.33	83.33	0.00	(83.33)
1-2-511.00	SOCIAL SECURITY TAX	961.61	961.61	0.00	(961.61)
1-2-512.00	IMRF	512.36	512.36	0.00	(512.36)
Total Dept 2 - ELECTED OFFICIALS		15,211.74	15,211.74	0.00	(15,211.74)
Dept 3 - SOCIAL SERVICES DIVISION					
1-3-500.00	SALARIES	13,766.32	13,766.32	0.00	(13,766.32)
1-3-509.00	HEALTH BENEFITS	612.34	612.34	0.00	(612.34)
1-3-511.00	SOCIAL SECURITY TAX	1,043.12	1,043.12	0.00	(1,043.12)
1-3-512.00	IMRF	980.16	980.16	0.00	(980.16)
1-3-513.00	UNEMPLOYMENT COMPENSATION	1,067.14	1,067.14	0.00	(1,067.14)
1-3-532.00	TELEPHONE/INTERNET	282.35	282.35	0.00	(282.35)
1-3-537.00	EDUCATION	435.00	435.00	0.00	(435.00)
1-3-546.00	DUES/FEES	34.85	34.85	0.00	(34.85)
Total Dept 3 - SOCIAL SERVICES DIVISION		18,221.28	18,221.28	0.00	(18,221.28)
Dept 5 - YOUTH DIVISION					
1-5-500.00	SALARIES	6,203.37	6,203.37	0.00	(6,203.37)
1-5-511.00	SOCIAL SECURITY TAX	474.54	474.54	0.00	(474.54)
1-5-512.00	IMRF	241.60	241.60	0.00	(241.60)
1-5-513.00	UNEMPLOYMENT COMPENSATION	695.79	695.79	0.00	(695.79)
1-5-546.00	DUES/FEES	50.00	50.00	0.00	(50.00)
1-5-559.00	OFFICE EQUIPMENT	64.44	64.44	0.00	(64.44)
1-5-562.00	PROGRAM SUPPLIES	35.22	35.22	0.00	(35.22)
Total Dept 5 - YOUTH DIVISION		7,764.96	7,764.96	0.00	(7,764.96)

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 1 - GENERAL TOWN FUND					
Expenditures					
Dept 6 - SENIOR DIVISION					
1-6-500.00	SALARIES	22,543.58	22,543.58	0.00	(22,543.58)
1-6-509.00	HEALTH BENEFITS	1,657.67	1,657.67	0.00	(1,657.67)
1-6-511.00	SOCIAL SECURITY TAX	1,667.85	1,667.85	0.00	(1,667.85)
1-6-512.00	IMRF	1,391.44	1,391.44	0.00	(1,391.44)
1-6-513.00	UNEMPLOYMENT COMPENSATION	1,703.87	1,703.87	0.00	(1,703.87)
1-6-532.00	TELEPHONE/INTERNET	539.10	539.10	0.00	(539.10)
1-6-546.00	DUES/FEES	(17.94)	(17.94)	0.00	17.94
1-6-568.00	MISCELLANEOUS	25.00	25.00	0.00	(25.00)
Total Dept 6 - SENIOR DIVISION		29,510.57	29,510.57	0.00	(29,510.57)
Dept 7 - TRANSPORTATION DIVISION					
1-7-500.00	SALARIES	9,171.15	9,171.15	0.00	(9,171.15)
1-7-509.00	HEALTH BENEFITS	612.34	612.34	0.00	(612.34)
1-7-511.00	SOCIAL SECURITY TAX	694.64	694.64	0.00	(694.64)
1-7-512.00	IMRF	561.84	561.84	0.00	(561.84)
1-7-513.00	UNEMPLOYMENT COMPENSATION	793.84	793.84	0.00	(793.84)
1-7-532.00	TELEPHONE	139.23	139.23	0.00	(139.23)
Total Dept 7 - TRANSPORTATION DIVISION		11,973.04	11,973.04	0.00	(11,973.04)
Dept 8 - ASSESSORS DIVISION					
1-8-500.00	SALARIES	19,386.56	19,386.56	0.00	(19,386.56)
1-8-509.00	HEALTH BENEFITS	4,743.66	4,743.66	0.00	(4,743.66)
1-8-510.00	HRA	1,380.67	1,380.67	0.00	(1,380.67)
1-8-511.00	SOCIAL SECURITY TAX	1,441.22	1,441.22	0.00	(1,441.22)
1-8-512.00	IMRF	1,234.61	1,234.61	0.00	(1,234.61)
1-8-513.00	UNEMPLOYMENT COMPENSATION	1,751.43	1,751.43	0.00	(1,751.43)
1-8-532.00	TELEPHONE/INTERNET	342.00	342.00	0.00	(342.00)
1-8-540.00	PRINTING	216.68	216.68	0.00	(216.68)
1-8-565.00	INFORMATION TECHNOLOGY	390.00	390.00	0.00	(390.00)
Total Dept 8 - ASSESSORS DIVISION		30,886.83	30,886.83	0.00	(30,886.83)
TOTAL EXPENDITURES		130,626.66	130,626.66	0.00	(130,626.66)
Fund 1 - GENERAL TOWN FUND:					
TOTAL REVENUES		2,463.18	2,463.18	0.00	(2,463.18)
TOTAL EXPENDITURES		130,626.66	130,626.66	0.00	(130,626.66)
NET OF REVENUES & EXPENDITURES		(128,163.48)	(128,163.48)	0.00	128,163.48

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 2 - GENERAL ASSISTANCE FUND					
Expenditures					
Dept 0					
2-0-500.00	SALARIES	1,119.98	1,119.98	0.00	(1,119.98)
2-0-511.00	SOCIAL SECURITY TAX	85.68	85.68	0.00	(85.68)
2-0-512.00	IMRF	79.74	79.74	0.00	(79.74)
2-0-701.00	EMERGENCY ASSISTANCE	970.33	970.33	0.00	(970.33)
Total Dept 0		<u>2,255.73</u>	<u>2,255.73</u>	<u>0.00</u>	<u>(2,255.73)</u>
TOTAL EXPENDITURES		<u>2,255.73</u>	<u>2,255.73</u>	<u>0.00</u>	<u>(2,255.73)</u>
Fund 2 - GENERAL ASSISTANCE FUND:					
TOTAL REVENUES		0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		<u>2,255.73</u>	<u>2,255.73</u>	<u>0.00</u>	<u>(2,255.73)</u>
NET OF REVENUES & EXPENDITURES		<u>(2,255.73)</u>	<u>(2,255.73)</u>	<u>0.00</u>	<u>2,255.73</u>



GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 3 - GENERAL ROAD FUND					
Revenues					
Dept 0					
3-0-402.00	PERS PROP REPLACEMENT TAX	2,770.74	2,770.74	0.00	(2,770.74)
3-0-410.01	HWY.ENT.INCOME/BUS REPAIRS	333.01	333.01	0.00	(333.01)
3-0-410.02	HWY.ENT.INCOME/VILL.DEER PARK	40,053.82	40,053.82	0.00	(40,053.82)
3-0-410.03	HWY.ENT.INCOME/VILL.LONG GROVE	12,670.08	12,670.08	0.00	(12,670.08)
Total Dept 0		55,827.65	55,827.65	0.00	(55,827.65)
TOTAL REVENUES		55,827.65	55,827.65	0.00	(55,827.65)
Expenditures					
Dept 1 - ADMINISTRATIVE DIVISION					
3-1-500.00	SALARIES	2,542.00	2,542.00	0.00	(2,542.00)
3-1-502.00	HIGHWAY COMMISSIONER	1,041.65	1,041.65	0.00	(1,041.65)
3-1-509.00	HEALTH BENEFITS	(130.36)	(130.36)	0.00	130.36
3-1-511.00	SOCIAL SECURITY TAX	264.18	264.18	0.00	(264.18)
3-1-512.00	IMRF	180.99	180.99	0.00	(180.99)
3-1-513.00	UNEMPLOYMENT COMPENSATION	179.04	179.04	0.00	(179.04)
3-1-532.00	TELEPHONE/INTERNET	131.72	131.72	0.00	(131.72)
Total Dept 1 - ADMINISTRATIVE DIVISION		4,209.22	4,209.22	0.00	(4,209.22)
Dept 4 - MAINTENANCE DIVISION					
3-4-534.00	UTILITIES	463.93	463.93	0.00	(463.93)
3-4-569.00	VEHICLE MAINTENANCE	1,372.94	1,372.94	0.00	(1,372.94)
3-4-577.00	VILLAGE MATERIALS	391.03	391.03	0.00	(391.03)
Total Dept 4 - MAINTENANCE DIVISION		2,227.90	2,227.90	0.00	(2,227.90)
TOTAL EXPENDITURES		6,437.12	6,437.12	0.00	(6,437.12)
Fund 3 - GENERAL ROAD FUND:					
TOTAL REVENUES		55,827.65	55,827.65	0.00	(55,827.65)
TOTAL EXPENDITURES		6,437.12	6,437.12	0.00	(6,437.12)
NET OF REVENUES & EXPENDITURES		49,390.53	49,390.53	0.00	(49,390.53)

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 4 - PERMANENT ROAD FUND					
Revenues					
Dept 0					
4-0-410.02	ROAD BONDS	50.00	50.00	0.00	(50.00)
Total Dept 0		50.00	50.00	0.00	(50.00)
TOTAL REVENUES		50.00	50.00	0.00	(50.00)
Expenditures					
Dept 0					
4-0-500.00	SALARIES	25,992.83	25,992.83	0.00	(25,992.83)
4-0-509.00	HEALTH BENEFITS	5,437.20	5,437.20	0.00	(5,437.20)
4-0-511.00	SOCIAL SECURITY TAX	1,930.72	1,930.72	0.00	(1,930.72)
4-0-512.00	IMRF	1,850.72	1,850.72	0.00	(1,850.72)
4-0-513.00	UNEMPLOYMENT COMPENSATION	2,432.67	2,432.67	0.00	(2,432.67)
4-0-515.00	UNIFORMS/TESTING	2,664.53	2,664.53	0.00	(2,664.53)
4-0-562.00	OPERATING SUPPLIES	15.48	15.48	0.00	(15.48)
4-0-584.00	STREET LIGHTS	940.97	940.97	0.00	(940.97)
4-0-586.00	ROAD SALT AND LIQUID DE-ICER	59.70	59.70	0.00	(59.70)
4-0-587.00	ROAD SUPPLIES & TREE REMOVAL	351.05	351.05	0.00	(351.05)
Total Dept 0		41,675.87	41,675.87	0.00	(41,675.87)
TOTAL EXPENDITURES		41,675.87	41,675.87	0.00	(41,675.87)
Fund 4 - PERMANENT ROAD FUND:					
TOTAL REVENUES		50.00	50.00	0.00	(50.00)
TOTAL EXPENDITURES		41,675.87	41,675.87	0.00	(41,675.87)
NET OF REVENUES & EXPENDITURES		(41,625.87)	(41,625.87)	0.00	41,625.87



GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 5 - PARK MAINTENANCE FUND					
Expenditures					
Dept 0					
5-0-500.00	SALARIES	6,994.75	6,994.75	0.00	(6,994.75)
5-0-509.00	HEALTH BENEFITS	703.24	703.24	0.00	(703.24)
5-0-511.00	SOCIAL SECURITY TAX	528.13	528.13	0.00	(528.13)
5-0-512.00	IMRF	478.46	478.46	0.00	(478.46)
5-0-513.00	UNEMPLOYMENT COMPENSATION	709.68	709.68	0.00	(709.68)
5-0-520.00	BUILDING MAINTENANCE	169.92	169.92	0.00	(169.92)
5-0-521.00	PARK MAINTENANCE	234.44	234.44	0.00	(234.44)
Total Dept 0		<u>9,818.62</u>	<u>9,818.62</u>	<u>0.00</u>	<u>(9,818.62)</u>
TOTAL EXPENDITURES		<u>9,818.62</u>	<u>9,818.62</u>	<u>0.00</u>	<u>(9,818.62)</u>
Fund 5 - PARK MAINTENANCE FUND:					
TOTAL REVENUES		0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		<u>9,818.62</u>	<u>9,818.62</u>	<u>0.00</u>	<u>(9,818.62)</u>
NET OF REVENUES & EXPENDITURES		<u>(9,818.62)</u>	<u>(9,818.62)</u>	<u>0.00</u>	<u>9,818.62</u>

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 6 - CEMETERY MAINTENANCE FUND					
Expenditures					
Dept 0					
6-0-500.00	SALARIES	230.76	230.76	0.00	(230.76)
6-0-511.00	SOCIAL SECURITY TAX	17.66	17.66	0.00	(17.66)
6-0-568.00	MISCELLANEOUS	57.22	57.22	0.00	(57.22)
Total Dept 0		305.64	305.64	0.00	(305.64)
TOTAL EXPENDITURES		305.64	305.64	0.00	(305.64)
Fund 6 - CEMETERY MAINTENANCE FUND:					
TOTAL REVENUES		0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		305.64	305.64	0.00	(305.64)
NET OF REVENUES & EXPENDITURES		(305.64)	(305.64)	0.00	305.64
TOTAL REVENUES - ALL FUNDS		58,340.83	58,340.83	0.00	(58,340.83)
TOTAL EXPENDITURES - ALL FUNDS		191,119.64	191,119.64	0.00	(191,119.64)
NET OF REVENUES & EXPENDITURES		(132,778.81)	(132,778.81)	0.00	132,778.81



Payroll Check Register Report For Ela Township  
For Check Dates 4/7/2019 to 5/12/2020

Name	Check Net
AXA EQUITABLE-EQUI VEST	767.44
CINCINNATI LIFE INS	177.49
EFTPS	44,569.96
ILL DEPT OF REVENUE	8,388.66
ILLINOIS MUNICIPAL	22,235.55
WISCONSIN DEPT OF REVENUE	80.46
EMPLOYEE PAYROLL	137,711.32
Total Payroll	213,930.88

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To: Ela Township Board  
From: Jim Dalbec  
Re: Board Report

April 2020

Dear Ela Township Board:

Staff has continued to adapt and improve during this stressful and unpredictable time. The response we have received from the seniors in the community has been humbling and helps to remind us just how important we are, especially at this time. We are continuing to pick up groceries and prescriptions for people on a daily basis and have been on MANY phone calls to help guide them through the ins and outs of Zoom. We have also been in contact with the Ela Area Public Library for how to best move forward together since we share many participants and partner in several activities. The communication and outreach between various senior centers and townships have been remarkable.

One volunteer organization reached out to us to assist in providing cloth masks to the various senior living facilities in the area, as well as our residents. Through that partnership, we have been able to offer up several of our senior volunteers to pick up and drop off masks to various locations in Mundelein, Buffalo Grove, and Lake Zurich. Due to the connections of these numerous volunteers and our own members that have been hard at work on their sewing machines, we have been able to provide masks to every person that has requested one so far and have many more on hand to distribute in the upcoming weeks.

Chef Lynn has been pumping out lunches in much larger quantities than previous to the Stay In Place Order. We are averaging close to 30 lunches per day and the feedback and gratitude we see every Monday through Thursday at 11:30am is incredible. For April alone we brought in \$1800 in revenue in lunches.

We have been adding daily posts to our Facebook page, videos to our YouTube Channel and reaching out to members to see what interest there is in additional free and paid programming. In May we are rolling out a set schedule with daily activities in addition to the Lunch Menu, so that should provide some insight on what we're able to do as we head into the summer months and beyond with more uncertainty. Regardless of what Phase of Recovery we're in or to what extent the center will be open, we feel like we have a good variety of classes and programs that we are prepared to offer. We are also looking to partner with other centers to provide online programming from contracted presenters so that we aren't responsible for the full cost of the program. This will hopefully allow for us to offer more content to more people.

Lynn and Laura Z. continue to work from home while reaching out to seniors that live alone, and those that we would see most frequently. Connie retired at the end of April, and she leaves some enormous shoes to fill. Obviously with the building being closed, we have some time to determine how exactly we are going to distribute her responsibilities, but either way she will be sorely missed. Connie's Fitness Classes are a staple here at the Community Center and finding a replacement will be no easy task.

Thank you again for your continued support,

Jim Dalbec  
Assistant Director  
Serving the Youth and Seniors of Ela Township



Ela Family Services  
April 2020 Monthly Board Report

Our in-person groups have skyrocketed! Yoga Nidra's attendance is way over 40 people on Saturday nights and continues to grow. It used to be one family member participating and now whole families are joining. Wednesday (5:30) and Thursday (1:30) Yoga Nidra has 20-30-35 people attending. Yoga Nidra is also provided to first responders such as LZPD, LZFD, health care workers, social workers and Salvation Army employees. The Meditation group has also grown to where we are now offering Meditation three times a week. Monday and Wednesdays at 11am and Fridays at 9am. Our groups have provided a sense of connection through a time of isolation. People acquire skills that can be used at any time of day or night, to help with feelings of anxiety, depression or loneliness. We have received many, many thanks from residents who are benefiting from these groups. One resident wrote, "thank you for both the meditation and Yoga Nidra sessions, as they help me tolerate this difficult time."

Moving forward, DBT has doubled in size. This group provides coping skills that enhances day to day living. DBT teaches communication skills, mindfulness and emotion regulation techniques.

We continue to meet with individuals for therapeutic services and receive referrals from the police departments, fire department, churches, LZ95 and the community. We address mental health, anxiety, depression, family situations, domestic violence and substance abuse issues. We provide services for all ages from youth to seniors. Thank you to Will S for installing a phone referral system from our office phone to our cell phones, so we do not miss any calls.

Casey, Anna, Karen and Taylor continue to check in on families, youth and seniors to see if they need support during this challenging time. We also provide outreach calls to seniors, disabled and isolated residents. When checking in we assess and provide support and if needed, connect them to appropriate services.

We wish Sean and Karen well as they completed their 1<sup>st</sup> year internships. They did an amazing job especially with the onset of COVID-19. We are grateful for our interns! I am looking forward to welcoming two new interns in the Fall from Aurora University.

Anna and I are working with other entities in the community that provide financial support. We have been in contact with St Vincent, Salvation Army and DHS helping people needing financial assistance. We have applications for Emergency Assistance.

I am grateful to be able to provide clinical mental health services to our community. Thank you for all your support during these difficult times. Please take care of yourselves. Take a walk, wear a mask, keep your distance and wash your hands. Reach out and connect with family and friends. Be safe and remember this too shall pass.

In kindness,

Susan W. Fackler LCSW CADIC RYT

April 2020

Dear Ela Township Board,

The Ela Township Youth Staff have continued to stay busy and relevant during the Coronavirus shutdown. We continue to make video content on YouTube. Throughout April, Youth staff have been making a calendar for May to distribute to all the Youth programs members' families. These will include virtual activities on Zoom, and our YouTube upload dates. We hope this will engage the kids and provide a safe environment where they can see their program friends!

The Youth staff have also been helping out with other activities at the Community Center provided by 55+. We have been helping plate the meals for the curbside pickup, Monday-Thursday; as well as grocery shopping/pickups, and pharmacy pickups. We hope that this will provide a safe delivery system for the seniors to use during this unusual time.

Refunds for the missed portion of the 2019-2020 school year for Homework Club and Teen Club were calculated and distributed. Parents were very pleased and appreciated the consideration of their financial needs in expediting this process. Other community entities have been distributing credits for next school year, some of which will never be able to be used. Thankfully, Ela decided that we were here to help the community and that refunds were best.

Looking forward, we are taking steps towards planning summer camp after the week of July 4<sup>th</sup> and in a few different scenarios. With everything changing almost daily, the Youth Department is trying to be prepared for whatever orders get rolled out. We are working on posting a new calendar for June; hopefully focusing more on outdoor activities that you can do in your backyard.

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

Joseph Cacciatore  
Youth Coordinator, Ela Township



**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 - Monthly Report April 2020

- Plow trucks have been disassembled, plows and salt spreaders have been put away. The salt has been moved back in the storage bin to make room for topsoil that is being brought in for Spring and Summer Projects.
- We are taking advantage of this weather to update old road culverts to prepare for the upcoming pavement projects.
- The Highway Department is constantly filling potholes with UPM. We are also trimming any trees or brush blocking sight lines.
- Total income for April from Village Contracts \$12,514.27
  - Village of Deer Park – 19 work tickets performed
    - Labor charge \$4,326.00
    - Material charge \$176.47
    - Equipment charge \$0.00
    - Totaling \$4,502.47
  - Village of Kildeer – 15 work tickets performed
    - Labor charge \$2,002.00
    - Material charge \$237.30
    - Equipment charge \$776.25
    - Totaling \$3,015.55
  - Village of Long Grove – 7 work tickets performed
    - Labor charge \$1,064.00
    - Material charge \$42.50
    - Equipment charge \$450.00
    - Totaling \$1,556.50
  - Village of North Barrington – 27 work tickets performed
    - Labor charge \$2,226.00
    - Material charge \$77.00
    - Equipment charge \$1,136.75
    - Totaling \$3,439.75
- Labor hours performed throughout Ela Township – 104 work tickets performed
  - Assessor – 0 work tickets equaling 0 hours
  - Buses – 0 work tickets equaling 0 hours
  - Cemetery – 5 work tickets equaling 33.75 hours
  - Community Center – 1 work tickets equaling 6.5 hours
  - Highway Department (unincorporated) – 82 work tickets equaling 339.75 hours
  - Historical – 0 work tickets equaling 0 hours
  - Parks – 10 work tickets equaling 51.25 hours
  - Social Worker – 0 work ticket equaling 0 hours
  - Town Hall – 6 work tickets equaling 21.25 hours



# ELA TOWNSHIP BUS SERVICE MONTHLY REPORT

<b><u>BUS SERVICE</u></b>	<b>Jan-20</b>	<b>Feb-20</b>	<b>Mar-20</b>	<b>Apr-20</b>	<b>May-20</b>	<b>Jun-20</b>
Ridership (One Way) - Ela	390	328	218	43		
Ridership (One Way) - Wauconda	104	96	54	0		
Total Number of Rides	494	424	272	43		
Revenue Miles - Ela	2530	2227	1424	205		
Revenue Miles - LC	989	857	513	0		
Total Miles	3519	3084	1937	205		
Revenue Hours - Ela	265	226	163	35.5		
Revenue Hours - LC	53.75	45	27.5	0		
Total Hours	318.75	271	190.5	35.5		
Days in Service - Ela	22	19	22	21		
Days in Service - LC	22	19	11	0		
Fuel Usage (gallons)	648 Reg 157.2 Diesel	425.2 Reg 172.8 Diesel	348.1 Reg 58.3 Diesel	23.7 Reg		
Lift Usage	104	69	49	5		
Ridership - Senior Trips	0	0	0	0		
Ridership - Youth Trips	8 trips 113 rides	4 trips 48 rides	0	0		



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Date: May 14, 2020

To: Township Supervisor and Board of Trustees

From: William Stefaniuk, Township Manager

Subject: **Board Report – April 2020**

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**Ela Town Hall Security System:**

Staff has worked with the Township’s security monitoring vendor, Fox Valley Security Systems, to develop a new building access coding system in April. Staff, elected officials, and approved external organizations have been provided with new access codes. A 1.5 weeks transition period was established to ensure employees have sufficient time to test their new access codes. The Township will officially switch from a universal 3-digit access code for all building access to an individual 4-digit access code for entry/exit access at Ela Town Hall on May 18, 2020.

**Operations Update:**

Staff continues to operate on a rotational basis with on-site and remote service delivery across departments throughout the month of April. Here are some of the highlights of ongoing and upcoming items:

- **Curbside Pickup Program:** The Community Center staff has developed a new curbside pickup program on-site at the Ela Township Community Center for seniors to acquire a low cost prepared meal option. This program was highlighted in the current May 2020 TOI Township Perspective magazine on page 29 and in the local Daily Herald newspaper published on Wednesday, April 29, 2020 on page 6.
- **Community Family Services:** The Community Family Services staff have been seeing increasing attendance of 30-40 participants for virtual Yoga Nidra group sessions being offered on a regular basis. Otherwise, staff have been actively organizing storage areas, including the lending closet.
- **Building Maintenance:** The building maintenance worker and all bus drivers continued assigned alternate work duties (in addition to regular bus duties) to assist with the maintenance of the Township facilities, including window cleaning and deep cleaning of any shared common spaces and furniture throughout Township office spaces.
- **Training Opportunities:** Staff has been identifying opportunities to provide educational training for employees during this period. Staff has developed a training webinar for the mandatory Sexual Harassment training per the Illinois Department of Human Resources guidance issued as of April 28, 2020. This mandated annual training will be provided for staff to complete in May 2020.

**Personal Protective Equipment Donation:**

Staff contacted the Lake County emergency response coordinator in April to discuss the Township's needs for personal protective equipment (PPE) for employees providing essential services. Lake County donated 500 3-ply face masks, 700 gloves, 200 sterile wipes, and 24 bottles of liquid hand sanitizer that has a dual use as a disinfectant spray.



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# Line Item Transfers

<u>Fund</u>	<u>Dept.</u>	<u>Overdrawn #</u>	<u>Description</u>	<u>Transfer \$</u>	<u>From #</u>
Cemetery		6-0-568	Miscellaneous	\$ 620.00	6-0-521
<b>TOTAL TRANSFERS - CEMETERY*****</b>				\$ 620.00	
Park		5-0-500	Salaries	\$ 6,450.00	5-0-521
		5-0-511	Social Security Tax	\$ 200.00	5-0-521
		5-0-513	Unemployment Comp.	\$ 500.00	5-0-521
		5-0-520	Building Maint.	\$ 8,700.00	5-0-521
		5-0-534	Utilities	\$ 625.00	5-0-521
<b>TOTAL TRANSFERS - PARK MAINTENANCE *****</b>				\$ 16,475.00	

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 6 - CEMETERY MAINTENANCE FUND					
Revenues					
Dept 0					
6-0-400.00	PROPERTY TAX	0.44	7,985.11	8,000.19	15.08
6-0-404.00	INTEREST INCOME	554.43	4,124.63	400.00	(3,724.63)
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	3,100.00	18,850.00	12,000.00	(6,850.00)
Total Dept 0		3,654.87	30,959.74	269,371.85	238,412.11
TOTAL REVENUES		3,654.87	30,959.74	269,371.85	238,412.11
Expenditures					
Dept 0					
6-0-500.00	SALARIES	230.76	4,269.15	7,000.00	2,730.85
6-0-508.00	CEMETERY BOARD	1,000.00	1,000.00	1,500.00	500.00
6-0-511.00	SOCIAL SECURITY TAX	17.64	325.36	750.00	424.64
6-0-512.00	IMRF	0.00	104.94	250.00	145.06
6-0-521.00	CEMETERY MAINTENANCE	50.00	16,061.65	35,000.00	18,938.35
6-0-522.00	BURIAL EXPENSES	0.00	4,200.00	9,500.00	5,300.00
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	2,615.91	2,000.00	(615.91)
6-0-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	100,000.00	100,000.00
Total Dept 0		1,330.65	31,448.86	169,800.00	138,351.14
TOTAL EXPENDITURES		1,330.65	31,448.86	169,800.00	138,351.14
Fund 6 - CEMETERY MAINTENANCE FUND:					
TOTAL REVENUES		3,654.87	30,959.74	269,371.85	238,412.11
TOTAL EXPENDITURES		1,330.65	31,448.86	169,800.00	138,351.14
NET OF REVENUES & EXPENDITURES		2,324.22	(489.12)	99,571.85	100,060.97
TOTAL REVENUES - ALL FUNDS					
		54,141.35	4,601,480.54	8,695,179.09	4,093,698.55
TOTAL EXPENDITURES - ALL FUNDS					
		318,048.21	4,108,473.46	7,192,585.00	3,084,111.54
NET OF REVENUES & EXPENDITURES		(263,906.86)	493,007.08	1,502,594.09	1,009,587.01



GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	2019-20 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 5 - PARK MAINTENANCE FUND					
Revenues					
Dept 0					
5-0-400.00	PROPERTY TAX	9.97	299,667.25	300,006.88	339.63
5-0-404.00	INTEREST INCOME	317.86	2,068.84	500.00	(1,568.84)
5-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	191,970.17	191,970.17
5-0-410.00	MISCELLANEOUS INCOME	5,000.00	8,937.25	10,000.00	1,062.75
5-0-410.01	KNIGGE PARK - STUDENT PARKING LOT REV	0.00	15,775.00	15,000.00	(775.00)
5-0-410.02	YOUTH SPORTS - PARK REV	0.00	2,500.00	3,170.00	670.00
Total Dept 0		5,327.83	328,948.34	520,647.05	191,698.71
TOTAL REVENUES		5,327.83	328,948.34	520,647.05	191,698.71
Expenditures					
Dept 0					
5-0-500.00	SALARIES	6,873.75	116,444.76	110,000.00	(6,444.76)
5-0-511.00	SOCIAL SECURITY TAX	518.89	8,883.68	8,700.00	(183.68)
5-0-512.00	IMRF	478.46	6,725.98	10,000.00	3,274.02
5-0-513.00	UNEMPLOYMENT COMPENSATION	0.00	988.88	500.00	(488.88)
5-0-520.00	BUILDING MAINTENANCE	980.49	27,170.75	18,500.00	(8,670.75)
5-0-521.00	PARK MAINTENANCE	0.00	22,345.77	50,000.00	27,654.23
5-0-534.00	UTILITIES	3,070.31	18,620.42	18,000.00	(620.42)
5-0-555.00	SCHOLARSHIPS/KNIGGE PARKING MAINTENANCE	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	PARK 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		11,921.90	249,763.46	332,200.00	82,436.54
TOTAL EXPENDITURES		11,921.90	249,763.46	332,200.00	82,436.54
Fund 5 - PARK MAINTENANCE FUND:					
TOTAL REVENUES		5,327.83	328,948.34	520,647.05	191,698.71
TOTAL EXPENDITURES		11,921.90	249,763.46	332,200.00	82,436.54
NET OF REVENUES & EXPENDITURES		(6,594.07)	79,184.88	188,447.05	109,262.17

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April 16, 2020

Mr. Andrew Forster  
Ela Township Highway Commission  
1155 E. Route 22  
Lake Zurich, IL 60047

Re: Proposal for Consulting Services  
Year 18 MS4 Compliance  
GHA Proposal No. 2020.M025

Dear Mr. Forster:

Gewalt Hamilton Associates, Inc., (GHA) is pleased to submit our proposal for consulting services to assist Ela Township with its annual compliance monitoring to satisfy the National Pollution Discharge Elimination System (NPDES) MS4 Permit requirements.

#### **I. Scope of Services**

The following scope of services and corresponding fee are based on the requirements of the most current General NPDES Permit for discharges from small municipal separate storm sewer systems (General Permit No. ILR40), effective March 2016. Accordingly, we propose the following services:

##### **A. Annual Report & Tracking**

GHA will utilize the tracking information to prepare and submit the required Year 18 (March 1, 2020 – February 28, 2021) annual report to the IEPA by June 1, 2021. GHA will obtain signatures and coordinate the submittal to the IEPA electronically. The report will be uploaded to the MS4 website, [www.gha-engineers.com/ms4](http://www.gha-engineers.com/ms4), by June 1, 2021.

This task includes tracking the MS4's six (6) minimum control measures (MCM) which are used to assess and report the effectiveness of the Storm Water Management Program. Ela Township will provide an MS4 Tracking Summary to GHA at the end of the permit tracking period.

##### **B. Illicit Discharge Detection and Elimination (IDDE)**

GHA will conduct a dry-weather inspection of priority outfalls for the purpose of identifying potential illicit discharges. Outfalls will be assessed for maintenance needs and physical indicators of illicit discharges. Flowing outfalls will be assessed further for the presence of potential non-stormwater related discharge. The field results will be summarized in report form and submitted to the Township.

##### **C. Post Construction Stormwater Management Inspections**

GHA will assess approximately 20% of the Township's stormwater management facilities, including detention and retention basins, rain gardens and bioswales, and document observed erosion, seeding/re-seeding or slope stabilization needs. GHA will recommend remedial actions as appropriate. The stormwater management facilities will be evaluated for feasibility of retrofits. GHA will also add new facilities to the Township's inventory prior to performing the inspections.

GHA will inspect approximately 1,000 linear feet of the Township's streambank for bank erosion, sediment accumulation, bank vegetation, and water quality. GHA will identify maintenance needs and recommend remedial actions as appropriate.

D. Good Housekeeping for Municipal Operations / SWPPP Preparation

GHA will prepare a Stormwater Management Pollution Prevention Plan (SWPPP) for the Township's Highway Department operations according to Illinois EPA requirements and standards. This will require one site visit to the Township facility to meet with staff, take photographs, and document the Highway Department standard operating procedures.

E. Public Education Presentation

GHA will perform one (1) presentation on the MS4 program at a regularly scheduled Board meeting.

**II. Compensation for Services**

Based upon the scope of services, GHA proposes a fee breakdown as shown below. Attached are our 2020 rates for your reference.

<u>Year 18 MS4 Services</u>	<u>Cost</u>
A. Annual Report (incl. tracking)	\$1,200.00
B. Illicit Discharge Detention & Elimination	\$2,000.00
C. Post-Construction Stormwater Mgmt. Insp.	\$1,200.00
D. Good Housekeeping / SWPPP Preparation	\$1,200.00
E. Public Education Presentation	\$400.00
<b>Year 18 Estimated Fee</b>	<b>\$6,000.00</b>

Reimbursable expenses, including items such as photos, postage, messenger services, printing, mileage, etc., will be billed to the Client without markup.

All services, including additional services requested and authorized by the Client, will be billed in accordance with the hourly rates in effect at the time services are rendered.

Invoices will be submitted on a monthly basis and will detail services performed.

**III. Additional Services**

The following are not included in the scope of services, but can be provided for an additional fee if requested and authorized by the Client:

1. Meetings with public officials or agencies in addition to the annual public presentation.
2. Response to agency comments.
3. Updates to storm atlas.
4. Additional services required due to changes in Local, State, or Federal NPDES permit requirements made after acceptance of this proposal.



#### IV. General Conditions

The delineated services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be performed as reasonably required in accordance with the generally accepted standards for civil engineering and surveying services as reflected in the contract for this project at the time when and the place where the services are performed.

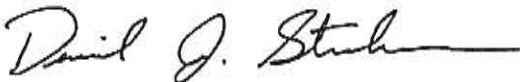
Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or GHA. GHA's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against GHA because of this Agreement or the performance or nonperformance of services hereunder. In no event shall GHA be liable for any loss of profit or any consequential damages.

The Client and GHA agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation in Chicago, Illinois unless the parties mutually agree otherwise.

This Agreement, including all subparts and Attachment A, which is attached hereto and incorporated herein as the General Provisions of this Agreement, constitute the entire integrated agreement between the parties which may not be modified without all parties consenting thereto in writing.

Should you have any questions or if we can be of additional assistance, please feel free to contact us. If our proposal is acceptable, please sign and return a copy to our office, indicating your acceptance of this Agreement in its entirety. We appreciate the opportunity to continue serving the Township.

Sincerely,  
Gewalt Hamilton Associates, Inc.



Daniel J. Strahan, P.E., CFM  
Associate/Senior Engineer  
[dstrahan@gha-engineers.com](mailto:dstrahan@gha-engineers.com)

#### AUTHORIZED BY:

Ela Township

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

\_\_\_\_\_  
Date

cc: Gloria Palmblad, Ela Township  
Caitlin Burke, GHA

Encl.: Attachment A  
GHA Hourly Rates

**ATTACHMENT A TO GEWALT HAMILTON ASSOCIATES, INC.  
PROFESSIONAL SERVICES AGREEMENT**

**1. Standard of Care.** The services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be reasonably performed consistent with the generally accepted standard of care for the Scope of Basic Services called for herein at the time when and the place where the services are provided. GHA will use reasonable care to comply with applicable codes and laws in effect at the time its services are provided.

**2. Duration of Proposal.** The terms of this Agreement are subject to renegotiation if not accepted within 60 calendar days of the date indicated on this Agreement. Requests for extension beyond 60 calendar days shall be made in writing prior to the expiration date. The fees and terms of this Agreement shall remain in full force and effect for one year from the date of acceptance of this Agreement, and shall be subject to revision at that time, or any time thereafter if GHA gives written notice to the other party at least 60 calendar days prior to the requested date of revision. In the event that the parties fail to agree on the new rates or other revisions, either party may terminate this Agreement as provided for herein.

**3. Client Information.** Client shall provide GHA will all project criteria and full information for its Scope of Basic Services. GHA may rely, without liability, on the accuracy and completeness of the information Client provides, including that of its other consultants, contractors and subcontractors, without independently verifying that information.

**4. Payment.** Payments are due within 30 calendar days after a statement is rendered. Statements not paid within 60 calendar days of the end of the calendar month when the statement is rendered will bear interest at the rate of one percent (1.0%) per month until paid. The provision for the payment of interest shall not be construed as authorization to pay late. Failure of the Client to make payments when due shall, in GHA's sole discretion, be cause for suspension of services without breach or termination of this agreement. Upon notification by GHA of suspension of services, Client shall pay in full all outstanding invoices within 7 calendar days. Client's failure to make such payment to GHA shall constitute a material breach of the Agreement and shall be cause for termination by GHA. GHA shall be entitled to reimbursement of all costs actually incurred by GHA in collecting overdue accounts under this Agreement, including, without limitations, attorney's fees and costs. GHA shall have no liability for any claims or damages arising from either suspension or termination of this Agreement due to Client's breach. The Client's obligation to pay for GHA's services is in no way dependent upon the Client's ability to obtain financing, rezoning, payment from a third party, approval of governmental or regulatory agencies or the Client's completion of the project.

**5. Instruments of Service.** The Client acknowledges GHA's plans and specifications, including field data, notes, calculations, and all documents or electronic data, are instruments of service. GHA shall retain ownership rights over all original documents and instruments of service. All instruments of service provided by GHA shall be reviewed by Client within 10 calendar days of receipt. Any deficiencies, errors, or omissions the Client discovers during this period will be reported to GHA and will be corrected as part of GHA's Basic Services. Failure to provide such notice shall constitute a waiver. The Client shall not reuse or make, or permit to be made, any modifications to the instruments of service without the prior written authorization of GHA. The Client waives all claims against GHA arising from any reuse or modification of the instruments of service not authorized by GHA. The Client agrees, to the fullest extent permitted by law, to defend and indemnify and hold GHA harmless from any liability, damage, or cost, including attorneys' fees, arising from the unauthorized reuse or modification of the instruments of service by any person or entity. The parties agree that if elements of the Scope of Basic Services identified in this Agreement are reduced and/or eliminated by Client, then Client waives, releases and holds GHA harmless from all claims and damages arising from those reduced and/or eliminated services. If GHA's Scope of Basic Services does not include construction administration phase services, Client assumes responsibility for interpretation of the instruments of service and construction observation, and waives all claims against GHA for any act, omission or event connected thereto. Unless included in GHA's Scope of Basic Services, GHA shall not be liable for coordination with of the services of Client's other design professionals.

**6. Electronic Files.** The Client acknowledges that differences may exist between the electronic files delivered and the printed instruments of service. In the event of a conflict between the signed / sealed printed instruments of service prepared by GHA and the electronic files, the signed / sealed instruments of service shall control. GHA's electronic files shall be prepared in the current software GHA uses and will follow GHA's standard formatting unless the Scope of Basic Services requires otherwise. Client accepts that GHA makes no warranty that its software will be compatible with other systems or software.

**7. Applicable Codes.** The Client acknowledges that applicable laws, codes and regulations may be subject to various, and possibly contradictory, interpretations. Client accepts that GHA does not warrant or guarantee that the Client's project will comply with interpretations of applicable laws, codes, and regulations as they may be interpreted to the project. Client agrees that GHA shall not be responsible for added project costs, delay damages, or schedule changes arising from unreasonable or unexpected interpretations of the laws, codes, or regulations applied to the project, nor for changes required by the permitting authorities due to changes in the law that became effective after completion of GHA's instruments of service. Client shall compensate GHA for additional fees required to revise the instruments of service to comply with such interpretations. Client shall also compensate GHA for additional fees required to revise the instruments of service if Client changes the project scope after GHA's completes its instruments of service.

**8. Utilities and Soils.** When the instruments of service include information pertaining to the location of underground utility facilities or soils, such information represents only the opinion of the engineer as to the possible locations. This information may be obtained from visible surface evidence, utility company records or soil borings performed by others, and is not represented to be the exact location or nature of these utilities or soils in the field. Client agrees that GHA may reasonably rely on the accuracy and completeness of information furnished by third parties respecting utilities, underground conditions and soils without performing any independent verification. Contractor is solely responsible for utility locations, their markings in the field and their placement on the plans based on information they provided. Client agrees GHA is not liable for damages resulting from utility conflicts, mistaken utility locates, unfavorable soils, and concealed or unforeseen conditions, including but not limited to added construction costs and/or project delays. If the Client wishes to obtain the services of a contractor to provide test holes and exact utility locations, GHA may incorporate that information into the design and reasonably rely upon it. If not included in the Scope of Basic Services, such work will be compensated as additional services.

**9. Opinion of Probable Construction Costs.** GHA's Scope of Basic Services may include the preparation of an opinion of probable construction costs. Client acknowledges that GHA has no control over the costs of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable costs, shall be made on the basis of experience and qualifications applied to the project scope contemplated by this Agreement as well as information provided by Client (the accuracy and completeness of which GHA may rely upon), and represent GHA's reasonable judgment. Client accepts that GHA does not guarantee or warrant that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared for the Client. GHA shall not be liable for cost differentials between the bid and/or actual costs and GHA's opinion of probable construction costs. Client agrees it shall employ an independent cost estimator if, based on its sole determination, it wants more certainty respecting construction costs,

**10. Contractor's Work.** Client agrees that GHA does not have control or charge of and is not responsible for construction means, methods, techniques, sequences or procedures, or for site or worker safety measures and programs including enforcement of Federal, State and local safety requirements, in connection with construction work performed by the Client or the Client's construction contractors. GHA is not responsible for the supervision and coordination of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators, suppliers, or any of their employees, agents and representatives of such workers, or responsible for any machinery, construction equipment, or tools used and employed by contractors and subcontractors. GHA has no authority or right to stop the work. GHA may not direct or instruct the construction work in any regard. In no event shall GHA be liable for the acts or omissions of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators or suppliers, or any persons or entities performing any of the work, or for failure of any of them to carry out their work as called for by the Construction Documents. The Client agrees that the Contractor is solely responsible for jobsite and worker safety and warrants that this intent shall be included in the Client's agreement with all prime contractors. The Client agrees that GHA and GHA's personnel and consultants (if any) shall be defended/indemnified by the Contractor for all claims asserted against GHA which arise out of the Contractor's or its subcontractors' negligence, errors or omissions in the performance of their work, and shall also be named as an additional insured on the Contractor's and subcontractors' general liability insurance policy. Client warrants that this intent shall be included in the Client's agreement with all prime contractors. If the responsible prime contractor's agreement fails to comply with the Client's intent then the Client agrees to assume the duty to defend and indemnify GHA for claims arising out of the Contractor's or subcontractors' negligence, errors or omissions in the performance of their work.

**11. Contractor Submittals.** Shop drawing and submittal reviews by GHA shall apply only to the items in the submissions that concern GHA's scope of Basic Services and only for the purpose of assessing if, upon successful incorporation in the project, they are generally consistent with the GHA's Instruments of Service. Client agrees that the Contractor is solely responsible for the submissions and for compliance with the Instruments of Service. Owner agrees that GHA's review and action in relation to the submissions does not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to jobsite or worker safety. GHA's consideration of a component does not constitute acceptance of an assembled item.

**12. Hazardous Materials.** Client agrees that GHA has no responsibility or liability for any hazardous or toxic materials, contaminants or pollutants.

**13. Record Drawings.** If required by the Scope of Basic Services, record drawings will be prepared which may include unverified information compiled and furnished by others, the accuracy and completeness of which GHA may reasonably rely upon. Client accepts that GHA shall not verify the information provided to it and agrees GHA will not be responsible for any errors or omissions in the record drawings due to incorrect or incomplete information furnished by others to GHA.

**14. Disputes.** Client agrees to limit GHA's total aggregate liability to the Client for GHA's alleged acts, errors or omissions to \$50,000 or the amount of GHA's paid fees for its services on the project, whichever is greater. GHA's liability to Client shall be limited to twelve months from the last invoice submitted to Client by GHA, regardless of payment by Client. GHA makes no guarantees or warranties, either expressed or implied, including any warranty of habitability or fitness for a particular purpose. The parties agree to waive all claims against the other for any and all consequential damages, including attorneys' fees. The parties agree to waive against each other all rights and claims otherwise covered by property insurance, by builder's risk insurance or by all risk insurance, including but not limited to subrogation rights regardless of whether the claims arise during or post-construction and regardless of final payment to GHA.

All disputes arising out of or relating to this Agreement shall first be negotiated between the parties. If unresolved, the dispute shall be submitted to mediation as a condition precedent to litigation. Mediation shall take place in Chicago, Illinois unless the Client and GHA mutually agree otherwise. The fees and costs of the mediator shall be apportioned equally between the parties. If mediation is unsuccessful, litigation shall be the form of dispute resolution and shall be filed in the jurisdiction where the project was pending. The controlling law shall be the law of the jurisdiction where the project was located. Client agrees that all causes of action under this Agreement shall be deemed to have accrued and all statutory limitations periods shall commence no later than the date of GHA's services being substantially completed. Client agrees that any claim against GHA arising out of this Agreement shall be asserted only against the entity and not against GHA's owners, officers, directors, shareholders, or employees, none of whom shall bear any liability and may not be subject to any claim.

**15. Miscellaneous.** Either Client or GHA may terminate this Agreement without penalty at any time with or without cause by giving the other party ten (10) calendar days prior written notice. The Client shall, within thirty (30) calendar days of termination pay GHA for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions of this Agreement. Client shall not assign this Agreement without GHA's prior written consent. There are no third-party beneficiaries to this Agreement.



**GHA PROFESSIONAL SERVICES HOURLY RATE GUIDE:  
2020**

The following rates will remain in effect until December 31, 2020, at which time they are subject to an annual increase:

PRINCIPAL	\$ 138.00
CIVIL ENGINEER VI	\$ 132.00
CIVIL ENGINEER V	\$ 130.00
CIVIL ENGINEER IV	\$ 128.00
CIVIL ENGINEER III	\$ 124.00
CIVIL ENGINEER II	\$ 118.00
CIVIL ENGINEER I	\$ 108.00
LAND SURVEYOR IV	\$ 122.00
LAND SURVEYOR III	\$ 114.00
LAND SURVEYOR II	\$ 106.00
LAND SURVEYOR I	\$ 98.00
GIS PROFESSIONAL III	\$ 124.00
GIS PROFESSIONAL II	\$ 114.00
GIS PROFESSIONAL I	\$ 108.00
ENVIRONMENTAL CONS. II	\$ 110.00
ENVIRONMENTAL CONS. I	\$ 104.00
ENGINEERING TECHNICIAN V	\$ 128.00
ENGINEERING TECHNICIAN IV	\$ 112.00
ENGINEERING TECHNICIAN III	\$ 104.00
ENGINEERING TECHNICIAN II	\$ 100.00
ENGINEERING TECHNICIAN I	\$ 74.00
ADMINISTRATIVE I	\$ 58.00

Services provided under this Agreement will be billed according to the rates in effect at the time services are rendered.